



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: December 18, 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) ADMINISTRATION OF OATH OF OFFICE
 - (A) Linda Herndon
 - (B) Judy Mirbegian
- 5) APPROVAL OF AGENDA
- 6) EMPLOYEE RECOGNITION

Barry Silva
Alyssa Gordon Recently received her Wastewater D-2 Certificate
- 7) PRESENTATIONS

Civic Spark's I&I Project Update
Storm Water Basin Debris Removal
- 8) CONSENT CALENDAR
 - A. MINUTES: Approval of the November 19, 2018 Finance Committee Meeting minutes.
 - B. MINUTES: Approval of the November 20, 2018 Board of Directors Regular Board Meeting minutes.
 - C. MINUTES: Approval of the November 30, 2018 Special Meeting minutes.
 - D. DISBURSEMENTS: Check # 35906 - # 36000 including drafts and payroll for a total of \$279,611.85
- 9) BOARD COMMITTEE REPORTS

(for information only, no action anticipated)

Finance Committee

Personnel Committee
Emergency Preparedness Committee
Lake Water Use Agreement-Ad Hoc Committee
Valley Oaks Project Committee (On Hiatus)

- 10) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS
(for information only, no action anticipated)

Other meetings attended

- 11) STAFF REPORTS
(for information only, no action anticipated)

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

- 12) DISCUSSION AND POSSIBLE ACTION: Approve the General Manager to enter into an agreement with Wagner & Bonsignor to proceed with Meter Moratorium Mitigation.

- 13) DISCUSSION AND POSSIBLE ACTION: Approve the Water and Sewer Fiscal Sustainability Plans as required for the Clean Water State Revolving Fund

- 14) DISCUSSION AND POSSIBLE ACTION: Authorize the General Manager to enter into an agreement with the State of California State Water Resources Control Board to proceed with the Financial Assistance Application and adopt the following Resolutions;

- a) Reimbursement Resolution 2018-08
- b) Authorizing Resolution 2018-09
- c) Pledge Revenues and Fund 2018-10

- 15) DISCUSSION AND POSSIBLE ACTION: Based on new information, reconsider retaining Legal review and accept the Employee Handbook as presented

- 16) INFORMATION AND DISCUSSION: Discuss FEMA training opportunities for Directors.

- 17) PUBLIC COMMENT

- 18) BOARD MEMBER COMMENT

- 19) ADJOURNMENT

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 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.

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

DATE: December 18, 2018

AGENDA ITEM: Administration of Oath of Office

RECOMMENDATIONS: Staff recommends the Board request that the Secretary to the Board administer the associated oath of office to Directors Herndon and Mirbegian.

FINANCIAL IMPACT: None

BACKGROUND:

<input type="checkbox"/>	APPROVED AS RECOMMENDED	<input type="checkbox"/>	OTHER (SEE BELOW)
--------------------------	----------------------------	--------------------------	----------------------

Modification to recommendation and/or other actions:

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 December 18, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Secretary to the Board



COUNTY OF LAKE
Registrar of Voters Office
Courthouse - 255 North Forbes Street
Lakeport, CA 95453
Telephone 707/263-2372
FAX 707/263-2742

DIANE C. FRIDLEY
Registrar of Voters

MARIA VALADEZ
Deputy Registrar of Voters

December 7, 2018

Hidden Valley Lake Community Services District
Kirk Cloyd, General Manager
kcloyd@hvlcsd.org

Dear Mr. Cloyd:

Enclosed please find the Certificate of Appointment In Lieu of Election and Oath of Office forms for Linda Herndon and Judy Mirbegan who successfully filed their Declaration of Candidacy for elective office for the November 6, 2018 Statewide General Election. Following the adoption of Resolution No. 2018-146 by the Lake County Board of Supervisors on November 6, 2018 appointing the two (2) Directors in lieu of holding an election, the Directors may be sworn in at a special or regular District meeting held on or soon after December 7, 2018. Prior to entering upon the duties of Director, each district director must subscribe to the Oath of Office before the County Elections Official, District Secretary, a designated county official, or a person designated by the County Elections Official.

After each board member has subscribed to the Oath of Office, please return one of the original Certificate of Appointment and Oath of Office forms to the Registrar of Voters office. The duplicate originals must be retained by the District for file.

If you have any questions, please contact me or Maria in the Registrar of Voters office or by phone at 263-2372.

Sincerely,

A handwritten signature in blue ink that reads "Diane C. Fridley". The signature is written in a cursive style.

Diane C. Fridley
Registrar of Voters

Attachments

cc: Linda Herndon and Judy Mirbegan

CERTIFICATE OF APPOINTMENT OF SPECIAL DISTRICT DIRECTOR IN LIEU OF ELECTION

(Elections Code Section 10515)

This certifies that, **LINDA HERNDON** of 18317 North Shore Drive, Hidden Valley Lake, CA, was nominated to the elective office of **Director of the Hidden Valley Lake Community Services District**; the number of candidates did not exceed the number to be elected; and, a petition was not filed by voters of said Community Services District requesting that a general district election be held for the elective office. Therefore, pursuant to Elections Code section 10515, at a regular meeting of the Board of Supervisors, County of Lake, California, held on November 6, 2018 the Board of Supervisors adopted Resolution No. 2018-146 appointing **LINDA HERNDON** in lieu of election as a member of the Board of Directors of the Hidden Valley Lake Community Services District for a four (4) year term expiring December, 2022, as if elected at the General Election held on November 6, 2018.

Before taking office, each district director must subscribe to the Oath of Office before the County Elections Official, District Secretary, a designated county official, or a person designated by the County Elections Official, or notary public, and send the original to the Registrar of Voters Office and the duplicate original is retained by the District immediately after receipt of this Certificate of Appointment.

Dated: December 7, 2018



(Seal)

Diane C. Fridley
DIANE C. FRIDLEY
Registrar of Voters

OATH OF OFFICE

(Government Code Sections 1360-1363, inclusive, 3105)
(Section 3, Article XX, State Constitution)

I, **LINDA MARIE HERNDON**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Signed) _____

P.O. Address 18317 North Shore Drive

Hidden Valley Lake, CA 95467

Subscribed and sworn to (or affirmed) before me, this _____ day of _____, 20_____.

Signature of person administering oath

Title

CERTIFICATE OF APPOINTMENT OF SPECIAL DISTRICT DIRECTOR IN LIEU OF ELECTION

(Elections Code Section 10515)

This certifies that, **JUDY MIRBEGIAN** of 18197 North Shore Drive, Hidden Valley Lake, CA, was nominated to the elective office of **Director of the Hidden Valley Lake Community Services District**; the number of candidates did not exceed the number to be elected; and, a petition was not filed by voters of said Community Services District requesting that a general district election be held for the elective office. Therefore, pursuant to Elections Code section 10515, at a regular meeting of the Board of Supervisors, County of Lake, California, held on November 6, 2018 the Board of Supervisors adopted Resolution No. 2018-146 appointing **JUDY MIRBEGIAN** in lieu of election as a member of the Board of Directors of the Hidden Valley Lake Community Services District for a four (4) year term expiring December, 2022, as if elected at the General Election held on November 6, 2018.

Before taking office, each district director must subscribe to the Oath of Office before the County Elections Official, District Secretary, a designated county official, or a person designated by the County Elections Official, and send the original to the Registrar of Voters Office and the duplicate original is retained by the District immediately after receipt of this Certificate of Appointment.

Dated: December 7, 2018



(Seal)

Diane C. Fridley

DIANE C. FRIDLEY
Registrar of Voters

OATH OF OFFICE

(Government Code Sections 1360-1363, inclusive, 3105)
(Section 3, Article XX, State Constitution)

I, **JUDITH M. MIRBEGIAN**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Signed) _____

P.O. Address 18197 North Shore Drive

Hidden Valley Lake, CA 95467

Subscribed and sworn to (or affirmed) before me, this _____ day of _____, 20_____.

Signature of person administering oath

Title



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE REPORT
MEETING DATE: November 19, 2018**

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

Director Mirbegan
Director Freeman
General Manager Kirk Cloyd
Full Charge Bookkeeper Trish Wilkinson
Administrative Assistant Penny Cuadras

CALL TO ORDER

The meeting was called to order at 12:31 pm by Director Mirbegan.

APPROVAL OF AGENDA

On a motion made by Director Freeman and second by Director Mirbegan the Committee unanimously approved the agenda.

Discuss and recommend award of contract for the development of the Local Hazard Mitigation Plan

Following discussion and review of the submitted proposals, the Committee's recommendation to the Board will be to award bid to Foster and Morrison; pending approval and funding of the LHMP Grant

Discuss cost and make recommendation for funding option for October power outage

Following review and discussion the Committee recommends funding option be brought before the Board for approval to use funds from Operating Reserves Water Fund 325. Invoices to be paid include United Rental \$16,447.69 and Coastal Mountain \$2,562.50. Total fund amount requested \$19,010.19.

Discuss cost and make recommendation for funding option for the November power outage

Following review and discussion the Committee recommends funding option be brought before the Board for approval to use funds from Capital Improvement Fund 320. United Rental \$11, 522.73.

Discuss Financial solution to mitigate power outage issues in the future and make recommendation

Following discussion of the options, risks and cost of potential future power outages the Committee recommends the following plan for future power outages;

- Create a Local Hazard Mitigation Plan for the purchase of three (3) generators for the District

- Implement an SOP for future power outages which establishes protocol that no generator will be ordered until the power has been shut off. (During normal operational usage, the District has 48 hours of stored water for domestic use.)

Discuss AMI options; provide Schneider Electric update and make recommendation

Following discussion, the Committee recommend re-evaluating all AMI options, consider not entering into a contract with Suez until the District knows the outcome of the Prop. 1 application.

- Schneider Electric
- Suez
- The District funding the project itself
- Trane-Use funding generated from or saved through power generation and sales.

PUBLIC COMMENT

No public present.

COMMITTEE MEMBER COMMENT

No Committee Member comment.

ADJOURNMENT

The meeting was adjourned at 1:51 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: November 20, 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

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 Lieberman the Board unanimously approved the agenda.

EMPLOYEE RECOGNITION

PRESENTATIONS

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 October 8, 2018 Special Meeting minutes
- B. MINUTES: Approval of the October 9, 2018 Finance Committee Meeting minutes
- C. MINUTES: Approval of the October 16, 2018 Board of Directors Board Meeting minutes
- D. MINUTES: Approval of the October 18, 2018 Valley Oaks Sub-Committee Meeting minutes
- E. MINUTES: Approval of the October 19, 2018 Finance Committee Meeting minutes
- F. DISBURSEMENTS: Check #35830 - # 35905 including drafts and payroll for a total of \$441,831.31

BOARD COMMITTEE REPORTS

Finance Committee: Committee to provide report on Agenda items

Personnel Committee: Have not met. Staff reported District Legal Counsel does not provide employee law regarding Employee Handbook. Personnel Committee recommend staff negotiate process and follow District Legal Counsel recommendations.

Emergency Preparedness Program Committee: Have not met. Director Graham to provide available dates for meeting.

Lake Water Use Agreement-Ad Hoc Committee: Committee to complete draft and provide to HVLA for signature.

Valley Oaks Sub-Committee: Met October 18, Committee recommends going on hiatus until KIMCO moves forward with LAFCO requirements and District requirements.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

STAFF REPORTS

Financial Report: Staff will provide revised Pooled Cash format next month

ACWA State Legislative Committee:

Administration/Customer Services Report: Only 2 meters remain locked-off

Field Operation Report:

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

DISCUSSION AND POSSIBLE ACTION:

Discuss bid proposals for the development of the LHMP and provisionally award; pending grant approval

Following discussion and review of the submitted bid proposals, Director Freeman moved and Director Mirbegan seconded the approval to award the bid for the development of the HVLCSD Local Hazard Mitigation Plan to Foster Morrison Consulting, pending CalOES Grant approval. The motion was unanimously approved by the Board.

DISCUSSION AND POSSIBLE ACTION:

Discuss and enter into a Memorandum of Agreement (MOA) Between Hidden Valley Lake Community Services District and the County of Lake Pertaining to Assistance Provided Under the Emergency Management Mutual Aid (EMMA) Plan

Director Freeman moved and seconded by Director Mirbegan to approve the General Manager to enter into a Memorandum of Agreement (MOA) Between Hidden Valley Lake Community Services District and the County of Lake Pertaining to Assistance Provided Under the Emergency Management Mutual Aid (EMMA) Plan for the Mendocino Complex Fire. The motion was unanimously approved by the Board.

DISCUSSION AND POSSIBLE ACTION:

Discuss and approve revision of the current and future employee handbook to add Christmas Eve day as a full paid holiday (office to be closed) when it falls on a Monday

Director Mirbegan moved and seconded by Director Herndon to approve the of closing the District on December 24, 2018 when it falls on a Monday.

Recommendation for a complete review by the Personnel Committee to make this a clear policy in the Employee Handbook and brought back to the Board in that format for future years. The motion was unanimously approved by the Board.

DISCUSSION AND POSSIBLE ACTION:

Discuss AMI options and provide the Board with additional information; requesting direction to proceed

Director Mirbegian moved and Director Herndon seconded to table further discussion and options, pending award of Prop 1 funding, possibly by June 2018. The Finance Committee to work towards a Budget Plan for Suez if Prop 1 Funding is not awarded. The motion was unanimously approved by the Board.

DISCUSSION AND POSSIBLE ACTION:

Discuss and approve payment for emergency power generator (October 14-16, 2018) to United Rental in the amount of \$16,447.69 and Coastal Mountain Electrical in the amount of \$2,562.50 from Operational Reserves (Fund 325 \$20k available as of 11/14/18)

Director Mirbegian moved and seconded by Director Herndon to approve the payment for the emergency power generator (October 14-16, 2018) to United Rental in the amount of \$16,447.69 and Coastal Mountain Electrical in the amount of \$2,562.50 from Operational Reserves Fund 325. The motion was unanimously approved by the Board.

DISCUSSION AND POSSIBLE ACTION:

Discuss and approve the transfer of funds from Capital Improvement Reserves (Fund 320) to Operational Reserves (Fund 325) to pay for power generation during the proposed November power shut down. Recommendation to transfer \$25K

Staff request an amendment to agenda item to reflect “A direct transfer of funds from the Capital Improvement fund 320 to the Operational Account 130 in the amount of \$11,522.73 to pay United Rental.”

Director Mirbegian moved and seconded by Director Lieberman to approve the transfer of funds from the Capital Improvement Reserves (Fund 320) to the Operational Account 130 to pay United Rental for power generation during the proposed November power shut down not to exceed \$11,522.73. The motion was unanimously approved by the Board.

PUBLIC COMMENT

Member of the public recognized the efforts of all staff and thanked the Board for allowing the staff additional time off for the Holiday.

Member of the public also inquired about alternative energy back up.

BOARD MEMBER COMMENT

Staff were reminded of the swearing in of the elected Board members. Permission requested to move this to the first week after the Election in the future. Members of the Board agreed.

CLOSED SESSION:

(A) Government Code 54957 (b) Personnel Performance Evaluation – General Manager Evaluation

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,321.29
01-122	LAKE COUNTY RECORD BEE			N		FUND TOTAL FOR VENDOR	141.02
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	514.40
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	214.46
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	15,078.74
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	3,948.62
01-1723	ADVANCED ELECTRONIC SECUR			N		FUND TOTAL FOR VENDOR	132.00
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	948.27
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	805.20
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	505.23
01-2057	BARTLEY PUMP, INC.			N		FUND TOTAL FOR VENDOR	1,050.00
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,171.51
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	1,385.88
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	7,262.00
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	102.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	78.99
01-2539	COUNTY OF LAKE HEALTH SER			N		FUND TOTAL FOR VENDOR	1,772.00
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	160.35
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	394.25
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	193.15
01-2680	BARRY SILVA			N		FUND TOTAL FOR VENDOR	120.99
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	292.45
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	625.00
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	1,900.00
01-2745	EMERGENCY CARE TRAINING &			N		FUND TOTAL FOR VENDOR	315.00
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	14.12

VENDOR SET: 01 Hidden Valley Lake

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
01-2755	BEELER TRACTOR CO			N		FUND TOTAL FOR VENDOR	2.27
01-2781	SAM GARCIA			N		FUND TOTAL FOR VENDOR	250.00
01-2788	GHD			N		FUND TOTAL FOR VENDOR	16,074.50
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	1,453.79
01-2817	MIKSIS SERVICES, INC.			N		FUND TOTAL FOR VENDOR	2,865.00
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,972.75
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	900.00
01-2830	CUMMINS PACIFIC LLC			N		FUND TOTAL FOR VENDOR	2,368.65
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	637.50
01-2847	ALYSSA GORDON			N		FUND TOTAL FOR VENDOR	193.64
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	524.04
01-2875	COOPERATIVE PERSONNEL SER			N		FUND TOTAL FOR VENDOR	2,000.00
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	101.25
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	241.31
01-2891	HERC RENTALS INC.			N		FUND TOTAL FOR VENDOR	2,462.88
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	90.82
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	33.55
01-2922	AMAZON CAPITAL SERVICES,			N		FUND TOTAL FOR VENDOR	59.42
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	1,165.93
01-2927	TELEDYNE INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	21,425.87
01-2931	ARTISAN ELECTRIC			N		FUND TOTAL FOR VENDOR	850.00
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	1,103.88
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	210.04
01-2951	JENFITCH, LLC			N		FUND TOTAL FOR VENDOR	3,489.90
01-2952	MACLEOD WATTS, INC			N		FUND TOTAL FOR VENDOR	2,500.00

VENDOR SET: 01 Hidden Valley Lake

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
01-2954	CRAIG SHIELDS			N		FUND TOTAL FOR VENDOR	610.50
01-8	AT&T			N		FUND TOTAL FOR VENDOR	118.06
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	2,169.10
01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	100.00
*** FUND TOTALS ***							111,682.57

VENDOR SET: 01 Hidden Valley Lake

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	657.14
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,564.55
01-111	JAMES DAY CONSTRUCTION, I			N		FUND TOTAL FOR VENDOR	2,562.50
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	514.42
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	214.46
01-1659	WAGNER & BONSIGNORE			N		FUND TOTAL FOR VENDOR	331.25
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	15,078.74
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,608.68
01-1723	ADVANCED ELECTRONIC SECUR			N		FUND TOTAL FOR VENDOR	132.00
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	1,549.00
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	1,634.80
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	505.23
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,841.92
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	1,385.87
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	5,836.00
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	102.50
01-2532	WIPF CONSTRUCTION			N		FUND TOTAL FOR VENDOR	780.00
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	66.06
01-2539	COUNTY OF LAKE HEALTH SER			N		FUND TOTAL FOR VENDOR	1,084.00
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	23.02
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	394.25
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	193.14
01-2680	BARRY SILVA			N		FUND TOTAL FOR VENDOR	120.99
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	292.45
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	625.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	1,114.35

VENDOR SET: 01 Hidden Valley Lake

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
01-2745	EMERGENCY CARE TRAINING &			N		FUND TOTAL FOR VENDOR	315.00
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	14.12
01-2755	BEEELER TRACTOR CO			N		FUND TOTAL FOR VENDOR	2.27
01-2781	SAM GARCIA			N		FUND TOTAL FOR VENDOR	250.00
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	1,626.77
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	980.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	900.00
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	1,522.50
01-2847	ALYSSA GORDON			N		FUND TOTAL FOR VENDOR	468.63
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	524.04
01-2875	COOPERATIVE PERSONNEL SER			N		FUND TOTAL FOR VENDOR	2,000.00
01-2876	BOLD POLISNER MADDOU NELS			N		FUND TOTAL FOR VENDOR	101.25
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	237.00
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	241.32
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	90.82
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	33.55
01-2922	AMAZON CAPITAL SERVICES,			N		FUND TOTAL FOR VENDOR	59.44
01-2931	ARTISAN ELECTRIC			N		FUND TOTAL FOR VENDOR	850.00
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	1,103.89
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	238.58
01-2952	MACLEOD WATTS, INC			N		FUND TOTAL FOR VENDOR	2,500.00
01-2953	UNITED RENTALS (NORTH AME			N		FUND TOTAL FOR VENDOR	27,970.42
01-2954	CRAIG SHIELDS			N		FUND TOTAL FOR VENDOR	610.51
01-2955	CALIF DEPT OF TAX & FEE A			N		FUND TOTAL FOR VENDOR	406.77
01-8	AT&T			N		FUND TOTAL FOR VENDOR	118.07

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-9	PACIFIC GAS & ELECTRIC CO				N	FUND TOTAL FOR VENDOR	11,494.33
01-981	U S POSTMASTER				N	FUND TOTAL FOR VENDOR	100.00
*** FUND TOTALS ***							102,232.10

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	110.50
*** FUND TOTALS ***							110.50
*** REPORT TOTALS ***			214,025.17				214,025.17

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2075	AFLAC	210.04
120 2088	SURVIVOR BENEFITS - PERS	10.61
120 2090	PERS PAYABLE	2,286.79
120 2091	FIT PAYABLE	2,961.10
120 2092	CIT PAYABLE	1,047.25
120 2093	SOCIAL SECURITY PAYABLE	8.99
120 2094	MEDICARE PAYABLE	484.73
120 2095	S D I PAYABLE	274.04
120 2099	DEFERRED COMP - 457 PLAN	900.00
120 5-00-5025	RETIREE HEALTH BENEFITS	1,745.73
120 5-00-5060	GASOLINE, OIL & FUEL	524.04
120 5-00-5061	VEHICLE MAINT	2,385.04
120 5-00-5074	INSURANCE	500.00
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
120 5-00-5092	POSTAGE & SHIPPING	1,013.17
120 5-00-5121	LEGAL SERVICES	101.25
120 5-00-5122	ENGINEERING SERVICES	11,074.50
120 5-00-5123	OTHER PROFESSIONAL SERVICES	10,305.20
120 5-00-5130	PRINTING & PUBLICATION	472.71
120 5-00-5145	EQUIPMENT RENTAL	2,746.85
120 5-00-5148	OPERATING SUPPLIES	5,510.02
120 5-00-5150	REPAIR & REPLACE	11,529.94
120 5-00-5155	MAINT BLDG & GROUNDS	329.58
120 5-00-5156	CUSTODIAL SERVICES	2,525.00
120 5-00-5157	SECURITY	132.00
120 5-00-5191	TELEPHONE	1,060.26
120 5-00-5192	ELECTRICITY	2,169.10
120 5-00-5193	OTHER UTILITIES	214.46
120 5-00-5194	IT SERVICES	810.40

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-00-5195	ENV/MONITORING	2,972.75
120 5-00-5198	ANNUAL OPERATING FEES	1,772.00
120 5-10-5010	SALARIES & WAGES	274.34
120 5-10-5020	EMPLOYEE BENEFITS	5,600.95
120 5-10-5021	RETIREMENT BENEFITS	1,674.06
120 5-10-5090	OFFICE SUPPLIES	593.18
120 5-10-5170	TRAVEL MILEAGE	240.06
120 5-10-5175	EDUCATION / SEMINARS	282.04
120 5-30-5010	SALARIES & WAGES	818.86
120 5-30-5020	EMPLOYEE BENEFITS	4,475.84
120 5-30-5021	RETIREMENT BENEFITS	1,200.05
120 5-30-5022	CLOTHING ALLOWANCE	250.00
120 5-30-5170	TRAVEL MILEAGE	143.06
120 5-30-5175	EDUCATION / SEMINARS	515.64
120 5-40-5010	DIRECTORS COMPENSATION	11.10
120 5-40-5030	DIRECTOR HEALTH BENEFITS	3,261.45
120 5-60-6006	PW LKHVF83	778.52
120 5-70-7201	I & I	23,385.87
	** FUND TOTAL **	111,682.57
130 1052	ACCTS REC WATER USE	657.14
130 2075	AFLAC	238.58
130 2088	SURVIVOR BENEFITS - PERS	11.71
130 2090	PERS PAYABLE	2,574.58
130 2091	FIT PAYABLE	3,515.34
130 2092	CIT PAYABLE	1,254.43
130 2093	SOCIAL SECURITY PAYABLE	9.61
130 2094	MEDICARE PAYABLE	537.10
130 2095	S D I PAYABLE	310.12
130 2099	DEFERRED COMP - PLAN 457 PAYAB	900.00
130 5-00-5025	RETIREE HEALTH BENEFITS	1,745.73
130 5-00-5060	GASOLINE, OIL & FUEL	524.04
130 5-00-5061	VEHICLE MAINT	16.39
130 5-00-5074	INSURANCE	500.00
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
130 5-00-5092	POSTAGE & SHIPPING	1,013.16
130 5-00-5121	LEGAL SERVICES	101.25
130 5-00-5122	ENGINEERING SERVICES	1,522.50
130 5-00-5123	OTHER PROFESSIONAL SERVICES	6,134.80
130 5-00-5124	WATER RIGHTS	738.02
130 5-00-5130	PRINTING & PUBLICATION	472.71
130 5-00-5145	EQUIPMENT RENTAL	31,596.88
130 5-00-5148	OPERATING SUPPLIES	401.03
130 5-00-5150	REPAIR & REPLACE	9,680.57
130 5-00-5155	MAINT BLDG & GROUNDS	205.28
130 5-00-5156	CUSTODIAL SERVICES	625.00
130 5-00-5157	SECURITY	132.00

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5191	TELEPHONE	1,060.29
130 5-00-5192	ELECTRICITY	11,494.33
130 5-00-5193	OTHER UTILITIES	214.46
130 5-00-5194	IT SERVICES	1,047.41
130 5-00-5195	ENV/MONITORING	980.00
130 5-00-5198	ANNUAL OPERATING FEES	1,084.00
130 5-00-5315	SAFETY EQUIPMENT	83.62
130 5-10-5010	SALARIES & WAGES	274.32
130 5-10-5020	EMPLOYEE BENEFITS	5,600.95
130 5-10-5021	RETIREMENT BENEFITS	1,674.04
130 5-10-5090	OFFICE SUPPLIES	593.21
130 5-10-5170	TRAVEL MILEAGE	240.07
130 5-10-5175	EDUCATION / SEMINARS	497.03
130 5-30-5010	SALARIES & WAGES	870.97
130 5-30-5020	EMPLOYEE BENEFITS	4,475.84
130 5-30-5021	RETIREMENT BENEFITS	1,581.59
130 5-30-5022	CLOTHING ALLOWANCE	250.00
130 5-30-5063	CERTIFICATIONS	60.00
130 5-30-5170	TRAVEL MILEAGE	143.06
130 5-30-5175	EDUCATION / SEMINARS	1,215.64
130 5-40-5010	DIRECTORS COMPENSATION	11.85
130 5-40-5030	DIRECTOR HEALTH BENEFITS	3,261.45
	** FUND TOTAL **	102,232.10
140 5-00-5192	ELECTRICITY	110.50
	** FUND TOTAL **	110.50

** TOTAL **

214,025.17

NO ERRORS

SELECTION CRITERIA

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

TRANSACTION SELECTION

REPORTING: PAID ITEMS ,G/L DIST

=====PAYMENT DATES===== =====ITEM DATES===== =====POSTING DATES=====
PAID ITEMS DATES : 11/01/2018 THRU 11/30/2018 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

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

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>1,613,149.00</u>	<u>103,468.20</u>	<u>1,286,495.08</u>	<u>326,653.92</u>	<u>79.75</u>
TOTAL REVENUES	<u>1,613,149.00</u>	<u>103,468.20</u>	<u>1,286,495.08</u>	<u>326,653.92</u>	<u>79.75</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	540,872.00	212,764.85	666,152.94 (125,280.94)	123.16
ADMINISTRATION	383,766.00	39,416.37	170,428.91	213,337.09	44.41
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	308,888.00	31,402.28	128,879.14	180,008.86	41.72
DIRECTORS	44,916.00	3,417.55	17,114.72	27,801.28	38.10
SPECIAL PROJECTS	0.00	778.52	231,159.64 (231,159.64)	0.00
CAPITAL PROJECTS & EQUIP	<u>55,000.00</u>	<u>23,385.87</u>	<u>25,001.94</u>	<u>29,998.06</u>	<u>45.46</u>
TOTAL EXPENDITURES	<u>1,333,442.00</u>	<u>311,165.44</u>	<u>1,238,737.29</u>	<u>94,704.71</u>	<u>92.90</u>
REVENUES OVER/(UNDER) EXPENDITURES	279,707.00 (207,697.24)	47,757.79	231,949.21	17.07

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: NOVEMBER 30TH, 2018

120-SEWER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	700.00	200.00	300.00	400.00	42.86
120-4036 DEVELOPER SEWER FEES	0.00	0.00	21,423.93 (21,423.93)	0.00
120-4040 Lien Recording Fee	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,000.00	0.00	848.84	4,151.16	16.98
120-4050 SALES OF RECLAIMED WATER	125,000.00	4,098.21	68,966.04	56,033.96	55.17
120-4111 COMM SEWER USE	22,000.00	2,572.62	12,863.10	9,136.90	58.47
120-4112 GOV'T SEWER USE	700.00	60.93	304.65	395.35	43.52
120-4116 SEWER USE CHARGES	1,137,649.00	94,671.47	473,509.94	664,139.06	41.62
120-4210 LATE FEE	25,000.00	1,861.82	7,486.39	17,513.61	29.95
120-4300 MISC INCOME	1,500.00	3.15	13,611.12 (12,111.12)	907.41
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
120-4320 FEMA/CalOES Grants	295,000.00	0.00	401,454.00 (106,454.00)	136.09
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	600.00	0.00	712.07 (112.07)	118.68
120-4580 TRANSFERS IN	0.00	0.00	285,015.00 (285,015.00)	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	1,613,149.00	103,468.20	1,286,495.08	326,653.92	79.75
	=====	=====	=====	=====	=====

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	0.00	0.00	350.70 (350.70)	0.00
120-5-00-5025 RETIREE HEALTH BENEFITS	21,472.00	846.33	4,541.49	16,930.51	21.15
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	4,500.00	0.00	0.00	4,500.00	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	524.04	3,805.87	4,194.13	47.57
120-5-00-5061 VEHICLE MAINT	12,500.00	2,385.04	16,707.35 (4,207.35)	133.66
120-5-00-5062 TAXES & LIC	800.00	0.00	0.00	800.00	0.00
120-5-00-5074 INSURANCE	0.00	500.00	25,770.89 (25,770.89)	0.00
120-5-00-5075 BANK FEES	13,400.00	1,532.75	7,339.03	6,060.97	54.77
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	6,400.00	100.00	4,954.00	1,446.00	77.41
120-5-00-5092 POSTAGE & SHIPPING	5,000.00	1,012.67	2,277.17	2,722.83	45.54
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	101.25	1,113.75	3,886.25	22.28
120-5-00-5122 ENGINEERING SERVICES	27,000.00	11,074.50	18,394.86	8,605.14	68.13
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	10,305.20	19,353.99	30,646.01	38.71
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	472.71	1,045.57	3,954.43	20.91
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	14,000.00	2,746.85	16,070.56 (2,070.56)	114.79
120-5-00-5148 OPERATING SUPPLIES	22,000.00	5,510.02	19,762.91	2,237.09	89.83
120-5-00-5150 REPAIR & REPLACE	145,000.00	11,529.94	36,345.22	108,654.78	25.07
120-5-00-5155 MAINT BLDG & GROUNDS	5,500.00	329.58	2,864.78	2,635.22	52.09
120-5-00-5156 CUSTODIAL SERVICES	15,150.00	2,525.00	6,312.50	8,837.50	41.67
120-5-00-5157 SECURITY	5,000.00	132.00	264.00	4,736.00	5.28
120-5-00-5160 SLUDGE DISPOSAL	28,500.00	0.00	16,087.50	12,412.50	56.45
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00 (430.08)	430.08	0.00
120-5-00-5191 TELEPHONE	9,500.00	1,060.26	4,415.31	5,084.69	46.48
120-5-00-5192 ELECTRICITY	45,000.00	2,169.10	13,398.52	31,601.48	29.77
120-5-00-5193 OTHER UTILITIES	2,600.00	214.46	857.84	1,742.16	32.99
120-5-00-5194 IT SERVICES	35,000.00	810.40	23,959.30	11,040.70	68.46
120-5-00-5195 ENV/MONITORING	32,000.00	2,972.75	14,141.75	17,858.25	44.19
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	1,772.00	1,772.00	228.00	88.60
120-5-00-5310 EQUIPMENT - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	0.00	1,300.00	0.00
120-5-00-5312 TOOLS - FIELD	1,000.00	0.00	1,337.62 (337.62)	133.76
120-5-00-5315 SAFETY EQUIPMENT	3,500.00	0.00	1,884.54	1,615.46	53.84
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	0.00	250.00	0.00
120-5-00-5580 TRANSFERS OUT	0.00	152,138.00	401,454.00 (401,454.00)	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	5,000.00	0.00	0.00	5,000.00	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: NOVEMBER 30TH, 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	540,872.00	212,764.85	666,152.94 (125,280.94)	123.16

120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	244,904.00	28,379.38	116,967.71	127,936.29	47.76
120-5-10-5020 EMPLOYEE BENEFITS	82,142.00	5,843.26	29,355.67	52,786.33	35.74
120-5-10-5021 RETIREMENT BENEFITS	47,170.00	4,078.45	21,229.63	25,940.37	45.01
120-5-10-5063 CERTIFICATIONS	0.00	0.00	32.50 (32.50)	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	593.18	1,735.56	2,264.44	43.39
120-5-10-5170 TRAVEL MILEAGE	1,200.00	240.06	631.31	568.69	52.61
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	282.04	304.80	3,695.20	7.62
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	171.73	178.27	49.07
TOTAL ADMINISTRATION	383,766.00	39,416.37	170,428.91	213,337.09	44.41

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018120-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: NOVEMBER 30TH, 2018120-SEWER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	212,658.00	22,413.31	84,378.76	128,279.24	39.68
120-5-30-5020 EMPLOYEE BENEFITS	44,600.00	4,475.84	23,908.50	20,691.50	53.61
120-5-30-5021 RETIREMENT BENEFITS	41,830.00	3,604.43	18,558.19	23,271.81	44.37
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	250.00	912.40	887.60	50.69
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	170.00	1,330.00	11.33
120-5-30-5090 OFFICE SUPPLIES	2,000.00	0.00	94.28	1,905.72	4.71
120-5-30-5170 TRAVEL MILEAGE	500.00	143.06	143.06	356.94	28.61
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	515.64	713.95	3,286.05	17.85
TOTAL FIELD	308,888.00	31,402.28	128,879.14	180,008.86	41.72

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018120-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	156.10	780.50	2,219.50	26.02
120-5-40-5020 DIRECTOR BENEFITS	100.00	0.00	26.97	73.03	26.97
120-5-40-5030 DIRECTOR HEALTH BENEFITS	40,116.00	3,261.45	16,307.25	23,808.75	40.65
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
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	0.00	1,500.00	0.00
TOTAL DIRECTORS	44,916.00	3,417.55	17,114.72	27,801.28	38.10

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018

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	778.52	231,159.64 (231,159.64)	0.00
TOTAL SPECIAL PROJECTS	0.00	778.52	231,159.64 (231,159.64)	0.00

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: NOVEMBER 30TH, 2018

120-SEWER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-70-7201 I & I	55,000.00	23,385.87	25,001.94	29,998.06	45.46
TOTAL CAPITAL PROJECTS & EQUIP	55,000.00	23,385.87	25,001.94	29,998.06	45.46
TOTAL EXPENDITURES	1,333,442.00	311,165.44	1,238,737.29	94,704.71	92.90
REVENUES OVER/(UNDER) EXPENDITURES	279,707.00	(207,697.24)	47,757.79	231,949.21	17.07

*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018

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>1,909,200.00</u>	<u>153,216.84</u>	<u>707,700.57</u>	<u>1,201,499.43</u>	<u>37.07</u>
TOTAL REVENUES	<u>1,909,200.00</u>	<u>153,216.84</u>	<u>707,700.57</u>	<u>1,201,499.43</u>	<u>37.07</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	817,905.00	72,106.39	280,130.14	537,774.86	34.25
ADMINISTRATION	389,713.00	39,631.51	170,523.01	219,189.99	43.76
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	309,288.00	38,076.85	153,418.42	155,869.58	49.60
DIRECTORS	<u>44,916.00</u>	<u>3,428.30</u>	<u>17,170.33</u>	<u>27,745.67</u>	<u>38.23</u>
TOTAL EXPENDITURES	<u>1,561,822.00</u>	<u>153,243.05</u>	<u>621,241.90</u>	<u>940,580.10</u>	<u>39.78</u>
REVENUES OVER/(UNDER) EXPENDITURES	347,378.00 (26.21)	86,458.67	260,919.33	24.89

130-WATER ENTERPRISE FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	13,000.00	900.00	4,055.00	8,945.00	31.19
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	500.00	0.00	180.46	319.54	36.09
130-4045 AVAILABILITY FEES	25,000.00	0.00	3,567.16	21,432.84	14.27
130-4110 COMM WATER USE	85,000.00	7,804.03	44,471.50	40,528.50	52.32
130-4112 GOV'T WATER USE	6,000.00	368.28	2,110.27	3,889.73	35.17
130-4115 WATER USE	1,750,000.00	110,832.44	600,176.82	1,149,823.18	34.30
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	25,000.00	2,694.20	14,795.75	10,204.25	59.18
130-4215 RETURNED CHECK FEE	1,000.00	50.00	550.00	450.00	55.00
130-4300 MISC INCOME	2,000.00	34.97	5,847.68 (3,847.68)	292.38
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	700.00	0.00	1,073.01 (373.01)	153.29
130-4580 TRANSFER IN	0.00	30,532.92	30,532.92 (30,532.92)	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	1,909,200.00	153,216.84	707,700.57	1,201,499.43	37.07

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	0.00	0.00	350.70 (350.70)	0.00
130-5-00-5025 RETIREE HEALTH BENEFITS	21,472.00	846.36	4,134.12	17,337.88	19.25
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	4,500.00	0.00	0.00	4,500.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	6,500.00	524.04	3,805.84	2,694.16	58.55
130-5-00-5061 VEHICLE MAINT	12,500.00	16.39	3,351.08	9,148.92	26.81
130-5-00-5062 TAXES & LIC	1,200.00	0.00	0.00	1,200.00	0.00
130-5-00-5074 INSURANCE	25,000.00	500.00	25,770.88 (770.88)	103.08
130-5-00-5075 BANK FEES	13,500.00	1,532.79	7,539.04	5,960.96	55.84
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,000.00	100.00	18,549.00	5,451.00	77.29
130-5-00-5092 POSTAGE & SHIPPING	6,000.00	1,012.66	2,277.17	3,722.83	37.95
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	1,000.00	101.25	1,113.75 (113.75)	111.38
130-5-00-5122 ENGINEERING SERVICES	60,000.00	1,522.50	2,465.60	57,534.40	4.11
130-5-00-5123 OTHER PROFESSIONAL SERVICE	35,000.00	6,134.80	15,183.57	19,816.43	43.38
130-5-00-5124 WATER RIGHTS	70,000.00	738.02	14,017.12	55,982.88	20.02
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	472.71	1,045.56	6,454.44	13.94
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	50,533.00	31,596.88	35,952.82	14,580.18	71.15
130-5-00-5148 OPERATING SUPPLIES	1,500.00	401.03	5,199.91 (3,699.91)	346.66
130-5-00-5150 REPAIR & REPLACE	185,000.00	9,680.57	20,025.17	164,974.83	10.82
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	205.28	1,042.48	10,957.52	8.69
130-5-00-5156 CUSTODIAL SERVICES	3,750.00	625.00	1,562.50	2,187.50	41.67
130-5-00-5157 SECURITY	5,000.00	132.00	264.00	4,736.00	5.28
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	2,128.17 (2,128.17)	0.00
130-5-00-5191 TELEPHONE	10,000.00	1,060.29	4,415.29	5,584.71	44.15
130-5-00-5192 ELECTRICITY	115,000.00	11,494.33	69,949.62	45,050.38	60.83
130-5-00-5193 OTHER UTILITIES	2,200.00	214.46	857.84	1,342.16	38.99
130-5-00-5194 IT SERVICES	35,000.00	1,047.41	24,868.32	10,131.68	71.05
130-5-00-5195 ENV/MONITORING	15,000.00	980.00	9,161.00	5,839.00	61.07
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	1,084.00	1,084.00	28,916.00	3.61
130-5-00-5310 EQUIPMENT - FIELD	2,000.00	0.00	808.04	1,191.96	40.40
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	808.03	191.97	80.80
130-5-00-5312 TOOLS - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5315 SAFETY EQUIPMENT	2,500.00	83.62	299.52	2,200.48	11.98
130-5-00-5505 WATER CONSERVATION	9,000.00	0.00	2,100.00	6,900.00	23.33
130-5-00-5545 RECORDING FEES	250.00	0.00	0.00	250.00	0.00
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	40,000.00	0.00	0.00	40,000.00	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: NOVEMBER 30TH, 2018

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	817,905.00	72,106.39	280,130.14	537,774.86	34.25

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 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	244,904.00	28,379.55	116,830.30	128,073.70	47.70
130-5-10-5020 EMPLOYEE BENEFITS	88,289.00	5,843.23	29,352.30	58,936.70	33.25
130-5-10-5021 RETIREMENT BENEFITS	47,170.00	4,078.42	21,219.97	25,950.03	44.99
130-5-10-5063 CERTIFICATIONS	0.00	0.00	32.50 (32.50)	0.00
130-5-10-5090 OFFICE SUPPLIES	3,000.00	593.21	1,735.61	1,264.39	57.85
130-5-10-5170 TRAVEL MILEAGE	2,000.00	240.07	660.82	1,339.18	33.04
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	497.03	519.78	3,480.22	12.99
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	171.73	178.27	49.07
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	389,713.00	39,631.51	170,523.01	219,189.99	43.76

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018130-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

130-WATER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	212,658.00	27,946.34	106,236.67	106,421.33	49.96
130-5-30-5020 EMPLOYEE BENEFITS	44,600.00	4,475.84	23,908.51	20,691.49	53.61
130-5-30-5021 RETIREMENT BENEFITS	41,830.00	3,985.97	20,621.41	21,208.59	49.30
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	250.00	912.40	887.60	50.69
130-5-30-5063 CERTIFICATIONS	600.00	60.00	60.00	540.00	10.00
130-5-30-5090 OFFICE SUPPLIES	2,000.00	0.00	94.30	1,905.70	4.72
130-5-30-5170 TRAVEL MILEAGE	1,800.00	143.06	171.18	1,628.82	9.51
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	1,215.64	1,413.95	2,586.05	35.35
TOTAL FIELD	309,288.00	38,076.85	153,418.42	155,869.58	49.60

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: NOVEMBER 30TH, 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	166.85	834.25	2,165.75	27.81
130-5-40-5020 DIRECTOR BENEFITIS	100.00	0.00	28.83	71.17	28.83
130-5-40-5030 DIRECTOR HEALTH BENEFITS	40,116.00	3,261.45	16,307.25	23,808.75	40.65
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	0.00	0.00	0.00	0.00	0.00
130-5-40-5176 DIRECTOR TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL DIRECTORS	44,916.00	3,428.30	17,170.33	27,745.67	38.23
TOTAL EXPENDITURES	<u>1,561,822.00</u>	<u>153,243.05</u>	<u>621,241.90</u>	<u>940,580.10</u>	<u>39.78</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>347,378.00</u> (<u>26.21)</u>	<u>86,458.67</u>	<u>260,919.33</u>	<u>24.89</u>

*** END OF REPORT ***



**Hidden Valley Lake Community Services District
Financial Activity, Cash and Investment Summary
As of November 30, 2018
(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	\$ 775,478.92	\$ 691,004.57	\$ 986,035.90	\$ 176,904.57	\$ 2,629,423.96
Cash Receipts					
Utility Billing Deposits	116,615.20	-	-	-	
Electronic Fund Deposits	152,138.00	7,600.00	-	-	
Other Deposits	-	44.50	-	241.98	
Total Cash Receipts	\$ 268,753.20	\$ 7,644.50	\$ -	\$ 241.98	
Cash Disbursements					
Accounts Payable Checks issued	189,544.29	-	-	-	
Electronic Fund Disbursements	34,098.41	-	-	-	
Payroll Checks issued - net	52,903.61	-	-	-	
Bank Fees	3,065.54	-	-	-	
Other Disbursements	-	-	-	-	
Total Disbursements	\$ 279,611.85	\$ -	\$ -	\$ -	
Transfers Between Accounts					
Transfers In	-	251,593.47	-	-	
Transfers Out	251,593.47	-	-	-	
Total Transfers Between Accounts	\$ 251,593.47	\$ 251,593.47	\$ -	\$ -	
Ending Balances in General Ledger	\$ 513,026.80	\$ 950,242.54	\$ 986,035.90	\$ 177,146.55	\$ 2,626,451.79
Reconciling Adjustments to Financial Institutions [2]					
Financial Institution Ending Balances	\$ 599,589.44	\$ 950,242.54	\$ 986,035.90	\$ 177,146.55	\$ 2,713,014.43

Ending Balances General Ledger Distribution by District Funds

100 Operating	26,008.71	-	-	-	26,008.71
120 Wastewater Operating	134,904.81	54,966.89	69,175.01	-	259,046.71
130 Water Operating	92,445.26	149,370.02	103,090.40	-	344,905.68
140 Flood Enterprise	2,485.60	-	-	-	2,485.60
215 2016 Sewer Refinancing Bond	-	123,218.53	62,554.66	177,146.55	362,919.74
218 2002 CIEDB Loan	162,635.83	-	11,835.34	-	174,471.17
219 2012 USDA Solar COP	0.23	54,968.31	842.28	-	55,810.82
313 Wastewater Capital Facilities Reserved	(10,601.00)	60,491.55	265,946.84	-	315,837.39
314 Wastewater Capital Facilities UnRestricted	6,000.00	159,625.42	268,682.03	-	434,307.45
319 2012 USDA Solar COP Reserve	-	31,268.85	-	-	31,268.85
320 Water Capital UnRestricted	37,866.89	105,500.08	-	-	143,366.97
325 Water Operating Reserve	4,738.00	-	-	-	4,738.00
350 2002 CIEDB Loan Reserve	-	-	175,995.10	-	175,995.10
711 2016 Bond Administration	(3,590.09)	1,085.47	27,914.24	-	25,409.62
712 Bond Revolving	60,132.56	209,747.42	-	-	269,879.98
Total Ending Balances in General Ledger	\$ 513,026.80	\$ 950,242.54	\$ 986,035.90	\$ 177,146.55	\$ 2,626,451.79

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

[2] See Reconciliation Detail Summary for details

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

CHECK DATE: 11/01/2018 THRU 11/30/2018
 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	11/09/2018	BANK-DRAFT	000246	CALIFORNIA PUBLIC EMPLOYEES RE	5,497.26CR	CLEARED	A	11/13/2018
1010	11/09/2018	BANK-DRAFT	000247	NATIONWIDE RETIREMENT SOLUTION	900.00CR	CLEARED	A	11/09/2018
1010	11/09/2018	BANK-DRAFT	000248	STATE OF CALIFORNIA EDD	1,510.59CR	CLEARED	A	11/09/2018
1010	11/09/2018	BANK-DRAFT	000249	US DEPARTMENT OF THE TREASURY	4,429.89CR	CLEARED	A	11/09/2018
1010	11/13/2018	BANK-DRAFT	111318	PERS TIER 2 26384 AUL NOV	19.45CR	CLEARED	G	11/15/2018
1010	11/13/2018	BANK-DRAFT	111319	PERS CLASSIC 1739 AUL NOV	9,598.08CR	CLEARED	G	11/15/2018
1010	11/21/2018	BANK-DRAFT	000250	AFLAC	224.31CR	OUTSTND	A	0/00/0000
1010	11/21/2018	BANK-DRAFT	000251	CALIFORNIA PUBLIC EMPLOYEES RE	5,516.17CR	CLEARED	A	11/26/2018
1010	11/21/2018	BANK-DRAFT	000252	NATIONWIDE RETIREMENT SOLUTION	900.00CR	CLEARED	A	11/21/2018
1010	11/21/2018	BANK-DRAFT	000253	STATE OF CALIFORNIA EDD	1,375.25CR	CLEARED	A	11/21/2018
1010	11/21/2018	BANK-DRAFT	000254	US DEPARTMENT OF THE TREASURY	4,081.51CR	CLEARED	A	11/21/2018
1010	11/30/2018	BANK-DRAFT	000255	US DEPARTMENT OF THE TREASURY	45.90CR	CLEARED	A	11/30/2018
CHECK:								
1010	11/02/2018	CHECK	035906	ALPHA ANALYTICAL LABORATORIES	563.00CR	CLEARED	A	11/07/2018
1010	11/02/2018	CHECK	035907	ALYSSA GORDON	171.34CR	CLEARED	A	11/07/2018
1010	11/02/2018	CHECK	035908	AT&T MOBILITY	67.10CR	CLEARED	A	11/07/2018
1010	11/02/2018	CHECK	035909	MEDIACOM	514.41CR	CLEARED	A	11/07/2018
1010	11/02/2018	CHECK	035910	MICHELLE HAMILTON	625.00CR	CLEARED	A	11/05/2018
1010	11/02/2018	CHECK	035911	OFFICE DEPOT	68.40CR	CLEARED	A	11/09/2018
1010	11/02/2018	CHECK	035912	REDFORD SERVICES	950.00CR	CLEARED	A	11/20/2018
1010	11/02/2018	CHECK	035913	SPECIAL DISTRICT RISK MANAGEME	1,000.00CR	CLEARED	A	11/16/2018
1010	11/02/2018	CHECK	035914	WESTGATE PETROLEUM CO., INC.	1,048.08CR	CLEARED	A	11/07/2018
1010	11/02/2018	CHECK	035915	ROHNSTOCK, KNUT & LI	88.73CR	CLEARED	A	11/13/2018
1010	11/02/2018	CHECK	035916	WRIGHT, PETER	2.28CR	CLEARED	A	12/05/2018
1010	11/02/2018	CHECK	035917	MCSWEENEY, JAMES	4.38CR	OUTSTND	A	0/00/0000
1010	11/09/2018	CHECK	035918	ACWA/JPIA	1,010.46CR	CLEARED	A	11/14/2018
1010	11/09/2018	CHECK	035919	ALPHA ANALYTICAL LABORATORIES	1,288.75CR	CLEARED	A	11/15/2018
1010	11/09/2018	CHECK	035920	APPLIED TECHNOLOGY SOLUTIONS	573.00CR	CLEARED	A	11/19/2018
1010	11/09/2018	CHECK	035921	ARMED FORCE PEST CONTROL, INC.	205.00CR	CLEARED	A	11/15/2018
1010	11/09/2018	CHECK	035922	BADGER METER	237.00CR	CLEARED	A	11/15/2018
1010	11/09/2018	CHECK	035923	BEELEER TRACTOR CO	4.54CR	CLEARED	A	11/16/2018
1010	11/09/2018	CHECK	035924	DATAPROSE	2,771.75CR	CLEARED	A	11/14/2018
1010	11/09/2018	CHECK	035925	GHD	11,853.00CR	CLEARED	A	11/19/2018
1010	11/09/2018	CHECK	035926	HARDESTER'S MARKETS & HARDWARE	145.05CR	CLEARED	A	11/15/2018
1010	11/09/2018	CHECK	035927	JENFITCH, LLC	3,489.90CR	CLEARED	A	11/15/2018
1010	11/09/2018	CHECK	035928	LAKE COUNTY RECORD BEE	141.02CR	CLEARED	A	11/19/2018
1010	11/09/2018	CHECK	035929	MACLEOD WATTS, INC	5,000.00CR	CLEARED	A	11/14/2018
1010	11/09/2018	CHECK	035930	MENDO MILL CLEARLAKE	183.37CR	CLEARED	A	11/15/2018
1010	11/09/2018	CHECK	035931	MIKSIS SERVICES, INC.	2,865.00CR	CLEARED	A	11/15/2018
1010	11/09/2018	CHECK	035932	NBS GOVERNMENT FINANCE GROUP	2,440.00CR	CLEARED	A	11/15/2018
1010	11/09/2018	CHECK	035933	OFFICE DEPOT	86.56CR	CLEARED	A	11/20/2018
1010	11/09/2018	CHECK	035934	PACE SUPPLY CORP	781.79CR	CLEARED	A	11/14/2018
1010	11/09/2018	CHECK	035935	SOUTH LAKE REFUSE COMPANY	428.92CR	CLEARED	A	11/14/2018

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

CHECK DATE: 11/01/2018 THRU 11/30/2018
 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	11/09/2018	CHECK	035936	SPECIAL DISTRICT RISK MANAGEME	28,754.82CR	CLEARED	A	11/19/2018
1010	11/09/2018	CHECK	035937	STREAMLINE	200.00CR	CLEARED	A	11/16/2018
1010	11/09/2018	CHECK	035938	TELSTAR INSTRUMENTS, INC	7,050.75CR	CLEARED	A	11/14/2018
1010	11/09/2018	CHECK	035939	USA BLUE BOOK	1,413.96CR	CLEARED	A	11/19/2018
1010	11/09/2018	CHECK	035940	AFLAC	224.31CR	CLEARED	A	11/19/2018
1010	11/09/2018	CHECK	035941	MCMILLAN, SEAN/ MELI	126.38CR	CLEARED	A	11/19/2018
1010	11/09/2018	CHECK	035942	VALERIO, ALEX & LAUR	3.69CR	CLEARED	A	11/23/2018
1010	11/16/2018	CHECK	035943	ADVANCED ELECTRONIC SECURITY S	264.00CR	CLEARED	A	11/30/2018
1010	11/16/2018	CHECK	035944	ALPHA ANALYTICAL LABORATORIES	823.00CR	CLEARED	A	11/21/2018
1010	11/16/2018	CHECK	035945	AMAZON CAPITAL SERVICES, INC.	42.98CR	CLEARED	A	11/20/2018
1010	11/16/2018	CHECK	035946	ARTISAN ELECTRIC	1,700.00CR	CLEARED	A	11/26/2018
1010	11/16/2018	CHECK	035947	AT&T	236.13CR	CLEARED	A	11/23/2018
1010	11/16/2018	CHECK	035948	CARDMEMBER SERVICE	3,080.56CR	CLEARED	A	11/23/2018
1010	11/16/2018	CHECK	035949	COUNTY OF LAKE HEALTH SERVICES	1,084.00CR	CLEARED	A	11/28/2018
1010	11/16/2018	CHECK	035950	COUNTY OF LAKE HEALTH SERVICES	1,772.00CR	CLEARED	A	11/28/2018
1010	11/16/2018	CHECK	035951	CUMMINS PACIFIC LLC	2,368.65CR	CLEARED	A	11/20/2018
1010	11/16/2018	CHECK	035952	GARDENS BY JILLIAN	200.00CR	OUTSTND	A	0/00/0000
1010	11/16/2018	CHECK	035953	OFFICE DEPOT	342.11CR	CLEARED	A	11/27/2018
1010	11/16/2018	CHECK	035954	PACE SUPPLY CORP	332.56CR	CLEARED	A	11/20/2018
1010	11/16/2018	CHECK	035955	RAY MORGAN COMPANY	46.62CR	CLEARED	A	11/21/2018
1010	11/16/2018	CHECK	035956	TELSTAR INSTRUMENTS, INC	6,047.25CR	CLEARED	A	11/20/2018
1010	11/16/2018	CHECK	035957	U S POSTMASTER	200.00CR	CLEARED	A	11/27/2018
1010	11/16/2018	CHECK	035958	RADIGUE, VICKY	101.33CR	CLEARED	A	11/23/2018
1010	11/16/2018	CHECK	035959	SHAMIEH, JAY	25.80CR	CLEARED	A	11/27/2018
1010	11/21/2018	CHECK	035960	ALPHA ANALYTICAL LABORATORIES	258.00CR	CLEARED	A	11/27/2018
1010	11/21/2018	CHECK	035961	ALYSSA GORDON	274.99CR	CLEARED	A	11/23/2018
1010	11/21/2018	CHECK	035962	BOLD POLISNER MADDOW NELSON &	202.50CR	CLEARED	A	11/27/2018
1010	11/21/2018	CHECK	035963	CRAIG SHIELDS	1,221.01CR	CLEARED	A	11/21/2018
1010	11/21/2018	CHECK	035964	OFFICE DEPOT	87.83CR	CLEARED	A	11/28/2018
1010	11/21/2018	CHECK	035965	RICOH USA, INC.	386.29CR	CLEARED	A	11/26/2018
1010	11/21/2018	CHECK	035966	SAM GARCIA	363.88CR	CLEARED	A	11/23/2018
1010	11/21/2018	CHECK	035967	VERIZON WIRELESS	788.50CR	CLEARED	A	11/27/2018
1010	11/21/2018	CHECK	035968	WAGNER & BONSIGNORE	331.25CR	CLEARED	A	12/03/2018
1010	11/30/2018	CHECK	035969	ALPHA ANALYTICAL LABORATORIES	1,020.00CR	CLEARED	A	12/05/2018
1010	11/30/2018	CHECK	035970	ALYSSA GORDON	215.94CR	CLEARED	A	12/05/2018
1010	11/30/2018	CHECK	035971	AMAZON CAPITAL SERVICES, INC.	75.88CR	CLEARED	A	12/04/2018
1010	11/30/2018	CHECK	035972	APPLIED TECHNOLOGY SOLUTIONS	1,634.77CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035973	BARRY SILVA	241.98CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035974	BARTLEY PUMP, INC.	1,050.00CR	CLEARED	A	12/04/2018
1010	11/30/2018	CHECK	035975	CALIF DEPT OF TAX & FEE ADMIN	406.77CR	CLEARED	A	12/05/2018
1010	11/30/2018	CHECK	035976	COASTLAND CIVIL ENGINEERING, I	2,160.00CR	CLEARED	A	12/04/2018
1010	11/30/2018	CHECK	035977	COOPERATIVE PERSONNEL SERVICES	4,000.00CR	CLEARED	A	12/05/2018
1010	11/30/2018	CHECK	035978	EMERGENCY CARE TRAINING & SUPP	630.00CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035979	GHD	4,221.50CR	CLEARED	A	12/05/2018

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

CHECK DATE: 11/01/2018 THRU 11/30/2018
 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	11/30/2018	CHECK	035980	HERC RENTALS INC.	2,462.88CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035981	JAMES DAY CONSTRUCTION, INC.	2,562.50CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035982	MEDIACOM	514.41CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035983	MICHELLE HAMILTON	625.00CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035984	MIDDLETOWN COPY & PRINT	482.63CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035985	NAPA AUTO PARTS	28.24CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035986	PACIFIC GAS & ELECTRIC COMPANY	13,773.93CR	CLEARED	A	12/04/2018
1010	11/30/2018	CHECK	035987	RAY MORGAN COMPANY	135.02CR	CLEARED	A	12/05/2018
1010	11/30/2018	CHECK	035988	REDFORD SERVICES	950.00CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035989	SAM GARCIA	136.12CR	CLEARED	A	12/04/2018
1010	11/30/2018	CHECK	035990	SPECIAL DISTRICT RISK MANAGEME	402.66CR	CLEARED	A	12/05/2018
1010	11/30/2018	CHECK	035991	TELEDYNE INSTRUMENTS, INC.	21,425.87CR	CLEARED	A	12/05/2018
1010	11/30/2018	CHECK	035992	THATCHER COMPANY, INC.	1,165.93CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035993	TYLER TECHNOLOGY	121.00CR	CLEARED	A	12/04/2018
1010	11/30/2018	CHECK	035994	UNITED RENTALS (NORTH AMERICA)	27,970.42CR	CLEARED	A	12/03/2018
1010	11/30/2018	CHECK	035995	USA BLUE BOOK	1,083.31CR	CLEARED	A	12/04/2018
1010	11/30/2018	CHECK	035996	WIPF CONSTRUCTION	780.00CR	CLEARED	A	12/05/2018
1010	11/30/2018	CHECK	035997	BURR, VERNON	103.19CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035998	HAMBRICK, MARGARET	38.17CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	035999	PAVRI, TEHMURAS	3.36CR	OUTSTND	A	0/00/0000
1010	11/30/2018	CHECK	036000	HENSE, DONALD	159.83CR	CLEARED	A	12/04/2018
DEPOSIT:								
1010	11/01/2018	DEPOSIT		CREDIT CARD 11/01/2018	2,488.88	CLEARED	C	11/05/2018
1010	11/01/2018	DEPOSIT	000001	CREDIT CARD 11/01/2018	793.64	CLEARED	C	11/05/2018
1010	11/01/2018	DEPOSIT	000002	REGULAR DAILY POST 11/01/2018	689.39	CLEARED	C	11/02/2018
1010	11/02/2018	DEPOSIT		CREDIT CARD 11/02/2018	5,249.73	CLEARED	C	11/05/2018
1010	11/02/2018	DEPOSIT	000001	CREDIT CARD 11/02/2018	2,350.80	CLEARED	C	11/05/2018
1010	11/02/2018	DEPOSIT	000002	REGULAR DAILY POST 11/02/2018	1,764.33	CLEARED	C	11/05/2018
1010	11/05/2018	DEPOSIT		CREDIT CARD 11/05/2018	1,492.37	CLEARED	C	11/05/2018
1010	11/05/2018	DEPOSIT	000001	CREDIT CARD 11/05/2018	1,825.72	CLEARED	C	11/06/2018
1010	11/05/2018	DEPOSIT	000002	CREDIT CARD 11/05/2018	2,475.42	CLEARED	C	11/07/2018
1010	11/05/2018	DEPOSIT	000003	DAILY PAYMENT POSTING	132.15	CLEARED	U	11/02/2018
1010	11/05/2018	DEPOSIT	000004	CREDIT CARD 11/05/2018	2,569.23	CLEARED	C	11/08/2018
1010	11/05/2018	DEPOSIT	000005	REGULAR DAILY POST 11/05/2018	9,570.03	CLEARED	C	11/06/2018
1010	11/06/2018	DEPOSIT		CREDIT CARD 11/06/2018	2,868.22	CLEARED	C	11/08/2018
1010	11/06/2018	DEPOSIT	000001	CREDIT CARD 11/06/2018	4,279.19	CLEARED	C	11/09/2018
1010	11/06/2018	DEPOSIT	000002	REGULAR DAILY POST 11/06/2018	3,591.47	CLEARED	C	11/07/2018
1010	11/06/2018	DEPOSIT	000003	CC DRAFT POSTING	84.56	CLEARED	U	11/09/2018
1010	11/07/2018	DEPOSIT		CREDIT CARD 11/07/2018	3,543.48	CLEARED	C	11/09/2018
1010	11/07/2018	DEPOSIT	000001	CREDIT CARD 11/07/2018	1,172.80	CLEARED	C	11/13/2018
1010	11/07/2018	DEPOSIT	000002	CREDIT CARD 11/07/2018	7,749.93	CLEARED	C	11/13/2018
1010	11/07/2018	DEPOSIT	000003	REGULAR DAILY POST 11/07/2018	12,716.93	CLEARED	C	11/08/2018
1010	11/08/2018	DEPOSIT		CREDIT CARD 11/08/2018	1,171.27	CLEARED	C	11/13/2018

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

CHECK DATE: 11/01/2018 THRU 11/30/2018
 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	11/08/2018	DEPOSIT	000001	CREDIT CARD 11/08/2018	4,770.51	CLEARED	C	11/13/2018
1010	11/08/2018	DEPOSIT	000002	REGULAR DAILY POST 11/08/2018	7,204.04	CLEARED	C	11/09/2018
1010	11/09/2018	DEPOSIT		CREDIT CARD 11/09/2018	1,679.25	CLEARED	C	11/13/2018
1010	11/09/2018	DEPOSIT	000001	CREDIT CARD 11/09/2018	1,734.93	CLEARED	C	11/13/2018
1010	11/09/2018	DEPOSIT	000002	REGULAR DAILY POST 11/09/2018	8,555.74	CLEARED	C	11/13/2018
1010	11/13/2018	DEPOSIT		CREDIT CARD 11/13/2018	1,642.92	CLEARED	C	11/13/2018
1010	11/13/2018	DEPOSIT	000001	CREDIT CARD 11/13/2018	1,709.55	CLEARED	C	11/13/2018
1010	11/13/2018	DEPOSIT	000002	CREDIT CARD 11/13/2018	621.80	CLEARED	C	11/14/2018
1010	11/13/2018	DEPOSIT	000003	CREDIT CARD 11/13/2018	515.23	CLEARED	C	11/15/2018
1010	11/13/2018	DEPOSIT	000004	CREDIT CARD 11/13/2018	850.52	CLEARED	C	11/16/2018
1010	11/13/2018	DEPOSIT	000005	REGULAR DAILY POST 11/13/2018	16,347.66	CLEARED	C	11/14/2018
1010	11/14/2018	DEPOSIT		CREDIT CARD 11/14/2018	1,054.33	CLEARED	C	11/16/2018
1010	11/14/2018	DEPOSIT	000001	CREDIT CARD 11/14/2018	916.43	CLEARED	C	11/19/2018
1010	11/14/2018	DEPOSIT	000002	REGULAR DAILY POST 11/14/2018	1,768.91	CLEARED	C	11/15/2018
1010	11/15/2018	DEPOSIT		CREDIT CARD 11/15/2018	1,485.97	CLEARED	C	11/19/2018
1010	11/15/2018	DEPOSIT	000001	CREDIT CARD 11/15/2018	1,699.46	CLEARED	C	11/19/2018
1010	11/15/2018	DEPOSIT	000002	REGULAR DAILY POST 11/15/2018	6,073.80	CLEARED	C	11/16/2018
1010	11/15/2018	DEPOSIT	000003	DRAFT POSTING	11,329.57	CLEARED	U	11/16/2018
1010	11/15/2018	DEPOSIT	000004	CC DRAFT POSTING	17,100.42	CLEARED	U	11/19/2018
1010	11/16/2018	DEPOSIT		CREDIT CARD 11/16/2018	4,970.11	CLEARED	C	11/19/2018
1010	11/16/2018	DEPOSIT	000001	CREDIT CARD 11/16/2018	1,740.36	CLEARED	C	11/19/2018
1010	11/16/2018	DEPOSIT	000002	REGULAR DAILY POST 11/16/2018	7,838.09	CLEARED	C	11/19/2018
1010	11/19/2018	DEPOSIT		CREDIT CARD 11/19/2018	2,536.88	CLEARED	C	11/19/2018
1010	11/19/2018	DEPOSIT	000001	CREDIT CARD 11/19/2018	2,451.89	CLEARED	C	11/20/2018
1010	11/19/2018	DEPOSIT	000002	CREDIT CARD 11/19/2018	3,296.92	CLEARED	C	11/21/2018
1010	11/19/2018	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	200.00CR	CLEARED	U	11/16/2018
1010	11/19/2018	DEPOSIT	000004	CREDIT CARD 11/19/2018	4,772.04	CLEARED	C	11/23/2018
1010	11/19/2018	DEPOSIT	000005	REGULAR DAILY POST 11/19/2018	17,502.90	CLEARED	C	11/20/2018
1010	11/20/2018	DEPOSIT		CREDIT CARD 11/20/2018	2,239.02	CLEARED	C	11/23/2018
1010	11/20/2018	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	133.36CR	CLEARED	U	11/20/2018
1010	11/20/2018	DEPOSIT	000002	CREDIT CARD 11/20/2018	5,310.66	CLEARED	C	11/26/2018
1010	11/20/2018	DEPOSIT	000003	CREDIT CARD 11/20/2018	5,805.70	CLEARED	C	11/26/2018
1010	11/20/2018	DEPOSIT	000004	REGULAR DAILY POST 11/20/2018	11,075.52	CLEARED	C	11/21/2018
1010	11/20/2018	DEPOSIT	112020	FEMA/CalOES Revenue	152,138.00CR	CLEARED	G	11/20/2018
1010	11/21/2018	DEPOSIT		CREDIT CARD 11/21/2018	1,069.40	CLEARED	C	11/26/2018
1010	11/21/2018	DEPOSIT	000001	CREDIT CARD 11/21/2018	1,869.75	CLEARED	C	11/26/2018
1010	11/21/2018	DEPOSIT	000002	REGULAR DAILY POST 11/21/2018	2,721.10	CLEARED	C	11/26/2018
1010	11/21/2018	DEPOSIT	112120	Transfer 320 -1010 to 1130	99,455.47CR	CLEARED	G	11/27/2018
1010	11/26/2018	DEPOSIT		CREDIT CARD 11/26/2018	2,382.80	CLEARED	C	11/26/2018
1010	11/26/2018	DEPOSIT	000001	CREDIT CARD 11/26/2018	397.53	CLEARED	C	11/26/2018
1010	11/26/2018	DEPOSIT	000002	CREDIT CARD 11/26/2018	771.48	CLEARED	C	11/26/2018
1010	11/26/2018	DEPOSIT	000003	CREDIT CARD 11/26/2018	344.68	CLEARED	C	11/27/2018
1010	11/26/2018	DEPOSIT	000004	CREDIT CARD 11/26/2018	215.70	CLEARED	C	11/28/2018
1010	11/26/2018	DEPOSIT	000005	CREDIT CARD 11/26/2018	1,705.12	CLEARED	C	11/29/2018

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

CHECK DATE: 11/01/2018 THRU 11/30/2018
 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	11/26/2018	DEPOSIT	000006	REGULAR DAILY POST 11/26/2018	4,404.29	CLEARED	C	11/27/2018
1010	11/27/2018	DEPOSIT		CREDIT CARD 11/27/2018	1,017.52	CLEARED	C	11/29/2018
1010	11/27/2018	DEPOSIT	000001	CREDIT CARD 11/27/2018	894.49	CLEARED	C	11/30/2018
1010	11/27/2018	DEPOSIT	000002	REGULAR DAILY POST 11/27/2018	1,464.07	CLEARED	C	11/28/2018
1010	11/28/2018	DEPOSIT		CREDIT CARD 11/28/2018	490.43	CLEARED	C	11/30/2018
1010	11/29/2018	DEPOSIT		CREDIT CARD 11/29/2018	637.89	CLEARED	C	12/03/2018
1010	11/29/2018	DEPOSIT	000001	REGULAR DAILY POST 11/29/2018	16,500.83	CLEARED	C	11/29/2018
1010	11/29/2018	DEPOSIT	000002	CREDIT CARD 11/29/2018	282.32	CLEARED	C	12/03/2018
1010	11/29/2018	DEPOSIT	000003	CREDIT CARD 11/29/2018	848.49	CLEARED	C	12/03/2018
1010	11/29/2018	DEPOSIT	000004	REGULAR DAILY POST 11/29/2018	1,240.32	CLEARED	C	11/30/2018
1010	11/30/2018	DEPOSIT		CREDIT CARD 11/30/2018	1,861.50	CLEARED	C	12/03/2018
1010	11/30/2018	DEPOSIT	000001	CREDIT CARD 11/30/2018	1,023.05	CLEARED	C	12/03/2018
1010	11/30/2018	DEPOSIT	000002	REGULAR DAILY POST 11/30/2018	1,763.13	CLEARED	C	12/03/2018

MISCELLANEOUS:								
1010	11/09/2018	MISC.		PAYROLL DIRECT DEPOSIT	25,320.06CR	CLEARED	P	11/09/2018
1010	11/21/2018	MISC.		PAYROLL DIRECT DEPOSIT	27,306.50CR	CLEARED	P	11/21/2018
1010	11/30/2018	MISC.		PAYROLL DIRECT DEPOSIT	277.05CR	CLEARED	P	11/30/2018

SERVICE CHARGE:								
1010	11/02/2018	SERV-CHG		October 2018 ETS 7	1,310.21CR	CLEARED	G	11/02/2018
1010	11/02/2018	SERV-CHG	000001	october 2018 ETS 5	980.37CR	CLEARED	G	11/02/2018
1010	11/02/2018	SERV-CHG	000002	October 2018, ETS 9	447.19CR	CLEARED	G	11/02/2018
1010	11/15/2018	SERV-CHG		Account Analysis 11/15/2018	327.77CR	CLEARED	G	11/15/2018

TOTALS FOR ACCOUNT 1010	CHECK	TOTAL:	189,544.29CR
	DEPOSIT	TOTAL:	17,159.73
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	52,903.61CR
	SERVICE CHARGE	TOTAL:	3,065.54CR
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	34,098.41CR

TOTALS FOR POOLED CASH FUND	CHECK	TOTAL:	189,544.29CR
	DEPOSIT	TOTAL:	17,159.73
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	52,903.61CR
	SERVICE CHARGE	TOTAL:	3,065.54CR
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	34,098.41CR



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

**CAPITAL EXPENDITURES
2018 - 2019 BUDGET**

SEWER CIP EXPENSES	FUND	Budget	Yr to Date Actual
Construction Truck (60%)	314	78,000.00	
Headworks Rake	314	62,000.00	
I & I Repair	314	55,000.00	25,002.00
I & I Study (Intern/Fellowship)	313	46,000.00	
Total		241,000.00	25,002.00

SEWER CIP REVENUE	FUND	Revenue	Yr to Date Actual
Sewer Op Reserve (1.5%)	313	20,000	
FEMA/CalOES	313	102,000	18,000
Sewer CIP (1.5%)	314	20,000	
FEMA/CalOES	314	193,000	383,454
Total		335,000	401,454

WATER CIP EXPENSES	FUND	Budget	Yr to Date Actual
Unit 9 Tank Replacement	*1	1,279,000.00	
Repair Water Main Line	*2	150,000.00	
Construction Truck	320	52,000.00	
Total		1,481,000.00	-

WATER CIP/OP RESERVE	FUND	Revenue	Yr to Date Actual
Water Capital Fund (6%)	320	115,000	47,562
Water OP Reserve Fund -NEW- (3.75%)	325	72,000	29,721
Total		187,000	77,283

*1 Financial Options Undetermined

*2 Financial Options Undetermined



MEMO

To: Board of Directors

From: Trish Wilkinson, Full Charge Bookkeeper

Date: 12/05/2018

RE: Office & Administrative Staff Overtime Monthly Report

November 2018

Overtime:

Administrative Assistant:	4.00	hours
Water Resources Specialist:	-	hours
Full Charge Bookkeeper:	6.00	hours
Senior Accounts Representative:	1.00	hour
Senior Accounts Representative:	<u>.50</u>	<u>hour</u>
Total Overtime:	11.50	hours

MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 12/14/2018

RE: Senior Account Representative's Monthly Report

Monthly Billing 11/30/2018

Mailed statements: 2,144

Electronic statements: 451

The statement "SPECIAL MESSAGE"

New rates are in effect July 1, 2018. For more details please refer to the back of this bill under FY 2018/2019. The District office will be closed from 12pm – 1pm on the 3rd Wednesday of each month.

Delinquent Billing 11/20/2018

Delinquent statements for November bills:

Mailed statements: 473

Electronic statements: 68

Courtesy Notification 12/04/2018

Courtesy notices delivered to the customer's property for delinquent September's bill:
217

Electronic notices: 24

Phone Notification 12/05/2018

Phone notifications: 118

The phone notification was sent out around 10:30 am resulting in 85 payments received by the office staff during business hours.

Lock Offs 12/06/2018

33 Customers were in the Lock Off Process at 5:00 pm on 12/05/2018.

12 payments were made before service orders went out in the field at 9:00 am on 12/06/2018.

A total of 21 customers were Locked Off for nonpayment.

Throughout Lock off day 14 payments were collected and meters unlocked.

At the time of this report only 7 meters remain locked.



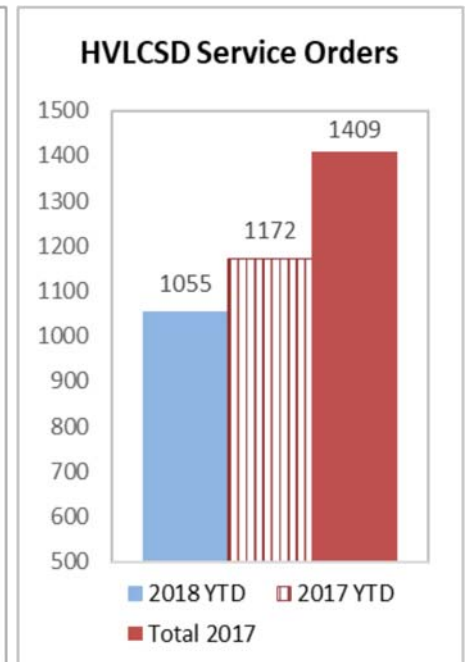
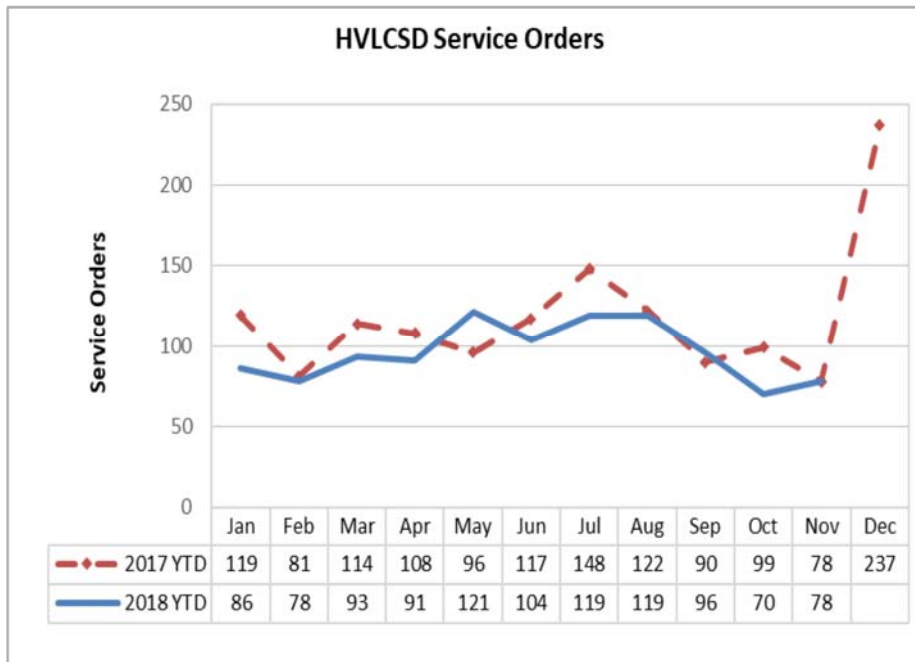
Hidden Valley Lake Community Services District

November 2018 Report

FIELD OPERATIONS

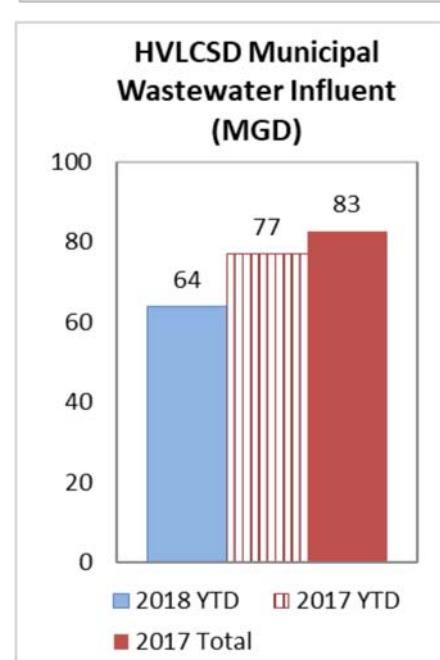
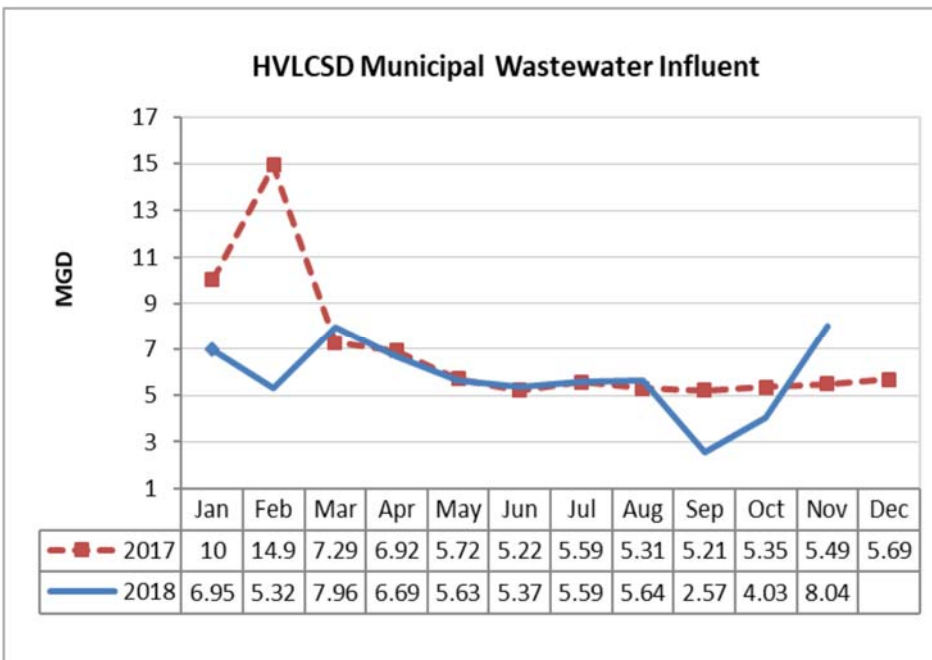
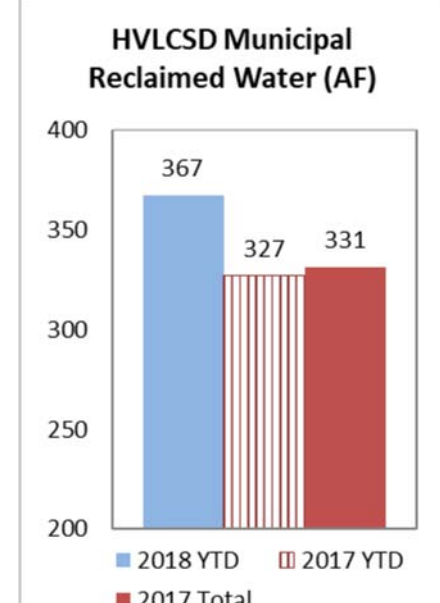
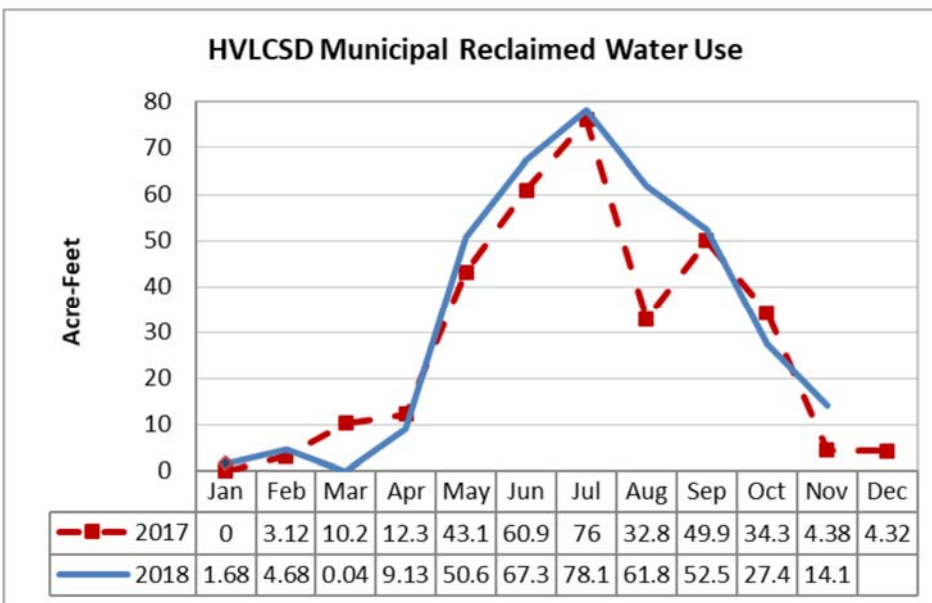
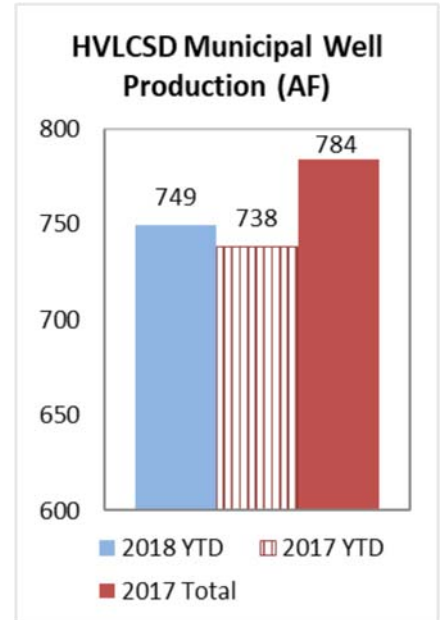
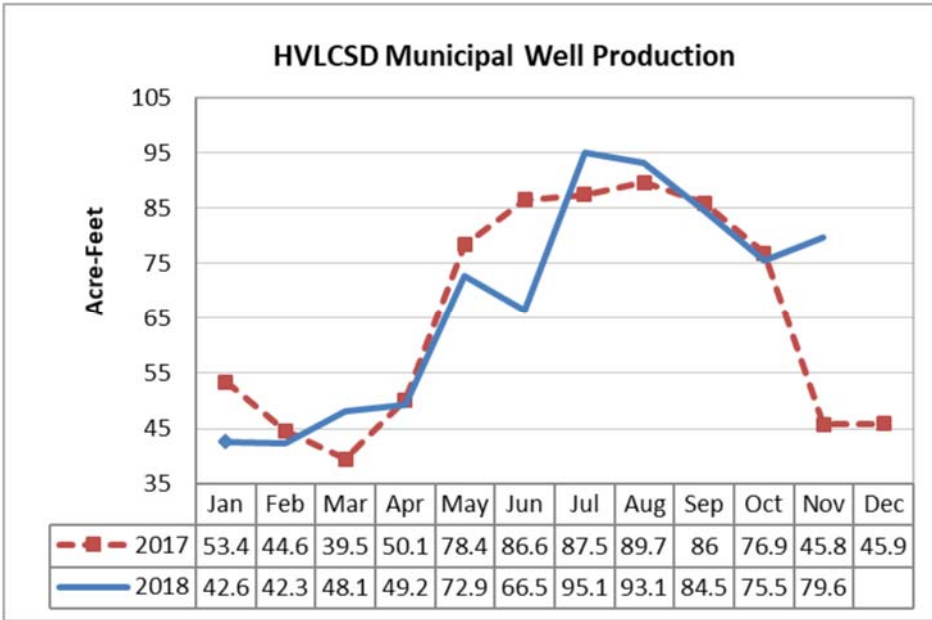
Water Connections:		Sewer Connections:	
New (November)	1	New (November)	0
Residential (October)	2440	Residential (October)	1471
Commercial & Govt (October)	39	Commercial & Govt (October)	16
Total (November) :	2480		1487

Rainfall		
<i>This month</i>	<i>Last year</i>	<i>Historical</i>
5	5.43	4.82



Hours		
Overtime Hours	67	\$3,185.92

November 2018 Field Report



Projects Update

FEMA projects

- Working with CalOES/FEMA closeout team for all projects LKHVA01, LKHVB02, LKHVA81, LKHVB82, LKHVF84, LKHVF83
 - Received completion invoice from Farr Construction (LKHVF83)
 - 12/10 Submitted closeout form (p4) for remaining projects (LKHVA01, LKHVB02, LKHVB82, LKHVF84, LKHVF83)
 - 12/12 Received confirmation from SDRMA that 2017 storm damage was ineligible for an insurance claim
- HMGP LHMP DR-4344 Project-0512
 - 11/20 Provisional contract was awarded to Foster Morrison
 - 11/28 Attended City of Lakeport LHMP kickoff meeting
- HMGP DR-4382 Project-0112
 - Unit 9 Tank project (HVLCS D match \$352,950) Notice of Intent (NOI) was approved
 - Subapplication deadline is 4/18/19
- HMGP DR-4382 Project-0120
 - Tideflex valve project (HVLCS D match \$158,500) Notice of Intent (NOI) was approved
 - Subapplication deadline is 4/18/19

Non-FEMA projects

- CivicSpark
 - Received flow monitors, temporarily installed flow monitors
 - Manually collecting data from flow monitors
 - Geo-locating and updating manhole database
 - Volunteer project cancelled
 - 12/7 Miksis on-site for LS6 basin repairs
 - 12/7 Hosted site visit with City of Lakeport
- Applied Technology Solutions
 - Troubleshooting individual email, scanning issues
- AMS (Aqua Metrology Systems)
 - Responded to data request
- EAR sub-committee
 - Participated in 11/15 meeting developing punch list of changes
 - Provided notes from meeting to DDW, due to data loss
- CWSRF
 - Project submittal of I & I Remediation to match capital improvement plan
 - Agendized required resolutions and plans for application submittal

November 2018 Field Report

Water Operations and Maintenance Highlights

- 11/6, 11/8 Courtesy notices, lockoffs
- 11/1 Lakeridge mainline repair
- 11/14 CPR Training
- 11/30 Main line fix on MMN & Maple Leaf Ct
- Regular maintenance and operations
- 11/27-29 Meter reads

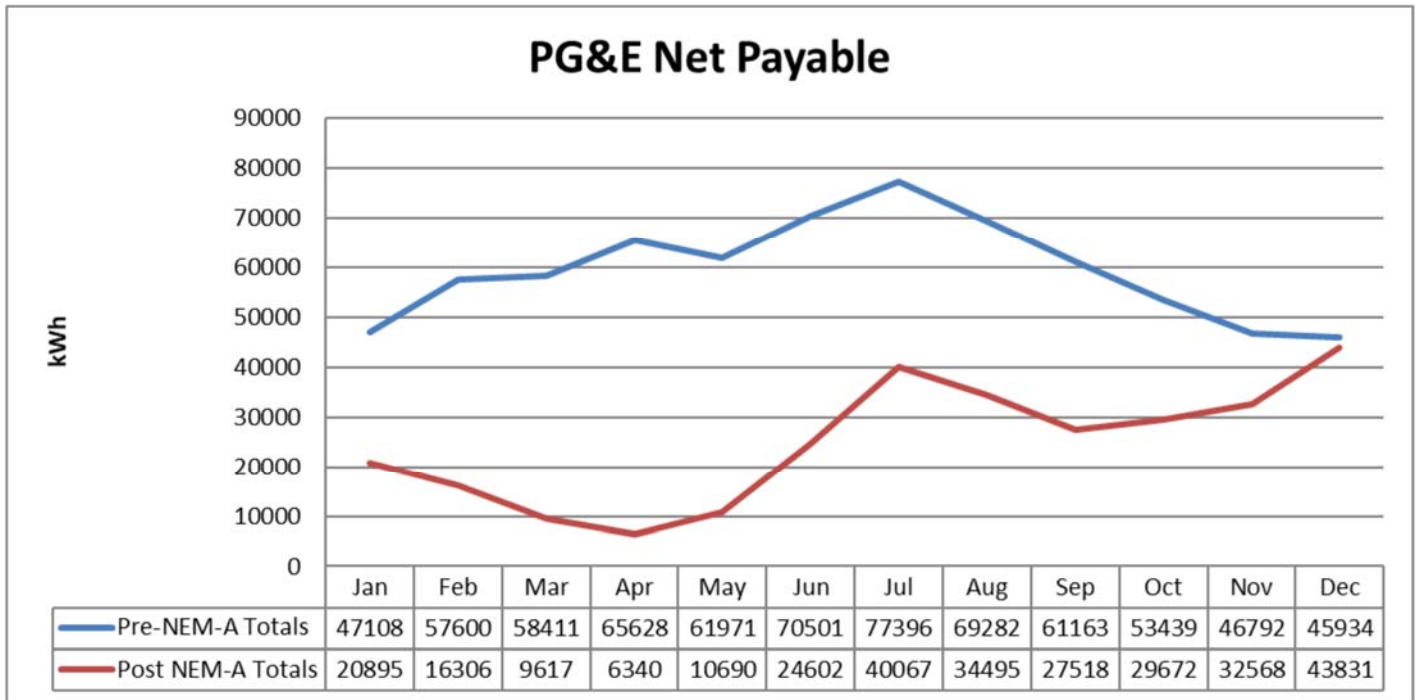
Wastewater Operations and Maintenance Highlights

- 11/6, 11/8 Courtesy notices, lockoffs
- 11/7 Fixed problem with Hardesters Lift Station Pump
- 11/8-13 SCADA down
- 11/14 CPR Training
- 11/26 Looked at bugs under microscope, increase in water bears, shelled amoebas and crawling ciliates
- 11/27 Turbidity improved after recalibrating polymer levels
- 11/29 Troubleshooting solar inverter
- Regular maintenance and operations
- 11/27-29 Meter reads

November 2018 Field Report

Vehicle Mileage	
Vehicle	Mileage
Truck 1	117
Truck 3	
Truck 4	
Truck 6	1213
Truck 7	1777
Truck 8	535
Dump Truck	112
Backhoe	
Tractor	

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	652.80	21446.90
Fuel Log	337.80	58.80
November		
Tank Level	347.83	
October		
Tank Level	298.91	445.65





Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hiddenvalleylakecsd.com

MEMO

To: Board of Directors
From: Kirk Cloyd
Date: December 18, 2018
RE: General Manager's Monthly Report

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

Water

1. Coordinated with Paula Whealen and her associates to participate in a Board workshop to discuss the District's options to address the state's water meter moratorium moving forward.

Sanitary Sewer

1. Staff attended the Finance Committee to discuss pending decisions before the Board related to grant applications.

Stormwater

1. Staff and Lake County representatives met with FEMA Floodplain Management to discuss the Hidden Valley area and go over preliminary results of their mapping studies. The final updated FEMA map and report for Lake County will not be ready for at least one year while FEMA contractors continue to gather data. Staff asked about the 1994 deaccreditation of the Putah Creek Levee. FEMA stated that since it is privately owned, the deaccreditation may have occurred because the owner did not provide updated information during the last study. They will look into the reasoning and return the information to the County.

Recycled Water

Nothing to report.

Finance

1. To date eleven accounts remain in the Lien process (\$12,129.30). Of those eleven, six accounts have had a second lien placed. No liens have been recorded since September 20, 2018.



Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hiddenvalleylakecsd.com

Information Technology

1. As reported last month, the main SCADA server at the RWRP experienced a catastrophic failure. Applied Technologies (AT) was able to replace several components to get it operational, however, alarms had to be rebuilt over the next two weeks by staff. Wonderware who provides the software has indicated that the hardware HVLCSD currently has is archaic and no longer supported. It is not likely future failure will be recoverable. As discussed at the end of the last budget year, the District will need to look at either replacing the existing hardware or switching to a cloud-based system which appears to be the direction SCADA is going in the future. Though the initial cost of either system is difficult for HVLCSD to fund, only the cloud-based system has a reduced maintenance cost as hardware is minimized and designed as a plug and play system that any electrician can install negating the need for specialized SCADA services from Telstar.
2. Staff updated the District Website with new information and links to provide a better experience and additional information for the end user.
3. District staff has been asked to provide Directors with e-mail education and on-site assistance to aid them with the use of their District e-mail and coordination with other e-mail applications such as Outlook. Should you like to take advantage of this, please contact the G.M. or Administrative Assistant to the G.M. to schedule a date and time that you can be available and a staff member or contractor will meet with you to set up your PC in the desired manner. Please note that any new software (i.e. Outlook) added to a non-district PC would need to be at the owner's expense.

Human Resources

1. Marty Rodriguez has taken his own time to attend CERT training offered in Ukiah and will complete this training Wed. Dec. 19th.
2. Staff attended the Personnel Committee meeting to discuss the Employee handbook and information obtained from legal counsel.

Facilities

Nothing to report.

Vehicles & Equipment

1. Unit 3 (2016 Nissan Frontier) has been returned to service and the rental vehicle covered through SDRMA has been returned.



Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hiddenvalleylakecsd.com

2. Staff worked with the local Owen Rep. who lives in Hidden Valley Lake to demo a Vactor combination truck. The equipment made repair of the blown mainline at Powder Horn and Yankee Valley Rd. much quicker and safer for staff. The District will make every effort to bid and purchase a combination truck in the next budget year and has been tracking rental costs to confirm the ROI would justify such a purchase.

General Information

1. Jeanine Foster of Foster-Morrison was in Lake County to continue her work with the County's outreach program related to their Local Hazard Mitigation Plan. Since the Board approved Foster-Morrison for HVLCSD's LHMP (pending grant approval), Ms. Foster met with staff to obtain a very high-level overview of what the District needs for LHM projects and funding opportunities that may be provided by the state and federal government should we be successful in completing a LHMP.
2. Michael Day of Trane attended a Board workshop which provided Directors with an over view of the imminent changes that face the District due to PG&E's change of peak hours for electrical usage and drastic reduction in the amount they will pay for PV generated electricity ten years after entering into the agreement with HVLCSD for the PV system at the RWRF. The District is at a cross road and will need to make a decision that will affect how the District operates due to changes in the operation of the electrical grid and investment opportunities that may carry HVLCSD into the future.
3. Staff worked with legal counsel to review information related to the Valley Oaks project. No new action is recommended by legal counsel.

Emergency Preparedness

1. Staff attended the monthly HVLA Firewise Subcommittee Meeting.
2. Staff attended the monthly SLFSC Committee Meeting.
3. The Konocti Conservation Crew was delayed due to the recent rains. They used this time to conduct controlled burns in the Clearlake Riviera area and then arrived a HVLCSD Dec. 3rd through Dec. 5th addressing weeds and shrubs along the north levee of Putah Creek and the stormwater detention basin. The District obtained a burn permit from Cal Fire and controlled burns managed by Cal Fire and the Konocti Crew were used to dispose of the large amount of debris.
4. The G.M. completed the California Specialized Training Institute (CSTI) on line course and exam: An Introduction to the Standardized Emergency Management (SEMS-G606). This course is recommended for all Board members but is a must for those on the Board's Safety and Security Committee as it brings all the



Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hiddenvalleylakecsd.com

state requirements to light in one location and within a concise one-hour training module. Additional courses completed this past month were: CSTI Internal New user which is a very short overview of the State of California's new on-line training program and how to use it and PVE Violent Extremism-First Steps Training. This last course was recommended by the State of California as a partner in the identification and prevention of violence. The state recognizes that many of the large-scale incidence we see today can be identified early on at the local level and possibly prevented before an act of violence ensues.

5. HVLCSO & the South Lake Fire Safe Council sent a letter to the Konocti Conservation Camp #27 (KCC #27) offering to jointly sponsor HVLA for the weed abatement of common properties. The sponsorship letter of support asks that Cal Fire consider this joint effort to provide a safer environment for all in the Hidden Valley Lake area while adding defensible space around District water tanks.

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

DATE: December 18, 2018

AGENDA ITEM: Discuss and Possible Action: Approve the General Manager to enter into an agreement with Wagner & Bonsignor to proceed with Meter Moratorium Mitigation.

RECOMMENDATIONS: Staff recommendation to move forward with Option 1, with funds to come from G/L expense account 130-5124 Water Rights.

FINANCIAL IMPACT:

Option 1 – Percolating Groundwater Determination to Lift the Division of Drinking Water’s (DDW) Connection Moratorium against Hidden Valley Lake Community Services District

Timeline: 4 to 6 months

Estimated Cost: \$20,000-\$40,000

Option 2 – Obtain New Water Right to Permit from SWRCB to Use Water Stored in Hidden Valley Lake to Lift DDW’s Connection Moratorium against HVLCSD

Timeline: 18 months to 3 years

Estimated Cost: \$50,000-\$75,000

BACKGROUND:

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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 December 18, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

WHITE PAPER ON WATER RIGHT OPTIONS FOR RELIEF FROM STATE WATER RESOURCES CONTROL BOARD'S CONNECTION MORATORIUM

Option 1 – Percolating Groundwater Determination to Lift the Division of Drinking Water's (DDW) Connection Moratorium against Hidden Valley Lake Community Services District

A. Subterranean Stream/Percolating Groundwater Evaluation

Water underground is presumptively percolating groundwater and is not subject to the State Water Resources Control Board's (SWRCB) permitting jurisdiction, unless it is water flowing in a subterranean stream through a known and definite channel. Using SWRCB subterranean stream determinations as a guide, Wagner & Bonsignore Engineers (WBE), with assistance of Dickenson, Peatman & Fogarty (DP&F), will prepare a report evaluating the existence of a subterranean stream in Coyote Valley and the vicinity of Hidden Valley Lake Community Services District's (HVLCS D) Grange Road Wells, principally by identifying if there is evidence of a channel with relatively impermeable bed and banks or if the course of a channel is capable of being determined by reasonable inference. The report will be developed through the following tasks:

- Reviewing available geologic maps and groundwater reports;
- Reviewing available soil survey maps to better define the location and type of alluvial units within the valley (i.e., stream channels, terraces, alluvial fans);
- Reviewing available Well Completion Reports for the Coyote Valley area;
- Performing an area reconnaissance to update the geologic mapping of previous published sources and to locate water wells (if needed);
- Developing new/updated map of the alluvial deposits in Coyote Valley, overlaying new geologic and soils data if existing maps do not adequately define conditions (available maps reviewed are generally very generalized and may not adequately support evaluation of presence/absence of a subterranean stream);
- Developing geologic cross sections based on available boring logs from the well completion reports along at least three transects across the valley;
- Preparing a narrative description of the likely subsurface geologic conditions underlying Coyote Valley, with a discussion of why a subterranean stream cannot be reasonably inferred (if concluded from the above scope items);
- Transmit report to SWRCB Division of Water Rights

B. HVLCS D's Proposed Actions on its Existing Appropriative Rights

HVLCS D holds water right License 13527A and Permit 20770B (Applications A030049A and A030049B, respectively) for the year around diversion of Putah Creek Underflow from its Grange Road and Agricultural wells for municipal uses. It also holds Statements of Water Diversion and Use for the diversion of water from the Grange Road wells under a claim of riparian right. If the Board accepts the percolating groundwater determination, HVLCS D may

elect either to: (1) request cancellation of the License and Permit and withdrawal of its SWDUs; or (2) not cancel the surface water rights and instead report no diversion of surface water and the use of groundwater in lieu of surface water in its annual reports. Under the latter scenario HVLCS D would remain responsible for payment of annual permit and license fees and compliance with water measurement requirements.

HVLCS D actions associated with cancelling its surface water rights would include:

- Request cancellation of License and Permit, and withdraw claims of riparian right and divert all water as percolating groundwater;
- Continue with monthly measurements of monitoring wells, Grange Road and Agricultural Wells;
- Measure monthly water use made in Grange Road and Agricultural Wells;
- Maintain financial commitment with U.S. Geological Survey of the gaging station Putah Creek Near Guenoc;
- Provide SWRCB with well measurement and water use data if requested;
- Discontinue supplemental water program.

HVLCS D may want to consider having Michael Podlech continue performing an annual reconnaissance survey of the Putah Creek Channel downstream of the gaging station for a few years after the end of the supplemental water program.

C. Request to Lift DDW Connection Moratorium

Prepare letter to the SWRCB's Division of Drinking Water requesting that the Compliance Order and its moratorium on new connections be removed because the HVLCS D is diverting percolating groundwater as the source of water to meet its demands.

Timeline: 4 to 6 months

Estimated Cost: \$20,000-40,000

Option 2 - Obtain New Water Right to Permit from SWRCB to Use Water Stored in Hidden Valley Lake to Lift DDW's Connection Moratorium against HVLCS D

A new application to appropriate water would request a permit to use water stored in Hidden Valley Lake for HVLCS D's domestic uses during times when Putah Creek is curtailed due to water availability. Stored water would be released from Hidden Valley Lake only during times when the existing Putah Creek underflow rights are curtailed. The Lake would be refilled in winter subject to standard SWRCB permit conditions. Moratorium would remain until new application is approved. HVLCS D's License and Permit, and claims of riparian rights would remain in place, and would be relied to meet demands in most years.

Actions would include:

- HVLCS D would continue to comply with the Supplemental Water Program set forth in its License and Permit;
- Prepare and file an Application to Appropriate Water;
- Prepare hydrological study on Putah Creek to show water available for project;

- Perform environmental review to identify impacts, if any, associated with the use of Hidden Valley Lake to meet municipal demands;
- Prepare and circulate required environmental document;
- Respond to protests filed against application and comments on environmental document;
- Negotiate protest dismissal terms;
- File Lake and Streambed Alteration Agreement with California Department of Fish & Wildlife;
- Prepare Compliance Plan to identify how to comply with terms and conditions of Permit.

Timeline: 18 months to 3 years

Estimated Cost: \$50,000-75,000

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

DATE: December 18, 2018

AGENDA ITEM: Discussion and Possible Approval: Discuss and approve the Water and Sewer Fiscal Sustainability Plans as required for the Clean Water State Revolving Fund.

RECOMMENDATIONS:

FINANCIAL IMPACT:

BACKGROUND:

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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 December 18, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



Hidden Valley Lake Community Services District

Fiscal Sustainability Plan

Treatment Operations

Contents

Inventory of critical assets (Clean Water Act, 603(d)(1)(i)(I))	2
Evaluation of asset condition & performance (Clean Water Act, 603(d)(1)(i)(II))	5
Certification of Water & Energy Conservation (Clean Water Act, 603(d)(1)(i)(III))	7
Maintenance/Repair Plan with Funding (Clean Water Act, 603(d)(1)(i)(IV)).....	7
Appendix A – Maintenance Schedule and Checklist.....	8
Appendix B – Capital Improvement Plan	15

Inventory of critical assets (Clean Water Act, 603(d)(1)(i)(I))

The Hidden Valley Lake Community Services District's (HVLCS D) Sewer System Management Plan (SSMP)¹ describes the wastewater collection system as follows;

“The wastewater collection system consists of approximately 15 miles of gravity mains ranging from 4 to 18 inches in diameter, 8 pumping stations, and 1.5 miles of forced main.² Collected wastewater is discharged to the Hidden Valley Lake Community Services District Regional Water Reclamation Facility (RWRF), an advanced treatment plant located off of Grange Road, south of Putah Creek.³ The RWRF treats an average dry weather flow of 0.350 million gallons-per-day (MDG) and is capable of treating a peak flow of 0.894 MGD.⁴

Raw wastewater is treated with a series of processes including mechanical screening, extended aeration and activated sludge, clarification, direct filtration, and chemical addition processes. After providing tertiary level treatment, the RWRF discharges treated effluent to a 412 acre-foot, clay-lined storage pond where it is held for golf course irrigation via 1.5 miles of reclaimed water transmission pipe. The storage pond is sized to hold effluent from the RWRF plus flows from a 1 in 100-year recurrence interval wet weather event.⁵ The following sections address each SSMP element required under SWRCB Order No. 2006-0003-DWQ and SWRCB Order No. WQ 2013-0058-EXEC.”

A visual representation of wastewater treatment and wastewater collection are represented by Figures 1 & 2, resp.

¹ <https://www.hvlcsd.org/files/6d430b4c1/SSMP+Final+Draft+April+2018.pdf>

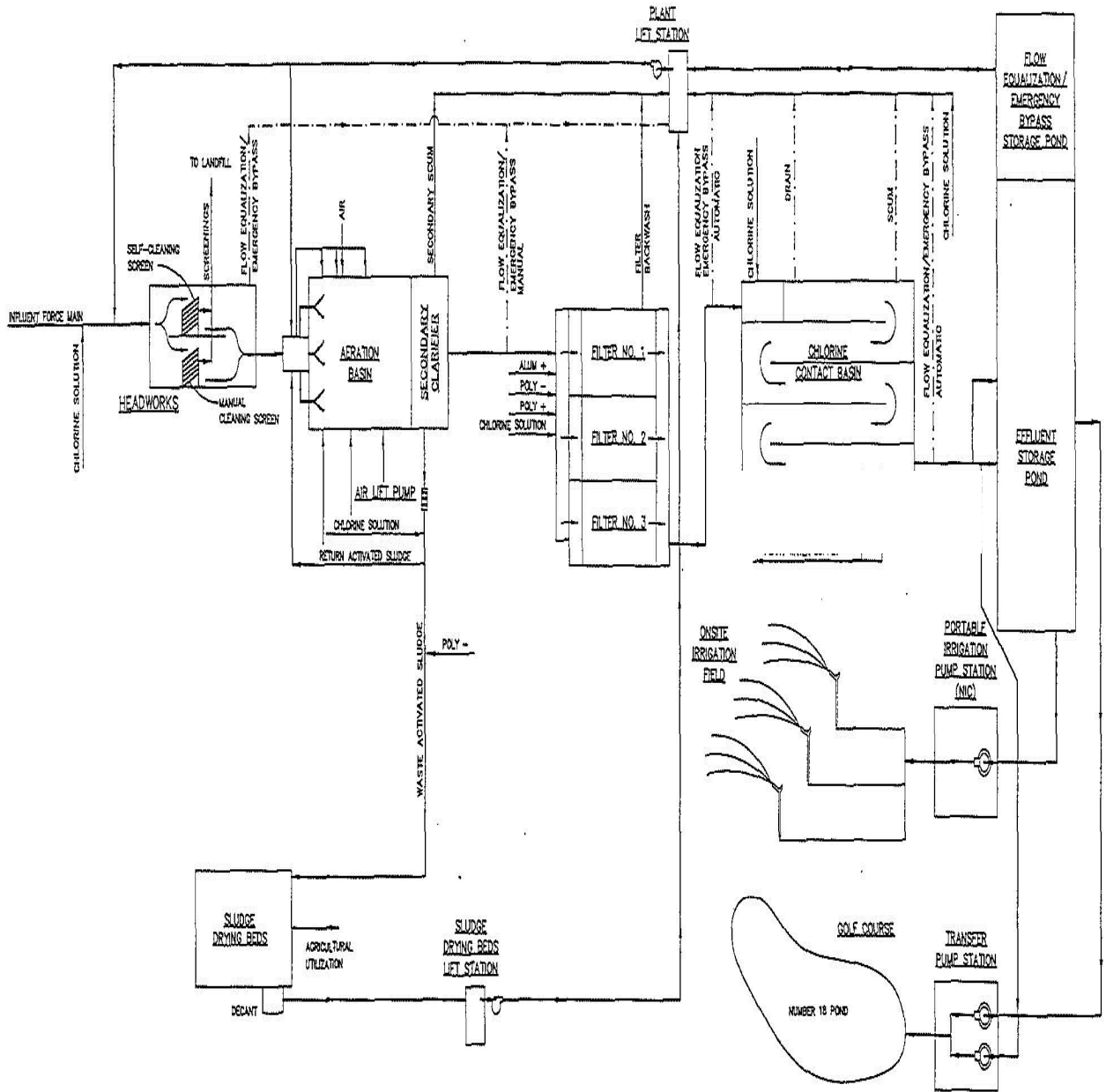
² Hidden Valley Lake Community Services District Sewer System Management Plan, 2011

³ Coyote Valley Concept Infrastructure Plan, 2007

⁴ Hidden Valley Lake Community Services District Water Reclamation Facilities Operations and Maintenance Manual, 1996

⁵ Ibid.

Figure 1.



NOTE:

1. GENERAL FLOW DIAGRAM INDICATES MAIN PROCESS FLOW. REFER TO PLANT PIPING FOR SECONDARY AND SUPPORT SYSTEMS.

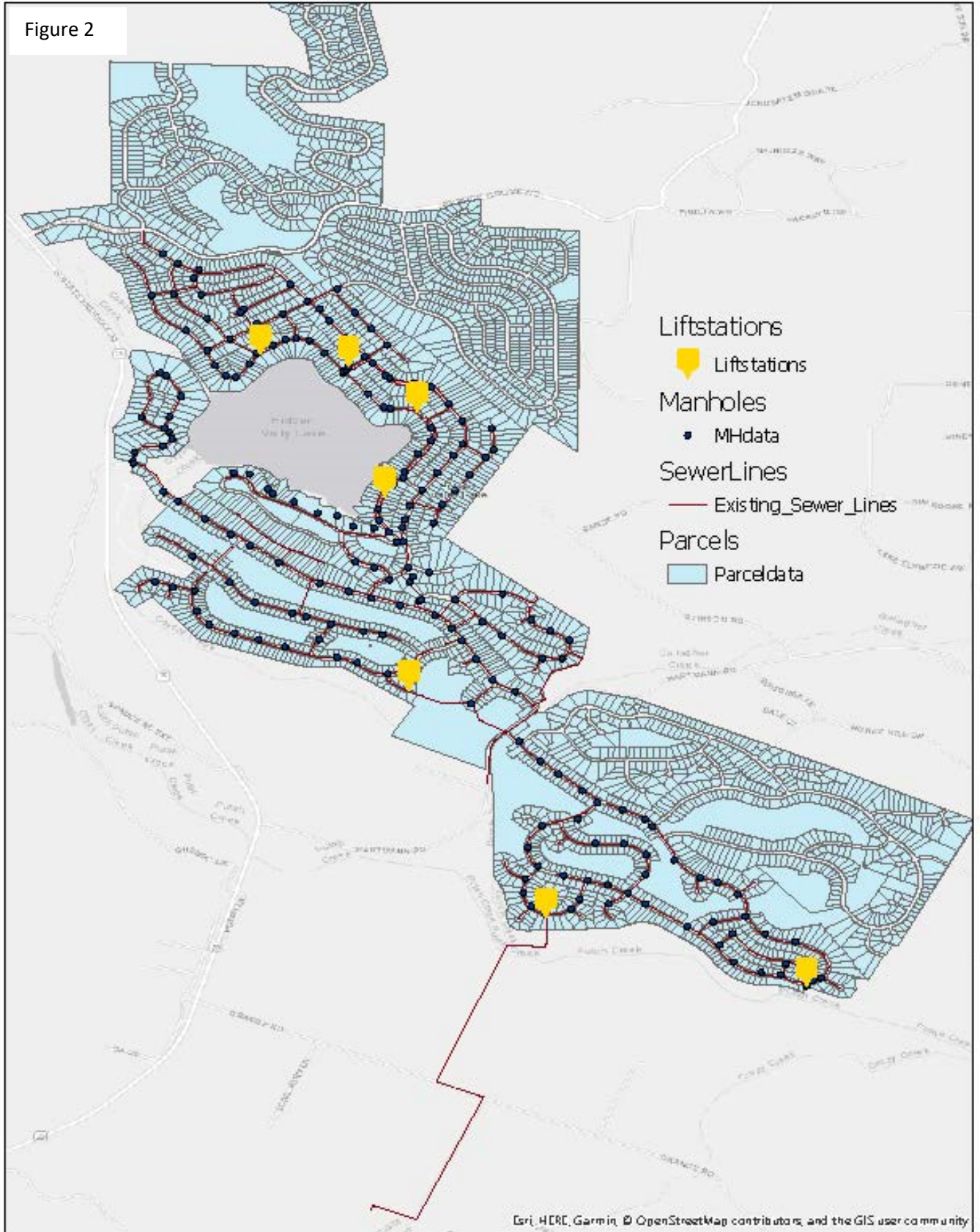
FLOW DIAGRAM

FIGURE 2-1
GENERAL FLOW DIAGRAM

fig2-1.dwg 03/24/97

WINZLER & KELLY
CONSULTING ENGINEERS

Figure 2



Evaluation of asset condition & performance (Clean Water Act, 603(d)(1)(i)(II))

Ongoing evaluation of assets is conducted by monitoring equipment performance via SCADA, as well as adherence to the Maintenance Schedule and Checklist.⁶

The evaluation of assets had led to certain Capital Improvement projects as outlined in HVLCSD's Risk Management Plan (RMP), and the Inflow & Infiltration Assessment. Figure 3 is an excerpt from the RMP itemizing improvement opportunities, and figure 4 reveals the results of an entire wet weather season of data collection and analysis.

Figure 3

2.6 Planned Changes to Improve Safety

[Reference CalARP Regulation 19 CCR 2745.3(f)]

The following recommendations were identified during the Process Hazard Analysis (PHA) discussed in Section 5.2 of this RMP and fully documented in Appendix D to improve the safety of the chlorination system. Please refer to each footnote to cross-reference the items identified in the the PHA:

1. An evaluation will be conducted to explore the feasibility of using sodium hypochlorite as a substitute for chlorine gas. (Expected completion by fall of 2018.)²
2. Fuel tanks will be relocated a safe distance from the chlorine cylinders. (Expected completion by fall of 2019).³
3. The prevention of chlorine gas releases from the chlorination system is dependent on the proper operation of the chlorinator valve that is attached to the one-ton cylinders. As an integrated component of the one-ton cylinders, the District uses a reliable chlorine gas vendor that supplies cylinders that are in good condition. Once delivered, proper cylinder handling becomes the responsibility of the District. Proper cylinder handling procedures are documented, and are required training for all field personnel.⁴
4. Components of the chlorination system are maintained and inspected on a regular basis according to manufacturer recommendations and procedures. (Ongoing maintenance requirement.)⁵

⁶ Appendix A

5. The feasibility of updating the ventilation in the chlorine cylinder room will be examined (Spring 2019).
6. Maintenance of the leak detectors is performed according to manufacturer's recommendations. (Ongoing maintenance requirement.)⁶
7. At the assembly area identified in the ERP, access to the existing water line will be added. This will provide first responder personnel the ability to administer first aid if necessary (expected completion by Spring 2019)⁷
8. Accessibility to emergency personnel will be improved with signage on Glider port road, and a Knox box at the gate to the Glider port (expected completion by June 2018).⁸
9. The feasibility of installing additional chlorine leak detectors around the perimeter of the chlorination area will be evaluated. The additional external detectors could provide data on the chlorine plume if chlorine gas were to escape the chlorine storage area. (Expected completion by June 2019.)⁹
10. For contractors that will be working on or near the chlorine system or for vendors providing chlorine gas, their contracts require them to take the necessary precautions to prevent accidents that could result in a chlorine release and also require training of their employees on appropriate actions to take in the event of a chlorine alarm or release. This training may need to be provided by the District. Contractor safety procedures are listed in Section 5.12 of this RMP. (Ongoing.)¹⁰
11. Install seismic hold-down straps on 1-ton chlorine cylinders¹¹

Figure 4

7 CONCLUSION

Flow data analysis conducted during the 2017-2018 Wet Weather Assessment revealed half of the water being treated at the WWTP is GWI and RDI rather than wastewater. The previous sections in this document demonstrated how the District arrived at this conclusion; based on past experience and the execution of a wet weather plan.

The temporary flow monitor data suggests that The District can make the most impact by applying repairs to the Lift Station 6 Flow Monitoring Area and the Lift Station 2 Flow Monitoring Area. The Lift Station 6 Flow Monitoring Area was found to have the highest rate of total I/I; this was to be expected, as this area contains the oldest pipes out of all of the flow monitoring areas. These results help to characterize the extent and severity of I/I within the whole system, as well as within each flow monitoring area.

To the extent it has been financially feasible, HVLCS D has affected positive change in our wastewater collection system by taking immediate mitigative actions. The District has sealed cleanouts in identified I/I areas (refer to Appendix 8.6), along with the implementation of a manhole lid replacement project for prioritized manholes. Since March, HVLCS D has replaced four manhole lids.

Rate Study plans are anticipated to be completed with a rate change target for January 2019; at which point repairs on Lift Station 6 Monitoring Area will take place based on the mid year budget review. Depending on the anticipated Rate Study, repairs will also take place throughout Lift Station 2 Monitoring Area during the 2019 / 2020 fiscal year

The District has also established a longer term plan in the reduction of I/I within the collection system. This plan includes more studies focused throughout the collection system; Specifically, CCTV of Lift Station 2 Flow Monitoring Area, additional upstream/downstream flow

monitoring, nighttime reconnaissance activities, and the continuation of the manhole lid replacement project. The District expects to use capital funding for Flow Monitoring, and CCTV activities while operational funding will be used for the Manhole Lid Replacement project.

Certification of Water & Energy Conservation (Clean Water Act, 603(d)(1)(i)(III))

Sewer pipe repair in the identified areas of the I/I Assessment will achieve a level of efficiency and water conservation by reducing the flow to the wastewater treatment system, and allowing stormwater to naturally recharge the Coyote Valley aquifer.

Maintenance/Repair Plan with Funding (Clean Water Act, 603(d)(1)(i)(IV))

A five year CIP has been developed to address these improvement opportunities, and is currently incorporated into a Rate Study that HVLCS D has commissioned from a third party.⁷

⁷ Appendix B

Appendix A – Maintenance Schedule and Checklist

Figure 6



Hidden Valley Lake Community Services District

WWTP Daily/Weekly Inspections

WW Rounds, Field Operations

Contents

Daily – Outside Inspection	2
Daily - Data Collection.....	3
Pump hours.....	3
Flows.....	3
Ponds.....	3
Blowers	4
Generator.....	4
Chlorine tanks	4
Turbidity.....	4
Solids test.....	4
Misc.....	5
Weekly – Data Collection.....	5
Solids test.....	5
Misc.....	7

Wastewater Inspection

Daily – Outside Inspection

Effluent pond – Check for berm seepage, pond height gauge

EQ Basin levels – Appropriateness

Transfer pumps – Pump operation, Flow meter operation, Bearing oil level, Wildlife

Geo tube level in sludge beds

W3 (400s), Sample (500s), Cl2 mixer – Pump operation, Runtime, Visual, Sight and Sound of mechanics

Headworks – Screen rake & bar screen cleanliness, trash can, operational, Visual, Sight and Sound of mechanics. Clean stop gates after each use.

Aeration Basin – Influent flow from junction box, diffuser functionality, chains secure, appropriate color. Clean stop gates after each use.

Clarifier – Airlift, sludge rate, motor functionality. Check sonar for depth, any algae growth. Floating sludge, algae growth on weir.

Filters – Airlift, water traps functionality. Verify appropriateness of headloss.

Cl2 Contact basin – Clarity, verify functionality of perforated pipe to flash mixer. Take coliform sample, include residual & turbidity for reference.

Windsack intact

Solar inverter functionality

Chlorine container room – Check chlorine container levels, scale, regulator, heater for functionality. Check for room cleanliness, free of combustible materials, free of unnecessary objects, no overhead storage, no standing water, and covers & caps are secure. Check and calibrate Foxcroft FX-1502 Guardian II as needed. Check functionality of Crane lift

Chlorine feed rooms – Flow functionality. Clean strainer, turbidimeter & feed line. Maintain buffer solution in chlorine analyzer.

SCADA – Check Interface for functionality of all controls.

Blower room – Check for weights, air compressors, and motor functionality with Visual, Sight and Sounds of mechanics.

Circle charts – Change out

Daily - Data Collection

Pump hours

- FLR SCR MFS-100
- SLG RK SR-200
- SMP Pump SP-503
- W3 Wtr P P-400
- PT Wtr P-800
- PT Wtr P-801
- SLG BWT P P-700
- SLG BWT P P-701
- SMP P SP-502
- SMO O SP-501
- SMO O SP-500
- TRSF P P-600
- TRSF P P-601
- Station 1 Pump 1
- Station 1 Pump 2

Flows

- Pond Effluent
- CL2 Basin Influent
- CL2 Basin Effluent
- Headworks Influent
- 800 Pump Totalizer
- Headworks Totalizer
- Clarifier Max flow
- WAS Flow
- Filter Flow

Ponds

- Effluent Pond height

Effluent Pond pH

Blowers

Air Comp #1

Air Comp #2

Blower #1

Blower #2

Blower #3

Number of blowers

Generator

Hours

Volt/Amps

Fuel

Chlorine tanks

Tank 1

Tank 2

Daily Dose

Turbidity

Sec. Eff Turb

Final Eff Turb

Solids test

DO Mg/L (AB)

Temp (AB)

ORP MV (AB)

NO3 (AB)

NO2 (AB)

ORP RAS

ORP Clar

NO3 (Clarifier)

NO2 (Clarifier)

DO Mg/L (Filter)
ORP Mg/L (Filter)
CL2 Mg/L (Filter)
Cl2 Mg/L (CL2 Basin)
ORP MV (CL2 Basin)

Misc.

Temperature
Rain
pH (AB)
SB Feet
RAS Valve position
WOX @ min.
Step Feed (AB)
pH RAS
pH Clar
pH (Filter)
Backwash PSI (Filter)
Headloss (Filter)
CL2 Detention time
CL2 Analyzer Residual

Weekly – Data Collection

Solids test

TSS ML
MLSS ML 10
MLVSS ML
RAS ML
CLAR. Eff ML
Filter Eff ML

CL2 Eff ML
BOD Mg/L
COD Mg/L (Headworks)
COD Mg/L (AB)
SS Mg/L
pH (Headworks)
Alk Mg/L (Headworks)
Nitrate Mg/L
Nitrite Mg/L
ORP MV (Headworks)
NH3 Mg/L (Headworks)
Sulfide Mg/L
MLSS Mg/L
NH3 (Clarifier)
Solids under Air
VSS Mg/L
NH3 Mg/L (AB)
FM Ratio
MCRT days
Alk Mg/L (AB)
TSS Mg/L (Clarifier)
SVI Mg/L (Clarifier)
RAS Mg/L
TSS Mg/L (Filter)
Alk Mg/L (Filter)
DO (CL2 Basin)
TSS/SS (CL2 Basin)
Alk (CL2 Basin)
pH (CL2 Basin)

Nitrate (CL2 Basin)

Nitrite (CL2 Basin)

NH3 (CL2 Basin)

Misc.

Settleometer

SD Feet

ALK RAS

ALK Clar

Predicted Waste Rate Time (min)

Sludge Age/SRT 1

Sludge Age/SRT 2

PROCESS	EQUIPMENT	MAINTENANCE SCHEDULE	MAINTENANCE PROCEDURE	VENDOR/STAFF	LOCATION	MAINTENANCE DATE	NAME
HEADWORKS	Mechanical Screen	6 months	Check the conveyor chain and snap rings				
HEADWORKS	Mechanical Screen Gear Reducer	6 months	Drain and replace oil in upper and lower sections				
HEADWORKS	Mechanical Screen Side Seals	6 months	Check for wear				
HEADWORKS	Mechanical Screen Main Channel	6 months	Remove sand, gravel, debris				
HEADWORKS	Mechanical Screen	Annual	Check wear on roller and chain plates				
HEADWORKS	Mechanical Screen	Annual	Check wear on guide rails				
AERATION BASIN	Diffusers and Hoses	6 months	Lift diffuser assembly and examine the hose and diffuser socks for tears.				
AERATION BASIN	Electronic Butterfly Valves Gear Reducer	6 months	Drain and Replace Oil				
BLOWERS	Gear House	3 months	Change Oil				
BLOWERS	Cartridge Filter	3 months	Inspect & Change				
BLOWERS	Electric Starters	6 months	Inspect & Clean				
FILTERS	Airlift pump	Annual	Remove the airlift pump for inspection and cleaning. Change oil, air filter and belts.				
CHLORINATION SYSTEM	Contact basin	Annual	Clean basin with trash pump				
CHLORINATION SYSTEM	Chlorinators	Annual	Maintenance, calibration, replacement as needed				
CHLORINATION SYSTEM	Chlorine sensor (Foxcroft)	Annual	Maintenance, calibration, replacement as needed. Test with a known concentration of chlorine.				
CHLORINATION SYSTEM	Chlorine analyzers	Annual	Maintenance, calibration, replacement as needed				
CHLORINATION SYSTEM	Mixer Motor gear drive	5 years	Lubricate with special lithium oil				
EQ/EMERGENCY OVERFLOW BASIN	Rubber Check Valves	6 Months	Operate and Inspect in the Under drain System				
EQ/EMERGENCY OVERFLOW BASIN	Basin	Annual	Clean out sludge				
WWTP Lift Stations	600, 700, 800 pumps (6 total)	Annual	Overhaul/Replace one pump per year				
Transfer Pump Station	Motor Bearings	3 months	Lubricate				
STANDBY GENERATOR	Generator	Annual	Change Oil, Lubricate Gears				
Compliance Audit	RMP Section 5.8; Appendix K	3 years					

TRAINING	TRAINING SCHEDULE	OPERATOR	Date
Operations & Maintenance	Annual		
Hazard Communication Program	Annual		
Emergency Response Plan	Annual		
Respiratory Protection Plan	Annual		
Cylinder Handling	Annual		

Appendix B – Capital Improvement Plan

Category	Item/Project	Cost Year 1	Cost Year 2	Cost Year 3	Cost Year 4	Costs Year 5	
Wastewater	CS Line replacement	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	
Water	CCTV	\$ 15,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
Split	Dump Truck		\$ 150,000.00				
Split	Construction Truck	\$ 85,000.00					
Water	Vacc Truck	\$ 335,000.00					
Split	SCADA replacement	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	
Wastewater	Backhoe						
Split	IT Updgrades	\$ 50,000.00	\$ 20,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	
Wastewater	Manhole rehab	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
Wastewater	Pump replacement/Overhaul	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	
Water	Water Plant VFDs	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
Wastewater	Sample stations	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
Water	Well	\$ 728,400.00	\$ 728,400.00	\$ 728,400.00	\$ 728,400.00	\$ 728,400.00	
Water	Tanks	\$ 979,800.00	\$ 979,800.00	\$ 979,800.00	\$ 979,800.00	\$ 979,800.00	
Water	DS Line replacement	\$ 541,800.00	\$ 541,800.00	\$ 541,800.00	\$ 541,800.00	\$ 541,800.00	
Water	Generators	\$ 434,400.00	\$ 434,400.00	\$ 434,400.00	\$ 434,400.00	\$ 434,400.00	
Water	Hydrants	\$ 748,400.00	\$ 748,400.00	\$ 748,400.00	\$ 748,400.00	\$ 748,400.00	
Stormwater	Tideflex	\$ 131,600.00	\$ 131,600.00	\$ 131,600.00	\$ 131,600.00	\$ 131,600.00	
		\$ 4,265,900.00	\$ 3,980,900.00	\$ 3,820,900.00	\$ 3,830,900.00	\$ 3,830,900.00	\$ 19,729,500.00



Hidden Valley Lake Community Services District

Fiscal Sustainability Plan

Drinking Water Operations

Contents

Inventory of critical assets (Clean Water Act, 603(d)(1)(i)(I))	2
Evaluation of asset condition & performance (Clean Water Act, 603(d)(1)(i)(II))	5
Certification of Water & Energy Conservation (Clean Water Act, 603(d)(1)(i)(III))	9
Maintenance/Repair Plan with Funding (Clean Water Act, 603(d)(1)(i)(IV)).....	9
Appendix A – Capital Improvement Plan	10

Inventory of critical assets (Clean Water Act, 603(d)(1)(i)(I))

The Hidden Valley Lake Community Services District's (HVLCS D) potable water system is described in the Coyote Valley Concept Infrastructure Plan¹ as follows;

“[Water supply] is obtained through three domestic wells on the south side of Putah Creek, East of Highway 29. The current system is broken down into seven distinct pressure zones, which is supplied by approximately 165,000 feet of pipe (ranging from 4-12” in diameter). There are 2479 service connections, 2440 residential connections, and 39 commercial connections².

The District's existing pumping facilities consist of four booster pump stations:

Water Treatment Plant Booster Pumps

- *Zone 1: Three 490-gpm pumps*
- *Zone 4: Two 380-gpm pumps*

Greenridge Booster Station

- *Two 415-gpm pumps used to booster water from Zone 1 to Tank 9*

Tank 9/Eagle Rock Booster Station

- *Three 1380-gpm pumps used to booster water form Tank 9 to the Little Peak Tank*

The District currently maintains six storage reservoirs totaling 2 MG.

Tank 1a - .15MG

Tank 1b - .2MG

Tank 1c - .5MG

Tank 4a - .5MG

Tank 4b - .15MG

Tank 9 - .15MG

Little Peak Tank - .5MG”

A visual representation of the HVLCS D Water System Schematic and Pressure Zones are represented by Figures 1 and 2 resp.

¹ Coyote Valley concept Infrastructure Plan, 2007

² Connection information as of 8/31/2018

Figure 1

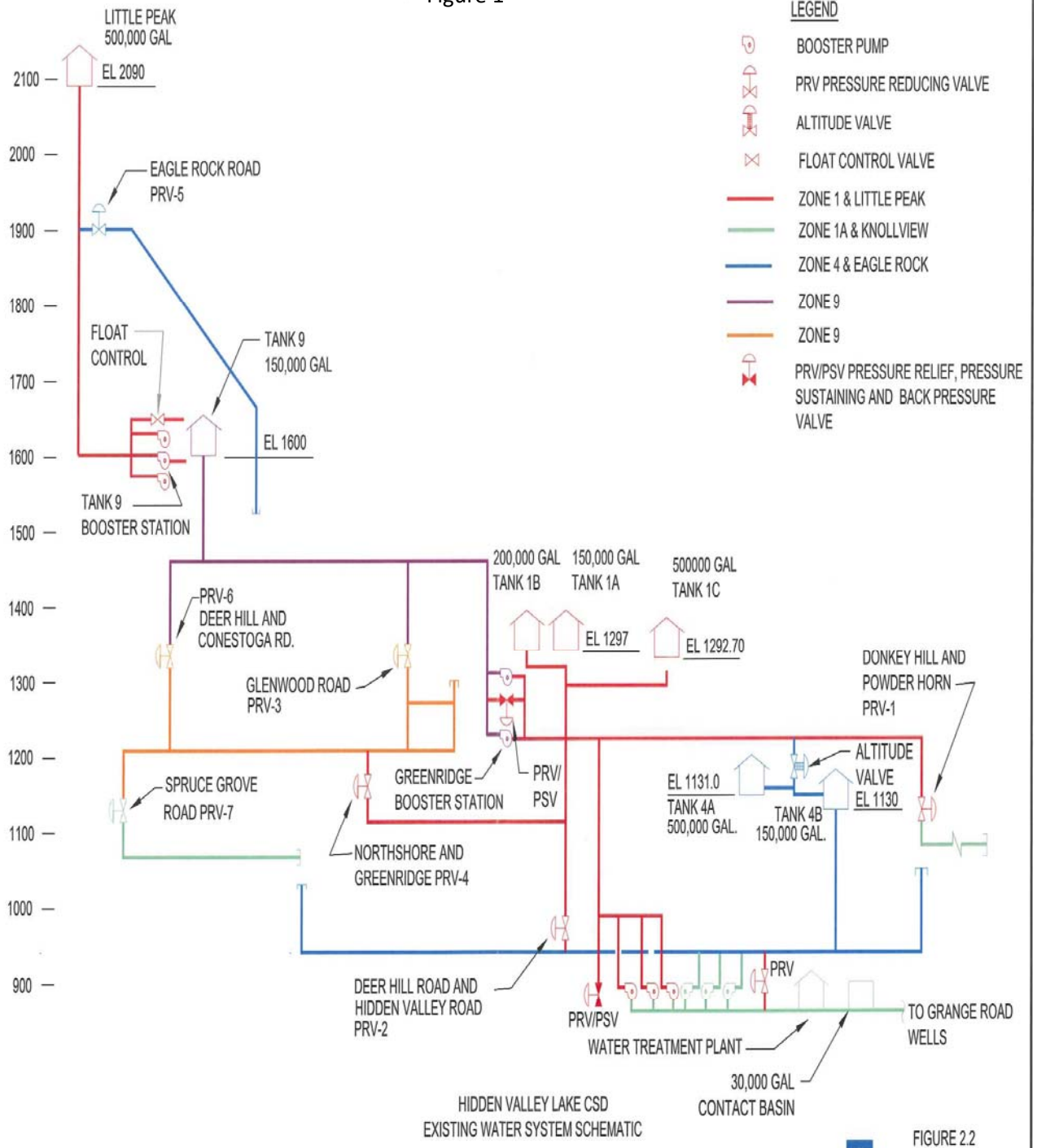
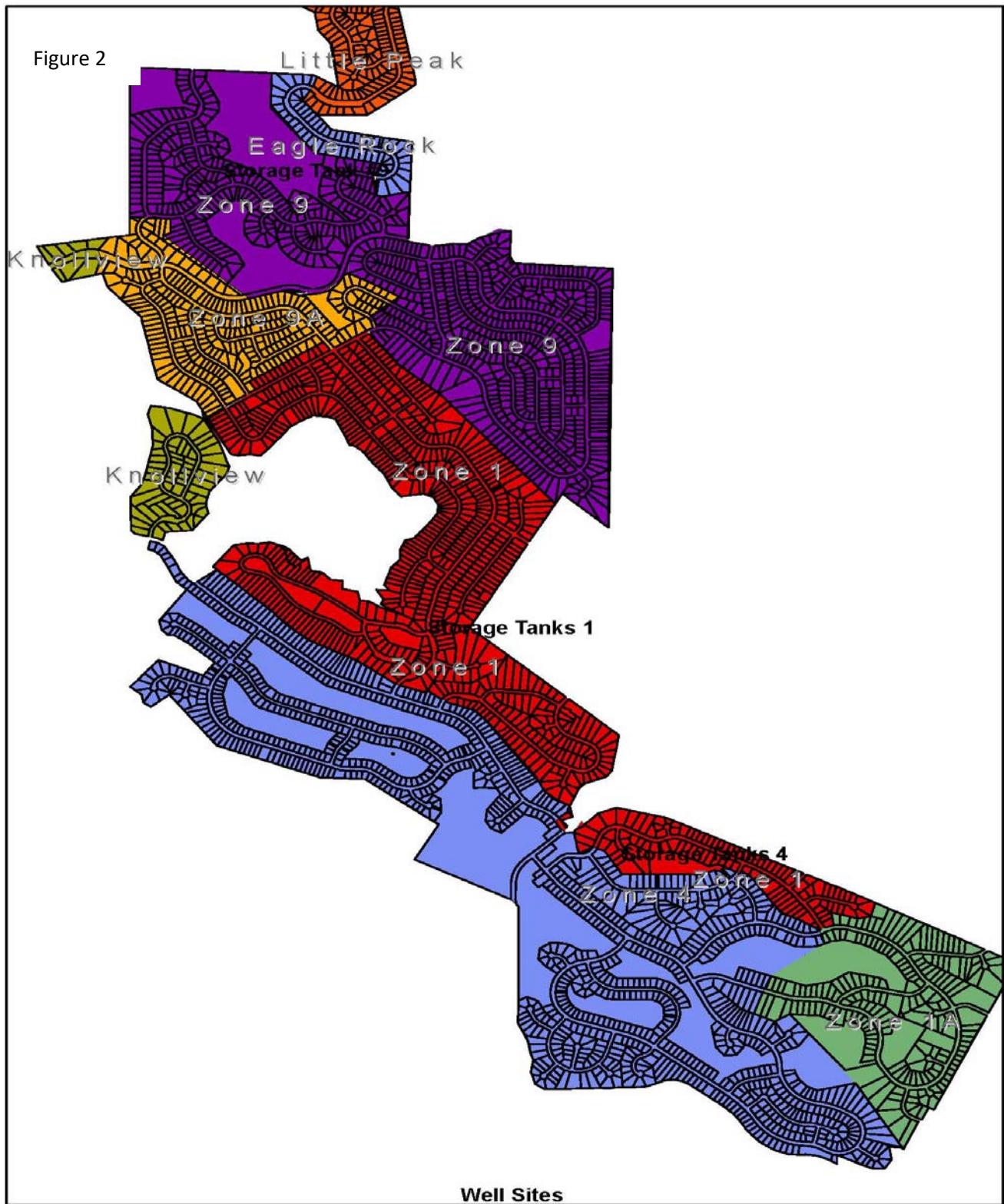


FIGURE 2.2



Figure 2



Evaluation of asset condition & performance (Clean Water Act, 603(d)(1)(i)(II))

Ongoing evaluation of assets is conducted by monitoring equipment performance via SCADA, performing daily rounds, completing monthly well drawdown tasks, and responding to trouble calls.

Figure 3 is the SCADA interface that reports real-time performance and functionality of assets. Figure 4 is the form used to record daily data from water assets. Figure 5 is the form used to record monthly data of well performance.

Print

Login

2/11/2018

11:58:42 AM

None

Figure 3

HIDDEN VALLEY LAKE CSD

MAIN

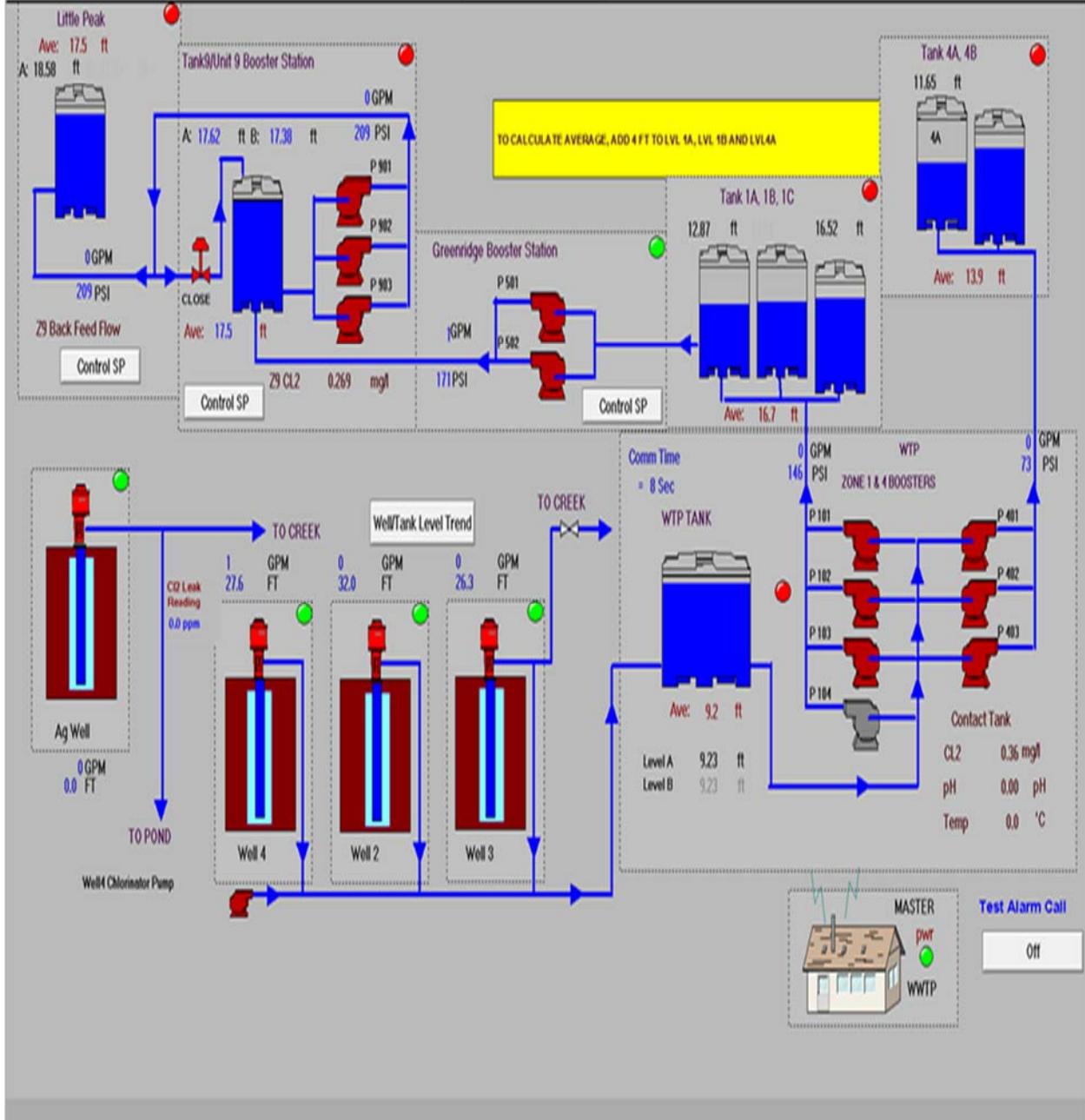


Figure 4

The screenshot displays a 'Daily' monitoring interface with several data entry panels:

- Well2, Well3, AG Well:** Includes timestamp, flow meters, and hours for Well 2, Well 3, and AG Well. It also has radio buttons for 'Reclaim pond' and 'Putah creek', an observations text box, and a 'save & exit' button.
- Sewer:** Features timestamp, lift stations 1 and 2, pump hours, generator hours, and an observations text box with a 'save & exit' button.
- Water Plant:** Contains timestamp, weather (Rain), temperature, pH, flow meters for Zone 1 and Zone 4, PSI, CL2, Resid, and Tank Level. It includes a 'Tuesday DPDs' panel with a dropdown menu, 'Contact Tank' analyzer values, 'Low Zone' and 'High Zone' indicators, a 'Calibration?' checkbox, and a 'save & exit' button.
- Greenridge and Unit 9:** Shows timestamp, flow meters, PSI, CL2 Resid, Tank level, Backfeed, Little Peak, and Tank level. It has an observations text box and a 'save & exit' button. A 'Tuesday DPDs' panel includes 'Lake level (in inches)', 'Above/Below overflow' radio buttons, 'Greenridge CL Actual', 'Unit 9 CL Actual', 'LP CL Actual', and 'LP level' with a 'save & exit' button.
- Sewer (Bottom):** Lists Lift Stations 3 through 7 and Hardester's, with pump hours, generator hours, chemical, pump speed, and tank level fields. It includes an observations text box and a 'save & exit' button.
- Tuesday DPDs Tank 4:** Features 'CL Actual', '4-A level', '4-b level', an observations text box, and a 'save & exit' button.
- Tuesday DPDs Tank 1:** Features 'CL Actual', '1-A level', '1-b level', '1-c level', an observations text box, and a 'save & exit' button.

Navigation buttons include 'Flood Control', 'Go To Wednesday Tasks', and 'Exit'.

Figure 5



Static

Monitoring Well Static Levels

Treatment plant

Feet inches

1

2

3

Grange Road Well Easement American Rock Well

Feet inches Feet inches

A A

B B

spyglass #7 Well Luchetti Well

Feet inches Feet inches

A A

B B

#18th Tee Well

Feet inches

1

Lake

HVL level

Below Overflow above overflow

inches

Pump Test

Monthly pump test

Well 3

static level Feet inches GPM

Drawdown Recovery

Feet inches Feet inches

1 min 1 min

3 min 3 min

5 min 5 min

10 min 10 min

15 min 15 min

30 min 30 min

fLOWMETER READ START

fLOWMETER READ FINISH :

HOUR METER READ

HOUR METER READ FINISH

Well 2

static level Feet inches GPM

Drawdown Recovery

Feet inches Feet inches

1 min 1 min

3 min 3 min

5 min 5 min

10 min 10 min

15 min 15 min

30 min 30 min

fLOWMETER READ START

fLOWMETER READ FINISH :

HOUR METER READ

HOUR METER READ FINISH

Well 4

static level Feet inches GPM

Drawdown Recovery

Feet inches Feet inches

1 min 1 min

3 min 3 min

5 min 5 min

10 min 10 min

15 min 15 min

30 min 30 min

fLOWMETER READ START

fLOWMETER READ FINISH :

HOUR METER READ

HOUR METER READ FINISH

AG Well

static level Feet inches GPM

Drawdown Recovery

Feet inches Feet inches

1 min 1 min

3 min 3 min

5 min 5 min

10 min 10 min

15 min 15 min

30 min 30 min

fLOWMETER READ START

fLOWMETER READ FINISH :

HOUR METER READ

HOUR METER READ FINISH

Certification of Water & Energy Conservation (Clean Water Act, 603(d)(1)(i)(III))

In the geologically diverse area of Hidden Valley Lake, any measure of water efficiency or water resiliency will inherently conserve water & energy. Booster pump stations deliver water from an elevation of 900MSL to as high as 2000MSL. When there is better storage or delivery of water, less water is used and less energy is consumed. The desired output then is that the booster stations will not be pumping as much water, and therefore not using as much electricity.

Hidden Valley Lake Community Services District hereby certifies that the Fiscal Sustainability Plan for Drinking Water Operations will include water and energy conservation efforts as part of this plan.

Maintenance/Repair Plan with Funding (Clean Water Act, 603(d)(1)(i)(IV))

The evaluation of assets has led to certain Capital Improvement projects as outlined in HVLCSD's Five year CIP³. In concert with a consulting firm commissioned to develop a Rate Study analysis, HVLCSD has an immediate, mid, and long-term plan for funding. Depending on the results of the analysis, HVLCSD is likely to implement rate increases through the Proposition 218 process over the mid and long term.

The day to day operational expenses are budgeted for each fiscal year. The water maintenance and repair line items are in place to fund the immediate needs.

A Local Hazard Mitigation Plan (LHMP) is currently in the planning phase, and will also help the District move forward to protect its assets against disasters precipitated by climate change. The following is an excerpt from the Hazard Identification section of the LHMP.

1. *“Climate change – Weather systems worldwide are changing, and have significant impacts locally. Extreme weather has increased in the number of occurrences, and severity. Severe storms, floods, droughts, heat waves, and the likelihood of wildfire are increasing, and impact the people and ecosystems. Specific mitigation action plans for the following listed hazards are expected to improve HVLCSD's resilience and recovery from climate change.”*

³ Appendix A

Appendix A – Capital Improvement Plan

Category	Item/Project	Cost Year 1	Cost Year 2	Cost Year 3	Cost Year 4	Costs Year 5	
Wastewater	CS Line replacement	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	
Water	CCTV	\$ 15,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
Split	Dump Truck		\$ 150,000.00				
Split	Construction Truck	\$ 85,000.00					
Water	Vacc Truck	\$ 335,000.00					
Split	SCADA replacement	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	
Wastewater	Backhoe						
Split	IT Upgrades	\$ 50,000.00	\$ 20,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	
Wastewater	Manhole rehab	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
Wastewater	Pump replacement/Overhaul	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	
Water	Water Plant VFDs	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
Wastewater	Sample stations	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
Water	Well	\$ 728,400.00	\$ 728,400.00	\$ 728,400.00	\$ 728,400.00	\$ 728,400.00	
Water	Tanks	\$ 979,800.00	\$ 979,800.00	\$ 979,800.00	\$ 979,800.00	\$ 979,800.00	
Water	DS Line replacement	\$ 541,800.00	\$ 541,800.00	\$ 541,800.00	\$ 541,800.00	\$ 541,800.00	
Water	Generators	\$ 434,400.00	\$ 434,400.00	\$ 434,400.00	\$ 434,400.00	\$ 434,400.00	
Water	Hydrants	\$ 748,400.00	\$ 748,400.00	\$ 748,400.00	\$ 748,400.00	\$ 748,400.00	
Stormwater	Tidelflex	\$ 131,600.00	\$ 131,600.00	\$ 131,600.00	\$ 131,600.00	\$ 131,600.00	
		\$ 4,265,900.00	\$ 3,980,900.00	\$ 3,820,900.00	\$ 3,830,900.00	\$ 3,830,900.00	\$ 19,729,500.00

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

DATE: December 18, 2018

AGENDA ITEM: Approve: Clean Water State Revolving Fund application for I & I Remediation project, to include resolutions and fiscal sustainability plans.

RECOMMENDATIONS: Recommend the Board of Directors adopt Resolutions 2018-08, 2018-09, 2018-10, and the Fiscal Sustainability Plans for both Water and Sewer.

FINANCIAL IMPACT: I & I expenditures have already been identified in the five-year capital improvement plan. Over the course of the entire five years, the plan commits to \$425,000 dedicated to I & I Remediation. The potential approval of the I & I Remediation project, would add another \$425,000 towards this effort.

BACKGROUND:

The Division of Financial Assistance (DFA) for the Clean Water State Revolving Fund (CWSRF) changed its parameters for the application process in 2018. Applicants are now reviewed annually for eligibility for the upcoming fiscal year. The deadline for filing a complete application is now December 31st of each year.

Additional changes include a scoring system that weighs the relative urgency of the project against other applicants. The DFA CWSRF gives the highest points to a project that is considered a corrective action of some state violation. HVLCSO is able to provide proof that the I & I Remediation project is in response to a Central Valley Regional Water Quality Control Board (CVRWQCB) Notice of Violation on 4/12/2017.

Some parameters have stayed the same, such as the required board approved resolutions, and the board approved fiscal sustainability plans. The wording of these documents are advised to remain the same as the template provided by the DFA CWSRF. The following is an excerpt from the DFA CWSRF application instructions:

“F4 – **Reimbursement Resolution:** An adopted Reimbursement Resolution is required for review by the CWSRF tax attorney. The language may not vary from the language provided in the template. The Reimbursement Resolution should be a stand-alone resolution (not applicable if 100% grant/principal forgiveness funding).

F5 - **Authorizing Resolution/Ordinance:** This resolution or ordinance designates the Authorized Representative(s) for the project, who will have the authority to sign and submit the CWSRF application materials, certify compliance with applicable state and federal laws, execute the financial assistance agreement and amendments, and certify disbursement requests.

- To minimize the potential for problems, use the exact language in the template resolution.
- Enter the title of the Authorized Representative, NOT a person's name.
- Do not modify the words financing or financial assistance to other terms such as "loan", "grant", or "principal forgiveness". Use of these terms will create legal complications; the terms "financing" and "financial assistance" are broad enough to be applicable to all of the above.
- It is not necessary to specify the requested amount of financing. If you do specify an amount, to allow some flexibility, please specify the maximum anticipated amount of financing as follows: "Financial assistance shall not exceed \$850,000."

F6 – Rate Adoption Resolution: Attach a copy of the most recent board resolution, ordinance, or similar document, which approved the water rates currently in place.

F7 – Pledged Revenues and Fund(s) Resolution: Federal law requires applicants to establish a dedicated source of revenue for repayment. The financing agreement will identify the pledge revenue(s) and fund(s) (PRF). The majority of CWSRF applications for wastewater projects are secured with "the Wastewater Enterprise fund and Net Revenues thereof". If your CWSRF financing agreement will also be secured with other PRFs such as special assessments or a special tax, the template language will need to be modified accordingly. If you are uncertain as to the appropriate wording, a draft version may be submitted with the initial application. A reserve fund may also be required. This item is not required if the applicant is a Small DAC applying for one hundred percent grant/principal forgiveness funding.

REIMBURSEMENT RESOLUTION

RESOLUTION NO: 2018-08

WHEREAS, the Hidden Valley Lake Community Services District (the “Agency”) desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water and wastewater system, including certain treatment facilities, pipelines and other infrastructure (the “Project”); and

WHEREAS, the Agency intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys (“Project Funds”) provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the “Obligations”), and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the “Expenditures”) with respect to the Project from available moneys of the Agency; and

WHEREAS, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, THE AGENCY DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

SECTION 1. The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.

SECTION 2. The reasonably expected maximum principal amount of the Project Funds is not to exceed \$850,000.00.

SECTION 3. This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.

SECTION 4. Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.

SECTION 5. To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 6. This resolution is adopted as official intent of the Agency in order to comply with Treasury Regulation 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.

SECTION 7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

AYES:

NOES:

ABSENT:

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors held on December 20, 2018

(Name, Signature, and Seal of the Clerk or Authorized Record Keeper of the Governing Board of the Agency)

AUTHORIZING RESOLUTION

RESOLUTION NO: 2018-09

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT (the "Entity"), AS FOLLOWS:

The General Manager (the "Authorized Representative") or designee is hereby authorized and directed to sign and files, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of I &I Remediation (the "Project").

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments of changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors held on December 20, 2018

(Name, Signature, and Seal of the Clerk or Authorized Record Keeper of the Governing Board of the Agency)

PLEGGED REVENUES AND FUND(S) RESOLUTION

RESOLUTION NO: 2018-10

BE IT RESOLVED, the Hidden Valley Lake Community Services District (the "Entity") hereby dedicates and pledges the Wastewater Enterprise fund and Net Revenues thereof to payment of any and all Clean Water State Revolving Fund and/or Water Recycling Funding Program financing for I & I Remediation – 43618 (the "Project"). The Entity commits to collecting such revenues and maintaining such funds(s) throughout the term of such financing and until the Entity has satisfied its repayment obligation thereunder unless modification or change is approved in writing by the State Water Resources Control Board. So long as the financing agreement(s) are outstanding, the Entity's pledge hereunder shall constitute a lien in favor of the State Water Resources Control Board on the foregoing fund(s) and revenue(s) without any further action necessary. So long as the financing agreement(s) are outstanding, the Entity commits to maintaining the fund(s) and revenue(s) at levels sufficient to meet its obligations under the financing agreement(s).

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors held on December 20, 2018.

(Name, Signature, and Seal of the Clerk or Authorized Record Keeper of the Governing Board of the Agency)

GENERAL INFORMATION PACKAGE

I. TYPE OF ASSISTANCE REQUESTED			
Amount of Assistance Requested: \$			
Proposed Security: <input type="checkbox"/> Wastewater revenues and fund <input type="checkbox"/> Water revenues and fund <input type="checkbox"/> Other:			
Project Type(s): <input type="checkbox"/> Wastewater <input type="checkbox"/> Water Recycling <input type="checkbox"/> Estuary <input type="checkbox"/> Nonpoint Source			
II. APPLICANT INFORMATION			
Applicant Name:			
Street Address:	City:	State:	Zip+4 Code:
Applicant Type: <input type="checkbox"/> Public <input type="checkbox"/> Indian Tribe <input type="checkbox"/> Nonprofit <input type="checkbox"/> Other: Specify _____			
County:		Charter City/County: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Mailing Address:	City:	State:	Zip+4 Code:
Congressional District(s):			
State Senate District(s):			
State Assembly District(s):			
Data Universal Numbering System (DUNS) No.:		Federal Tax ID No.:	
Regional Water Board where the project will take place: <input type="checkbox"/> 1 (North Coast) <input type="checkbox"/> 2 (San Francisco Bay) <input type="checkbox"/> 3 (Central Coast) <input type="checkbox"/> 4 (Los Angeles) <input type="checkbox"/> 5 (Central Valley) <input type="checkbox"/> 6 (Lahontan) <input type="checkbox"/> 7 (Colorado River) <input type="checkbox"/> 8 (Santa Ana) <input type="checkbox"/> 9 (San Diego)			
Authorized Representative Name, Title:			
Phone No.: ()		Email Address:	
Contact Person Name:			
Phone No.: ()		Email Address:	
Local Counsel Name:			
Phone No.: ()		Email Address:	
III. PROJECT INFORMATION AND PROPOSED SCHEDULES			
Project Description: <i>(Enter a brief description of the project)</i>			
Project Title:			
Project Location Street Address:	City:	State:	Zip+4 Code:
NPDES Permit or WDR Order No. (if applicable):			
Current Year Estimated Population Served:			

State Use Only	
CWSRF Project #	
Project Manager	
Date Received	

		Estimated or Actual Date
Estimated Project Schedule:	Complete Construction Application	_____
	1) General Information Package	_____
	2) Technical Package	_____
	3) Environmental Package	_____
	4) Financial Security Package	_____
	Complete Project Plans and Specifications	_____
	Advertise Bids	_____
	Issue Notice to Proceed	_____
	Complete Construction	_____

Consultation with Other Agencies

Please list other Federal and State agencies that have been involved in this project (e.g. planning, CEQA/NEPA consultation, funding, etc.), their contact information if known, and estimated dates for resolution of any issues.

Partnering Agencies

Please list all other agencies that have an interest in this project. Provide contact information if known.

Potential CWSRF Flags Worksheet – Although not required, it is recommended that you complete and attach the [Potential CWSRF Flags Worksheet](#) to the General Information Package.

IV. ESTIMATED PROJECT CAPITAL COSTS AND FUNDING SUMMARY

<u>Cost Classification</u>	<u>Total Project Costs</u>	<u>Other Funding</u>	<u>Requested Financing</u>
A. Facilities Planning (a)	\$ _____	\$ _____	\$ _____
B. Facilities Design (a)	\$ _____	\$ _____	\$ _____
C. Construction Management (a)	\$ _____	\$ _____	\$ _____
D. Value Engineering (a)	\$ _____	\$ _____	\$ _____
E. Administration (a)	\$ _____	\$ _____	\$ _____
F. Facilities Construction Total	\$ _____	\$ _____	\$ _____
G. Contingency	\$ _____	\$ _____	\$ _____
H. Pre-Purchase Material/Equipment	\$ _____	\$ _____	\$ _____
I. Land and Right-of-Way	\$ _____	\$ _____	\$ _____
J. Other Costs	\$ _____	\$ _____	\$ _____
<i>Explain:</i> _____			
K. Total Project Costs	\$ _____	\$ _____	\$ _____
<i>(a) Soft costs may be provided for planning, design, value engineering, construction management, and administration costs.</i>			
Portion of the Total Project Costs that will serve existing facilities and/or existing communities			\$ _____
Portion of the Total Project Costs that will serve new development			\$ _____

V. TECHNICAL SPONSORSHIP

If the Division were to set up a technical sponsorship program, would you be interested in providing in-kind technical assistance to another CWSRF applicant in exchange for special financing? Note that checking "Yes" in no way obligates you to participate in this potential program or guarantees that this incentive will be available or offered.

- Yes No

If Yes, please indicate the areas where you would be willing to provide assistance:

- Assistance in completing a funding application
- Assistance in writing a facilities plan/project report
- Assistance in developing a Capital Improvement Plan
- Assistance in conducting a water or energy audit
- Assistance in building Operations & Maintenance capacity
- Other: Specify _____

VI. SUSTAINABILITY

A project that supports or incorporates one or more of the following sustainability goals receives one priority point for each area addressed.

Label the requested documents as Attachment G1, G2, G3, etc.

<input type="checkbox"/>	The project supports infill development or results in the reuse or redevelopment of land in an area presently served by transit, streets, water, sewer and other essential services. G1 – Provide a map highlighting the infill or redevelopment areas.
<input type="checkbox"/>	The applicant maintains a Capital Improvement Plan, an Asset Management Plan, or has performed a full-cost pricing analysis, or the project incorporates climate change adaption. G2 – Provide copies or links to these plan or analysis.
<input type="checkbox"/>	The project protects environmental or agricultural resources such as farm, range and forest lands; wetlands and wildlife habitats; recreational lands such as parks, trails, and greenbelts; or landscapes with locally unique features or areas identified by the state as deserving special protection. G3 – Provide a map highlighting the areas that will be protected.
<input type="checkbox"/>	The project is cited in one or more regional environmental management plans. G4 – Provide copies or links to these plans.
<input type="checkbox"/>	The project incorporates wastewater or storm water/urban runoff recycling, water conservation, energy conservation, low impact development, or reduced use of other vital resources. G5 – Explain the reason for the energy savings and the expected energy savings.
<input type="checkbox"/>	The project uses low-impact treatment for lower lifecycle operating costs through reduced energy, chemical, or other inputs. G6 – Explain the reason(s) for the reduced operating costs.

CERTIFICATION AND SIGNATURE OF AUTHORIZED REPRESENTATIVE

To the best of my knowledge and belief, I certify that I am authorized to submit this application; the information provided in this application is true and correct; the documentation has been duly authorized by the governing body of the applicant; and the entity possesses the legal authority to apply for the financing and enter into a financing agreement with the State Water Resources Control Board and to finance and construct the proposed facilities.

Name of Authorized Representative: _____ Title: _____

Signature of Authorized Representative: _____ Date: _____

HOW DID YOU HEAR ABOUT THE CWSRF PROGRAM?

- California Financing Coordinating Committee (CFCC) Funding Fair
- Colleague
- State Water Board Letter
- Conference/Trade Show/Workshop (Specify): _____
- Employer/Employee
- Consultant
- Internet
- Publication
- Other (Specify): _____