



Hidden Valley Lake Community Services District

Finance Committee Meeting

AGENDA

September 14, 2020

12:30 p.m.

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

To join this meeting go to the www.hvlcsd.org select the September 14, 2020 Finance Committee Meeting select **Join Microsoft Teams Meeting** Select **Join on the web** instead.

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

DATE: September 14, 2020

TIME: 12:30 pm

PLACE: Hidden Valley Lake CSD
Administration Office, GM Office
19400 Hartmann Road
Hidden Valley Lake, CA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. REVIEW and DISCUSS: Monthly Financial Reports & Disbursements
6. REVIEW AND DISCUSS: Recommendation for the purchase of an Aeration Chain Upgrade in the amount of \$35,400.00
7. REVIEW and DISCUSS: Consider acceptance and award of contract for the Meadow View Easement Replacement Project (Hand Carry-District Engineer Report)
8. REVIEW and DISCUSS: Consider options for WWTP Access Road (Hand Carry-District Engineer Report)
9. REVIEW and DISCUSS: Group Health/Dental/Vision/ Insurance Policies Renewal
10. PUBLIC COMMENT
11. COMMITTEE MEMBER COMMENT
12. ITEMS FOR NEXT AGENDA
13. ADJOURN

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

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

FY 20-21 Utility Billing Aging Report

Year	Month	Current	+1	+2	+3	+4	Balance	
2020	31-Jul	\$ 285,960	\$ 40,153	\$ 19,266	\$ 12,354	\$ 46,551	\$ 404,285	N-42-20
2020	31-Aug	\$ 308,355	\$ 52,019	\$ 22,759	\$ 14,236	\$ 51,063	\$ 448,432	N-42-20
2020	30-Sep							
2020	31-Oct							
2020	30-Nov							
2020	31-Dec							
2021	31-Jan							
2021	29-Feb							
2021	31-Mar							
2021	30-Apr							
2021	31-May							
2021	30-Jun							

Residential Aging Report - Fiscal Year Comparison

Billing Year	Billing Month	Billing Revenue	Past Due +1 Month	Past Due +2 Months	Past Due +3 Months	Past Due +4 Months	Fiscal Year End TOTAL PAST DUE AMT
2020	Aug 2020	\$ 308,355	\$ 52,019	\$ 22,759	\$ 14,236	\$ 51,063	\$ 140,076
2019	Aug 2019	\$ 293,153	\$ 37,274	\$ 3,532	\$ 1,333	\$ 17,838	\$ 59,977
Percentage Difference:		5%	40%	544%	968%	186%	134%
Delinquency Difference:			\$ (14,744.60)	\$ (19,227.16)	\$ (12,902.93)	\$ (33,224.54)	\$ (80,099.23)

FY 19-20 Utility Billing Aging Report

Year	Month	Current	+1	+2	+3	+4	Balance	
2019	31-Jul	\$ 295,883	\$ 36,766	\$ 1,925	\$ 935	\$ 19,891	\$ 355,401	
2019	31-Aug	\$ 293,153	\$ 37,274	\$ 3,532	\$ 1,333	\$ 17,838	\$ 353,133	
2019	30-Sep	\$ 274,248	\$ 51,092	\$ 3,515	\$ 2,165	\$ 18,013	\$ 349,033	
2019	31-Oct	\$ 248,736	\$ 42,438	\$ 9,316	\$ 2,570	\$ 19,669	\$ 322,730	
2019	30-Nov	\$ 224,059	\$ 53,330	\$ 3,567	\$ 3,129	\$ 21,784	\$ 305,870	
2019	31-Dec	\$ 220,403	\$ 38,310	\$ 3,431	\$ 1,562	\$ 23,915	\$ 287,623	
2020	31-Jan	\$ 216,057	\$ 33,745	\$ 2,846	\$ 2,441	\$ 24,804	\$ 279,895	
2020	29-Feb	\$ 218,104	\$ 43,077	\$ 15,243	\$ 2,201	\$ 24,866	\$ 303,492	SB 998
2020	31-Mar	\$ 231,486	\$ 38,864	\$ 15,867	\$ 9,990	\$ 25,446	\$ 321,656	N-42-20
2020	30-Apr	\$ 233,212	\$ 36,973	\$ 16,365	\$ 10,399	\$ 32,419	\$ 329,367	N-42-20
2020	31-May	\$ 244,276	\$ 42,493	\$ 18,546	\$ 11,598	\$ 39,861	\$ 356,774	N-42-20
2020	30-Jun	\$ 291,551	\$ 42,860	\$ 19,524	\$ 12,197	\$ 44,504	\$ 410,638	N-42-20

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2020 - 2021 DEBT SERVICE

AUGUST 2020

	DEBT SERVICE REVENUE	FUND	AMOUNT
1)	1995-2 BOND - TAX ASSESSMENT	215	\$ 300,224
2)	CIEDB LOAN - WATER INFRASTRUCTURE	130	170,746
3)	USDA LOAN - SOLAR PROJECT WWTP	120	32,255
	TOTAL DEBT SERVICE REVENUE		\$ 503,225

	DEBT SERVICE EXPENSE	FUND	DEBT AMOUNT	PAID TO DATE
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 185,000	\$ 185,000 08/14/2020
	1995-2 BOND REDEMPTION (INTEREST)	215	99,994	51,182 08/14/2020
	BOND ADMINISTRATION (ANNUAL FEE)	215	7,460	1,864 07/02/2020
	COUNTY COLLECTION FEES	215	3,500	-
	CSD ADMIN COSTS	215	4,270	-
			\$ 300,224	\$ 238,046
2)	CIEDB (PRINCIPAL)	218	\$ 110,065	\$ -
	CIEDB (INTEREST)	218	55,865	27,933 07/17/2020
	CIEDB (ANNUAL FEE)	218	4,816	-
			\$ 170,746	\$ 27,933
3)	USDA RUS LOAN (PRINCIPAL)	219	\$ 17,000	\$ 17,000 08/03/2020
	USDA RUS LOAN (INTEREST)	219	15,255	7,755 08/03/2020
			\$ 32,255	\$ 24,755
	TOTAL DEBT SERVICE EXPENSE		\$ 503,225	\$ 290,734



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

	Operating Checking	Money Market	LAIF	Bond Trustee	Total All Cash/Investment Accounts
	West America Bank 1010	West America Bank 1130	State Treasurer 1133	US Bank 1200	
Financial Activity of Cash/Investment Accounts in General Ledger [1]					
Beginning Balances	\$ 337,219	\$ 1,341,091	\$ 624,345	\$ 176,394	\$ 2,479,049
Cash Receipts					
Utility Billing Deposits	\$ 437,006	\$ 12,230	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	
Other Deposits	\$ -	\$ 71	\$ -	\$ 1	
Total Cash Receipts	\$ 437,006	\$ 12,301	\$ -	\$ 176,395	
Cash Disbursements					
Accounts Payable Checks issued	\$ 381,575	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 54,122	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 44,956	\$ -	\$ -	\$ -	
Bank Fees	\$ 3,882	\$ -	\$ -	\$ -	
Other Disbursements		\$ -	\$ -	\$ -	
Total Disbursements	\$ 484,534	\$ -	\$ -	\$ -	
Transfers Between Accounts					
Transfers In	\$ 236,182	\$ -	\$ -	\$ -	
Transfers Out	\$ 88,776	\$ 260,937	\$ -	\$ -	
Total Transfers Between Accounts	\$ 324,958	\$ 260,937	\$ -	\$ -	
Ending Balances in General Ledger	\$ 437,097	\$ 1,092,455	\$ 624,345	\$ 176,395	\$ 2,330,292
Reconciling Adjustments to Financial Institutions [2]	\$ -	\$ -	\$ -	\$ -	
Financial Institution Ending Balances	\$ 512,322	\$ 1,092,455	\$ 624,345	\$ 176,395	\$ 2,405,517

Ending Balances General Ledger Distribution by District Funds

100 Operating	-	-	-	-	-
120 Wastewater Operating	189,538	68,975	72,118	-	330,630
130 Water Operating	229,447	48,157	107,476	-	385,080
140 Flood Enterprise	(162)	-	-	-	(162)
215 2016 Sewer Refinancing Bond	-	130,495	94,318	176,395	401,207
218 2002 CIEDB Loan	18,274	-	12,339	-	30,613
219 2012 USDA Solar COP	-	7,762	878	-	8,640
313 Wastewater Operating Reserve	-	43,105	58,746	-	101,851
314 Wastewater CIP	-	358,679	94,987	-	453,666
319 2012 USDA Solar COP Reserve	-	31,308	-	-	31,308
320 Water CIP	-	148,595	-	-	148,595
325 Water Operating Reserve	-	150,287	-	-	150,287
350 2002 CIEDB Loan Reserve	-	-	183,483	-	183,483
711 2016 Bond Administration	-	-	-	-	-
712 Bond Revolving	-	105,094	-	-	105,094
Total Ending Balances in General Ledger	437,097	1,092,455	624,345	176,395	2,330,292

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

[2] See Reconciliation Detail Summary for details

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

120-SEWER ENTERPRISE FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,798,153.00</u>	<u>222,691.42</u>	<u>356,740.95</u>	<u>1,441,412.05</u>	<u>19.84</u>
TOTAL REVENUES	<u>1,798,153.00</u>	<u>222,691.42</u>	<u>356,740.95</u>	<u>1,441,412.05</u>	<u>19.84</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	777,716.00	169,144.59	259,991.44	517,724.56	33.43
ADMINISTRATION	402,258.00	23,799.70	51,524.97	350,733.03	12.81
FIELD	417,256.00	20,479.27	49,432.09	367,823.91	11.85
DIRECTORS	44,530.00	2,341.71	4,683.42	39,846.58	10.52
SPECIAL PROJECTS	178,782.00	0.00	0.00	178,782.00	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,820,542.00</u>	<u>215,765.27</u>	<u>365,631.92</u>	<u>1,454,910.08</u>	<u>20.08</u>
REVENUES OVER/(UNDER) EXPENDITURES	(22,389.00)	6,926.15	(8,890.97)	(13,498.03)	39.71

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

120-SEWER ENTERPRISE FUND

REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	0.00	100.00	400.00	20.00
120-4036 DEVELOPER SEWER FEES	0.00	0.00	0.00	0.00	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,500.00	447.60	447.60	5,052.40	8.14
120-4050 SALES OF RECLAIMED WATER	110,000.00	24,001.22	49,024.53	60,975.47	44.57
120-4111 COMM SEWER USE	43,113.00	3,625.15	7,229.56	35,883.44	16.77
120-4112 GOV'T SEWER USE	900.00	64.94	129.88	770.12	14.43
120-4116 SEWER USE CHARGES	1,217,940.00	102,931.76	206,130.26	1,011,809.74	16.92
120-4210 LATE FEE	20,000.00 (63.56)	1,728.49	18,271.51	8.64
120-4300 MISC INCOME	2,500.00	0.50	0.50	2,499.50	0.02
120-4310 OTHER INCOME	0.00	2,902.00	2,902.00 (2,902.00)	0.00
120-4320 FEMA/CalOES Grants	396,000.00	88,776.00	88,776.00	307,224.00	22.42
120-4505 LEASE INCOME	1,700.00	0.00	0.00	1,700.00	0.00
120-4550 INTEREST INCOME	0.00	5.81	272.13 (272.13)	0.00
120-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,798,153.00	222,691.42	356,740.95	1,441,412.05	19.84
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REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2020

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	489.26	489.26 (489.26)	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	15,000.00	1,584.53	12,990.53	2,009.47	86.60
120-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	587.77	1,175.54	12,824.46	8.40
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	0.00	12,000.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	799.10	799.10	19,200.90	4.00
120-5-00-5061 VEHICLE MAINT	18,000.00	0.00	0.00	18,000.00	0.00
120-5-00-5062 TAXES & LIC	800.00	0.00	0.00	800.00	0.00
120-5-00-5074 INSURANCE	54,066.00	0.00	54,065.85	0.15	100.00
120-5-00-5075 BANK FEES	21,000.00	1,925.88	3,724.01	17,275.99	17.73
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	689.00	1,623.01	5,876.99	21.64
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	109.73	109.73	6,890.27	1.57
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	20,000.00	275.50	275.50	19,724.50	1.38
120-5-00-5122 ENGINEERING SERVICES	50,000.00	0.00	0.00	50,000.00	0.00
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	2,634.75	7,034.75	42,965.25	14.07
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	5,000.00	10.77	203.92	4,796.08	4.08
120-5-00-5148 OPERATING SUPPLIES	48,000.00	270.13	270.13	47,729.87	0.56
120-5-00-5150 REPAIR & REPLACE	145,000.00	12,505.44	14,437.67	130,562.33	9.96
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	241.48	1,198.48	6,801.52	14.98
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,351.50	1,351.50	15,148.50	8.19
120-5-00-5157 SECURITY	500.00	0.00	0.00	500.00	0.00
120-5-00-5160 SLUDGE DISPOSAL	45,000.00	0.00	0.00	45,000.00	0.00
120-5-00-5165 TERTIARY POND MAINTENANCE	50,000.00	50,000.00	50,000.00	0.00	100.00
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	11,000.00	490.18	1,365.12	9,634.88	12.41
120-5-00-5192 ELECTRICITY	65,000.00	0.00	4,167.53	60,832.47	6.41
120-5-00-5193 OTHER UTILITIES	2,600.00	254.42	254.42	2,345.58	9.79
120-5-00-5194 IT SERVICES	36,500.00	506.75	7,583.03	28,916.97	20.78
120-5-00-5195 ENV/MONITORING	35,000.00	1,293.00	2,993.00	32,007.00	8.55
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	2,000.00	0.00	0.00	2,000.00	0.00
120-5-00-5310 EQUIPMENT - FIELD	1,000.00	1,136.70	1,136.70 (136.70)	113.67
120-5-00-5311 EQUIPMENT - OFFICE	1,000.00	1,136.69	1,713.16 (713.16)	171.32
120-5-00-5312 TOOLS - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5315 SAFETY EQUIPMENT	1,500.00	2,010.01	2,187.50 (687.50)	145.83
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	66.00	66.00	184.00	26.40
120-5-00-5580 TRANSFERS OUT	0.00	88,776.00	88,776.00 (88,776.00)	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

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

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	777,716.00	169,144.59	259,991.44	517,724.56	33.43

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

120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	252,875.00	14,960.43	34,986.10	217,888.90	13.84
120-5-10-5020 EMPLOYEE BENEFITS	91,844.00	3,623.39	7,459.78	84,384.22	8.12
120-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,927.92	8,680.67	38,508.33	18.40
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	191.91	302.37	3,697.63	7.56
120-5-10-5170 TRAVEL MILEAGE	1,500.00	96.05	96.05	1,403.95	6.40
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
TOTAL ADMINISTRATION	402,258.00	23,799.70	51,524.97	350,733.03	12.81

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

120-SEWER ENTERPRISE FUND

FIELD

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	255,455.00	11,595.00	30,772.81	224,682.19	12.05
120-5-30-5020 EMPLOYEE BENEFITS	106,340.00	5,673.20	11,712.48	94,627.52	11.01
120-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,086.07	6,821.80	39,839.20	14.62
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	0.00	1,800.00	0.00
120-5-30-5063 CERTIFICATIONS	1,500.00	125.00	125.00	1,375.00	8.33
120-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
120-5-30-5170 TRAVEL MILEAGE	500.00	0.00	0.00	500.00	0.00
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	417,256.00	20,479.27	49,432.09	367,823.91	11.85

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

120-SEWER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	269.15	538.30	2,461.70	17.94
120-5-40-5020 DIRECTOR BENEFITS	230.00	11.50	23.00	207.00	10.00
120-5-40-5030 DIRECTOR HEALTH BENEFITS	36,000.00	2,061.06	4,122.12	31,877.88	11.45
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
120-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
120-5-40-5176 DIRECTOR TRAINING	3,600.00	0.00	0.00	3,600.00	0.00
TOTAL DIRECTORS	44,530.00	2,341.71	4,683.42	39,846.58	10.52

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

120-SEWER ENTERPRISE FUND
 SPECIAL PROJECTS
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-60-6001 PW LKHVA01	0.00	0.00	0.00	0.00	0.00
120-5-60-6002 PW LKHVB02	0.00	0.00	0.00	0.00	0.00
120-5-60-6003 PW LKHVA81	0.00	0.00	0.00	0.00	0.00
120-5-60-6004 PW LKHVB82	0.00	0.00	0.00	0.00	0.00
120-5-60-6005 PW LKHVF84	0.00	0.00	0.00	0.00	0.00
120-5-60-6006 PW LKHVF83	0.00	0.00	0.00	0.00	0.00
120-5-60-6007 RAINS 2019	0.00	0.00	0.00	0.00	0.00
120-5-60-6009 ACCESS RD	178,782.00	0.00	0.00	178,782.00	0.00
TOTAL SPECIAL PROJECTS	178,782.00	0.00	0.00	178,782.00	0.00

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

120-SEWER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-70-7101 VAC TRUCK	0.00	0.00	0.00	0.00	0.00
120-5-70-7201 I & I	0.00	0.00	0.00	0.00	0.00
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,820,542.00	215,765.27	365,631.92	1,454,910.08	20.08
REVENUES OVER/(UNDER) EXPENDITURES	(22,389.00)	6,926.15	(8,890.97)	(13,498.03)	39.71

*** END OF REPORT ***

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

130-WATER ENTERPRISE FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>2,175,569.00</u>	<u>206,076.75</u>	<u>423,152.91</u>	<u>1,752,416.09</u>	<u>19.45</u>
TOTAL REVENUES	<u>2,175,569.00</u>	<u>206,076.75</u>	<u>423,152.91</u>	<u>1,752,416.09</u>	<u>19.45</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	1,303,635.00	30,390.16	162,473.03	1,141,161.97	12.46
ADMINISTRATION	432,258.00	23,799.59	51,524.90	380,733.10	11.92
FIELD	387,856.00	24,856.10	64,620.21	323,235.79	16.66
DIRECTORS	51,820.00	2,341.67	4,683.34	47,136.66	9.04
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>7,641.23</u>	<u>7,641.23</u>	<u>(7,641.23)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>2,175,569.00</u>	<u>89,028.75</u>	<u>290,942.71</u>	<u>1,884,626.29</u>	<u>13.37</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	117,048.00	132,210.20	(132,210.20)	0.00

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

130-WATER ENTERPRISE FUND

REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	12,000.00	0.00	205.00	11,795.00	1.71
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER CONNECTION FEE	0.00	329.00	658.00 (658.00)	0.00
130-4040 LIEN RECORDING FEES	1,200.00	478.87	478.87	721.13	39.91
130-4045 AVAILABILITY FEES	22,000.00	1,790.40	1,790.40	20,209.60	8.14
130-4110 COMM WATER USE	95,295.00	4,754.68	15,483.28	79,811.72	16.25
130-4112 GOV'T WATER USE	6,000.00	365.62	828.15	5,171.85	13.80
130-4115 WATER USE	1,968,074.00	195,381.79	396,901.13	1,571,172.87	20.17
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	32,000.00 (106.67)	3,201.50	28,798.50	10.00
130-4215 RETURNED CHECK FEE	1,000.00	0.00	0.00	1,000.00	0.00
130-4300 MISC INCOME	3,000.00	130.50	260.50	2,739.50	8.68
130-4310 OTHER INCOME	1,500.00	2,902.00	2,902.00 (1,402.00)	193.47
130-4320 FEMA/CalOES Grants	30,000.00	0.00	0.00	30,000.00	0.00
130-4330 HYDRANT METER USE DEPOSIT	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	3,500.00	50.56	444.08	3,055.92	12.69
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
TOTAL REVENUES	2,175,569.00	206,076.75	423,152.91	1,752,416.09	19.45
	=====	=====	=====	=====	=====

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2020

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	489.26	489.26 (489.26)	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	15,000.00	1,584.52	12,990.51	2,009.49	86.60
130-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	587.78	1,175.56	12,824.44	8.40
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	0.00	12,000.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	799.10	799.10	19,200.90	4.00
130-5-00-5061 VEHICLE MAINT	12,500.00	0.00	0.00	12,500.00	0.00
130-5-00-5062 TAXES & LIC	1,200.00	0.00	0.00	1,200.00	0.00
130-5-00-5074 INSURANCE	54,055.00	0.00	54,065.84 (10.84)	100.02
130-5-00-5075 BANK FEES	21,000.00	1,955.85	3,753.96	17,246.04	17.88
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600.00	689.00	1,623.00	22,977.00	6.60
130-5-00-5092 POSTAGE & SHIPPING	6,500.00	109.72	109.72	6,390.28	1.69
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	20,000.00	275.50	275.50	19,724.50	1.38
130-5-00-5122 ENGINEERING SERVICES	60,000.00	0.00	0.00	60,000.00	0.00
130-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	2,634.75	7,034.75	42,965.25	14.07
130-5-00-5124 WATER RIGHTS	50,000.00	1,012.50	1,012.50	48,987.50	2.03
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	0.00	0.00	7,500.00	0.00
130-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	45,000.00	10.76	203.90	44,796.10	0.45
130-5-00-5148 OPERATING SUPPLIES	5,000.00	437.05	437.05	4,562.95	8.74
130-5-00-5150 REPAIR & REPLACE	125,000.00	10,361.70	12,244.61	112,755.39	9.80
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	241.47	1,198.47	10,801.53	9.99
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	516.50	516.50	3,683.50	12.30
130-5-00-5157 SECURITY	5,000.00	0.00	0.00	5,000.00	0.00
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	11,000.00	290.17	1,165.11	9,834.89	10.59
130-5-00-5192 ELECTRICITY	150,000.00	0.00	18,878.21	131,121.79	12.59
130-5-00-5193 OTHER UTILITIES	2,500.00	254.40	254.40	2,245.60	10.18
130-5-00-5194 IT SERVICES	36,500.00	812.75	7,889.02	28,610.98	21.61
130-5-00-5195 ENV/MONITORING	17,000.00	478.00	820.00	16,180.00	4.82
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	32,000.00	0.00	0.00	32,000.00	0.00
130-5-00-5310 EQUIPMENT - FIELD	1,000.00	1,136.70	1,136.70 (136.70)	113.67
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	1,136.68	1,713.14 (713.14)	171.31
130-5-00-5312 TOOLS - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
130-5-00-5315 SAFETY EQUIPMENT	1,500.00	2,010.00	2,187.49 (687.49)	145.83
130-5-00-5505 WATER CONSERVATION	9,000.00	2,500.00	2,500.00	6,500.00	27.78
130-5-00-5520 HYDRANT DEPOSIT REFUND	0.00	0.00	0.00	0.00	0.00
130-5-00-5545 RECORDING FEES	250.00	66.00	66.00	184.00	26.40
130-5-00-5580 TRANSFERS OUT	467,830.00	0.00	27,932.73	439,897.27	5.97
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00

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

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	1,303,635.00	30,390.16	162,473.03	1,141,161.97	12.46

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

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	282,875.00	14,960.44	34,986.22	247,888.78	12.37
130-5-10-5020 EMPLOYEE BENEFITS	91,844.00	3,623.37	7,459.76	84,384.24	8.12
130-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,927.83	8,680.53	38,508.47	18.40
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	191.91	302.35	3,697.65	7.56
130-5-10-5170 TRAVEL MILEAGE	2,000.00	96.04	96.04	1,903.96	4.80
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	432,258.00	23,799.59	51,524.90	380,733.10	11.92

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

130-WATER ENTERPRISE FUND

FIELD

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	225,455.00	15,627.16	44,660.69	180,794.31	19.81
130-5-30-5020 EMPLOYEE BENEFITS	106,340.00	5,673.20	11,712.48	94,627.52	11.01
130-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,555.74	8,247.04	38,413.96	17.67
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	0.00	1,800.00	0.00
130-5-30-5063 CERTIFICATIONS	600.00	0.00	0.00	600.00	0.00
130-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
130-5-30-5170 TRAVEL MILEAGE	2,000.00	0.00	0.00	2,000.00	0.00
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	387,856.00	24,856.10	64,620.21	323,235.79	16.66

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

130-WATER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	269.10	538.20	2,461.80	17.94
130-5-40-5020 DIRECTOR BENEFITS	120.00	11.50	23.00	97.00	19.17
130-5-40-5030 DIRECTOR HEALTH BENEFITS	42,000.00	2,061.07	4,122.14	37,877.86	9.81
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
130-5-40-5176 DIRECTOR TRAINING	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL DIRECTORS	51,820.00	2,341.67	4,683.34	47,136.66	9.04

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

130-WATER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-70-7101 VAC TRUCK	0.00	0.00	0.00	0.00	0.00
130-5-70-7202 GENERATORS	0.00	0.00	0.00	0.00	0.00
130-5-70-7204 TANK 9	0.00	0.00	0.00	0.00	0.00
130-5-70-7205 MMN WTR MAIN	0.00	7,641.23	7,641.23 (7,641.23)	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	7,641.23	7,641.23 (7,641.23)	0.00
TOTAL EXPENDITURES	2,175,569.00	89,028.75	290,942.71	1,884,626.29	13.37
REVENUES OVER/(UNDER) EXPENDITURES	0.00	117,048.00	132,210.20 (132,210.20)	0.00

*** END OF REPORT ***



Budget Proposal

NUMBER:

DATE: April 22, 2019

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

REF.: Hidden Valley, CA

Attn: Dennis White
Tel: 707-533-3498
Fax: 707-987-3237
E-Mail: info@hiddenvalleylakecsd.com

Parkson Corporation is pleased to provide this quotation for the following:

ITEM 1 ONE (1) BIOLAC® Aeration Chain Upgrade (Parkson reference #BL-371)

1.A Equipment Description:

1. 4" diameter HDPE pipe for Two (2) BioFlex® moving aeration chains, in 20 ft sections to be fusion-welded on site, complete with adaptor ends and endcaps. Pipe must be cut to final length, drilled to accept supplied diffuser downcomer hose adapters and fusion welded on site by others.
2. Two (2) pieces of high temperature 4" diameter flexible hose for connection of the HDPE BioFlex moving aeration chains to the existing stainless-steel adapter at the edge of the basin on one side and HDPE pipe listed above on other end.
3. A total of sixteen (16) BioFuser® model 2205 diffuser units, with downcomer hose and fittings, manifolds, steel counterweights and diffusers complete with frame, sheath and marine-grade stainless steel clamps. Components are to be assembled on site by others (diffuser tubes supplied with sheath installed).
4. Two (2) complete set of 304 stainless steel restraining cable and 304 stainless steel hardware. Cables must be cut to proper length and assembled on site by others. This restraining cable will be attached to the existing embedded post and anchor.
5. Following components are existing and will be reused
 - 4" stainless steel adaptor
 - 4" butterfly valve.

ITEM 2 SERVICES

2.A Drawings and Installation, Operation and Maintenance (IO&M) Manuals:

1. Approval Drawings: Not required
2. Certified Drawings: Not required
3. IO&M Manuals: Not required

Additional manuals are available for \$75 USD at time of order.

2.B Start-Up Assistance:

Parkson will furnish one factory representative for 4 days during 1 trip to assist in installation inspection, start-up supervision, and operator training. Dates of service to be scheduled upon Buyer's written request.



PURCHASE PRICE:

All of the above for **\$35,400.00** USD
F.O.B. Point of Manufacture, freight included, taxes excluded.

VALIDITY:

Purchase Price is valid for thirty (30) calendar days from Quotation date, for shipment of Equipment within the timetable stated below.

PAYMENT TERMS:

90% net 30 days upon shipment of parts to site, 10% upon rebuild completion, not to exceed 90 days after shipment of parts should rebuild be delayed by other than Parkson. Payment terms for parts only without any field service is 100% net 30 days from shipment.

TIMETABLE GUIDELINE:

Submittal Phase: NA.
Shipment Phase: 6-8 weeks.

Dates are subject to confirmation upon receipt of written Purchase Order.

TERMS AND CONDITIONS:

This Quotation is governed by and subject to Parkson's Standard Conditions of Sale, which are incorporated by reference and accessible at: <http://www.parkson.com/files/documents/AFM-terms.pdf>.

PATENTS:

The Equipment and/or process quoted herein may operate under one or more U.S. patents. The Purchase Price includes a one-time royalty payment (if any), which provides the Buyer with immunity to operate the Equipment specified in the Quotation under any applicable patents.

BUYER/OWNER RESPONSIBILITY:

- On-shore piping; main air header.
- Embedded posts and anchors; anchors on basin walls, if applicable.
- Any assembly, cutting, drilling, fusion welding or installation of components as detailed under item 1.A Equipment Description.
- Unloading, uncrating, installation and installation supervision. Installation will, at minimum, require a forklift and possibly a crane/hoist.
- Readiness of the Equipment before requesting start-up service. Non-readiness may incur additional charges.
- Compatibility of Equipment materials of construction with process environment.
- Electrical connection and interconnecting wiring.
- Interconnecting piping; piping connections, platforms, gratings and railings unless stated otherwise.
- Any other auxiliary equipment or service not detailed above.



Please return one signed copy of this Quotation, or your Purchase Order, to Parkson Corporation at the address below. Refer to this Quotation, date, and related correspondence.

Issued By: Marty Unger
PARKSON CORPORATION

Accepted By: (Herein called the Buyer)

Marty Unger

Name: Marty Unger
Title: Regional Sales Manager
Phone: 954-383-1757
Fax: 817-599-9725
E-Mail: munger@parkson.com
Date: April 22, 2019

Name
Title:
Date:

Enclosures:

Local Rep: Brad Leidecker
Coombs-Hopkins Co.
Phone: 925-947-6733
Fax: 925-947-6784

cc: Edna Sugden, Brad Linsey

BL-L Biolac 4/7/17 Supersedes 3/19/09

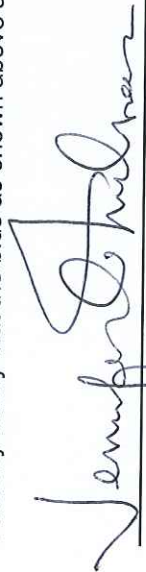
Hidden Valley Lake Community Service District
 Engineering Department
 Middletown, CA

Bid Opening Summary
 Bid Opening 11:30 a.m. on September 10, 2020
 Engineer's Estimate: \$115,390

Meadow View Easement Sewer Rehabilitation Project

Bidder Name	Bid Amount Total Bid (BB-12)	Signed Bid Form (BB-13 and BB-27)	Bid Bond (BB-15)	Licensed Contractor Info (BB-16)	List of Subcontractors (BB-17)	Non-Collusion Declaration (BB-20)
Piazza Construction	\$152,036.00	✓	✓	✓	✓	✓

I hereby certify that the bids as shown above accurately reflect the bids received.


 Jenny Melman, Deputy District Engineer


 District Representative

PROPOSAL

For: Construction of the MEADOW VIEW EASEMENT SEWER REHABILITATION PROJECT

For the Hidden Valley Lake Community Services District, Lake County, California.

TO THE BOARD OF DIRECTORS
OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

The undersigned, as bidder, declares that it has carefully examined the work, the annexed proposed form of contract, and agrees that if this Proposal is accepted to contract with the Hidden Valley Lake Community Services District, under the form of contract annexed hereto, to provide all the necessary tools, apparatus, and other means of accomplishing the work as specified in the contract in the manner and time herein prescribed, and in accordance with the requirements of the District as therein set forth, and to take in full payment thereof the following prices of the work to be done completely performed to the satisfaction of the Hidden Valley Lake Community Services District, to-wit:

Contractor's Bid Proposal

Item No.	Item Description	Estimated Quantity	Unit of Measure	Unit Cost (in figures)	Total Cost (in figures)
1	Temporary Traffic Control	1	L.S.	\$ 11,790.-	\$ 11,790.-
2	Sheeting, Shoring, and Bracing	1	L.S.	\$ 3,000.-	\$ 3,000.-
3	Sewer Flow Control	1	L.S.	\$ 11,550.-	\$ 11,550.-
4	Replace 6-inch Sewer Main with HDPE by Pipe-Bursting	352	L.F.	\$ 178.-	\$ 62,656.-
5	Spot Repair 6-inch Sewer Main	2	EA	\$ 6,870.-	\$ 13,740.-
6	Reconnect Sewer Lateral on Private Property	4	EA	\$ 7,150.-	\$ 28,600.-
7	Reconnect or Replace District Mainline Cleanouts	2	EA	\$ 6,850.-	\$ 13,700.-
8	Mobilization and Demobilization	1	L.S.	\$ 7,000.-	\$ 7,000.-

Total Bid: \$ 152,036.⁰⁰

Dollars

Written Amount

The undersigned further agrees to deliver and to complete the work within **15 working days**, from the date of issuance, by the District, of instructions to proceed with the work, and within 10 days of the date of mailing of the notice of award, to enter into and execute and provide to the District the necessary contract with the necessary bonds and other required documents, and in case of default in executing the necessary contract within the time fixed by the Instructions to Bidders, the bidder's security accompanying this bid shall become the property of and be forfeited to the District.

Prime Contractor PIAZZA CONSTRUCTION

License # 406456 Expiration Date 6-30-21

DIR Registration # 100008021 Expiration Date 6-30-22

Contractor's License number and expiration date are herein stated under penalty of perjury.

By: [Signature] Title: OWNER

Dated this 10 day of SEPT., 2020

(Corporate Seal)

Corporate Signature

Address: _____

Phone No.: _____

President's signature _____

Secretary's signature _____

Corporation organized under the laws of the State of _____

Partnership Name: _____

Address: _____

Names of Co-Partners and Addresses: _____

Names of Individuals and Addresses: _____

JAMES A PIAZZA

PO Box 573, PRINCETON, CA. 94951

NOTE: Sign in proper space above.

CONTRACTOR LICENSE INFORMATION

The bidder acknowledges that a license is required for performance of Hidden Valley Lake Community Services District **MEADOW VIEW EASEMENT SEWER REHABILITATION PROJECT**.

The bidder holds the following California Contractors License(s):

- 1. License No. 406456, Class A, Expiration Date 6-30-21
- 2. License No. _____, Class _____, Expiration Date _____
- 3. License No. _____, Class _____, Expiration Date _____
- 4. License No. _____, Class _____, Expiration Date _____
- 5. License No. _____, Class _____, Expiration Date _____
- 6. License No. _____, Class _____, Expiration Date _____
- 7. License No. _____, Class _____, Expiration Date _____
- 8. License No. _____, Class _____, Expiration Date _____
- 9. License No. _____, Class _____, Expiration Date _____
- 10. License No. _____, Class _____, Expiration Date _____

Bidder's Taxpayer Identification No. 68-0050208

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
19400 Hartman Road
Hidden Valley Lake, California 95467

BID BOND

(NOTE: Bidders must use this form, use of any other bond form may render a bid non-responsive)

KNOW ALL MEN BY THESE PRESENTS:

That we, as PRINCIPAL, Piazza Construction and Harco National Insurance Company a (sole proprietorship/corporation/partnership/joint venture) organized and existing under and by virtue of the laws of the State of Illinois and an admitted surety insurer authorized to do business in the State of California, as SURETY, are held and firmly bound unto the Hidden Valley Lake Community Services District, as OBLIGEE, in a penal sum equal to ten-percent (10%) the total bid price including the base bid and alternates specified in the proposal of the PRINCIPAL, to the OBLIGEE for the work described below, which penal sum is Ten Percent of the Total Amount Bid (\$ 10%) lawful money of the United States of America, for the payment of which sum well and truly to be made, we, and each of us, bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the PRINCIPAL has submitted the accompanying proposal dated _____ to the OBLIGEE, for the MEADOW VIEW EASEMENT SEWER REHABILITATION PROJECT (designated as the "Project") which proposal is hereby made a part hereof;

NOW THEREFORE, if the PRINCIPAL shall not withdraw said proposal within the ninety (90) day period following the opening of bids, and if the PRINCIPAL receives written notice that the Project is awarded to the PRINCIPAL and shall, within ten (10) calendar days of receiving such notice: enter into a written contract with the OBLIGEE in the form prescribed in the bid package issued by the OBLIGEE concerning the Project; and give insurance and bond with good and sufficient sureties guaranteeing the faithful performance and proper fulfillment of such contract and guaranteeing payment for labor and materials used for performance of the contract as required by law; and file with the OBLIGEE all required documents and do all other thing required in accordance with the bid package issued by the OBLIGEE concerning the Project for the contract between the PRINCIPAL and the OBLIGEE to become effective and for work to commence in accordance with the bid package issued by the OBLIGEE concerning the Project , or, in the event of withdrawal of the accompanying proposal within the ninety (90) day period following the opening of bids; or failure by the PRINCIPAL to enter into such contract with the OBLIGEE or to give the OBLIGEE such bonds or to file any other documents or to do any other things required in the bid package issued by the OBLIGEE for the Project, if the PRINCIPAL shall pay the OBLIGEE the difference between the total bid price in the accompanying proposal and the amount for which the OBLIGEE may procure the required performance, if the latter amount be in excess of the former, together with all costs incurred by the OBLIGEE in again attempting to let the Project, and if the said PRINCIPAL shall fully reimburse and save harmless the OBLIGEE from any damage sustained by the OBLIGEE through failure of the PRINCIPAL to enter into the written contract or to file the required performance or labor and material bonds, or to file any other required documents or to do any other things required for the contract between the PRINCIPAL and the OBLIGEE to become effective and the work to commence in accordance with the bid package issued by the OBLIGEE

concerning the Project, then this obligation shall be null and void; otherwise, it shall be and remain in full force and effect.

SURETY, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the bid or contract documents for the Project, or to the specifications included in the same, or to the work to be performed thereunder, or to the notice inviting bids, or to any other documents concerning the Project, shall in anywise affect SURETY's obligation under this bond, and SURETY hereby waives notice of any such change, extension of time, alteration or addition to such bid or contract documents.

In the event suit is brought upon this bond by the OBLIGEE and judgment is recovered, the SURETY shall pay all costs incurred by the OBLIGEE in such suit, including a reasonable attorney's fee to be fixed by the Court.

IN WITNESS WHEREOF, the above-bound parties have executed this instrument under their several seals this 9th day of September, 2020, the name and corporate seals of each corporate party being hereto affixed and these presents duly signed by their undersigned representatives, pursuant to authority of their governing bodies.

(Corporate Seal)

PRINCIPAL Piazza Construction

By _____

(Acknowledgement)

Title _____

SURETY Harco National Insurance Company

(Corporate Seal)

By _____

Michael Feeney (Attorney-in-fact)

(Acknowledgement)

Title Attorney-In-Fact

(NOTE TO SURETY COMPANY: A certified copy of unrevoked resolution of authority for the attorney-in-fact must be submitted with and attached to the executed bid bond.)

POWER OF ATTORNEY
HARCO NATIONAL INSURANCE COMPANY
INTERNATIONAL FIDELITY INSURANCE COMPANY

Bond # n/a

Member companies of IAT Insurance Group, Headquartered: 702 Oberlin Road, Raleigh, North Carolina 27605

KNOW ALL MEN BY THESE PRESENTS: That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

ELIZABETH COLLODI, JOSEPH H. WEBER, SARA WALLISER, STEPHANIE AGAPOFF, BREANNA BOATRIGT, MARISSA ROBINSON, KATHERINE GORDON, RENEE RAMSEY, JOHN HOPKINS, JENNIFER LAKMANN, CLAUDINE GORDON, KRISTIE PHILLIPS, MINDY WHITEHOUSE, JOHN J. WEBER, PHIL WATKINS, STEVEN L. WILLIAMS, MICHAEL FEENEY
Sacramento, CA

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

"**RESOLVED**, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents on this 31st day of December, 2018



STATE OF NEW JERSEY
County of Essex

Kenneth Chapman

Executive Vice President, Harco National Insurance Company
and International Fidelity Insurance Company

STATE OF ILLINOIS
County of Cook



On this 31st day of December, 2018, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

Shirelle A. Outley a Notary Public of New Jersey
My Commission Expires April 4, 2023

CERTIFICATION

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand on this day, September 09, 2020

Irene Martins, Assistant Secretary

ACKNOWLEDGMENT

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

State of California
County of Sonoma)

On September 9, 2020 before me, Kristie Lyn Phillips, Notary Public
(insert name and title of the officer)

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

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

WITNESS my hand and official seal.

Signature 

(Seal)



LIST OF SUBCONTRACTORS

In accordance with the requirements of the Subletting and Subcontracting Fair Practices Act, California Public Contract Code Section 4100 and following, listed below are the name, business location, and the portion (type or trade) of the Project work to be subcontracted to each subcontractor that will perform a portion of the Project work (including special fabrication and installation of a portion of the work) valued in excess of one half of one percent of the total bid price. If the Project work includes construction of streets or highways, listed below are the name, business location, and the portion (type or trade) of the Project Work to be subcontracted to each subcontractor that will perform a portion of the Project work (including special fabrication and installation of a portion of the work) valued in excess of one half of one percent of the total Project bid price, or ten thousand dollars, whichever is greater. Also listed below are the proposed subcontract dollar amount and current California Contractor's License Number(s) for each proposed subcontractor. Bids that fail to include complete proposed subcontractor information in accordance with this form and Public Contract Code Section 4100 and following may be deemed non-responsive.

In accordance with California Public Contract Code Section 4106, for any portion of the Project work with a value of more than one half of one percent of the total bid price for which no subcontractor is listed, or for which more than one subcontractor is listed, the bidder certifies by submission of its bid that the bidder is qualified to perform that portion of the Project work and that the bidder will perform that portion of the Project work with its own forces. The penalties listed in California Public Contract Code Section 4111 will apply to any substitution of another subcontractor for a subcontractor listed below except as permitted by the District in accordance with Section 4107 and following of the California Public Contract Code.

1. Subcontractor Name Roy's Sawitz
Business Location 577 Portal St. Cotati, CA. 94931
Trade TU - CRAWLING
Subcontract Amount 3000. -
Current Contractor's License No.(s) ~~313415~~ 491815
Current DIR Registration No. 1000025160
2. Subcontractor Name _____
Business Location _____
Trade _____
Subcontract Amount _____
Current Contractor's License No.(s) _____
Current DIR Registration No. _____
3. Subcontractor Name _____
Business Location _____
Trade _____
Subcontract Amount _____
Current Contractor's License No.(s) _____
Current DIR Registration No. _____
4. Subcontractor Name _____
Business Location _____
Trade _____
Subcontract Amount _____
Current Contractor's License No.(s) _____
Current DIR Registration No. _____

WORKERS COMPENSATION INSURANCE CERTIFICATION

By submitting its bid the bidder certifies as follows:

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

**NON-COLLUSION DECLARATION
TO BE EXECUTED BY BIDDER
AND SUBMITTED WITH BID**

The undersigned declares:

I am the owner of PIAZZA CONSTRUCTION, the party making the foregoing bid. The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 9-10-20 [date], at PENNINGTON [city], CA [state]."

DEBARMENT CERTIFICATION

By submitting its bid, the bidder certifies in accordance with California Public Contract Code Section 6109 that neither the bidder nor any subcontractor included on the list of proposed subcontractors submitted with the bid is ineligible to perform work on public works projects pursuant to California Labor Code Sections 1777.1 or 1777.7. In accordance with California Public Contract Code Section 6109, Contractors and subcontractors who are ineligible to perform work on public works projects pursuant to California Labor Code Sections 1777.1 or 1777.7 may neither bid on, be awarded or perform as a subcontractor on public works projects.

**TITLE 49, CODE OF FEDERAL REGULATIONS - PART 29
DEBARMENT AND SUSPENSION CERTIFICATION**

The bidder, under penalty of perjury, certifies that, except as noted below, he/she or any person associated therewith in the capacity of District, partner, director, officer, manager:

1. Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; and
2. Has not been suspended, debarred, voluntarily excluded or determined ineligible by any Federal Agency within the past 3 years; and
3. Does not have a proposed debarment pending; and,
4. Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space:

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

PUBLIC CONTRACT CODE SECTION 10285.1 STATEMENT

In accordance with Public Contract Code Section 10285.1 (Chapter 376, Stats, 1986), The bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder has _____, has not been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "bidder" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The bidder must place a check mark after "has" or "has not" in one of the blank spaces provided.

The above Statement is part of the Proposal. Signing the Contractor's Proposal on the signature portion thereof shall also constitute signature of this Statement.

Bidders are cautioned that making false certification may subject the certifier to criminal prosecution.

PUBLIC CONTRACT CODE SECTION 10162 QUESTIONNAIRE

In accordance with Public Contract Code Section 10162, The Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes _____ No X

If the answer is "Yes", explain the circumstances in the following space.

PUBLIC CONTRACT SECTION 10232 STATEMENT

In accordance with Public Contract Code Section 10232, the Contractor hereby states under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

BIDDER'S SIGNATURE PAGE

By signing this proposal the bidder certifies, under penalty of perjury under the laws of the State of California, that the information submitted with this proposal for the Hidden Valley Lake Community Services District **MEADOW VIEW EASEMENT SEWER REHABILITATION PROJECT** ("Project"), which information includes, but is not limited to, the Bidder's Check List, Proposal and Schedule of Bid Prices, Bid Bond, Contractor License Information, List of Subcontractors, Workers Compensation Insurance Certification, Non-Collusion Declaration, Debarment Certification, Debarment and Suspension Certification, Public Contract Code Section 10285.1 Statement, Public Contract Code Section 10162 Questionnaire, Public Contract Code Section 10232 Statement and Bidder's Questionnaire, if any, is accurate, true and correct, and is submitted in accordance with the requirements of the bid package issued by the Hidden Valley Lake Community Services District concerning Project and applicable law. By signing this proposal the bidder representative specified below certifies that he or she is legally authorized to bind the bidder.

The bidder agrees to deliver and to complete the Project within **15 working days** from the date of issuance, by the District, of instructions to proceed with the Project, and within 10 days of the date of mailing of the notice of award, to enter into and execute and provide to the District the Project contract, bonds and all other documents specified in the Contract Check List included in the bid package, and in case of default in executing the Project contract within the time fixed by the Instructions to Bidders, the bidder's security accompanying this bid shall become the property of and be forfeited to the Hidden Valley Lake Community Services District.

Prime Contractor PIAZZA CONSTRUCTION
By: [Signature] Title: OWNER
Dated this 10 day of SEPT., 2020

(Corporate Seal)

Corporate signature

Address: _____
Phone No.: _____
President's signature _____
Secretary's signature _____
Corporation organized under the laws of the State of _____
Partnership Name: _____
Address: _____

Names of Co-Partners and Addresses:

Names of Individuals and Addresses:

JAMES A. PIAZZA
PO. Box 573
PENNGROVE, CA. 94951

NOTE: Sign in proper space above.

Date: 9-10-20

JAMES A. PIAZZA
(Typed or printed name)


(Signature)

PIAZZA CONSTRUCTION
(Bidder)

Bidder business address (street, city, state and zip code)

6040 Old Redwood Hwy
PENNGROVE, CA. 94951

Bidder Business phone: (707) 876-3410

Bidder Business fax: (707) 876-3256

HRA or HSA: Which is right for you?

Question	HRA	HSA
What is it?	An account set up and funded by your employer to help pay for eligible health care expenses.	A savings account (compatible with a high deductible health plan) that you own to help pay for qualified health care expenses.
Who's eligible?	All employees enrolled in the plan, as set by the employer.*	Anyone enrolled in a qualified High-Deductible Health Plan (HDHP)**
Who owns the account?	Your employer.	You
Who can contribute?	Only your employer.	You, your employer, family and others.
Limit to the dollar amount that can be put in?	Depends on employer rules.	Yes. There is an IRS limit on how much you can put into it each year.
Will the balance carry over into the next plan year?	Your employer may not allow or may limit the amount that can carry over.	Yes. The money will stay in your account until you choose to spend it. You can save and use it into retirement.
Can I take the account with me? Is it portable?	No	Yes
Can the money in the account earn interest?	No	Yes
Can I use the money for things other than qualified or eligible health care expenses?	No	Yes, when you reach age 65. When you withdraw the money, it is subject to income tax only. If you are under age 65, the money is subject to income tax and may also be subject to a 20% penalty tax.
Can I use the money to pay for COBRA or other plan premiums?	Yes, if allowed by your employer.	Yes, as allowed by IRS guidelines.

*You may not enroll under this option if you are considered self-employed (including partners and more-than-2% shareholders in a subchapter S corporation). Please refer to your plan documents, including specific information on your HRA, or contact your employer for more information.

**A High Deductible Health Plan (HDHP) is a health insurance plan with lower premiums and higher deductibles than a traditional health plan. You cannot open an HSA if, in addition to coverage under an HSA-qualified HDHP, you are also covered under a Health Flexible Spending Account (FSA) or an HRA or any other health coverage that is not a HDHP. Prior to enrollment with an HSA provider, you must certify that you have enrolled or plan to enroll under a HDHP and are not covered under any other health coverage that is not a HDHP. The HSA provider and/or trustee/custodian is solely responsible for all HSA services, transactions and activities. Cigna and your employer are not responsible for any aspects of the HSA services, administration or operation.

JPIA Employee Benefits Medical Program – Review Process

As a part of the initial review process for entry into the JPIA Employee Benefits Medical program, please complete the following steps:

1. Review the attached JPIA Employee Benefits participation requirements and retiree policy requirements and confirm that your agency will be able to follow these practices. Optimally, a call or visit can be set up to go over these requirements with you.
2. Provide the following information to JPIA Employee Benefits (email to jrech@acwajpia.com) for review:
 - a) Employee census (A template attached to this email includes the specific census information that should be provided to ACWA JPIA.)
 - i) Include waivers (for any reason) and any COBRA participants
 - ii) Include retirees and/or directors who are eligible for/enrolled in coverage through your agency's health plan
 - b) Medical Application
 - c) Current employee handbook, MOU or policy manual
 - d) Large claims disclosure statement – please complete to the best of your knowledge
 - e) Current carrier and health plan information including:
 - i) In force rates and benefits (e.g. benefit summary or evidence of coverage)
 - ii) Last health plan renewal letter (from medical carrier) with rates
3. If your agency is new to JPIA programs (i.e. not currently participating in JPIA Property, Liability, Workers' Comp, or Employee Benefits), make note of the additional steps needed for joining ACWA and ACWA JPIA (see next page).

JPIA Employee Benefits will review the information provided and make a determination regarding your agency's entry into the JPIA Employee Benefits Medical Program. If we have any questions, we will contact you for clarification.

NOTE: We strongly recommend that agencies do not move forward with obtaining internal approvals (i.e. staff, board or union) until JPIA has made its determination.

If you have any questions about any of the above steps or the status of your request, please email Jackie Rech at jrech@acwajpia.com or call 916-474-1773.

If your agency is new to ACWA JPIA, and you are approved to join the JPIA Employee Benefits program, the following steps must also be completed:

1. Become a member of [ACWA](#) (Association of California Water Agencies). We can provide a contact name at ACWA who can help you with membership.
2. Become a member of ACWA JPIA:
 - a) Pass a board resolution agreeing to the JPA Agreement. The JPA Agreement can be found [here](#).
 - b) Sign the JPA Agreement.
 - c) Provide confirmation of ACWA membership.
 - d) Obtain JPIA Executive Committee approval. Your agency will be presented for membership by JPIA Employee Benefits at the next JPIA ExCo meeting, if the previous steps have been completed.
 - e) Designate a District Director to serve as an ACWA JPIA Director*. Designate a staff member or another Director to serve as an alternate.

* All of our member agency Directors, along with staff or any involved or interested parties, are invited to our board meetings in May and November. Attendance isn't required, but is encouraged. For governance purposes, this full board elects an Executive Committee with nine members who approve business throughout the year at more frequent meetings.

ACWA JPIA 2021 Medical Plan Monthly Rates

OTHER NORTHERN CALIFORNIA

Alpine, Butte, Calaveras, Colusa, Del Norte, Glenn, Humboldt, Lake, Lassen, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Plumas, San Benito, Shasta, Sierra, Siskiyou, Stanislaus, Sutter, Tehama, Trinity & Tuolumne Counties

Anthem Blue Cross	Standard Rates			Incentive Rates (-4%)		
	Single	Two-Party	Family	Single	Two-Party	Family
Classic PPO	985.41	1,970.83	2,611.35	946.00	1,892.00	2,506.89
Classic PPO, Retired w/Medicare	570.23	1,140.46	1,755.31	547.42	1,094.85	1,685.09
Advantage PPO	867.16	1,734.33	2,297.99	832.48	1,664.96	2,206.07
Advantage PPO, Retired w/Medicare	501.80	1,003.61	1,544.67	481.73	963.46	1,482.88
Consumer Driven Health Plan (CDHP)	788.33	1,576.66	2,089.08	756.80	1,513.60	2,005.52
CDHP, Retired w/Medicare	456.19	912.37	1,404.25	437.94	875.88	1,348.08
CalCare HMO	1,170.14	2,340.28	3,100.87	1,123.33	2,246.67	2,976.84
CalCare HMO, Retired w/Medicare	649.52	1,299.04	1,993.21	623.54	1,247.08	1,913.48
Value HMO	1,077.45	2,154.90	2,855.25	1,034.35	2,068.71	2,741.04
Value HMO, Retired w/Medicare	598.48	1,196.96	1,836.20	574.54	1,149.08	1,762.75
Kaiser North	Single	Two-Party	Family	Incentive applies to Anthem only		
HMO with Chiro	830.70	1,644.40	2,319.78			
Value HMO with Chiro	767.92	1,518.84	2,142.10			
Consumer Driven Health Plan	629.82	1,242.64	1,751.28			
Senior Advantage with Chiro	309.32	601.64	1,277.02			

If you have questions or would like more information please email benefits@acwajpia.com.

Revised 7/29/2020

ACWA JPIA 2021 Medical Plans

Anthem Blue Cross	Deductible (Indiv./Family)	Dr.	ER	Hospital	X-ray, lab	Prescription	Medical Max Out of Pocket	RX Max Out of Pocket
Classic PPO	\$200/600	\$15	\$50	Ded/10%/20% ¹	20%	\$5/20/50	\$2,000/4,000	\$5,350/10,200
Advantage PPO	\$500/1,000	\$20	\$50	Ded/20%	20%	\$5/20/50	\$3,000/6,000	\$3,600/7,200
CalCare HMO	None	\$10	\$50	\$0	N/A	\$5/20/50	\$500/1,500	\$6,100/11,700
Value HMO	None	\$30	\$150	\$250	N/A	\$5/20/50 ²	\$2,500/5,000	\$4,100/8,200
Consumer Driven Health Plan ³	\$1,500/3,000 ⁴	Deductible, then 20% coinsurance					Ded/\$5/20/50	\$2,500/4,000

Kaiser

							Combined Max OOP
HMO with Chiro	None	\$10	\$50	\$0	N/A	\$5/15	\$1,500/3,000
Senior Advantage with Chiro	None	\$20	\$50	\$0	N/A	\$10/25	\$1,500/3,000
Value HMO with Chiro	None	\$30	\$150	\$250	N/A	\$10/20	\$2,500/5,000
Consumer Driven Health Plan ³	\$1,500/3,000	\$20	\$100	\$250	copays	\$10/30	\$2,800/5,600 ⁵

Important Notes

¹ Facility charge is covered at 90%. Physician charge covered at 80%. Both are subject to deductible.

² An annual \$100 (individual)/\$300 (family) drug deductible applies to medications on this plan.

³ Member is responsible for 100% of medical & prescription costs (excluding Preventive Care) until deductible is met.

⁴ Certain "safe harbor" maintenance medications are exempt from the deductible. Applicable copay applies.

⁵ An *individual* enrolled in *family* coverage will have a maximum liability of \$2,800 toward the family deductible and family maximum out of pocket.

This is a very brief plan comparison of **IN-NETWORK** benefits. Plan summaries are available at www.acwajpia.com.

The Evidence of Coverage prevails in the event of a discrepancy.

ACWA JPIA, CA License #0172324

Revised 7/29/2020

ACWA JPIA 2021 Basic and Supplemental Life and AD&D

Basic Life, AD&D	Employee Age	Monthly	Per
<ul style="list-style-type: none"> - Plan design chosen by agency - Benefit is multiple of salary with cap - Multiply age-based monthly rates by \$1,000 of coverage - Guarantee issue (no underwriting) - 100% employer paid 	Under 30	\$0.07	\$1,000 of Benefit
	30 - 34	\$0.08	\$1,000 of Benefit
	35 - 39	\$0.09	\$1,000 of Benefit
	40 - 44	\$0.14	\$1,000 of Benefit
	45 - 49	\$0.17	\$1,000 of Benefit
	50 - 54	\$0.25	\$1,000 of Benefit
	55 - 59	\$0.37	\$1,000 of Benefit
	60 - 64	\$0.54	\$1,000 of Benefit
	65 - 69	\$0.80	\$1,000 of Benefit
70 - 74	\$1.18	\$1,000 of Benefit	
75 +	\$1.75	\$1,000 of Benefit	

Supplemental Emp. Life, AD&D	Employee Age	Monthly	Per
<ul style="list-style-type: none"> - Benefit amount mirrors Basic Life and AD&D - Subject to medical underwriting by Standard - 100% employee paid 	Under 30	\$0.06	\$1,000 of Benefit
	30 - 34	\$0.07	\$1,000 of Benefit
	35 - 39	\$0.08	\$1,000 of Benefit
	40 - 44	\$0.12	\$1,000 of Benefit
	45 - 49	\$0.15	\$1,000 of Benefit
	50 - 54	\$0.22	\$1,000 of Benefit
	55 - 59	\$0.32	\$1,000 of Benefit
	60 - 64	\$0.46	\$1,000 of Benefit
	65 - 69	\$0.68	\$1,000 of Benefit
70 - 74	\$0.99	\$1,000 of Benefit	
75 +	\$1.47	\$1,000 of Benefit	

Dependent Life	Monthly	Per
<ul style="list-style-type: none"> - Benefit is \$1,500 spouse, \$1,000 child - Guarantee issue (no underwriting) 	Flat rate per employee regardless of # of dep's	Employee; All eligible must enroll, 100% Employer Paid
	\$0.29	

Supplemental Spouse Life, AD&D	Employee Age	Monthly	Per
<ul style="list-style-type: none"> - Benefit amount is 50% of Voluntary Employee Life - Employee must be enrolled in Voluntary Employee Life - Subject to medical underwriting by Standard - 100% employee paid 	Under 30	\$0.06	\$1,000 of Benefit
	30 - 34	\$0.07	\$1,000 of Benefit
	35 - 39	\$0.08	\$1,000 of Benefit
	40 - 44	\$0.12	\$1,000 of Benefit
	45 - 49	\$0.15	\$1,000 of Benefit
	50 - 54	\$0.22	\$1,000 of Benefit
	55 - 59	\$0.32	\$1,000 of Benefit
	60 - 64	\$0.46	\$1,000 of Benefit
	65 - 69	\$0.68	\$1,000 of Benefit
70 - 74	\$0.99	\$1,000 of Benefit	
75 +	\$1.47	\$1,000 of Benefit	

SDRMA

MEDICAL BENEFIT RATES FOR 2021 – GUARANTEED UNTIL JANUARY 1, 2022

AREA II - Northern CA: Other Counties	PLAN	Employee	Employee + 1	Employee + 2 or More
	Alpine, Butte, Calaveras, Colusa, Del Norte, Glenn, Humboldt, Lake, Lassen, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Plumas, San Benito, Shasta, Sierra, Siskiyou, Stanislaus, Tehama, Trinity, Tuolumne	Gold PPO	\$958.93	\$1,918.89
Platinum PPO		\$1,026.91	\$2,053.82	\$2,669.76
Silver PPO		\$688.04	\$1,376.08	\$1,787.05
EPO		\$1,147.42	\$2,296.90	\$2,988.03
HDHP 10%		\$798.25	\$1,601.65	\$2,080.60
HDHP 20%		\$660.23	\$1,317.37	\$1,714.95
Access+ HMO 15		\$1,110.34	\$2,219.65	\$2,886.06
Access+ HMO 20		\$1,034.12	\$2,068.24	\$2,685.21
Kaiser HMO 15		\$938.33	\$1,854.00	\$2,402.99
Kaiser HMO 20		\$904.34	\$1,786.02	\$2,316.47

VOYA FINANCIAL BASIC LIFE AND AD&D – RATES GUARANTEED UNTIL JULY 1, 2023

District Contribution: 100% Employee Only

\$13.60 per month; per employee (rate is not weighted by age of employee)