



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: July 17, 2012
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) CONSENT CALENDAR
 - (A) MINUTES: June 19, 2012 Regular Board Meeting Minutes is recommended for approval.
 - (B) WARRANTS: Approval of Warrants 029992-030126 is recommended.
 - (C) AUTHORIZE INTERIM GENERAL MANAGER to execute annual Joint Funding Agreement between District and United States Geological Survey for continued operation of "Putah Creek near Guenoc" stream flow gauging station
- 6) BOARD COMMITTEE REPORTS AND DISCUSSION
 - Personnel Committee
 - Finance Committee
 - Security and Disaster Preparedness Program Committee
- 7) STAFF REPORTS
 - Accountant/Controller's Report
 - General Manager's Report
- 8) REVISIONS TO HVLCSD PERSONNEL POLICY MANUAL
 - 8A Discussion and Possible Action: Adoption of revised Administrative Leave (exempt employees) policy
 - 8B Discussion and Possible Action: Adoption of revised Employee Health Alternate Coverage policy
 - 8C Discussion and Possible Action: Adoption of revised School Activity Leave policy
 - 8D Discussion and Possible Action: Adoption of Smoke Free Workplace policy
- 9) DISCUSSION AND POSSIBLE ACTION: Implementation of Paperless Agenda Program



Hidden Valley Lake Community Services District

Regular Board Meeting

- 10) DISCUSSION AND POSSIBLE ACTION: CSDA Individual and District Recognition for Board Member Training
- 11) DISCUSSION AND POSSIBLE ACTION: Procurement of Boardroom Table
- 12) PUBLIC COMMENT
- 13) BOARD MEMBER COMMENT
- 14) CLOSED SESSION:
 - 14A Government Code Section 54957(b) Personnel Performance Evaluation: Interim General Manager
 - 14B Government Code Section 54956.9(b)(1) Anticipated Litigation Significant exposure to litigation against the District
- 15) ADJOURNMENT

Public records are available upon request. Board Packets are posted on our website at www.hiddenvalleylakecsd.com. Click on the "Board Packet" link on the Agenda tab.

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

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



Hidden Valley Lake Community Services District

Regular Board Meeting Minutes

DATE: June 19, 2012
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on June 19, 2012 at the hour of 7:00 p.m. by President Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Graham, Lieberman, Mirbegian and Herndon. Also present: Roland Sanford, Interim General Manager, Tami Ipsen, Administrative Assistant/Secretary to the Board and Tasha Klewe, Accountant/Controller.

4) APPROVAL OF AGENDA:

Director Freeman moved, Director Mirbegian seconded to approve the June 19, 2012 Agenda. Motion was amended after Mr. Sanford recommended moving the General Manager's Report to follow Public Comment.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

Staff recommended pulling 5A. May 22, 2012 Minutes and 5C. Adoption of Corrected Proclamation off the Consent Calendar for corrections.

- A. MINUTES: Approval of the June 12, 2012 Special Meeting – Budget Workshop Minutes
- B. WARRANTS: Approved warrant # 029906-029991
- D. ADOPTION OF RESOLUTION 2012-08 authorizing adoption of Communications and Board Support Policy

Director Mirbegian moved, Director Graham seconded to approve the Consent Calendar with agenda items 5A. May 22, 2012 Minutes and 5C. removed for correction.

Motion approved by unanimous vote.

5A. MINUTES: Approval of the Minutes of the Board of Directors of May 22, 2012

After discussion, Director Mirbegian moved, Director Lieberman seconded to approve the May 22, 2012 Board Meeting Minute with the following corrections:

Page Four, line 11 to read "Director Mirbegian moved, Director Lieberman seconded to accept the Board – GM Communication Policy upon the review of counsel.

Motion approved by unanimous vote."

Motion approved by unanimous vote.

- 5C. ADOPTION OF CORRECTED PROCLAMATION recognizing GHD for their engineering contributions toward the development of the District's Photovoltaic Energy Sustainability Project

Director Lieberman moved, Director Freeman seconded to approve the Proclamation with adding a space between 420,000 and kWh to read, "420,000 kWh".

Motion approved by unanimous vote.

6) BOARD COMMITTEE REPORTS:

Personnel Committee - Director Herndon reported the Personnel Committee will be meeting on June 27, 2012 at 7:00 a.m.

Finance Committee Report – Director Mirbegian reported on the May 24 and 31, June 6 and 12, 2012 Finance Committee meetings and workshop.

Security and Disaster Preparedness Program Committee Report – Director Herndon stated there was no report.

7) STAFF REPORTS:

Accountant/Controller's Finance and Investment Report

Tasha Klewe presented the May 31, 2012 Financial and Investment Reports. She also explained the pie charts showing distribution of the District's fund accounts. The May 31, 2012 Revenue and Expense Report indicates the District's revenue estimate is over budget approximately 4.5% and the expenses are over budget approximately 2.55%.

General Manager's Report: Moved to follow Public Comment.

8) DISCUSSION AND POSSIBLE ACTION: Resolution 2012-09 fixing and adopting District Budget for Fiscal Year 2012-2013

After discussion and a few changes, Director Mirbegian moved, Director Lieberman seconded to reallocate the excess funds from retirement benefits to reflect \$2,000 in Strategic Plan and \$11,400 into legal fees and approve Resolution 2012-09 a Resolution Fixing and Approving Budget for Fiscal Year 2012-2013.

Resolution approved by unanimous vote.

9) DISCUSSION AND POSSIBLE ACTION: Resolution 2012-10 approving and adopting Investment Policy for Fiscal Year 2012-2013

After discussion, Director Freeman moved, Director Mirbegian seconded to approve resolution 2012-10, a Resolution Approving and Adopting Investment Policy for Fiscal Year 2012-2013 with some reformatting and review.

Mr. Sanford recommended bringing the Investment Policy to the Finance Committee to address reformatting and for review.

Resolution approved by unanimous vote.

- 10) PUBLIC HEARING: To consider placement of default balance liens on real property pursuant to Government Code Section 61115

Director Herndon opened the hearing at 7:30 p.m. There were no comments or letters from the public. The hearing was closed at 7:31.

- 11) DISCUSSION AND POSSIBLE ACTION: Resolution 2012-11 confirming default balances and directing staff to file liens on real property

After discussion, Director Mirbegian moved, Director Lieberman seconded to approve resolution 2012-11, A Resolution of the Board of Directors of the Hidden Valley Lake Community Services District Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit A and Directing Staff to File a Lien on Said Property.

Resolution approved by unanimous vote.

- 12) PUBLIC COMMENTS:

Property owner inquired if the DRAFT 2012-2013 Budget was posted on the website prior to the Board Meeting. Director Herndon noted the DRAFT 2012-2013 Budget was posted with the entire board packet on the District's website prior to the Board Meeting.

- 13) General Manager's Report:

Mr. Sanford updated the Board on the following

- Putting water down Putah Creek as part of condition #18 earlier than anticipated.
- September 17, 2012 as a possible date for the solar project ribbon cutting ceremony.
- How staff found a \$700 savings a year in reduction of garbage cans.

- 14) BOARD MEMBER COMMENT:

Director Mirbegian reported on the upcoming ACWA Region 1 event on June 22, 2012.

BREAK: 7:43 p.m. to 7:51 p.m.

- 15) CLOSED SESSION: Government Code Section 54956.9 (b) (1) Anticipated litigation – Significant Exposure to Litigation against the District. A point has been reached where in the opinion of the Board on the advice of its legal counsel based on existing facts and circumstances; there is a significant exposure to litigation against the District. There is one potential case.

The Board of Directors went into closed session at 7:51 p.m. and came out of closed session at 9:10 p.m.

Director Herndon stated there was no reportable action taken in closed session.

- 16) ADJOURNMENT: The meeting was adjourned at 9:17 p.m. on motion by Director Lieberman, seconded by Director Mirbegian and unanimously carried.

Tami Ipsen Date
Secretary to the Board

Linda Herndon Date
President of the Board

**Hidden Valley Lake CSD
Warrant Summary Report
June 30, 2012**

HVLCSD Deposit Summary

Cash	\$ 135,613.38
Transfers:	
Money Market	\$ -
Total Deposits	\$ 135,613.38

HVLCSD Expenditure Summary

Accounts Payable	
120 Sewer	\$ 79,787.17
130 Water	\$ 115,112.05
140 Flood Control	\$ 152.52
175 FEMA Fund	\$ -
215 USDA Sewer Bond	\$ -
217 State Loan	\$ -
218 CIEDB	\$ -
219 USDA Solar Project	\$ -
375 Sewer Reserve Improvement	\$ 61.04
711 Bond Administration	\$ -
Total AP	\$ 195,112.78
U/B Refunds	\$ 122.72
Total Payroll	\$ 56,800.00
Total Warrants	\$ 252,035.50

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

CHECK DATE: 6/01/2012 THRU 6/30/2012
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

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1010	6/01/2012	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	3,699.72CR	POSTED	A	6/01/2012
1010	6/01/2012	BANK-DRAFT000001		US DEPARTMENT OF THE TREASURY	26.60CR	POSTED	A	6/01/2012
1010	6/01/2012	BANK-DRAFT000002		Correct Payment	26.60	POSTED	G	6/01/2012
1010	6/15/2012	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	3,840.46CR	POSTED	A	6/15/2012
1010	6/22/2012	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	26.60CR	POSTED	A	6/22/2012
1010	6/29/2012	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	3,656.21CR	POSTED	A	6/29/2012
CHECK:								
1010	6/01/2012	CHECK	029992	WHITE, DENNIS E	1,340.38CR	POSTED	P	6/01/2012
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1010	6/01/2012	CHECK	029994	VOID CHECK	0.00	POSTED	A	6/01/2012
1010	6/01/2012	CHECK	029995	VOID CHECK	0.00	POSTED	A	6/01/2012
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1010	6/01/2012	CHECK	030011	VOID CHECK	0.00	POSTED	A	6/01/2012
***	1010	6/01/2012	CHECK	030013 CALIFORNIA PUBLIC EMPLOYEES RE	6,540.89CR	POSTED	A	6/06/2012
1010	6/01/2012	CHECK	030014 SACRAMENTO DEPT OF CHILD SUPPO	138.46CR	POSTED	A	6/06/2012	
1010	6/01/2012	CHECK	030015 STATE OF CALIFORNIA EMPLOYMENT	1,057.53CR	POSTED	A	6/04/2012	
1010	6/01/2012	CHECK	030016 VARIABLE ANNUITY LIFE INSURANC	150.00CR	POSTED	A	6/05/2012	
1010	6/01/2012	CHECK	030017 DOWNEY BRAND ATTORNEYS LLP	5,000.00CR	CLEARED	A	7/02/2012	
1010	6/01/2012	CHECK	030018 GHD	1,868.47CR	POSTED	A	6/06/2012	
1010	6/01/2012	CHECK	030019 JERRY EDDINS	150.00CR	POSTED	A	6/07/2012	
1010	6/01/2012	CHECK	030020 MEDIACOM	75.90CR	POSTED	A	6/07/2012	
1010	6/01/2012	CHECK	030021 OFFICE DEPOT	224.48CR	POSTED	A	6/07/2012	
1010	6/01/2012	CHECK	030022 TAMI IPSEN	413.71CR	POSTED	A	6/01/2012	
1010	6/01/2012	CHECK	030023 MIKSIS SERVICES, INC.	3,000.00CR	POSTED	A	6/04/2012	
1010	6/01/2012	CHECK	030024 PACE SUPPLY CORP	768.70CR	POSTED	A	6/05/2012	
1010	6/01/2012	CHECK	030025 PACIFIC GAS & ELECTRIC COMPANY	13,033.56CR	POSTED	A	6/07/2012	
1010	6/01/2012	CHECK	030026 PENINSULA PUMP & EQUIPMENT, IN	2,717.22CR	OUTSTND	A	0/00/0000	
1010	6/01/2012	CHECK	030027 QUACKENBUSH MRRCF	5.00CR	POSTED	A	6/13/2012	
1010	6/01/2012	CHECK	030028 USA BLUE BOOK	241.12CR	POSTED	A	6/07/2012	

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

CHECK DATE: 6/01/2012 THRU 6/30/2012
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
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1010	6/06/2012	CHECK	030029	U S POSTMASTER	190.00CR	POSTED	A	6/11/2012
1010	6/08/2012	CHECK	030030	AMERICAN EXPRESS	136.48CR	POSTED	A	6/11/2012
1010	6/08/2012	CHECK	030031	CHASE CARD SERVICES UNITED MIL	5,428.99CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030032	DEVELOPMENT GROUP	125.00CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030033	FEDERAL EXPRESS CORPORATION	25.54CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030034	GHD	8,265.26CR	POSTED	A	6/13/2012
1010	6/08/2012	CHECK	030035	L & M LOCKSMITHING	620.56CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030036	LAKE COUNTY RECORD-BEE	93.52CR	POSTED	A	6/13/2012
1010	6/08/2012	CHECK	030037	SPECIAL DISTRICT RISK MANAGEME	19,941.69CR	POSTED	A	6/13/2012
1010	6/08/2012	CHECK	030038	ARMED FORCE PEST CONTROL, INC.	180.00CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030039	BRELJE AND RACE LABS, INC.	716.70CR	POSTED	A	6/18/2012
1010	6/08/2012	CHECK	030040	HACH COMPANY	149.04CR	POSTED	A	6/12/2012
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1010	6/08/2012	CHECK	030042	JAMES DAY CONSTRUCTION, INC.	4,494.61CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030043	LAKE COUNTY COURIER EXPRESS, L	1,410.40CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030044	LAKE LABS	2,270.00CR	POSTED	A	6/13/2012
1010	6/08/2012	CHECK	030045	MENDO MILL CLEARLAKE	53.24CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030046	PACE SUPPLY CORP	229.80CR	POSTED	A	6/12/2012
1010	6/08/2012	CHECK	030047	USA BLUE BOOK	663.34CR	POSTED	A	6/14/2012
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1010	6/08/2012	CHECK	030052	BERRY, DAVID	169.60CR	POSTED	A	6/18/2012
1010	6/15/2012	CHECK	030053	WHITE, DENNIS E	1,823.68CR	POSTED	P	6/15/2012
1010	6/15/2012	CHECK	030054	ACWA HEALTH BENEFITS AUTHORITY	658.82CR	POSTED	A	6/19/2012
1010	6/15/2012	CHECK	030055	GHD	17.75CR	POSTED	A	6/19/2012
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1010	6/15/2012	CHECK	030059	MERRILL, ARNONE & JONES, LLP	189.00CR	POSTED	A	6/20/2012
1010	6/15/2012	CHECK	030060	SOUTH LAKE REFUSE COMPANY	215.10CR	POSTED	A	6/22/2012
1010	6/15/2012	CHECK	030061	SPECIAL DISTRICT RISK MANAGEME	5,269.00CR	POSTED	A	6/21/2012
1010	6/15/2012	CHECK	030062	ACTION SANITARY, INC.	500.00CR	POSTED	A	6/20/2012
1010	6/15/2012	CHECK	030063	CLEARLAKE MACHINE SHOP, INC	53.63CR	POSTED	A	6/29/2012
1010	6/15/2012	CHECK	030064	CLEARLAKE PAPER & JANITORIAL S	101.73CR	POSTED	A	6/19/2012
1010	6/15/2012	CHECK	030065	DIRECTV	89.99CR	POSTED	A	6/20/2012
1010	6/15/2012	CHECK	030066	JAMES DAY CONSTRUCTION, INC.	1,045.80CR	POSTED	A	6/21/2012
1010	6/15/2012	CHECK	030067	JIM JONAS INC.	1,200.04CR	POSTED	A	6/19/2012
1010	6/15/2012	CHECK	030068	KATHY FOWLER CHEVROLET	12.15CR	POSTED	A	6/18/2012
1010	6/15/2012	CHECK	030069	MENDO MILL CLEARLAKE	3.88CR	POSTED	A	6/19/2012
1010	6/15/2012	CHECK	030070	Pioneer Research	192.26CR	POSTED	A	6/19/2012
1010	6/15/2012	CHECK	030071	QUACKENBUSH MRRCF	29.93CR	POSTED	A	6/19/2012
1010	6/15/2012	CHECK	030072	CALIFORNIA PUBLIC EMPLOYEES RE	6,540.89CR	POSTED	A	6/20/2012

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

CHECK DATE: 6/01/2012 THRU 6/30/2012
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
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ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT----	STATUS	FOLIO	CLEAR DATE
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1010	6/15/2012	CHECK	030075	VARIABLE ANNUITY LIFE INSURANC	150.00CR	POSTED	A	6/19/2012
1010	6/22/2012	CHECK	030076	BROWN, LILLIE M	5.69CR	POSTED	A	6/25/2012
1010	6/22/2012	CHECK	030077	AT&T	1,093.80CR	POSTED	A	6/27/2012
1010	6/22/2012	CHECK	030078	GOVERNMENT STAFFING SERVICES,	14,319.70CR	POSTED	A	6/28/2012
1010	6/22/2012	CHECK	030079	MICHELLE HAMILTON	625.00CR	OUTSTND	A	0/00/0000
1010	6/22/2012	CHECK	030080	NICHOLAS ROBERTSON	165.11CR	POSTED	A	6/25/2012
1010	6/22/2012	CHECK	030081	PRIMUS	88.32CR	POSTED	A	6/26/2012
1010	6/22/2012	CHECK	030082	PRIMUS TELECOMMUNICATIONS, INC	8.73CR	POSTED	A	6/27/2012
1010	6/22/2012	CHECK	030083	REDFORD SERVICES	950.00CR	CLEARED	A	7/06/2012
1010	6/22/2012	CHECK	030084	SAM GARCIA	114.55CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030085	WHITE, DENNIS E	1,277.00CR	POSTED	P	6/29/2012
1010	6/29/2012	CHECK	030086	ACTION SANITARY, INC.	450.00CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030087	BRELJE AND RACE LABS, INC.	1,798.00CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030088	CNH CAPITAL	3,180.28CR	CLEARED	A	7/05/2012
1010	6/29/2012	CHECK	030089	CUMMINS WEST INC.	540.46CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030090	JIM JONAS INC.	913.55CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030091	NAPA AUTO PARTS	11.75CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030092	PACE SUPPLY CORP	315.46CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030093	PACIFIC GAS & ELECTRIC COMPANY	19,229.58CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030094	RAINBOW AGRICULTURAL SERVICES	643.45CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030095	SIERRA CHEMICAL CO.	544.42CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030096	USA BLUE BOOK	473.82CR	CLEARED	A	7/06/2012
1010	6/29/2012	CHECK	030097	VERIZON WIRELESS	949.80CR	CLEARED	A	7/05/2012
1010	6/29/2012	CHECK	030098	WATER ENVIRONMENT FEDERATION	220.00CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030099	ARMED FORCE PEST CONTROL, INC.	180.00CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030100	CSG SYSTEMS	1,259.14CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030101	DMV RENEWAL	10.00CR	CLEARED	A	7/06/2012
1010	6/29/2012	CHECK	030102	FREEDOM MECHANICAL ENTERPRISES	450.00CR	CLEARED	A	7/02/2012
1010	6/29/2012	CHECK	030103	HIGHLANDS LANDSCAPING	689.00CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030104	JIM LIEBERMAN	49.40CR	CLEARED	A	7/06/2012
1010	6/29/2012	CHECK	030105	KAREN JENSEN	39.60CR	POSTED	A	6/29/2012
1010	6/29/2012	CHECK	030106	L & M LOCKSMITHING	15.82CR	CLEARED	A	7/05/2012
1010	6/29/2012	CHECK	030107	PATRICIA WILKINSON	104.04CR	POSTED	A	6/29/2012
1010	6/29/2012	CHECK	030108	SUCCEED.NET	79.70CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030109	WAGNER & BONSIGNORE	12,208.50CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030110	MICHAEL FRIEL	500.00CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030111	CALIFORNIA PUBLIC EMPLOYEES RE	6,720.03CR	CLEARED	A	7/06/2012
1010	6/29/2012	CHECK	030112	SACRAMENTO DEPT OF CHILD SUPPO	138.46CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030113	STATE OF CALIFORNIA EMPLOYMENT	1,048.70CR	CLEARED	A	7/02/2012
1010	6/29/2012	CHECK	030114	VARIABLE ANNUITY LIFE INSURANC	150.00CR	CLEARED	A	7/03/2012
1010	6/29/2012	CHECK	030115	CHASE CARD SERVICES UNITED MIL	3,747.24CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030116	GHD	2,597.00CR	OUTSTND	A	0/00/0000

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

CHECK DATE: 6/01/2012 THRU 6/30/2012
 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	6/29/2012	CHECK	030117	MICHAEL CALEGARI	150.00CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030118	MIDDLETOWN TIMES STAR	86.50CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030119	PITNEY BOWES, INC.	317.28CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030120	TAMI IPSEN	117.07CR	CLEARED	A	7/06/2012
1010	6/29/2012	CHECK	030121	TYLER TECHNOLOGY	121.00CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030122	ANALYTICAL SCIENCES	1,609.50CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030123	BRELJE AND RACE LABS, INC.	814.80CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030124	JAMES DAY CONSTRUCTION, INC.	627.77CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030125	LAKE COUNTY COURIER EXPRESS, L	1,426.15CR	OUTSTND	A	0/00/0000
1010	6/29/2012	CHECK	030126	WEED TECH	1,300.00CR	OUTSTND	A	0/00/0000
DEPOSIT:								
1010	6/01/2012	DEPOSIT		CREDIT CARD 6/01/2012	1,492.97	POSTED	C	6/01/2012
1010	6/01/2012	DEPOSIT	000001	REGULAR DAILY POST 6/01/2012	3,678.87	POSTED	C	6/04/2012
1010	6/01/2012	DEPOSIT	000002	CREDIT CARD 6/01/2012	330.54	POSTED	C	6/05/2012
1010	6/01/2012	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	169.54CR	POSTED	U	6/01/2012
1010	6/04/2012	DEPOSIT		CREDIT CARD 6/04/2012	876.71	POSTED	C	6/12/2012
1010	6/04/2012	DEPOSIT	000001	CREDIT CARD 6/04/2012	742.79	POSTED	C	6/07/2012
1010	6/04/2012	DEPOSIT	000002	REGULAR DAILY POST 6/04/2012	5,483.58	POSTED	C	6/05/2012
1010	6/05/2012	DEPOSIT		CREDIT CARD 6/05/2012	452.29	POSTED	C	6/07/2012
1010	6/05/2012	DEPOSIT	000001	CREDIT CARD 6/05/2012	422.16	POSTED	C	6/08/2012
1010	6/05/2012	DEPOSIT	000002	REGULAR DAILY POST 6/05/2012	1,431.18	POSTED	C	6/06/2012
1010	6/06/2012	DEPOSIT		CREDIT CARD 6/06/2012	225.59	POSTED	C	6/11/2012
1010	6/06/2012	DEPOSIT	000001	CREDIT CARD 6/06/2012	539.31	POSTED	C	6/11/2012
1010	6/06/2012	DEPOSIT	000002	REGULAR DAILY POST 6/06/2012	1,149.93	POSTED	C	6/07/2012
1010	6/07/2012	DEPOSIT		REGULAR DAILY POST 6/07/2012	40,552.38	POSTED	C	6/08/2012
1010	6/07/2012	DEPOSIT	000001	CREDIT CARD 6/07/2012	186.49	POSTED	C	6/14/2012
1010	6/07/2012	DEPOSIT	000002	CREDIT CARD 6/07/2012	464.67	POSTED	C	6/12/2012
1010	6/07/2012	DEPOSIT	000003	REGULAR DAILY POST 6/07/2012	2,031.83	POSTED	C	6/08/2012
1010	6/08/2012	DEPOSIT		CREDIT CARD 6/08/2012	376.81	POSTED	C	6/12/2012
1010	6/08/2012	DEPOSIT	000001	CREDIT CARD 6/08/2012	1,706.11	POSTED	C	6/12/2012
1010	6/08/2012	DEPOSIT	000002	REGULAR DAILY POST 6/08/2012	3,074.75	POSTED	C	6/11/2012
1010	6/08/2012	DEPOSIT	000003	CREDIT CARD 6/08/2012	186.49	POSTED	C	6/14/2012
1010	6/11/2012	DEPOSIT		CREDIT CARD 6/11/2012	710.88	POSTED	C	6/14/2012
1010	6/11/2012	DEPOSIT	000001	CREDIT CARD 6/11/2012	1,198.59	POSTED	C	6/14/2012
1010	6/11/2012	DEPOSIT	000002	REGULAR DAILY POST 6/11/2012	3,233.34	POSTED	C	6/12/2012
1010	6/12/2012	DEPOSIT		CREDIT CARD 6/12/2012	278.62	POSTED	C	6/15/2012
1010	6/12/2012	DEPOSIT	000001	CREDIT CARD 6/12/2012	503.73	POSTED	C	6/15/2012
1010	6/12/2012	DEPOSIT	000002	REGULAR DAILY POST 6/12/2012	1,666.46	POSTED	C	6/13/2012
1010	6/13/2012	DEPOSIT		CREDIT CARD 6/13/2012	158.62	POSTED	C	6/18/2012
1010	6/13/2012	DEPOSIT	000001	CREDIT CARD 6/13/2012	186.49	POSTED	C	6/18/2012
1010	6/13/2012	DEPOSIT	000002	REGULAR DAILY POST 6/13/2012	1,520.09	POSTED	C	6/14/2012
1010	6/14/2012	DEPOSIT		CREDIT CARD 6/14/2012	548.64	POSTED	C	6/19/2012
1010	6/14/2012	DEPOSIT	000001	CREDIT CARD 6/14/2012	1,047.04	POSTED	C	6/19/2012

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

CHECK DATE: 6/01/2012 THRU 6/30/2012
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	6/14/2012	DEPOSIT	000002	REGULAR DAILY POST 6/14/2012	3,852.31	POSTED	C	6/15/2012
1010	6/15/2012	DEPOSIT		CREDIT CARD 6/15/2012	103.20	POSTED	C	6/21/2012
1010	6/15/2012	DEPOSIT	000001	CREDIT CARD 6/15/2012	3,157.44	POSTED	C	6/19/2012
1010	6/15/2012	DEPOSIT	000002	REGULAR DAILY POST 6/15/2012	4,025.32	POSTED	C	6/18/2012
1010	6/18/2012	DEPOSIT		CREDIT CARD 6/18/2012	1,108.02	POSTED	C	6/19/2012
1010	6/18/2012	DEPOSIT	000001	CREDIT CARD 6/18/2012	110.26	POSTED	C	6/21/2012
1010	6/18/2012	DEPOSIT	000002	CREDIT CARD 6/18/2012	5,360.53	POSTED	C	6/21/2012
1010	6/18/2012	DEPOSIT	000003	REGULAR DAILY POST 6/18/2012	29,969.00	POSTED	C	6/19/2012
1010	6/19/2012	DEPOSIT		CREDIT CARD 6/19/2012	119.31	POSTED	C	6/22/2012
1010	6/19/2012	DEPOSIT	000001	CREDIT CARD 6/19/2012	123.62	POSTED	C	6/22/2012
1010	6/19/2012	DEPOSIT	000002	CREDIT CARD 6/19/2012	2,316.16	POSTED	C	6/22/2012
1010	6/19/2012	DEPOSIT	000003	REGULAR DAILY POST 6/19/2012	2,389.91	POSTED	C	6/20/2012
1010	6/20/2012	DEPOSIT		CREDIT CARD 6/20/2012	532.29	POSTED	C	6/25/2012
1010	6/20/2012	DEPOSIT	000001	REGULAR DAILY POST 6/20/2012	385.77	POSTED	C	6/21/2012
1010	6/21/2012	DEPOSIT		REGULAR DAILY POST 6/21/2012	800.10	POSTED	C	6/22/2012
1010	6/22/2012	DEPOSIT		CREDIT CARD 6/22/2012	186.49	POSTED	C	6/26/2012
1010	6/22/2012	DEPOSIT	000001	CREDIT CARD 6/22/2012	226.49	POSTED	C	6/26/2012
1010	6/22/2012	DEPOSIT	000002	REGULAR DAILY POST 6/22/2012	654.40	POSTED	C	6/25/2012
1010	6/22/2012	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	299.26CR	POSTED	U	6/22/2012
1010	6/25/2012	DEPOSIT		CREDIT CARD 6/25/2012	7.09	POSTED	C	6/27/2012
1010	6/26/2012	DEPOSIT		CREDIT CARD 6/26/2012	197.80	POSTED	C	6/29/2012
1010	6/26/2012	DEPOSIT	000001	REGULAR DAILY POST 6/26/2012	569.75	POSTED	C	6/27/2012
1010	6/27/2012	DEPOSIT		CREDIT CARD 6/27/2012	456.97	CLEARED	C	7/02/2012
1010	6/27/2012	DEPOSIT	000001	REGULAR DAILY POST 6/27/2012	73.69	POSTED	C	6/28/2012
1010	6/28/2012	DEPOSIT		CREDIT CARD 6/28/2012	710.18	CLEARED	C	7/03/2012
1010	6/28/2012	DEPOSIT	000001	REGULAR DAILY POST 6/28/2012	497.74	POSTED	C	6/29/2012
1010	6/29/2012	DEPOSIT		CREDIT CARD 6/29/2012	469.77	CLEARED	C	7/03/2012
1010	6/29/2012	DEPOSIT	000001	REGULAR DAILY POST 6/29/2012	1,220.62	CLEARED	C	7/02/2012
MISCELLANEOUS:								
1010	6/01/2012	MISC.		PAYROLL DIRECT DEPOSIT	17,780.89CR	POSTED	P	6/01/2012
1010	6/01/2012	MISC.	000001	Correct Credit Card	799.10	POSTED	G	6/14/2012
1010	6/15/2012	MISC.		PAYROLL DIRECT DEPOSIT	17,665.81CR	POSTED	P	6/15/2012
1010	6/19/2012	MISC.		PAYROLL DIRECT DEPOSIT	188.70CR	POSTED	P	6/19/2012
1010	6/29/2012	MISC.		PAYROLL DIRECT DEPOSIT	18,000.54CR	POSTED	P	6/29/2012
SERVICE CHARGE:								
1010	6/04/2012	SERV-CHG		May 2012 ETS Fees	326.56CR	POSTED	G	6/14/2012
1010	6/04/2012	SERV-CHG	000001	May 2012 ETS Fees	249.00CR	POSTED	G	6/14/2012
1010	6/04/2012	SERV-CHG	000002	May 2012 ETS Fees	119.69CR	POSTED	G	6/14/2012
1010	6/15/2012	SERV-CHG		May 2012 Analysis Fees	381.68CR	POSTED	G	6/15/2012
1010	6/30/2012	SERV-CHG		June 2012 ETS Fees	517.53CR	CLEARED	G	7/09/2012
1010	6/30/2012	SERV-CHG	000001	June 2012 ETS Fees	117.42CR	CLEARED	G	7/09/2012

7/10/2012 8:49 AM

CHECK RECONCILIATION REGISTER

PAGE: 6

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

CHECK DATE: 6/01/2012 THRU 6/30/2012
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
TOTALS FOR ACCOUNT 1010								
				CHECK	TOTAL:			188,426.97CR
				DEPOSIT	TOTAL:			135,613.38
				INTEREST	TOTAL:			0.00
				MISCELLANEOUS	TOTAL:			52,836.84CR
				SERVICE CHARGE	TOTAL:			1,711.88CR
				EFT	TOTAL:			0.00
				BANK-DRAFT	TOTAL:			11,222.99CR
TOTALS FOR POOLED CASH FUND								
				CHECK	TOTAL:			188,426.97CR
				DEPOSIT	TOTAL:			135,613.38
				INTEREST	TOTAL:			0.00
				MISCELLANEOUS	TOTAL:			52,836.84CR
				SERVICE CHARGE	TOTAL:			1,711.88CR
				EFT	TOTAL:			0.00
				BANK-DRAFT	TOTAL:			11,222.99CR

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

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1722	US DEPARTMENT OF THE TREA	000000	11,249.59	N	120 2091	FIT PAYABLE	4,434.54
					120 2093	SOCIAL SECURITY PAYABL	190.28
					120 2094	MEDICARE PAYABLE	568.00
					120 5-10-5010	SALARIES & WAGES	495.18
					120 5-20-5010	SALARIES & WAGES	65.59
					120 5-30-5010	SALARIES & WAGES	274.36
					120 5-40-5010	DIRECTORS COMPENSATION	13.76
					130 2091	FIT PAYABLE	4,000.97
					130 2093	SOCIAL SECURITY PAYABL	9.24
					130 2094	MEDICARE PAYABLE	592.02
					130 5-10-5010	SALARIES & WAGES	162.39
					130 5-20-5010	SALARIES & WAGES	80.16
					130 5-30-5010	SALARIES & WAGES	346.26
					130 5-40-5010	DIRECTORS COMPENSATION	16.84
01-21	CALIFORNIA PUBLIC EMPLOYE	030013	6,540.89	N	120 2088	SURVIVOR BENEFITS - PE	4.76
					120 2090	PERS PAYABLE	1,100.17
					120 5-10-5021	RETIREMENT EXPENSES	672.40
					120 5-20-5021	RETIREMENT EXPENSES	273.24
					120 5-30-5021	RETIREMENT EXPENSES	1,111.08
					130 2088	SURVIVOR BENEFITS - PE	5.47
					130 2090	PERS PAYABLE	1,180.79
					130 5-10-5021	RETIREMENT EXPENSES	672.40
					130 5-20-5021	RETIREMENT EXPENSES	333.94
					130 5-30-5021	RETIREMENT EXPENSES	1,186.64
01-2618	SACRAMENTO DEPT OF CHILD	030014	138.46	N	120 2089	WAGE ASSIGNMENTS	45.04
					130 2089	WAGE ASSIGNMENTS	93.42
01-11	STATE OF CALIFORNIA EMPLO	030015	1,057.53	N	120 2092	CIT PAYABLE	403.30
					120 2095	S D I PAYABLE	135.60
					120 5-10-5020	EMPLOYEE BENEFITS	28.67
					130 2092	CIT PAYABLE	362.85
					130 2095	S D I PAYABLE	127.11
01-1530	VARIABLE ANNUITY LIFE INS	030016	150.00	N	120 2099	DEFERRED COMP - PLAN 4	53.99
					130 2099	DEFERRED COMP - PLAN 4	96.01
01-2798	DOWNEY BRAND ATTORNEYS LL	030017	5,000.00	N	120 5-00-5121	LEGAL SERVICES	2,500.00
					130 5-00-5121	LEGAL SERVICES	2,500.00
01-2788	GHD	030018	1,868.47	N	130 5-00-5122	ENGINEERING SERVICES	1,868.47
01-1	MISCELLANEOUS VENDOR	030019	150.00	N	130 5-00-5505	WATER CONSERVATION	150.00
01-1392	MEDIACOM	030020	75.90	N	120 5-00-5110	CONTRACTUAL SERVICES	36.44
					130 5-00-5110	CONTRACTUAL SERVICES	39.46
01-2684	OFFICE DEPOT	030021	224.48	N	120 5-10-5090	OFFICE SUPPLIES	112.24
					130 5-10-5090	OFFICE SUPPLIES	112.24
01-1652	TAMI IPSEN	030022	413.71	N	120 5-10-5175	EDUCATION / SEMINARS	74.46
					130 5-10-5175	EDUCATION / SEMINARS	339.25

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

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR	030023	3,000.00	N	120 5-00-5150	REPAIR & REPLACE	3,000.00
01-2702	PACE SUPPLY CORP	030024	768.70	N	130 5-00-5150	REPAIR & REPLACE	768.70
01-9	PACIFIC GAS & ELECTRIC CO	030025	13,033.56	N	120 5-00-5192 130 5-00-5192 140 5-00-5192	ELECTRICITY ELECTRICITY ELECTRICITY	1,850.31 11,109.66 73.59
01-1845	PENINSULA PUMP & EQUIPMEN	030026	2,717.22	N	120 5-00-5150	REPAIR & REPLACE	2,717.22
01-2676	QUACKENBUSH MRRCF	030027	5.00	N	120 5-00-5155 130 5-00-5155	MAINT BLDG & GROUNDS MAINT BLDG & GROUNDS	2.50 2.50
01-1751	USA BLUE BOOK	030028	241.12	N	120 5-00-5148 130 5-00-5148	OPERATING SUPPLIES OPERATING SUPPLIES	27.34 213.78
01-981	U S POSTMASTER	030029	190.00	N	120 5-00-5092 130 5-00-5092	POSTAGE & SHIPPING POSTAGE & SHIPPING	95.00 95.00
01-1946	AMERICAN EXPRESS	030030	136.48	N	120 5-00-5148 120 5-10-5090 120 5-30-5090 130 5-10-5090 130 5-30-5090	OPERATING SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	35.53 42.66 7.82 42.66 7.81
01-2197	CHASE CARD SERVICES UNITE	030031	5,428.99	N	120 5-00-5061 120 5-00-5130 120 5-00-5155 120 5-00-5310 120 5-00-5311 120 5-10-5080 120 5-10-5090 120 5-10-5175 120 5-30-5090 120 5-40-5176 130 5-00-5061 130 5-00-5130 130 5-00-5155 130 5-00-5311 130 5-10-5080 130 5-10-5090 130 5-10-5175 130 5-30-5090 130 5-40-5176	VEHICLE MAINT PRINTING & PUBLICATION MAINT BLDG & GROUNDS EQUIPMENT - FIELD EQUIPMENT - OFFICE MEMBERSHIP & SUBSCRIPT OFFICE SUPPLIES EDUCATION / SEMINARS OFFICE SUPPLIES DIRECTOR TRAINING VEHICLE MAINT PRINTING & PUBLICATION MAINT BLDG & GROUNDS EQUIPMENT - OFFICE MEMBERSHIP & SUBSCRIPT OFFICE SUPPLIES EDUCATION / SEMINARS OFFICE SUPPLIES DIRECTOR TRAINING	62.36 69.42 119.58 203.93 1,005.01 36.37 299.91 285.00 9.95 561.45 62.36 69.42 119.58 1,005.03 36.38 299.93 427.49 9.95 745.87
01-2773	DEVELOPMENT GROUP	030032	125.00	N	120 5-00-5110 130 5-00-5110	CONTRACTUAL SERVICES CONTRACTUAL SERVICES	60.00 65.00
01-1155	FEDERAL EXPRESS CORPORATI	030033	25.54	N	375 1284	FIELD ADMIN/SHOP BLDG.	25.54
01-2788	GHD	030034	8,265.26	N	130 5-00-5122	ENGINEERING SERVICES	8,265.26
01-1189	L & M LOCKSMITHING	030035	620.56	Y	120 5-00-5155	MAINT BLDG & GROUNDS	310.28

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT		G/L 1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2747	LAKE COUNTY RECORD-BEE	030036	93.52	N	120	5-10-5080	MEMBERSHIP & SUBSCRIPT	46.76
					130	5-10-5080	MEMBERSHIP & SUBSCRIPT	46.76
01-1705	SPECIAL DISTRICT RISK MAN	030037	19,941.69	N	120	5-00-5025	RETIREE HEALTH BENEFIT	1,113.90
					120	5-10-5020	EMPLOYEE BENEFITS	747.78
					120	5-20-5020	EMPLOYEE BENEFITS	1,322.99
					120	5-30-5020	EMPLOYEE BENEFITS	2,933.58
					120	5-40-5020	EMPLOYEE BENEFITS	2,789.60
					130	5-00-5025	RETIREE HEALTH BENEFIT	1,113.89
					130	5-10-5020	EMPLOYEE BENEFITS	1,063.10
					130	5-20-5020	EMPLOYEE BENEFITS	1,880.87
					130	5-30-5020	EMPLOYEE BENEFITS	4,170.60
					130	5-40-5020	EMPLOYEE BENEFITS	2,789.60
					140	5-10-5020	EMPLOYEE BENEFITS	2.36
					140	5-20-5020	EMPLOYEE BENEFITS	4.17
					140	5-30-5020	EMPLOYEE BENEFITS	9.25
01-2283	ARMED FORCE PEST CONTROL,	030038	180.00	N	120	5-00-5155	MAINT BLDG & GROUNDS	90.00
					130	5-00-5155	MAINT BLDG & GROUNDS	90.00
01-47	BRELJE AND RACE LABS, INC	030039	716.70	N	120	5-00-5195	ENV/MONITORING	716.70
01-1023	HACH COMPANY	030040	149.04	N	120	5-00-5148	OPERATING SUPPLIES	149.04
01-2538	HARDESTER'S MARKETS & HAR	030041	39.85	N	120	5-00-5150	REPAIR & REPLACE	5.58
					120	5-00-5310	EQUIPMENT - FIELD	8.04
					130	5-00-5148	OPERATING SUPPLIES	14.45
					130	5-00-5150	REPAIR & REPLACE	3.74
					130	5-00-5310	EQUIPMENT - FIELD	8.04
01-111	JAMES DAY CONSTRUCTION, I	030042	4,494.61	N	120	5-00-5150	REPAIR & REPLACE	3,706.52
					130	5-00-5150	REPAIR & REPLACE	788.09
01-2743	LAKE COUNTY COURIER EXPRE	030043	1,410.40	N	120	5-00-5110	CONTRACTUAL SERVICES	1,410.40
01-129	LAKE LABS	030044	2,270.00	Y	120	5-00-5195	ENV/MONITORING	1,302.00
					130	5-00-5195	ENV/MONITORING	968.00
01-2541	MENDO MILL CLEARLAKE	030045	53.24	N	120	5-00-5148	OPERATING SUPPLIES	4.30
					120	5-00-5155	MAINT BLDG & GROUNDS	12.09
					130	5-00-5148	OPERATING SUPPLIES	4.31
					130	5-00-5150	REPAIR & REPLACE	20.45
					130	5-00-5155	MAINT BLDG & GROUNDS	12.09
01-2702	PACE SUPPLY CORP	030046	229.80	N	130	5-00-5150	REPAIR & REPLACE	229.80
01-1751	USA BLUE BOOK	030047	663.34	N	120	5-00-5148	OPERATING SUPPLIES	663.34
01-2009	BUSINESS CARD	030048	37.16	N	120	5-40-5176	DIRECTOR TRAINING	18.85
					130	5-40-5176	DIRECTOR TRAINING	18.31
01-2009	BUSINESS CARD	030049	516.64	N	120	5-40-5176	DIRECTOR TRAINING	206.67
					130	5-40-5176	DIRECTOR TRAINING	309.97

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

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2009	BUSINESS CARD	030050	628.64	N	120 5-40-5176	DIRECTOR TRAINING	251.45
					130 5-40-5176	DIRECTOR TRAINING	377.19
01-2009	BUSINESS CARD	030051	450.92	N	120 5-40-5176	DIRECTOR TRAINING	180.37
					130 5-40-5176	DIRECTOR TRAINING	270.55
01-1	MISCELLANEOUS VENDOR	030052	169.60		130 1052	ACCTS REC WATER USE	169.60
01-1961	ACWA JOINT POWERS INSURAN	030054	658.82	N	120 5-00-5020	EMPLOYEE BENEFITS	278.31
					130 5-00-5020	EMPLOYEE BENEFITS	380.51
01-2788	GHD	030055	17.75	N	375 1284	FIELD ADMIN/SHOP BLDG.	17.75
01-2620	LAKE COUNTY TAX COLLECTOR	030056	1,047.38	N	120 5-00-5062	TAXES & LIC	489.24
					130 5-00-5062	TAXES & LIC	558.14
01-2754	MERRILL, ARNONE & JONES,	030059	189.00	Y	120 5-00-5123	OTHER PROFESSIONAL SER	94.50
					130 5-00-5123	OTHER PROFESSIONAL SER	94.50
01-1579	SOUTH LAKE REFUSE COMPANY	030060	215.10	Y	120 5-00-5155	MAINT BLDG & GROUNDS	106.91
					130 5-00-5155	MAINT BLDG & GROUNDS	106.91
					140 5-00-5155	MAINT BLDG & GROUNDS	1.28
01-1705	SPECIAL DISTRICT RISK MAN	030061	5,269.00	N	120 5-00-5020	EMPLOYEE BENEFITS	2,842.00
					130 5-00-5020	EMPLOYEE BENEFITS	2,427.00
01-2636	ACTION SANITARY, INC.	030062	500.00	N	120 5-00-5150	REPAIR & REPLACE	500.00
01-64	CLEARLAKE MACHINE SHOP, I	030063	53.63	N	130 5-00-5150	REPAIR & REPLACE	53.63
01-1580	CLEARLAKE PAPER & JANITOR	030064	101.73	Y	120 5-30-5090	OFFICE SUPPLIES	50.85
					130 5-30-5090	OFFICE SUPPLIES	50.88
01-2692	DIRECTV	030065	89.99	N	120 5-00-5110	CONTRACTUAL SERVICES	43.20
					130 5-00-5110	CONTRACTUAL SERVICES	46.79
01-111	JAMES DAY CONSTRUCTION, I	030066	1,045.80	N	120 5-00-5150	REPAIR & REPLACE	522.90
					130 5-00-5150	REPAIR & REPLACE	522.90
01-112	JIM JONAS INC.	030067	1,200.04	N	120 5-00-5060	GASOLINE, OIL & FUEL	600.02
					130 5-00-5060	GASOLINE, OIL & FUEL	600.02
01-2569	KATHY FOWLER CHEVROLET	030068	12.15	N	120 5-00-5061	VEHICLE MAINT	12.15
01-2541	MENDO MILL CLEARLAKE	030069	3.88	N	130 5-00-5150	REPAIR & REPLACE	3.88
01-2683	Pioneer Research	030070	192.26	N	120 5-00-5148	OPERATING SUPPLIES	192.26
01-2676	QUACKENBUSH MRRCF	030071	29.93	N	120 5-00-5155	MAINT BLDG & GROUNDS	25.91
					130 5-00-5155	MAINT BLDG & GROUNDS	4.02
01-21	CALIFORNIA PUBLIC EMPLOYE	030072	6,540.89	N	120 2088	SURVIVOR BENEFITS - PE	4.34
					120 2090	PERS PAYABLE	1,036.95

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

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	G/L 1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-21	CALIFORNIA PUBLIC EMPLOYE	030072	6,540.89	N	** (CONTINUED) **		
					120 5-20-5021	RETIREMENT EXPENSES	273.24
					120 5-30-5021	RETIREMENT EXPENSES	966.96
					130 2088	SURVIVOR BENEFITS - PE	5.89
					130 2090	PERS PAYABLE	1,244.01
					130 5-10-5021	RETIREMENT EXPENSES	672.40
					130 5-20-5021	RETIREMENT EXPENSES	333.94
					130 5-30-5021	RETIREMENT EXPENSES	1,330.76
01-2618	SACRAMENTO DEPT OF CHILD	030073	138.46	N	120 2089	WAGE ASSIGNMENTS	14.66
					130 2089	WAGE ASSIGNMENTS	123.80
01-11	STATE OF CALIFORNIA EMPLO	030074	1,109.91	N	120 2092	CIT PAYBLE	381.56
					120 2095	S D I PAYABLE	128.55
					120 5-10-5020	EMPLOYEE BENEFITS	17.51
					130 2092	CIT PAYABLE	442.50
					130 2095	S D I PAYABLE	139.79
01-1530	VARIABLE ANNUITY LIFE INS	030075	150.00	N	120 2099	DEFERRED COMP - PLAN 4	37.84
					130 2099	DEFERRED COMP - PLAN 4	112.16
01-1	MISCELLANEOUS VENDOR	030076	5.69		130 1052	ACCTS REC WATER USE	5.69
01-8	AT&T	030077	1,093.80	N	120 5-00-5191	TELEPHONE	546.90
					130 5-00-5191	TELEPHONE	546.90
01-2797	GOVERNMENT STAFFING SERVI	030078	14,319.70	N	120 5-00-5123	OTHER PROFESSIONAL SER	7,159.85
					130 5-00-5123	OTHER PROFESSIONAL SER	7,159.85
01-2699	MICHELLE HAMILTON	030079	625.00	Y	120 5-00-5110	CONTRACTUAL SERVICES	300.00
					130 5-00-5110	CONTRACTUAL SERVICES	325.00
01-2799	NICHOLAS ROBERTSON	030080	165.11	N	120 5-00-5175	EDUCATION / SEMINARS	165.11
01-1982	PRIMUS	030081	88.32	N	120 5-00-5191	TELEPHONE	35.32
					130 5-00-5191	TELEPHONE	53.00
01-2543	PRIMUS TELECOMMUNICATIONS	030082	8.73	N	120 5-00-5191	TELEPHONE	3.50
					130 5-00-5191	TELEPHONE	5.23
01-2700	REDFORD SERVICES	030083	950.00	Y	120 5-00-5110	CONTRACTUAL SERVICES	456.00
					130 5-00-5110	CONTRACTUAL SERVICES	494.00
01-2781	SAM GARCIA	030084	114.55	N	120 5-30-5175	EDUCATION / SEMINARS	114.55
01-2636	ACTION SANITARY, INC.	030086	450.00	N	120 5-00-5150	REPAIR & REPLACE	450.00
01-47	BRELJE AND RACE LABS, INC	030087	1,798.00	N	120 5-00-5195	ENV/MONITORING	225.00
					130 5-00-5195	ENV/MONITORING	1,573.00
01-2431	CNH CAPITAL	030088	3,180.28	N	120 5-00-5155	MAINT BLDG & GROUNDS	3,180.28
01-1619	CUMMINS WEST INC.	030089	540.46	N	120 5-00-5150	REPAIR & REPLACE	540.46

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

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL		G/L	G/L	G/L
			AMOUNT	1099			
01-112	JIM JONAS INC.	030090	913.55	N	120 5-00-5060	GASOLINE, OIL & FUEL	456.78
					130 5-00-5060	GASOLINE, OIL & FUEL	456.77
01-2749	NAPA AUTO PARTS	030091	11.75	N	120 5-00-5061	VEHICLE MAINT	5.88
					130 5-00-5061	VEHICLE MAINT	5.87
01-2702	PACE SUPPLY CORP	030092	315.46	N	120 5-00-5148	OPERATING SUPPLIES	129.39
					130 5-00-5148	OPERATING SUPPLIES	186.07
01-9	PACIFIC GAS & ELECTRIC CO	030093	19,229.58	N	120 5-00-5192	ELECTRICITY	1,703.70
					130 5-00-5192	ELECTRICITY	17,469.50
					140 5-00-5192	ELECTRICITY	56.38
01-1046	RAINBOW AGRICULTURAL SERV	030094	643.45	N	120 5-00-5312	TOOLS - FIELD	321.72
					130 5-00-5312	TOOLS - FIELD	321.73
01-2736	SIERRA CHEMICAL CO.	030095	544.42	N	120 5-00-5148	OPERATING SUPPLIES	544.42
01-1751	USA BLUE BOOK	030096	473.82	N	120 5-00-5148	OPERATING SUPPLIES	473.82
01-2598	VERIZON WIRELESS	030097	949.80	N	120 5-00-5191	TELEPHONE	474.90
					130 5-00-5191	TELEPHONE	474.90
01-2580	WATER ENVIRONMENT FEDERAT	030098	220.00	N	120 5-00-5080	MEMBERSHIP & SUBSCRIPT	110.00
					130 5-00-5080	MEMBERSHIP & SUBSCRIPT	110.00
01-2283	ARMED FORCE PEST CONTROL,	030099	180.00	N	120 5-00-5155	MAINT BLDG & GROUNDS	90.00
					130 5-00-5155	MAINT BLDG & GROUNDS	90.00
01-2111	CSG SYSTEMS	030100	1,259.14	N	120 5-00-5110	CONTRACTUAL SERVICES	604.40
					130 5-00-5110	CONTRACTUAL SERVICES	654.74
01-2800	DMV RENEWAL	030101	10.00	N	120 5-00-5062	TAXES & LIC	5.10
					130 5-00-5062	TAXES & LIC	4.90
01-2763	FREEDOM MECHANICAL ENTERP	030102	450.00	N	120 5-00-5150	REPAIR & REPLACE	201.60
					130 5-00-5150	REPAIR & REPLACE	247.05
					140 5-00-5150	REPAIRS & MAINTENANCE	1.35
01-1233	HIGHLANDS LANDSCAPING	030103	689.00	Y	120 5-00-5155	MAINT BLDG & GROUNDS	342.43
					130 5-00-5155	MAINT BLDG & GROUNDS	342.43
					140 5-00-5155	MAINT BLDG & GROUNDS	4.14
01-2790	JIM LIEBERMAN	030104	49.40	N	120 5-40-5176	DIRECTOR TRAINING	19.76
					130 5-40-5176	DIRECTOR TRAINING	29.64
01-2302	KAREN JENSEN	030105	39.60	N	120 5-20-5170	TRAVEL MILEAGE	7.43
					130 5-20-5170	TRAVEL MILEAGE	32.17
01-1189	L & M LOCKSMITHING	030106	15.82	Y	120 5-00-5155	MAINT BLDG & GROUNDS	7.91
					130 5-00-5155	MAINT BLDG & GROUNDS	7.91
01-2607	PATRICIA WILKINSON	030107	104.04	N	120 5-20-5170	TRAVEL MILEAGE	19.51

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

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2784	SUCCEED.NET	030108	79.70	Y	120 5-00-5110	CONTRACTUAL SERVICES	38.26
					130 5-00-5110	CONTRACTUAL SERVICES	41.44
01-1659	WAGNER & BONSIGNORE	030109	12,208.50	N	130 5-00-5123	OTHER PROFESSIONAL SER	12,208.50
01-1	MISCELLANEOUS VENDOR	030110	500.00	N	120 5-00-5121	LEGAL SERVICES	250.00
					130 5-00-5121	LEGAL SERVICES	250.00
01-21	CALIFORNIA PUBLIC EMPLOYE	030111	6,720.03	N	120 2088	SURVIVOR BENEFITS - PE	4.38
					120 2090	PERS PAYABLE	1,040.46
					120 5-10-5021	RETIREMENT EXPENSES	672.40
					120 5-20-5021	RETIREMENT EXPENSES	273.24
					120 5-30-5021	RETIREMENT EXPENSES	974.93
					130 2088	SURVIVOR BENEFITS - PE	5.85
					130 2090	PERS PAYABLE	1,295.12
					130 5-10-5021	RETIREMENT EXPENSES	672.40
					130 5-20-5021	RETIREMENT EXPENSES	333.94
					130 5-30-5021	RETIREMENT EXPENSES	1,447.31
01-2618	SACRAMENTO DEPT OF CHILD	030112	138.46	N	130 2089	WAGE ASSIGNMENTS	138.46
01-11	STATE OF CALIFORNIA EMPLO	030113	1,048.70	N	120 2092	CIT PAYBLE	388.60
					120 2095	S D I PAYABLE	125.79
					130 2092	CIT PAYABLE	395.10
					130 2095	S D I PAYABLE	139.21
01-1530	VARIABLE ANNUITY LIFE INS	030114	150.00	N	120 2099	DEFERRED COMP - PLAN 4	48.27
					130 2099	DEFERRED COMP - PLAN 4	101.73
01-2197	CHASE CARD SERVICES UNITE	030115	3,747.24	N	120 5-00-5060	GASOLINE, OIL & FUEL	55.15
					120 5-00-5080	MEMBERSHIP & SUBSCRIPT	4.77
					120 5-00-5090	OFFICE SUPPLIES	261.40
					120 5-00-5121	LEGAL SERVICES	62.50
					120 5-00-5135	NEWSLETTER	666.01
					120 5-00-5148	OPERATING SUPPLIES	112.37
					120 5-00-5310	EQUIPMENT - FIELD	280.41
					120 5-10-5175	EDUCATION / SEMINARS	10.00
					120 5-10-5179	ADM MISC EXPENSES	21.75
					120 5-40-5175	EDUCATION / SEMINARS	30.00
					130 5-00-5060	GASOLINE, OIL & FUEL	55.15
					130 5-00-5080	MEMBERSHIP & SUBSCRIPT	42.98
					130 5-00-5090	OFFICE SUPPLIES	261.42
					130 5-00-5121	LEGAL SERVICES	62.50
					130 5-00-5135	NEWSLETTER	666.02
					130 5-00-5148	OPERATING SUPPLIES	23.03
					130 5-00-5505	WATER CONSERVATION	1,050.03
					130 5-10-5175	EDUCATION / SEMINARS	15.00
					130 5-10-5179	ADM MISC EXPENSES	21.75
					130 5-40-5175	EDUCATION / SEMINARS	45.00
01-2788	GHD	030116	2,597.00	N	130 5-00-5122	ENGINEERING SERVICES	2,579.25
					375 1284	FIELD ADMIN/SHOP BLDG.	17.75

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR	030117	150.00	N	130 5-00-5505	WATER CONSERVATION	150.00
01-179	MIDDLETOWN TIMES STAR	030118	86.50	N	120 5-00-5130 130 5-00-5130	PRINTING & PUBLICATION PRINTING & PUBLICATION	43.25 43.25
01-148	PITNEY BOWES, INC.	030119	317.28	N	120 5-00-5110 130 5-00-5110	CONTRACTUAL SERVICES CONTRACTUAL SERVICES	152.30 164.98
01-1652	TAMI IPSEN	030120	117.07	N	120 5-10-5170 130 5-10-5170	TRAVEL MILEAGE TRAVEL MILEAGE	21.95 95.12
01-2585	TYLER TECHNOLOGY	030121	121.00	N	120 5-00-5110 130 5-00-5110	CONTRACTUAL SERVICES CONTRACTUAL SERVICES	58.08 62.92
01-2101	ANALYTICAL SCIENCES	030122	1,609.50	Y	120 5-00-5195	ENV/MONITORING	1,609.50
01-47	BRELJE AND RACE LABS, INC	030123	814.80	N	120 5-00-5195	ENV/MONITORING	814.80
01-111	JAMES DAY CONSTRUCTION, I	030124	627.77	N	120 5-00-5150	REPAIR & REPLACE	627.77
01-2743	LAKE COUNTY COURIER EXPRE	030125	1,426.15	N	120 5-00-5110	CONTRACTUAL SERVICES	1,426.15
01-1422	WEED TECH	030126	1,300.00	Y	120 5-00-5155 130 5-00-5155	MAINT BLDG & GROUNDS MAINT BLDG & GROUNDS	650.00 650.00
	1099 ELIGIBLE	12	8,665.41				
	1099 EXEMPT	99	<u>186,570.09</u>				
***	REPORT TOTALS ***	111	195,235.50				

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2088	SURVIVOR BENEFITS - PERS 4TH L	13.48
120 2089	WAGE ASSIGNMENTS	59.70
120 2090	PERS PAYABLE	3,177.58
120 2091	FIT PAYABLE	4,434.54
120 2092	CIT PAYBLE	1,173.46
120 2093	SOCIAL SECURITY PAYABLE	190.28

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

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2094	MEDICARE PAYABLE	568.00
120 2095	S D I PAYABLE	389.94
120 2099	DEFERRED COMP - PLAN 457 PAY	140.10
120 5-00-5020	EMPLOYEE BENEFITS	3,120.31
120 5-00-5025	RETIREE HEALTH BENEFITS	1,113.90
120 5-00-5060	GASOLINE, OIL & FUEL	1,111.95
120 5-00-5061	VEHICLE MAINT	80.39
120 5-00-5062	TAXES & LIC	494.34
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	114.77
120 5-00-5090	OFFICE SUPPLIES	261.40
120 5-00-5092	POSTAGE & SHIPPING	95.00
120 5-00-5110	CONTRACTUAL SERVICES	4,585.23
120 5-00-5121	LEGAL SERVICES	2,812.50
120 5-00-5123	OTHER PROFESSIONAL SERVICES	7,254.35
120 5-00-5130	PRINTING & PUBLICATION	112.67
120 5-00-5135	NEWSLETTER	666.01
120 5-00-5148	OPERATING SUPPLIES	2,331.81
120 5-00-5150	REPAIR & REPLACE	12,272.05
120 5-00-5155	MAINT BLDG & GROUNDS	4,937.89
120 5-00-5175	EDUCATION / SEMINARS	165.11
120 5-00-5191	TELEPHONE	1,060.62
120 5-00-5192	ELECTRICITY	3,554.01
120 5-00-5195	ENV/MONITORING	4,668.00
120 5-00-5310	EQUIPMENT - FIELD	492.38
120 5-00-5311	EQUIPMENT - OFFICE	1,005.01
120 5-00-5312	TOOLS - FIELD	321.72
120 5-10-5010	SALARIES & WAGES	495.18
120 5-10-5020	EMPLOYEE BENEFITS	793.96
120 5-10-5021	RETIREMENT EXPENSES	2,017.20
120 5-10-5080	MEMBERSHIP & SUBSCRIPTION	83.13
120 5-10-5090	OFFICE SUPPLIES	454.81
120 5-10-5170	TRAVEL MILEAGE	21.95
120 5-10-5175	EDUCATION / SEMINARS	369.46
120 5-10-5179	ADM MISC EXPENSES	21.75
120 5-20-5010	SALARIES & WAGES	65.59
120 5-20-5020	EMPLOYEE BENEFITS	1,322.99
120 5-20-5021	RETIREMENT EXPENSES	819.72
120 5-20-5170	TRAVEL MILEAGE	26.94
120 5-30-5010	SALARIES & WAGES	274.36
120 5-30-5020	EMPLOYEE BENEFITS	2,933.58
120 5-30-5021	RETIREMENT EXPENSES	3,052.97
120 5-30-5090	OFFICE SUPPLIES	68.62
120 5-30-5175	EDUCATION / SEMINARS	114.55
120 5-40-5010	DIRECTORS COMPENSATION	13.76
120 5-40-5020	EMPLOYEE BENEFITS	2,789.60
120 5-40-5175	EDUCATION / SEMINARS	30.00
120 5-40-5176	DIRECTOR TRAINING	1,238.55

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

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-20-5170	TRAVEL MILEAGE	116.70
130 5-30-5010	SALARIES & WAGES	346.26
130 5-30-5020	EMPLOYEE BENEFITS	4,170.60
130 5-30-5021	RETIREMENT EXPENSES	3,964.71
130 5-30-5090	OFFICE SUPPLIES	68.64
130 5-40-5010	DIRECTORS COMPENSATION	16.84
130 5-40-5020	EMPLOYEE BENEFITS	2,789.60
130 5-40-5175	EDUCATION / SEMINARS	45.00
130 5-40-5176	DIRECTOR TRAINING	1,751.53
	** FUND TOTAL **	115,234.77
140 5-00-5150	REPAIRS & MAINTENANCE	1.35
140 5-00-5155	MAINT BLDG & GROUNDS	5.42
140 5-00-5192	ELECTRICITY	129.97
140 5-10-5020	EMPLOYEE BENEFITS	2.36
140 5-20-5020	EMPLOYEE BENEFITS	4.17
140 5-30-5020	EMPLOYEE BENEFITS	9.25
	** FUND TOTAL **	152.52
375 1284	FIELD ADMIN/SHOP BLDG.	61.04
	** FUND TOTAL **	61.04

	** TOTAL **	195,235.50

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	: 6/01/2012 THRU 6/30/2012	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

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

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

DATE: July 17, 2012

AGENDA ITEM: Authorize Interim General Manager to execute Annual Joint Funding Agreement between District and United States Geological Survey for continued operation of "Putah Creek near Guenoc" stream flow gauging station

RECOMMENDATIONS:

Authorize Interim General Manager to execute Annual Joint Funding Agreement between District and United States Geological Survey for continued operation of "Putah Creek near Guenoc" stream flow gauging station.

FINANCIAL IMPACT:

Net cost to District: \$4,517. Funding is available in account number 130-5195 (Environmental Monitoring).

BACKGROUND:

Each year the District contracts with the United States Geological Survey (USGS) for operation of the "Putah Creek near Guenoc" stream flow gauging station on Putah Creek. Pursuant to the terms specified in its' water right permit issued by the State Water Resources Control Board, the District relies on the stream flow data recorded by the Putah Creek near Guenoc stream flow gauge to demonstrate water diversion compliance. Prior to the issuance of the District's water right permit, operation of the Putah Creek near Guenoc stream flow gauge had been suspended by the USGS due to insufficient Federal funding and the lack of a "Local Sponsor" cost share.

In 1998 the District, Solano County Water Agency, and Callayomi County Water District jointly agreed to serve as a Local Sponsor for resumption of stream flow monitoring activities at the Putah Creek near Guenoc stream flow gauge (see attached agreement). As a part of this agreement, the three entities agreed to divide the Local Sponsor cost share equally, with the stipulation that the District would serve as the point of contact between the three local agencies and the USGS. Each year since 1998 the District has contracted with the USGS for annual operation of the Putah Creek near Guenoc stream flow gauge and billed the Solano County Water Agency and the Callayomi County Water District for their respective portions of the Local Sponsor cost share.

The Local Sponsor cost share for operation of the Putah Creek near Guenoc stream flow in the 2013 water year remains unchanged from the prior year (total Local Sponsor cost share = \$13,550; District portion of the Local Sponsor cost share = \$4,517). A copy of the associated contact between the District and USGS is attached.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

AGREEMENT FOR THE
CONSTRUCTION, OPERATION AND MAINTENANCE
OF THE
PROPOSED PUTAH CREEK GAGING STATION
LAKE COUNTY

We, the undersigned, agree to participate equally in the costs associated with the construction, operation and maintenance of a gaging station to be installed in Putah Creek near Guenoc in Lake County in the spring of 1998. The construction, operation and maintenance of the station will be in direct coordination with the Water Resources Division of the U.S. Geological Survey (USGS). The station will be operated all year and the data generated will be published by USGS.

The estimated costs associated with the design, construction and equipment purchase were provided by Mike Webster of the Ukiah Office of USGS and are as follows:

Services to be provided by USGS:

Cableway	\$4,600
Gage	5,500
Shelter	<u>1,600</u>
Subtotal	\$11,700

Services to be provided by participating entities:

Sit Down Cableway	\$4,400
Instrumentation	<u>3,000</u>
Subtotal	\$7,400

Total Estimated Installation Cost \$19,100¹ (Approximately \$6,400 per entity)

Annual Operation and Maintenance

Performed by USGS personnel \$14,000 (Approximately \$4,700 per entity annually)

¹ (This estimate assumes that the labor for certain gage construction work will be provided at no cost by a local Boy Scout group supervised by USGS personnel.)

All costs associated with the gaging station will be paid directly by Hidden Valley Lake Community Services District. The District will bill each of the other parties for the equal share of the costs.

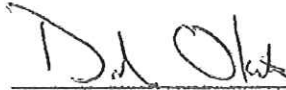
HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT



Mel Aust, General Manager

Date: 3-25-98

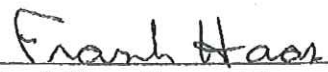
SOLANO COUNTY WATER AGENCY



David Okita, General Manager

Date: 4/29/98

CALLAYOMI COUNTY WATER DISTRICT



Frank Haas, General Manager

Date: 3-19-98

HVLCW.185



United States Department of the Interior

U.S. GEOLOGICAL SURVEY

California Water Science Center
6000 J Street, Placer Hall
California State University
Sacramento, California 95819-6129
Phone: (916) 278-3000 Fax: (916) 278-3070
<http://water.wr.usgs.gov>

July 2, 2012

Mr. Roland Sanford, Interim General Manager
Hidden Valley Lake Community Services District
19400 Hartman Road
Hidden Valley Lake, California 95467

Dear Mr. Sanford:

This letter confirms discussions between our respective staffs, concerning the continuation of a cooperative water resources program between the Hidden Valley Lake Community Services District (District) and the U.S. Geological Survey (USGS) for the period November 1, 2012 to October 31, 2013.

The USGS has made a policy change regarding Federal Matching Funds (FMF) effective October 1, 2012. The accounting of USGS FMF shown in paragraph 2(a) of the attached Joint Funding Agreement (JFA) no longer reflects the portion of USGS funding associated with facilities and science support at the Bureau level. The USGS continues to provide funding for these support services, but, under a new USGS business practice, this USGS funding is no longer included on the JFA. This change in USGS business practice does not change the overall cost of this work, nor does it diminish the total benefits and services that are provided by the USGS. No additional costs are incurred by District as a result of this change in accounting.

The proposed program and associated costs are as follows:

<u>Station number and name</u>	<u>District Funds</u>	<u>USGS Funds</u>	<u>Total Funds</u>
11453500 Putah Creek near Guenoc	\$ 13,550	\$ 6,850	\$ 20,400
TOTAL	\$ 13,550	\$ 6,850	\$ 20,400

Total cost of the proposed program is \$20,400. Cost to the District will be \$13,550, and subject to the availability of Federal matching funds, the USGS will provide \$6,850.

Enclosed are two originals of Joint Funding Agreement (JFA) 13WSCA26500, signed by our agency, for your approval. If you are in agreement with this proposed program, please return one fully executed JFA to our office. Work performed with funds from this agreement will be conducted on a fixed-price basis. Billing for this agreement will be rendered annually.

Mr. Roland Sanford, Interim General Manager- Hidden Valley Lake Community Services District

The USGS is required to have an agreement in place prior to any work being performed on a project. We request that a fully executed JFA be returned prior to November 1, 2012. If it is not received by November 1, we will be required to suspend operations until an agreement is received.

If you have any questions concerning this program, please contact Mike Webster, in our Ukiah Field Office, at (707) 468-4042. If you have any administrative questions, please contact Tammy Seubert, in our Sacramento Office, at (916) 278-3040.

Sincerely,



Eric G. Reichard
Director, USGS California Water Science Center

Enclosures

cc: Mr. Thomas Pate, Senior Water Resources Specialist
Solano County Water Agency
Post Office Box 349
Elmira, California 95625

Mr. Frank Hass, General Manager
Callayomi County Water District
Post Office Box 623
Middletown, California 95461

Mr. Thomas Smyth, Water Resources Engineer
Lake County Public Works Department
255 North Forbes Street
Lakeport, California 95453

Mike Webster, USGS CAWSC

Form 9-1366
(Oct. 2005)

**U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement**

Customer #: 6000000972
Agreement #: 13WSCA26500
Project #:
TIN #: 68-0048232
Fixed Cost Agreement Yes No

Page 1 of 2

**FOR
WATER RESOURCES INVESTIGATIONS**

THIS AGREEMENT is entered into as of the 1st day of November, 2012, by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT, party of the second part.

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation for cooperative resources investigations in the Hidden Valley Lake Community Services District area, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50; and 43 USC 50b.
2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$0.

(a) \$6,850.00 by the party of the first part during the period
November 1, 2012 to October 31, 2013

(b) \$13,550.00 by the party of the second part during the period
November 1, 2012 to October 31, 2013

USGS DUNS IS 1761-38857.

- (c) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
 - (d) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.
3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.
 4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.
 5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.
 6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.
 7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

Form 9-1366
continued

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement

Customer #: 6000000972
Agreement #: 13WSCA26500
Project #:
TIN #: 68-0048232

- 8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
- 9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered **annually**. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

U.S. Geological Survey
United States
Department of the Interior

HIDDEN VALLEY LAKE COMMUNITY SERVICES
DISTRICT

USGS Point of Contact

Customer Point of Contact

Name: Tammy Seubert
Address: 6000 J Street, Placer Hall
Sacramento, California 95819-6129
Telephone: 916-278-3040
Email: tseubert@usgs.gov

Name: Roland Sanford, Interim General
Manager
Address: 19400 Hartman Road
Hidden Valley Lake, California 95467
Telephone:
Email:

Signatures

Signatures

By Donna Schiffer, acting Date 7/2/2012
Name: Eric G. Reichard
Title: Director, USGS California Water
Science Center

By _____ Date _____
Name:
Title:

By _____ Date _____
Name:
Title:

By _____ Date _____
Name:
Title:

By _____ Date _____
Name:
Title:

By _____ Date _____
Name:
Title:



Hidden Valley Lake Community Services District

Personnel Committee Report

DATE: July 11, 2012
TIME: 7:00 a.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board Personnel Committee called to order on July 11, 2012 at the hour of 7:00 a.m. by Director Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Graham and Director Herndon. Also present: Roland Sanford, Interim General Manager, and Tami Ipsen, Administrative Assistant/Secretary to the Board.

4) APPROVAL OF AGENDA:

Director Herndon accepted the agenda as presented.

5) REVIEW OF PERSONNEL POLICIES

The committee reviewed the following final draft policies with few recommended changes:

- Administrative Leave
- School Activity Leave
- Employee Health and Dental Alternative Coverage Policy

The committee reviewed the following policies with recommended changes:

- Smoke Free Work place
- Jury Duty Leave
- Time Off to Vote

Staff will make recommended changes for final review from committee members.

6) PUBLIC COMMENTS:

There were none.

7) ADJOURNMENT:

The meeting was adjourned at 7:55 a.m.



Hidden Valley Lake Community Services District

Personnel Committee Report

DATE: June 27, 2012
TIME: 7:00 a.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board Personnel Committee called to order on June 27, 2012 at the hour of 7:00 a.m. by Director Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Graham and Director Herndon. Also present: Roland Sanford, Interim General Manager, and Tami Ipsen, Administrative Assistant/Secretary to the Board.

4) APPROVAL OF AGENDA:

Director Graham moved, Director Herndon seconded to approve the June 27, 2012 agenda.

Motion approved by unanimous vote.

5) REVIEW OF PERSONNEL POLICIES

The committee reviewed the following policies with recommended changes:

- Administrative Leave
- School Activity Leave
- Employee Health and Dental Alternative Coverage Policy

Staff will make recommended changes for final review from committee members.

The committee will meet every Wednesday at 7:00 a.m. until the Personnel Policies have been reviewed except on holidays or the day after board meetings.

6) PUBLIC COMMENTS:

There were none.

7) ADJOURNMENT:

The meeting was adjourned at 8:00 a.m. on motion by Director Graham, seconded by Director Herndon, and unanimously carried.



Hidden Valley Lake Community Services District

Finance Committee Report

DATE: June 29, 2012
TIME: 12:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board Finance Committee called to order on June 6, 2012 at the hour of 12:06 p.m. by Director Mirbegian at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman and Mirbegian. Also present: Roland Sanford, Interim General Manager and Tami Ipsen, Administrative Assistant/Secretary to the Board.

4) APPROVAL OF AGENDA:

Director Freeman moved, Director Mirbegian seconded to approve the June 29, 2012 agenda.

Motion approved by unanimous vote.

5) DOCUMENTATION OF FY 2012-2013 BUDGET ASSUMPTIONS

The committee tabled this item until further notice.

6) REVIEW OF FY 2012-2013 INVESTMENT POLICY

The committee submitted material to be reviewed for possible consideration of revision of the current Investment Policy.

7) ANNUAL FINANCIAL AUDIT

Committee discussed last years' deficiencies listed in the year ending June 30, 2011 Audit and possible Request for Proposal (RFP) for hiring an auditing firm.

8) DEVELOPMENT OF NEW FINANCIAL REPORTS

Mr. Sanford reviewed the reports the committee had discussed at prior committee meetings. Report changes may need to be reflected in the Investment Policy.

9) PUBLIC COMMENTS:

There were no public comments.

10) ADJOURNMENT:

The meeting was adjourned at 1:36 p.m. on motion by Director Freeman, seconded by Director Mirbegian, and unanimously carried.

**Hidden Valley Lake CSD
Pooled Cash Recap
June 30, 2012**

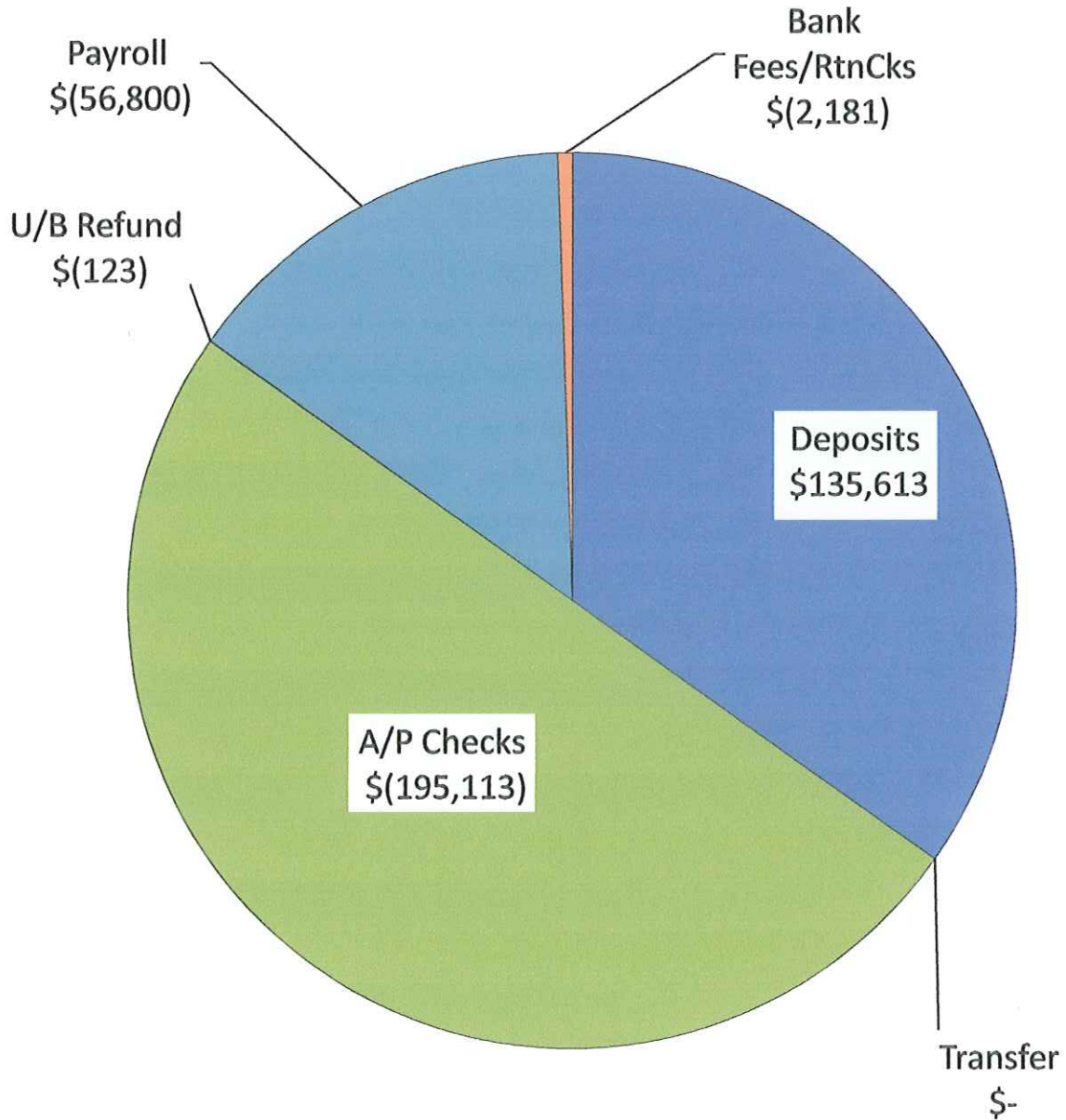
HVLCSD Deposit Summary

Cash	\$ 135,613.38
Transfers:	
Money Market	\$ -
Total Deposits	\$ 135,613.38

HVLCSD Expenditure Summary

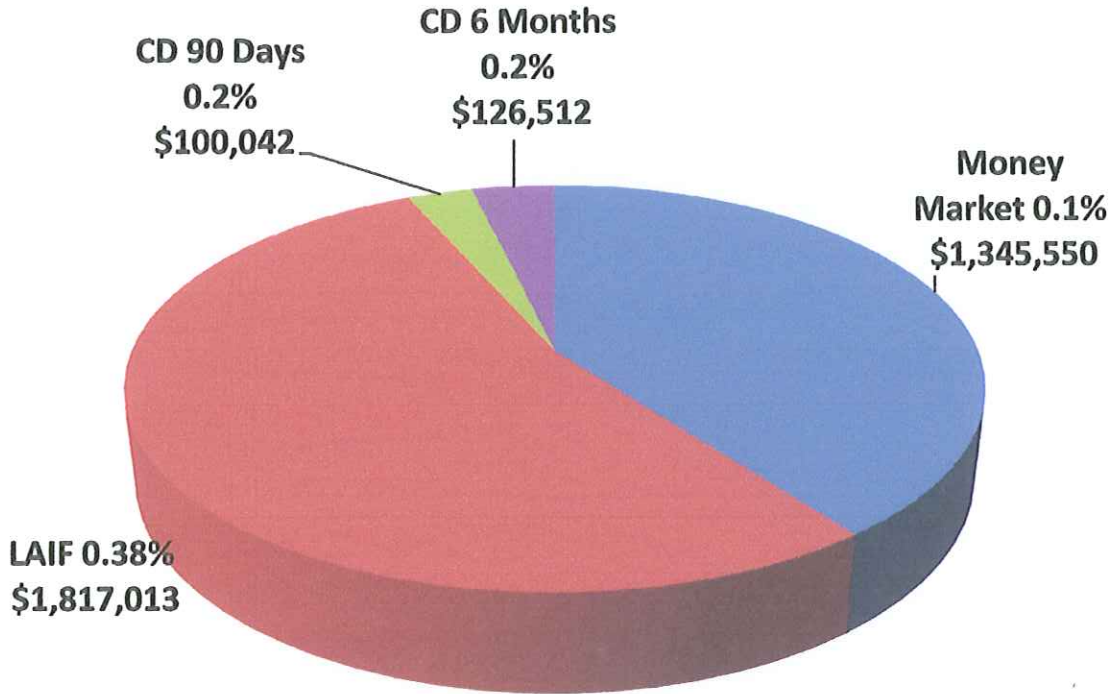
Accounts Payable	
120 Sewer	\$ 79,787.17
130 Water	\$ 115,112.05
140 Flood Control	\$ 152.52
217 State Loan	\$ -
215 Recla Redemption 95-2	\$ -
218 CIEDB	\$ -
219 USDA Solar Project	\$ -
375 Sewer Reserve Improvement	\$ 61.04
711 Bond Administration	\$ -
Total AP	\$ 195,112.78
U/B Refunds	\$ 122.72
Total Payroll	\$ 56,800.00
Misc. Bank Fees & Return Checks	\$ 2,180.68
Total Expenditures	\$ 254,216.18

**Hidden Valley Lake CSD
Pooled Cash Account
June 30, 2012
(\$118,603)**



- Deposits
- Transfer
- A/P Checks
- U/B Refund
- Payroll
- Bank Fees/RtnCks

**HIDDEN VALLEY LAKE CSD
INVESTMENT REPORT
June 30, 2012
\$3,389,117**



Investment	Interest Rate	Interest Earned this Period		Funds Invested
Money Market	0.10%	\$	94.51	\$ 1,345,550
LAIF	0.38%	-	-	\$ 1,817,013
90 Day CD	0.20%		5.00	\$ 100,042
6 Month CD	0.20%		5.09	\$ 126,512
Total Funds Invested				\$ 3,389,117

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

**Hidden Valley Lake CSD
Revenue & Expense Report
Year to Date June 30, 2012**

	Revenue Budget	Revenue YTD Actual	% To Date	Budget s/b 6 Cycles*	YTD Over (Under) Budget	Remaining Budget YTD
Sewer Fund 120	\$ 910,100	\$ 979,817	107.66%	100.00%	7.66%	\$ (69,717)
Water Fund 130	\$ 1,194,300	\$ 1,253,115	104.92%	100.00%	4.92%	\$ (58,815)
Total YTD Operating Revenue	\$ 2,104,400	\$ 2,232,932	106.11%	100.00%	6.11%	\$ (128,532)

*Revenue collected bi-monthly, 6 cycles per year

	Expense Budget	Expense YTD Actual	% To Date	Budget s/b 12 mo	YTD Over (Under) Budget	Remaining Budget YTD
Sewer Fund 120	\$ 910,100	\$ 909,108	99.89%	100.00%	-0.11%	\$ 992
Water Fund 130	\$ 1,194,300	\$ 1,286,300	107.70%	100.00%	7.70%	\$ (92,000)
Total YTD Operating Expenditures	\$ 2,104,400	\$ 2,195,407	104.32%	100.00%	4.32%	\$ (91,007)

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
YEAR TO DATE JUNE 30, 2012

**120-SEWER ENTERPRISE FUND
REVENUE**

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 PERMIT & INSPECTION FEES	0.00	0.00	0.00	0.00	0.00%
120-4035 DEVL MISC SEWER	0.00	0.00	0.00	0.00	0.00%
120-4036 DEVELOPER SEWER FEES	0.00	0.00	11,362.33	(11,362.33)	0.00%
120-4045 AVAILABILITY FEES	6,000.00	2,600.64	8,297.58	(2,297.58)	138.29%
120-4046 DELINQUENT SMWC PAYMENTS	0.00	0.00	0.00	0.00	0.00%
120-4050 SALES OF RECLAIMED WATER	62,100.00	16,468.42	91,325.30	(29,225.30)	147.06%
120-4111 COMM SEWER USE	18,100.00	0.00	17,477.20	622.80	96.56%
120-4112 GOV'T SEWER USE	0.00	1,703.61	2,236.69	(2,236.69)	0.00%
120-4116 SEWER USE CHARGES	800,900.00	139,230.58	832,346.76	(31,446.76)	103.93%
120-4210 LATE FEE 10%	13,600.00	2,363.98	15,269.06	(1,669.06)	112.27%
120-4215 RETURNED CHECK CHARGE	0.00	0.00	0.00	0.00	0.00%
120-4300 MISC INCOME	1,000.00	77.05	779.92	220.08	77.99%
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00%
120-4505 LEASE INCOME	8,400.00	34.20	726.78	7,673.22	8.65%
120-4541 DELINQ PENALTY & INTEREST	0.00	0.00	0.00	0.00	0.00%
120-4550 INTEREST	0.00	2.34	(5.03)	5.03	0.00%
TOTAL REVENUES	910,100.00	162,480.82	979,816.59	(69,716.59)	107.66%

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
YEAR TO DATE JUNE 30, 2012

120-SEWER ENTERPRISE FUND

EXPENDITURES - ALL DEPTS	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5010 SALARY & WAGES	374,100.00	25,335.22	398,498.07	(24,398.07)	106.52%
120-5020 EMPLOYEE BENEFITS	122,600.00	11,145.06	111,936.88	10,663.12	91.30%
120-5021 RETIREMENT BENEFITS	67,500.00	5,889.89	50,181.09	17,318.91	74.34%
120-5025 RETIREE HEALTH BENEFITS	4,600.00	765.20	5,074.12	(474.12)	110.31%
120-5040 ELECTION EXPENSE	0.00	0.00	2,439.49	(2,439.49)	0.00%
120-5060 GASOLINE, OIL & FUEL	13,600.00	1,111.95	11,845.47	1,754.53	87.10%
120-5061 VEHICLE MAINT	8,300.00	80.39	13,112.95	(4,812.95)	157.99%
120-5062 TAXES & LIC	400.00	494.34	973.41	(573.41)	243.35%
120-5074 INSURANCE	17,200.00	0.00	10,078.06	7,121.94	58.59%
120-5075 BANK FEES	3,600.00	56.83	5,427.89	(1,827.89)	150.77%
120-5080 MEMBERSHIP & SUBSCRIPTIONS	3,400.00	197.90	3,186.71	213.29	93.73%
120-5090 OFFICE SUPPLIES	6,900.00	784.83	6,619.47	280.53	95.93%
120-5092 POSTAGE & SHIPPING	1,400.00	95.00	2,243.95	(843.95)	160.28%
120-5110 CONTRACTUAL SERVICES	47,200.00	4,585.23	46,087.27	1,112.73	97.64%
120-5121 LEGAL SERVICES	0.00	2,812.50	2,812.50	(2,812.50)	0.00%
120-5122 ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00%
120-5123 OTHER PROFESSIONAL SERVICE	2,400.00	3,278.63	14,301.84	(11,901.84)	595.91%
120-5130 PRINTING & PUBLICATION	1,300.00	112.67	975.84	324.16	75.06%
120-5135 NEWSLETTER	1,200.00	666.01	1,874.15	(674.15)	156.18%
120-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00%
120-5145 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00%
120-5148 OPERATING SUPPLIES	10,700.00	2,331.81	11,573.90	(873.90)	108.17%
120-5150 REPAIR & REPLACE	65,300.00	12,272.05	67,075.36	(1,775.36)	102.72%
120-5155 MAINT BLDG & GROUNDS	5,800.00	4,937.89	8,733.41	(2,933.41)	150.58%
120-5160 SLUDGE DISPOSAL	19,900.00	0.00	19,643.74	256.26	98.71%
120-5170 TRAVEL & MEETINGS	600.00	48.89	851.27	(251.27)	141.88%
120-5175 EDUCATION / SEMINARS	5,100.00	679.12	3,244.29	1,855.71	63.61%
120-5176 DIRECTOR TRAINING	0.00	1,237.35	2,129.96	(2,129.96)	0.00%
120-5179 ADM MISC EXPENSE	200.00	(408.51)	384.10	(184.10)	192.05%
120-5180 UNCOLLECTIBLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00%
120-5191 TELEPHONE	14,100.00	1,060.62	14,072.25	27.75	99.80%
120-5192 ELECTRICITY	50,000.00	3,554.01	52,102.49	(2,102.49)	104.20%
120-5195 ENV/MONITORING	25,300.00	4,668.00	26,810.40	(1,510.40)	105.97%
120-5198 ANNUAL OPERATING FEES	2,700.00	0.00	2,659.00	41.00	98.48%
120-5310 EQUIPMENT - FIELD	2,200.00	492.38	814.10	1,385.90	37.00%
120-5311 EQUIPMENT - OFFICE	0.00	1,005.01	4,815.63	(4,815.63)	0.00%
120-5312 TOOLS - FIELD	1,700.00	321.72	900.66	799.34	52.98%
120-5315 SAFETY EQUIPMENT	700.00	0.00	778.11	(78.11)	111.16%
120-5510 TAXES & ASSESSMENTS	0.00	0.00	0.00	0.00	0.00%
120-5545 RECORDING FEES	100.00	0.00	164.76	(64.76)	164.76%
120-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00%
120-5585 FLOOD CONTROL EXPENSE	0.00	0.00	404.85	(404.85)	0.00%
120-5590 NON-OPERATING OTHER	30,000.00	0.00	0.00	30,000.00	0.00%
120-5605 OPERATING CONTINGENCY	0.00	0.00	0.00	0.00	0.00%
120-5591 EXP APPLICABLE TO PRIOR YR	0.00	0.00	4,300.10	(4,300.10)	0.00%
120-5700 OVER/SHORT	0.00	(20.00)	(20.00)	20.00	0.00%
TOTAL COMBINED EXPENDITURES	910,100.00	89,591.99	909,107.54	992.46	99.89%

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
YEAR TO DATE JUNE 30, 2012

**130-WATER ENTERPRISE FUND
REVENUES**

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4030 WATER CONNECTION FEES	0.00	0.00	0.00	0.00	0.00%
130-4032 COMM WATER CONNECTIONS	0.00	0.00	0.00	0.00	0.00%
130-4033 DEVELOPER WATER FEES	0.00	0.00	0.00	0.00	0.00%
130-4035 RECONNECT FEES	16,600.00	1,900.00	12,830.00	3,770.00	77.29%
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00%
130-4039 WATER METER INST	300.00	0.00	0.00	300.00	0.00%
130-4040 RECORDING FEES INCOME	500.00	20.00	350.00	150.00	70.00%
130-4045 AVAILABILITY FEES	24,900.00	10,593.86	34,049.42	(9,149.42)	136.74%
130-4046 DELINQUENT SMWC PAYMENTS	0.00	0.00	0.00	0.00	0.00%
130-4110 COMM WATER USE	13,400.00	1,151.03	13,444.08	(44.08)	100.33%
130-4112 GOVT WATER USE	800.00	74.26	844.26	(44.26)	105.53%
130-4114 MISC WATER USE	0.00	0.00	0.00	0.00	0.00%
130-4115 WATER USE CHARGES	960,400.00	166,534.74	999,761.81	(39,361.81)	104.10%
130-4117 WATER OVERAGE USE FEE	144,000.00	36,502.71	150,813.09	(6,813.09)	104.73%
130-4118 WATER OVERAGE COMM	8,400.00	1,527.05	11,083.87	(2,683.87)	131.95%
130-4119 WATER OVERAGE GOV	0.00	0.00	23.10	(23.10)	0.00%
130-4210 LATE FEE 10%	20,800.00	3,163.09	21,159.85	(359.85)	101.73%
130-4215 RETURNED CHECK CHARGE	900.00	50.00	800.00	100.00	88.89%
130-4300 MISC INCOME	200.00	2.68	204.05	(4.05)	102.03%
130-4310 OTHER INCOME	2,200.00	0.00	0.00	2,200.00	0.00%
130-4505 LEASE INCOME	0.00	611.96	7,673.22	(7,673.22)	0.00%
130-4541 DELINQ PENALTY & INTEREST	0.00	0.00	0.00	0.00	0.00%
130-4550 INTEREST	900.00	24.88	78.23	821.77	8.69%
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00%
TOTAL REVENUES	1,194,300.00	222,156.26	1,253,114.98	(58,814.98)	104.92%

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
YEAR TO DATE JUNE 30, 2012

130-WATER ENTERPRISE FUND
EXPENDITURES - ALL DEPTS

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5010 SALARY & WAGES	420,600.00	27,764.36	364,266.11	56,333.89	86.61%
130-5020 EMPLOYEE BENEFITS	155,000.00	12,711.68	151,860.82	3,139.18	97.97%
130-5021 RETIREMENT BENEFITS	71,500.00	6,983.73	60,377.71	11,122.29	84.44%
130-5025 RETIREE HEALTH BENEFITS	4,500.00	765.19	5,074.11	(574.11)	112.76%
130-5040 ELECTION EXPENSE	0.00	0.00	2,439.48	(2,439.48)	0.00%
130-5060 GASOLINE, OIL & FUEL	13,300.00	1,111.94	11,838.86	1,461.14	89.01%
130-5061 VEHICLE MAINT	8,000.00	68.23	13,107.28	(5,107.28)	163.84%
130-5062 TAXES & LIC	800.00	563.04	1,645.03	(845.03)	205.63%
130-5074 INSURANCE	15,000.00	0.00	15,477.11	(477.11)	103.18%
130-5075 BANK FEES	3,600.00	855.95	5,427.90	(1,827.90)	150.78%
130-5080 MEMBERSHIP & SUBSCRIPTIONS	13,300.00	236.12	16,017.56	(2,717.56)	120.43%
130-5090 OFFICE SUPPLIES	5,400.00	784.89	6,882.30	(1,482.30)	127.45%
130-5092 POSTAGE & SHIPPING	2,500.00	95.00	2,320.82	179.18	92.83%
130-5110 CONTRACTUAL SERVICES	28,000.00	1,894.33	36,130.72	(8,130.72)	129.04%
130-5121 LEGAL SERVICES	0.00	2,812.50	2,812.50	(2,812.50)	0.00%
130-5122 ENGINEERING SERVICES	16,000.00	12,712.98	42,169.48	(26,169.48)	263.56%
130-5123 OTHER PROFESSIONAL SERVICE	23,000.00	9,976.22	82,272.11	(59,272.11)	357.70%
130-5124 WATER RIGHTS	0.00	0.00	0.00	0.00	0.00%
130-5130 PRINTING & PUBLICATION	1,000.00	112.67	975.81	24.19	97.58%
130-5135 NEWSLETTER	1,100.00	666.02	1,874.16	(774.16)	170.38%
130-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00%
130-5145 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00%
130-5148 OPERATING SUPPLIES	1,100.00	441.64	1,282.23	(182.23)	116.57%
130-5150 REPAIR & REPLACE	65,000.00	2,638.24	77,255.13	(12,255.13)	118.85%
130-5155 MAINT BLDG & GROUNDS	5,000.00	1,735.72	5,120.04	(120.04)	102.40%
130-5170 MILEAGE	3,000.00	211.82	4,873.07	(1,873.07)	162.44%
130-5175 EDUC / SEMINARS	30,000.00	826.74	13,204.43	16,795.57	44.01%
130-5176 DIRECTOR TRAINING	0.00	1,749.73	7,688.30	(7,688.30)	0.00%
130-5179 ADM MISC EXPENSE	0.00	(408.51)	384.08	(384.08)	0.00%
130-5180 UNCOLLECTIBLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00%
130-5191 TELEPHONE	9,500.00	1,080.03	10,770.37	(1,270.37)	113.37%
130-5192 ELECTRICITY	120,000.00	28,579.16	127,560.33	(7,560.33)	106.30%
130-5195 ENV/MONITORING	8,500.00	2,541.00	8,033.30	466.70	94.51%
130-5198 ANNUAL OPERATING FEES	15,000.00	0.00	8,985.12	6,014.88	59.90%
130-5310 EQUIPMENT - FIELD	1,500.00	8.04	411.56	1,088.44	27.44%
130-5311 EQUIPMENT - OFFICE	3,600.00	1,005.03	4,815.97	(1,215.97)	133.78%
130-5312 TOOLS - FIELD	2,000.00	321.73	1,351.49	648.51	67.57%
130-5315 SAFETY EQUIPMENT	1,000.00	0.00	778.09	221.91	77.81%
130-5505 WATER CONSERVATION	15,000.00	1,350.03	12,842.24	2,157.76	85.61%
130-5510 TAXES & ASSESSMENTS	0.00	0.00	0.00	0.00	0.00%
130-5545 RECORDING FEES	500.00	0.00	323.24	176.76	64.65%
130-5580 TRANSFERS OUT (CIEDB)	131,000.00	0.00	173,260.74	(42,260.74)	132.26%
130-5585 FLOOD CONTROL	0.00	0.00	122.92	(122.92)	0.00%
130-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00%
130-5591 EXP APPLICABLE TO PRIOR YEAR	0.00	0.00	4,267.17	(4,267.17)	0.00%
TOTAL EXPENDITURES	1,194,300.00	122,195.25	1,286,299.69	(91,999.69)	107.70%

Board of Directors

JIM FREEMAN

CAROLYN GRAHAM

LINDA HERNDON

JIM LIEBERMAN

JUDY MIRBEGIAN



Interim General Manager
ROLAND SANFORD

Administrative Assistant
TAMI IPSEN

Accountant/Controller
TASHA KLEWE

*Hidden Valley Lake
Community Services District*

Memo

To: HVLCSD Board of Directors

From: Roland Sanford, Interim General Manager

Date: July 17, 2012

RE: General Manager's Monthly Report

Now that the 2012-2013 District budget has been approved, staff has resumed work on...the budget and fiscal matters. The Finance Committee has met several times since the June Board of Directors meeting and is currently reviewing the District's investment policy and overseeing preparation of a Request for Proposals for the 2012-2013 District Audit (to be conducted in the summer of 2013). Staff and the Finance Committee are also exploring options for boosting what are rather anemic returns on the District's investments. Currently, the combined weighted mean return on the District's CD, money market and LAIF funds is just 0.28 percent. Given the fact the District has nearly 3 million dollars collectively invested in CD's, money market and the LAIF account, it is staff's opinion that even a 0.1 percent increase in the combined weighted mean rate of return would be worth pursuing.

A copy of the adopted 2012-2013 District budget is attached to this General Manager's report and has also been posted on the District's website. As discussed at prior Board meetings, the 2012-2013 budget incorporates the third and final annual 3 % rate increase approved by the Board (In 2010 the Board, in conformance with Proposition 218, approved three successive annual 3% water and sewer rate increases). For 2012-2013 the average bimonthly base rate residential water bill will increase by \$2.26, from \$72.00 to \$74.26, while the average bimonthly residential sewer bill will increase by \$2.92, from \$97.44 to \$100.36. A summary of residential water and sewer rates for 2012-2013 is as follows:

	<u>2011-2012</u>	<u>2012-2013</u>
<u>Base Water Rate</u> <i>(3,000 cubic foot allotment)</i>	\$ 72.00	\$ 74.26
<u>Water Use Over Base Rate</u> <i>(per cubic foot)</i>	\$ 0.0240	\$ 0.0248
<u>Sewer Base Rate</u>	\$ 97.44	\$ 100.36

Despite the rate increases, the cost of the District's residential drinking water is just **one-third of one cent per gallon.**

Staff and the Personnel Committee continue to review and revise the policies set forth in the District's Personnel Policy manual. Four policies; Administrative Leave, Employee Health Alternative Coverage, School Activity Leave, and Jury Duty Leave have recently been reviewed by the Personnel Committee and are on the July 17, 2012 Board of Directors meeting agenda for Board consideration.

In last two monthly General Manager's reports I identified several "Issues of Immediate Concern"; the SWRCB ACL/CDO, Petition for Change – Water Right Permit, Crazy Creek Developer Agreement/LAFCO MSR, and the Water Master Plan. Updates are as follows:

SWRCB ACL/CDO

District staff and the District's water right consultants, Wagner & Bonsignore, have submitted proposed language changes to the State Water Resources Control Board's (SWRCB) draft Cease and Desist Order (CDO), which the SWRCB is proposing to issue against the District as a result of the District's failure to provide sufficient supplemental stream flow releases to Putah Creek in 2010. Staff is waiting for the SWRCB to respond.

Petition for Change - Water Right Permit

No significant activity since June 19, 2012 Board of Directors meeting.

Crazy Creek Developer Agreement/LAFCO MSR

No significant activity since the May 22, 2012 Board of Directors meeting

Water Master Plan Update

No significant activity since June 19, 2012 Board of Directors meeting

Fiscal Year 2012-2013
Adopted Budget



Hidden Valley Lake
Community Services District

Board of Directors:

Linda Herndon, President

Judy Mirbegian, Vice President

Jim Freeman

Carolyn Graham

Jim Lieberman

Interim General Manager:

Roland Sanford

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2012-2013 BUDGET

ADOPTED

	2011-2012 EST. ACTUALS	2012-2013 BUDGET
SEWER INCOME		
SEWER USE INCOME	849,625	869,500
SEWER DEVELOP/AVAIL FEES	17,059	6,000
RECLAIMED WATER	71,883	78,100
SEWER OTHER FEES & INCOME	24,433	24,500
TOTAL OPERATING INCOME	963,000	978,100

	2011-2012 EST. ACTUALS	2012-2013 BUDGET
SEWER EXPENDITURE		
SEWER GEN OPERATING	906,342	960,600
FLOOD CONTROL	-	-
SEWER OP CONTINGENCY	-	17,500
TOTAL OP EXPENDITURE	906,342	978,100

	2011-2012 EST. ACTUALS	2012-2013 BUDGET
WATER INCOME		
WATER USE INCOME	1,142,778	1,208,000
WATER DEVELOP/AVAIL FEES	23,456	23,500
WATER OTHER FEES & INCOME	35,461	36,200
TRANSFER - UNRESTR RESERVE	-	-
TOTAL OPERATING INCOME	1,201,695	1,267,700

	2011-2012 EST. ACTUALS	2012-2013 BUDGET
WATER EXPENDITURE		
WATER GEN OPERATING	1,235,300	1,267,700
FLOOD CONTROL	-	-
WATER OP CONTINGENCY	-	-
TOTAL OP EXPENDITURE	1,235,300	1,267,700

TOTAL OPERATING BUDGET **1,956,200**

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2012-2013 BUDGET

ADOPTED

DEBT SERVICE INCOME	FUND	
TAXES, ASSESSMENTS, BONDS	215	273,187
TAXES, ASSESSMENTS, BONDS	216	256,451
STATE REVOLVING FUND LOAN	217	650,670
CIEDB	218	173,018
USDA RUS (SOLAR	219	30,100
BOND ADMINISTRATION	711	15,000
BOND REVOLVING FUND	712	4,400
TOTAL INCOME		1,402,826

DEBT SERVICE EXPENDITURE	FUND	
95-2 BOND REDEMP (INTEREST)	215	235,373
95-2 BOND REDEMP (PRINCIPAL)	215	99,000
95-3 BOND REDEMP (INTEREST)	216	18,215
95-3 BOND REDEMP (PRINCIPAL)	216	164,832
STATE REVOLVING (INTEREST)	217	76,652
STATE REVOLVING (PRINCIPAL)	217	610,863
CIEDB (INTEREST)	218	82,216
CIEDB (PRINCIPAL)	218	83,714
CIEDB (ANNUAL FEE)	218	7,088
USDA RUS (EST)	219	30,100
BOND ADMINISTRATION EXP	711	10,800
BOND REVOLVING EXP	712	-
RESERVES		(16,026)
TOTAL EXPENDITURE		1,402,826

TOTAL NON-OPERATING BUDGET **1,402,826**

TOTAL BUDGET **3,359,026**

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2012-2013 BUDGET

ADOPTED

SEWER ENTERPRISE FUND

	2010-2011	2011-2012	2011-2012	2012-2013
	ACTUALS	BUDGET	EST. ACTUALS	BUDGET
REVENUE				
120-4020 PERMIT & INSPECTION FEES	200	0	0	0
120-4036 DEVELOPER SEWER FEES	0	0	11,362	0
120-4045 AVAILABILITY FEES	9,136	6,000	5,697	6,000
120-4050 SALES OF RECLAIMED WATER	80,373	62,100	71,883	78,100
120-4111 COMMERCIAL SEWER USE	1,336	18,100	19,664	20,500
120-4112 GOVERNMENT SEWER USE	16,724	0	0	0
120-4116 SEWER USE CHARGES	786,570	800,900	829,961	849,000
120-4210 LATE FEE 10%	14,686	13,600	15,340	15,400
120-4300 MISC INCOME	(379)	1,000	693	700
120-4505 LEASE INCOME	8,421	8,400	8,400	8,400
120-4550 INTEREST INCOME	44	0	0	0
TOTAL REVENUE	917,109	910,100	963,000	978,100
EXPENSES				
120-5010 SALARY & WAGES	414,875	371,700	401,634	391,300
130-5010 COLA	9,746	2,400	2,128	0
120-5020 EMPLOYEE BENEFITS	120,852	122,600	107,612	130,100
120-5021 RETIREMENT BENEFITS	43,054	67,500	47,225	68,400
120-5025 RETIREE HEALTH BENEFITS	4,422	4,600	4,672	6,700
120-5040 ELECTION EXPENSE	0	0	2,846	0
120-5060 GASOLINE, OIL & FUEL	13,449	13,600	11,500	11,800
120-5061 VEHICLE MAINT	7,981	8,300	14,833	8,000
120-5062 TAXES & LIC	347	400	1,276	1,000
120-5074 INSURANCE	15,984	17,200	17,182	17,700
120-5075 BANK FEES	4,204	3,600	4,658	4,800
120-5080 MEMBERSHIP & SUBSCRIPTIONS	2,980	3,400	3,481	3,600
120-5090 OFFICE SUPPLIES	6,670	6,900	6,095	5,400
120-5092 POSTAGE & SHIPPING	2,000	1,400	2,507	2,200
120-5110 CONTRACTUAL SERVICES	44,912	47,200	45,601	29,000
120-5121 LEGAL SERVICES	0	0	0	5,700
120-5122 ENGINEERING SERVICES	0	0	0	0
120-5123 OTHER PROFESSIONAL SERVICE	2,121	2,400	8,576	6,000
120-5123 OTHER PROF - SALARY SURVEY	0	0	0	800
120-5125 STRATEGIC PLANNING	0	0	0	1,000
120-5126 RECRUITMENT	0	0	0	10,000
120-5130 PRINTING & PUBLICATION	1,371	1,300	1,017	600
120-5135 NEWSLETTER	1,697	1,200	1,410	700
120-5148 OPERATING SUPPLIES	11,597	10,700	9,000	8,800

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2012-2013 BUDGET

ADOPTED

SEWER ENTERPRISE FUND

	2010-2011	2011-2012	2011-2012	2012-2013
	ACTUALS	BUDGET	EST. ACTUALS	BUDGET
120-5150 REPAIR & REPLACE	55,871	65,300	65,300	72,500
120-5155 MAINT BLDG & GROUNDS	5,239	5,800	5,500	5,700
120-5160 SLUDGE DISPOSAL	17,347	19,900	22,918	22,600
120-5170 TRAVEL & MEETINGS	515	600	904	2,500
120-5175 EDUCATION / SEMINARS	5,450	5,100	5,139	11,900
120-5176 DIRECTOR TRAINING	0	0	2,022	5,000
120-5179 ADM MISC EXPENSE	202	200	910	0
120-5191 TELEPHONE	13,409	14,100	14,071	9,500
120-5192 ELECTRICITY	78,919	50,000	54,289	40,000
120-5195 ENV/MONITORING	28,349	25,300	22,765	35,400
120-5198 ANNUAL OPERATING FEES	2,364	2,700	3,102	3,200
120-5310 EQUIPMENT - FIELD	3,062	2,200	2,200	2,300
120-5311 EQUIPMENT - OFFICE	600	0	3,869	3,400
120-5312 TOOLS - FIELD	1,651	1,700	1,700	1,800
120-5315 SAFETY EQUIPMENT	662	700	908	900
120-5545 RECORDING FEES	182	100	192	200
120-5590 NON-OPERATING OTHER	0	30,000	3,000	30,100
120-5591 EXPENSES APPLICABLE TO PRIOR Y.	0	0	4,300	0
120-5600 CONTINGENCY	0	0	0	17,500
120-5650 CAPITAL RESERVES	0	0	0	0
TOTAL EXPENDITURES	922,081	910,100	906,342	978,100

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2012-2013 PRELIMINARY BUDGET

ADOPTED

WATER ENTERPRISE FUND

	2010-2011	2011-2012	2011-2012	2012-2013
	ACTUALS	BUDGET	EST ACTUALS	BUDGET
REVENUE				
130-4032 COMM WATER CONNECTIONS	0	0	0	0
130-4035 RECONNECT FEES	16,870	16,600	12,990	13,000
130-4039 WATER METER INSTALLATION	300	300	0	0
130-4040 RECORDING FEE INCOME	540	500	300	300
130-4045 AVAILABILITY FEES	37,683	24,900	23,456	23,500
130-4110 COMMERCIAL WATER USE	12,555	13,400	13,411	13,800
130-4112 GOVERNMENT WATER USE	810	800	700	800
130-4115 WATER USE CHARGES	941,625	960,400	997,452	1,024,800
130-4117 WATER OVERAGE USE FEE	138,496	144,000	120,515	161,200
130-4118 WATER OVERAGE COMMERCIAL	9,207	8,400	10,679	7,400
130-4119 WATER OVERAGE GOVERNMENT	40	0	21	0
130-4210 LATE FEE 10%	20,343	20,800	21,117	21,800
130-4215 RETURNED CHECK FEE	1,012	900	800	800
130-4300 MISC INCOME	1,166	200	201	200
130-4310 OTHER INCOME	2,174	2,200	0	0
130-4505 LEASE INCOME	141	0	0	0
130-4550 INTEREST INCOME	176	900	53	100
TOTAL REVENUE	1,183,138	1,194,300	1,201,694	1,267,700

EXPENDITURES

130-5010 SALARY & WAGES	336,341	417,000	358,108	427,600
130-5010 COLA	7,390	3,600	3,192	0
130-5020 EMPLOYEE BENEFITS	144,854	155,000	148,600	165,400
130-5021 RETIREMENT BENEFITS	45,265	71,500	56,800	74,400
130-5025 RETIREE HEALTH BENEFITS	4,422	4,500	6,200	6,700
130-5040 ELECTION EXPENSE	0	0	2,800	0
130-5060 GASOLINE, OIL & FUEL	13,449	13,300	11,500	11,800
130-5061 VEHICLE MAINT	8,051	8,000	14,800	8,000
130-5062 TAXES & LIC	5,706	800	2,000	1,000
130-5074 INSURANCE	10,656	15,000	15,000	15,500
130-5075 BANK FEES	4,204	3,600	4,700	4,800
130-5080 MEMBERSHIP & SUBSCRIPTIONS	14,861	13,300	17,300	16,600
130-5090 OFFICE SUPPLIES	6,646	5,400	6,400	5,400
130-5092 POSTAGE & SHIPPING	2,134	2,500	2,600	2,200
130-5110 CONTRACTUAL SERVICES	34,982	28,000	36,700	37,800
130-5121 LEGAL SERVICES	0	0	0	5,700
130-5122 ENGINEERING SERVICES	19,878	16,000	30,600	26,300

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2012-2013 PRELIMINARY BUDGET

ADOPTED

WATER ENTERPRISE FUND

	2010-2011	2011-2012	2011-2012	2012-2013
	ACTUALS	BUDGET	EST ACTUALS	BUDGET
130-5123 OTHER PROFESSIONAL SERVICE	25,909	23,000	72,800	15,000
130-5123 OTHER PROF - SALARY SURVEY	0	0	0	800
130-5124 WATER RIGHTS	0	0	0	14,700
130-5125 STRATEGIC PLAN	0	0	0	1,000
130-5126 RECRUITMENT	0	0	0	10,000
130-5130 PRINTING & PUBLICATION	1,036	1,000	600	600
130-5135 NEWSLETTER	1,697	1,100	1,400	700
130-5140 RENT & LEASES	1,500	0	0	0
130-5148 OPERATING SUPPLIES	1,031	1,100	1,000	1,000
130-5150 REPAIR & REPLACE	71,725	65,000	75,200	60,000
130-5155 MAINT BLDG & GROUNDS	12,149	5,000	3,000	2,500
130-5170 MILEAGE	2,083	3,000	5,300	4,000
130-5172 MEALS & LODGING	0	0	0	0
130-5175 EDUCATION /SEMINARS	40,144	30,000	12,800	14,400
130-5176 DIRECTOR TRAINING	0	0	7,600	5,000
130-5179 ADM MISC EXPENSE	84	0	900	0
130-5191 TELEPHONE	9,379	9,500	10,200	9,500
130-5192 ELECTRICITY	123,355	120,000	107,200	108,500
130-5195 ENV/MONITORING	8,861	8,500	6,000	6,200
130-5198 ANNUAL OPERATING FEES	26,503	15,000	12,700	13,100
130-5310 EQUIPMENT - FIELD	2,628	1,500	1,500	1,400
130-5311 EQUIPMENT - OFFICE	0	3,600	3,900	3,400
130-5312 TOOLS - FIELD	2,490	2,000	2,000	2,100
130-5315 SAFETY EQUIPMENT	564	1,000	900	900
130-5505 WATER CONSERVATION	14,992	15,000	15,000	10,000
130-5545 RECORDING FEES	575	500	400	400
130-5580 TRANSFERS OUT (CIEDB)	161,237	131,000	173,300	173,300
130-5585 FLOOD CONTROL	0	0	0	0
130-5591 EXP APPLICABLE TO PRIOR YR	0	0	4,300	0
130-5650 CAPITAL RESERVES	0	0	0	0
TOTAL EXPENDITURES	1,166,780	1,194,300	1,235,300	1,267,700

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2012-2013 BUDGET

ADOPTED

SEWER / WATER EXPENDITURES

EXPENDITURES	SEWER		WATER	
	2011-2012	2012-2013	2011-2012	2012-2013
	EST ACT	BUDGET	EST ACT	BUDGET
5010 SALARY & WAGES	401,634	391,300	358,108	427,600
5010 COLA	2,128	0	3,192	0
5020 EMPLOYEE BENEFITS	107,612	130,100	148,600	165,400
5021 RETIREMENT BENEFITS	47,225	68,400	56,800	74,400
5025 RETIREE HEALTH BENEFITS	4,672	6,700	6,200	6,700
5040 ELECTION EXPENSE	2,846	0	2,800	0
5060 GASOLINE, OIL & FUEL	11,500	11,800	11,500	11,800
5061 VEHICLE MAINT	14,833	8,000	14,800	8,000
5062 TAXES & LIC	1,276	1,000	2,000	1,000
5074 INSURANCE	17,182	17,700	15,000	15,500
5075 BANK FEES	4,658	4,800	4,700	4,800
5080 MEMBERSHIP & SUBSCRIPTIONS	3,481	3,600	17,300	16,600
5090 OFFICE SUPPLIES	6,095	5,400	6,400	5,400
5092 POSTAGE & SHIPPING	2,507	2,200	2,600	2,200
5110 CONTRACTUAL SERVICES	45,601	29,000	36,700	37,800
5121 LEGAL SERVICES	0	5,700	0	5,700
5122 ENGINEERING SERVICES	0	0	30,600	26,300
5123 OTHER PROFESSIONAL SERVICE	8,576	6,000	72,800	15,000
5123 OTHER PROF - SALARY SURVEY	0	800	0	800
5124 WATER RIGHTS	0	0	0	14,700
5125 STRATEGIC PLAN	0	1,000	0	1,000
5126 RECRUITMENT	0	10,000	0	10,000
5130 PRINTING & PUBLICATION	1,017	600	600	600
5135 NEWSLETTER	1,410	700	1,400	700
5148 OPERATING SUPPLIES	9,000	8,800	1,000	1,000
5150 REPAIR & REPLACE	65,300	72,500	75,200	60,000
5155 MAINT BLDG & GROUNDS	5,500	5,700	3,000	2,500
5160 SLUDGE DISPOSAL	22,918	22,600	0	0
5170 MILEAGE	904	2,500	5,300	4,000
5175 EDUCATION /SEMINARS	5,139	11,900	12,800	14,400
5176 DIRECTOR TRAINING	2,022	5,000	7,600	5,000
5179 ADM MISC EXPENSE	910	0	900	0
5191 TELEPHONE	14,071	9,500	10,200	9,500
5192 ELECTRICITY	54,289	40,000	107,200	108,500
5195 ENV/MONITORING	22,765	35,400	6,000	6,200

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2012-2013 BUDGET

ADOPTED

SEWER / WATER EXPENDITURES

	SEWER		WATER	
	2011-2012	2012-2013	2011-2012	2012-2013
	EST ACT	BUDGET	EST ACT	BUDGET
5198 ANNUAL OPERATING FEES	3,102	3,200	12,700	13,100
5310 EQUIPMENT - FIELD	2,200	2,300	1,500	1,400
5311 EQUIPMENT - OFFICE	3,869	3,400	3,900	3,400
5312 TOOLS - FIELD	1,700	1,800	2,000	2,100
5315 SAFETY EQUIPMENT	908	900	900	900
5505 WATER CONSERVATION	0	0	15,000	10,000
5545 RECORDING FEES	192	200	400	400
5580 TRANSFERS OUT (CIEDB)	0	0	173,300	173,300
5585 FLOOD CONTROL	0	0	0	0
5590 NON-OPERATING OTHER	3,000	30,100	0	0
5591 EXPENSES APPLICABLE TO PRIOR YR	4,300	0	4,300	0
5600 CONTINGENCY	0	17,500	0	0
5650 CAPITAL RESERVES	0	0	0	0
TOTAL EXPENDITURES	906,342	978,100	1,235,300	1,267,700

LIST OF PERSONNEL POLICIES

2012-2013 REVIEW

1. POSITION DESCRIPTIONS
2. MERIT REVIEW
3. PAID HOLIDAY SCHEDULE
4. ANNUAL PAID VACATION LEAVE (Drafted – ready for committee review)
5. BEREAVEMENT LEAVE
- ✓ 6. JURY DUTY LEAVE (Reviewed by committee 7/11/2012)
7. SICK LEAVE
8. GRIEVANCE PROCEDURE
9. RESIDENCY RESPONSE TIME REQUIREMENT
10. SUSPENSIONS, DEMOTIONS, AND DISMISSALS
11. ALCOHOL AND DRUG ABUSE POLICY
12. CLOTHING ALLOWANCE FOR FIELD EMPLOYEES
13. HEALTH BENEFITS
14. FAMILY MEDICAL LEAVE POLICY
- ✓ 15. ADMINISTRATIVE LEAVE (Reviewed by committee 6/27/2012)
- ✓ 16. TIME OFF TO VOTE POLICY (Reviewed by committee 7/11/2012)
- ✓ 17. SCHOOL ACTIVITY LEAVE POLICY (Reviewed by committee 6/27/2012)
18. VEHICLE OPERATIONS POLICY
19. EDUCATIONAL POLICY
20. PERSONNEL RECORDS POLICY
21. INTERNET USE POLICY
- ✓ 22. SEXUAL HARASSMENT POLICY (approved by board 05/22/2012 – being reviewed by legal counsel)
- ✓ 23. HARASSMENT POLICY (approved by board 05/22/2012 – being reviewed by legal counsel)
- ✓ 24. HOURS WORKED AND OVERTIME POLICY (Drafted – ready for committee review)

- ✓ 25. EMPLOYEE HEALTH ALTERNATE PLAN POLICY(Reviewed by committee 6/27/2012)
- 26. EMPLOYEE TRAVEL AND EXPENSE POLICY
- ✓ 27. MILITARY LEAVE POLICY(Drafted – ready for committee review)
- ✓ 28. SMOKE FREE WORKPLACE POLICY(Reviewed by committee 7/11/2012)
- 29. ILLNESS AND INJURY PREVENTION PROGRAM POLICY
- 30. IDENTITY THEFT PREVENTION PROGRAM POLICY
- ✓ 31. ORGANIZATIONAL CHART

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

DATE: July 17, 2012

AGENDA ITEM: Discussion and Possible Action: Adoption of Revised Personal Leave Policy

RECOMMENDATIONS:

Discuss proposed revisions to the District’s Personal Leave policy (formally identified as the Administrative Leave policy) and assuming the Board elects to adopt the proposed revisions as currently drafted or with modifications, direct staff to incorporate the revised Personal Leave policy into the District’s Personnel Policy Manual.

FINANCIAL IMPACT:

None

BACKGROUND:

The District’s Personnel Policy Manual memorializes the District’s employment policies and is considered a “living document” in the sense that it is periodically updated or otherwise amended by the Board. Since the Personnel Policy Manual was first approved on November 30, 1990 it has been revised 30 times, most recently on June 21, 2011. The Board’s Personnel Committee is proposing revisions to the current Personal Leave policy (see attached). Staff recommends that the Board discuss the proposed revisions to the District’s Personal Leave policy and assuming the Board elects to adopt the proposed policy revisions as currently drafted or with modifications, direct staff to incorporate the revised Personal Leave policy into the District’s Personnel Policy Manual.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



POLICY TYPE: Time-Off Benefits
POLICY TITLE: Personal Leave (FLSA-exempt employees)
POLICY NUMBER: 15
DATE ADOPTED: June 18, 1996
DATE AMENDED:

FINAL DRAFT

Purpose:

FLSA-exempt employees shall be provided limited paid time off in the form of Personal Leave to attend to personal business during regular office hours.

Policy:

Effective the first pay period in January of each year, 40 hours of Personal Leave shall be credited to each FLSA-exempt employee. Persons beginning District employment or returning from unpaid leave after that date shall be credited with a pro rata share of Personal Leave in the year that they resume paid employment.

Process:

Personal Leave shall be taken as scheduled by agreement between the employee and General Manager and may be used for any purpose, with the following limitations:

Accumulation

Personal Leave shall not be accumulated from one calendar year to the next. Any Personal Leave remaining after the final pay period of the calendar year shall be lost, without compensation.

Termination

Upon termination, any unused Personal Leave time shall be lost without compensation.

**HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT**

ADMINISTRATIVE PERSONAL LEAVE

~~The District will provide FIVE days annually, beginning January 1st, of Administrative Leave for salaried personnel to be used at the discretion of the General Manager.~~

Purpose:

FLSA-exempt employees shall be provided limited paid time off in the form of Personal Leave to attend to personal business during regular office hours.

Policy:

Effective the first pay period in January of each year, 40 hours of Personal Leave shall be credited to each FLSA-exempt employee. Persons beginning District employment or returning from unpaid leave after that date shall be credited with a pro rata share of Personal Leave in the year that they resume paid employment.

Process:

Personal Leave shall be taken as scheduled by agreement between the employee and General Manager and may be used for any purpose, with the following limitations:

Accumulation

Personal Leave shall not be accumulated from one calendar year to the next. Any Personal Leave remaining after the final pay period of the calendar year shall be lost, without compensation.

Termination

Upon termination, any unused Personal Leave time shall be lost without compensation.

Revision approved by HVLCSD Board of Directors 06/18/1996

ATTACHMENT P

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

DATE: July 17, 2012

AGENDA ITEM: Discussion and Possible Action: Adoption of Revised Employee Health Alternate Coverage Policy

RECOMMENDATIONS:

Discuss proposed revisions to the District’s Employee Health Alternate Coverage policy and assuming the Board elects to adopt the proposed revisions as currently drafted or with modifications, direct staff to incorporate the revised Employee Health Alternate Coverage policy into the District’s Personnel Policy Manual.

FINANCIAL IMPACT:

None

BACKGROUND:

The District’s Personnel Policy Manual memorializes the District’s employment policies and is considered a “living document” in the sense that it is periodically updated or otherwise amended by the Board. Since the Personnel Policy Manual was first approved on November 30, 1990 it has been revised 30 times, most recently on June 21, 2011. The Board’s Personnel Committee is proposing revisions to the current Employee Health Alternate Coverage policy (see attached). Staff recommends that the Board discuss the proposed revisions to the District’s Employee Health Alternate Coverage policy and assuming the Board elects to adopt the proposed policy revisions as currently drafted or with modifications, direct staff to incorporate the revised Employee Health Alternate Coverage policy into the District’s Personnel Policy Manual.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



POLICY TYPE: Benefit
POLICY TITLE: Employee Medical Benefit Alternate Coverage
POLICY NUMBER: 25
DATE ADOPTED: June 20, 2006
DATE AMENDED:

FINAL DRAFT

Purpose

To allow employees the option to decline District medical benefit coverage if they have alternate medical benefit coverage.

Policy

If an employee has alternate medical benefit coverage he/she may decline District medical benefit coverage and receive a monthly compensation of \$200.

Procedure

Employee must provide proof of alternative medical benefit coverage and a signed release form acknowledging his/her decision to decline District medical benefit coverage. Employee will notify the District before termination of alternate medical benefits occurs to assure no interruption of medical benefit coverage.

Note: In reference to this policy, medical benefit coverage does not include vision and dental.

**RELEASE OF DISTRICT MEDICAL BENEFIT COVERAGE
FORM**

I _____ release the District from providing medical benefit coverage effective _____ (Date).

I understand I am to inform the General Manager or designee within 48 hours of any change in alternate medical coverage.

I also understand I will receive monthly compensation of \$200 for declining to participate in the District medical benefit coverage plan.

Employee Date

General Manager or Designee Date

**HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT**

**EMPLOYEE HEALTH AND DENTAL ~~MEDICAL BENEFIT~~
ALTERNATIVE COVERAGE POLICY**

Purpose

To allow employees the option to deny ~~health and dental~~ **decline** ~~District medical benefit~~ coverage only if they already have ~~health and dental~~ **alternate medical benefit** coverage, either through their spouse's work or other.

Policy

~~In lieu of, the employee will not receive health and/or dental coverage under the provisions addressed in this policy, the employee will~~ **If an employee has an alternate medical benefit coverage he/she may decline District medical benefit coverage and** receive a monthly compensation of \$200.

Procedure

~~The employee is required to~~ **must** provide proof of other health and dental ~~alternate medical benefit~~ **alternate medical benefit** coverage either with a letter from spouse's employer or other stating they are covered under their plan, copy of card with employee's name on the card (not spouse's or employer's name) or other proof of coverage acceptable to Human Resources ~~Must sign a~~ **and a signed** release form acknowledging the employee's authorization of denying health and dental coverage and provide proof of coverage. ~~Must notify~~ **Employee is responsible to notify Human Resources the District before termination of alternate medical benefits occurs to assure no interruption of medical benefit coverage.** ~~in writing of any changes in~~ **current** health and dental coverage.

~~Both proof of alternative health and/or dental coverage and release form must be updated annually.~~

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

DATE: July 17, 2012

AGENDA ITEM: Discussion and Possible Action: Adoption of Revised School Activity Leave Policy

RECOMMENDATIONS:

Discuss proposed revisions to the District’s School Activity Leave policy and assuming the Board elects to adopt the proposed revisions as currently drafted or with modifications, direct staff to incorporate the revised School Activity Leave policy into the District’s Personnel Policy Manual.

FINANCIAL IMPACT:

None

BACKGROUND:

The District’s Personnel Policy Manual memorializes the District’s employment policies and is considered a “living document” in the sense that it is periodically updated or otherwise amended by the Board. Since the Personnel Policy Manual was first approved on November 30, 1990 it has been revised 30 times, most recently on June 21, 2011. The Board’s Personnel Committee is proposing revisions to the current School Activity Leave policy (see attached). Staff recommends that the Board discuss the proposed revisions to the District’s School Activity Leave policy and assuming the Board elects to adopt the proposed policy revisions as currently drafted or with modifications, direct staff to incorporate the revised School Activity Leave policy into the District’s Personnel Policy Manual.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



POLICY TYPE: Time-Off Benefit
POLICY TITLE: School Activity Leave
POLICY NUMBER: 17
DATE ADOPTED: March 16, 2004
DATE AMENDED:

FINAL DRAFT

Purpose:

To provide District employees with the opportunity to attend his/her child's or grandchild's school activities and maintain a positive work/home life balance.

Policy:

Allow employees to attend his/her child's school functions.

Procedure:

Any employee who is the parent, grandparent or legal guardian of a child in preschool through grade 12 may request up to 40 hours off each year for the purpose of attending school activities. This time will be unpaid. Employees will be limited to no more than eight (8) hours off for this purpose in any one (1) calendar month.

The employee is required to give at least one week advanced notice and if requested by his/her supervisor, documentation indicating the date and time of the school activity for which time off is requested.

**HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT**

SCHOOL ACTIVITY LEAVE

Purpose:

To provide District employees with the opportunity to attend his/her child's or grandchild's school activities and maintain a positive work/home life balance. Any employee who is the parent or guardian of a child kindergarten through grade 12 may request up to 40 hours off per school year for the purpose of participating in school activities. This time will be unpaid unless the employee chooses to use vacation or compensatory time off for this purpose. Employees will be limited to no more than eight (8) hours off for this purpose in any one (1) calendar month. The District reserves the right to require documentation from the school as proof of participation in a school activity.

Policy:

Allow employees to attend his/her child's or grandchild's school functions.

Procedure:

Any employee who is the parent, grandparent or legal guardian of a child in preschool through grade 12 may request up to 40 hours off each year for the purpose of attending school activities. This time will be unpaid. Employees will be limited to no more than eight (8) hours off for this purpose in any one (1) calendar month.

The employee is required to give at least one week advanced notice and is requested by his/her supervisor, documentation indicating the date and time of the school activity for which time off is requested.

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

DATE: July 17, 2012

AGENDA ITEM: Discussion and Possible Action: Adoption of Revised Smoke Free Workplace Policy

RECOMMENDATIONS:

Discuss proposed revisions to the District’s Smoke Free Workplace policy and assuming the Board elects to adopt the proposed revisions as currently drafted or with modifications, direct staff to incorporate the revised Smoke Free Workplace policy into the District’s Personnel Policy Manual.

FINANCIAL IMPACT:

None

BACKGROUND:

The District’s Personnel Policy Manual memorializes the District’s employment policies and is considered a “living document” in the sense that it is periodically updated or otherwise amended by the Board. Since the Personnel Policy Manual was first approved on November 30, 1990 it has been revised 30 times, most recently on June 21, 2011. The Board’s Personnel Committee is proposing revisions to the current Smoke Free Workplace policy (see attached). Staff recommends that the Board discuss the proposed revisions to the District’s Smoke Free Workplace policy and assuming the Board elects to adopt the proposed policy revisions as currently drafted or with modifications, direct staff to incorporate the revised Smoke Free Workplace policy into the District’s Personnel Policy Manual.

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

Modification to recommendation and/or other actions:

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

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



POLICY TYPE: Work Environment
POLICY TITLE: Smoke Free Workplace
POLICY NUMBER: 28
DATE ADOPTED: November 9, 2010
DATE AMENDED:

FINAL DRAFT

Purpose:

To provide a healthy working environment for all employees by ensuring a smoke-free workplace.

Policy:

Smoking is prohibited at all District facilities and in District vehicles.

Procedure:

Smoking is prohibited.

I acknowledge receipt of and understanding of the Hidden Valley Lake CSD Smoke Free Workplace Policy.

Employee Signature

Employee Name (Please Print)

Date

**HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT**

SMOKE-FREE WORKPLACE

Purpose:

~~The District shall encourage and demonstrate a healthy working environment for all employees including a smoke-free workplace.~~ To provide a healthy working environment for all employees by ensuring a smoke-free workplace.

Policy:

Smoking is prohibited **at all District facilities and in** ~~within the buildings, facilities of the District, entry ways into District buildings and District vehicles.~~ Those who smoke are requested to do so outdoors away from any machinery or combustible materials.

Procedure:

Smoking is prohibited.

~~Extra care should be taken when working around combustible materials or out in the field. Personnel who smoke in the field should use extra caution and dispose cigarettes in a responsible and safe manner.~~

~~Smoking is allowed in non-district vehicles with only one occupant during worked hours.~~

~~The policy is effective November 9, 2011 until further notice.~~

I acknowledge receipt of and understanding of the Hidden Valley Lake CSD Smoke Free Workplace Policy.

Employee Signature

Employee Name (Please Print)

Date

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

DATE: July, 17 2012

AGENDA ITEM: Discussion and Possible Action: Implementation of Paperless Agenda Program

RECOMMENDATIONS:

Hear General Manager’s report and provide direction to staff.

FINANCIAL IMPACT:

Staff time to complete analysis.

BACKGROUND:

On May 22, 2012 the Board directed staff to investigate the cost and specific steps necessary to implement a paperless agenda program for the District. Based on the information developed to date, it appears that implementation of a paperless agenda program at HVLCS would pay for itself – through cost savings – in 18 to 24. In order to identify the specific steps necessary to implement a paperless agenda program and complete the analysis, staff is requesting additional information with regard to Board member hardware/software preferences.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

Board of Directors
CAROLYN GRAHAM
JIM FREEMAN
LINDA HERNDON
JIM LIEBERMAN
JUDY MIRBEGIAN



Interim General Manager
ROLAND SANFORD
Administrative Assistant
TAMI IPSEN
Accountant/Controller
TASHA KLEWE

*Hidden Valley Lake
Community Services District*

MEMO

To: Roland Sanford
From: Tami Ipsen
Date: July 9, 2012
RE: Paperless Agendas - analysis

At the request of the Board of Directors, here is the cost breakdown to print, package and deliver the Board of Directors' board packets each month, tablet price ranges and cost of possible software are provided:

Cost Per Board Packet:

Staff time	\$34.41
Print cost	\$ 2.00 (100 blk & wht copies)
	\$ 1.58 (15 color copies)
Paper	\$ 1.15
Delivery of board packet	\$ 5.50 (.55 per mile)
	\$44.64 per board packet

\$44.64 x 5 brd. pkts. = \$223.20 x 12 months = **\$2,678.40 per year**

Tablet Costs Comparison (10 in screen, 16-32 GB, & 1 GB ram)

Samsung Galaxy 2	\$398
ASUS Transformer TF300	\$384
Ipad	\$432
Ipad blk	\$504
Ipad wht	\$434
Toshiba Thrive	\$400
Motorola Xoom Android	\$369
HP Touch Pad 9.7"	\$290
Acer Iconia Tab	\$500

Software

Microsoft Office 2010 (license for 3 PCs)	\$539.99
Adobe Acrobat X Standard (license for 2 PCs)	\$299.99

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

DATE: July 17, 2012

AGENDA ITEM: Discussion and Possible Action: CSDA Individual and District Recognition for Board Member Training

RECOMMENDATIONS:

Submit Board member applications and associated fees to the California Special Districts Association (CSDA) to obtain Individual and District recognition for CSDA Special District Governance coursework completed by Board members.

FINANCIAL IMPACT:

Up to \$ 325 (\$ 65 per Board member application). Funding is available in accounts 120-5176 and 130-5176 (Director Training).

BACKGROUND:

Through the CSDA's Special District Governance program, special district board members are afforded the opportunity to obtain, by way of specialized training and coursework, the knowledge and skills necessary to serve as effective board members. Upon completion of required training and coursework a board member can apply for "Individual Recognition", which in essence, formally and publically acknowledges the training they have received (see attached application). Similarly, if a majority of a given district's Board members complete the required training and coursework and obtain Individual Recognition, the district as a whole may apply for and receive "District Recognition".

In addition to elevating the effectiveness and professionalism of board members, the CSDA Special District Governance program and more specifically, Individual Recognition and District Recognition, provides a mechanism by which a district can publically articulate its' commitment to providing high quality services.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



FOR DIRECTORS AND TRUSTEES

Recognition in Special District Governance

This recognition is an opportunity for staff, board members and trustees to demonstrate to their constituents and colleagues the extent of their commitment and dedication to providing the best possible service to the communities they serve.

Requirements

- CSDA SPECIAL DISTRICT LEADERSHIP ACADEMY
Requires completion of all four modules of the California Special Districts Association (CSDA) Special District Leadership Academy within the last two years:
Module 1: Governance Foundations
Module 2: Setting Direction & Community Leadership
Module 3: Board's Role in Finance & Fiscal Accountability
Module 4: Board's Role in Human Resources

- ELECTIVE COURSES
Requires at least 10 hours of continuing education from the California Special Districts Association (CSDA) or another statewide association specializing in local government.

Frequently Asked Questions (FAQs)

What is the Recognition program?

Recognition in Special District Governance was designed to acknowledge special district board members/trustees that have taken the time and made the effort to get core governance training and continuing education. The program is comprised of two distinct parts: the CSDA Special District Leadership Academy, and at least 10 hours of continuing education from the California Special Districts Association (CSDA) or another statewide association specializing in local government.

Who should apply?

This is an individual recognition. Special district board members, trustees and staff are encouraged to apply.

What do you receive?

Upon completion and verification of the application and submission of the one-time fee, you will be recognized by receiving a custom certificate in a beautiful padded folder, along with the recognition at an upcoming event should you be able to attend.

Is there a way for my district to be recognized also?

In addition to recognitions given to individual directors/trustees and staff, there is also a District Recognition. Districts that have a majority of their governing board holding recognitions will receive a Silver Recognition, and districts with their entire board holding recognitions will receive a Gold Recognition. District Recognitions will be presented at an upcoming event should representatives be able to attend.

How long is the recognition good for?

This is recognition for a lifetime. All you need to do is keep SDLF current anytime you change address, jobs, etc.

Fees

Individual Recognition: \$65

District Recognition: free of charge



Submit Application

Submit this application along with all required documentation and payment of \$65 for individual recognition (additional District Recognition is free of charge) to:

SPECIAL DISTRICT LEADERSHIP FOUNDATION
 1112 I Street, Suite 200
 Sacramento, CA 95814
 Phone: 916-231-2939 • Fax: 916-442-7889 • www.sdlf.org

NAME:		
DISTRICT:		
CONTACT NAME:		
CONTACT TITLE:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	FAX:	
EMAIL:	WEBSITE:	

CSDA SPECIAL DISTRICT LEADERSHIP ACADEMY	
MODULE	DATE TAKEN
MODULE 1: GOVERNANCE FOUNDATIONS	
MODULE 2: SETTING DIRECTION/COMMUNITY LEADERSHIP	
MODULE 3: BOARD'S ROLE IN FINANCE & FISCAL ACCOUNTABILITY	
MODULE 4: BOARD'S ROLE IN HUMAN RESOURCES	

ELECTIVES* (AT LEAST 10 HOURS REQUIRED WITHIN THE LAST TWO YEARS)		
COURSE TITLE & SPONSORING ORGANIZATION	DATE TAKEN	HOURS
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

*Please attach any verifying documentation. Use additional pages if necessary.

PAYMENT	
TOTAL: \$	<input type="checkbox"/> CHECK <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS
ACCT. NAME:	ACCT. NUMBER:
EXPIRATION DATE:	AUTHORIZED SIGNATURE:

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

DATE: July 17, 2012

AGENDA ITEM: Discussion and Possible Action: Procurement of Board Room Table

RECOMMENDATIONS:

Hear General Manager’s report and provide direction to staff.

FINANCIAL IMPACT:

Staff time to monitor government surplus furniture outlets and acquisition cost of table.

BACKGROUND:

On May 22, 2012 the Board directed staff to investigate the cost of obtaining an arc-shaped table to serve as the Board dais. Staff has found that potentially suitable tables are occasionally available, at remarkably low cost, through government surplus outlets (see attached figure of table listed for \$20). However, in most cases the available inventory changes rapidly - within days – and therefore the decision to buy must be made quickly. If interested in obtaining a government surplus table, staff recommends that the Board designate a “not to exceed cost”, and possibly any desired table specifications, with the understanding that staff are authorized to complete such a purchase, should a table matching the desired criteria become available.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

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

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



From:
Sent:
To:
Subject:



Legislature Votes to Move Water Bond to 2014

The Senate and Assembly approved legislation yesterday afternoon that would move the \$11.14 billion water bond to the November 2014 ballot.

[AB 1422](#) by Assembly Member Henry Perea (D-Fresno) cleared both houses on bipartisan, two-thirds votes on the floor. The bill, which would move the bond measure from this November's ballot to the 2014 ballot without making any changes to the content of the bond, now goes to the governor.

The move is supported by a broad coalition including ACWA and its member agencies, conservation groups, business, labor and agriculture.

The Senate voted 34-2 to approve the bill after floor debate in which bond supporters emphasized the importance of the water bond but said the delay was necessary for a number of reasons.

The Assembly vote was 69-7.

"Investing in water infrastructure is vital for our State but in the current economic climate, the likelihood of voters approving this bond in November 2012 is low," said Assembly Member Perea in a statement yesterday. "We need to make sure we give it the best chance for success."

In a [statement](#), ACWA Executive Director Timothy Quinn said the water community continues to support the water bond as a key mechanism to fund the public benefits of investing in the state's water system.

"In 2009, ACWA was part of a broad coalition that broke decades of gridlock and charted a course to address our state's water challenges through a comprehensive package of legislation. That package included policy bills and a bond measure to provide a public cost share for actions that benefit the entire state.

"While the decision to move the water bond was a difficult one, we know it was necessary for a variety of reasons to change the timing from this November to 2014. Today's bipartisan vote shows that lawmakers see the importance of this issue and the need to work together to address our water supply challenges.

"Our support for moving the bond in no way weakens the resolve of ACWA and our allies to get the job done over the long term."

SB 1021 FURTHER AMENDS RULES ON THE EMPLOYMENT OF CALPERS RETIREES

LEGAL ALERT

The New Rules are Effective Immediately

JULY 3, 2012



The Legislature has again amended the rules on employing CalPERS retirees pursuant to Government Code Sections 21221(h), 21224 and 21229, in what is described as an attempt to clarify the ambiguity created by AB 1028 (2011). These changes, which took effect last Wednesday, are outlined below by the Government Code sections impacted.

Hourly Pay Rate; No Benefits (Sections 21221(h), 21224 & 21229): One of the most significant changes is the addition of the requirement that compensation paid to a retiree must be reflected as an hourly rate which is no higher than the maximum monthly base salary paid to employees performing similar duties, as listed on a publicly available pay schedule, divided by 173.333. In addition, retirees may not receive any benefits or compensation in lieu of benefits.

Appointments to Non-Permanent Positions (Sections 21224 & 21229): One of the most controversial changes made by AB 1028 was the addition of the word "temporary" in reference to appointments made pursuant to Sections 21224, the provision most often used by public agencies to employ retirees for temporary part-time work. The addition of this single word was interpreted by some as limiting the length of appointments which could be made pursuant to Section 21224. However, according to CalPERS the word "temporary" was actually added to distinguish between permanent (i.e., positions listed on a publicly available pay schedule) and non-permanent positions. CalPERS has taken the position that Section 21224 cannot be used to temporarily fill vacant positions, but should be used for extra help and special projects.

Again, according to CalPERS, the restriction on the duration of an appointment made pursuant to Section 21224 was in place before AB 1028, as reflected in the words "limited duration" in 21224. It is important to note that these words remain in Section 21224, notwithstanding the amendments made by SB 1021. In other words, except as described in the preceding paragraph, SB 1021 seems only to return us to the status quo with respect to Section 21224. The preceding also applies to appointments made pursuant to Section 21229 (the school district version of Section 21224).

So what is the "status quo"? The unofficial word from CalPERS is that a contracting agency may continue to employ a retiree pursuant to Sections 21224 or 21229 in a non-permanent position for *as long as the agency deems it necessary to employ the retiree*, subject to the 960 hour per fiscal year limitation. However, the appointment cannot be unlimited or indefinite. CalPERS is currently working on FAQs, and we will participate in their efforts in the hopes of gaining more clarity on the duration issue.

Appointments to Vacant Positions (Section 21221(h)): In contrast, SB 1021 has made some substantial changes to Section 21221(h), which applies to permanent positions. According to CalPERS, Section 21221(h) governs the appointment of a retiree to any vacant position during recruitment for a permanent appointment. The amendments made by SB 1021 limit a retiree to a total of 960 hours in a fiscal year, regardless of whether the retiree works for one or more contracting agencies. Agencies that appoint a retiree pursuant to Section 21221(h) no longer have the option of requesting an extension to the 960 hour limitation.

Notwithstanding this seemingly restrictive change, and most importantly, SB 1021 eliminates the 12-month restriction. Thus, it appears that a retiree appointed pursuant to Section 21221(h) may serve for more than a 12-month term until a permanent appointment is found through the recruitment process, but the retiree can only be appointed once pursuant to Section 21221(h).

All other rules affecting the employment of CalPERS retirees remain unchanged. This includes the requirement that employees retiring before they reach normal retirement age achieve a bona fide separation of employment of at least 60 days before they commence employment with a contracting agency. It also includes the prohibition on employing a retiree who has collected unemployment during the 12 months

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RELATED PRACTICE

Employee Benefits

Employment Policies and Agreements

Labor & Employment

THE IMPACT OF HEALTH CARE REFORM ON EMPLOYERS

LEGAL ALERT

What Employers Should Know

JULY 5, 2012



Now that the U.S. Supreme Court has ruled that the Patient Protection and Affordable Care Act's individual mandate did not violate the U.S. Constitution, employers must continue to implement the law as its provisions go into effect. In particular, employers will want to note the following provisions:

Medical Loss Ratio Rebates. It is expected that many group health plans will receive premium rebates from their insurers after August 1, 2012. For public employers there is a specific method for allocating the rebates between employers and employees, but for private employers there are alternative allocation methods. In some situations, private employers may need to amend plan documents before the rebate is received.

Forms W-2. Generally, employers that filed at least 250 Forms W-2 for 2011 must report the value of health care coverage provided to employees on the 2012 Form W-2 that will be provided to employees in January 2013. Until further guidance is issued by the IRS, employers will not be subject to this reporting requirement for any year if the employer was required to file less than 250 Forms W-2 for the preceding year.

Anti-Dumping. The Act prohibits providing incentives which encourage an individual to disenroll from a group health plan. Regulatory guidance clarifying what falls within the purview of a prohibited incentive has not yet been issued. In the interim, employers should consult their benefit advisors before offering employees incentives to decline coverage based on the employee's health status.

Summary of Benefits and Coverage. Summaries of Benefits and Coverage (SBC) must be provided by plan administrators of group health plans and, generally, uninsured health reimbursement arrangements. (The SBC requirements, however, will not generally apply to health flexible spending accounts (FSA) or health savings accounts.) The SBC requirements take effect for the first open enrollment period that begins on or after September 23, 2012. Penalties of up to \$1,000 for each enrollee will be imposed for the willful failure to comply with the SBC requirements.

Health FSA Contributions. Starting in 2013, annual salary reductions to a health FSA are limited to \$2,500.

Medicare Tax. Beginning in 2013, the employee share of Medicare taxes is increased by 0.9 percent on earnings in excess of \$200,000 and on a married couple's earnings in excess of \$250,000, if filing a joint return. Employers will be required to withhold the additional Medicare tax only on an employee's wages in excess of \$200,000 for the year.

Individual Mandate. Beginning in 2014, most individuals and their dependents must carry "minimum essential coverage" or pay a penalty. The penalty will be included on the individual's annual income tax return. Employers do not have an obligation to monitor or collect the penalty.

Mandatory Group Health Coverage. As of January 2014, employers with 50 or more full-time employees will be required to pay penalties to the IRS if: (1) the employer does not offer health care coverage to full-time employees, offers unaffordable coverage or offers coverage that does not meet certain requirements; and (2) any of the employer's full-time employees buys health insurance through a state exchange and a tax credit or cost sharing reduction is allowed to the employee.

Nondiscrimination Rules. The Act provides that insured group health plans will now be prohibited from discriminating in favor of highly compensated individuals with respect to eligibility or benefits. Implementation of this law has been postponed pending the issuance of regulations. Nonetheless, employers should be prepared to modify plans that limit coverage to select individuals.

Automatic Enrollment. Employers with more than 200 full-time employees that offer enrollment in health benefit plans will be required to automatically enroll new full-time employees once regulations are issued by the Department of Labor (DOL). However, the DOL has announced that such regulations will not be ready to take effect by 2014.

Group health plans continue to be subject to rules that:

Require the availability of coverage of adult children (also applies to health FSA, health reimbursement arrangements and health savings accounts),

Prohibit pre-existing condition exclusions for children under 19 (and for everyone starting in 2014),

Limit circumstances in which policies may be rescinded,

Provide coverage of certain preventive health care services without cost sharing.

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RELATED PRACTICE

Employee Benefits

Employee Benefits and Executive Compensation

Labor & Employment

Prohibit lifetime limits, and
Phase out annual limits on “essential health benefits.”

In addition, the tax credits for qualifying small employers, including tax-exempt employers, continue to be available.

Best Best & Krieger’s Employee Benefits group will be issuing future legal alerts expanding on some of the topics highlighted above. In addition, BB&K will be hosting a webinar on this subject soon. In the meantime, if you have any questions regarding the Patient Protection and Affordable Care Act, please contact [John Wahlin](#), [Isabel Safe](#) or [Allison De Tal](#) in the firm’s [Employee Benefits](#) group, or your BB&K attorney.

Related BB&K Legal Alerts:

[New Health Care Law Requires Immediate Attention by Many Employers \(April 9, 2010\)](#)
[New Health Care Law: IRS Issues Guidance on Health Plan Coverage of Adult Children \(April 30, 2010\)](#)

Related Articles:

[Grandfathering Plans Under the Nations New Health Care Law, John Wahlin, *Riverside Press-Enterprise* \(August 25, 2010\)](#)
[What Can Small Businesses Do to Take Advantage of the New Insurance Tax Rules of Health Care Reform?, John Wahlin, *San Diego Daily Transcript* \(May 3, 2010\)](#)

Disclaimer: BB&K Legal Alerts are not intended as legal advice. Additional facts or future developments may affect subjects contained herein. Seek the advice of an attorney before acting or relying upon any information in this communiqué.

July 9, 2012 - HVLA Lake Monitoring Report

Shoreline Observations Only!

(# 6 for 2012)

Monitor: D'Agostini

The following is a **SNAPSHOT** of conditions on and around the Lake for Monday, July 9th. The objective of this report was to insure our SolarBees are still operational as well as to observe the status of our Lake's Aquatic Weeds after the two treatments applied by Clean Lakes Inc.

SolarBees:

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

Maintenance Issues:

Pending Problems:

Big Beach Cove Fishing Pier: (Safety concern)

- Check the bolts that attach the platform at the end of the main Pier. A total of **four** bolts are currently missing from the brackets that attach the "T" section at the end of the Pier to the main Pier. This allows the end of the Pier to rock back and forth. It appears that someone is trying to remove all of them. **Only one bolt remains on either side.**

Big Beach Diving Platforms: (Sent in to me by a *Friend of the Lake*; Joy Birum)

- The sides and the steps of the Diving Platforms are covered by algae.

Little Beach:

- The swim ropes are covered by algae.

North Shore Park:

- The metal Pier trash container needs a trash bag.
- Both trash containers in the park are full.
- There needs to be a trash container by the steps of the fishing pier. There used to be one there, although it was split down the side before it was removed. *(Sent to me by Joy Birum)*

Old Marina Rental Pier: (Sent in to me by a *Friend of the Lake*; Bill Watson)

- "Please add to the maintenance needs an issue on the old Marina Dock. One of the joints on the west side of the dock about half-way from the gate is disconnected. Originally nails were used, and I recommend that lag bolts be used in the repair. Perhaps all of the nails/spikes should be upgraded to the lag bolts."
- The old Rental Pier has one trash container that is filled to overflowing.

7/09/12 Weather Conditions @ 11:00 am:

Air Temp. :	81°	Humidity:	17%
WX:	Clear	Surface:	Smooth
Wind:	Calm	Direction:	---

Water Clarity [Seechi Disc]:	<u>07/09/12</u>	<u>07/03/12</u>	<u>06/28/12</u>	<u>06/12/12</u>
Marine View	-----	-----	-----	-----
North Shore Point Dam /SolarBee 'D'	19.0 feet	16.0 feet	13.0 feet	11.0 feet
Big Beach	<i>To Bottom</i>	<i>To Bottom</i>	<i>To Bottom</i>	8.0 feet
SE Shoreline (Tintorri) site	-----	-----	-----	-----

Current Water Temperatures:

<u>Location:</u>	<u>Surface</u>	<u>- 5'</u>	<u>- 10'</u>	<u>- 15'</u>	<u>- 20'</u>	<u>- 25'</u>	<u>- 30'</u>	<u>- 35'</u>	<u>- 40'</u>	<u>- 45'</u>	<u>- 50'</u>
Marina Courtesy Pier	82.6°	79.8°									
North Shore Point Pier	81.8°	79.2°	78.8°	72.0°	60.8°	52.5°	50.3°				
Big Beach Fishing Pier	82.2°	79.5°									

The Maximum Temp at - 5':

The Minimum Temp at - 30':

07/09/12:	79.8°	+ 5.8°		50.3°	+0.5°
06/12/12:	74.0°	+ 2.4°		49.8°	+0.5°
05/10/12:	71.6°	+12.1°		49.3°	+0.2°
04/17/12:	59.5°	+ 6.5°		49.1°	+1.3°
03/05/12:	53.0°			47.8°	

Spillway – Current Lake Water Level: (Approximately: **-15 inches** down from Full Pool)

- Spillway is inactive. The water level dropped below the spillway on 5.08.12.
- *The Lake Level rose to Full Pool on 1.24.12.*
- The approximate water level is measured at the west shore marker pier and within the Coyote Creek Cove when possible.
- All Safety Buoys at Spillway are floating in place.

Aquatic Weeds: Current Status as of 7.09.12

Eurasian Water Milfoil: *At the Marina on 5.10.12*



Eurasian Water Milfoil approaching the surface within the Marina.

Eurasian Water Milfoil: At the Marina on 6.12.12



Eurasian Water Milfoil: At the Marina on 7.03.12



Most of the Aquatic Weeds have died back and disintegrated.

Elodea:

07/09/12 Update: This plant is currently underwater since the Lake level rose to full pool on 01.24.12.

- *Limited growth was spotted on 4/17 within the North Cove as well as just west of Little Beach.*

Eurasian Water Milfoil:

07/09/12 Update:

- Growth in 2012 was noted around the edges of the Marina, Marina Cove, the eastern edge of Little Beach, the North Cove, the North Shore Park shoreline, the mouth of Coyote Creek, Levy Cove, along NW shore of South Cove, the north end of Big Beach, and along the SE Shoreline / Flats.
- The Milfoil started to turn brown before the second treatment was applied on June 9th. Since the second Aquatic Weed treatment, most of the weeds have died back and have disintegrated.
- There are a few remaining Milfoil weeds that continue to show a few short green feathery leaves. Some can be seen at the Marina to the north of the New Rental Pier. There has been little in the way of new growth, if any, over the past couple of weeks. I will keep monitoring this situation.



Non-Native weeds:

Planned Spray (non-Fish Habitat) Areas (North Shore Point north to Little Beach to North Cove; south along NE shoreline to Marina; Marina Cove west along SE shoreline to point at South Cove; and at Big Beach):

- The 1st Aquatic Weed treatment of 2012 occurred on May 17th.
- The 2nd Aquatic Weed treatment of 2012 occurred on June 9th.

Pondweed: 07/09/12 Update:

Surface Conditions: A few brown remains of this plant can still be seen around Big Beach Cove. Growth in 2011 was previously seen in the North Cove, Levy Cove, South Cove along the NW shore and east side of South Cove, as well as in the Eastern Littoral and SE Shoreline / Flats.

Primrose: 07/09/12 Update:

At present, Primrose can be seen growing around the edges of the Lake in the following locations:

- Growth in 2012 is observed along the shoreline around the Marina, Marina Cove, and North Shore Point; as well as along the shoreline within the mouth of Coyote Creek and along the NW and NE littorals.

Tules, Cattail, and possibly Bulrush, or Reed Grass:

- Plants in all locations are now green with plenty of new growth showing over the past few months. These plants have been observed around the shoreline of entire Lake.

Water Lilies: 07/09/12 Update: Currently growing within the shallow areas of Coyote Creek Cove.

Lake Surface (103 Acres): Clear

Recreational Water Sampling: *California Water Quality Testing (Title 22) and Recreational Water Safety (Bacti) Sampling:* CSD will now conduct Title 22 water Sampling and Testing on a three year cycle at three locations: At Marina; off Marine View Runoff Channel; and in Mouth of Coyote Creek. Next scheduled Title 22 Sampling will occur in 2013. CSD last conducted weekly Bacti water sampling at Little Beach and Big Beach during the summer of 2011.

Shoreline Observations by Location:

Marina: Surface Conditions:

- Most of the Eurasian Water Milfoil, previously seen in this location, is now gone.
- Primrose is still seen reaching the surface in some locations extending out from the shoreline by 10'; especially next to the new rental pier and on to the north.

Below the Surface:

- The remains of a few Eurasian Water Milfoil plants can be seen in a few locations; especially, below the Marina Launch Ramp. Most have died back and disintegrated. A couple of green leaves can be seen here and there.

Marine View Creek (annual): *Flowing*

Surface Conditions: Most of the Eurasian Water Milfoil, previously seen reaching the surface, has died back and disintegrated since the second Aquatic Weed treatment was applied.

North Cove: Run-Off Channel: *Flowing Slightly*

Surface Conditions: Most of the Eurasian Water Milfoil, previously seen reaching the surface, has died back and disintegrated since the second Aquatic Weed treatment was applied.

Little Beach:

- Children's Buoy Ropes (Lane Lines) remain in place for restricted swimming area.
- The swim ropes are covered by algae.
- Beach sand is clean.
- Water conditions:
 - Some green algae is located within the swim area.
 - The Eurasian Water Milfoil, that was located on the East side, is almost gone.
- People present: 2 Adults, 12 Children @ 11:30 am
- Perennial Creek: *Flowing Slightly*

North Shore Park: The beach sand remains mostly clean with some oak leaves that have blown in.

Surface Conditions:

- Primrose is seen reaching the surface next to the shoreline, especially next to North Shore Pier.
- The remains of a few Eurasian Water Milfoil plants can be seen in a few locations. Most have died back and disintegrated. A couple of green leaves can be seen here and there.
- The metal Pier trash container needs a trash bag.
- Both trash containers in the park are full.
- There needs to be a trash container by the steps of the fishing pier. There used to be one there, although it was split down the side before it was removed. *(Sent in by Joy Birum)*

North Shore Park Fishing Pier: Clean and Secure.

- People present: None @ 11:00 am

Coyote Creek: *Dry*

- The Coyote Creek Cove filled with water on 1.23.12 as the Lake approached Full Pool.
 - The top of the NE-side silt berm buildup extends outward to the first row of trees. The Lake level dropped below the top of the berm when the Lake's level dropped 10" below Full Pool.
 - Some Primrose can be seen around the edges of the inner mouth of Coyote Creek.
 - Water Lilies are currently seen growing mainly in the shallow areas of the Cove.
 - Cattails along the NE side of the channel are green and growing vigorously at the moment.
- Below the Surface:** Eurasian Water Milfoil and Primrose are seen in many locations.

Big Beach: Clean

- People present: 1 Adults, 1 Child @ 11:45 am

Beach Diving Platforms:

- Tops are clean
- The sides and the steps of the Diving Platforms are covered by algae. *(Sent in by Joy Birum)*

Big Beach Cove Fishing Pier: (Safety concern)

- Check the bolts that attach the platform at the end of the main Pier. A total of **four** bolts are currently missing from the brackets that attach the "T" section at the end of the Pier to the main Pier. This allows the end of the Pier to rock back and forth. It appears that someone is trying to remove all of them. **Only one bolt remains on either side.**

Big Beach Cove:

Surface Conditions: Primrose is seen reaching the surface next to the shoreline extending out about 10'. A few fragments of Pondweed remain. However, most has died back since the second Aquatic Weed treatment.

Marina Cove: Main Perennial Creek: Flowing

Surface Conditions: Primrose is seen reaching the surface next to the shoreline in some locations.

Marina Park area: Clean

Marina Rental Pier (New):

- Clean and Secure.

Old Marina Rental Pier: *(Sent in to me by a **Friend of the Lake**; Bill Watson)*

- "Please add to the maintenance needs an issue on the old Marina Dock. One of the joints on the west side of the dock about half-way from the gate is disconnected. Originally nails were used, and I recommend that lag bolts be used in the repair. Perhaps all of the nails/spikes should be upgraded to the lag bolts."
- The old Rental Pier has one trash container that is filled to overflowing.

Marina Courtesy Pier: Clean and Secure

Marina Launch Ramp: Clean and Functional

Boating/Fishing/Swimming Activity:

- One Bass fisherman
- One swimmer crossing the Lake

Lake Birds:

- Canadian Geese seen in multiple locations.

Fish: *Visual Sightings [Small = <12 inches; Medium = 12 to 24 inches; Large = >24 inches.]*

- **Small Fish:** Many seen in multiple locations around the Lake.
- **Medium Fish:** 4 fish seen near the North Shore Park Pier.

Special thanks for contributions sent in to me by the following Friend of the Lake members:

- *Joy Birum and Bill Watson*

Steve D'Agostini

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707-987-8747

2012 Lake Committee Member

June 28, 2012 - HVLA Lake Monitoring: *July 4th Weekend Maintenance Requests*

Abbreviated Report: Shoreline Observations Only!

(# 5 for 2012)

Monitor: D'Agostini

The following is a **SNAPSHOT** of conditions on and around the Lake for Thursday, June 28th.

The objective of this report was to cover any Lake maintenance problems that need attention before our upcoming July 4th holiday. I will have the next full Lake Monitoring Report available on Monday.

SolarBees: (6/28/12)

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

Maintenance Problems:

Big Beach Cove Fishing Pier: (Safety concerns)

- Check the bolts that attach the platform at the end of the main pier. A total of **Four** bolts are currently missing from the brackets that attach the "T" section at the end of the pier to the main pier. This allows the end of the pier to rock back and forth. It appears that someone is trying to remove all of them. **Only one bolt remains on either side:**



Old Marina Rental Pier: (Request sent to me by one of our Lake Committee Supporters)

- "Please add to the maintenance needs an issue on the old Marina Dock. One of the joints on the west side of the dock about half-way from the gate is disconnected. Originally nails were used, and I recommend that lag bolts be used in the repair. Perhaps all of the nails/spikes should be upgraded to the lag bolts."

Goose Poop:

- Many piles have accumulated on the **east side of Big Beach**; mainly towards the point that faces Big Beach Pier.
- There is currently quite a bit on the **Marina Launch Ramp** as well as the nearby sidewalk.

North Shore Park:

- All Trash bins are currently full.
- Dog waste bags need to be restocked in the green dispenser.

6/28/12 Weather Conditions @ 10:00 am:

Air Temp. :	70°	Humidity:	38%
WX:	Clear	Surface:	Slightly Rippled
Wind:	3 MPH	Direction:	WSW

<u>Water Clarity [Seechi Disc]:</u>	<u>06/28/12</u>	<u>06/20/12</u>	<u>06/20/12</u>
Marine View	-----	-----	-----
North Shore Point	13.0 feet	12.0 feet	11.0 feet
Dam /SolarBee 'D'	-----	-----	-----
Big Beach	11.0 feet	10.0 feet	8.0 feet
SE Shoreline (Tintorri) site	-----	-----	-----

Current Water Temperatures: 6.28.12

<u>Location:</u>	<u>Surface</u>	<u>- 5'</u>	<u>- 10'</u>	<u>- 15'</u>	<u>- 20'</u>	<u>- 25'</u>	<u>- 30'</u>	<u>- 35'</u>	<u>- 40'</u>	<u>- 45'</u>	<u>- 50'</u>
Marina Courtesy Pier	76.0°	74.2°									
North Shore Point Pier	76.4°	74.4°	73.6°	71.3°	58.2°	51.7°	50.3°				
Big Beach Fishing Pier	75.5°	74.0°	73.7°								

Spillway – Current Lake Water Level: (Approximately: -12 inches from Full Pool)

- Spillway is inactive. The water level dropped below the spillway on 5.08.12.
- *The Lake Level rose to Full Pool on 1.24.12.*
- The approximate water level is measured at the west shore marker pier and within the Coyote Creek Cove when possible.
- All Safety Buoys at Spillway are floating in place.

Eurasian Water Milfoil:



Eurasian Water Milfoil: Dying back and breaking down within the Marina.

Steve D'Agostini
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 707-987-8747
 2012 Lake Committee Member

ENVIRONMENT

\$11 billion water measure yanked from ballot again

By Wyatt Buchanan

SACRAMENTO — A massive \$11 billion bond intended to pay for what lawmakers in 2009 said was a crucial upgrade of California's water infrastructure has been pulled from the November ballot and delayed until 2014.

The Legislature voted for the postponement Thursday, the second time lawmakers have removed the proposition from the state ballot. It was a move leaders had been talking about for

Water continues on C7

Water measure postponed

Water from page C1

months. Gov. Jerry Brown said in January he supports a delay, which means the bond won't be on the same ballot with the governor's tax-raising measure.

Lawmakers backed the move for a variety of reasons, including avoiding what many saw as certain defeat if voters were faced this November with a tax raise and a huge bond. They also want an opportunity to shrink the bond to remove some elements that critics have said would be wasteful spending.

Needed for majority

Senate President Pro Tem Darrell Steinberg, D-Sacramento, instrumental in getting the bond proposal and other water-related legislation passed in 2009, defended the spending that some view as excessive as necessary to winning the required two-thirds majority vote from the Legislature to approve the bond.

However, Steinberg said the total price tag needs to come down.

"This bond needs to be

smaller. Everyone needs to give up some portion of their piece of it and that work ought to be done sooner rather than later if we're really serious about passing a bond measure in 2014," Steinberg said.

The major elements of the bond include:

- » \$3 billion for new storage projects, which could be above or below ground reservoirs
- » \$2.25 billion for restoration projects in the Sacramento-San Joaquin River Delta
- » \$1.79 billion for ecosystem and watershed protection and restoration projects throughout the state
- » \$1.05 billion for projects to ensure water supply reliability
- » \$1 billion for projects to clean groundwater
- » \$1 billion for water recycling projects
- » Nearly \$500 million for drought relief projects

Critics of the bond, who want it repealed altogether, said some of the spending included in those categories has little or nothing to do with a comprehensive, statewide

solution to the state's long-standing water needs.

'Pork-filled' spending

Sen. Lois Wolk, D-Davis, said she counts more than \$800 million in unnecessary spending, including for interpretive centers in the Sierra Nevada and at the Bolsa Chica Wetlands in Huntington Beach. The bond also includes \$100 million for Lake Tahoe, which Wolk noted drains into Nevada.

"This is the second time (the bond delay) is in front of us. It remains unaffordable, it remains pork-filled and untenable and it really should be repealed," she said, though she voted in favor of a simple delay.

The bond currently is a general obligation bond, which means the debt would be paid out of the general fund over several decades at a cost of hundreds of millions to over a billion dollars per year.

Other lawmakers, many from the Central Valley where leaders in the agriculture industry are strongly supporting the bond, also approved the delay but said readjusting the funding in the

bond would be a major mistake.

Sen. Tom Berryhill, R-Modesto, said it took 10 years of negotiations to get to the point where two-thirds of the Legislature could agree to place such a bond on the ballot.

"We can't open this damn thing up again," Berryhill said during the debate on the Senate floor. "To open it up would take us another 10 years to put Humpty Dumpty back together again."

Other projects continue

The delay won't affect the announcement of Brown's plan to build what may be a modern-day peripheral canal. The governor's administration says the project would meet the "co-equal" goals of delta restoration and water reliability. That project could be massive tunnels under the delta to take water directly from the Sacramento River to pumps that move the water to the Central Valley and Southern California.

An announcement on that project is expected in September.

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EMPIRENEWS

MONDAY, JULY 2, 2012 • SECTION B

Cloverdale asks residents to ration water

Fix for beleaguered water system not expected until after summer 2013

By CLARK MASON

THE PRESS DEMOCRAT

Cloverdale, beset with water supply problems, is again asking residents to ration outdoor use.

Despite drilling new test wells and replacing an aged well over the past several years, the city has been unable to provide more water to customers.

Peak demand on hot days in May and June has come close to overtaxing the system's ability to

deliver to the city population of 8,629.

"We're not in a crisis mode at the moment. What we want to do is make sure we don't get there," City Councilwoman Carol Russell said.

Besides serving current customers, Russell said, it's also important for the city water system to provide for new businesses and residents in Cloverdale.

The city is asking residents to water outdoors every other day at most, and refrain completely on Mondays to allow the system to replenish.

During recent dry years, a number of North Bay cities insti-

tuted water conservation measures. But Cloverdale is alone in asking its citizens to ration water use during a year of near-normal precipitation.

The problem stems from the limitations of the city's wells that draw from the Russian River.

"We have four wells. They are our workhorse," said Public Works Director and City Engineer Craig Scott. "A couple are pretty old — 35 to 40 years — and over time their production capacity starts dropping."

An old well was replaced with a new one, but other test wells were not promising.

Scott said the city's wells are all in the vicinity of the municipal water treatment plant and draw from the same strata.

"They all impact each other. If you turn them all on, air jets into the wells and pumps start drawing a lot of air along with the water," he said. "When it goes into our treatment plant, it upsets our treatment process. The wells have to be throttled back."

The system has never delivered more than 2.45 million gallons per day. In late May, demand peaked at 2.17 million gallons one day.

In early June, when the ther-

TURN TO CLOVERDALE, PAGE B2

WHERE, WHEN TO WATER

North of West Cherry Creek Road, west of South Cloverdale Road and north of East Citrus Fair Drive: Residents are asked to confine outdoor water use to Wednesday, Friday and Sunday from 9 p.m. to 6 a.m.

South of West Cherry Creek Road, east of South Cloverdale Boulevard and south of East Citrus Fair Drive: Residents are asked to confine outdoor water use to Tuesday, Thursday and Saturday from 9 p.m. to 6 a.m.

CLOVERDALE: System fails to meet summer water demand

CONTINUED FROM PAGE B1

nometer hit 110 degrees in Cloverdale, water use spiked to 2.18 million gallons. Scott said he believes that it would have been higher if citizens hadn't already been reminded to restrict use.

In the summer of 2004, daily water use topped out at 2.85 million gallons, which is beyond what the wells could deliver.

To keep taps from running dry, Cloverdale has reservoirs that hold 4 million gallons of water. But that could rapidly be exhaust-

ed in a hot spell, and officials also want to keep the supply intact in the event of large fires.

Scott said even though demand this year has not gone beyond the estimated maximum that the wells can crank out, reservoir volume dropped anyway.

"If you connect those dots, it just doesn't bode well for keeping things going," he said. "The well system is having a tough time every summer keeping up with demand."

The city is moving to develop new wells and also upgrade its pipelines, tanks and distribution system with

state and federal loans and grants totaling approximately \$4 million.

Scott said the Russian River is an excellent source and there are other promising locations the city can drill. "Yes, we will find water," he said.

But it is unlikely those new wells will come on line until after the summer of 2013, when residents can again be expected to ask to con-

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CRISTA JEREMIASON / The Press Democrat

Thanks to spring rains, Lake Sonoma, shown May 27, is now 97 percent full.

Late rains leave reservoirs full despite drier-than-usual year

By **BOB NORBERG**

THE PRESS DEMOCRAT

There wasn't as much rain as usual on the North Coast over the past 12 months, but because much of it fell in the spring, reservoirs are full and there is plenty of water for nearly all residents and agriculture.

It was not enough rain, however, to forestall fire season, which Cal Fire officials said opened a week early.

"It is looking to be a maybe more active (fire season) this year, based on weather conditions," said Capt. Bob Farias, who is with Cal Fire's division covering Sonoma, Lake and Napa counties. "This is normal, but it might be a week early."

Santa Rosa received 22.29 inches of rain for the weather year, which runs from July 1 to June 30 and ended Saturday. That is about 70 percent of the annual average of 32.42 inches.

March was the wettest month this year with 7.84 inches of rain. It was followed by 2.43 inches in April.

"We are in a really fat water supply position at Lake Sonoma and Lake Mendocino," said Don Seymour, Sonoma County Water Agency principal engineer. "It was the timing of the rain. We were able to store it."

The water agency and U.S. Army Corps of Engineers typically begin stockpiling more water in Lake Sonoma and Lake Mendocino beginning in March, as the potential for flooding diminishes.

With the late rains, Lake Sonoma is now 97 percent full and Lake Mendocino is at almost 80 percent.

That ensures there will be plenty of water for the 600,000 residents in Sonoma and Marin counties that rely on

those reservoirs for water.

It also means there is enough water in Lake Mendocino for a normal summertime flow in the Russian River and a fall flow for chinook salmon, which are on the federal threatened list.

"It's a good year, it is a full year, it is good for camping and fishing with no restrictions," said David Sarafini, a supervisor with the Army Corps of Engineers at Lake Mendocino.

The spring rain was also beneficial for the North Coast wine industry, said Nick Frey, president of the Sonoma County Winegrape Commission.

The rain filled up growers' reservoirs and has left the soil still moist enough at a depth of 4 feet that most vineyards don't have to be irrigated yet, Frey said.

"When the vine shows stress, that is the time you start irrigation," Frey said. "You can look at the shoot tips to see if they have stopped growing."

An exception to the generally good news is Cloverdale, which relies on wells for its water supplies. Water conservation measures have already begun in the town because of inadequacies in that well system.

The spring rains were too late to keep grasses and brush from drying out, causing conditions that are getting ripe for wildland fires, Farias said.

"This year it dried out really quick," Farias said. "We had late rains, but once things start to die out, you don't turn them around."

The Sonoma-Napa-Lake district has been fully staffed since Monday, with 31 fire engines, five dozers, 11 hand crews, two air bombers at the Charles M. Schulz-Sonoma County Airport and a helicopter at Cobb.

Farias also said a burn ban is going into effect on Monday.

RP OKs casino sewer hookup

Council votes 4-0, hoping
to protect ground water,
prevent odors

By JEREMY HAY

THE PRESS DEMOCRAT

The Federated Indians of Graton Rancheria casino resort next to Rohnert Park will be connected to the city's sewer system under a deal approved Tuesday by the City Council.

"It is the environmentally superior alternative," Mayor Jake Mackenzie said of the plan, which means the tribe will not build its own wastewater treatment plant or dispose of treated water on its Wilfred Avenue reservation.

But residents criticized the arrangement, saying it was put together too quickly and adopted without enough thought.

"It is going too fast," said Eunice Edgington.

The agreement, approved 4-0 by the council, is designed to protect the city's ground water supplies and guard against other impacts, such as "objectionable odors" from wastewater treatment on the site, said city officials, who proposed it to the tribe.

"We're trying to provide an alternative that has the least environmental impact," said City Engineer Darrin Jenkins. The plan brings to bear one of the limited means available to the city of minimizing the project's impacts, he said.

The alternative, said he and City Manager Gabe Gonzalez, was a wastewater treatment plant directly adjacent to Rohnert Park over which the city had no control. The tribe, as a sovereign nation, is largely exempt from local and state regulations.

The federal government's 2010 approval of the project explicitly outlines the tribe's on-

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CASINO: RP has adequate sewer capacity, city engineer says

CONTINUED FROM PAGE A1

tions as including either connecting to the city's sewer lines or building its own facility.

Also, a revenue-sharing contract the city and tribe negotiated in 2003 provided for the possibility of a connection to the city and sub-regional system.

The tribe plans a 3,000-slot machine, 317,750 square-foot casino complex and, at a later date, a 200-room hotel on 66 acres of its 254-acre reservation just south of Home Depot.

Jenkins said the tribe would be limited to 410,000 gallons daily of discharge into the system. That includes the hotel, he said. The plan also leaves the city with excess sewer system capacity, even after including other, unrelated proposed and potential developments, he said.

Construction of two pipes, each less than a mile long, would be required, and the tribe is to pay all project costs under the deal. Also, the tribe is to pay standard sewer rates plus 10 percent extra.

Residents on Tuesday criticized the council for not disclosing that negotiations were under way, for hurrying its approval and for not fully analyzing the ramifications to the city.

"This thing's been bounced around for a while; it's the first I've seen or heard of it," said David Grundman. "It's ridiculous."

Others said that if the city had to deal at all, then it should seek a better one.

"Don't sell yourself and the people's assets cheap," said Betty Fredericks.

But city attorney Michelle Kenyon said inter-governmental agreements such as the one the council approved Tuesday had to be concluded within 90 days of a March 30 agreement between the state and the tribe that allowed the tribe to build the casino.

"What happens if we ask to continue 'this or say 'No?'" said Councilwoman Gina Belforte.

"I don't believe they will wait for future council meetings to decide what to do," Jenkins said.

The arrangement will tie the casino project into a subregional wastewater treatment system managed by Santa Rosa that also serves Cotati and Sebastopol.

The system's deputy director, David Guhin, said Tuesday before the meeting that the agreement has been examined and required inspection protocols are in place.

"From a sub-regional perspective it's just like any other large customer," he said.

Bringing a major new user online may also make future rate increases less, because debt service payments would be spread among more ratepayers, said Jenkins, the city engineer.

"I think what the city did tonight was in the best interests of the community, the environment and the tribe," the tribe's attorney, John Maier, said after the meeting.

Councilman Joe Callinan was absent.

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"I can't build on it. I can't sell it, so I'm not going to keep paying for it."

VIRGINIA MINO, Brooktrails lot owner and retiree from Sacramento

Real estate squeeze

At Mendocino County's Brooktrails, owners abandon lots, skip fees



BETH SCHLANKER / The Press Democrat

FEW NEIGHBORS: Houses and empty lots in the Brooktrails subdivision near Willits, where expensive, limited water hookups have stymied development.

By **GLEND A ANDERSON**
THE PRESS DEMOCRAT

Tax delinquency rates are soaring in Mendocino County's largest subdivision, and scores of owners are abandoning their lots, saying they're not worth the cost of taxes and service fees.

"I can't build on it. I can't sell it, so I'm not going to keep paying for it," said Virginia Mino, a Sacramento retiree.

She bought her Brooktrails subdivision lot northwest of Willits

in the 1970s, when they were marketed as vacation getaways and were selling like hot cakes.

Nobody's buying them now because the developers and the county didn't anticipate it turning into a full-time residential community and failed to provide sufficient water for full buildout. There currently are only 24 water hookups available for 4,216 vacant lots.

"Brooktrails has too many lots and not enough water," said county Board of Supervisors Chairman John McCowen.

TURN TO **BROOKTRAILS**, PAGE A7



The Press Democrat

BROOKTRAILS SUBDIVISION

What: Former timberland converted to a "vacation village" northwest of Willits

Size: 5,800 acres with greenbelts and a 9-hole golf course

Population: 3,235

Number of lots: About 6,000. More than 4,000 remain vacant

BROOKTRAILS: Property owners owe county \$1.3 million in back taxes, fees, penalties

CONTINUED FROM PAGE A1

The orphaned properties are creating financial problems for the county.

"More and more lot owners, not knowing if they can ever build, have quit paying their taxes and assessments," he said.

County government says it is owed more than a \$1.3 million in back taxes, fees, interest and penalties from Brooktrails property owners, yet it appears powerless to recoup the money. The county's attempts to auction the properties have yielded almost no buyers.

The woes have accelerated during the housing bust and economic recession, with the county reporting about \$240,000 in delinquencies last year alone.

The sprawling development has 3,235 residents, according to the 2010 Census, two-thirds the population of Willits. It has 6,000 lots on 5,800 forested acres. Of that, 2,400 acres are devoted to a greenbelt and a nine-hole golf course.

Houses range from humble to upscale. Current online home sales listings show prices from the low \$100,000s to \$400,000. An undeveloped lot was being offered for \$15,000, but the county can't find buyers at auction for those listed for as little as \$3,500.

Most parcels remain undeveloped 50 years after they were created as a "vacation village." The cost of building on the lots, some of them far from roads

and water and sewer lines, is prohibitive, owners say.

Mino's half-acre lot is among 67 scheduled to be sold at a tax auction next month. The county does not take ownership of the properties, but it obtains a "power to sell" them at auction when owners fail to pay their taxes for more than five years.

Most of those on the current auction list have debts of \$3,500 to \$8,500 for taxes, interest and penalties.

Other debts include unpaid water, sewer and fire service fees levied through the county service area that encompasses Brooktrails.

More than 600 Brooktrails lots are listed on the county tax collector's delinquency rolls, a growing delinquency that is costing the county hundreds of thousands of dollars of revenue a year. Most of the lots headed to auction are owned by people outside the area. One is owned by a couple in Germany.

Other property owners have been tempted to quit paying taxes and jump ship, but feel a duty to hang on.

"I feel like it's our responsibility. We're part of the community, we don't feel comfortable doing that," said Ken Smith, a Willits resident who bought several lots at auction eight years ago.

If the most recent tax auction is an indication, few Brooktrails lots will be changing hands next month. Only one of 68 sold in May. Real estate

agents report they also have difficulty selling undeveloped lots in the Brooktrails subdivision.

"They're not selling like hot cakes," said real estate broker Dick Venter.

The vacant lots are widely viewed as unbuildable or not worth the cost of building. Sewer and water hookups cost nearly \$24,000 and there are only 24 water hookups currently available because the subdivision lacks water for more.

The cost of hookups in nearby Willits is \$10,865, officials said. The rate in Ukiah is about \$11,000.

It's cheaper to buy a home in Brooktrails than build one, Selzer said.

Brooktrails officials bristle at claims the lots are worthless.

But they admit the price of a building may exceed the value of a home in Brooktrails.

It's not a problem unique to Brooktrails, said the development's longtime attorney, Christopher Neary.

"Nobody's building," he said. Property owners aren't the only ones suffering from Brooktrails' failings. Tax and utility service fee delinquencies in the

subdivision have cost the county \$793,165 in revenues since 1995, said Treasurer-Tax Collector Shari Schapmire, an amount that has risen sharply in recent years. The overall debt to the county rises to \$1.3 million with penalties and interest.

Over the years the county has

advanced \$637,000 to Brooktrails and school districts that it may never recover. The upfront payments allowed under the state's Teeter Plan include more than \$240,000 intended to cover anticipated water, sewer and fire fees.

Under the plan, the county fronts anticipated taxes and service fees to schools and special districts, such as Brooktrails, with the expectation it will recoup the money, with interest, when it's paid by property owners or the property is sold, said Mendocino County Auditor-Controller Meredith Ford.

But the number of delinquencies is rising, turning the Teeter Plan into an outright subsidy for Brooktrails.

"When the lots fail to sell at auction, the county is left holding the bag," McCowen said.

Last year, Brooktrails property owners were delinquent in paying taxes and service fees of \$236,479, according to the Treasurer-Tax Collector's Office.

The numbers began spiking in about 2007, when there were \$40,943 in delinquent taxes and fees. In 1996, there was just \$500 in delinquent taxes and fees.

County supervisors last week voted to stop advancing money to Brooktrails to cover service fees. They plan to stop advancing the subdivision service area its share of property taxes by next year.

The service fees amount to about \$120 a year per undevel-

oped parcel, Neary said. The future costs of unpaid fees will be distributed among the paying property owners, he said.

Neary contends the county is largely to blame for the problems in Brooktrails.

"Supervisors didn't require the infrastructure to be put in before the lots were sold," he said. "The County of Mendocino wasn't very sophisticated in 1966."

Officials knew there likely wasn't enough water for all of the lots, but they weren't concerned because the development was supposed to be a summer vacation village. It was anticipated only 25 percent of the owners would visit at any one time, Neary said.

Instead, it turned into a full-time community of more than 1,500 houses, Neary said.

Brooktrails authorities have determined that the maximum number of lots that feasibly can be developed over the next 100 years is 4,000, he said. The subdivision has encouraged people to merge lots, he said.

It's also willing to take lots from people willing to give them away. But it's not interested in buying them at auction, Neary said.

About 10 people a year deed their properties to Brooktrails, he said.

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