



# Hidden Valley Lake Community Services District

## Regular Board Meeting

DATE: May 15, 2018  
TIME: 7:00 p.m.  
PLACE: Hidden Valley Lake CSD  
Administration Office, Boardroom  
19400 Hartmann Road  
Hidden Valley Lake, CA

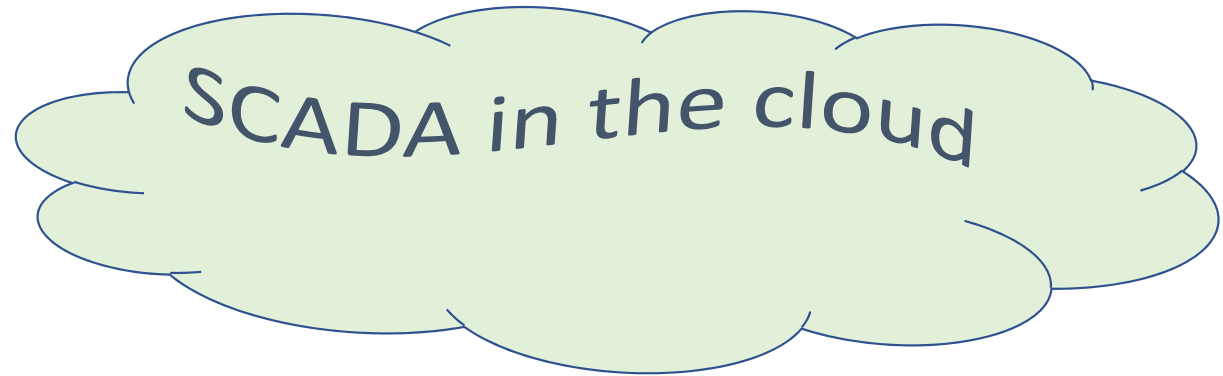
- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) EMPLOYEE RECOGNITION
  - A. Brandon Bell-New Employee
- 6) PRESENTATIONS
  - A. XIO SCADA conversion to cloud SCADA for water, wastewater & recycled water
  - B. Valley Fire Recognition
- 7) CONSENT CALENDAR
  - A. MINUTES: Approval of the Board of Directors Regular Board Meeting minutes for April 17, 2018.
  - B. MINUTES: Approval of the Lake Water Use Ad Hoc Committee Meeting minutes for April 19, 2018.
  - C. MINUTES: Approval of the Personnel Committee Meeting minutes for May 4, 2018.
  - D. DISBURSEMENTS: Check # 035363 - # 035443 including drafts and payroll for a total of \$209,920.07.
- 8) BOARD COMMITTEE REPORTS  
(for information only, no action anticipated)
  - Personnel Committee
  - Finance Committee
  - Emergency Preparedness Committee
  - Lake Water Use Agreement-Ad Hoc Committee
  - Valley Oaks Project Committee

- 9) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS  
(for information only, no action anticipated)
- 10) STAFF REPORTS  
(for information only, no action anticipated)
  - ACWA State Legislative Committee
  - Financial Report
  - Administration/Customer Service Report
  - Field Operations Report
  - General Manager's Report
- 11) OPEN PUBLIC HEARING: Discussion of Ordinance 57.1 Establishing Rates and Charges by Resolution for Water, Wastewater and Recycled Water Service and Reaffirming Prior Rates and Charges. Set the date of the second reading of Ordinance 57.1 Establishing Rates and Charges by Resolution for Water, Wastewater and Recycled Water Service and Reaffirming Prior Rates and Charges at the next scheduled Regular Board Meeting
- 12) CLOSE PUBLIC HEARING: Ordinance 57.1 Establishing Rates and Charges by Resolution for Water, Wastewater and Recycled Water Service and Reaffirming Prior Rates and Charges.
- 13) DISCUSS AND POSSIBLE ACTION: Approve the General Manger to enter into a contract with Coastland Engineering for sealed bid and engineering services regarding refurbishment of the CL2 basin and valve repair.
- 14) PUBLIC COMMENT
- 15) BOARD MEMBER COMMENT
- 16) CLOSED SESSION: The Board will call to order and recess to a Closed Session to discuss and review the General Manger's contract provisions Pursuant to California Government Code §54957.6.
- 17) ADJOURNMENT

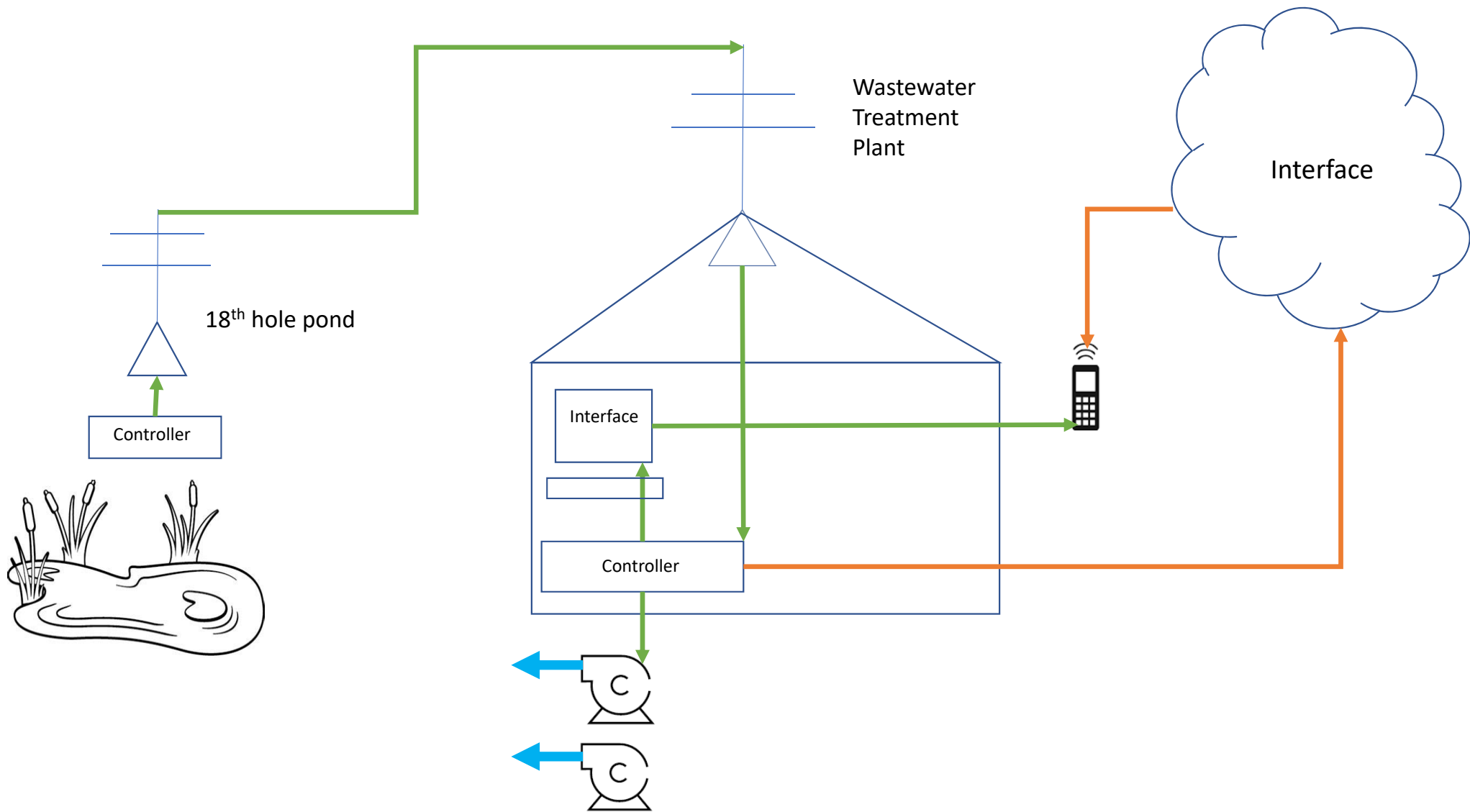
Public records are available upon request. Board Packets are posted on our website at [www.hvlcsd.org/meetings](http://www.hvlcsd.org/meetings)

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

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

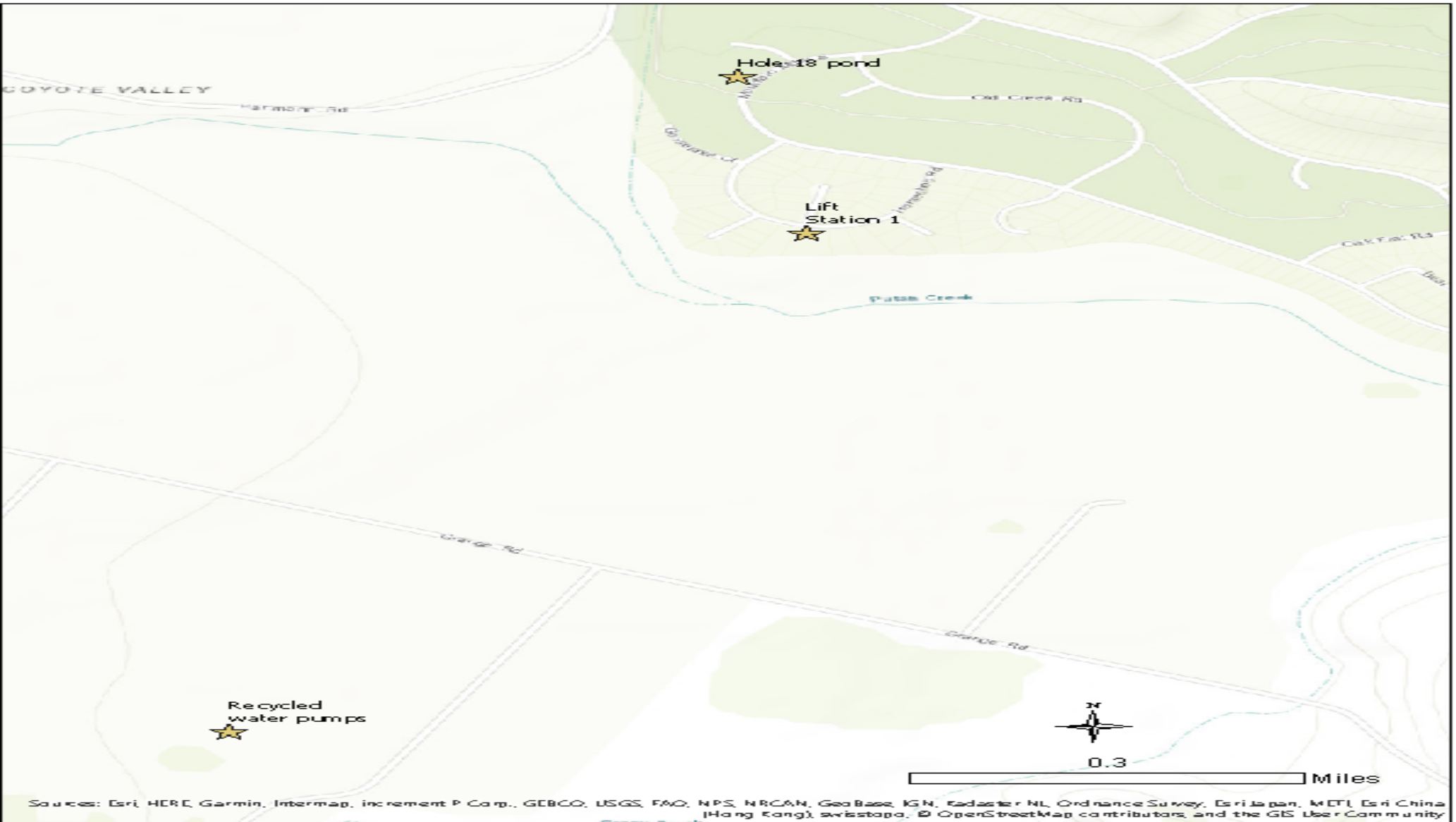


The benefits of XIO Cloud SCADA at HVLCSD



## Fee Comparison

	Traditional	XIO
<b>PC Costs</b>	Y	N
<b>PC Maintenance</b>	Y	N
<b>Security</b>	Y	N
<b>Controller cost</b>	Y	Y
<b>Controller configuration</b>	Y	N
<b>Historian installation</b>	Y	N
<b>Alarm install</b>	Y	N
<b>Changes to configuration</b>	Y	N
<b>License renewal</b>	Y	N
<b>Monthly membership</b>	N	Y



# References

- Upper Lake County Water, Rochelle Henry
- Russian River Utilities, Robert Sherod
- Gerber Las Flores, Chris Wuelfing



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES  
MEETING DATE: APRIL 17, 2018**

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

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

**CALL TO ORDER**

The meeting was called to order at 7:01 p.m. by President Graham.

**APPROVAL OF AGENDA**

On a motion made by Director Mirbegian and second by Director Herndon the Board unanimously approved the agenda.

**EMPLOYEE RECOGNITION**

Sam Garcia, was recognized by staff for his dedication and hard work as the Interim Utility Supervisor while Dennis White, Utility Supervisor was out on leave.

**PRESENTATIONS**

I&I Assessment Report provided by Civic Spark Fellow, Marina Deligiannis and Jacob Gill

**CONSENT CALENDAR**

On a motion made by Director Herndon and second by Director Mirbegian the Board unanimously approved the following Consent Calendar items:

- (A) MINUTES: Approval of the Finance Committee Meeting minutes for February 23, 2018
- (B) MINUTES: Approval of the Regular Board Meeting minutes for March 20, 20108
- (C) MINUTES: Approval of the Finance Committee Meeting minutes for March 13, 2018
- (D) MINUTES: Approval of the Finance Committee Meeting minutes for April 2, 2018
- (E) DISBURSEMENTS: Check #35284 - #35362 including drafts and payroll for a total of \$347,689.45.



## **BOARD COMMITTEE REPORTS**

Personnel Committee: Has not met. Committee continues to work on the Employee Handbook and plans to meet the week of April 30<sup>th</sup>.

Finance Committee: Committee met March 13 and April 2<sup>nd</sup> and is preparing to begin the Budget process.

Emergency Preparedness Program Committee: Scheduled to meet May 14<sup>th</sup>.

Lake Water Use Agreement-Ad Hoc Committee: Scheduled to meet Thursday April 19<sup>th</sup>.

Valley Oaks Project Sub-Committee: Has not met. Staff suggests Members of the Board review SCIP funding as it was mentioned by Mr. Porter as a possible funding option.

## **BOARD MEMBER ATTENDANCE AT OTHER MEETINGS**

Other meetings attended: No other meetings attended by Members of the Board

## **STAFF REPORTS**

Financial Report:

Administration/Customer Services Report:

Field Operation Report:

ACWA State Legislative Committee: Alyssa Gordon provided a brief update of the meeting held on April 13<sup>th</sup>.

General Manager's Report: The General Manager discussed items in his report and responded to all inquiries.

## **PUBLIC HEARING FOR ORDINANCE 59.1: Open Public Hearing for Public and Board Comments**

Public Hearing opened at 7:53 PM

## **CLOSE PUBLIC HEARING FOR ORDINANCE 59.1: Followed by a motion and Second, Vote to Accept or Decline Ordinance 59.1**

On a motion by Director Mirbegian and second by Director Herndon the Board voted unanimously to accept Ordinance 59.1 by roll call vote.

No written or public comments.

Roll Call Vote:

AYES: (5) Directors Graham, Herndon, Mirbegian, Freeman and Lieberman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Public Hearing for Ordinance 59.1 was passed and closed at 7:55 PM.

## **DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2018-02, "Engineering Standard Specifications and Drawings"**

On motion by Director Herndon and second by Director Freeman the Board unanimously approved, as amended, Resolution 2018-02, Engineering Standard Specifications and Drawings by roll call vote.

No written or public comments.

Roll Call Vote:

AYES: (5) Directors Graham, Herndon, Mirbegian, Freeman and Lieberman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Resolution 2018-02 Engineering Standard Specifications and Drawings was passed and approved.

**PUBLIC HEARING FOR SEWER SYSTEM MANAGEMENT PLAN:  
Open Public Hearing for Public and Board Comments**

Public Hearing was opened at 7:58.

**CLOSE PUBLIC HEARING FOR SEWER SYSTEM MANAGEMENT PLAN:  
Followed by a motion and Second, Vote to Accept or Decline the Sewer System  
Management Plan**

On a motion by Director Mirbegian and second by Director Herndon the Board voted unanimously to accept and approve the Sewer System Maintenance Plan by roll call vote.

No written or public comments.

Roll Call Vote:

AYES: (5) Directors Graham, Herndon, Mirbegian, Freeman and Lieberman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Public Hearing for Sewer System Maintenance Plan was passed, approved and closed at 8:01 PM.

**DISCUSSION AND POSSIBLE ACTION:  
Discuss and approve the implementation of CPS HR Consulting's Salary Survey  
as follows:**

On a motion by Director Mirbegian and second by Director Herndon the Board voted unanimously to implement CPS HR's Salary Survey findings effective July 1, 2018 excluding the General Manager.

On a motion by Director Mirbegian and second by Director Herndon the Board voted unanimously to implement the salary for the newly approved Utility Technician position, with the amended salary rate reflective of the Finance Committee recommendation, effective April 18, 2018.

By roll call vote;

No public comments.

Roll Call Vote:

AYES: (5) Directors Graham, Herndon, Mirbegian, Freeman and Lieberman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)





**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
LAKE WATER USE AGREEMENT AD HOC COMMITTEE REPORT  
DATE: APRIL 19, 2018**

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

Present were:

Director Judy Mirbegian  
Kirk Cloyd, General Manager  
Penny Cuadras, Admin Assistant  
Director Jack Worster, HVLA  
Edward Simpskin, General Manager, HVLA

**CALL TO ORDER**

The meeting was called to order at 2:01 pm by Director Mirbegian.

**APPROVAL OF AGENDA**

On a motion made by Director Mirbegian and second by General Manager, Kirk Cloyd the Committee unanimously approved the agenda.

**REVIEW AND DISCUSS  
Lake Water Use Agreement**

Members of the committee discussed the following items;

- Clarification that the Lake is not licensed as a source of drinking water. The Lake is to be used for recreation, wildlife and fire protection only;
- Compensation for the use of the Lake remains One Dollar (\$1) per year as long as the remaining criteria are met;
- HVLA Strategic Plan for the Community and the Amenities;
- Current Certificate of Coverage;
- Compliance with the Law and signed agreement:
  - a. Advance notice related to Division of Dams and Safety;
  - b. HVLCSD to be informed of all Federal, State and local agency interaction to include Dam Safety and maintenance;
  - c. Provide HVLCSD with MSDS Sheet of all chemicals used to treat the lake water;
  - d. De-sedimentation of the Lake;
  - e. Enforcement for non-compliance moving forward:
    1. Schedule and attend quarterly meetings at the beginning of each year (HVLA);
    2. Discussion to be taken to both Board's-Noting that compliance with the current Agreement has not taken place on a regular basis, the committee recommends each group speak with their perspective Boards to consider an amendment to the Agreement to include the implementation of a fine or fee process should an agency not meet in good faith. An example of a fee process could include a \$10 to \$100 fine plus all associated cost imposed on the entity failing to comply.

Following review and discussion, the Committee elected to bring the Agreement before each respectful Board to discuss the enforceability of section 3A-D and the consequences in failure to comply.

This committee scheduled to meet on May 15 to further discuss the options moving forward to include Board input. If no changes are to be made, the Agreement can be signed for the 2018/19 fiscal year. Finally, the committee agreed to schedule quarterly meetings to be held as stated in the agreement.

### **PUBLIC COMMENT**

No Public present

### **BOARD MEMBER COMMENT**

Mr. Simpskin, HVLA General Manger, inquired about the agreement in place for the cost of the recycled water for the golf course. General Manger Kirk Cloyd, informed Mr. Simpskin the HVLCSD recycled rates have been in place since 1994. *(Since this meeting, it has been noted that Recycled Water rates did increase in 2012.)* HVLCSD is currently in the process of a rate study, fees will reflect the cost of the treatment, storage and distribution process while meeting all Federal, State and local regulations.

Mr. Simpskin discussed plans of removing up to 40 acres of the irrigation from out of play areas on the Golf Course in an effort to help reduce maintenance and irrigation costs. *(Since this meeting, it has been noted that this may not be a viable solution as it may violate the 99-year Agreement currently in place.)*

HVLA asked if the District would be required to transition from chlorine to UV treatment for disinfection of the Tertiary Recycled Water. The District informed them that the requirements are dependent on the size of the WWTP. Based on the smaller size of HVLCSD's WWTP, there currently is not a requirement to transition to UV disinfection which can be costlier and a high-power user.

HVLCSD continues to work with State and Local Government Representative to lift the Meter Moratorium that was put into place by the SWRCB.

### **ADJOURNMENT**

On a motion made by Director Mirbegian and second by General Manager Kirk Cloyd the Board voted unanimously to adjourn the meeting. The meeting was adjourned at 2:50 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
PERSONNEL COMMITTEE REPORT  
MEETING DATE: May 4, 2018**

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

Present were:

Director Herndon  
Director Lieberman  
Kirk Cloyd General Manager  
Penny Cuadras, Administrative Assistant

**CALL TO ORDER**

The meeting was called to order at 8:40 am by Director Herndon

**APPROVAL OF AGENDA**

On a motion made by Director Herndon and second by Director Lieberman the Committee unanimously approved the agenda.

**REVIEW AND DISCUSS THE EMPLOYEE HANDBOOK**

After reviewing the current employee handbook and noting many concerns, the Committee suggests a rewrite of the current employee handbook. The Committee will continue to work on the rewrite, considering Eastern Municipal Water District's and SDRMA's Employee Handbooks as a model. The Committee will bring the final draft to the Board for review and approval.

Items of discussion and recommendation;

- 1) An annual review of the employee handbook by the Personnel Committee,
- 2) Define the purpose and scope of the handbook,
- 3) Include the District Mission Statement in the introduction,
- 4) Primary objective is to deliver a clear, concise and usable employee handbook to recommend to the board for the next fiscal year.

**DISCUSS SUCCESSION PLANNING FOR FIELD AND OFFICE STAFF**

Discussed an overview of succession planning and field/office positions that will be affected.

**PUBLIC COMMENT**

**COMMITTEE MEMBER COMMENT**

**ADJOURNMENT**

On a motion made by Director Herndon and second by Director Lieberman the committee voted unanimously to adjourn the meeting. The meeting was adjourned at 11:22 p.m.

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N		FUND TOTAL FOR VENDOR	67.50
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,218.38
01-111	JAMES DAY CONSTRUCTION, I			N		FUND TOTAL FOR VENDOR	130.00
01-122	LAKE COUNTY RECORD BEE			N		FUND TOTAL FOR VENDOR	92.96
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	187.66
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	13,092.12
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	3,492.82
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	925.39
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	4,630.00
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	426.10
01-2057	BARTLEY PUMP, INC.			N		FUND TOTAL FOR VENDOR	9,043.31
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	4,362.76
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	770.73
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	430.50
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	97.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	138.48
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	88.86
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	942.35
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	394.31
01-2636	ACTION SANITARY, INC.			N		FUND TOTAL FOR VENDOR	600.00
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	229.94
01-2672	ADTS, INC			N		FUND TOTAL FOR VENDOR	196.00
01-2674	EUREKA OXYGEN CO.			N		FUND TOTAL FOR VENDOR	100.44
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	300.86
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	950.00
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	33.13

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2788	GHD			N		FUND TOTAL FOR VENDOR	2,376.50
01-2792	ADVANCED SECURITY SYSTEMS			N		FUND TOTAL FOR VENDOR	275.00
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	761.58
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,608.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	4,152.46
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	765.00
01-2847	ALYSSA GORDON			N		FUND TOTAL FOR VENDOR	10.00
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	809.01
01-2870	COUNTY OF LAKE			N		FUND TOTAL FOR VENDOR	18,647.23
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	573.75
01-2880	BENNETT SOLUTIONS			N		FUND TOTAL FOR VENDOR	21.45
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	65.14
01-2919	REGIONAL GOVERNMENT SERVI			N		FUND TOTAL FOR VENDOR	304.98
01-2921	LOCAL GOVERNMENT COMMISSI			N		FUND TOTAL FOR VENDOR	1,863.64
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	1,063.61
01-2931	ARTISAN ELECTRIC			N		FUND TOTAL FOR VENDOR	900.00
01-2934	MANAGEMENT CONNECTIONS			N		FUND TOTAL FOR VENDOR	1,663.20
01-8	AT&T			N		FUND TOTAL FOR VENDOR	149.19
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	2,506.24
01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	112.50
*** FUND TOTALS ***							83,083.08



VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N		FUND TOTAL FOR VENDOR	1,269.32
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,421.03
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	187.66
01-1659	WAGNER & BONSIGNORE			N		FUND TOTAL FOR VENDOR	100.71
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	13,092.11
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,041.08
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	925.38
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	4,630.00
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	426.09
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	4,938.39
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	770.71
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	430.50
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	97.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	31.25
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	88.85
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	942.35
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	394.29
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	229.93
01-2672	ADTS, INC			N		FUND TOTAL FOR VENDOR	196.00
01-2674	EUREKA OXYGEN CO.			N		FUND TOTAL FOR VENDOR	100.44
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	300.82
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	2,169.42
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	463.83
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	1,276.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	4,152.45

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	765.00
01-2847	ALYSSA GORDON			N		FUND TOTAL FOR VENDOR	10.00
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	809.00
01-2870	COUNTY OF LAKE			N		FUND TOTAL FOR VENDOR	18,647.23
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	573.75
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	198.00
01-2880	BENNETT SOLUTIONS			N		FUND TOTAL FOR VENDOR	21.45
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	65.14
01-2919	REGIONAL GOVERNMENT SERVI			N		FUND TOTAL FOR VENDOR	304.97
01-2921	LOCAL GOVERNMENT COMMISSI			N		FUND TOTAL FOR VENDOR	1,863.63
01-2930	AM CONSERVATION GROUP, IN			N		FUND TOTAL FOR VENDOR	40.88
01-2931	ARTISAN ELECTRIC			N		FUND TOTAL FOR VENDOR	900.00
01-2934	MANAGEMENT CONNECTIONS			N		FUND TOTAL FOR VENDOR	1,663.20
01-8	AT&T			N		FUND TOTAL FOR VENDOR	149.18
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	7,134.56
01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	112.50

\*\*\* FUND TOTALS \*\*\*

76,447.10

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-9	PACIFIC GAS & ELECTRIC CO			N	FUND TOTAL FOR VENDOR	109.19
*** FUND TOTALS ***						109.19

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 711 BOND ADMINISTRATION

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-19	NBS GOVERNMENT FINANCE GR			N	FUND TOTAL FOR VENDOR	1,870.25
*** FUND TOTALS ***						1,870.25
*** REPORT TOTALS ***			161,509.62			161,509.62

\*G / L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2088	SURVIVOR BENEFITS - PERS	9.68
120 2090	PERS PAYABLE	1,990.29
120 2091	FIT PAYABLE	2,645.86
120 2092	CIT PAYABLE	923.58
120 2093	SOCIAL SECURITY PAYABLE	8.99
120 2094	MEDICARE PAYABLE	414.44
120 2095	S D I PAYABLE	285.81
120 2099	DEFERRED COMP - 457 PLAN	765.00
120 5-00-5025	RETIREE HEALTH BENEFITS	1,745.73
120 5-00-5060	GASOLINE, OIL & FUEL	809.01
120 5-00-5061	VEHICLE MAINT	33.13
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
120 5-00-5092	POSTAGE & SHIPPING	643.62
120 5-00-5121	LEGAL SERVICES	573.75
120 5-00-5122	ENGINEERING SERVICES	2,376.50
120 5-00-5123	OTHER PROFESSIONAL SERVICES	6,798.62
120 5-00-5130	PRINTING & PUBLICATION	352.67
120 5-00-5145	EQUIPMENT RENTAL	829.94
120 5-00-5148	OPERATING SUPPLIES	1,357.57
120 5-00-5150	REPAIR & REPLACE	10,619.49
120 5-00-5155	MAINT BLDG & GROUNDS	262.90
120 5-00-5156	CUSTODIAL SERVICES	1,262.50
120 5-00-5157	SECURITY	275.00
120 5-00-5191	TELEPHONE	608.64
120 5-00-5192	ELECTRICITY	2,506.24
120 5-00-5193	OTHER UTILITIES	187.66
120 5-00-5194	IT SERVICES	976.85
120 5-00-5195	ENV/MONITORING	2,608.00
120 5-00-5196	RISK MANAGEMENT	18,647.23

VENDOR SET: 01 Hidden Valley Lake

DISBURSEMENT REPORT

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 711 BOND ADMINISTRATION

SORTED BY FUND

## \*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-00-5315	SAFETY EQUIPMENT	774.54
120 5-10-5010	SALARIES & WAGES	262.71
120 5-10-5020	EMPLOYEE BENEFITS	5,875.67
120 5-10-5021	RETIREMENT BENEFITS	3,597.71
120 5-10-5090	OFFICE SUPPLIES	236.97
120 5-10-5170	TRAVEL MILEAGE	19.50
120 5-10-5175	EDUCATION / SEMINARS	245.00
120 5-10-5179	ADM MISC EXPENSES	3.59
120 5-30-5010	SALARIES & WAGES	1,812.92
120 5-30-5020	EMPLOYEE BENEFITS	2,898.87
120 5-30-5021	RETIREMENT BENEFITS	2,917.54
120 5-30-5090	OFFICE SUPPLIES	85.34
120 5-40-5010	DIRECTORS COMPENSATION	11.10
120 5-40-5020	DIRECTOR BENEFITS	8.99
120 5-40-5030	DIRECTOR HEALTH BENEFITS	3,261.45
120 5-60-6006	PW LKHVF83	452.48
	** FUND TOTAL **	83,083.08
130 1052	ACCTS REC WATER USE	1,101.82
130 2088	SURVIVOR BENEFITS - PERS	10.78
130 2090	PERS PAYABLE	2,244.14
130 2091	FIT PAYABLE	3,100.54
130 2092	CIT PAYABLE	1,093.70
130 2093	SOCIAL SECURITY PAYABLE	9.61
130 2094	MEDICARE PAYABLE	460.71
130 2095	S D I PAYABLE	317.72
130 2099	DEFERRED COMP - PLAN 457 PAYAB	765.00
130 5-00-5025	RETIREE HEALTH BENEFITS	1,745.73
130 5-00-5060	GASOLINE, OIL & FUEL	809.00
130 5-00-5061	VEHICLE MAINT	2,169.42
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
130 5-00-5092	POSTAGE & SHIPPING	643.61
130 5-00-5121	LEGAL SERVICES	573.75
130 5-00-5123	OTHER PROFESSIONAL SERVICES	6,798.60
130 5-00-5124	WATER RIGHTS	100.71
130 5-00-5130	PRINTING & PUBLICATION	259.70
130 5-00-5145	EQUIPMENT RENTAL	229.93
130 5-00-5148	OPERATING SUPPLIES	293.96
130 5-00-5150	REPAIR & REPLACE	1,338.96
130 5-00-5155	MAINT BLDG & GROUNDS	262.89
130 5-00-5156	CUSTODIAL SERVICES	312.50
130 5-00-5191	TELEPHONE	608.61
130 5-00-5192	ELECTRICITY	7,134.56
130 5-00-5193	OTHER UTILITIES	187.66
130 5-00-5194	IT SERVICES	1,174.85
130 5-00-5195	ENV/MONITORING	1,276.00
130 5-00-5196	RISK MANAGEMENT	18,647.23

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 711 BOND ADMINISTRATION

SORTED BY FUND

\*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5315	SAFETY EQUIPMENT	774.52
130 5-00-5505	WATER CONSERVATION	140.88
130 5-10-5010	SALARIES & WAGES	262.64
130 5-10-5020	EMPLOYEE BENEFITS	5,875.66
130 5-10-5021	RETIREMENT BENEFITS	3,597.67
130 5-10-5090	OFFICE SUPPLIES	236.93
130 5-10-5170	TRAVEL MILEAGE	174.23
130 5-10-5175	EDUCATION / SEMINARS	245.00
130 5-10-5179	ADM MISC EXPENSES	3.59
130 5-30-5010	SALARIES & WAGES	1,858.93
130 5-30-5020	EMPLOYEE BENEFITS	2,898.86
130 5-30-5021	RETIREMENT BENEFITS	3,238.25
130 5-30-5090	OFFICE SUPPLIES	85.34
130 5-40-5010	DIRECTORS COMPENSATION	11.85
130 5-40-5020	DIRECTOR BENEFITS	9.61
130 5-40-5030	DIRECTOR HEALTH BENEFITS	3,261.45
	** FUND TOTAL **	76,447.10
140 5-00-5192	ELECTRICITY	109.19
	** FUND TOTAL **	109.19
711 5-00-5123	OTHER PROF SERVICES	1,870.25
	** FUND TOTAL **	1,870.25

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 \*\* TOTAL \*\* 161,509.62

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	: 4/01/2018 THRU 4/30/2018	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

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PRINT OPTIONS

REPORT SEQUENCE: FUND  
G/L EXPENSE DISTRIBUTION: YES  
CHECK RANGE: 000000 THRU 999999  
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HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2018

120-SEWER ENTERPRISE FUND  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ALL REVENUE	1,279,509.00	97,321.05	1,079,319.48	200,189.52	84.35
TOTAL REVENUES	1,279,509.00	97,321.05	1,079,319.48	200,189.52	84.35
EXPENDITURE SUMMARY					
NON-DEPARTMENTAL	520,588.00	41,683.27	415,481.14	105,106.86	79.81
ADMINISTRATION	447,486.00	38,645.31	274,379.98	173,106.02	61.32
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	262,904.80	25,499.12	184,145.89	78,758.91	70.04
DIRECTORS	43,356.00	3,437.64	33,286.47	10,069.53	76.77
TOTAL EXPENDITURES	1,274,334.80	109,265.34	907,293.48	367,041.32	71.20
REVENUES OVER/(UNDER) EXPENDITURES	5,174.20	( 11,944.29)	172,026.00	( 166,851.80)	3,324.69



HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2018

120-SEWER ENTERPRISE FUND

REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	0.00	700.00 (	200.00)	140.00
120-4036 DEVELOPER SEWER FEES	0.00	0.00	0.00	0.00	0.00
120-4040 Lien Recording Fee	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	7,000.00	0.00	4,405.65	2,594.35	62.94
120-4050 SALES OF RECLAIMED WATER	90,000.00	11.64	93,128.36 (	3,128.36)	103.48
120-4111 COMM SEWER USE	26,868.00	2,459.80	24,313.42	2,554.58	90.49
120-4112 GOV'T SEWER USE	590.00	58.77	582.05	7.95	98.65
120-4116 SEWER USE CHARGES	1,153,051.00	85,840.58	769,181.82	383,869.18	66.71
120-4210 LATE FEE	0.00	0.00	50.20 (	50.20)	0.00
120-4300 MISC INCOME	1,000.00	26.22	19,221.81 (	18,221.81)	1,922.18
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
120-4320 FEMA/CalOES Grants	0.00	8,921.00	8,921.00 (	8,921.00)	0.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	500.00	3.04	420.87	79.13	84.17
120-4580 TRANSFERS IN	0.00	0.00	158,394.30 (	158,394.30)	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>1,279,509.00</b>	<b>97,321.05</b>	<b>1,079,319.48</b>	<b>200,189.52</b>	<b>84.35</b>
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HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

120-SEWER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	16.86 (	16.86)	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	9,500.00	0.00	11,103.95 (	1,603.95)	116.88
120-5-00-5025 RETIREE HEALTH BENEFITS	10,500.00	872.85	7,584.39	2,915.61	72.23
120-5-00-5026 COBRA Health & Dental	0.00	0.00 (	33.72)	33.72	0.00
120-5-00-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	8,000.00	302.80	5,917.44	2,082.56	73.97
120-5-00-5061 VEHICLE MAINT	7,500.00	2,727.02	9,934.27 (	2,434.27)	132.46
120-5-00-5062 TAXES & LIC	500.00	0.00	708.68 (	208.68)	141.74
120-5-00-5074 INSURANCE	18,000.00	0.00	23,794.18 (	5,794.18)	132.19
120-5-00-5075 BANK FEES	13,400.00	1,188.96	10,572.25	2,827.75	78.90
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	5,000.00	241.00	6,148.61 (	1,148.61)	122.97
120-5-00-5092 POSTAGE & SHIPPING	5,000.00	209.91	4,493.37	506.63	89.87
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	5,000.00	123.75	2,823.75	2,176.25	56.48
120-5-00-5122 ENGINEERING SERVICES	27,000.00	2,082.00	17,084.98	9,915.02	63.28
120-5-00-5123 OTHER PROFESSIONAL SERVICE	90,000.00	5,367.28	22,946.05	67,053.95	25.50
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	5,800.00	1,700.00	77.33
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	47.85	2,389.48	2,610.52	47.79
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	10,000.00	2,867.12	12,607.20 (	2,607.20)	126.07
120-5-00-5148 OPERATING SUPPLIES	18,000.00	6,127.31	20,873.43 (	2,873.43)	115.96
120-5-00-5150 REPAIR & REPLACE	75,000.00	8,701.83	61,185.18	13,814.82	81.58
120-5-00-5155 MAINT BLDG & GROUNDS	10,000.00	224.12	3,499.17	6,500.83	34.99
120-5-00-5156 CUSTODIAL SERVICES	15,150.00	1,264.07	11,364.07	3,785.93	75.01
120-5-00-5157 SECURITY	5,000.00	306.00	702.00	4,298.00	14.04
120-5-00-5160 SLUDGE DISPOSAL	26,000.00	0.00	27,664.58 (	1,664.58)	106.40
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	8,500.00	1,018.78	8,565.91 (	65.91)	100.78
120-5-00-5192 ELECTRICITY	72,888.00	4,439.00	74,734.25 (	1,846.25)	102.53
120-5-00-5193 OTHER UTILITIES	2,600.00	187.66	1,491.22	1,108.78	57.35
120-5-00-5194 IT SERVICES	24,500.00	95.00	27,955.03 (	3,455.03)	114.10
120-5-00-5195 ENV/MONITORING	32,000.00	2,719.00	23,632.70	8,367.30	73.85
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	2,000.00	0.00	1,722.00	278.00	86.10
120-5-00-5310 EQUIPMENT - FIELD	1,500.00	0.00	112.86	1,387.14	7.52
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	148.13	1,151.87	11.39
120-5-00-5312 TOOLS - FIELD	1,000.00	0.00	23.38	976.62	2.34
120-5-00-5315 SAFETY EQUIPMENT	2,500.00	569.96	3,687.99 (	1,187.99)	147.52
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	0.00	227.50	22.50	91.00
120-5-00-5580 TRANSFERS OUT	0.00	0.00	4,000.00 (	4,000.00)	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00
120-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

120-SEWER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	520,588.00	41,683.27	415,481.14	105,106.86	79.81

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

120-SEWER ENTERPRISE FUND  
ADMINISTRATION  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	311,436.00	27,610.86	174,034.65	137,401.35	55.88
120-5-10-5020 EMPLOYEE BENEFITS	74,000.00	6,086.88	59,771.43	14,228.57	80.77
120-5-10-5021 RETIREMENT BENEFITS	51,500.00	4,350.51	34,826.48	16,673.52	67.62
120-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	185.25	2,602.57	1,397.43	65.06
120-5-10-5170 TRAVEL MILEAGE	1,200.00	145.36	624.02	575.98	52.00
120-5-10-5175 EDUCATION / SEMINARS	5,000.00	266.45	2,334.14	2,665.86	46.68
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	186.69	163.31	53.34
<b>TOTAL ADMINISTRATION</b>	<b>447,486.00</b>	<b>38,645.31</b>	<b>274,379.98</b>	<b>173,106.02</b>	<b>61.32</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

120-SEWER ENTERPRISE FUND  
OFFICE  
EXPENDITURES

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

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

120-SEWER ENTERPRISE FUND  
FIELD  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	170,302.80	19,356.78	119,660.90	50,641.90	70.26
120-5-30-5020 EMPLOYEE BENEFITS	48,304.00	2,570.39	31,516.18	16,787.82	65.25
120-5-30-5021 RETIREMENT BENEFITS	35,498.00	3,571.95	28,532.39	6,965.61	80.38
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	1,227.86	572.14	68.21
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	435.00	1,065.00	29.00
120-5-30-5090 OFFICE SUPPLIES	2,000.00	0.00	339.20	1,660.80	16.96
120-5-30-5170 TRAVEL MILEAGE	500.00	0.00	509.36 (	9.36)	101.87
120-5-30-5175 EDUCATION / SEMINARS	3,000.00	0.00	1,925.00	1,075.00	64.17
<b>TOTAL FIELD</b>	<b>262,904.80</b>	<b>25,499.12</b>	<b>184,145.89</b>	<b>78,758.91</b>	<b>70.04</b>

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2018

120-SEWER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	167.20	1,404.90	1,595.10	46.83
120-5-40-5020 DIRECTOR BENEFITS	100.00	8.99	43.14	56.86	43.14
120-5-40-5030 DIRECTOR HEALTH BENEFITS	38,556.00	3,261.45	31,405.80	7,150.20	81.46
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	132.63	67.37	66.32
120-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
120-5-40-5176 DIRECTOR TRAINING	1,500.00	0.00	300.00	1,200.00	20.00
<b>TOTAL DIRECTORS</b>	<b>43,356.00</b>	<b>3,437.64</b>	<b>33,286.47</b>	<b>10,069.53</b>	<b>76.77</b>
<b>TOTAL EXPENDITURES</b>	<b>1,274,334.80</b>	<b>109,265.34</b>	<b>907,293.48</b>	<b>367,041.32</b>	<b>71.20</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>5,174.20</b>	<b>( 11,944.29)</b>	<b>172,026.00</b>	<b>( 166,851.80)</b>	<b>3,324.69</b>

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

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2018

130-WATER ENTERPRISE FUND  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ALL REVENUE	1,677,221.00	100,671.02	1,082,819.47	594,401.53	64.56
TOTAL REVENUES	1,677,221.00	100,671.02	1,082,819.47	594,401.53	64.56
EXPENDITURE SUMMARY					
NON-DEPARTMENTAL	762,170.00	38,619.89	452,210.64	309,959.36	59.33
ADMINISTRATION	298,266.40	38,744.70	274,999.79	23,266.61	92.20
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	304,030.80	25,499.24	209,481.78	94,549.02	68.90
DIRECTORS	43,656.00	3,694.76	33,630.72	10,025.28	77.04
TOTAL EXPENDITURES	1,408,123.20	106,558.59	970,322.93	437,800.27	68.91
REVENUES OVER/(UNDER) EXPENDITURES	269,097.80	( 5,887.57)	112,496.54	156,601.26	41.81



HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2018

130-WATER ENTERPRISE FUND

REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	13,000.00	585.00	9,900.00	3,100.00	76.15
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER METER INST	1,000.00	0.00	340.00	660.00	34.00
130-4040 RECORDING FEE	100.00	468.60	874.46 (	774.46)	874.46
130-4045 AVAILABILITY FEES	25,000.00	0.00	18,514.35	6,485.65	74.06
130-4110 COMM WATER USE	84,081.00	5,098.37	69,868.26	14,212.74	83.10
130-4112 GOV'T WATER USE	6,101.00	511.51	4,118.30	1,982.70	67.50
130-4115 WATER USE	1,516,739.00	91,781.53	935,317.94	581,421.06	61.67
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	28,000.00	2,097.28	22,851.90	5,148.10	81.61
130-4215 RETURNED CHECK FEE	1,200.00	100.00	800.00	400.00	66.67
130-4300 MISC INCOME	1,500.00	26.23	19,626.86 (	18,126.86)	1,308.46
130-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	500.00	2.50	607.40 (	107.40)	121.48
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>1,677,221.00</b>	<b>100,671.02</b>	<b>1,082,819.47</b>	<b>594,401.53</b>	<b>64.56</b>
	=====	=====	=====	=====	=====

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

130-WATER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	16.86 (	16.86)	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	9,500.00	0.00	11,103.94 (	1,603.94)	116.88
130-5-00-5025 RETIREE HEALTH BENEFITS	10,400.00	872.88	10,917.88 (	517.88)	104.98
130-5-00-5026 COBRA Health & Dental	0.00	0.00 (	33.72)	33.72	0.00
130-5-00-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	6,000.00	302.79	4,848.21	1,151.79	80.80
130-5-00-5061 VEHICLE MAINT	7,500.00	2,726.98	9,749.94 (	2,249.94)	130.00
130-5-00-5062 TAXES & LIC	1,200.00	0.00	708.65	491.35	59.05
130-5-00-5074 INSURANCE	25,000.00	0.00	23,794.19	1,205.81	95.18
130-5-00-5075 BANK FEES	13,400.00	1,188.94	10,572.08	2,827.92	78.90
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	21,000.00	1,860.59	22,494.59 (	1,494.59)	107.12
130-5-00-5092 POSTAGE & SHIPPING	6,000.00	209.90	4,493.31	1,506.69	74.89
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	10,000.00	123.75	2,823.75	7,176.25	28.24
130-5-00-5122 ENGINEERING SERVICES	60,000.00	0.00	297.50	59,702.50	0.50
130-5-00-5123 OTHER PROFESSIONAL SERVICE	35,000.00	5,367.26	22,946.00	12,054.00	65.56
130-5-00-5124 WATER RIGHTS	70,000.00	560.10	2,957.90	67,042.10	4.23
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	5,800.00	1,700.00	77.33
130-5-00-5130 PRINTING & PUBLICATION	7,750.00	228.03	2,569.61	5,180.39	33.16
130-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	17,500.00	307.12	2,242.62	15,257.38	12.81
130-5-00-5148 OPERATING SUPPLIES	1,400.00 (	1,150.76)	1,097.93	302.07	78.42
130-5-00-5150 REPAIR & REPLACE	185,000.00	7,027.28	103,969.79	81,030.21	56.20
130-5-00-5155 MAINT BLDG & GROUNDS	8,509.00	224.12	11,096.87 (	2,587.87)	130.41
130-5-00-5156 CUSTODIAL SERVICES	3,750.00	314.06	2,814.06	935.94	75.04
130-5-00-5157 SECURITY	5,000.00	0.00	396.00	4,604.00	7.92
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	9,100.00	1,018.76	8,565.77	534.23	94.13
130-5-00-5192 ELECTRICITY	107,711.00	13,833.62	110,839.41 (	3,128.41)	102.90
130-5-00-5193 OTHER UTILITIES	2,200.00	187.66	1,491.36	708.64	67.79
130-5-00-5194 IT SERVICES	24,500.00	293.00	28,090.07 (	3,590.07)	114.65
130-5-00-5195 ENV/MONITORING	15,000.00	2,636.00	10,480.44	4,519.56	69.87
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	30,000.00	0.00	25,488.50	4,511.50	84.96
130-5-00-5310 EQUIPMENT - FIELD	2,000.00	0.00	112.86	1,887.14	5.64
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5312 TOOLS - FIELD	2,000.00	0.00	23.37	1,976.63	1.17
130-5-00-5315 SAFETY EQUIPMENT	2,500.00	437.81	2,350.28	149.72	94.01
130-5-00-5505 WATER CONSERVATION	9,000.00	50.00	6,863.12	2,136.88	76.26
130-5-00-5545 RECORDING FEES	250.00	0.00	227.50	22.50	91.00
130-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	45,000.00	0.00	0.00	45,000.00	0.00
130-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

130-WATER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	762,170.00	38,619.89	452,210.64	309,959.36	59.33

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

130-WATER ENTERPRISE FUND  
ADMINISTRATION  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	166,418.40	27,611.03	175,217.60 (	8,799.20)	105.29
130-5-10-5020 EMPLOYEE BENEFITS	70,000.00	6,086.84	59,521.43	10,478.57	85.03
130-5-10-5021 RETIREMENT BENEFITS	40,498.00	4,350.44	34,258.50	6,239.50	84.59
130-5-10-5063 CERTIFICATIONS	0.00	0.00	80.00 (	80.00)	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	185.22	2,551.24	1,448.76	63.78
130-5-10-5170 TRAVEL MILEAGE	3,000.00	177.47	656.10	2,343.90	21.87
130-5-10-5175 EDUCATION / SEMINARS	5,000.00	333.70	2,528.26	2,471.74	50.57
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	186.66	163.34	53.33
130-5-10-5505 WATER CONSERVATION	9,000.00	0.00	0.00	9,000.00	0.00
<b>TOTAL ADMINISTRATION</b>	<b>298,266.40</b>	<b>38,744.70</b>	<b>274,999.79</b>	<b>23,266.61</b>	<b>92.20</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

130-WATER ENTERPRISE FUND  
OFFICE  
EXPENDITURES

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

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2018

130-WATER ENTERPRISE FUND  
FIELD  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	211,538.80	19,356.96	144,119.10	67,419.70	68.13
130-5-30-5020 EMPLOYEE BENEFITS	39,094.00	2,570.36	31,967.36	7,126.64	81.77
130-5-30-5021 RETIREMENT BENEFITS	46,498.00	3,571.92	31,443.15	15,054.85	67.62
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	1,227.83	572.17	68.21
130-5-30-5063 CERTIFICATIONS	600.00	0.00	145.00	455.00	24.17
130-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	290.49	709.51	29.05
130-5-30-5170 TRAVEL MILEAGE	500.00	0.00	171.38	328.62	34.28
130-5-30-5175 EDUCATION / SEMINARS	3,000.00	0.00	117.47	2,882.53	3.92
<b>TOTAL FIELD</b>	<b>304,030.80</b>	<b>25,499.24</b>	<b>209,481.78</b>	<b>94,549.02</b>	<b>68.90</b>

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2018

130-WATER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	178.70	1,501.65	1,498.35	50.06
130-5-40-5020 DIRECTOR BENEFITS	100.00	9.61	45.66	54.34	45.66
130-5-40-5030 DIRECTOR HEALTH BENEFITS	38,556.00	3,261.45	31,405.80	7,150.20	81.46
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	500.00	0.00	132.61	367.39	26.52
130-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
130-5-40-5176 DIRECTOR TRAINING	1,500.00	245.00	545.00	955.00	36.33
<b>TOTAL DIRECTORS</b>	<b>43,656.00</b>	<b>3,694.76</b>	<b>33,630.72</b>	<b>10,025.28</b>	<b>77.04</b>
<b>TOTAL EXPENDITURES</b>	<b>1,408,123.20</b>	<b>106,558.59</b>	<b>970,322.93</b>	<b>437,800.27</b>	<b>68.91</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>269,097.80</b>	<b>( 5,887.57)</b>	<b>112,496.54</b>	<b>156,601.26</b>	<b>41.81</b>

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



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

**April 2018  
FINANCIAL REPORT  
POOLED CASH**

AS OF April 30, 2018

<b>Beginning Balance</b>	<b>548,393.61</b>
<b>Cash Receipts</b>	
Deposit	211,987.78
Transfer Out	
<b>Total Receipts</b>	<b>211,987.78</b>
<b>Cash Disbursements</b>	
Accounts Payable + Bank Draft	162,077.26
Payroll	45,268.60
Bank Fees	2,574.21
<b>Total Disbursements</b>	<b>209,920.07</b>
<b>Ending Balance</b>	<b>550,461.32</b>

**TEMPORARY INVESTMENTS**

AS OF April 30, 2018

	<b>Fund</b>	<b>LAIF</b>	<b>Money Mkt</b>	<b>Total</b>	<b>G/L Bal</b>
120	Sewer Operating Fund	68,476.27	52,201.04	120,677.30	120,677.30
130	Water Operating Fund	102,049.06	42,813.05	144,862.11	144,862.11
215	1995-2 Redemption	61,922.79	199,635.14	261,557.93	261,557.93
218	CIEDB Redemption	11,715.79	-	11,715.79	11,715.79
219	USDARUS Solar Loan (Sewer)	833.77	79,183.15	80,016.91	80,016.91
313	Wastewater Cap Fac Reserved	263,260.48	65,660.13	328,920.61	328,920.61
314	Wastewater Cap Fac Unrestricted	265,968.04	116,142.80	382,110.83	382,110.83
319	Solar Reserve	-	31,256.31	31,256.31	31,256.31
320	Water Capital Fund	-	-	-	-
350	CIEDB Loan Reserve	174,217.35	-	174,217.35	174,217.35
711	Bond Administration	27,632.28	4,758.12	32,390.40	32,390.40
	<b>TOTAL</b>	<b>976,075.82</b>	<b>591,649.75</b>	<b>1,567,725.56</b>	<b>1,567,725.56</b>



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

CHECK DATE: 4/01/2018 THRU 4/30/2018  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1010	4/13/2018	BANK-DRAFT	000174	CALIFORNIA PUBLIC EMPLOYEES RE	4,648.77CR	CLEARED	A	4/16/2018
1010	4/13/2018	BANK-DRAFT	000175	NATIONWIDE RETIREMENT SOLUTION	765.00CR	CLEARED	A	4/13/2018
1010	4/13/2018	BANK-DRAFT	000176	STATE OF CALIFORNIA EDD	1,257.22CR	CLEARED	A	4/13/2018
1010	4/13/2018	BANK-DRAFT	000177	US DEPARTMENT OF THE TREASURY	3,620.34CR	CLEARED	A	4/13/2018
1010	4/16/2018	BANK-DRAFT		2017 Use Tax	292.00CR	CLEARED	G	4/16/2018
1010	4/27/2018	BANK-DRAFT	000178	CALIFORNIA PUBLIC EMPLOYEES RE	4,652.38CR	CLEARED	A	4/30/2018
1010	4/27/2018	BANK-DRAFT	000179	NATIONWIDE RETIREMENT SOLUTION	765.00CR	CLEARED	A	4/27/2018
1010	4/27/2018	BANK-DRAFT	000180	STATE OF CALIFORNIA EDD	1,382.19CR	CLEARED	A	4/27/2018
1010	4/27/2018	BANK-DRAFT	000181	US DEPARTMENT OF THE TREASURY	3,913.56CR	CLEARED	A	4/27/2018
CHECK:								
1010	4/06/2018	CHECK	035363	ALPHA ANALYTICAL LABORATORIES	690.00CR	CLEARED	A	4/11/2018
1010	4/06/2018	CHECK	035364	VOID CHECK	0.00	CLEARED	A	4/06/2018
1010	4/06/2018	CHECK	035365	AM CONSERVATION GROUP, INC.	40.88CR	CLEARED	A	4/12/2018
1010	4/06/2018	CHECK	035366	ARMED FORCE PEST CONTROL, INC.	195.00CR	CLEARED	A	4/12/2018
1010	4/06/2018	CHECK	035367	AT&T MOBILITY	64.64CR	CLEARED	A	4/12/2018
1010	4/06/2018	CHECK	035368	BENNETT SOLUTIONS	42.90CR	CLEARED	A	4/11/2018
1010	4/06/2018	CHECK	035369	COUNTY OF LAKE	37,294.46CR	CLEARED	A	4/20/2018
1010	4/06/2018	CHECK	035370	GHD	2,376.50CR	CLEARED	A	4/12/2018
1010	4/06/2018	CHECK	035371	MANAGEMENT CONNECTIONS	135.00CR	CLEARED	A	4/12/2018
1010	4/06/2018	CHECK	035372	NBS GOVERNMENT FINANCE GROUP	9,260.00CR	CLEARED	A	4/12/2018
1010	4/06/2018	CHECK	035373	OFFICE DEPOT	59.15CR	CLEARED	A	4/24/2018
1010	4/06/2018	CHECK	035374	STREAMLINE	200.00CR	CLEARED	A	4/11/2018
1010	4/06/2018	CHECK	035375	WESTGATE PETROLEUM CO., INC.	915.97CR	CLEARED	A	4/10/2018
1010	4/06/2018	CHECK	035376	ALDERMAN, SHERYL	12.58CR	OUTSTND	A	0/00/0000
1010	4/06/2018	CHECK	035377	MAJOR, TIBOR E.	40.88CR	CLEARED	A	4/30/2018
1010	4/13/2018	CHECK	035378	ACWA/JPIA	852.19CR	CLEARED	A	4/17/2018
1010	4/13/2018	CHECK	035379	ADTS, INC	392.00CR	CLEARED	A	4/19/2018
1010	4/13/2018	CHECK	035380	ALPHA ANALYTICAL LABORATORIES	1,426.00CR	CLEARED	A	4/18/2018
1010	4/13/2018	CHECK	035381	BADGER METER	198.00CR	CLEARED	A	4/19/2018
1010	4/13/2018	CHECK	035382	BARTLEY PUMP, INC.	8,167.09CR	CLEARED	A	4/18/2018
1010	4/13/2018	CHECK	035383	BOLD POLISNER MADDOW NELSON &	1,147.50CR	CLEARED	A	4/18/2018
1010	4/13/2018	CHECK	035384	CALIFORNIA PUBLIC EMPLOYEES FI	8,304.91CR	CLEARED	A	4/20/2018
1010	4/13/2018	CHECK	035385	DATAPROSE	1,541.44CR	CLEARED	A	4/18/2018
1010	4/13/2018	CHECK	035386	HARDESTER'S MARKETS & HARDWARE	169.73CR	CLEARED	A	4/18/2018
1010	4/13/2018	CHECK	035387	GARDENS BY JILLIAN	200.00CR	CLEARED	A	4/20/2018
1010	4/13/2018	CHECK	035388	LAKE COUNTY RECORD BEE	92.96CR	CLEARED	A	4/20/2018
1010	4/13/2018	CHECK	035389	LOCAL GOVERNMENT COMMISSION IN	3,727.27CR	CLEARED	A	4/20/2018
1010	4/13/2018	CHECK	035390	MANAGEMENT CONNECTIONS	1,663.20CR	CLEARED	A	4/17/2018
1010	4/13/2018	CHECK	035391	MENDO MILL CLEARLAKE	71.22CR	CLEARED	A	4/18/2018
1010	4/13/2018	CHECK	035392	NAPA AUTO PARTS	2,202.55CR	CLEARED	A	4/19/2018
1010	4/13/2018	CHECK	035393	NBS GOVERNMENT FINANCE GROUP	1,870.25CR	CLEARED	A	4/18/2018
1010	4/13/2018	CHECK	035394	OFFICE DEPOT	246.22CR	CLEARED	A	5/01/2018
1010	4/13/2018	CHECK	035395	SOUTH LAKE REFUSE COMPANY	375.32CR	CLEARED	A	4/17/2018

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

CHECK DATE: 4/01/2018 THRU 4/30/2018  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	4/13/2018	CHECK	035396	SPECIAL DISTRICT RISK MANAGEME	25,821.30CR	CLEARED	A	4/18/2018
1010	4/13/2018	CHECK	035397	TYLER TECHNOLOGY	1,855.00CR	CLEARED	A	4/17/2018
1010	4/13/2018	CHECK	035398	WAGNER & BONSIGNORE	100.71CR	CLEARED	A	4/19/2018
1010	4/13/2018	CHECK	035399	WESTGATE PETROLEUM CO., INC.	702.04CR	CLEARED	A	4/17/2018
1010	4/13/2018	CHECK	035400	KATSNELSON, ARON	8.89CR	OUTSTND	A	0/00/0000
1010	4/13/2018	CHECK	035401	KENNEY, MARY	118.63CR	OUTSTND	A	0/00/0000
1010	4/13/2018	CHECK	035402	STRANSKY, RICHARD &	2.49CR	CLEARED	A	4/23/2018
1010	4/20/2018	CHECK	035403	ADVANCED SECURITY SYSTEMS SANT	275.00CR	CLEARED	A	4/25/2018
1010	4/20/2018	CHECK	035404	ALPHA ANALYTICAL LABORATORIES	1,027.00CR	CLEARED	A	4/25/2018
1010	4/20/2018	CHECK	035405	VOID CHECK	0.00	CLEARED	A	4/24/2018
1010	4/20/2018	CHECK	035406	ALYSSA GORDON	20.00CR	CLEARED	A	4/25/2018
1010	4/20/2018	CHECK	035407	BARTLEY PUMP, INC.	876.22CR	CLEARED	A	4/27/2018
1010	4/20/2018	CHECK	035408	CARDMEMBER SERVICE	1,225.41CR	CLEARED	A	4/27/2018
1010	4/20/2018	CHECK	035409	MANAGEMENT CONNECTIONS	831.60CR	CLEARED	A	4/26/2018
1010	4/20/2018	CHECK	035410	MICHELLE HAMILTON	625.00CR	CLEARED	A	5/02/2018
1010	4/20/2018	CHECK	035411	OFFICE DEPOT	296.31CR	CLEARED	A	5/08/2018
1010	4/20/2018	CHECK	035412	REDFORD SERVICES	950.00CR	CLEARED	A	5/08/2018
1010	4/20/2018	CHECK	035413	REGIONAL GOVERNMENT SERVICES	550.00CR	CLEARED	A	4/26/2018
1010	4/20/2018	CHECK	035414	RICOH USA, INC.	459.87CR	CLEARED	A	4/26/2018
1010	4/20/2018	CHECK	035415	TYLER TECHNOLOGY	29.70CR	CLEARED	A	4/24/2018
1010	4/20/2018	CHECK	035416	VERIZON WIRELESS	788.60CR	CLEARED	A	4/25/2018
1010	4/20/2018	CHECK	035417	BAILEY, GEORGENE	272.53CR	CLEARED	A	4/27/2018
1010	4/20/2018	CHECK	035418	LOCKWOOD, PAUL E	102.46CR	OUTSTND	A	0/00/0000
1010	4/20/2018	CHECK	035419	MEIER, LINDA M	33.38CR	CLEARED	A	5/01/2018
1010	4/20/2018	CHECK	035420	ROCK, BENJAMIN K	17.23CR	CLEARED	A	4/30/2018
1010	4/20/2018	CHECK	035421	WATSON, JACOB	25.33CR	CLEARED	A	5/08/2018
1010	4/27/2018	CHECK	035422	ACTION SANITARY, INC.	600.00CR	CLEARED	A	5/07/2018
1010	4/27/2018	CHECK	035423	ALPHA ANALYTICAL LABORATORIES	741.00CR	CLEARED	A	5/02/2018
1010	4/27/2018	CHECK	035424	ARTISAN ELECTRIC	1,800.00CR	CLEARED	A	4/30/2018
1010	4/27/2018	CHECK	035425	AT&T	298.37CR	CLEARED	A	5/02/2018
1010	4/27/2018	CHECK	035426	AT&T MOBILITY	65.64CR	CLEARED	A	5/03/2018
1010	4/27/2018	CHECK	035427	BENNETT SOLUTIONS	275.64CR	VOIDED	A	4/27/2018
1010	4/27/2018	CHECK	035428	EUREKA OXYGEN CO.	200.88CR	CLEARED	A	5/03/2018
1010	4/27/2018	CHECK	035429	JAMES DAY CONSTRUCTION, INC.	130.00CR	CLEARED	A	5/03/2018
1010	4/27/2018	CHECK	035430	KYLE ROBERTS	100.00CR	OUTSTND	A	0/00/0000
1010	4/27/2018	CHECK	035431	MANAGEMENT CONNECTIONS	831.60CR	CLEARED	A	5/03/2018
1010	4/27/2018	CHECK	035432	MENDO MILL CLEARLAKE	106.49CR	CLEARED	A	5/02/2018
1010	4/27/2018	CHECK	035433	PACIFIC GAS & ELECTRIC COMPANY	9,749.99CR	CLEARED	A	5/02/2018
1010	4/27/2018	CHECK	035434	REGIONAL GOVERNMENT SERVICES	59.95CR	CLEARED	A	5/02/2018
1010	4/27/2018	CHECK	035435	SPECIAL DISTRICT RISK MANAGEME	362.93CR	CLEARED	A	5/02/2018
1010	4/27/2018	CHECK	035436	TELSTAR INSTRUMENTS, INC	861.00CR	CLEARED	A	5/01/2018
1010	4/27/2018	CHECK	035437	THATCHER COMPANY, INC.	1,063.61CR	CLEARED	A	5/03/2018
1010	4/27/2018	CHECK	035438	U S POSTMASTER	225.00CR	CLEARED	A	5/08/2018
1010	4/27/2018	CHECK	035439	USA BLUE BOOK	1,850.77CR	CLEARED	A	5/04/2018

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

CHECK DATE: 4/01/2018 THRU 4/30/2018  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	4/27/2018	CHECK	035440	SLEVIN, JAMES B	309.06CR	CLEARED	A	5/08/2018
1010	4/27/2018	CHECK	035441	GLASS, BECKY	5.86CR	CLEARED	A	5/08/2018
1010	4/27/2018	CHECK	035442	JOHANSON, ROBERT & M	120.78CR	OUTSTND	A	0/00/0000
1010	4/27/2018	CHECK	035443	MURPHY, TODD & TAMER	31.72CR	CLEARED	A	5/07/2018
*** 1010	4/20/2018	CHECK	934793	Repost Ck # 34793	275.64CR	CLEARED	G	4/20/2018
DEPOSIT:								
1010	4/02/2018	DEPOSIT		CREDIT CARD 4/02/2018	1,843.03	CLEARED	C	4/02/2018
1010	4/02/2018	DEPOSIT	000001	CREDIT CARD 4/02/2018	2,459.49	CLEARED	C	4/03/2018
1010	4/02/2018	DEPOSIT	000002	CREDIT CARD 4/02/2018	771.09	CLEARED	C	4/04/2018
1010	4/02/2018	DEPOSIT	000003	CREDIT CARD 4/02/2018	1,028.39	CLEARED	C	4/05/2018
1010	4/02/2018	DEPOSIT	000004	REGULAR DAILY POST 4/02/2018	3,697.86	CLEARED	C	4/03/2018
1010	4/03/2018	DEPOSIT		CREDIT CARD 4/03/2018	1,615.33	CLEARED	C	4/05/2018
1010	4/03/2018	DEPOSIT	000001	CREDIT CARD 4/03/2018	847.59	CLEARED	C	4/06/2018
1010	4/03/2018	DEPOSIT	000002	REGULAR DAILY POST 4/03/2018	783.26	CLEARED	C	4/04/2018
1010	4/04/2018	DEPOSIT		CREDIT CARD 4/04/2018	846.37	CLEARED	C	4/06/2018
1010	4/04/2018	DEPOSIT	000001	CREDIT CARD 4/04/2018	632.93	CLEARED	C	4/09/2018
1010	4/04/2018	DEPOSIT	000002	REGULAR DAILY POST 4/04/2018	979.72	CLEARED	C	4/05/2018
1010	4/04/2018	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	100.51CR	CLEARED	U	4/09/2018
1010	4/05/2018	DEPOSIT		CREDIT CARD 4/05/2018	1,529.91	CLEARED	C	4/09/2018
1010	4/05/2018	DEPOSIT	000001	CREDIT CARD 4/05/2018	598.35	CLEARED	C	4/09/2018
1010	4/05/2018	DEPOSIT	000002	REGULAR DAILY POST 4/05/2018	1,068.93	CLEARED	C	4/06/2018
1010	4/05/2018	DEPOSIT	000003	DRAFT POSTING	198.19	CLEARED	U	4/06/2018
1010	4/06/2018	DEPOSIT		CREDIT CARD 4/06/2018	1,049.37	CLEARED	C	4/09/2018
1010	4/06/2018	DEPOSIT	000001	DAILY PAYMENT POSTING	98.80	CLEARED	U	4/05/2018
1010	4/06/2018	DEPOSIT	000002	CREDIT CARD 4/06/2018	949.11	CLEARED	C	4/09/2018
1010	4/06/2018	DEPOSIT	000003	REGULAR DAILY POST 4/06/2018	728.02	CLEARED	C	4/09/2018
1010	4/09/2018	DEPOSIT		CREDIT CARD 4/09/2018	1,888.97	CLEARED	C	4/09/2018
1010	4/09/2018	DEPOSIT	000001	CREDIT CARD 4/09/2018	506.79	CLEARED	C	4/10/2018
1010	4/09/2018	DEPOSIT	000002	CREDIT CARD 4/09/2018	702.33	CLEARED	C	4/11/2018
1010	4/09/2018	DEPOSIT	000003	CREDIT CARD 4/09/2018	1,555.03	CLEARED	C	4/12/2018
1010	4/09/2018	DEPOSIT	000004	REGULAR DAILY POST 4/09/2018	8,646.39	CLEARED	C	4/10/2018
1010	4/10/2018	DEPOSIT		CREDIT CARD 4/10/2018	1,840.16	CLEARED	C	4/12/2018
1010	4/10/2018	DEPOSIT	000001	CREDIT CARD 4/10/2018	3,083.15	CLEARED	C	4/13/2018
1010	4/10/2018	DEPOSIT	000002	REGULAR DAILY POST 4/10/2018	3,057.74	CLEARED	C	4/11/2018
1010	4/11/2018	DEPOSIT		CREDIT CARD 4/11/2018	2,248.50	CLEARED	C	4/13/2018
1010	4/11/2018	DEPOSIT	000001	CREDIT CARD 4/11/2018	1,661.42	CLEARED	C	4/16/2018
1010	4/11/2018	DEPOSIT	000002	CREDIT CARD 4/11/2018	5,469.60	CLEARED	C	4/16/2018
1010	4/11/2018	DEPOSIT	000003	REGULAR DAILY POST 4/11/2018	9,437.23	CLEARED	C	4/12/2018
1010	4/12/2018	DEPOSIT		CREDIT CARD 4/12/2018	661.10	CLEARED	C	4/16/2018
1010	4/12/2018	DEPOSIT	000001	REGULAR DAILY POST 4/12/2018	119.06	CLEARED	C	4/13/2018
1010	4/12/2018	DEPOSIT	000002	CREDIT CARD 4/12/2018	2,942.91	CLEARED	C	4/16/2018
1010	4/12/2018	DEPOSIT	000003	REGULAR DAILY POST 4/12/2018	5,379.74	CLEARED	C	4/13/2018
1010	4/13/2018	DEPOSIT		CREDIT CARD 4/13/2018	1,569.01	CLEARED	C	4/16/2018

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

CHECK DATE: 4/01/2018 THRU 4/30/2018  
 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	4/13/2018	DEPOSIT	000001	CREDIT CARD 4/13/2018	1,087.30	CLEARED	C	4/16/2018
1010	4/13/2018	DEPOSIT	000002	REGULAR DAILY POST 4/13/2018	9,284.01	CLEARED	C	4/16/2018
1010	4/16/2018	DEPOSIT		CREDIT CARD 4/16/2018	1,508.90	CLEARED	C	4/17/2018
1010	4/16/2018	DEPOSIT	000001	CREDIT CARD 4/16/2018	1,469.65	CLEARED	C	4/18/2018
1010	4/16/2018	DEPOSIT	000002	CREDIT CARD 4/16/2018	2,118.75	CLEARED	C	4/18/2018
1010	4/16/2018	DEPOSIT	000003	CREDIT CARD 4/16/2018	4,236.38	CLEARED	C	4/19/2018
1010	4/16/2018	DEPOSIT	000004	REGULAR DAILY POST 4/16/2018	14,782.41	CLEARED	C	4/17/2018
1010	4/16/2018	DEPOSIT	000005	DRAFT POSTING	9,795.50	CLEARED	U	4/17/2018
1010	4/16/2018	DEPOSIT	000006	CC DRAFT POSTING	14,662.66	CLEARED	U	4/19/2018
1010	4/16/2018	DEPOSIT	000007	DAILY PAYMENT POSTING - ADJ	133.99CR	CLEARED	U	4/24/2018
1010	4/17/2018	DEPOSIT		CREDIT CARD 4/17/2018	1,156.17	CLEARED	C	4/19/2018
1010	4/17/2018	DEPOSIT	000001	CREDIT CARD 4/17/2018	1,225.47	CLEARED	C	4/20/2018
1010	4/17/2018	DEPOSIT	000002	REGULAR DAILY POST 4/17/2018	3,665.61	CLEARED	C	4/18/2018
1010	4/18/2018	DEPOSIT		CREDIT CARD 4/18/2018	1,846.06	CLEARED	C	4/20/2018
1010	4/18/2018	DEPOSIT	000001	CREDIT CARD 4/18/2018	1,438.65	CLEARED	C	4/23/2018
1010	4/18/2018	DEPOSIT	000002	REGULAR DAILY POST 4/18/2018	5,056.95	CLEARED	C	4/19/2018
1010	4/19/2018	DEPOSIT		CREDIT CARD 4/19/2018	2,880.42	CLEARED	C	4/23/2018
1010	4/19/2018	DEPOSIT	000001	CREDIT CARD 4/19/2018	3,465.53	CLEARED	C	4/23/2018
1010	4/19/2018	DEPOSIT	000002	REGULAR DAILY POST 4/19/2018	8,275.76	CLEARED	C	4/20/2018
1010	4/20/2018	DEPOSIT		CREDIT CARD 4/20/2018	2,853.75	CLEARED	C	4/23/2018
1010	4/20/2018	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	100.30CR	CLEARED	U	4/19/2018
1010	4/20/2018	DEPOSIT	000002	CREDIT CARD 4/20/2018	3,713.39	CLEARED	C	4/23/2018
1010	4/20/2018	DEPOSIT	000003	REGULAR DAILY POST 4/20/2018	11,261.46	CLEARED	C	4/23/2018
1010	4/20/2018	DEPOSIT	000004	CREDIT CARD 4/20/2018	2,979.14	CLEARED	C	4/23/2018
1010	4/20/2018	DEPOSIT	000005	DAILY PAYMENT POSTING - ADJ	257.68CR	CLEARED	U	4/24/2018
1010	4/20/2018	DEPOSIT	000006	DAILY PAYMENT POSTING - ADJ	396.55CR	CLEARED	U	4/24/2018
1010	4/20/2018	DEPOSIT	000007	DAILY PAYMENT POSTING - ADJ	539.20CR	CLEARED	U	4/24/2018
1010	4/23/2018	DEPOSIT		CREDIT CARD 4/23/2018	823.08	CLEARED	C	4/24/2018
1010	4/23/2018	DEPOSIT	000001	CREDIT CARD 4/23/2018	1,571.29	CLEARED	C	4/24/2018
1010	4/23/2018	DEPOSIT	000002	CREDIT CARD 4/23/2018	1,058.51	CLEARED	C	4/25/2018
1010	4/23/2018	DEPOSIT	000003	CREDIT CARD 4/23/2018	1,528.13	CLEARED	C	4/26/2018
1010	4/23/2018	DEPOSIT	000004	REGULAR DAILY POST 4/23/2018	8,430.68	CLEARED	C	4/24/2018
1010	4/24/2018	DEPOSIT		CREDIT CARD 4/24/2018	799.78	CLEARED	C	4/26/2018
1010	4/24/2018	DEPOSIT	000001	CREDIT CARD 4/24/2018	388.79	CLEARED	C	4/27/2018
1010	4/24/2018	DEPOSIT	000002	REGULAR DAILY POST 4/24/2018	778.63	CLEARED	C	4/25/2018
1010	4/25/2018	DEPOSIT		CREDIT CARD 4/25/2018	1,290.08	CLEARED	C	4/27/2018
1010	4/25/2018	DEPOSIT	000001	REGULAR DAILY POST 4/25/2018	52,742.00	CLEARED	C	4/26/2018
1010	4/25/2018	DEPOSIT	000002	CREDIT CARD 4/25/2018	1,241.64	CLEARED	C	4/30/2018
1010	4/25/2018	DEPOSIT	000003	REGULAR DAILY POST 4/25/2018	1,083.46	CLEARED	C	4/26/2018
1010	4/26/2018	DEPOSIT		CREDIT CARD 4/26/2018	608.23	CLEARED	C	4/30/2018
1010	4/26/2018	DEPOSIT	000001	CREDIT CARD 4/26/2018	214.91	CLEARED	C	4/30/2018
1010	4/26/2018	DEPOSIT	000002	REGULAR DAILY POST 4/26/2018	1,431.88	CLEARED	C	4/27/2018
1010	4/27/2018	DEPOSIT		CREDIT CARD 4/27/2018	454.72	CLEARED	C	4/30/2018
1010	4/27/2018	DEPOSIT	000001	CREDIT CARD 4/27/2018	236.40	CLEARED	C	4/30/2018

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

CHECK DATE: 4/01/2018 THRU 4/30/2018  
 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	4/27/2018	DEPOSIT	000002	REGULAR DAILY POST 4/27/2018	3,964.75	CLEARED	C	4/30/2018
1010	4/27/2018	DEPOSIT	000003	From 120-1010 to 314-1130	52,742.00CR	CLEARED	G	4/27/2018
1010	4/30/2018	DEPOSIT		CREDIT CARD 4/30/2018	627.01	CLEARED	C	4/30/2018
1010	4/30/2018	DEPOSIT	000001	CREDIT CARD 4/30/2018	185.37	CLEARED	C	5/01/2018
1010	4/30/2018	DEPOSIT	000002	CREDIT CARD 4/30/2018	251.22	CLEARED	C	5/02/2018
1010	4/30/2018	DEPOSIT	000003	CREDIT CARD 4/30/2018	1,171.50	CLEARED	C	5/03/2018
1010	4/30/2018	DEPOSIT	000004	REGULAR DAILY POST 4/30/2018	4,117.16	CLEARED	C	5/01/2018
<b>MISCELLANEOUS:</b>								
1010	4/13/2018	MISC.		PAYROLL DIRECT DEPOSIT	22,026.06CR	CLEARED	P	4/13/2018
1010	4/27/2018	MISC.		PAYROLL DIRECT DEPOSIT	23,242.54CR	CLEARED	P	4/27/2018
1010	4/27/2018	MISC.	035427	BENNETT SOLUTIONS VOIDED	275.64	VOIDED	A	4/27/2018
<b>SERVICE CHARGE:</b>								
1010	4/02/2018	SERV-CHG		March ETS-09 2018	373.84CR	CLEARED	G	4/02/2018
1010	4/02/2018	SERV-CHG	000001	March ETS-05 2018	863.49CR	CLEARED	G	4/02/2018
1010	4/02/2018	SERV-CHG	000002	March ETS-07 2018	996.86CR	CLEARED	G	4/02/2018
1010	4/16/2018	SERV-CHG		MARCH 2018 ANALYSIS FEE	340.02CR	CLEARED	G	4/16/2018
<b>TOTALS FOR ACCOUNT 1010</b>				CHECK	TOTAL:	141,056.44CR		
				DEPOSIT	TOTAL:	211,987.78		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	44,992.96CR		
				SERVICE CHARGE	TOTAL:	2,574.21CR		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	21,296.46CR		
<b>TOTALS FOR POOLED CASH FUND</b>				CHECK	TOTAL:	141,056.44CR		
				DEPOSIT	TOTAL:	211,987.78		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	44,992.96CR		
				SERVICE CHARGE	TOTAL:	2,574.21CR		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	21,296.46CR		



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**  
**April 2018**  
**FINANCIAL REPORT**

**CAPITAL EXPENDITURES**  
 2017 - 2018 BUDGET

<b>Sewer</b>	<b>Budget</b>	<b>Yr to Date Actual</b>
Repair Sewer Lateral Leaks	40,000.00	
Preliminary Design-Chlorine Disinfection Facility	45,000.00	
Install Security Fencing at Lift Station 1 & 4	10,000.00	
Chlorine Tank Auto shut-off	32,000.00	
<b>Total</b>	<b>127,000.00</b>	-

<b>Water</b>	<b>Revenue</b>	<b>Yr to Date Actual</b>
FUND 320 Water Use Capital (7% Water Use Revenue)	106,000	91,434
<b>Total</b>	<b>106,000</b>	<b>91,434</b>



## MEMO

To: Board of Directors

From: Trish Wilkinson, Full Charge Bookkeeper

Date: 05/10/2018

RE: Office & Administrative Staff Overtime Monthly Report

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### April 2018

#### Overtime:

Administrative Assistant:	6.50 hours
Water Resources Specialist:	10.00 hours
Full Charge Bookkeeper:	-
Senior Accounts Representative:	.50 hours
Senior Accounts Representative:	<u>1.00 hour</u>
<b>Total Overtime:</b>	<b>18.00 hours</b>

# MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 05/10/2018

RE: Senior Account Representative's Monthly Report

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## **Monthly Billing 04/30/2018**

Mailed statements: 2,14

Electronic statements: 447

The statement "SPECIAL MESSAGE"

Reflected on this bill, the FY 2017/2018 rates apply. The new volumetric rate is \$.0230 per cubic foot as listed on the reverse side of this bill. The District office will be closed from 12pm – 1pm on the 3<sup>rd</sup> Wednesday of each month.

## **Delinquent Billing 4/20/2018**

Delinquent statements for April bills:

Mailed statements: 484

Electronic statements: 78

## **Courtesy Notification 05/08/2018**

Courtesy notices delivered to the customer's property for delinquent March bill: 174

Electronic notices: 22

## **Phone Notification 05/09/2018**

Phone notifications: 99

The phone notification was sent out around 10:30 am resulting in 63 payments received by the office staff during business hours.

## **Lock Offs 05/10/2018**

36 Customers were in the Lock Off Process at 5:00 pm on 05/09/2018.

20 payments were made before service orders went out in the field at 9:00 am on 05/10/2018.

A total of 16 customers were Locked Off for nonpayment.

Throughout Lock off day 5 payments were collected and meters unlocked.

At the time of this report only 11 meters remain locked.





# Hidden Valley Lake Community Services District

## April 2018 Report

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Water Connections:		Sewer Connections:	
New (April)	0	New (April)	0
Residential (March)	2440	Residential (March)	1470
Commercial & Govt (March)	39	Commercial & Govt (Marc)	15
<b>Total (April) :</b>	<b>2479</b>		<b>1485</b>

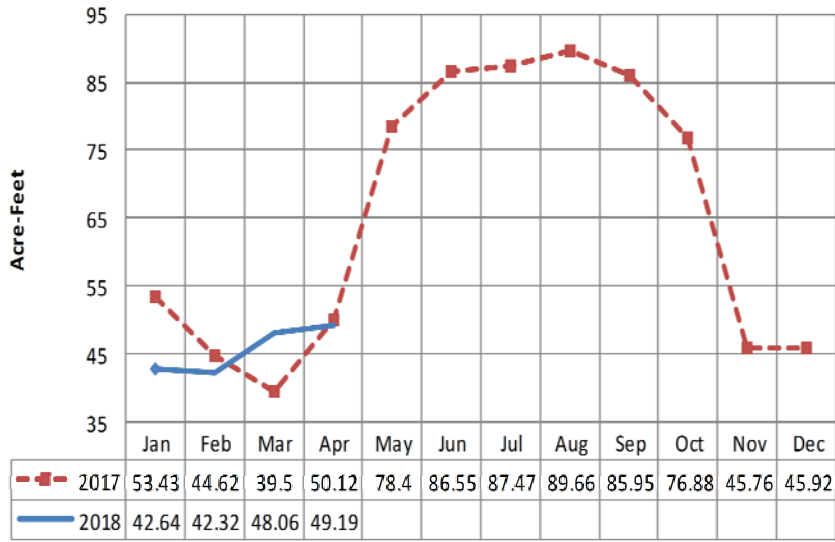
Rainfall		
<i>This month</i>	<i>Last year</i>	<i>Historical</i>
2.94	4.25	2.4

Groundwater Elevation			
<i>Monitoring Wells</i>	<i>This month</i>	<i>Last year</i>	<i>Historical</i>
Prod Wells	930.45	935.84	932.63
AG	935.87	941.45	936.46
TP Wells	954.91	955.41	954.80
Grange Rd	937.64	935.84	937.92
American Rock	971.35	972.06	971.14
Spyglass	968.82	970.28	967.27
Luchetti	923.27	925.73	923.2
18th T	943.69	945.44	943.00

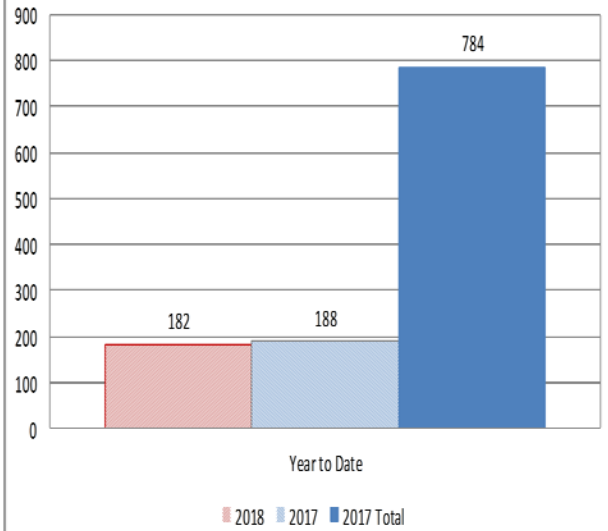
Completed Service Orders		
<i>This month</i>	<i>YTD</i>	<i>Last Year</i>
88	344	1321
<b>Overtime Hours</b>	<b>46</b>	<b>\$1780.90</b>

# April 2018 Field Report

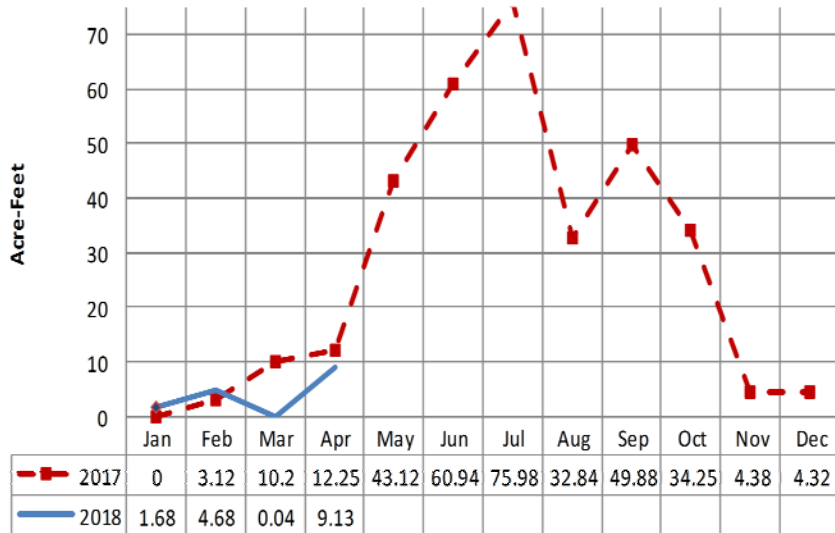
### HVLCSD Municipal Well Production



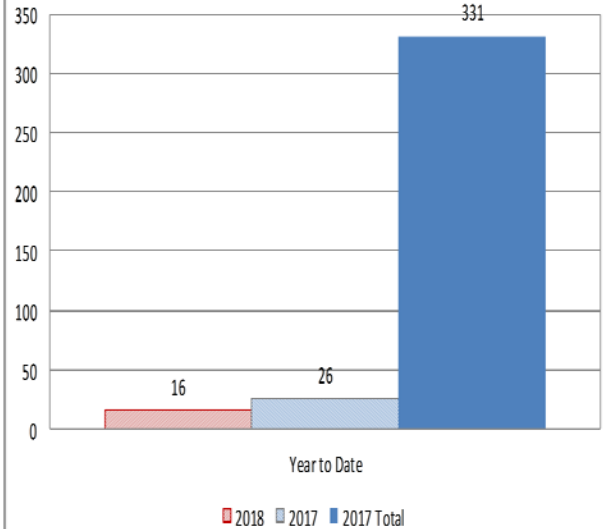
### HVLCSD Municipal Well Production



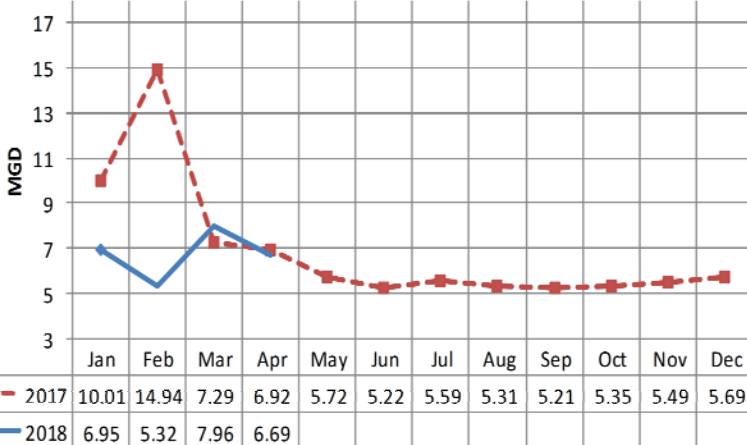
### HVLCSD Municipal Reclaimed Water Use



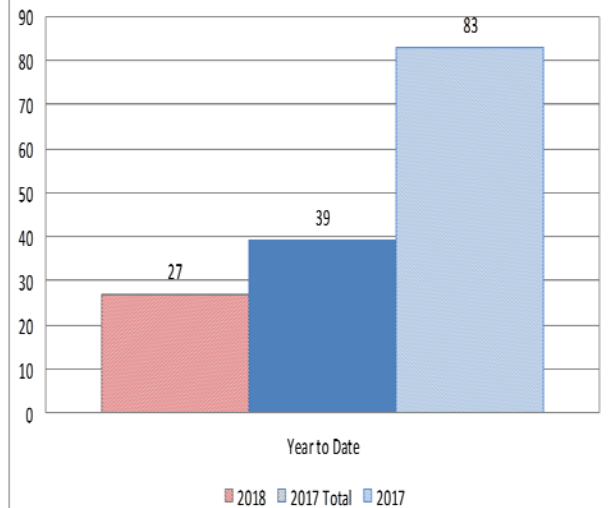
### HVLCSD Municipal Reclaimed Water



### HVLCSD Municipal Wastewater Influent



### HVLCSD Municipal Wastewater Influent





## FEMA Projects Update

- LKHVF84 (DR-4308)
  - \$52,742 received from CalOES & FEMA
- Five out of Six FEMA claims have been paid
- LKHVF83 (DR-4308)
  - Aquatic Harvesting scheduled for 6/11/18 (\$28,000)
  - Closed bid and engineering estimate quote for Cl2 Refurbishment and valve repair received
  - I/I Assessment
    - Presentation to BOD complete
    - Replaced manhole lids at Mountain Meadow North, North Shore Drive
    - Final assessment to be completed and delivered to CVRWQCB by 5/25
- Hazard Mitigation projects
  - CEQA and Geotechnical research needed prior to next disaster declaration.
  - 5 projects added to 5 year CIP

### Non-FEMA projects

- AMI
  - Attended DFA CWSRF IUP Workshop
- RMP
  - Completed tabletop exercise with Fire Department
  - Received new signature from Coastland Engineering acknowledging all changes
  - Delivered revised RMP to EHS 4/30/18

# April 2018 Field Report

## Water Operations and Maintenance Highlights

- 4/10,4/12 Courtesy notices, lockoffs
- Pump curve research for Water Treatment Plant
- Well 2 gate valve replacement
- Well field leak repair
- Removed debris at flood control
- HMGP preparations (pictures)
- Regular maintenance and operations
- 4/25-4/27, 4/30 Meter reads

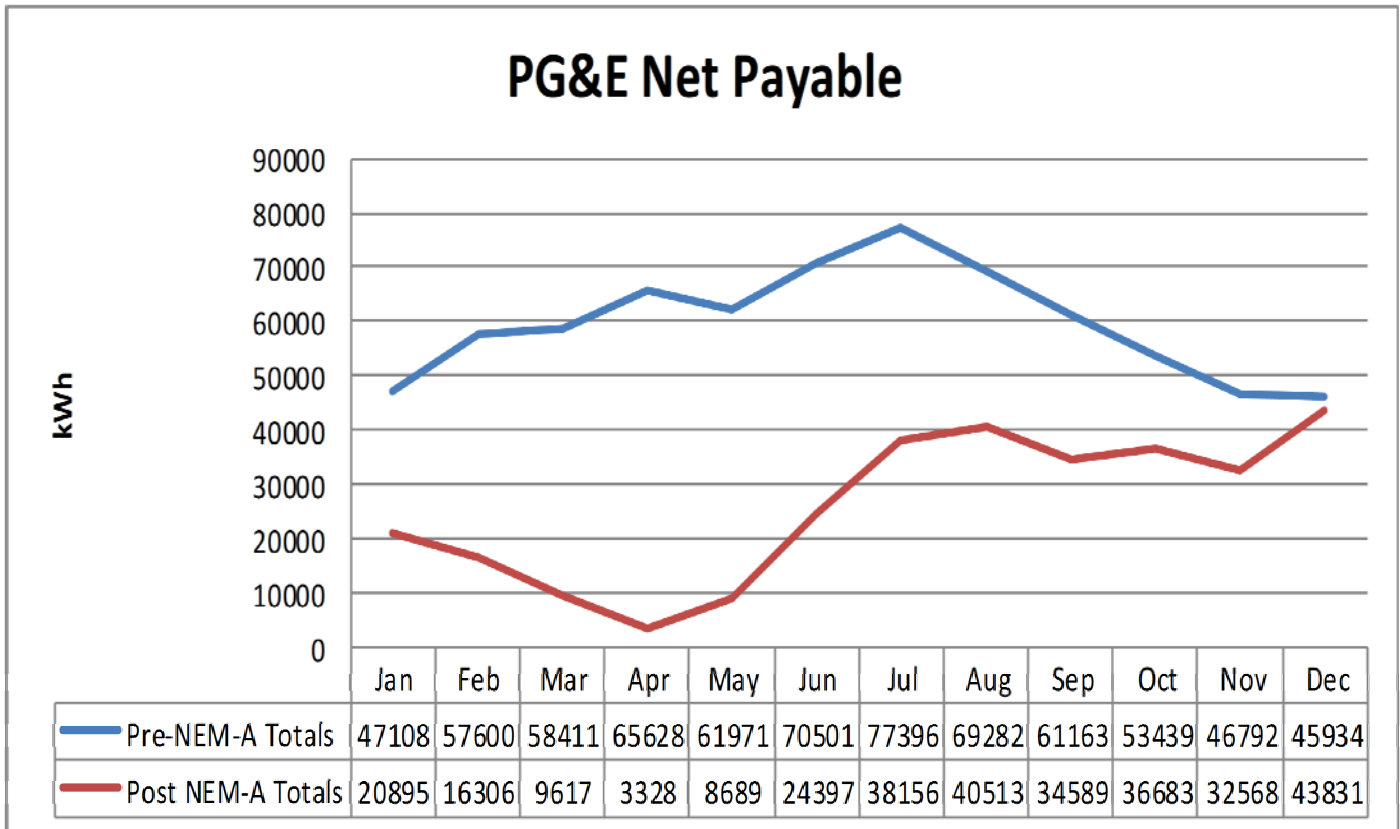
## Wastewater Operations and Maintenance Highlights

- 4/10,4/12 Courtesy notices, lockoffs
- Lift Station 5 check valve repair
- Manhole lid replacement Mountain Meadow North
- Transfer pump calibration
- Sludge pump replacement
- Hardesters pump maintenance
- WWTP Tour to MHS students
- Aeration basin maintenance
- Seismic bracket installed for RMP
- South Lake Fire tabletop exercise for RMP
- SOP review for RMP
- Cl2 Analyzer solenoid replacement
- Regular maintenance and operations
- 4/25-4/27,4/30 Meter reads

# April 2018 Field Report

Vehicle Mileage	
Vehicle	Mileage
Truck 1	43
Truck 3	2506
Truck 4	750
Truck 6	494
Truck 7	1079
Truck 8	917
Dump Truck	0
Backhoe	0

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	97144.4	21187.3
Fuel Log	354.	11.7
April		
Tank Level	211.96	364.13
March Tank		
Level	380.43	413.04





# Hidden Valley Lake Community Services District

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

## MEMO

To: Board of Directors  
From: Kirk Cloyd  
Date: May 15, 2018  
RE: General Manager's Monthly Report

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Good evening, the following report discusses items Hidden Valley Lake CSD completed over the past month. This report is intended to provide the Board and public with an update on the progression of projects and current status of relevant issues.

### **Water**

1. Staff met to discuss Groundwater Well Level Transmitter replacement.

### **Sanitary Sewer**

1. The rescheduled field exercise and joint training between Cal Fire and HVLCSD staff to review Chlorine response and tour the RWRP took place on Wed. April 25<sup>th</sup>.

### **Recycled Water**

1. I attended HVLA's Golf & Greens Committee mtg. at their request to discuss the District's & Association's obligations and answer questions.

### **Stormwater**

1. Nothing to report at this time.

### **Human Resources**

1. I met with the Personnel Committee to discuss the draft Employee Handbook rewrite and discuss succession planning.
2. Norman Rogers (Operator II assigned to Wastewater) has accepted an offer from Central Marin Sanitation Agency in San Rafael. He gave his two-week notice and his last day was May 8<sup>th</sup>. Staff is looking at ways to fill this vacancy as we move forward and what can be done to mitigate future staff shortages due to turnover as well as succession planning as we look toward several key retirements in the next four years.



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## **Facilities**

1. Nothing to report at this time.

## **Vehicles & Equipment**

We are discussing ways to replace the construction truck and crane based on prudent financial management.

## **General Information**

1. Director Mirbegian and I attended a meeting with HVLA's GM and Board President to review the Lake Water Use Agreement.
2. At the request of HVLA's Golf Committee, I attended their meeting, Wed. May 2<sup>nd</sup> to answer recycled water questions.
3. I attended the Special Meeting of the Westside Sac IRWMP Coordinating Committee to discuss:
  - A. DWR-DACI Grant – DAC Water Systems Inclusion in Assessments and Overall Project Status.
  - B. Yolo Storm Water Resources Plan (YSWRP) Projects and Westside IRWM Update Project Combined Ranking.
  - C. Prop 1 IRWM Implementation Grant Application Readiness and Call for Projects-*Ms. Lau and Ms. Tang reported that the Draft DWR PSP is expected to be released for comment in late June for a 45-day comment period with 3 public meetings. The final will be released in "summer" with proposals due in December.*
  - D. I attended California Rural Water Associations training conference in Lake Tahoe. Classes that were attended were:
    - A. An Innovative Approach to Asset Management.
    - B. Sanitary SSMP.
    - C. Smoke Testing. (Aid in the location of I&I)
    - D. Ten Most Common Pitfalls of the Utility Manager.
    - E. Rates & Rate Structure.
    - F. Sustainable Management of Rural and Small Systems.

## **Emergency Preparedness**

1. Director Graham and I held the Quarterly Emergency Preparedness Committee meeting Monday May 14<sup>th</sup>.





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2. Ms. Penny Cuadras and I both successfully completed FEMA course IS-02000: National Preparedness Goal and System Overview.
3. HVLCSD staffed a booth at the annual HVLA Wildfire Community Preparedness Day Sat. May 5th. We also worked with and supported South Lake County Fire Safe Council and Lake County Armature Radio Society (LCARS-Emergency communications).

## ORDINANCE

### 57.1

#### **AN ORDINANCE OF THE BOARD OF DIRECTORS OF HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT ESTABLISHING RATES AND CHARGES BY RESOLUTION FOR WATER, WASTEWATER AND RECYCLED WATER SERVICE AND REAFFIRMING PRIOR RATES AND CHARGES**

**WHEREAS**, on July 21, 2015, the Board of Directors of Hidden Valley Lake Community Services District (District) adopted Ordinance 2015-56, setting forth rules and regulations for the provision of retail water services and providing among other things, that water service rates and charges and other water fees and charges may be set from time to time by the Board; and

**WHEREAS**, on April 21, 2015, the Board of Directors of Hidden Valley Lake Community Services District (District) adopted Ordinance 2015-57, setting forth rules and regulations for the provision of collection, treatment and disposal of wastewater services and providing among other things, that wastewater service rates and charges and other wastewater fees and charges may be set from time to time by the Board; and

**WHEREAS**, on September 4, 1991, the Board of Directors of Hidden Valley Lake Community Services District (District) entered into an agreement with Hidden Valley Lake Association and Stonehouse Mutual Water District (this Ordinance recognizes the merger between Stonehouse Mutual Water District and Hidden Valley Lake CSD), setting forth rules and regulations for the provision of retail recycled water service and providing among other things, that recycled water service rates and charges and other recycled water fees and charges may be set from time to time by the Board; and

**WHEREAS**, due to the need to provide the capital facilities necessary to operate the District in a financially prudent and safe manner, the District has experienced, and anticipates it will continue to experience, increases in its operating and maintenance costs and capital facilities costs; and

**WHEREAS**, the District must generate revenues in an amount sufficient to cover the District's ongoing costs of operations, maintenance, and capital facilities; and

**WHEREAS**, the General Manager, District staff and Financial Consultants periodically review the schedule of water, wastewater and recycled water service rates and charges established by ordinance or resolution and determine what increases to such schedule of rates and charges are necessary to generate revenues sufficient to cover the District's ongoing costs of operations, maintenance, and capital facilities; and

**WHEREAS**, the General Manager, District staff and Financial Consultants determined that it is financially responsible to consolidate water, wastewater, recycled water, operations, maintenance, and capital facilities fees to be reviewed annually and established by Resolution to be effective January 1 of each calendar year; and

**WHEREAS**, the General Manager, District staff and Financial Consultants acknowledge that any increase in fees must be based on a rate study, presented and approved through the Prop. 218 process and adopted by the Board of Directors; and

**WHEREAS**, the District is not proposing any change in fees that have not already been approved through the Proposition 218 process and approved by the Board of Directors of the District; and

**WHEREAS**, this Ordinance shall supersede all other previous resolutions and ordinances that may conflict with, or be contrary to, this Ordinance respecting the rates for Service Charges described more particularly herein;

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

1. The Board of Directors of the District finds and determines that the foregoing Recitals are true and correct and incorporates the Recitals herein.
2. As the decision-making body for the District, the Board of Directors has reviewed and considered the information contained here-in and hereby reaffirms the rates for the Service Charges pursuant to Ordinance 56, Ordinance 57 and Recycled Water Use Agreement dated September 4, 1991.
4. The Board of Directors hereby establishes that all future rate, fee and Service Charges for water, wastewater and recycled water be set forth by Resolution to be reviewed annually prior to and implemented the 1<sup>st</sup> day of January of each calendar year.
5. The Board of Directors hereby finds that the administration, operation, maintenance, and improvements of the Systems, which are to be funded by the Service Charges and the Other Fees and Charges set forth by Resolution are necessary to maintain service within the District's existing service area. The Board of Directors further finds that the administration, operation, maintenance, and improvements of the System, to be funded by the Service Charges set forth herein and the Other Fees and Charges set forth by Resolution will not expand the System. The Board of Directors further finds that such Service Charges and the Other Fees and Charges are necessary and reasonable to fund the administration, operation, maintenance, and improvements of the System.
6. The Board of Directors hereby authorizes and directs the General Manager to implement and take all actions necessary to effectuate future rate changes by Resolution.
7. If any section, subsection, subdivision, sentence, clause, or phrase in this Ordinance or any part thereof is for any reason held to be unconstitutional or invalid, ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The Board of Directors hereby declares that it would have adopted each section irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, or phrases be declared unconstitutional, invalid, or ineffective.
10. This Ordinance shall become effective July 1, 2018 upon its adoption by the Board of Directors.

**PASSED, APPROVED AND ADOPTED** this 19<sup>th</sup> day of June 2018 by the following vote.

AYES: Directors  
NOES:

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Carolyn Graham, President  
Board of Directors

Attest:

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Kirk Cloyd, Board Secretary  
Hidden Valley Lake CSD

DRAFT

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Board of Directors

ORDINANCE SUMMARY

NOTICE IS GIVEN that, at its Regular meeting at 7:00 p.m. on Tuesday May 15, 2018, the Board of Directors of Hidden Valley Lake Community Services District CSD (HVLCSO) will introduce an Ordinance that, if adopted, will establish District Code through Ordinance 57.1 Establishing Rates and Charges by Resolution for Water, Wastewater and Recycled Water Service and Reaffirming Prior Rates and Charges as summarized below. Said Ordinance will establish future rates, fees and charges to be established by Resolution and amend all previous ordinances related to rates, fees and charges.

NOTICE IS FURTHER GIVEN

That the Board of Directors will consider adoption of this Ordinance at its regular meeting at 7 p.m. on Tuesday, June 19, 2018.

Copies of the full text of the proposed ordinance are available to the public for review and inspection between 8 a.m. and 5 p.m., Monday through Friday, at the Hidden Valley lake CSD Office, 19400 Hartmann Rd., Hidden valley Lake, California and a copy is posted on the District's website at <https://www.hvlcsd.org/sewer-news>.

By: Kirk Cloyd, G.M.  
Board Secretary

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

**DATE:** May 15, 2018

**AGENDA ITEM:** Discussion and Possible Approval: Approve the General Manager to enter into a contract with Coastland Engineering for sealed bid and engineering services regarding refurbishment of the CL2 basin and valve repair.

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**RECOMMENDATIONS:** Allow contract to proceed.

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**FINANCIAL IMPACT:** Coastland Engineering proposes to provide engineering plans, specifications and estimates (PS&E) at the cost of \$32,180 related to CL2 basin refurbishment and valve repairs.

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**BACKGROUND:** In early 2017, the District experienced damaging flooding to the wastewater treatment facilities, due to unprecedented inflows from the wastewater collection system. These inflows caused the wastewater treatment plant to have a bed level overflow. The sludge bed level, which is usually contained in the clarifier, became unmanageable and overflowed into the filtration basin and chlorination basin.

The filter and chlorine valves, that operate as fail safes, become flooded, and failed to re-direct the sludge away from the filtration and chlorination basin.

The remaining repairs for this event are both the filter and CL2 valves, and the chlorination basin. The outline of repairs is as follows;

Filter & CL2 valves

1. Relocate SCADA controls above ground
2. Replace sump pumps
3. Repair/seal vaults

Chlorination basin

1. Drain basin
2. Clean distribution piping of debris, algae
3. Etch and resurface basin

This repair work has been recognized by FEMA as qualifying for reimbursement, and is listed in the Project Worksheet LKHVF83, line item #4. The timing of this work is best suited to drier weather when wastewater flow is at its lowest.

Preliminary estimates show these tasks to cost ~\$350,000. FEMA's procurement standard requires a sealed bid process for this level of work. The contract with Coastland will leverage their professional experience to develop and execute plans, specifications and estimates required for this project.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

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Modification to recommendation and/or other actions:

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I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on May 15, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

---

Secretary to the Board



# COASTLAND

CIVIL ENGINEERING - CONSTRUCTION MANAGEMENT - BUILDING DEPARTMENT SERVICES

May 10, 2018

Mr. Kirk Cloyd  
General Manager  
Hidden Valley Lake Community Services District  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467

**Subject:** Proposal for Professional Engineering Services Associated with Developing a Bid Package (Plans, Specifications and Estimate) for Replacement of Damaged Valves and Repair of the Chlorine Contact Chamber as a result of the 2017 Storm Damage.

Dear Kirk,

Per discussions with Alyssa, we have prepared this letter proposal for the engineering work for providing construction bid documents for Hidden Valley Lake Community Services District's (District) repair work associated with replacing damaged valves and repairing the Chlorine Contact Chamber, both damaged as a result of the 2017 federally declared flood disaster.

## **Project Background/Understanding**

The District experienced damage to existing infrastructure during the 2017 winter storms and emergency costs associated with responding to these winter storms. FEMA identified three major disaster declarations (DR 4301, DR 4305, and DR 4308).

Several projects were identified as reimbursable projects under the FEMA project. The two projects the District is needing help on currently include replacement of effluent valves and cleaning/restoration of the chlorine contact chamber at the Districts Wastewater Reclamation Plant (WWTP.) The District is asking for assisting in preparing construction documents necessary to comply with bidding requirements of the Public Contract Code, the District's Purchasing Ordinance and FEMA regulations.

Based on understanding above, the following is our scope of work to assist the District with the HMGP NOI applications.

## **SCOPE OF WORK**

### **Task 1 – Meetings with City Representatives**

Coastland will conduct progress meetings with District personnel by phone and/or in person for the purpose of reviewing the level and methods of repair work to be used in this contract. Included in this task will be up to three (3) progress design review meetings.

### **Task 2 – Background Information**

**Santa Rosa**  
1400 Neotomas Avenue  
Santa Rosa, CA 95405  
Tel: 707.571.8005

**Auburn**  
11865 Edgewood Road  
Auburn, CA 95603  
Tel: 530.888.9929

**Pleasant Hill**  
3478 Buskirk Avenue, Ste. 1000  
Pleasant Hill, CA 94523  
Tel: 925.233.5333  
[www.coastlandcivil.com](http://www.coastlandcivil.com)



Based on our familiarity with the project site, and the 1994 plans prepared by Winzler & Kelly for the WWTP, we will assemble all the available plans and Record Drawings (As-Builts) and other pertinent information from this project to be used in the preparation of plans and/or exhibits needed for the repair work associated with the bid documents. We will also work with District personnel to get preferred valve manufacturers and/or other equipment that will be included in the project to ensure the specifications correctly identify the desired equipment.

### **Task 3 – Draft Submittal of Bid Package Information**

Following our background research and survey, we will develop and prepare draft bid documents. We anticipate that these documents will include the District’s standard front-end boiler specifications (General Conditions, bonds, agreements, bid forms, etc.), draft specifications and details for valve replacement, valve vault cleaning/coating, chlorine contact chamber cleaning and coating and details for interim chlorine contact chambers (most likely HDPE interconnected above ground piping.) The interim chlorine contact chamber will include necessary backup calculations to verify that sufficient chlorine contact time is being achieved.

The draft bid document submittal will include three (3) sets of bid documents that include front end bid documents, exhibits, draft technical specifications, and an engineer’s estimate of probable construction costs. We anticipate that we will also provide the District with calculations sufficient to prove the contact time is sufficient through the interim chlorine contact chamber (piping) while cleaning and coating of the existing structure occurs.

### **Task 4 – Final Bid Package Information**

Following the review of the draft submittal, Coastland will prepare the final construction bid documents. These documents will include all general and technical specifications for the project (valves, cleaning, coating, interim facilities, etc.) and an estimate. We will provide a final electronic submittal to the District for a final review to verify comments have been addressed prior to producing the 100% bid documents. Upon final District review we will provide stamped and signed bid documents. An electronic copy of the bid documents and final cost estimate will also be provided in PDF format.

### **Task 5 – Bid Assistance**

We will assist the District in bidding the project. This will include providing distribution of the bid documents to the bid rooms; answer any questions that may come up during bidding; if necessary, issue any addendums for clarification purposes; attend the bid opening; review of the bids and recommendation of the low bidder; drafting of the staff report and resolution for award of the project and attendance at the District Board meeting for award of the project.

### **EXCEPTIONS TO SCOPE OF WORK**

The following work is not included in our proposal. However, Coastland would be pleased to provide these services if the District desires:

- Environmental documents. It is assumed that the project is categorically exempt, as it involves working on existing facilities.



- Construction assistance (a separate scope and fee will be provided once the project is out to bid.)
- Permitting fees
- Potholing of utility locations
- Meetings beyond those notes above
- Use of existing WWTP drawings

### **Estimated Cost**

Based on our scope of work, we estimate that this work will involve approximately 48 hours of a Principal Engineer, 84 hours of a Principal Designer and 76 hours of an Associate Engineers time, resulting in a not-to-exceed estimate of \$32,180. The biggest factor in this project and the item that will take the most time will be design and layout of an interim chlorine contact chamber (pipes) that meet RWQCB chlorination contact time that must be put into place during the repair work on the existing chlorine contact chamber. If something simpler that we envision can be constructed, our fee should be significantly less. The amount quoted is assuming that all the work for this project will fall under the scope of work as previously described. If additional work is necessary that falls outside of this scope of work, we can either re-negotiate a new scope of work or provide these services on a time and materials basis per our adopted schedule of hourly rates.

### **Project Schedule**

We will complete the draft of the bid documents within eight weeks of receiving authorization to proceed and all necessary background information. Coastland will endeavor to keep the District informed of our progress during this time and will pause work as the District deems necessary to review or discuss items of work as they progress.

We appreciate this opportunity to provide HVLCSO with this proposal. If you have any questions, please feel free to contact me.

Sincerely,



John Wanger, PE.  
Principal

