Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: Tuesday March 21, 2017

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) PRESENTATIONS

(A) Coyote Valley Groundwater Basin 2016 Monitoring Report
(B) LAFCO Report Update
(C) Risk Management Plan (RMP), Chlorine Gas Section
(D) 2015/2016 Audit Report (Smith & Newell)

6) CONSENT CALENDAR

(A) MINUTES: Approval of Board of Directors Regular Board Meeting minutes for February 21, 2017.

(B) MINUTES: Approval of Board of Directors Policy Manual Workshop minutes for February 13, 2017.

(C) MINUTES: Approval of Finance Committee Meeting minutes for February 3, 2017

(D) MINUTES: Approval of 2013-2018 Strategic Plan Review Workshop minutes for March 8, 2017

(E) MINUTES: Approval of Emergency Preparedness Committee Meeting minutes for January 12, 2017

(F) DISBURSEMENTS: Check # 34331 - # 34399 including drafts and payroll for a total of $412,914.03

9) BOARD COMMITTEE REPORTS (for information only, no action anticipated)

Personnel Committee
Finance Committee
Emergency Preparedness Committee

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

ACWA Region 1
ACWA State Legislative Committee
County OES
Other meetings attended

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

Financial Report
Administration/Customer Service Report
Field Operations Report
General Manager's Report

12) DISCUSSION AND POSSIBLE ACTION: Approve Resolution No. 2017-03 A Resolution of The Board of Directors of The Hidden Valley Lake Community Services District Placing in Support of the Nomination of Alyssa Gordon to the Association of California Water Agencies State Legislative Committee

13) DISCUSSIOIN AND POSSIBLE ACTION: Approve 2013-2018 Strategic Plan Revision

14) PUBLIC COMMENT

15) BOARD MEMBER COMMENT

16) CLOSED SESSION (A) Government Code 54957 (b) Personnel Performance Evaluation – General Manager Annual Evaluation

17) 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

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

January 31, 2017

Mr. Les Grober
Division of Water Rights
State Water Resources Control Board
P.O. Box 2000
Sacramento, California 95812-2000

Re: License 13527A and Permit 20770B (Applications 30049A and 30049B, respectively) Hidden Valley Lake Community Services District

Dear Mr. Grober:

In accordance with the Conditions of Hidden Valley Lake Community Services District's referenced License and Permit, enclosed are two copies of the final document "Coyote Valley Groundwater Basin 2016 Monitoring Report" dated January 2017.

Please contact me if you have any questions regarding the enclosed or any other aspect of this matter.

Sincerely,

Hidden Valley Lake Community Services District

Alyssa Gordon, Water Resources Specialist

Encls.

cc: Kirk Cloyd, Hidden Valley Lake Community Services District (w/ encl)
Vince Maples, Wagner & Bonsignore Consulting Civil Engineers (w/ encl)
John Hamner, Callayomi County Water District (w/ encl)
Peter Luchetti (w/ encl)
Peter Kiel (w/ encl)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

WATER RIGHT LICENSE 13527A (APPLICATION 30049A)
WATER RIGHT PERMIT 20770B (APPLICATION 30049B)

COYOTE VALLEY GROUNDWATER BASIN
2016 MONITORING REPORT

January 2017

Hidden Valley Lake
Community Services District

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WATER RIGHT LICENSE 13527A (APPLICATION 30049A)
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COYOTE VALLEY GROUNDWATER BASIN
2016 MONITORING REPORT

JANUARY 2017

Wagner&Bonsignore
Consulting Civil Engineers, A Corporation
2151 River Plaza Drive, Suite #100
Sacramento, CA 95833
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INTRODUCTION

Water Right Permit 20770 (Application 30049) was issued by the State Water Resources Control Board (SWRCB) to Hidden Valley Lake Community Services District (District) on December 29, 1994. In accordance with the terms of the Condition 12 Settlement Agreement in the matter of the Upper Putah Creek Watershed Adjudication and as set forth in SWRCB Order WR 96-002, the District sought a License for the amount of water that had been perfected under its Permit as of December 31, 1995. On November 29, 2001 the SWRCB issued License 13527A and Permit 20770B pursuant to Applications 30049A and 30049B, respectively.

The District serves municipal water to the Hidden Valley Lake Subdivision, a 3,200 acre planned community situated in southeastern Lake County. The development consists of about 3,350 residential lots, an 18-hole public golf course, campgrounds, parks and open space. Treated wastewater from the District's wastewater treatment plant is used to supplement irrigation requirements for the golf course and parks.

License 13527A allows the District to divert up to 651 acre-feet annually from the underflow of Putah Creek by means of its Grange Road wells located in the Coyote Valley Groundwater Basin (Basin) for municipal purposes within the Hidden Valley Lake Subdivision. Permit 20770B provides for the District to divert an additional 1,649 acre-feet per year from the underflow of Putah Creek at its Grange Road wells and Agricultural Well for municipal use within the Subdivision, and for fish and wildlife preservation purposes within the Putah Creek corridor.

The conditions in Permit 20770 required the District to prepare a groundwater monitoring plan setting forth a program for construction of a series of dedicated monitoring wells and the collection and reporting of data pertinent to the seasonal groundwater levels within and surface water outflow from the Basin. This plan was submitted and subsequently approved by the State Water Resources Control Board on April 25, 1997. Conditions in License 13527A (hereinafter "License") and Permit 20770B (hereinafter "Permit") require the implementation of the groundwater monitoring plan.

The District is also required to prepare annual reports documenting compliance with the terms and conditions of its License and Permit. Accordingly, this report dated January 2017 is the annual report prepared pursuant to the 1997 Coyote Valley Groundwater Basin Monitoring Plan and presents the surface and groundwater data collected during the calendar year 2016.[1] The following is a discussion of the activities of the District in compliance with the requirements set forth in the License and Permit.

1 Tables, figures, appendices, and Plate 3 of this report were prepared by District personnel.

DISTRICT ACTIVITIES IN COMPLIANCE WITH LICENSE AND PERMIT CONDITIONS

PERMIT CONDITION 11

> *"Permittee shall implement the provisions of the Groundwater Monitoring plan prepared by consultant James C. Hanson, dated February 1997, and approved by the Chief, Division of Water Rights by letter dated April 25, 1997. Permittee shall prepare an annual report summarizing the information collected under the plan and demonstrating compliance with the terms and conditions of this permit. The report shall display in tabular or graphical form daily flow records from the Guenoc gage (or twice monthly Putah Creek flows if this gage is discontinued), amount of supplemental water provided for each intervening period, and any instantaneous flow measurements made during periods when target flows are not achieved. The annual report shall also list static water levels at all points of diversion, as well as water levels in other monitoring wells or piezometers specified in the Groundwater Monitoring Plan. A copy of the annual report shall be submitted to the Chief of the Division of water Rights by December 31 of each year."*

The February 1997 Groundwater Monitoring Plan proposed the construction of eleven monitoring wells in the Coyote Valley Basin, four of which are located along a line generally parallel to Putah Creek and seven of which are located in the Crazy Creek drainage along a line perpendicular to Putah Creek. The monitoring wells are described in Table 1 and their locations shown on Plate 1.

Water level measurements for Grange Road wells GR1 and GR2 (Points of Diversion #1 and #2) were taken periodically beginning in 1984 and monthly since 1990. Monthly monitoring of Grange Road well GR3 (Point of Diversion #3) began in 1995. In October 2002, Grange Road well GR1 (Point of Diversion #1) failed and was immediately removed from service. In February 2003, the District installed Grange Road well GR4 at the same location to replace the failed GR1 well. GR4 will be considered as Point of Diversion #1 for purposes of diversion and reporting under the License and Permit. Monthly monitoring of GR4 began in July 2003.

The Agricultural Well (Point of Diversion #5) was added to the Permit and monthly monitoring began in February 1999. The District has not yet constructed the well named as Point of Diversion #4 in its Permit.

The District began monthly monitoring of wells TP 1, 2 & 3 in 1995, and wells MW 1, 2, 3 & 4 in 1996. Monitoring well MW-5 was constructed in June 1998 and has been monitored monthly since that time.

Monthly water surface elevations in the monitoring wells are tabulated on Table 2 and shown graphically on Plate 3. The geotechnical / drilling reports and boring logs for the Grange Road Wells and the monitoring wells are contained in the Appendices to the 1997 Monitoring Plan, and in the 1998 and 2003 Annual Reports. They are also included as Appendix 2 of this report. Additionally, profiles of the 2015 spring and fall groundwater surface elevations at the monitoring wells (delineated on Plate 1 as Sections A-A' and B-B') are attached hereto as Plate 2.

PERMIT CONDITION 13

> *"Permittee shall continue the joint funding agreement between permittee, Callayomi County Water District, and Solano County Water Agency for operation of the Putah Creek near Guenoc gaging station by the U.S. Geological Survey, posting of real time discharge measurements on the USGS Internet website, and publishing of data in the annual Water-Data Report.*
>
> *In the event funding of this gaging station is no longer feasible, permittee shall either install and properly maintain a device, acceptable to the Chief of the Division of Water Rights, which is capable of measuring the flow of Putah Creek at the Guenoc gage site, or otherwise make instantaneous measurements of flow at this point. Such device or measurements shall employ instrumentation and methodology comparable with USGS streamflow measurement standards. Permittee shall make and record flow measurements twice a month, on or about the first and fifteenth of each month, starting on July 15 and ending on October 15 of each year."*

For the period 1993 through 1995, instantaneous discharge measurements of Putah Creek at the easterly end of Coyote Valley were made sporadically during the summer and early fall. In 1996 and 1997 instantaneous discharge measurements were made bimonthly. These measurements were made using a current meter or Parshall flume and are shown in Table 3.

In April 1998, the surface water gaging station "Putah Creek near Guenoc" (Station #11453500) was reestablished through a joint funding arrangement between Hidden Valley Lake Community Services District, Callayomi County Water District and Solano County Water Agency.

The gaging station is operated and maintained by the U.S. Geological Survey (USGS), and the data is published in its Annual Water Data Reports. The daily discharge data for the months July through October for the years 1998 through 2016 are shown on Table 4. Discharge measurements are posted on a real time basis on the Internet at the following address:

http://waterdata.usgs.gov/ca/nwis/uv/?site_no=11453500

PERMIT CONDITION 14

> *"Permittee shall provide supplemental water downstream from the points of diversion to augment low flow in Putah Creek. ...For the period July 15 to October 31 of each year, permittee shall make-up the difference between actual discharge, as measured at the site of the former Guenoc U.S. Geological Survey gaging station on Putah Creek...and the median daily discharge listed below:*
>
> *Median Daily Discharge for Putah Creek at Guenoc, 1954-1975, (all amounts in cubic feet per second)*
>
> | *July* | *August* | *September* | *October* |
> |---|---|---|---|
> | *4.7* | *1.7* | *0.9* | *0.6* |
>
> *Permittee shall not be required to provide supplemental water at a rate greater than two cubic feet per second. Permittee shall install and properly maintain a measuring device, acceptable to the Chief of the Division of Water Rights, which is capable of measuring both the instantaneous rate and the total amounts of supplemental water discharged to Putah Creek."*

The Grange Road wells (GR2, GR3 and GR4) and the Agricultural Well are equipped with in-line flow meters that are used to measure the instantaneous rate and total amount discharged. The Agricultural Well can be used in conjunction with the Grange Road wells to augment the flow of Putah Creek. In order to convey water to Putah Creek, the District acquired an easement from an adjoining landowner (Sutter Home Vineyards) and during 1998 and 1999 installed approximately 6,800 feet of permanent underground pipeline that begins at the Agricultural Well and terminates at the easterly boundary of the Sutter Home property (see Plate 1). A major portion of this pipeline was destroyed during the winter floods of 2005/2006 and was subsequently replaced in 2007. A temporary pipeline is used to convey water from the end of the permanent line to the point of discharge in Putah Creek when supplemental water is discharged to Putah Creek.

1995-1997 SUPPLEMENTAL WATER

Table 3 summarizes the measured flow of Putah Creek during the period of 1995 to 1997. No supplemental water was required to be delivered in 1995 and 1996, but approximately 200 acre-feet of supplemental water was discharged in 1997. The daily summary of the average rate of supplemental water discharged in 1997 is shown on Table 5.

1998-2005 SUPPLEMENTAL WATER

The average daily discharge of Putah Creek and the monthly summary of supplemental water discharged from 1998 to 2005 are shown in Table 4. The daily summary of the average rate of supplemental water discharged for this period is shown in Table 5.

2006-2007 SUPPLEMENTAL WATER

The winter storms of December 2005 and January 2006 destroyed approximately 800 feet of the permanent pipeline located on the Sutter Home Vineyards' property used to deliver supplemental water. To comply with the terms of its License and Permit, the District entered into an agreement with a neighboring landowner for the use of a groundwater well to deliver supplemental water during 2006. The permanent pipeline replacement was completed in September 2007. The District began delivery of supplemental water to Putah Creek on October 8, 2007. The daily summary of supplemental discharges for 2006 and 2007 is shown in Table 5.

2008-2011 SUPPLEMENTAL WATER

In 2008, the Agricultural Well was pumped continuously from July 2008 through October 2008 discharging at its maximum rate of about 450 gallons per minute. In August 2008, the District commenced use of Grange Road Well #3 to supplement the discharge to Putah Creek. Well #3 was run at its maximum capacity of about 450 gallons per minute, resulting in a total discharge for the two wells of 900 gallons per minute to Putah Creek. In September and October 2008, Well #3 was offline due to a mechanical problem.

In 2009, discharging of supplemental water occurred from July 14, 2009 through October 13, 2009. From October 13, 2009 through the end of the supplemental water discharge period, the flow in Putah Creek rose and stayed above the minimum requirement.

In 2010, the District began discharging supplemental water from the Agricultural Well on July 26, 2010 as the flow in Putah Creek was below the minimum flow requirement. Discharging of supplemental water from the Agricultural Well was discontinued on October 7, 2010 in order to install a pressure release valve on Well #3 (which is interconnected with the Agricultural Well) as required by the Department of Health Services. Pumping from the Agricultural Well recommenced on October 11, 2010 after the repair of Well #3 was complete.

In 2011, the District began discharging supplemental water from the Agricultural Well and Grange Road Well #3 on September 6, 2011 when the flow in Putah Creek suddenly fell below the minimum flow requirement, apparently due to the onset of pumping from the Creek by a downstream diverter. Discharge of supplemental water from Well #3 was discontinued on September 7, 2011, and pumping from the Agricultural Well was discontinued on September 12, 2011.

Table 5 includes a daily summary of 2008 through 2011 supplemental water discharge.

2012 SUPPLEMENTAL WATER

The District began discharging supplemental water on July 13, 2012. Supplemental water was discharged to Putah Creek from the Agricultural Well and Grange Road Well #3. On October 15, 2012 discharge from the Agricultural Well was discontinued. Discharge from Well #3 was discontinued on October 22, 2012. The daily summary of the average rate of supplemental water discharged for 2012 is shown in Table 5.

On April 19, 2012, the SWRCB issued an Administrative Civil Liability Complaint (ACL) and Draft Cease and Desist Order against the District for non-compliance with its Permit and License for insufficient supplemental water discharges to Putah Creek on certain days in 2010. In the ACL, the SWRCB did not consider all relevant circumstances surrounding the alleged violations, including unrefuted evidence submitted by the District about the causes of the non-compliance, nor did they provide any evidence of the extent of harm caused by the District's actions. The District entered into a Settlement Agreement with the SWRCB which was confirmed by SWRCB Order 2012-0014-EXEC. The Settlement Agreement and Order did not represent

acquiescence by the District of any harm caused the environment due to any alleged non-compliance. The District has provided the SWRCB with evidence for many years of the impacts associated with the downstream landowner's diversions and the lack of tangible benefit of the supplemental water program (see Putah Creek Habitat Assessments in subsequent section).

2013 SUPPLEMENTAL WATER

The District began discharging supplemental water to Putah Creek on July 14, 2013 from the Agricultural Well and Grange Road Well #3. On August 27th, the District stopped pumping to Putah Creek from Grange Road Well #3 due to a declining rate of production and began pumping from Grange Road Well #2. The daily summary of the average rate of supplemental water discharged in 2013 is shown in Table 5.

On January 3, 2013, the District submitted Petitions for Change to the State Water Board. In addition to requesting changes to the authorized place of use and points of diversion named in Permit 20770B and License 13527A, the Petitions are also seeking removal of the supplemental discharge requirement and the requirement to prepare annual groundwater monitoring reports.

2014 SUPPLEMENTAL WATER

Due to drought conditions, the District became concerned about impacts to the adequacy of its potable water supply and water quality conditions. On April 1, 2014, the District filed Temporary Urgency Change Petitions (TUCPs) requesting temporary relief from the supplemental discharge term within License 13527A and Permit 20770B in order that the District might not be required to pump groundwater from its municipal water supply (wells) to meet the flow requirement in Putah Creek during the summer months.

On May 27, 2014, the SWRCB issued a Notice of Unavailability of Water and Immediate Curtailment for post-1914 appropriative water right diversions located within the Sacramento-San Joaquin River Watershed, which includes the diversions authorized by License 13527A and Permit 20770B. On June 24, 2014, the District submitted a request for exception to allow for continued diversion to meet the health and safety needs of its municipal service area residents. On July 11, 2014, SWRCB staff indicated that no action would be taken in response to the District's TUCPs.

The District requested confirmation from SWRCB that the District would not be subject to the supplemental discharge requirement while its water rights were curtailed. On July 25, 2014, the SWRCB issued an order denying the TUCPs stating that the SWRCB cannot approve TUCPs for water rights that have been curtailed. The order denying the TUCP did not address the effect of the curtailment on the supplemental discharge requirement. The District continued to operate with the understanding that the supplemental discharge requirement was effectively suspended as a result of the curtailment. Hence, the District did not pump water into Putah Creek. The supplemental discharge requirement ended on October 31, 2014. On November 19, 2014, the State Water Board temporarily lifted the water right curtailment. The curtailment did not recommence prior to the end of 2014.

2015 SUPPLEMENTAL WATER

On May 1, 2015, the SWRCB issued a Notice of Unavailability of Water and Immediate Curtailment for post-1914 appropriative water right diversions located within the Sacramento-San Joaquin River Watershed, which includes the diversions authorized by License 13527A and Permit 20770B. The District submitted the required Curtailment Certification Compliance forms on May 8, 2015, indicating the need for continued diversion to meet the health and safety needs of its municipal service area residents. As it did during the curtailment period in 2014, the District continued to serve water to the subdivision with the understanding that the supplemental discharge requirement in its Permit and License was effectively suspended as a result of the curtailment. On November 2, 2015, the State Water Board temporarily lifted the water right curtailment through November 6, 2015. On November 6, 2015, the State Water Board lifted the water right curtailment until further notice. The supplemental discharge requirements end on October 31, 2015, therefore no supplemental water was delivered to Putah Creek in 2015. The curtailment did not recommence prior to the end of 2015.

As shown in Table 4, only minimal flow was recorded at the USGS Putah Creek gage during July 2015, with no measured flow recorded at the gage from August 1, 2015 to October 31, 2015. As in 2014, no water was pumped by the District to supplement Putah Creek flows in 2015, due to curtailment of water rights.

2016 SUPPLEMENTAL WATER

On July 22, 2016, the District submitted Temporary Urgency Change Petitions (TUCPs) for its License and Permit requesting temporary relief from the wasteful supplemental discharge requirement for the period of July 15, 2016 through October 31, 2016, based on concerns over potential water shortage and water quality issues in the upcoming year. The District's TUCPs cited the Governor's several drought declarations, emergency proclamations, and executive orders, which identify a need for conservation of water and the need to wisely use water due to expected continuing dry conditions. In keeping with the Governor's orders, the constitutional policy of the state that water resources not be wasted, and in anticipation of State Water Board approval of the TUCPs, the District did not pump water from its potable water supply in 2016 for delivery into Putah Creek.

By Order dated September 23, 2016, the State Water Board denied the TUCPs. The Order was received by the District September 26, 2016. On October 19, 2016, the District responded to the State Water Board Order to provide additional information and correct misstatements within the Order. The incorrect or misleading statements and omissions of relevant facts within the Order included suggestion that no real water shortage concerns were identified for the District, an implication that reduction in groundwater supply must be proven to increase contaminant concentrations in order to justify the requested change, an allegation that the District has not attempted to secure an alternate source of potable water, and a failure to address the years of habitat study reports demonstrating ecologically harmful effects and wastefulness of the supplemental discharge program.

A hydrograph of Putah Creek flows included as Appendix 1 also provides a record of flows at the Putah Creek gage for the July 15 through October 31 supplemental discharge period in 2016. The daily precipitation for water years 1997-2016 as recorded at the Middletown Station is given in Table 6, and the accumulated departure curve for the long-term average annual rainfall at Middletown from 1939 to 2016 is included as Figure 1. During the last five water years, precipitation recorded at Middletown has been below the long-term average.

The District is still under the State Water Board Division of Drinking Water (DDW) Order No. 02-03-14R, which placed a moratorium on new water connections. The District is currently working with the DDW to have the moratorium lifted by addressing concerns regarding the need for an alternate supply.

SUSTAINABILITY

California passed the Sustainable Groundwater Management Act in 2014, requiring formation of local groundwater sustainability agencies (GSAs) and development, adoption and implementation of groundwater sustainability plans (GSPs) by the GSAs. Local agencies must form a GSA by June 30, 2017. Basins that have been assigned a high or medium level of priority are required to adopt a GSP by January 31, 2020 or January 31, 2022 depending on the overdraft condition of the basin. The Coyote Valley Groundwater Basin is currently listed as a very low priority basin. Currently, development of a GSP is not required for the Coyote Valley Groundwater Basin.

The data collected by the District for the past twenty years demonstrates that the Coyote Valley Groundwater Basin is well-managed and is sustainable within the expectations of the Sustainable Groundwater Management Act of 2014. The management practices of the past 25 years have resulted in stable groundwater supplies and a declining per capita water use within the District. Per capita water use within the District has declined about 25% in the past 10 years. Annual groundwater monitoring reports have demonstrated no long-term negative effect on groundwater levels in the basin due to the extraction of water from the four wells operated by the District. As documented in the District's annual monitoring reports, monthly groundwater levels recover following periods of average precipitation, and, in some cases, following periods of less than average precipitation as well.

The relationship between groundwater elevation recovery and precipitation in the basin is illustrated in the graphs of historical groundwater elevation and the graph of total annual precipitation over the same time period (refer to Plate 3). Plate 3 graphs show that groundwater levels at the District's production wells (Grange Road Wells 2, 3, 4 and the Agricultural Well) and monitoring wells in the vicinity of the production wells (Wells MW2A and MW2B) fall during

the dry season each year and recover in years of average or above-average rainfall. For example, groundwater levels in Grange Road Well 4 recovered from an elevation of 922 feet to about 940 feet during the 2006 water year. The same well was at 911 feet in August 2014 and at 933 feet in March 2015.

Eight of the past ten years have seen below-average precipitation. Precipitation has been below average for each of the past five years. During the 2016 water year precipitation was about 9% below the long-term average.

Water levels have tended to increase with average to above-average precipitation. Historically, fluctuations corresponding to seasonal precipitation have been observed, but groundwater levels have not shown a long-term downward trend. Water level fluctuation in recent years has been a function of precipitation, not over-use of the groundwater resource. In spite of several recent years of less than average precipitation, groundwater surface elevations have recovered to higher than average levels, indicating long-term sustainability within the groundwater basin.

PUTAH CREEK HABITAT ASSESSMENTS

Beginning in 2007, Aquatic Ecologist Mike Podlech conducted reconnaissance level aquatic habitat assessments of the Putah Creek channel in the vicinity of the USGS stream gage, with the most recent assessments being conducted in July and October of 2014. Copies of Mr. Podlech's 2014 habitat assessment reports were included in the 2014 Groundwater Basin Monitoring Report.

In his October 2014 assessment report, Mr. Podlech states that the supplemental water discharged by the District would have the effect of artificially creating "normal" water year conditions within the assessment reach during "below normal" water years. He states, "Non-native bullfrogs, a voracious predator of foothill yellow-legged frogs and other native amphibians, have routinely been observed in the pool containing the USGS gage and other areas of the assessment reach. Periodic natural drying of the assessment reach may help suppress local bullfrog populations through elimination of some tadpoles." Mr. Podlech's reports suggest that the

supplemental water program may be ecologically detrimental, given that it maintains an unnatural condition that supports a largely non-native fishery and invasive bullfrogs. Because no supplemental water was delivered in 2014, natural dry conditions were allowed to develop in the stream below the supplemental discharge point for the first time in several years, yet Mr. Podlech still observed that surface water was present in the channel from the pool containing the USGS gage downstream to the end of the assessment reach.

SUPPLEMENTAL WATER SUMMARY

The total annual amount of water diverted by the District pursuant to its License and Permit as reported to the SWRCB in the annual "Progress Reports by Permittee" and "Report of Licensee" and the annual amount of supplemental water discharged are as follows[2]:

Year	Beneficial Use Reported to SWRCB under Permit & License (Acre-Feet)	Supplemental Water (Acre-Feet)
1995	651	0
1996	766	0
1997	582	200
1998	505	0
1999	562	58
2000	537	153
2001	668	233
2002	916	0
2003	823	99
2004	998	60
2005	917	6
2006	860	2
2007	1,258	64
2008	1,261[3]	260
2009	1,155[2]	203
2010	922	185
2011	749	19
2012	1,208	414
2013	1,273	430
2014	857	0
2015	644	0
2016	829	0

2 These amounts do not include reported use of reclaimed water.
3 This is an amendment to a previous report.

SUMMARY AND CONCLUSIONS

When License 13527A was issued in 2001, it was generally believed that the District's extractions from the Coyote Valley groundwater basin could have a measurable impact on groundwater elevations in the vicinity of Putah Creek, and more specifically, the magnitude and duration of summer and fall surface stream flows downstream of the former USGS gaging station site on Putah Creek at Guenoc. During the summer and fall, the surface stream flow of Putah Creek in the vicinity of the USGS gage is derived from subsurface accretions ("rising" groundwater). Accordingly, the term that mandates supplemental stream flow releases, and the term that requires the District to implement the 1997 groundwater monitoring plan, were incorporated into License 13527A and Permit 20770B as mitigation and on-going monitoring measures in the event that the District's water diversions did in fact adversely impact subsurface accretions.

Groundwater elevation data compiled by the District and others since 1997, as well as riparian habitat surveys conducted on behalf of the District from 2007 through 2014, indicate that there has been no measurable impact to subsurface accretions or degradation of riparian vegetation as a result of the District's water diversions. Additionally, more abundant and dense riparian vegetation was found to be present during recent surveys of Putah Creek upstream of the supplemental discharge location compared with the area downstream of the gage, even though supplemental discharges have been released to downstream areas during the summer months almost every year since 1995.

In its annual Progress Report by Permittee and Report of Licensee, the District has consistently identified the water conservation efforts it implements for its municipal water use. These measures include continual use of dye tablets and use of advanced metering infrastructure to identify system leaks, re-reading of meters to verify any unusual use, water conservation incentive packages to users, rebates for low-flow toilets, shower heads, replacement of old meters, etc. As a result of these conservation efforts, the District's water use per capita has been significantly reduced over the past several years. The average annual use per connection has decreased by 25% over the past decade (2016 use compared to 2006 use) due to the District's aggressive water conservation program. Since 1997 the District has delivered 2,386 acre-feet of

supplemental water to Putah Creek pursuant to the terms of its License and Permit, and it has expended over $1.5 million for compliance with the terms of its License and Permit in an effort to achieve a better understanding of the Coyote Valley Basin.

TABLES

TABLE 1

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING WELLS

	Well Designation	Location	Date Drilled	Measuring Point Elevation (MSL)	Depth of Well (ft)	Perforation Interval (ft)
Treatment Plant	TP 1	11N/6W-30J	28-Oct-94	961.25	52	30-50
	TP 2	11N/6W-30Q	28-Oct-94	963.86	52	14-50
	TP 3	11N/6W-30Q	28-Oct-94	966.63	52	14-50
Grange Road	GR 1 (1)	11N/6W-29D	14-Jun-76	957.5	112	50-110
	GR 2	11N/6W-29D	15-May-85	959.36	292	70-115
	GR 3	11N/6W-29D	22-Oct-91	956.69	205	80-170
	GR 4	11N/6W-29D	26-Feb-03	956.89	231	50-110, 148-188
Spyglass #7	MW 1A	11N/6W-18P	05-Sep-96	978.82	100	74-79
	MW 1B	11N/6W-18P	05-Sep-96	978.82	100	40-45
Grange Road	MW 2A	11N/6W-20N	09-Sep-96	955.63	100	86-96
	MW 2B	11N/6W-20N	09-Sep-96	955.63	100	35-40
American Rock	MW 3A	11N/7W-13L	11-Sep-96	991.35	82	70-80
	MW 3B	11N/7W-13L	11-Sep-96	991.35	82	30-35
Golf Course-18th Tee	MW 4	11N/6W-20M	12-Jun-73	960.69	110	30-95
Luchetti	MW 5A	11N/6W-28J	01-Jun-98	942.15	100	90-100
	MW 5B	11N/6W-28J	01-Jun-98	942.14	100	30-40
Agricultural Well	AG 1	11N/6W-30A	1997 (2)	957.87	90	63-83

(1) Grange Road Well # 1 (GR1) failed in 2002. Grange Road Well #4 (GR4) was installed in 2003 at the same location
(2) Agriculture Well was rehabilitated in 1997. Date of original drilling is estimated to be between 1930 and 1940.

TABLE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING PLAN

WATER SURFACE EVELVATIONS
(all amounts in feet above mean sea level)

	Grange Road Wells 1			Treatment Plant Wells 2			Spyglass #7 3		Grange Road 3		American Rock 3		Golf Course	Luchetti 3, 4		Ag Well 5
Date	**GR 1[7]**	**GR 2**	**GR 3**	**TP 1**	**TP 2**	**TP 3**	**MW 1A**	**MW 1B**	**MW 2A**	**MW 2B**	**MW 3A**	**MW 3B**	**MW 4**	**MW 5A**	**MW 5B**	**AG 1**
02-Feb-90	934.42	935.44														
09-Mar-90	936.42	937.36														
12-Apr-90	933.50	935.11														
11-May-90	929.92	931.11														
11-Jun-90	932.50	934.36														
15-Jul-90		931.78														
20-Aug-90	926.25	925.28														
02-Oct-90	922.50	922.53														
07-Nov-90	923.67	925.11														
14-Dec-90	925.83	927.28														
14-Jan-91	927.08	928.53														
08-Feb-91	927.83	929.11														
08-Mar-91	931.17	932.61														
12-Apr-91	935.42	936.53														
13-May-91	935.42	936.53														
17-Jun-91	932.33	933.53														
18-Jul-91	931.00	932.19														
15-Aug-91	913.50	928.61														
13-Sep-91	925.08	926.69														
14-Oct-91	924.08	924.11														
27-Nov-91	921.17	923.11														
13-Dec-91	924.75	926.19														
10-Jan-92	927.25	928.53														
18-Feb-92	930.25	931.53														
18-Mar-92	933.75	935.19														
10-Apr-92	933.33	934.36														
13-Jun-92	925.50	927.36														
09-Jul-92	925.50	927.36														
14-Aug-92	923.92	926.03														
12-Oct-92	920.58	922.69														
11-Nov-92	922.75	924.36														
15-Dec-92	925.92	927.03														
16-Feb-93	940.83	941.19														
16-Mar-93	941.00	941.78														
10-May-93	935.80	936.66														
15-Jul-93	927.40	929.26														
19-Aug-93	927.40	927.76														
15-Oct-93	925.50	926.86														
30-Nov-93	928.30	929.66														
30-Dec-93	930.70	931.76														
20-Jan-94	930.90	931.76														
17-Feb-94	933.00	934.56														
15-Mar-94	934.50	935.16														

TABLE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING PLAN

WATER SURFACE EVELVATIONS
(all amounts in feet above mean sea level)

	Grange Road Wells [1]			Treatment Plant Wells [2]			Spyglass #7 [3]		Grange Road [3]		American Rock [3]		Golf Course	Luchetti [3, 4]		Ag Well [5]
Date	GR 1[7]	GR 2	GR 3	TP 1	TP 2	TP 3	MW 1A	MW 1B	MW 2A	MW 2B	MW 3A	MW 3B	MW 4	MW 5A	MW 5B	AG 1
29-Apr-94	931.50	933.06														
31-May-94	930.00	931.26														
24-Jun-94	926.20	927.56														
22-Jul-94	921.70	923.56														
12-Oct-94	916.50	918.56														
04-Jan-95	928.50	930.06														
03-Mar-95	940.50	941.06		954.75	957.36	961.13										
17-Mar-95	932.83	934.94														
14-Apr-95	941.00	941.86		954.75	957.44	962.30										
17-May-95	938.17	939.19	937.02													
13-Aug-95	926.25	926.19														
15-Sep-95	922.50	923.36														
19-Oct-95				952.58	957.36	960.96										
20-Oct-95	920.50	922.53														
15-Nov-95	923.58	924.84														
12-Jul-96	929.58	930.19	931.02													
15-Aug-96	926.08	927.36		948.75	954.44	957.21							941.36			
15-Sep-96	923.92	925.03	925.11	949.92	955.11	958.96	963.90	963.99	935.96	936.88	969.85	969.85				
15-Oct-96	921.83	924.53		945.08	954.53	958.55	963.74	963.74	936.05	937.46	969.27	969.18	941.69			
15-Nov-96	926.00	928.03		948.00	951.28	954.63	964.32	964.65	937.71	939.55	970.02	969.77	942.11			
15-Dec-96	930.00	931.61	932.02	949.17	955.53	959.96	966.32	966.82	938.80	940.46	971.85	971.60	945.19			
15-Jan-97	940.17	941.19	938.27	951.50	955.53	960.05	961.49	961.57	941.05	941.05	975.35	975.27	946.02			
12-Feb-97	941.75	942.86	939.19	951.92	955.44	959.96	960.49	960.57	940.96	940.71	973.77	973.68	945.94			
12-Mar-97	938.92	939.69	937.19	951.08	955.11	959.13	967.24	967.32	939.88	940.05	971.60	971.52	943.11			
18-Apr-97	934.67	935.78	934.69	950.67	954.86	958.30	965.90	965.99	939.30	939.96	971.68	971.43	942.02			
14-May-97	930.75	932.19	932.44	948.83	954.69	957.38	965.40	965.32	938.80	939.80	970.85	970.77	941.69			
17,18-Jun-97	935.83	934.94	931.69	946.00	952.44	954.80	964.40	964.49	937.88	939.05	969.85	969.77	941.44			
17-Jul-97	927.75	928.61	930.02	947.08	953.86	956.30	965.65	965.99	938.88	939.96	971.52	971.77	941.11			
21-Aug-97	920.33	922.94	926.86	944.08	952.11	954.46	963.99	963.99	935.30	935.46	971.18	971.18	945.52			
18-Sep-97	920.33	921.53	911.61	942.42	946.44	948.13	963.74	963.57	933.80	935.46	968.93	969.10	940.52			
20-Oct-97	924.25	921.28	923.77	939.25	953.36	955.55	960.15	960.65	932.63	935.63	970.93	970.89	941.94			
18-Nov-97	925.50	927.44	929.19	954.50	956.11	944.88	966.24	966.82	939.71	941.21	971.35	971.35	942.86			
17-Dec-97	931.42	932.78	933.11	949.67	955.19	959.55	968.32	968.57	939.30	940.21	971.60	971.68	945.69			
14-Jan-98	935.00	935.94	935.86	952.42	955.86	960.21	971.44	971.74	940.13	940.63	974.35	974.27	946.69			
18-Feb-98	945.33	946.11	942.19	953.42	955.94	960.63	973.82	974.78	942.25	941.30	977.52	977.43	947.69			
23-Mar-98	941.17	942.28	934.36	952.33	955.78	960.30	969.82	970.07	940.21	939.63	972.52	972.35	946.02			
15-Apr-98	937.58	938.69	937.02	951.67	955.11	959.55	969.07	968.82	939.63	940.05	971.85	971.68	945.94			
18-May-98	935.58	936.86	935.94	950.83	954.86	958.80	966.99	967.15	938.71	938.80	971.35	971.10	943.44			
17-Jun-98	937.00	938.03	935.94	950.75	954.03	958.63	967.32	967.49	938.63	938.80	971.35	971.18	943.11	923.98	924.22	
14-Jul-98	933.17	934.36	933.69	946.58	954.44	956.71	965.40	965.49	937.38	938.21	970.77	970.68	941.94	921.90	922.72	
14-Aug-98	930.83	932.53	932.02	947.67	954.36	958.05	964.49	964.65	937.05	937.80	971.60	971.52	941.44	921.07	922.39	
18-Sep-98	929.17	930.86	930.11	946.92	953.11	955.63	963.82	963.99	936.71	937.63	969.60	969.52	940.86	921.82	922.64	
16-Oct-98	929.00	930.36	929.69	945.42	952.19	954.80	963.74	963.99	936.80	937.71	969.43	969.27	941.02	922.15	922.47	

TABLE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING PLAN

WATER SURFACE EVELVATIONS
(all amounts in feet above mean sea level)

	Grange Road Wells [1]			Treatment Plant Wells [2]			Spyglass #7 [3]		Grange Road [3]		American Rock [3]		Golf Course	Luchetti [3, 4]		Ag Well [5]
Date	GR 1[7]	GR 2	GR 3	TP 1	TP 2	TP 3	MW 1A	MW 1B	MW 2A	MW 2B	MW 3A	MW 3B	MW 4	MW 5A	MW 5B	AG 1
09-Nov-98	930.25	931.44	931.52	947.00	953.11	955.55	963.82	964.15	936.88	937.80	969.18	969.27	940.94	922.07	922.39	
15-Dec-98	933.25	934.44	931.77	949.42	954.61	958.63	966.57	966.90	937.88	938.21	970.52	970.52	943.11	923.65	923.81	
01-Jan-99	930.50	931.44	937.11	949.92	954.86	959.05	965.15	965.32	937.80	937.55	975.93	976.10	942.36	922.73	923.06	
19-Feb-99	935.50	936.78	936.19	952.17	955.69	960.47	972.49	972.90	939.71	939.88	975.02	974.93	946.61	926.73	926.64	937.87
19-Mar-99	938.50	939.44	936.94	951.58	955.19	959.71	970.40	970.57	939.13	938.88	972.85	973.02	945.86	925.98	926.06	939.87
21-Apr-99	938.92	939.94	937.52	951.17	955.03	959.38	969.15	969.32	939.13	938.80	972.27	972.18	945.11	925.07	925.22	941.29
14-May-99	935.42	936.44	934.77	950.92	954.86	958.80	966.90	967.07	937.88	938.05	971.35	971.18	942.52	922.40	922.39	937.12
18-Jun-99	929.50	931.11	931.44	950.50	954.61	957.55	965.07	965.24	936.71	937.46	970.52	970.60	941.52	922.82	922.39	931.62
16-Jul-99	929.17	930.44	930.19	949.67	954.44	956.30	964.24	964.57	936.17	937.21	969.68	969.77	941.11	922.15	923.31	930.29
16-Aug-99	926.92	928.28	930.27	951.08	954.03	952.30	963.90	964.15	935.96	935.80	974.02	974.43	940.77	921.32	922.72	931.04
16-Sep-99	925.25	927.19	928.61	946.58	953.86	956.46	963.57	963.90	935.05	935.96	969.27	969.18	940.61	920.32	921.14	927.04
16-Oct-99	925.83	926.86	927.69	945.67	952.69	954.96	963.49	963.57	935.80	936.71	969.10	968.85	940.61	920.73	921.97	927.87
15-Nov-99	928.67	929.78	930.11	944.00	951.36	953.80	963.57	963.90	936.13	937.13	969.18	968.52	940.69	921.23	921.56	930.54
16-Dec-99	930.92	932.28	931.69	944.42	952.78	956.05	963.82	964.24	937.05	937.38	969.27	969.43	940.86	921.82	921.64	932.70
Max 1999	957.50	959.36	956.69	961.25	963.86	966.63	978.82	978.82	955.63	955.63	991.35	991.35	960.69	942.15	942.14	957.87
Min 1999	957.50	959.36	956.69	961.25	963.86	966.63	978.82	978.82	955.63	955.63	991.35	991.35	960.69	942.15	942.14	957.87
19-Jan-00	932.33	933.28	933.11	948.08	954.86	959.30	964.32	964.99	937.96	938.63	970.35	970.52	943.11	922.90	922.06	934.04
15-Feb-00	936.75	937.78	936.44	955.17	955.86	958.30	971.90	972.15	940.46	940.71	976.10	975.60	947.02	927.15	926.89	938.79
16-Mar-00	936.08	941.69	934.11	951.92	955.11	959.96	971.90	972.15	939.63	939.30	974.02	974.18	946.27	926.48	926.89	943.04
15-Apr-00	934.75	935.78	934.02	950.25	954.94	959.05	967.40	967.74	937.46	937.80	971.43	971.60	942.61	923.48	923.89	937.12
15-May-00	932.25	933.03	932.69	950.08	954.69	957.71	965.82	966.07	936.80	937.21	970.68	970.43	941.86	922.82	923.22	933.29
14-Jun-00	926.50	929.78	930.52	949.67	954.36	962.30	964.57	964.90	936.38	937.05	972.27	972.52	941.61	921.07	922.64	930.45
14-Jul-00	923.75	926.03	927.77	948.08	954.44	955.13	963.99	964.24	935.71	936.21	969.60	969.68	940.94	920.15	920.89	924.37
15-Aug-00	927.42	924.28	926.52	948.08	954.11	955.30	963.82	964.24	934.55	935.38	970.68	970.93	940.52	922.57	922.97	921.87
14-Sep-00	920.83	920.19	926.69	944.50	951.86	953.96	963.74	963.90	934.46	935.63	969.18	969.06	940.52	921.07	921.89	923.87
16-Oct-00	920.17	921.86	925.11	942.92	951.04	953.13	963.40	963.65	934.71	936.38	969.02	968.93	940.27	919.82	921.47	919.95
15-Nov-00	925.92	927.44	928.94	941.33	950.86	952.96	963.82	964.07	935.80	937.13	968.93	968.85	940.19	921.40	921.31	927.62
13-Dec-00	928.67	930.19	930.44	940.75	950.78	952.63	963.74	963.90	936.30	937.05	969.10	969.10	940.61	921.40	921.39	930.54
17-Jan-01	930.50	931.69	931.69	946.46	954.40	958.38	965.15	965.57	937.55	938.13	969.77	969.77	942.52	922.48	921.89	932.12
15-Feb-01	932.00	933.19	933.11	949.83	954.94	959.30	967.44	967.78	937.63	938.21	970.97	970.85	945.31	923.07	922.93	932.95
15-Mar-01	936.50	937.57	936.15	950.92	955.03	959.71			938.30	938.38	975.27	975.60	941.11	924.82	924.97	938.45
17-Apr-01	929.37	930.78	932.36	950.00	954.69	958.92	967.07	967.36	937.09	937.55	971.43	971.39	942.56	923.07	923.31	932.62
17-May-01	929.00	930.28	930.61	950.00	954.61	958.38	965.40	965.57	936.38	937.13	970.77	970.81	942.61	921.02	921.72	929.70
19-Jun-01	922.92	925.15	928.61	951.50	954.61	956.05	954.49	954.74	938.05	938.30	969.60	969.77	941.36	922.15	922.39	926.04
18-Jul-01	920.17	921.61	926.27	948.25	954.44	958.55	964.07	964.28	934.05	933.84	969.27	969.18	940.81	918.27	921.26	957.87
20-Aug-01	911.37	912.69	916.11	944.79	952.19	954.30	959.24	958.78	931.92	933.92	968.72	968.18	938.90	922.57	922.01	917.08
18-Sep-01	910.04	917.73	912.86	946.21	952.61	954.50	960.61	960.74	933.88	934.00	968.06	967.77	941.94	918.23	918.01	909.49
16-Oct-01	908.08	911.11	918.36	940.04	950.53	952.63	961.24	963.40	931.84	932.71	968.35	968.18	940.31	917.77	920.56	912.62
16-Nov-01	917.33	919.19	923.81	934.75	951.94	954.55	960.90	960.69	934.88	934.63	971.77	971.89	943.11	923.52	923.39	919.12
18-Dec-01	926.25	928.53	930.86	949.67	955.28	959.80	968.99	969.32	937.46	937.55	971.93	971.97	943.06	923.40	923.22	925.08
16-Jan-02	936.17	937.11	936.69	952.17	955.78	960.55	972.24	972.40	939.55	939.13	975.27	975.10	946.27	926.07	926.56	938.29
19-Feb-02	933.42	934.11	934.61	950.33	955.19	959.80	961.57	961.82	937.88	938.05	972.60	972.27	943.11	923.48	923.89	934.29
15-Mar-02	933.00	934.44	934.02	950.50	955.57	958.71	961.07	960.57	935.71	935.55	970.73	971.27	941.94	922.19	921.97	935.50

TABLE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING PLAN

WATER SURFACE EVELVATIONS
(all amounts in feet above mean sea level)

	Grange Road Wells [1]			Treatment Plant Wells [2]			Spyglass #7 [3]		Grange Road [3]		American Rock [3]		Golf Course	Luchetti [3, 4]		Ag Well [5]
Date	**GR 1[7]**	**GR 2**	**GR 3**	**TP 1**	**TP 2**	**TP 3**	**MW 1A**	**MW 1B**	**MW 2A**	**MW 2B**	**MW 3A**	**MW 3B**	**MW 4**	**MW 5A**	**MW 5B**	**AG 1**
18-Apr-02	931.13	932.44	932.36	950.42	954.99	959.05	965.53	965.90	937.05	937.63	970.85	970.73	942.11	922.32	922.97	934.45
16-May-02	929.67	932.36	928.52	949.67	955.11	958.05	959.90	959.74	936.01	935.88	971.27	971.35	941.11	923.36	923.14	930.70
18-Jun-02	930.08	931.61	931.44	949.83	954.53	956.71	964.65	964.74	936.21	937.05	970.77	970.68	941.27	921.32	921.47	[6]
17-Jul-02	921.42	924.11	926.69	947.13	954.07	955.71	964.32	964.61	934.88	936.05	969.27	969.14	941.48	920.90	920.93	922.37
16-Aug-02	914.33	915.78	929.02	945.92	953.11	954.88	964.32	964.40	933.63	934.96	969.02	969.10	936.27	918.82	920.89	915.54
16-Sep-02	913.17	914.69	920.36	948.04	952.11	956.71	957.49	957.20	935.67	935.55	969.43	969.27	940.44	921.90	921.72	916.12
16-Oct-02	910.42	910.44	917.40	938.88	949.78	951.80	962.65	962.95	930.05	932.13	967.52	967.35	939.94	915.57	918.97	910.29
14-Nov-02	[6]	917.69	919.61	934.33	951.19	953.30	964.32	964.65	933.46	936.05	968.10	967.60	941.27	918.57	918.81	917.29
18-Dec-02	[6]	926.53	927.61	943.17	954.69	959.38	970.65	970.82	937.55	938.46	977.93	977.68	946.11	924.48	924.81	926.87
15-Jan-03		938.28	935.94	953.04	955.74	961.26	972.32	972.40	939.13	939.30	975.35	975.35	945.69	927.15	927.06	939.62
14-Feb-03		936.61	934.86	951.25	955.19	959.96	968.82	969.15	938.05	938.21	971.93	971.77	944.02	925.32	925.56	938.45
14-Mar-03		933.94	928.86	952.17	955.44	959.63	967.57	967.57	937.63	938.63	971.02	971.02	942.86	923.15	923.64	936.45
17-Apr-03		936.69	932.44	950.00	954.69	959.09	967.03	967.32	937.13	937.42	970.27	970.35	942.44	923.40	923.89	938.37
13-May-03		936.94	932.27	950.50	954.69	958.88	967.65	967.82	937.96	937.88	970.77	970.60	943.77	922.98	928.47	938.79
16-Jun-03		930.44	918.69	950.75	955.03	958.88	965.15	965.24	936.13	936.63	969.77	969.68	940.69	921.32	921.89	932.87
15-Jul-03	926.89	927.53	921.69	950.42	954.94	957.63	964.82	965.15	937.38	936.88	970.10	970.02	942.19	921.40	921.56	927.62
18-Aug-03	924.06	925.53	923.02	948.17	954.24	956.17	959.90	959.70	934.88	936.42	969.35	969.23	940.94	921.07	921.56	927.87
15-Sep-03	922.89	925.94	925.36	950.00	954.86	959.30	963.99	964.15	935.55	935.71	969.27	969.18	940.69	920.98	921.14	926.29
13-Oct-03	922.56	925.69	923.94	948.00	954.36	956.63	963.74	963.99	934.63	935.63	969.27	969.02	940.44	920.40	920.22	925.79
14-Nov-03	926.97	[6]	926.07	945.17	952.78	955.88	959.61	959.74	935.46	936.67	971.23	971.52	941.90	923.53	923.60	929.45
15-Dec-03	929.47	[6]	931.44	950.04	951.94	953.46	961.03	960.78	936.46	936.59	971.60	971.48	943.11	923.94	924.02	932.29
15-Jan-04	936.06	939.36	936.69	951.08	955.61	960.05	972.07	971.99	939.63	939.55	974.10	974.02	945.77	926.32	926.14	941.04
13-Feb-04	935.72	939.03	936.69	951.25	955.19	959.88	969.57	969.49	938.13	938.05	972.35	972.27	944.69	925.32	925.22	940.70
16-Mar-04	[6]	938.53	936.69	951.67	955.28	959.96	970.32	970.40	939.55	939.63	973.35	973.35	945.11	925.65	926.31	941.70
14-Apr-04	932.56	935.11	933.77	953.17	956.11	959.09	961.07	960.99	936.55	936.67	972.35	972.14	941.94	923.61	923.56	935.37
17-May-04	927.56	931.61	931.02	950.67	954.94	958.71	961.24	961.15	937.55	938.63	970.35	970.77	941.61	920.90	921.22	932.87
16-Jun-04	927.39	928.44	926.02	950.50	954.78	957.46	964.99	965.07	937.80	938.38	970.10	969.85	941.19	921.65	921.06	930.04
17-Jul-04	923.31	927.28	927.69	949.00	954.53	956.63	964.40	964.57	936.63	938.38	969.52	969.35	940.77	919.65	920.81	928.45
16-Aug-04	922.81	924.36	924.61	946.92	953.36	955.96	963.82	963.99	934.71	935.71	968.85	968.77	940.52	921.32	921.14	[6]
16-Sep-04	920.56	924.28	925.19	944.25	952.11	953.55	963.24	963.65	933.05	934.46	968.10	968.06	940.40	919.48	920.06	[6]
15-Oct-04	921.81	923.53	924.77	943.38	951.03	953.01	958.99	958.82	935.63	936.21	971.18	971.02	940.27	922.48	922.39	924.54
16-Nov-04	926.56	[6]	928.11	941.46	950.86	952.96	964.57	964.90	936.63	938.34	968.56	968.52	940.94	921.07	921.02	929.08
15-Dec-04	929.56	[6]	931.27	947.50	954.53	958.63	966.28	966.65	937.26	938.21	969.98	970.02	943.27	921.57	922.22	[6]
18-Jan-05	935.43	[8]	936.36	952.94	956.07	959.44	963.74	963.84	939.98	939.92	975.27	975.18	946.27	925.53	925.56	938.79
15-Feb-05	936.64	938.69	936.36	951.96	954.92	957.59	961.92	961.88	938.03	938.11	974.02	974.06	944.23	924.98	924.85	940.12
15-Mar-05	937.72	939.61	937.02	950.92	954.94	959.46	969.36	969.53	938.92	938.88	972.06	971.93	944.77	924.82	925.31	941.29
15-Apr-05	931.56	934.78	934.61	949.42	[8]	[8]	[8]	[8]	[8]	[8]	970.60	970.77	[8]	921.82	921.77	936.70
16-May-05	933.02	934.28	934.02	950.46	955.11	959.51	968.03	968.15	937.88	938.46	971.27	971.18	943.19	923.40	923.97	934.45
15-Jun-05	931.97	934.86	931.69	950.33	954.86	959.30	966.65	966.74	937.05	938.13	970.35	970.27	942.19	921.90	922.22	936.54
18-Jul-05	926.31	930.61	929.69	945.60	[8]	[8]	[8]	[8]	936.30	936.34	971.31	971.43	941.19	922.44	922.39	933.12
16-Aug-05	922.64	927.94	926.94	947.58	954.11	956.55	964.57	964.57	936.42	936.42	969.52	969.35	940.44	[8]	[8]	929.12
16-Sep-05	[8]	927.94	927.69	946.25	953.36	955.21	964.07	964.07	936.13	937.51	968.93	968.85	940.69	920.86	920.81	928.37
18-Oct-05	924.72	926.03	[8]	948.75	951.53	949.63	963.82	963.90	936.13	937.71	968.77	968.60	940.61	920.65	921.14	928.29
16-Nov-05	928.56	930.36	[8]	948.00	950.69	948.96	964.49	964.74	937.21	938.55	969.27	969.10	940.52	921.15	921.39	[8]

TABLE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING PLAN

WATER SURFACE EVELVATIONS
(all amounts in feet above mean sea level)

	Grange Road Wells [1]			Treatment Plant Wells [2]			Spyglass #7 [3]		Grange Road [3]		American Rock [3]		Golf Course	Luchetti [3, 4]		Ag Well [5]
Date	GR 1[7]	GR 2	GR 3	TP 1	TP 2	TP 3	MW 1A	MW 1B	MW 2A	MW 2B	MW 3A	MW 3B	MW 4	MW 5A	MW 5B	AG 1
15-Dec-05	930.27	931.94	931.42	945.67	954.38	956.96	965.70	965.70	937.34	938.30	968.60	968.48	941.19	920.40	921.72	932.87
18-Jan-06	938.35	939.57	[6]	951.17	955.32	960.30	963.24	963.24	940.13	940.21	974.18	974.23	945.61	925.57	925.56	943.12
16-Feb-06	935.81	937.53	[6]	951.25	955.36	960.30	969.40	969.49	939.21	939.13	972.35	972.35	944.11	924.48	925.31	939.62
15-Mar-06	939.47	941.86	[6]	953.04	956.19	961.05	972.82	972.86	940.63	940.55	975.18	975.06	945.94	928.36	928.81	943.45
19-Apr-06	940.72	943.78	[6]	955.58	956.44	959.80	973.82	973.82	941.21	941.21	976.52	976.52	945.86	928.90	929.72	945.87
26-May-06	934.89	937.86	[6]	951.25	955.36	959.63	967.82	967.78	938.30	938.21	971.35	971.27	942.77	923.40	924.14	939.12
16-Jun-06	930.89	934.28	[6]	950.54	955.03	958.71	966.32	966.36	937.38	937.67	970.43	970.35	941.73	921.98	922.22	936.45
17-Jul-06	927.06	929.78	927.02	949.92	955.03	957.13	965.15	965.24	936.21	937.63	970.02	970.10	941.27	922.15	921.64	932.54
17-Aug-06	921.56	925.69	928.19	943.58	950.28	949.71	960.74	960.90	931.96	931.88	969.52	969.43	937.02	919.98	917.64	926.37
15-Sep-06	920.89	926.69	927.02	948.83	951.53	950.71	963.90	963.90	935.71	937.30	968.60	968.60	939.94	916.73	918.89	928.54
16-Oct-06	918.89	928.11	927.69	943.83	950.53	952.96	963.82	963.99	936.13	937.96	968.77	968.77	940.32	922.98	923.22	[6]
15-Nov-06	927.81	929.61	929.44	942.67	950.99	953.13	963.24	963.24	937.30	937.21	974.18	974.14	943.57	924.48	924.52	[6]
14-Dec-06	929.39	930.94	930.61	939.92	951.69	953.63	964.65	964.32	937.46	938.71	969.10	968.98	940.77	924.40	924.43	[6]
17-Jan-07	923.14	931.11	930.36	943.17	951.86	957.46	964.90	960.24	936.21	936.05	970.02	969.77	936.77	921.82	921.72	[6]
15-Feb-07	930.47	932.86	926.94	950.08	955.24	959.55	962.90	963.03	937.88	937.63	972.35	966.35	[6]	922.98	923.22	[6]
15-Mar-07	932.22	928.36	926.69	950.38	954.94	959.55	962.82	962.74	937.13	937.76	972.27	972.06	937.52	923.57	923.14	[6]
16-Apr-07	920.31	924.19	922.19	942.92	954.69	954.96	960.07	960.15	943.55	943.30	964.85	965.10	935.36	916.57	915.72	[6]
15-May-07	923.56	924.86	927.94	946.08	948.53	953.88	965.32	965.24	935.46	936.05	970.18	970.18	941.02	921.82	921.64	[6]
15-Jun-07	914.97	920.11	921.11	941.31	948.57	950.88	960.90	960.40	928.96	930.30	969.14	968.77	937.02	915.57	913.97	[6]
16-Jul-07	919.39	924.36	919.36	940.25	948.19	950.13	958.15	958.07	929.30	929.55	962.68	962.52	936.44	919.15	918.81	[6]
14-Aug-07	915.14	920.36	919.61	945.00	953.03	955.13	957.82	958.15	931.63	934.63	960.93	960.85	933.11	917.57	920.72	[6]
14-Sep-07	915.39	917.86	917.77	943.42	952.61	954.30	957.40	957.57	930.63	933.63	969.02	969.18	936.11	918.82	918.81	[6]
15-Oct-07	913.89	917.65	917.11	943.25	948.78	950.21	963.61	963.82	931.63	935.30	962.18	961.85	938.61	917.15	916.47	[6]
15-Nov-07	917.39	919.28	921.61	942.75	951.28	953.63	959.07	961.82	934.13	936.30	966.68	966.52	936.27	919.98	919.64	[6]
14-Dec-07	921.81	923.53	924.27	940.25	948.24	949.96	963.82	963.99	935.51	937.13	968.10	968.14	931.61	917.15	920.14	[6]
15-Jan-08	923.14	925.94	926.27	944.79	951.65	956.13	964.90	965.38	930.63	930.69	968.60	968.52	943.48	919.75	920.39	[6]
15-Feb-08	929.56	932.36	930.15	950.50	955.32	952.13	970.65	970.82	937.42	937.80	969.52	969.25	945.11	924.03	921.39	[6]
14-Mar-08	930.64	933.69	930.86	947.08	951.86	956.38	965.57	965.65	937.96	934.80	968.68	971.98	940.27	919.90	920.72	[6]
15-Apr-08	926.89	934.53	929.19	946.33	951.53	955.13	962.82	962.99	932.38	932.05	967.18	967.18	938.23	918.48	919.47	[6]
16-May-08	924.89	929.28	926.11	949.75	954.69	959.63	964.57	964.90	937.96	937.71	973.18	973.39	940.19	925.19	924.89	926.29
16-Jun-08	915.89	924.36	922.19	946.17	951.19	953.71	960.74	960.70	930.80	931.26	965.73	965.60	937.65	916.40	919.35	920.37
15-Jul-08	910.22	913.53	916.86	945.21	951.11	953.26	959.11	960.24	929.38	931.46	965.14	965.02	936.86	917.23	915.97	913.12
15-Aug-08	908.64	910.36	[6]	942.83	950.69	952.34	959.57	959.74	927.63	929.96	964.52	964.43	936.61	915.57	916.85	909.54
19-Sep-08	904.97	906.94	910.77	944.17	952.28	954.05	962.90	962.90	928.63	932.13	967.35	967.18	939.52	919.15	920.06	908.79
15-Oct-08	908.39	908.94	[6]	942.25	951.28	953.17	963.15	963.36	928.80	931.63	967.27	967.18	939.44	919.65	920.06	910.04
13-Nov-08	915.31	915.53	[6]	939.00	951.19	953.13	963.99	963.90	933.55	936.63	967.85	967.77	940.44	920.65	921.14	916.45
15-Dec-08	917.72	919.28	[6]	938.67	951.03	952.63	963.82	963.82	934.63	937.38	968.02	967.68	940.36	920.69	921.22	918.37
15-Jan-09	922.31	923.78	925.11	944.92	953.78	955.96	964.57	964.74	935.13	937.34	968.68	968.60	940.86	920.98	921.64	923.54
17-Feb-09	920.39	921.86	926.19	949.58	956.78	960.46	966.74	966.90	936.96	939.88	969.60	969.43	943.86	921.48	922.22	921.04
13-Mar-09	929.31	930.86	931.86	950.92	955.15	959.80	971.03	971.32	937.30	938.09	972.85	972.68	945.44	923.40	924.39	929.91
14-Apr-09	925.97	929.61	928.94	949.83	954.94	959.05	967.32	967.24	936.30	938.46	971.02	970.77	942.52	921.82	922.64	929.45
16-May-09	925.56	929.11	928.86	949.83	954.69	958.21	966.24	966.15	935.71	937.30	970.10	970.18	941.61	921.73	922.39	930.62
15-Jun-09	925.22	927.44	926.52	949.83	952.61	955.30	963.82	964.74	934.96	936.96	969.68	969.52	941.11	919.65	921.14	927.20

TABLE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING PLAN

WATER SURFACE EVELVATIONS
(all amounts in feet above mean sea level)

	Grange Road Wells [1]			Treatment Plant Wells [2]			Spyglass #7 [3]		Grange Road [3]		American Rock [3]		Golf Course	Luchetti [3, 4]		Ag Well [5]
Date	GR 1[7]	GR 2	GR 3	TP 1	TP 2	TP 3	MW 1A	MW 1B	MW 2A	MW 2B	MW 3A	MW 3B	MW 4	MW 5A	MW 5B	AG 1
15-Jul-09	919.22	[6]	921.69	949.33	954.53	956.63	964.07	964.24	933.96	935.71	978.18	978.02	940.52	920.32	921.56	922.54
17-Aug-09	914.14	[6]	918.19	946.75	954.61	955.63	963.24	963.40	931.71	934.05	968.35	968.43	939.94	919.07	921.06	916.79
14-Sep-09	912.81	[6]	916.27	944.33	952.78	954.21	962.99	963.07	930.30	932.96	968.93	968.77	939.61	919.23	920.56	914.70
15-Oct-09	914.39	[6]	917.02	944.00	952.78	954.55	964.07	964.15	932.46	936.80	968.02	967.93	940.69	920.07	920.72	915.79
16-Nov-09	920.39	[6]	924.19	943.00	949.94	952.96	963.57	963.82	934.46	936.84	967.93	967.85	940.19	920.98	921.06	921.54
16-Dec-09	922.47	[6]	925.61	942.50	951.44	953.38	964.40	964.32	935.38	937.30	966.43	966.43	940.69	920.82	921.31	924.45
15-Jan-10	925.47	927.11	927.94	946.08	954.57	958.63	965.57	965.99	936.13	937.63	969.14	969.18	942.27	921.15	921.81	927.37
17-Feb-10	935.06	937.36	935.27	950.75	955.19	959.96	970.82	971.07	938.05	938.21	972.93	972.93	945.27	923.82	925.06	938.41
15-Mar-10	936.47	938.53	936.69	951.00	955.36	960.05	970.57	970.57	938.55	938.55	972.43	972.52	945.11	924.32	925.39	940.29
15-Apr-10	933.97	936.19	935.44	951.08	955.28	959.80	969.24	969.90	938.63	938.88	971.43	971.43	944.94	924.15	924.72	938.50
20-May-10	931.97	935.53	933.19	949.92	954.94	958.80	966.65	966.74	936.05	937.63	975.10	974.60	940.94	921.07	922.56	936.87
15-Jun-10	929.31	934.11	932.02	949.75	954.61	957.96	965.65	965.57	936.21	937.21	973.10	973.27	941.44	921.40	922.81	933.37
15-Jul-10	925.97	926.86	927.02	949.46	954.36	956.71	964.15	964.15	935.26	937.05	969.35	969.27	940.69	921.57	919.64	928.70
17-Aug-10	921.81	923.86	925.61	947.25	954.28	955.96	963.40	963.32	936.55	935.55	[8]	[8]	940.44	919.48	920.31	924.79
15-Sep-10	920.64	920.69	923.11	945.71	953.19	954.96	962.90	962.82	933.38	935.05	[8]	[8]	939.94	919.98	920.56	922.62
13-Oct-10	919.14	920.69	919.19	944.63	952.11	953.88	962.74	962.74	932.46	934.63	[9]	[9]	939.69	919.65	920.31	921.20
15-Nov-10	924.81	926.61	927.19	943.83	951.44	953.38	963.90	963.99	935.30	936.80	968.27	968.35	940.69	920.73	921.47	926.70
16-Dec-10	927.72	929.44	929.61	947.67	954.53	958.63	965.40	965.32	936.21	937.38	969.18	969.06	941.77	921.40	922.31	929.87
14-Jan-11	933.39	935.61	934.11	950.08	955.03	959.46	970.07	970.15	937.55	937.96	972.35	972.43	944.77	923.32	924.47	937.04
11-Feb-11	932.89	935.53	933.36	949.58	954.69	958.88	967.32	967.57	936.80	937.46	970.77	970.73	942.36	922.15	923.31	936.45
16-Mar-11	936.06	939.07	936.77	951.25	955.65	960.13	970.36	970.40	938.71	938.88	972.52	972.35	945.27	924.57	925.81	940.87
18-Apr-11	936.64	940.03	936.27	950.83	955.03	959.46	969.82	969.90	939.63	939.71	972.85	972.60	944.69	924.65	926.81	942.37
16-May-11	932.56	935.19	932.69	950.00	954.78	958.30	966.49	966.65	936.71	937.38	970.60	970.52	941.86	921.90	925.22	936.37
15-Jun-11	931.31	934.69	931.44	949.75	954.61	957.96	965.90	965.90	936.55	937.21	970.02	970.02	941.69	921.98	924.14	936.45
15-Jul-11	928.47	930.19	929.02	949.46	954.36	956.71	964.49	964.49	935.63	937.05	969.56	969.52	940.69	921.32	923.35	933.29
15-Aug-11	926.14	927.53	926.61	947.08	953.94	955.80	963.82	963.99	934.96	936.63	973.27	973.85	940.27	921.07	922.31	930.62
16-Sep-11	922.39	927.44	927.19	945.50	952.78	954.46	963.15	963.24	934.46	936.21	968.52	968.35	939.94	919.98	921.72	927.87
20-Oct-11	927.06	929.36	928.52	944.25	951.44	953.30	963.15	963.32	935.17	936.63	968.27	968.31	940.11	921.07	921.81	929.95
15-Nov-11	928.47	930.36	929.86	943.42	951.03	952.88	963.24	963.57	935.38	936.71	[8]	[8]	940.11	920.82	921.22	931.20
15-Dec-11	928.97	931.11	930.44	943.04	950.86	952.55	963.40	963.57	935.63	936.63	[8]	[8]	940.44	920.90	921.31	931.87
17-Jan-12	929.06	931.28	930.36	942.17	950.65	952.38	963.07	963.15	935.63	936.71	[8]	[8]	940.19	920.82	921.31	932.20
15-Feb-12	929.89	[6]	930.98	947.92	954.44	958.42	965.65	966.11	936.01	937.13	969.52	969.43	941.36	921.23	922.06	933.20
15-Mar-12	928.31	929.44	930.36	950.83	955.78	960.05	967.15	967.65	937.80	939.30	970.68	970.68	944.02	921.98	923.06	929.54
16-Apr-12	933.39	935.69	933.77	951.17	956.19	960.38	970.32	970.49	937.88	938.30	972.43	972.35	945.02	923.48	924.81	936.79
16-May-12	929.47	932.61	930.36	949.50	954.69	958.38	966.65	967.15	936.38	937.38	970.85	969.85	941.94	921.57	923.35	933.95
14-Jun-12	926.64	930.36	928.02	949.38	954.36	957.21	964.65	964.70	935.55	937.05	969.77	969.77	940.86	921.23	922.14	931.20
16-Jul-12	920.97	925.03	920.77	947.42	954.28	956.26	963.57	963.57	933.80	936.46	968.93	969.02	940.27	920.32	921.56	925.62
14-Aug-12	918.89	918.78	924.02	945.25	953.69	955.46	963.15	963.24	932.05	931.80	968.43	968.43	939.86	919.98	920.97	920.87
14-Sep-12	915.31	916.86	916.61	948.75	952.19	949.30	962.82	963.07	930.46	933.05	968.18	968.02	939.44	920.15	920.89	917.54
18-Oct-12	913.31	914.86	908.48	941.75	950.94	952.80	962.65	962.82	928.80	932.05	967.77	967.77	939.19	920.32	920.72	915.04
14-Nov-12	918.31	918.94	919.27	939.42	950.69	952.38	962.74	963.15	930.63	932.80	967.77	967.52	939.19	920.32	920.97	919.20
13-Dec-12	928.56	928.36	929.65	949.42	955.78	959.05	970.99	970.74	936.63	937.80	972.68	972.27	944.61	924.07	925.31	928.12
15-Jan-13	935.64	933.94	934.86	949.92	954.94	959.55	969.40	969.90	937.63	938.05	972.35	972.35	944.36	922.98	926.14	[6]

TABLE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING PLAN

WATER SURFACE EVELVATIONS
(all amounts in feet above mean sea level)

	Grange Road Wells [1]			Treatment Plant Wells [2]			Spyglass #7 [3]		Grange Road [3]		American Rock [3]		Golf Course	Luchetti [3, 4]		Ag Well [5]
Date	GR 1[7]	GR 2	GR 3	TP 1	TP 2	TP 3	MW 1A	MW 1B	MW 2A	MW 2B	MW 3A	MW 3B	MW 4	MW 5A	MW 5B	AG 1
12-Feb-13	935.06	936.69	934.36	949.33	954.61	958.96	966.65	966.90	937.13	937.46	970.52	970.60	942.27	922.32	924.56	6
12-Mar-13	932.97	935.44	932.44	949.42	954.61	958.80	965.90	965.99	936.80	937.46	970.27	970.10	941.69	922.07	923.64	6
15-Apr-13	930.56	931.19	931.11	949.25	954.36	958.05	965.57	965.65	937.13	936.30	969.85	969.85	940.27	921.73	922.97	931.04
14-May-13	926.39	926.69	926.69	948.08	954.19	956.63	964.40	964.65	935.30	936.71	969.43	969.35	940.69	921.65	922.81	928.37
13-Jun-13	923.39	925.36	926.19	946.42	953.86	956.63	963.74	963.99	934.63	936.46	968.93	968.85	940.61	920.65	921.97	925.04
15-Jul-13	920.56	922.69	922.69	945.67	953.36	955.13	963.49	963.15	933.38	935.13	968.85	968.77	939.86	920.98	921.89	923.37
15-Aug-13	913.31	915.11	912.69	944.75	952.28	954.05	962.82	962.99	930.21	932.80	968.02	968.10	939.36	920.23	921.56	916.45
16-Sep-13	909.72	907.61	912.19	942.42	950.86	952.63	962.40	963.65	928.30	931.38	967.52	967.52	938.94	920.65	920.97	909.29
15-Oct-13	907.22	907.69	911.02	938.00	950.44	952.21	962.40	962.82	927.38	930.55	967.52	967.43	938.69	921.65	921.22	906.95
14-Nov-13	910.06	911.53	912.44	933.17	950.28	951.88	962.49	962.82	927.05	929.80	967.52	967.52	938.61	920.65	921.14	911.95
16-Dec-13	910.56	913.36	914.77	930.92	950.28	951.71	962.74	962.74	931.96	935.71	967.35	967.68	938.77	920.15	920.89	913.37
15-Jan-14	914.14	917.19	919.52	931.00	950.36	951.71	962.82	963.24	933.63	941.30	967.93	967.98	939.36	919.98	920.64	917.29
11-Feb-14	916.31	917.61	921.86	942.83	954.36	958.21	964.90	965.32	937.21	937.88	968.77	968.60	942.61	921.57	922.31	916.12
13-Mar-14	920.06	921.36	924.44	948.42	954.74	958.63	966.40	966.74	935.55	937.46	969.43	969.43	942.94	922.15	923.31	919.62
14-Apr-14	921.06	923.69	926.52	949.17	954.69	958.80	966.99	967.07	935.38	937.13	970.35	969.52	946.52	921.82	922.72	927.70
13-May-14		8 922.86	924.36	948.92	954.36	957.38	965.32	965.24	934.63	936.63		8	8 940.86	922.15	921.22	922.37
16-Jun-14		8 920.53	922.94	948.17	954.36	957.55	964.15	963.99	936.96	937.38	968.77	968.68	940.36	920.57	921.56	921.12
15-Jul-14	913.72		8 920.69	945.88	954.11	955.80	963.07	963.07	930.96	933.21	968.10	968.93	939.69	918.73	920.72	915.62
29-Aug-14	910.72	912.69	916.44	945.00	953.53	955.21	962.65	962.74	935.13	931.96	967.52	967.43	939.19	917.07	919.39	913.70
15-Sep-14	915.81	917.11	918.36	944.25	952.69	954.46	962.32	962.40	928.88	930.71	967.68	967.68	938.94	915.57	918.14	916.95
15-Oct-14	915.97	916.53	917.52	943.67	951.86	953.63	962.32	962.40	928.13	929.96	966.85	966.85	938.69	917.07	916.31	917.70
5-Nov-14	917.22	918.28	919.11	943.00	951.40	953.05	962.49	962.49	928.13	929.80	966.93	966.85	938.61	916.23	916.64	918.95
9-Dec-14	919.81	921.69	920.86	945.75	954.86	958.63	964.40	964.82	934.63	938.80	967.68	967.77	942.11	919.07	919.06	919.79
13-Jan-15	930.64	932.44	931.86	949.42	954.78	958.96	968.07	968.07	936.30	937.21	971.60	971.27	943.27	922.07	924.89	932.95
11-Feb-15	930.97	933.36	932.02	949.33	954.69	958.88	966.32	966.49	936.21	936.96	970.27	970.35	941.77	921.57	923.97	934.29
9-Mar-15	932.72	935.03	934.27	949.92	954.86	959.13	968.40	968.57	937.38	937.63	971.77	971.77	943.61	922.57	924.89	937.54
7-Apr-15	930.31	932.36	931.77	949.50	954.53	958.05	965.49	965.57	936.21	936.80	970.10	970.02	941.44	921.23	923.14	934.54
4-May-15	928.97	930.69	930.19	949.42	954.36	957.21	964.15	964.65	935.55	936.63	970.35	970.35	941.69	920.15	921.81	930.54
5-Jun-15	927.81	929.53	929.27	948.00	954.36	956.46	963.99	964.15	935.30	936.21	969.02	968.85	940.52	920.90	921.64	929.95
7-Jul-15	926.64	927.61	927.02	946.58	953.69	955.55	963.15	963.40	933.80	933.71	968.35	968.18	939.86	919.82	919.31	930.12
11-Aug-15	923.22	926.28	925.36	945.17	952.44	954.21	962.90	962.99	931.88	932.88	967.93	967.68	939.44	918.32	918.89	927.20
9-Sep-15		6 925.61	924.27	949.08	951.11	953.88	962.65	962.74	930.88	931.80	967.52	967.35	940.02	917.07	918.81	925.95
20-Oct-15	923.47		10 10	942.25	950.44	952.21	963.24	963.15	930.38	931.30		10 10	939.19	917.40	913.89	10
5-Nov-15	923.14	924.94	10	940.75	950.28	951.80	962.99	962.99	930.13	931.05		10 10	939.11	917.57	918.31	10
7-Dec-15	923.97	925.53	925.69	938.33	950.44	951.88	962.90	963.07	934.46	936.46	967.35	967.52	939.52	918.89	918.89	10
7-Jan-16	927.06	928.53	928.94	942.42	954.78	957.63	964.32	964.32	936.38	937.71	968.35	968.52	941.36	922.15	921.22	10
18-Feb-16	932.22	933.94	933.11	949.33	954.78	958.88	968.15	968.32	937.05	937.55	971.27	971.35	943.44	922.48	924.47	934.87
3-Mar-16	929.56	931.78	932.19	949.25	954.78	958.88	966.65	966.9	936.55	937.38	970.43	970.52	942.27	922.15	923.64	932.87
5-Apr-16	934.64	935.86	935.02	950.33	955.19	959.80	970.07	970.07	937.8	937.88	973.6	973.68	944.36	923.65	923.47	936.7
18-May-16	933.31	935.03	932.27	949.92	954.89	958.71	965.99	966.15	936.8	937.55	970.43	970.52	942.02	922.15	925.14	936.2
14-Jun-16	930.22	931.11	930.86	949.75	954.69	957.88	964.32	964.4	937.3	937.21	971.02	971.1	941.19	920.73	923.47	931.2
14-Jul-16	917.14	928.19	927.69	948.83	954.61	957.13	963.57	963.82	936.88	935.3	969.18	969.27	940.69	920.57	922.47	926.79
9-Aug-16	923.39	928.44	927.19	947.00	954.44	956.38	963.24	963.07	935.05	936.71	969.02	968.93	940.44	920.23	922.14	929.29
22-Sep-16	927.36	928.86	927.36	945.75	953.44	955.21	962.65	962.99	936.63	935.05	968.43	968.6	940.11	921.23	920.06	929.12

TABLE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING PLAN

WATER SURFACE EVELVATIONS
(all amounts in feet above mean sea level)

	Grange Road Wells [1]			Treatment Plant Wells [2]			Spyglass #7 [3]		Grange Road [3]		American Rock [3]		Golf Course	Luchetti [3, 4]		Ag Well [5]
Date	**GR 1[7]**	**GR 2**	**GR 3**	**TP 1**	**TP 2**	**TP 3**	**MW 1A**	**MW 1B**	**MW 2A**	**MW 2B**	**MW 3A**	**MW 3B**	**MW 4**	**MW 5A**	**MW 5B**	**AG 1**
18-Oct-16	927.64	929.28	929.44	944.67	952.24	954.42	962.99	963.24	935.55	936.88	968.43	968.35	940.02	920.73	920.97	930.12
15-Nov-16	929.39	930.94	930.36	948.75	954.53	957.88	964.74	965.15	937.21	936.13	969.27	969.35	941.44	921.40	922.72	931.54
21-Dec-16	931.22	934.03	933.19	950.58	955.61	958.88	969.82	970.24	936.3	937.13	973.35	973.43	945.44	924.98	925.64	932.62

Notes:
1. Grange Road Well #3 (GR 3) well casing shifted after installation resulting in the inability to make measurement in some months.
2. Treatment Plant wells were installed in October 1994.
3. A = Deeper Completion, B = Shallow Completion
4. Luchetti Monitoring Well was installed in May 1998.
5. Agricultural Well rehabilitated in 1997.
6. Pump out of service.
7. Grange Road Well #1 failed in 2002. Grange Road Well #4 was installed in 2003 at the same location to replace it.
8. Data is not available.
9. Measurement made incorrectly and excluded from the record.
10. Valley Fire damaged pumps

TABLE 3

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

PUTAH CREEK DISCHARGE MEASUREMENTS [1]
1993-1997 INSTANTANEOUS MEASUREMENTS
(All amounts in cubic feet per second)

Date	Minimum Flow Requirement	Highway 29 Bridge	Near Guenoc Gage	Below [7] Guenoc Gage	Temporary [9] Parshall Flume
05/17/93	--	43.48	49.05		
07/21/93	4.70	3.06	4.80		
08/17/93	1.70		0.90		
06/25/94	--	0.50	0.58		
07/24/95	4.70	14.70	15.70		
08/04/95	1.70	8.96	9.10		
08/23/95	1.70	7.49	7.54		
09/15/95	0.90	6.28	6.09		
11/07/95	--	5.75	4.64		
06/07/96	--	56.76	64.77		
06/28/96	--	30.43	31.21		
07/18/96	4.70	16.72	17.09		
08/01/96	1.70	6.92	4.19		
08/20/96	1.70	5.01	3.26		
09/04/96	0.90	1.67	1.47		
09/14/96	0.90	1.5 [2]	1.0-1.5 [2]		
10/01/96	0.60	1.5 [3]	>0.5 [3]		
10/15/96	0.60	1.1 [4]	>0.6 [4]		
06/19/97	--		15-20 [5]		
07/02/97	4.70	6.95	5.72		
07/10/97	4.70		2.19		
07/11/97	4.70	2.63			
08/01/97	1.70	SF	SF		
08/03/97	1.70	1.5 - 2.0 [6]	0.04	0.06 [8]	
08/05/97	1.70		0.68	0.61	
08/15/97	1.70	1.2	1.10	0.87 [8]	1.10
08/28/97	1.70	1.1	1.80	2.20	1.90
09/10/97	0.90				0.90
10/01/97	0.60	0.43	1.10	0.87	1.10
10/15/97	0.60	4.24	0.98	0.95	1.16
10/30/97	0.60	5.40	0.50	0.40	0.50

Notes:

1. All measurements made using current meter unless otherwise noted. SF designates observed surface flow only, no measurement.
2. Flow at Highway 29 bridge and near Guenoc Gage was braided, shallow and swift. Discharge was estimated based on previous measurements. Continuous live stream was observed from Highway 29 bridge to below the Guenoc Gage site.
3. Flow at Highway 29 bridge was estimated based on previous measurements. Flow at Guenoc Gage was measured using Parshall flume and estimation of leakage around flume. Continuous live stream was observed from Highway 29 bridge to below the Guenoc Gage site.
4. Flow at Highway 29 bridge measured with current meter. Flow at Guenoc gage measured using a Parshall flume and estimation of leakage around flume.
5. Estimated due to inoperable equipment.
6. Estimated
7. Measured approximately 300-400' below former Guenoc Gage site.
8. Measured using a Parshall flume.
9. Temporary Parshall flume installed at the site of the former Guenoc Gage.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2016 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	11.02	3.31	0.46	0.91
2	11.44	3.27	1.18	1.00
3	11.02	2.81	1.76	1.60
4	11.33	3.18	1.97	3.04
5	11.70	2.51	2.08	3.03
6	10.80	3.19	2.16	2.72
7	10.69	3.16	2.05	3.85
8	10.39	3.15	1.80	4.48
9	10.25	3.05	1.68	4.34
10	10.20	2.18	1.72	3.05
11	9.81	2.03	1.75	2.47
12	9.59	2.54	2.24	2.78
13	9.47	2.20	1.81	4.10
14	9.48	2.22	2.12	8.29
15	8.87	2.38	2.00	19.09
16	8.29	3.33	1.83	67.42
17	8.37	2.29	1.60	43.01
18	8.18	2.11	1.60	27.30
19	8.02	2.06	1.56	19.78
20	6.97	1.54	1.53	15.93
21	5.69	1.91	1.55	13.81
22	5.40	1.92	1.26	12.20
23	5.67	1.81	1.00	12.00
24	6.12	1.42	0.85	48.86
25	6.05	1.06	0.94	724.88
26	4.80	0.80	1.23	332.06
27	4.23	1.10	0.94	110.14
28	3.45	1.31	1.36	448.08
29	3.62	1.16	1.17	540.03
30	3.41	0.69	1.07	733.41
31	3.24	0.51		682.67
TOTAL (CFS-DAYS)	247.57	66.22	46.25	3896.34
MEAN	7.99	2.14	1.54	125.69
MAX	11.70	3.33	2.24	733.41
MIN	3.24	0.51	0.46	0.91
TOTAL (AC-FT)	491.05	131.35	91.73	7,728.27
SUPPLEMENTAL WATER DELIVERED (AC-FT)	0.0	0.0	0.0	0.0

ANNUAL TOTAL 0.0

NOTES:

1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication. Average daily discharge is taken from USGS Gage 11453500 Putah Creek Near Guenoc CA: http://waterdata.usgs.gov/ca/nwis/uv/?site_no=11453500.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2015 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	0.74	0.00	0.00	0.00
2	0.75	0.00	0.00	0.00
3	0.36	0.00	0.00	0.00
4	0.18	0.00	0.00	0.00
5	0.10	0.00	0.00	0.00
6	0.07	0.00	0.00	0.00
7	0.01	0.00	0.00	0.00
8	0.01	0.00	0.00	0.00
9	0.01	0.00	0.00	0.00
10	0.03	0.00	0.00	0.00
11	0.23	0.00	0.00	0.00
12	0.33	0.00	0.00	0.00
13	0.31	0.00	0.00	0.00
14	0.30	0.00	0.00	0.00
15	0.22	0.00	0.00	0.00
16	0.25	0.00	0.00	0.00
17	1.12	0.00	0.00	0.00
18	1.60	0.00	0.00	0.00
19	0.67	0.00	0.00	0.00
20	0.18	0.00	0.00	0.00
21	0.04	0.00	0.00	0.00
22	0.01	0.00	0.00	0.00
23	0.02	0.00	0.00	0.00
24	0.42	0.00	0.00	0.00
25	0.36	0.00	0.00	0.00
26	0.08	0.00	0.00	0.00
27	0.02	0.00	0.00	0.00
28	0.01	0.00	0.00	0.00
29	0.00	0.00	0.00	0.00
30	0.00	0.00	0.00	0.00
31	0.00			0.00
TOTAL (CFS-DAYS)	8.43	0.00	0.00	0.00
MEAN	0.27	0.00	0.00	0.00
MAX	1.60	0.00	0.00	0.00
MIN	0.00	0.00	0.00	0.00
TOTAL (AC-FT)	16.72	0.00	0.00	0.00
SUPPLEMENTAL WATER DELIVERED (AC-FT)	0.0	0.0	0.0	0.0

ANNUAL TOTAL 0.0

NOTES:

1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication. Average daily discharge is taken from USGS Gage 11453500 Putah Creek Near Guenoc CA: http://waterdata.usgs.gov/ca/nwis/uv/?site_no=11453500.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2014 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	0.17	0.00	0.00	0.00
2	0.09	0.00	0.00	0.00
3	---	0.00	0.00	0.00
4	0.19	0.00	0.00	0.00
5	0.10	0.00	0.00	0.00
6	0.03	0.00	0.00	0.00
7	0.00	0.00	0.00	0.00
8	0.00	0.00	0.00	0.00
9	0.00	0.00	0.00	0.00
10	0.00	0.00	0.00	0.00
11	0.00	0.00	---	0.00
12	0.00	0.00	0.00	0.00
13	0.00	0.00	0.00	0.00
14	0.00	0.00	0.00	0.00
15	0.00	0.00	0.00	0.00
16	0.00	0.00	0.00	0.00
17	0.00	---	0.00	0.00
18	0.00	0.00	0.00	0.00
19	0.00	0.00	0.00	0.00
20	0.00	0.00	0.00	0.00
21	0.00	---	0.00	0.00
22	0.00	0.00	0.00	0.00
23	0.00	0.00	0.00	0.00
24	0.00	0.00	0.00	0.00
25	0.00	---	0.00	0.00
26	0.00	0.00	0.00	0.00
27	0.00	0.00	0.00	0.00
28	---	0.00	0.00	0.00
29	0.00	0.00	0.00	0.00
30	0.00	0.00	0.00	0.00
31	0.00	0.00	-	0.00
TOTAL (CFS-DAYS)	0.58	0.00	0.00	0.00
MEAN	0.02	0.00	0.00	0.00
MAX	0.19	0.00	0.00	0.00
MIN	0.00	0.00	0.00	0.00
TOTAL (AC-FT)	1.15	0.00	0.00	0.00
SUPPLEMENTAL WATER DELIVERED (AC-FT)	0.0	0.0	0.0	0.0

ANNUAL TOTAL 0.0

NOTES:

1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication. Average daily discharge is taken from USGS Gage 11453500 Putah Creek Near Guenoc CA: http://waterdata.usgs.gov/ca/nwis/uv/?site_no=11453500.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2013 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT	
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**	
1	0.84	2.00	9.30	0.57	
2	0.34	1.40	0.06	0.53	
3	0.28	0.00	0.00	0.01	
4	0.58	0.00	0.38	0.01	
5	0.00	0.00	1.80	0.33	
6	0.16	0.00	3.20	0.27	
7	0.70	1.50	4.50	1.00	
8	0.63	1.70	3.00	1.20	
9	0.58	0.14	0.00	1.10	
10	0.34	0.19	0.04	1.10	
11	0.03	0.61	0.93	0.86	
12	0.00	4.60	0.35	0.66	
13	0.17	4.60	0.00	1.10	
14	0.05	4.40	0.04	1.20	
15	0.28	7.00	0.42	0.66	
16	0.14	1.40	0.41	--	
17	0.39	0.68	0.34	0.43	
18	0.47	0.34	0.04	0.67	
19	0.82	0.49	0.23	1.00	
20	0.53	0.66	0.33	1.00	
21	0.59	0.40	0.36	4.90	
22	0.47	0.56	0.08	2.70	
23	0.55	0.33	0.11	0.12	
24	0.57	0.00	0.20	0.04	
25	0.31	3.60	1.20	0.27	
26	0.20	--	0.85	--	
27	0.16	5.10	1.10	--	
28	0.81	0.35	0.93	0.84	
29	1.90	1.00	0.65	2.20	
30	2.50	2.40	0.77	0.46	
31	2.40	13.00	-	0.45	
TOTAL (CFS-DAYS)	17.79	58.45	31.62	25.68	
MEAN	0.57	1.95	1.05	0.92	
MAX	2.50	13.00	9.30	4.90	
MIN	0.00	0.00	0.00	0.01	
TOTAL (AC-FT)	35.29	115.93	62.72	50.94	
SUPPLEMENTAL WATER DELIVERED (AC-FT)	73.9	123.1	115.5	117.8	ANNUAL TOTAL 430.2

NOTES:

1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication. Average daily discharge is taken from USGS Gage 11453500 Putah Creek Near Guenoc CA: http://waterdata.usgs.gov/ca/nwis/uv/?site_no=11453500.
2. The flow data originally shown on-line in real-time for September 12th, 14th, 15th, 16th, and 17th was subsequently reduced on September 17th by USGS pursuant to a direct flow measurement. The unadjusted real-time flow data was used by the District in determining the amount of water to pump to meet supplemental flow requirements. The real-time data used by the District indicated that the minimum flow requirement of 0.9 cfs was being met.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2012 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT	
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**	
1	6.70	1.60	2.10	1.50	
2	6.30	1.50	2.00	1.60	
3	5.90	1.80	0.98	1.70	
4	5.70	2.40	0.22	1.60	
5	5.50	2.20	0.54	1.50	
6	4.90	1.20	1.70	1.30	
7	3.80	2.20	1.80	1.20	
8	2.70	2.60	1.90	1.20	
9	3.00	2.30	1.30	1.20	
10	2.90	0.71	0.06	1.30	
11	2.60	1.10	0.01	1.50	
12	2.00	1.80	0.02	1.60	
13	2.10	1.40	0.03	1.50	
14	3.50	0.32	0.02	1.60	
15	2.60	0.43	0.00	1.60	
16	1.30	0.60	0.03	0.88	
17	1.70	0.62	0.04	0.71	
18	2.90	0.44	0.04	0.80	
19	1.90	0.51	0.77	0.88	
20	1.50	0.40	1.40	0.94	
21	1.50	0.84	1.30	0.96	
22	1.40	1.10	1.20	1.40	
23	1.40	1.10	1.30	1.10	
24	2.20	1.40	1.20	1.10	
25	2.10	1.60	1.30	0.95	
26	2.00	1.80	1.50	0.91	
27	1.90	1.90	1.40	0.97	
28	1.90	1.90	1.40	0.95	
29	1.80	2.00	1.40	0.94	
30	1.80	2.00	1.50	0.95	
31	1.70	2.10	-	1.00	
TOTAL (CFS)	89.20	43.87	28.46	37.34	
MEAN	2.88	1.42	0.95	1.20	
MAX	6.70	2.60	2.10	1.70	
MIN	1.30	0.32	0.00	0.71	
TOTAL (AC-FT)	176.62	86.86	56.35	73.93	
SUPPLEMENTAL WATER DELIVERED (AC-FT)	89.4	135.4	122.2	67.4	ANNUAL TOTAL 414.4

NOTES:

1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication. Other than July 1 through 8, August 18, August 25 and September 1, all values for average daily discharge are based on USGS website as posted within 10 days of the respective date. July 1 through 8, August 18, August 25 and September 1 readings were taken from the USGS website on October 30, 2012. Average daily discharge is taken from USGS Gage 11453500 Putah Creek Near Guenoc CA: http://waterdata.usgs.gov/ca/nwis/uv/?site_no=11453500.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2011 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	29.95	7.67	2.21	2.37
2	27.94	7.59	2.13	2.37
3	26.15	7.38	1.98	2.62
4	24.55	7.22	1.87	3.00
5	22.78	6.96	1.05	7.72
6	22.08	6.30	0.72	7.35
7	21.25	6.16	1.79	5.20
8	20.05	7.43	1.10	4.63
9	19.15	7.09	1.24	4.59
10	18.20	6.53	1.58	4.74
11	16.97	4.92	3.60	4.88
12	16.74	4.23	3.51	5.23
13	16.41	4.26	2.01	5.56
14	16.39	3.80	1.69	5.89
15	15.97	3.56	1.60	5.94
16	15.84	3.21	1.67	6.36
17	15.50	2.93	1.80	6.88
18	15.27	3.13	1.86	7.66
19	14.74	3.33	1.92	8.15
20	13.59	3.24	1.99	8.92
21	12.11	3.61	2.26	8.83
22	10.34	3.94	2.12	8.84
23	9.88	3.94	2.02	8.73
24	9.51	3.75	2.11	8.76
25	9.71	3.45	2.42	9.11
26	9.85	2.89	2.28	9.01
27	9.56	2.54	2.33	9.10
28	9.59	2.39	2.40	9.55
29	9.27	2.20	2.52	10.03
30	8.82	2.07	2.45	10.44
31	8.27	2.06	-	11.30
TOTAL (CFS)	496.44	139.75	60.21	213.78
MEAN	16.01	4.51	2.01	6.90
MAX	29.95	7.67	3.60	11.30
MIN	8.27	2.06	0.72	2.37
TOTAL (AC-FT)	982.95	276.70	119.22	423.29
SUPPLEMENTAL WATER DELIVERED (AC-FT)	0.0	0.0	18.8	0.0

ANNUAL TOTAL 18.8

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2010 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT	
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**	
1	21.00	4.90	1.10	0.78	
2	21.00	4.70	1.00	0.83	
3	20.00	4.50	0.99	0.87	
4	19.00	4.10	0.96	0.87	
5	18.00	3.80	0.94	0.87	
6	17.00	3.70	0.97	0.88	
7	17.00	3.80	1.20	1.20	
8	16.00	2.50	1.30	1.10	
9	15.00	2.00	1.70	0.97	
10	14.00	2.00	1.60	0.83	
11	13.00	2.00	1.50	0.67	
12	13.00	2.20	1.30	0.64	
13	12.00	2.10	1.20	0.99	
14	11.00	1.60	0.98	1.10	
15	11.00	1.50	0.75	1.10	
16	11.00	1.60	0.56	1.00	
17	11.00	1.70	0.71	1.20	
18	9.70	1.60	0.98	1.10	
19	9.10	1.70	0.75	1.10	
20	8.00	1.70	0.70	1.00	
21	7.20	1.50	0.98	1.10	
22	6.70	1.30	1.10	1.00	
23	6.10	1.20	1.20	1.00	
24	5.40	1.40	1.00	397.00	
25	5.10	1.40	0.99	143.00	
26	5.60	1.50	0.92	38.00	
27	6.60	1.40	0.91	20.00	
28	6.50	1.20	0.85	13.00	
29	6.10	1.30	0.81	14.00	
30	5.60	1.20	0.76	27.00	
31	5.30	1.10	-	22.00	
TOTAL (CFS)	353.00	68.20	30.71	696.20	
MEAN	11.39	2.20	1.02	22.46	
MAX	21.00	4.90	1.70	397.00	
MIN	5.10	1.10	0.56	0.64	
TOTAL (AC-FT)	698.94	135.04	60.81	1,378.48	
SUPPLEMENTAL WATER DELIVERED (AC-FT)	15.0	68.5	73.5	27.9	ANNUAL TOTAL 185.0

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2009 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT	
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**	
1	6.60	0.68	0.29	0.20	
2	6.50	1.10	0.50	0.40	
3	4.10	1.20	0.31	0.39	
4	2.70	0.96	0.43	0.38	
5	4.30	0.51	0.58	0.38	
6	3.60	0.53	0.59	0.38	
7	1.60	0.89	0.49	0.44	
8	1.40	0.85	0.10	0.44	
9	0.70	0.79	0.05	0.49	
10	0.96	0.53	0.05	0.68	
11	2.30	0.34	0.04	0.79	
12	1.90	0.25	0.19	0.87	
13	0.62	0.22	0.63	2.50	
14	0.00	0.17	0.82	81.00	
15	0.04	0.07	0.62	60.00	
16	1.00	0.03	0.08	26.00	
17	1.10	0.01	0.04	15.00	
18	1.80	0.02	0.03	9.40	
19	2.20	0.21	0.10	7.10	
20	2.10	0.31	0.48	6.90	
21	1.70	0.31	0.32	7.10	
22	1.70	0.89	0.06	6.50	
23	1.20	1.10	0.04	6.20	
24	0.90	0.91	0.10	5.80	
25	0.80	0.66	0.19	5.30	
26	0.61	1.00	0.06	5.80	
27	0.31	0.36	0.07	6.30	
28	0.02	0.00	0.17	6.70	
29	0.10	0.00	0.16	8.60	
30	0.31	0.01	0.13	11.00	
31	0.33	0.35	---	13.00	
TOTAL (CFS)	53.50	15.26	7.72	296.04	
MEAN	1.73	0.49	0.26	9.55	
MAX	6.60	1.20	0.82	81.00	
MIN	0.00	0.00	0.03	0.20	
TOTAL (AC-FT)	105.93	30.21	15.29	586.16	
SUPPLEMENTAL WATER DELIVERED (AC-FT)	45.5	69.9	62.8	24.9	ANNUAL TOTAL 203.1

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2008 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT	NOV
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**	
1	0.00	0.35	1.50	0.09	3.20
2	0.00	0.13	1.90	0.09	52.00
3	0.00	0.02	0.66	0.10	67.00
4	0.22	0.26	0.20	0.49	145.00
5	0.56	0.00	0.13	0.83	43.00
6	0.58	0.08	0.65	0.35	27.00
7	0.25	0.07	1.90	0.13	20.00
8	0.30	0.00	1.60	0.12	16.00
9	0.24	0.00	1.10	0.29	14.00
10	0.26	0.00	0.08	0.39	14.00
11	0.22	0.01	0.15	0.58	13.00
12	0.03	0.01	0.39	0.73	13.00
13	0.07	0.01	0.02	0.33	13.00
14	0.40	0.02	0.66	0.05	12.00
15	0.30	0.03	0.01	0.04	13.00
16	0.05	0.03	0.09	0.03	13.00
17	0.02	0.03	0.17	0.04	13.00
18	0.02	0.06	1.10	0.35	13.00
19	0.16	0.10	1.10	0.65	13.00
20	0.35	0.09	0.44	0.29	13.00
21	0.63	0.08	1.90	0.17	14.00
22	0.09	0.08	1.50	0.17	14.00
23	0.81	0.88	0.61	0.08	14.00
24	1.60	3.30	1.40	0.17	14.00
25	1.40	3.30	2.30	0.17	15.00
26	2.10	1.70	1.70	0.47	15.00
27	1.50	0.29	0.80	0.70	16.00
28	0.54	0.31	1.30	1.20	15.00
29	1.70	0.26	0.53	1.50	15.00
30	2.50	1.50	0.08	1.60	15.00
31	1.90	2.90	---	2.00	---
TOTAL (CFS)	18.80	15.90	25.97	14.20	677.20
MEAN	0.61	0.51	0.87	0.46	22.57
MAX	2.50	3.30	2.30	2.00	145.00
MIN	0.00	0.00	0.01	0.03	3.20
TOTAL (AC-FT)	37.22	31.48	51.42	28.12	1,340.86
SUPPLEMENTAL WATER DELIVERED (AC-FT)[2]	51.4	79.8	75.6	53.6	0.0

ANNUAL TOTAL 260.4 (2)

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.
2. Includes water delivered from both the Agricultural well and Well #3 (see Table 5 for specifics).

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2007 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT	NOV	
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**		
1	0.12	0.04	0	0	0.26	
2	0.15	0.03	0	0	0.35	
3	0.07	0.02	0	-	0.41	
4	0.02	0.02	0	-	0.43	
5	0	0.01	0	-	0.52	
6	0	0.01	0	0	0.5	
7	0.21	0.01	0	0	0.36	
8	0.33	0	0	0	0.34	
9	0.17	0	0	0	0.38	
10	0.21	0	0	0	0.41	
11	0.23	0	0	0	0.46	
12	0.29	0	0	0	0.36	
13	0.22	0	0	0	0.37	
14	0.12	0	0	0	0.3	
15	0.11	0	0	0	0.26	
16	0.06	0	0	0	0.23	
17	0	0	0	0	0.23	
18	0	0	0	0	0.3	
19	0.01	0	0	0	1.1	
20	0.02	0	0	0	2.1	
21	0.03	0	0	0	2.4	
22	0.04	0	0	0	2.8	
23	0.05	0	0	0	3	
24	0.06	0	0	0	3.2	
25	0.06	0	0	0	3.3	
26	0.07	0	0	0	3.7	
27	0.08	0	0	0	3.8	
28	0.07	0	0	0	3.6	
29	0.06	0	0	0	3.7	
30	0.06	0	0	0	4.1	
31	0.05	0	---	0.02	---	
TOTAL (CFS)	2.97	0.14	0.00	0.02	43.27	
MEAN	0.10	0.00	0.00	0.00	1.44	
MAX	0.33	0.04	0.00	0.02	4.10	
MIN	0.00	0.00	0.00	0.00	0.23	
TOTAL (AC-FT)	5.88	0.28	0.00	0.04	85.67	
SUPPLEMENTAL WATER DELIVERED (AC-FT)	0.0	0.0	0.0	54.4	9.5	ANNUAL TOTAL 64.0

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2006 AVERAGE DAILY DISCHARGE (cfs) [1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	28.08	8.37	2.65	0.40
2	27.74	8.74	2.52	0.60
3	27.34	8.67	2.37	0.95
4	26.96	8.14	2.41	1.38
5	26.78	8.14	2.52	2.62
6	26.58	8.69	2.77	4.12
7	25.93	8.82	2.28	3.74
8	24.86	8.88	1.31	3.47
9	23.28	7.12	1.00	3.09
10	22.23	5.66	1.01	2.85
11	20.70	4.80	1.10	2.47
12	19.95	5.02	0.95	2.54
13	19.66	3.71	0.75	2.58
14	18.83	3.46	0.60	2.94
15	17.71	3.21	0.54	3.26
16	17.14	2.75	0.53	3.69
17	16.02	2.76	0.59	3.47
18	14.04	2.49	0.69	3.55
19	13.09	2.24	0.63	3.73
20	12.80	3.01	0.63	3.54
21	11.96	3.26	1.19	3.37
22	10.86	3.59	1.41	3.33
23	9.74	3.94	1.41	3.42
24	8.97	4.05	1.62	3.69
25	8.70	4.19	1.68	3.74
26	8.04	4.22	1.85	3.65
27	7.80	4.49	1.47	3.63
28	7.56	4.40	0.71	3.81
29	7.86	4.25	0.48	4.05
30	7.60	4.12	0.38	4.15
31	8.08	3.95	---	4.52
TOTAL (CFS)	526.90	159.12	40.05	96.35
MEAN	17.00	5.13	1.34	3.11
MAX	28.08	8.88	2.77	4.52
MIN	7.56	2.24	0.38	0.40
TOTAL (AC-FT)	1,043.26	315.05	79.31	190.77
SUPPLEMENTAL [2] WATER DELIVERED (AC-FT)	0.0	0.0	0.0	1.8

ANNUAL TOTAL 1.8

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.
2. Source of Supplemental Water during 2006 was from a groundwater well owned by neighboring landowner.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2005 AVERAGE DAILY DISCHARGE (cfs) [1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT		
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**		
1	34.56	7.64	0.60	0.57		
2	32.14	7.08	0.59	0.53		
3	31.52	6.89	0.52	0.60		
4	30.47	6.84	0.42	0.71		
5	28.98	6.30	0.44	0.88		
6	27.95	5.86	0.47	1.00		
7	26.76	5.22	0.71	1.41		
8	25.65	4.80	1.25	0.97		
9	24.47	5.06	1.96	0.90		
10	24.41	5.64	0.93	0.83		
11	23.69	5.36	1.55	N/A		
12	22.54	5.29	1.32	0.94		
13	22.53	5.18	0.98	1.16		
14	21.73	4.65	1.12	1.23		
15	20.67	3.56	1.32	1.35		
16	19.71	3.56	1.53	1.42		
17	18.52	3.02	1.33	1.73		
18	17.70	4.25	1.14	1.56		
19	16.68	4.36	0.96	1.32		
20	16.03	4.58	1.05	1.32		
21	15.67	4.25	1.01	1.39		
22	15.58	3.99	0.98	1.82		
23	15.15	2.61	0.88	1.85		
24	14.65	2.16	0.79	1.91		
25	13.67	2.20	0.74	2.41		
26	12.18	2.19	0.69	2.87		
27	11.36	2.12	0.70	3.15		
28	10.33	1.22	0.70	4.58		
29	9.75	1.21	0.74	6.57		
30	9.18	1.12	0.65	4.42		
31	8.18	0.75	---	3.90		
TOTAL (CFS)	622.38	128.98	28.08	55.29		
MEAN	20.08	4.16	0.94	1.84		
MAX	34.56	7.64	1.96	6.57		
MIN	8.18	0.75	0.42	0.53		
TOTAL (AC-FT)	1,232.31	255.39	55.61	109.47		
SUPPLEMENTAL WATER DELIVERED (AC-FT)	0.0	0.0	5.4	0.4	ANNUAL TOTAL	5.8

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2004 AVERAGE DAILY DISCHARGE (cfs) [1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	6.68	0.79	0.03	0.00
2	6.11	0.76	0.02	0.00
3	5.65	0.95	0.01	0.00
4	5.01	0.63	0.01	0.00
5	3.94	1.05	0.00	0.00
6	3.41	0.91	0.00	0.00
7	3.05	0.89	0.00	0.00
8	2.99	1.53	0.00	0.00
9	2.98	1.99	0.00	0.00
10	3.03	1.86	0.00	0.00
11	2.94	1.20	0.00	0.00
12	2.66	1.13	0.00	0.00
13	2.48	1.24	0.00	0.00
14	2.37	1.11	0.00	0.00
15	3.83	1.03	0.00	0.00
16	3.89	0.98	0.00	0.01
17	4.46	0.92	0.00	0.04
18	4.18	0.95	0.00	0.06
19	3.26	0.87	0.03	0.21
20	3.22	0.80	0.08	0.11
21	2.59	0.75	0.02	0.17
22	2.43	0.61	0.00	0.19
23	2.24	0.17	0.00	0.45
24	2.01	0.04	0.00	1.10
25	1.84	0.03	0.00	2.10
26	2.07	0.07	0.00	59.28
27	1.78	0.06	0.00	40.03
28	1.26	0.05	0.00	19.95
29	1.61	0.04	0.00	10.89
30	1.11	0.04	0.00	8.95
31	0.85	0.03	---	7.63
TOTAL (CFS)	95.92	23.48	0.19	151.18
MEAN	3.09	0.76	0.01	4.88
MAX	6.68	1.99	0.08	59.28
MIN	0.85	0.03	0.00	0.00
TOTAL (AC-FT)	189.92	46.48	0.38	299.33
SUPPLEMENTAL WATER DELIVERED (AC-FT)	35.2	24.6	0.0	0.0

ANNUAL TOTAL 59.7

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2003 AVERAGE DAILY DISCHARGE (cfs) [1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT		
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**		
1	19.42	2.06	1.31	0.85		
2	18.89	2.52	0.73	0.82		
3	17.80	2.28	0.68	0.89		
4	17.09	2.88	1.04	0.96		
5	16.10	3.40	0.68	0.84		
6	15.93	2.39	0.62	0.41		
7	15.04	2.90	0.87	0.27		
8	14.20	4.57	0.74	0.19		
9	13.14	5.16	0.76	0.23		
10	12.23	4.66	1.24	0.16		
11	11.33	4.17	1.44	0.48		
12	10.86	3.64	1.55	0.73		
13	10.62	3.46	1.32	0.86		
14	10.65	3.25	1.42	0.94		
15	10.40	2.93	1.26	0.98		
16	8.81	2.49	0.42	0.95		
17	8.15	2.23	0.19	0.94		
18	7.61	2.05	0.15	0.94		
19	7.79	1.95	0.17	0.94		
20	7.62	0.37	0.31	0.93		
21	7.17	0.32	0.30	1.08		
22	7.35	1.51	0.54	1.11		
23	5.99	1.17	0.67	1.12		
24	5.21	1.01	0.77	1.05		
25	6.39	1.00	0.83	0.93		
26	4.62	1.09	0.77	0.88		
27	4.31	1.12	0.79	0.88		
28	5.04	1.27	0.80	0.88		
29	3.81	1.52	0.83	0.85		
30	2.80	1.49	0.80	0.84		
31	0.73	1.49	---	0.85		
TOTAL (CFS)	307.10	72.34	24.01	24.76		
MEAN	9.91	2.33	0.80	0.80		
MAX	19.42	5.16	1.55	1.12		
MIN	0.73	0.32	0.15	0.16		
TOTAL (AC-FT)	608.07	143.23	47.53	49.03		
SUPPLEMENTAL WATER DELIVERED (AC-FT)	15.2	25.0	38.4	20.9	ANNUAL TOTAL	99.4

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2002 AVERAGE DAILY DISCHARGE (cfs) [1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	0.56	0.19	0.00	0.00
2	0.38	0.21	0.00	0.00
3	0.34	0.19	0.00	0.00
4	0.30	0.13	0.00	0.00
5	0.24	0.07	0.00	0.00
6	0.29	0.14	0.00	0.00
7	0.08	0.11	0.00	0.00
8	0.00	0.03	0.00	0.00
9	0.00	0.02	0.00	0.00
10	0.00	0.01	0.00	0.00
11	0.41	0.01	0.00	0.00
12	0.61	0.01	0.00	0.00
13	0.70	0.01	0.00	0.00
14	0.79	0.01	0.00	0.00
15	0.80	0.01	0.00	0.00
16	0.80	0.01	0.00	0.00
17	0.78	0.01	0.00	0.00
18	0.78	0.01	0.00	0.00
19	0.78	0.01	0.00	0.00
20	0.74	0.01	0.00	0.00
21	0.74	0.00	0.00	0.00
22	0.74	0.00	0.00	0.00
23	0.73	0.00	0.00	0.00
24	0.72	0.00	0.00	0.00
25	0.73	0.00	0.00	0.00
26	0.72	0.00	0.00	0.00
27	0.74	0.00	0.00	0.00
28	0.69	0.00	0.00	0.00
29	0.66	0.00	0.00	0.00
30	0.23	0.00	0.00	0.00
31	0.01	0.00	---	0.00
TOTAL (CFS)	16.10	1.17	0.00	0.00
MEAN	0.52	0.04	0.00	0.00
MAX	0.80	0.21	0.00	0.00
MIN	0.00	0.00	0.00	0.00
TOTAL (AC-FT)	31.89	2.31	0.00	0.00
SUPPLEMENTAL WATER DELIVERED (AC-FT)	0.0	0.0	0.0	0.0

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2001 AVERAGE DAILY DISCHARGE (cfs)[1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT		
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**		
1	0.00	1.59	0.41	3.66		
2	0.04	0.73	0.32	2.68		
3	0.12	0.73	0.31	3.43		
4	0.13	0.29	0.24	3.46		
5	0.12	1.12	0.19	3.18		
6	0.14	1.55	0.16	1.58		
7	0.16	2.80	0.17	0.99		
8	0.15	2.39	0.08	0.83		
9	0.14	1.57	0.17	0.78		
10	0.12	2.38	0.48	0.99		
11	0.08	0.00	0.64	0.70		
12	0.05	0.68	0.63	0.52		
13	0.02	1.72	0.48	0.41		
14	0.01	1.50	0.33	0.33		
15	0.01	1.28	0.59	0.26		
16	0.06	0.62	1.12	0.22		
17	0.65	0.87	0.79	0.18		
18	0.39	0.70	0.46	0.14		
19	0.50	0.60	0.59	0.09		
20	1.20	0.46	0.83	0.19		
21	2.89	0.70	0.77	0.20		
22	3.18	0.56	0.55	0.15		
23	3.04	0.00	0.69	0.10		
24	2.52	0.03	1.21	0.06		
25	2.74	0.00	2.55	0.04		
26	1.40	0.00	2.77	0.04		
27	0.00	0.00	2.54	0.07		
28	1.21	0.01	2.95	0.10		
29	3.97	0.02	3.30	0.12		
30	3.36	0.46	3.37	0.42		
31	1.99	0.54	---	0.40		
TOTAL (CFS)	30.39	25.92	29.69	26.32		
MEAN	0.98	0.84	0.99	0.85		
MAX	3.97	2.80	3.37	3.66		
MIN	0.00	0.00	0.08	0.04		
TOTAL (AC-FT)	60.16	51.31	58.78	52.12		
SUPPLEMENTAL WATER DELIVERED (AC-FT)	71.2	91.9	60.6	9.1	ANNUAL TOTAL	232.8

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
2000 AVERAGE DAILY DISCHARGE (cfs) [1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	12.00	3.20	1.90	0.62
2	11.00	2.00	1.70	0.81
3	13.00	2.10	0.00	0.29
4	12.00	0.77	1.50	0.56
5	12.00	2.50	1.60	0.96
6	12.00	0.04	1.50	0.48
7	12.00	2.30	0.64	0.84
8	11.00	2.80	0.60	1.20
9	10.00	1.50	0.00	1.20
10	9.30	0.00	0.34	1.70
11	9.20	1.60	0.74	1.70
12	8.50	1.90	0.90	1.80
13	5.90	2.00	1.20	1.70
14	5.20	1.90	0.58	1.80
15	6.60	1.90	0.61	1.70
16	6.90	1.90	1.50	1.50
17	7.20	1.10	1.60	0.91
18	6.50	1.80	1.00	0.88
19	6.00	0.83	0.22	0.83
20	5.70	0.40	0.11	0.88
21	5.40	0.00	0.61	0.93
22	5.60	0.84	0.98	0.70
23	4.60	1.70	1.40	0.57
24	4.20	1.90	1.60	0.76
25	4.40	1.90	1.70	1.50
26	4.60	1.40	0.43	2.70
27	4.90	0.00	0.11	1.90
28	4.80	0.95	0.52	2.90
29	4.10	1.80	0.36	56.00
30	3.90	1.80	0.31	34.00
31	3.90	1.80	---	20.00
TOTAL (CFS)	232.40	46.63	26.26	144.32
MEAN	5.25	1.50	0.88	4.66
MAX	13.00	3.20	1.90	56.00
MIN	3.90	0.00	0.00	0.29
TOTAL (AC-FT)	460.15	92.33	51.99	285.75
SUPPLEMENTAL WATER DELIVERED (AC-FT)	13.6	53.7	46.6	39.6

ANNUAL TOTAL 153.5

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
1999 AVERAGE DAILY DISCHARGE (cfs) [1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	12.00	3.50	2.20	0.29
2	11.00	3.10	2.30	0.91
3	11.00	2.90	2.00	0.95
4	11.00	3.40	2.10	1.00
5	13.00	3.10	2.10	1.20
6	12.00	3.40	1.60	1.30
7	11.00	4.20	0.94	1.20
8	10.00	5.50	0.66	1.10
9	9.70	5.00	1.20	1.10
10	10.00	4.40	1.90	1.20
11	9.60	4.50	1.00	1.60
12	8.70	4.00	1.70	1.70
13	8.50	3.00	1.40	1.80
14	8.10	2.90	1.30	2.00
15	5.70	2.60	0.50	1.70
16	6.20	3.10	1.60	1.50
17	6.70	3.90	1.70	1.60
18	6.20	3.50	1.90	1.60
19	5.80	3.30	2.00	1.70
20	6.20	3.20	1.30	1.20
21	6.80	3.10	1.10	0.36
22	7.20	3.10	1.30	0.12
23	7.30	2.90	2.10	0.04
24	7.60	1.20	2.10	0.00
25	6.80	1.30	1.70	0.00
26	5.00	1.10	2.40	0.00
27	4.30	1.20	2.70	1.10
28	5.20	3.10	2.20	4.70
29	4.50	3.00	0.93	6.30
30	4.90	2.60	0.47	4.10
31	5.00	2.20	---	3.60
TOTAL (CFS)	247.00	97.30	48.40	46.97
MEAN	7.97	3.14	1.61	1.52
MAX	13.00	5.50	2.70	6.30
MIN	4.30	1.10	0.47	0.00
TOTAL (AC-FT)	490.00	193.00	96.00	93.00
SUPPLEMENTAL WATER DELIVERED (AC-FT)	4.5	14.0	22.2	17.3

ANNUAL TOTAL 58.0

NOTES:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 4

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PUTAH CREEK DISCHARGE MEASUREMENTS

U.S.G.S. GAGING STATION NO. 11453500, PUTAH CREEK NEAR GUENOC, CALIFORNIA
1998 AVERAGE DAILY DISCHARGE (cfs) [1]
AND SUPPLEMENTAL WATER DELIVERED

DAY	JUL	AUG	SEP	OCT
Minimum Flow Requirement	**4.70**	**1.70**	**0.90**	**0.60**
1	62.00	20.00	6.80	9.20
2	60.00	19.00	7.50	9.70
3	59.00	18.00	6.80	9.70
4	57.00	17.00	6.40	9.40
5	54.00	16.00	6.30	8.50
6	51.00	13.00	8.50	7.70
7	48.00	13.00	9.20	7.60
8	47.00	11.00	7.70	6.90
9	45.00	12.00	6.40	5.20
10	45.00	13.00	7.20	5.40
11	44.00	13.00	7.10	5.50
12	42.00	13.00	7.30	6.40
13	39.00	10.00	6.50	7.00
14	38.00	9.40	8.10	7.00
15	36.00	10.00	7.40	7.30
16	34.00	9.10	5.60	4.80
17	33.00	7.60	4.90	5.80
18	32.00	10.00	4.60	5.60
19	31.00	9.40	5.10	5.60
20	28.00	8.60	5.40	5.20
21	28.00	8.40	5.40	5.50
22	27.00	8.10	6.00	5.20
23	26.00	7.60	6.10	5.40
24	27.00	7.30	3.80	11.00
25	25.00	7.40	3.60	14.00
26	22.00	6.90	4.80	11.00
27	22.00	7.30	7.50	9.10
28	20.00	6.80	9.40	9.40
29	20.00	6.40	11.00	11.00
30	19.00	5.90	10.00	8.40
31	20.00	5.30	---	8.80
TOTAL (CFS)	1141.00	329.50	202.40	238.30
MEAN	36.81	10.63	6.75	7.69
MAX	62.00	20.00	11.00	14.00
MIN	19.00	5.30	3.60	4.80
TOTAL (AC-FT)	2263.14	653.55	401.45	472.66
SUPPLEMENTAL WATER DELIVERED (AC-FT)	0.0	0.0	0.0	0.0

NOTE:
1. Data is provisional and subject to revision by U.S. Geological Survey prior to publication.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2016 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			Well #3 / Well #2			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
July 1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2016 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			**Well #3 / Well #2**			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
August 1	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2016 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			Well #3 / Well #2			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
September 1	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2016 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			Well #3 / Well #2			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
October 1	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	No supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2015 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			Well #3 / Well #2			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
July 1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2015 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			**Well #3 / Well #2**			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
August 1	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2015 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			Well #3 / Well #2			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
September 1	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2015 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			**Well #3 / Well #2**			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
October 1	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2014 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			**Well #3 / Well #2**			
	Water Discharge			Water Discharge			
Date	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
July 1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2014 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			**Well #3 / Well #2**			
	Water Discharge			Water Discharge			
Date	Daily Total	Accumulated Total	Average Rate	Daily Total	Accumulated Total	Average Rate	Comments
	(acre-feet)	(acre-feet)	(cfs)	(acre-feet)	(acre-feet)	(cfs)	
August 1	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2014 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			**Well #3 / Well #2**			
	Water Discharge			Water Discharge			
Date	Daily Total	Accumulated Total	Average Rate	Daily Total	Accumulated Total	Average Rate	Comments
	(acre-feet)	(acre-feet)	(cfs)	(acre-feet)	(acre-feet)	(cfs)	
September 1	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2014 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well			**Well #3 / Well #2**			
	Water Discharge			Water Discharge			
Date	Daily Total	Accumulated Total	Average Rate	Daily Total	Accumulated Total	Average Rate	Comments
	(acre-feet)	(acre-feet)	(cfs)	(acre-feet)	(acre-feet)	(cfs)	
October 1	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
2	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
3	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
4	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
5	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
6	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
7	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
8	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
9	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
10	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
11	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
12	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
13	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
14	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
15	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
16	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
17	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
18	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
19	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
20	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
21	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
22	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
23	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
24	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
25	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
26	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
27	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
28	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
29	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
30	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.
31	0.00	0.00	0.0	0.00	0.00	0.0	Due to curtailment, no supplemental discharge took place.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2013 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3 (Through Aug 27) / Well #2 (Beginning Aug 27)						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference (AF)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Start	End	Difference (gallons)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
July 1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													
14	576.883	578.993	2.110	2.11	2.11	1.2	70,560,000	71,141,000	581,000	1.78	1.78	1.1	Begin pumping to creek: Well 3 @ 11:50 AM; Ag Well @ 11:41 AM
15	578.993	581.330	2.337	2.34	4.45	1.2	71,141,000	71,745,000	604,000	1.85	3.64	0.9	
16	581.330	583.766	2.436	2.44	6.88	1.2	71,745,000	72,445,500	700,500	2.15	5.79	1.1	
17	583.766	586.317	2.551	2.55	9.43	1.2	72,445,500	73,146,000	700,500	2.15	7.94	1.1	
18	586.317	588.676	2.359	2.36	11.79	1.2	73,146,000	73,812,000	666,000	2.04	9.98	1.1	
19	588.676	591.135	2.459	2.46	14.25	1.2	73,812,000	74,514,000	702,000	2.15	12.13	1.1	Luchetti pump observed to be running @ 8:35 AM
20	591.135	593.502	2.367	2.37	16.62	1.2	74,514,000	75,187,000	673,000	2.07	14.20	1.0	
21	593.502	595.922	2.420	2.42	19.04	1.2	75,187,000	75,858,000	671,000	2.06	16.26	1.0	
22	595.922	598.284	2.362	2.36	21.40	1.2	75,858,000	76,479,000	621,000	1.91	18.16	1.0	Luchetti pump observed to be running @ 8:23 AM
23	598.284	600.692	2.408	2.41	23.81	1.2	76,479,000	77,158,000	679,000	2.08	20.25	1.0	Luchetti pump observed to be running @ 8:15 AM
24	600.692	602.989	2.297	2.30	26.11	1.2	77,158,000	77,812,000	654,000	2.01	22.26	1.0	Luchetti pump observed to be running @ 9:08 AM
25	602.989	605.338	2.349	2.35	28.45	1.2	77,812,000	78,480,000	668,000	2.05	24.31	1.0	Luchetti pump observed to be running @ 8:10 AM
26	605.338	607.742	2.404	2.40	30.86	1.2	78,480,000	79,148,000	668,000	2.05	26.36	1.0	Luchetti pump observed to be running @ 8:16 AM
27	607.742	610.012	2.270	2.27	33.13	1.1	79,148,000	79,788,000	640,000	1.96	28.32	1.0	
28	610.012	612.226	2.214	2.21	35.34	1.1	79,788,000	80,416,000	628,000	1.93	30.25	1.0	
29	612.226	614.474	2.248	2.25	37.59	1.1	80,416,000	81,046,000	630,000	1.93	32.18	1.0	Luchetti pump observed to be not running @ 8:14 AM
30	614.474	616.616	2.142	2.14	39.73	1.1	81,046,000	81,653,000	607,000	1.86	34.04	1.0	Luchetti pump observed to be not running @ 8:40 AM
31	616.616	618.896	2.280	2.28	42.01	1.1	81,653,000	82,280,000	627,000	1.92	35.97	1.0	Luchetti pump observed to be not running @ 8:08 AM

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2013 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3 (Through Aug 27) / Well #2 (Beginning Aug 27)						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
August 1	618.896	621.093	2.197	2.20	44.21	1.1	82,280,000	82,907,000	627,000	1.92	37.89	1.0	
2	621.093	623.259	2.166	2.17	46.38	1.1	82,907,000	83,527,000	620,000	1.90	39.79	1.0	
3	623.259	625.500	2.241	2.24	48.62	1.1	83,527,000	84,154,000	627,000	1.92	41.72	1.0	
4	625.500	627.766	2.266	2.27	50.88	1.1	84,154,000	84,777,000	623,000	1.91	43.63	1.0	
5	627.766	630.042	2.276	2.28	53.16	1.1	84,777,000	85,412,000	635,000	1.95	45.58	1.0	Luchetti pump observed to be running @ 8:26 AM
6	630.042	632.239	2.197	2.20	55.36	1.1	85,412,000	86,023,000	611,000	1.88	47.45	1.0	Luchetti pump observed to be running @ 8:28 AM
7	632.239	634.410	2.171	2.17	57.53	1.1	86,023,000	86,628,000	605,000	1.86	49.31	0.9	Luchetti pump observed to be not running @ 8:20 AM
8	634.410	636.644	2.234	2.23	59.76	1.1	86,628,000	87,257,000	629,000	1.93	51.24	1.0	Luchetti pump observed to be not running @ 8:05 AM
9	636.644	638.916	2.272	2.27	62.03	1.1	87,257,000	87,891,000	634,000	1.95	53.19	0.9	Luchetti pump observed to be running @ 8:40 AM
10	638.916	640.918	2.002	2.00	64.04	1.1	87,891,000	88,461,000	570,000	1.75	54.94	0.9	
11	640.918	643.074	2.156	2.16	66.19	1.1	88,461,000	89,061,000	600,000	1.84	56.78	0.9	
12	643.074	645.225	2.151	2.15	68.34	1.1	89,061,000	89,666,000	605,000	1.86	58.63	0.9	Luchetti pump observed to be not running @ 8:21 AM
13	645.225	647.299	2.074	2.07	70.42	1.1	89,666,000	90,248,000	582,000	1.79	60.42	0.9	Luchetti pump observed to be not running @ 8:15 AM
14	647.299	649.196	1.897	1.90	72.31	0.9	90,248,000	90,821,000	573,000	1.76	62.18	0.9	Luchetti pump observed to be not running @ 8:20 AM
15	649.196	651.574	2.378	2.38	74.69	1.1	90,821,000	91,484,000	663,000	2.03	64.21	0.9	Luchetti pump observed to be not running @ 8:17 AM
16	651.574	653.563	1.989	1.99	76.68	1.1	91,484,000	92,044,000	560,000	1.72	65.93	0.9	Luchetti pump observed to be not running @ 11:00 AM
17	653.563	655.550	1.987	1.99	78.67	1.0	92,044,000	92,607,000	563,000	1.73	67.66	0.9	
18	655.550	657.545	1.995	2.00	80.66	1.0	92,607,000	93,166,000	559,000	1.72	69.38	0.9	
19	657.545	659.541	1.996	2.00	82.66	1.0	93,166,000	93,735,000	569,000	1.75	71.12	0.9	Luchetti pump observed to be running @ 8:31 AM
20	659.541	661.556	2.015	2.01	84.67	1.0	93,735,000	94,306,000	571,000	1.75	72.87	0.9	Luchetti pump observed to be not running @ 8:07 AM
21	661.556	663.652	2.096	2.10	86.77	1.0	94,306,000	94,909,000	603,000	1.85	74.72	0.9	Luchetti pump observed to be not running @ 8:40 AM
22	663.652	665.394	1.742	1.74	88.51	0.9	94,909,000	95,445,000	536,000	1.64	76.37	0.7	Luchetti pump observed to be running @ 8:00 AM
23	665.394	666.987	1.593	1.59	90.10	0.8	95,445,000	95,848,000	403,000	1.24	77.61	0.7	Luchetti pump observed to be running @ 8:16 AM
24	666.987	669.041	2.054	2.05	92.16	1.0	95,848,000	96,422,000	574,000	1.76	79.37	0.9	Well 3 shut down for tie in @ 8:40 AM
25	669.041	671.084	2.043	2.04	94.20	1.0	96,422,000	97,017,000	595,000	1.83	81.19	0.9	
26	671.084	673.217	2.133	2.13	96.33	1.0	97,017,000	97,018,000	1,000	0.00	81.20	0.0	Luchetti pump observed to be not running @ 9:15 AM
27	673.217	675.075	1.858	1.86	98.19	1.0	330,386,000	330,816,000	430,000	1.32	82.52	0.7	Shut down Well 3 at 9:05 am; Ag Well shut down @ 9:15 am
28	675.075	677.030	1.955	1.95	100.15	1.0	330,816,000	331,695,000	879,000	2.70	85.21	1.3	Well 2 pumping instead of Well 3; Ag Well pumping
29	677.030	678.752	1.722	1.72	101.87	0.9	331,695,000	332,543,000	848,000	2.60	87.82	1.4	Luchetti pump observed to be running @ 8:12 AM
30	678.752	680.571	1.819	1.82	103.69	0.9	332,543,000	333,468,000	925,000	2.84	90.65	1.4	Luchetti pump observed to be running @ 8:13 AM
31	680.571	682.255	1.684	1.68	105.37	0.9	333,468,000	334,307,000	839,000	2.57	93.23	1.4	Luchetti pump observed to be running @ 8:13 AM

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2013 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						**Well #3 (Through Aug 27) / Well #2 (Beginning Aug 27)**						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
September 1	682.255	684.065	1.810	1.81	107.18	0.9	334,307,000	334,346,000	39,000	0.12	93.35	0.1	Well 2 shut down @ 8:46 AM
2	684.065	685.848	1.783	1.78	108.97	0.9	334,346,000	335,250,000	904,000	2.77	96.12	1.4	Well 2 back on @ 7:45 AM
3	685.848	687.477	1.629	1.63	110.59	0.9	335,250,000	336,097,000	847,000	2.60	98.72	1.4	Luchetti pump observed to be running @ 8:52 AM
4	687.477	689.182	1.705	1.71	112.30	0.8	336,097,000	336,981,000	884,000	2.71	101.44	1.4	Luchetti pump observed to be running @ 8:01 AM
5	689.182	690.816	1.634	1.63	113.93	0.8	336,981,000	337,856,000	875,000	2.69	104.12	1.4	Luchetti pump observed to be running @ 8:15 AM
6	690.816	692.475	1.659	1.66	115.59	0.8	337,856,000	338,753,000	897,000	2.75	106.87	1.4	Luchetti pump observed to be running @ 8:11 AM
7	692.475	694.083	1.608	1.61	117.20	0.8	338,753,000	339,640,000	887,000	2.72	109.60	1.3	
8	694.083	694.893	0.810	0.81	118.01	0.4	339,640,000	340,063,000	423,000	1.30	110.89	0.7	
9	694.893	696.521	1.628	1.63	119.64	0.8	340,063,000	340,923,000	860,000	2.64	113.53	1.3	Luchetti pump observed to be running @ 8:22 AM
10	696.521	697.927	1.406	1.41	121.04	0.7	340,923,000	341,783,000	860,000	2.64	116.17	1.3	Luchetti pump observed to be running @ 8:05 AM
11	697.927	698.126	0.199	0.20	121.24	0.1	341,783,000	341,898,000	115,000	0.35	116.53	0.2	Luchetti pump observed to be not running @ 8:03 AM
12	698.126	698.976	0.850	0.85	122.09	0.5	341,898,000	342,349,000	451,000	1.38	117.91	0.7	Luchetti pump observed to be not running @ 9:50 AM
13	698.976	700.645	1.669	1.67	123.76	0.8	342,349,000	343,268,000	919,000	2.82	120.73	1.3	Luchetti pump observed to be running @ 8:32 AM
14	700.645	700.896	0.251	0.25	124.01	0.1	343,268,000	344,112,000	844,000	2.59	123.32	1.4	
15	700.896	700.902	0.006	0.01	124.02	0.0	344,112,000	345,086,000	974,000	2.99	126.31	1.4	
16	700.902	702.180	1.278	1.28	125.30	0.7	345,086,000	345,782,000	696,000	2.14	128.45	1.1	Luchetti pump observed to be not running @ 8:54 AM
17	702.180	703.869	1.689	1.69	126.99	0.9	345,782,000	345,802,000	20,000	0.06	128.51	0.0	Luchetti pump observed to be not running @ 8:40 AM
18	703.869	705.481	1.612	1.61	128.60	0.8	345,802,000	346,687,000	885,000	2.72	131.22	1.4	Luchetti pump observed to be running @ 8:12 AM
19	705.481	707.060	1.579	1.58	130.18	0.8	346,687,000	347,562,000	875,000	2.69	133.91	1.4	Luchetti pump observed to be running @ 8:14 AM
20	707.060	708.623	1.563	1.56	131.74	0.8	347,562,000	348,439,000	877,000	2.69	136.60	1.4	Luchetti pump observed to be not running @ 8:06 AM
21	708.623	710.178	1.555	1.55	133.30	0.8	348,439,000	349,310,000	871,000	2.67	139.27	1.4	
22	710.178	711.650	1.472	1.47	134.77	0.7	349,310,000	350,204,000	894,000	2.74	142.02	1.4	
23	711.650	713.115	1.465	1.47	136.23	0.7	350,204,000	351,075,000	871,000	2.67	144.69	1.4	Luchetti pump observed to be running @ 8:08 AM
24	713.115	714.572	1.457	1.46	137.69	0.7	351,075,000	351,965,000	890,000	2.73	147.42	1.4	Luchetti pump observed to be running @ 8:02 AM
25	714.572	716.041	1.469	1.47	139.16	0.7	351,965,000	352,859,000	894,000	2.74	150.16	1.4	Luchetti pump observed to be not running @ 8:06 AM
26	716.041	717.462	1.421	1.42	140.58	0.7	352,859,000	353,726,000	867,000	2.66	152.82	1.4	Luchetti pump observed to be not running @ 8:29 AM
27	717.462	718.878	1.416	1.42	142.00	0.7	353,726,000	354,610,000	884,000	2.71	155.54	1.4	Luchetti pump observed to be not running @ 8:22 AM
28	718.878	720.294	1.416	1.42	143.41	0.7	354,610,000	355,471,000	861,000	2.64	158.18	1.3	
29	720.294	721.713	1.419	1.42	144.83	0.7	355,471,000	356,328,000	857,000	2.63	160.81	1.3	
30	721.713	723.158	1.445	1.45	146.28	0.7	356,328,000	357,212,000	884,000	2.71	163.52	1.3	Luchetti pump observed to be not running @ 8:00 AM

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2013 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3 (Through Aug 27) / Well #2 (Beginning Aug 27)						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
October 1	723.158	724.564	1.406	1.41	147.68	0.7	357,212,000	358,070,000	858,000	2.63	166.16	1.3	Luchetti pump observed to be not running @ 8:14 AM
2	724.564	725.984	1.420	1.42	149.10	0.7	358,070,000	358,945,000	875,000	2.69	168.84	1.3	Luchetti pump observed to be not running @ 8:01 AM
3	725.984	727.369	1.385	1.38	150.49	0.7	358,945,000	359,815,000	870,000	2.67	171.51	1.3	Luchetti pump observed to be running @ 8:14 AM
4	727.369	728.767	1.398	1.40	151.88	0.7	359,815,000	360,695,000	880,000	2.70	174.21	1.3	Luchetti pump observed to be running @ 8:09 AM
5	728.767	730.252	1.485	1.48	153.37	0.7	360,695,000	361,600,000	905,000	2.78	176.99	1.3	
6	730.252	731.522	1.270	1.27	154.64	0.7	361,600,000	362,412,000	812,000	2.49	179.48	1.3	
7	731.522	732.892	1.370	1.37	156.01	0.7	362,412,000	363,276,000	864,000	2.65	182.13	1.3	Luchetti pump observed to be not running @ 8:05 AM
8	732.892	734.286	1.394	1.39	157.40	0.7	363,276,000	364,156,000	880,000	2.70	184.83	1.3	Luchetti pump observed to be not running @ 8:03 AM
9	734.286	735.664	1.378	1.38	158.78	0.7	364,156,000	365,024,000	868,000	2.66	187.50	1.3	Luchetti pump observed to be not running @ 8:33 AM
10	735.664	736.977	1.313	1.31	160.09	0.7	365,024,000	365,866,000	842,000	2.58	190.08	1.3	Luchetti pump observed to be not running @ 8:37 AM
11	736.977	737.982	1.005	1.01	161.10	0.5	365,866,000	366,503,000	637,000	1.95	192.04	0.9	Well 2 off @ 8:14 AM, on @ 5:03 PM; Ag Well off @ 8:27 AM, on @ 5:10 PM
12	737.982	739.397	1.415	1.42	162.51	0.7	366,503,000	367,354,000	851,000	2.61	194.65	1.3	
13	739.397	740.740	1.343	1.34	163.86	0.7	367,354,000	368,173,000	819,000	2.51	197.16	1.3	
14	740.740	741.708	0.968	0.97	164.83	0.5	368,173,000	368,768,000	595,000	1.83	198.99	0.9	Well 2 off @ 8:10 AM, on @ 3:56 PM; Ag Well off @ 8:15 AM, on @ 4:00 PM; Lucchetti pump observed to be off @ 8:21 AM
15	741.708	743.034	1.326	1.33	166.15	0.7	368,768,000	369,446,000	678,000	2.08	201.07	1.1	Luchetti pump observed to be not running @ 8:03 AM
16	743.034	743.248	0.214	0.21	166.37	0.1	369,446,000	369,577,000	131,000	0.40	201.47	0.2	
17	743.248	744.750	1.502	1.50	167.87	0.8	369,577,000	370,449,000	872,000	2.68	204.15	1.3	Luchetti pump observed to be not running @ 8:22 AM
18	744.750	746.205	1.455	1.46	169.32	0.7	370,449,000	371,364,000	915,000	2.81	206.95	1.4	Luchetti pump observed to be not running @ 8:22 AM
19	746.205	747.669	1.464	1.46	170.79	0.7	371,364,000	372,200,000	836,000	2.57	209.52	1.4	Luchetti pump observed to be not running @ 8:15 AM
20	747.669	749.019	1.350	1.35	172.14	0.7	372,200,000	373,018,000	818,000	2.51	212.03	1.3	
21	749.019	750.058	1.039	1.04	173.18	0.5	373,018,000	373,887,000	869,000	2.67	214.70	1.3	Ag well turned off @ 8:40 AM, back on later in the day
22	750.058	751.412	1.354	1.35	174.53	0.7	373,887,000	374,723,000	836,000	2.57	217.26	1.3	Luchetti pump observed to be not running @ 8:24 AM
23	751.412	752.840	1.428	1.43	175.96	0.7	374,723,000	375,595,000	872,000	2.68	219.94	1.3	Luchetti pump observed to be running @ 1:17 PM
24	752.840	754.182	1.342	1.34	177.30	0.7	375,595,000	376,432,000	837,000	2.57	222.51	1.3	Luchetti pump observed to be running @ 8:24 AM
25	754.182	755.558	1.376	1.38	178.68	0.7	376,432,000	377,292,000	860,000	2.64	225.15	1.3	Luchetti pump observed to be running @ 7:56 AM
26	755.558	756.926	1.368	1.37	180.04	0.7	377,292,000	378,144,000	852,000	2.61	227.76	1.3	
27	756.926	758.284	1.358	1.36	181.40	0.7	378,144,000	378,992,000	848,000	2.60	230.36	1.3	
28	758.284	759.687	1.403	1.40	182.80	0.7	378,992,000	379,875,000	883,000	2.71	233.07	1.3	Luchetti pump observed to be not running @ 7:55 AM
29	759.687	760.987	1.300	1.30	184.10	0.7	379,875,000	380,701,000	826,000	2.53	235.61	1.3	Luchetti pump observed to be running @ 8:48 AM
30	760.987	762.355	1.368	1.37	185.47	0.7	380,701,000	381,573,000	872,000	2.68	238.28	1.3	Luchetti pump observed to be running @ 8:07 AM
31	762.355	763.64	1.285	1.28	186.76	0.7	381,573,000	382,393,000	820,000	2.52	240.80	1.3	Luchetti pump observed to be running @ 8:31 AM

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2012 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Start	End	Difference (gallons)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
July 1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13	100,047	102,645	2,598	2.60	2.60	1.3	51,000	745,000	694,000	2.13	2.13	1.1	Begin pumping to creek: Well 3 @ 8:11 AM; Ag Well @ 9:17 AM
14	102,645	105,242	2,598	2.60	5.20	1.3	745,000	1,439,000	694,000	2.13	4.26	1.1	
15	105,242	107,840	2,598	2.60	7.79	1.3	1,439,000	2,133,000	694,000	2.13	6.39	1.1	
16	107,840	110,293	2,453	2.45	10.25	1.3	2,133,000	2,786,000	653,000	2.00	8.39	1.1	Luchetti pump observed to be running @ 8:05 AM
17	110,293	112,822	2,529	2.53	12.78	1.3	2,786,000	3,463,000	677,000	2.08	10.47	1.1	Luchetti pump observed to be running @ 9:57 AM
18	112,822	115,280	2,458	2.46	15.23	1.3	3,463,000	4,117,000	654,000	2.01	12.48	1.1	Luchetti pump observed to be running @ 8:00 AM
19	115,280	117,889	2,609	2.61	17.84	1.3	4,117,000	4,810,000	693,000	2.13	14.60	1.1	Luchetti pump observed to be running @ 8:09 AM
20	117,889	120,448	2,559	2.56	20.40	1.3	4,810,000	5,527,000	717,000	2.20	16.81	1.1	Luchetti pump observed to be running @ 8:26 AM
21	120,448	123,075	2,627	2.63	23.03	1.3	5,527,000	6,226,000	699,000	2.15	18.95	1.1	
22	123,075	125,680	2,605	2.61	25.63	1.3	6,226,000	6,915,000	689,000	2.11	21.06	1.1	
23	125,680	128,261	2,581	2.58	28.21	1.3	6,915,000	7,609,000	694,000	2.13	23.19	1.1	Luchetti pump observed to be running @ 8:03 AM
24	128,261	130,966	2,705	2.71	30.92	1.3	7,609,000	8,348,000	739,000	2.27	25.46	1.1	Luchetti pump observed to be running @ 8:22 AM
25	130,966	133,496	2,530	2.53	33.45	1.3	8,348,000	9,030,000	682,000	2.09	27.56	1.1	Luchetti pump observed to be running @ 8:53 AM
26	133,496	136,202	2,706	2.71	36.16	1.3	9,030,000	9,762,000	732,000	2.25	29.80	1.1	Luchetti pump observed to be running @ 8:28 AM
27	136,202	138,791	2,589	2.59	38.74	1.3	9,762,000	10,459,000	697,000	2.14	31.94	1.1	Luchetti pump observed to be running @ 9:00 AM
28	138,791	141,342	2,551	2.55	41.30	1.3	10,459,000	11,155,000	696,000	2.14	34.08	1.1	
29	141,342	143,855	2,513	2.51	43.81	1.3	11,155,000	11,833,000	678,000	2.08	36.16	1.1	
30	143,855	146,413	2,558	2.56	46.37	1.3	11,833,000	12,525,000	692,000	2.12	38.28	1.1	Luchetti pump observed to be running @ 8:15 AM
31	146,413	149,025	2,612	2.61	48.98	1.3	12,525,000	13,236,000	711,000	2.18	40.46	1.1	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2012 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Start	End	Difference (gallons)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
August 1	149,025	151,515	2,490	2.49	51.47	1.3	13,236,000	13,923,000	687,000	2.11	42.57	1.1	
2	151,515	154,117	2,602	2.60	54.07	1.3	13,923,000	14,751,000	828,000	2.54	45.11	1.1	Luchetti pump observed to be running @ 9:05 AM
3	154,117	156,594	2,477	2.48	56.55	1.3	14,751,000	15,325,000	574,000	1.76	46.87	1.1	Luchetti pump observed to be running @ 8:30 AM
4	156,594	159,132	2,538	2.54	59.09	1.3	15,325,000	16,180,000	855,000	2.62	49.50	1.1	
5	159,132	161,575	2,443	2.44	61.53	1.2	16,180,000	16,701,000	521,000	1.60	51.10	1.1	Luchetti pump observed to be running @ 8:19 AM
6	161,575	164,048	2,473	2.47	64.00	1.2	16,701,000	17,401,000	700,000	2.15	53.25	1.1	
7	164,048	166,531	2,483	2.48	66.48	1.3	17,401,000	18,095,000	694,000	2.13	55.38	1.1	Luchetti pump observed to be not running @ 8:05 AM
8	166,531	168,935	2,404	2.40	68.89	1.2	18,095,000	18,774,000	679,000	2.08	57.46	1.1	Luchetti pump observed to be not running @ 8:09 AM
9	168,935	171,459	2,524	2.52	71.41	1.3	18,774,000	19,482,000	708,000	2.17	59.63	1.1	Luchetti pump observed to be not running @ 8:32 AM
10	171,459	173,861	2,402	2.40	73.81	1.2	19,482,000	20,171,000	689,000	2.11	61.75	1.0	Luchetti pump observed to be running @ 8:20 AM
11	173,861	176,261	2,400	2.40	76.21	1.2	20,171,000	20,849,000	678,000	2.08	63.83	1.0	
12	176,261	178,488	2,227	2.23	78.44	1.2	20,849,000	21,441,000	592,000	1.82	65.64	1.0	
13	178,488	180,889	2,401	2.40	80.84	1.2	21,441,000	22,118,000	677,000	2.08	67.72	1.0	Luchetti pump observed to be not running @ 8:14 AM
14	180,889	182,798	1,909	1.91	82.75	1.2	22,118,000	22,662,000	544,000	1.67	69.39	1.0	Luchetti pump observed to be running @ 8:17 AM
15	182,798	185,185	2,387	2.39	85.14	1.2	22,662,000	23,320,000	658,000	2.02	71.41	1.0	Luchetti pump observed to be running @ 8:10 AM
16	185,185	187,576	2,391	2.39	87.53	1.2	23,320,000	24,001,000	681,000	2.09	73.50	1.0	Luchetti pump observed to be running @ 8:12 AM
17	187,576	190,071	2,495	2.50	90.02	1.2	24,001,000	24,722,000	721,000	2.21	75.71	1.0	Luchetti pump observed to be running @ 8:00 AM
18	190,071	192,310	2,239	2.24	92.26	1.2	24,722,000	25,351,000	629,000	1.93	77.64	1.0	Luchetti pump observed to be running @ 10:30 AM
19	192,310	194,510	2,200	2.20	94.46	1.2	25,351,000	25,956,000	605,000	1.86	79.50	1.0	
20	194,510	197,031	2,521	2.52	96.98	1.2	25,956,000	26,673,000	717,000	2.20	81.70	1.0	Luchetti pump observed to be running @ 8:06 AM
21	197,031	199,131	2,100	2.10	99.08	1.2	26,673,000	27,265,000	592,000	1.82	83.52	1.0	Luchetti pump observed to be running @ 9:44 AM
22	199,131	201,416	2,285	2.29	101.37	1.2	27,265,000	27,905,000	640,000	1.96	85.48	1.0	Luchetti pump observed to be running @ 8:00 AM
23	201,416	203,717	2,301	2.30	103.67	1.2	27,905,000	28,553,000	648,000	1.99	87.47	1.0	Luchetti pump observed to be running @ 8:01 AM
24	203,717	205,970	2,253	2.25	105.92	1.2	28,553,000	29,195,000	642,000	1.97	89.44	1.0	Luchetti pump observed to be not running @ 8:07 AM
25	205,970	208,285	2,315	2.32	108.24	1.1	29,195,000	29,837,000	642,000	1.97	91.41	1.0	
26	208,285	210,662	2,377	2.38	110.62	1.1	29,837,000	30,520,000	683,000	2.10	93.51	1.0	
27	210,662	212,698	2,036	2.04	112.65	1.1	30,520,000	31,091,000	571,000	1.75	95.26	1.0	Luchetti pump observed to be running @ 11:09 AM
28	212,698	215,220	2,522	2.52	115.17	1.1	31,091,000	31,790,000	699,000	2.15	97.40	1.0	Luchetti pump observed to be running @ 8:36 AM
29	215,220	217,320	2,100	2.10	117.27	1.2	31,790,000	32,377,000	587,000	1.80	99.20	1.0	Luchetti pump observed to be not running @ 10:20 AM
30	217,320	219,610	2,290	2.29	119.56	1.1	32,377,000	33,020,000	643,000	1.97	101.18	1.0	Luchetti pump observed to be not running @ 8:22 AM
31	219,610	221,809	2,199	2.20	121.76	1.2	33,020,000	33,644,000	624,000	1.91	103.09	1.0	Luchetti pump observed to be not running @ 8:14 AM

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2012 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
September 1	221,809	224,073	2,264	2.26	124.03	1.1	33,644,000	34,278,000	634,000	1.95	105.04	1.0	
2	224,073	226,305	2,232	2.23	126.26	1.1	34,278,000	34,918,000	640,000	1.96	107.00	1.0	
3	226,305	228,576	2,271	2.27	128.53	1.1	34,918,000	35,544,000	626,000	1.92	108.92	1.0	
4	228,576	231,089	2,513	2.51	131.04	1.1	35,544,000	36,247,000	703,000	2.16	111.08	1.0	Luchetti pump observed to be running @ 8:06 AM
5	231,089	233,079	1,990	1.99	133.03	1.1	36,247,000	36,804,000	557,000	1.71	112.79	1.0	Luchetti pump observed to be running @ 10:45 AM
6	233,079	235,376	2,297	2.30	135.33	1.1	36,804,000	37,452,000	648,000	1.99	114.78	1.0	Luchetti pump observed to be not running @ 8:02 AM
7	235,376	237,765	2,389	2.39	137.72	1.1	37,452,000	38,130,000	678,000	2.08	116.86	1.0	Luchetti pump observed to be not running @ 8:22 AM
8	237,765	240,379	2,614	2.61	140.33	1.1	38,130,000	38,854,000	724,000	2.22	119.08	1.0	
9	240,379	242,139	1,760	1.76	142.09	1.1	38,854,000	39,338,000	484,000	1.49	120.57	1.0	
10	242,139	244,379	2,240	2.24	144.33	1.1	39,338,000	39,963,000	625,000	1.92	122.49	1.0	Luchetti pump observed to be running @ 8:17 AM
11	244,379	246,610	2,231	2.23	146.56	1.1	39,963,000	40,584,000	621,000	1.91	124.39	1.0	Luchetti pump observed to be running @ 8:06 AM
12	246,610	249,054	2,444	2.44	149.01	1.1	40,584,000	41,255,000	671,000	2.06	126.45	1.0	Luchetti pump observed to be running @ 8:10 AM
13	249,054	251,122	2,068	2.07	151.08	1.1	41,255,000	41,832,000	577,000	1.77	128.22	1.0	Luchetti pump observed to be running @ 9:04 AM
14	251,122	253,038	1,916	1.92	152.99	1.1	41,832,000	42,409,000	577,000	1.77	129.99	1.0	Luchetti pump observed to be running @ 8:17 AM
15	253,038	255,283	2,245	2.25	155.24	1.1	42,409,000	43,021,000	612,000	1.88	131.87	0.9	
16	255,283	257,573	2,290	2.29	157.53	1.1	43,021,000	43,634,000	613,000	1.88	133.75	1.0	
17	257,573	259,782	2,209	2.21	159.74	1.1	43,634,000	44,250,000	616,000	1.89	135.64	1.0	Luchetti pump observed to be not running @ 7:57 AM
18	259,782	262,221	2,439	2.44	162.17	1.1	44,250,000	44,916,000	666,000	2.04	137.69	1.0	Luchetti pump observed to be running @ 8:06 AM
19	262,221	264,219	1,998	2.00	164.17	1.1	44,916,000	45,468,000	552,000	1.69	139.38	0.9	Luchetti pump observed to be not running @ 10:40 AM
20	264,219	266,443	2,224	2.22	166.40	1.1	45,468,000	46,085,000	617,000	1.89	141.27	0.9	Luchetti pump observed to be not running @ 8:05 AM
21	266,443	268,610	2,167	2.17	168.56	1.1	46,085,000	46,689,000	604,000	1.85	143.13	0.9	Luchetti pump observed to be not running @ 8:17 AM
22	268,610	270,782	2,172	2.17	170.74	1.1	46,689,000	47,286,000	597,000	1.83	144.96	0.9	
23	270,782	272,988	2,206	2.21	172.94	1.1	47,286,000	47,882,000	596,000	1.83	146.79	0.9	
24	272,988	275,137	2,149	2.15	175.09	1.1	47,882,000	48,479,000	597,000	1.83	148.62	0.9	Luchetti pump observed to be not running @ 8:07 AM
25	275,137	277,333	2,196	2.20	177.29	1.1	48,479,000	49,083,000	604,000	1.85	150.47	0.9	Luchetti pump observed to be not running @ 8:00 AM
26	277,333	279,435	2,102	2.10	179.39	1.1	49,083,000	49,658,000	575,000	1.76	152.24	0.9	Luchetti pump observed to be not running @ 8:15 AM
27	279,435	281,399	1,964	1.96	181.35	1.1	49,658,000	50,200,000	542,000	1.66	153.90	0.9	Ag Well and Well 3 off for 2 hours; Luchetti not pumping
28	281,399	283,550	2,151	2.15	183.50	1.0	50,200,000	50,782,000	582,000	1.79	155.69	0.9	Luchetti pump observed to be not running @ 8:00 AM
29	283,550	286,271	2,721	2.72	186.22	1.1	50,782,000	51,525,000	743,000	2.28	157.97	0.9	
30	286,271	287,808	1,537	1.54	187.76	1.1	51,525,000	51,948,000	423,000	1.30	159.27	0.9	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2012 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
October 1	287,808	289,840	2,032	2.03	189.79	1.1	51,948,000	52,505,000	557,000	1.71	160.98	0.9	Luchetti pump observed to be not running @ 9:01 AM
2	289,840	291,912	2,072	2.07	191.87	1.0	52,505,000	53,075,000	570,000	1.75	162.72	0.9	Luchetti pump observed to be not running @ 8:29 AM
3	291,912	293,968	2,056	2.06	193.92	1.1	53,075,000	53,640,000	565,000	1.73	164.46	0.9	Luchetti pump observed to be not running @ 8:19 AM
4	293,968	296,068	2,100	2.10	196.02	1.0	53,640,000	54,218,000	578,000	1.77	166.23	0.9	Luchetti pump observed to be not running @ 8:08 AM
5	296,068	298,040	1,972	1.97	197.99	1.1	54,218,000	54,769,000	551,000	1.69	167.92	0.9	Luchetti pump observed to be not running @ 8:34 AM
6	298,040	300,386	2,346	2.35	200.34	1.0	54,769,000	55,411,000	642,000	1.97	169.89	0.9	
7	300,386	302,118	1,732	1.73	202.07	1.1	55,411,000	55,891,000	480,000	1.47	171.37	0.9	
8	302,118	304,127	2,009	2.01	204.08	1.0	55,891,000	56,460,000	569,000	1.75	173.11	0.9	Luchetti pump observed to be not running @ 8:00 AM
9	304,127	306,158	2,031	2.03	206.11	0.9	56,460,000	57,025,000	565,000	1.73	174.85	0.9	Luchetti pump observed to be not running @ 8:04 AM
10	306,158	308,214	2,056	2.06	208.17	1.0	57,025,000	57,608,000	583,000	1.79	176.64	0.9	Luchetti pump observed to be not running @ 8:25 AM
11	308,214	310,406	2,192	2.19	210.36	1.0	57,608,000	58,215,000	607,000	1.86	178.50	0.9	Luchetti pump observed to be not running @ 10:00 AM
12	310,406	312,136	1,730	1.73	212.09	1.0	58,215,000	58,706,000	491,000	1.51	180.01	0.9	
13	312,136	314,151	2,015	2.02	214.10	1.0	58,706,000	59,269,000	563,000	1.73	181.73	0.9	
14	314,151	316,375	2,224	2.22	216.33	1.0	59,269,000	59,891,000	622,000	1.91	183.64	0.9	
15	316,375	316,855	480	0.48	216.81	1.0	59,891,000	60,471,000	580,000	1.78	185.42	1.0	Ag well stopped pumping to creek at 4:35 PM
16	316,855	316,855	0	0.00	216.81	0.0	60,471,000	61,287,000	816,000	2.50	187.93	1.0	
17	316,855	316,855	0	0.00	216.81	0.0	61,287,000	61,791,000	504,000	1.55	189.47	1.0	
18	316,855	316,904	49	0.05	216.86	1.2	61,791,000	62,445,000	654,000	2.01	191.48	1.0	Ag well on for 0.5 hours, then shut down; Luchetti not pumping
19	316,904	316,904	0	0.00	216.86	0.0	62,445,000	63,105,000	660,000	2.03	193.51	1.0	Luchetti pump observed to be not running @ 8:00 AM
20	316,904	316,904	0	0.00	216.86	0.0	63,105,000	63,781,000	676,000	2.07	195.58	1.0	
21	316,904	316,904	0	0.00	216.86	0.0	63,781,000	64,428,000	647,000	1.99	197.57	1.1	
22	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	Well 3 stopped pumping to creek at 8:38 AM
23	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	
24	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	
25	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	
26	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	
27	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	
28	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	
29	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	
30	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	
31	316,904	316,904	0	0.00	216.86	0.0	64,428,000	64,428,000	0	0.00	197.57	0.0	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2011 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						**Well #3**						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
July 1													
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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2011 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
August 1													
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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2011 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
September 1													
2													
3													
4													
5													
6	560,998	563,658	2,660	2.66	2.66	1.34	90,029,000	90,738,000	709,000	2.18	2.18	1.10	Start Ag Well and Well 3 @ 8:00 AM
7	563,658	566,430	2,772	2.77	5.43	1.40	90,738,000	90,738,000	0	0.00	2.18	0.00	Luchetti Pumping @ 8:05 AM, Well 3 Stop @ 8:30 AM
8	566,430	569,062	2,632	2.63	8.06	1.33	90,738,000	90,738,000	0	0.00	2.18	0.00	Luchetti Pumping @ 8:18 AM
9	569,062	571,663	2,601	2.60	10.67	1.31	90,738,000	90,738,000	0	0.00	2.18	0.00	Luchetti Pumping @ 8:23 AM
10	571,663	574,287	2,624	2.62	13.29	1.33	90,738,000	90,738,000	0	0.00	2.18	0.00	
11	574,287	577,025	2,738	2.74	16.03	1.38	90,738,000	90,738,000	0	0.00	2.18	0.00	
12	577,025	577,474	449	0.45	16.48	0.23	90,738,000	90,738,000	0	0.00	2.18	0.00	
13	577,474	577,474	0	0.00	16.48	0.00	90,738,000	90,738,000	0	0.00	2.18	0.00	Luchetti Pumping
14	577,474	577,474	0	0.00	16.48	0.00	90,738,000	90,738,000	0	0.00	2.18	0.00	Luchetti Pumping
15	577,474	577,528	54	0.05	16.53	0.03	90,738,000	90,756,000	18,000	0.06	2.23	0.03	Luchetti Pumping
16	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	Luchetti Pumping
17	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
18	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
19	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
20	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
21	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
22	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
23	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
24	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
25	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
26	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
27	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
28	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
29	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
30	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2011 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
October 1	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
2	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
3	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
4	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
5	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
6	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
7	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
8	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
9	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
10	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
11	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
12	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
13	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
14	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
15	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
16	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
17	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
18	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
19	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
20	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
21	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
22	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
23	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
24	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
25	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
26	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
27	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
28	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
29	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
30	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	
31	577,528	577,528	0	0.00	16.53	0.00	90,756,000	90,756,000	0	0.00	2.23	0.00	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2010 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)	
July 1							
2							
3							
4							
5							
6							
7							
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20							
21							
22							
23							
24							
25							
26	216,050	218,037	1,987	1.99	1.99	1.00	Ag Well: Started 2:00 PM - Running continuously
27	218,037	220,853	2,816	2.82	4.80	1.42	
28	220,853	223,279	2,426	2.43	7.23	1.23	
29	223,279	225,990	2,711	2.71	9.94	1.37	
30	225,990	228,435	2,445	2.45	12.39	1.23	
31	228,435	231,092	2,657	2.66	15.04	1.34	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2010 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)	
August 1	231,092	233,772	2,680	2.68	17.72	1.35	
2	233,772	236,353	2,581	2.58	20.30	1.30	
3	236,353	239,034	2,681	2.68	22.98	1.35	
4	239,034	241,591	2,557	2.56	25.54	1.29	
5	241,591	244,233	2,642	2.64	28.18	1.33	
6	244,233	247,984	3,751	3.75	31.93	1.89	
7	247,984	248,622	638	0.64	32.57	0.32	Ag Well: Started running 2 hours off and 1 hour on
8	248,622	249,496	874	0.87	33.45	0.44	
9	249,496	250,587	1,091	1.09	34.54	0.55	
10	250,587	251,714	1,127	1.13	35.66	0.57	
11	251,714	252,904	1,190	1.19	36.85	0.60	
12	252,904	254,670	1,766	1.77	38.62	0.89	
13	254,670	255,774	1,104	1.10	39.72	0.56	
14	255,774	257,303	1,529	1.53	41.25	0.77	
15	257,303	258,694	1,391	1.39	42.64	0.70	
16	258,694	260,855	2,161	2.16	44.81	1.09	
17	260,855	263,078	2,223	2.22	47.03	1.12	Ag Well: Shut down @9:05 AM, Observed Luchetti pumping @ 3:15 PM
18	263,078	266,021	2,943	2.94	49.97	1.49	Ag Well: Started running continuously
19	266,021	268,394	2,373	2.37	52.34	1.20	
20	268,394	271,232	2,838	2.84	55.18	1.43	
21	271,232	273,820	2,588	2.59	57.77	1.31	
22	273,820	276,203	2,383	2.38	60.15	1.20	
23	276,203	278,827	2,624	2.62	62.78	1.33	
24	278,827	281,704	2,877	2.88	65.65	1.45	
25	281,704	283,996	2,292	2.29	67.95	1.16	
26	283,996	286,614	2,618	2.62	70.56	1.32	
27	286,614	289,126	2,512	2.51	73.08	1.27	
28	289,126	291,668	2,542	2.54	75.62	1.28	
29	291,668	294,325	2,657	2.66	78.28	1.34	
30	294,325	296,953	2,628	2.63	80.90	1.33	
31	296,953	299,588	2,635	2.64	83.54	1.33	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2010 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)	
September 1	299,588	302,071	2,483	2.48	86.02	1.25	
2	302,071	304,591	2,520	2.52	88.54	1.27	
3	304,591	307,115	2,524	2.52	91.07	1.27	
4	307,115	309,657	2,542	2.54	93.61	1.28	
5	309,657	312,097	2,440	2.44	96.05	1.23	
6	312,097	314,639	2,542	2.54	98.59	1.28	
7	314,639	317,171	2,532	2.53	101.12	1.28	
8	317,171	319,714	2,543	2.54	103.66	1.28	Observed Luchetti pumping @ 1:45 PM
9	319,714	322,323	2,609	2.61	106.27	1.32	
10	322,323	325,635	3,312	3.31	109.59	1.67	
11	325,635	327,449	1,814	1.81	111.40	0.92	
12	327,449	329,770	2,321	2.32	113.72	1.17	
13	329,770	332,287	2,517	2.52	116.24	1.27	
14	332,287	334,913	2,626	2.63	118.86	1.33	
15	334,913	336,720	1,807	1.81	120.67	0.91	
16	336,720	339,419	2,699	2.70	123.37	1.36	
17	339,419	342,163	2,744	2.74	126.11	1.39	
18	342,163	343,268	1,105	1.11	127.22	0.56	
19	343,268	345,503	2,235	2.24	129.45	1.13	
20	345,503	348,046	2,543	2.54	132.00	1.28	
21	348,046	350,951	2,905	2.91	134.90	1.47	
22	350,951	353,105	2,154	2.15	137.06	1.09	
23	353,105	355,591	2,486	2.49	139.54	1.26	
24	355,591	358,316	2,725	2.73	142.27	1.38	
25	358,316	360,882	2,566	2.57	144.83	1.30	
26	360,882	363,171	2,289	2.29	147.12	1.16	
27	363,171	365,656	2,485	2.49	149.61	1.26	
28	365,656	368,303	2,647	2.65	152.25	1.34	
29	368,303	370,624	2,321	2.32	154.57	1.17	
30	370,624	373,095	2,471	2.47	157.05	1.25	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2010 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)	
October 1	373,095	375,481	2,386	2.39	159.43	1.21	
2	375,481	377,877	2,396	2.40	161.83	1.21	
3	377,877	380,266	2,389	2.39	164.22	1.21	
4	380,266	382,607	2,341	2.34	166.56	1.18	
5	382,607	385,151	2,544	2.54	169.10	1.28	
6	385,151	387,413	2,262	2.26	171.36	1.14	
7	387,413	387,494	81	0.08	171.44	0.04	Ag Well: Shut down to install pressure release valve to Well #3
8	387,494	387,519	25	0.03	171.47	0.01	
9	387,519	387,519	0	0.00	171.47	0.00	
10	387,519	387,519	0	0.00	171.47	0.00	
11	387,519	389,179	1,660	1.66	173.13	0.84	Ag Well: Re-started and running continuously
12	389,179	391,712	2,533	2.53	175.66	1.28	
13	391,712	394,053	2,341	2.34	178.00	1.18	
14	394,053	396,016	1,963	1.96	179.97	0.99	
15	396,016	398,463	2,447	2.45	182.41	1.24	
16	398,463	400,942	2,479	2.48	184.89	1.25	
17	400,942	401,035	93	0.09	184.99	0.05	Ag Well: Discharge discontinued @ 8:50 am
18	401,035	401,035	0	0.00	184.99	0.00	
19	401,035	401,035	0	0.00	184.99	0.00	
20	401,035	401,035	0	0.00	184.99	0.00	
21	401,035	401,035	0	0.00	184.99	0.00	
22	401,035	401,035	0	0.00	184.99	0.00	
23	401,035	401,035	0	0.00	184.99	0.00	
24	401,035	401,035	0	0.00	184.99	0.00	
25	401,035	401,035	0	0.00	184.99	0.00	
26	401,035	401,035	0	0.00	184.99	0.00	
27	401,035	401,035	0	0.00	184.99	0.00	
28	401,035	401,035	0	0.00	184.99	0.00	
29	401,035	401,035	0	0.00	184.99	0.00	
30	401,035	401,035	0	0.00	184.99	0.00	
31	401,035	401,035	0	0.00	184.99	0.00	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2009 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)	
July 1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14	775,556	777,448	1,892	1.89	1.89	0.96	Ag Well: Started 11:00 AM - Running Continuously
15	777,448	779,548	2,100	2.10	3.99	1.06	Ag Well: Drawdowns 5.5 hr off
16	779,548	782,165	2,617	2.62	6.61	1.32	
17	782,165	785,310	3,145	3.15	9.75	1.59	
18	785,310	787,447	2,137	2.14	11.89	1.08	
19	787,447	790,005	2,558	2.56	14.45	1.29	
20	790,005	792,532	2,527	2.53	16.98	1.28	
21	792,532	795,074	2,542	2.54	19.52	1.28	Observed Luchetti pumping @ 10:30 AM
22	795,074	797,705	2,631	2.63	22.15	1.33	Observed Luchetti pumping @ 10:15 AM
23	797,705	800,230	2,525	2.53	24.67	1.28	Observed Luchetti pumping @ 11:30 AM
24	800,230	803,713	3,483	3.48	28.16	1.76	Observed Luchetti pumping @ 8:30 AM
25	803,713	805,225	1,512	1.51	29.67	0.76	
26	805,225	807,984	2,759	2.76	32.43	1.39	
27	807,984	810,562	2,578	2.58	35.01	1.30	Observed Luchetti pumping @ 9:30 AM
28	810,562	813,147	2,585	2.59	37.59	1.31	Observed Luchetti pumping @ 11:00 AM
29	813,147	815,691	2,544	2.54	40.14	1.28	Observed Luchetti pumping @ 8:00 AM
30	815,691	818,262	2,571	2.57	42.71	1.30	
31	818,262	821,038	2,776	2.78	45.48	1.40	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2009 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)	
August 1	821,038	823,527	2,489	2.49	47.97	1.26	
2	823,527	825,773	2,246	2.25	50.22	1.13	
3	825,773	828,269	2,496	2.50	52.71	1.26	Observed Luchetti pumping @ 1:00 PM
4	828,269	830,716	2,447	2.45	55.16	1.24	
5	830,716	833,041	2,325	2.33	57.49	1.17	Observed Luchetti pumping @ 3:00 PM
6	833,041	835,434	2,393	2.39	59.88	1.21	Observed Luchetti pump broken down @ 11:30 AM
7	835,434	838,185	2,751	2.75	62.63	1.39	Observed Luchetti pump being worked on @ 10:52 AM
8	838,185	840,045	1,860	1.86	64.49	0.94	
9	840,045	842,147	2,102	2.10	66.59	1.06	
10	842,147	844,468	2,321	2.32	68.91	1.17	
11	844,468	847,074	2,606	2.61	71.52	1.32	
12	847,074	849,002	1,928	1.93	73.45	0.97	Observed Luchetti pumping @ 9:00 AM
13	849,002	851,687	2,685	2.69	76.13	1.36	Observed Luchetti pumping @ 8:45 AM
14	851,687	853,559	1,872	1.87	78.00	0.95	
15	853,559	855,600	2,041	2.04	80.04	1.03	
16	855,600	857,766	2,166	2.17	82.21	1.09	
17	857,766	859,590	1,824	1.82	84.03	0.92	Observed Luchetti pumping @ 2:40 PM
18	859,590	861,886	2,296	2.30	86.33	1.16	Observed Luchetti pumping @ 8:22 AM
19	861,886	864,578	2,692	2.69	89.02	1.36	Observed Luchetti pumping @ 12:17 PM
20	864,578	866,474	1,896	1.90	90.92	0.96	
21	866,474	869,516	3,042	3.04	93.96	1.54	
22	869,516	870,952	1,436	1.44	95.40	0.73	
23	870,952	870,952	0	0.00	95.40	0.00	
24	870,952	875,737	4,785	4.79	100.18	2.42	Observed Luchetti pumping @ 12:30 PM
25	875,737	877,682	1,945	1.95	102.13	0.98	Observed Luchetti pump being worked on @ 12:30 PM
26	877,682	879,942	2,260	2.26	104.39	1.14	
27	879,942	882,158	2,216	2.22	106.60	1.12	Observed Luchetti pumping @ 9:30 AM
28	882,158	884,458	2,300	2.30	108.90	1.16	Observed Luchetti pumping @ 1:20 PM
29	884,458	886,821	2,363	2.36	111.27	1.19	
30	886,821	888,746	1,925	1.93	113.19	0.97	
31	888,746	890,986	2,240	2.24	115.43	1.13	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2009 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)	
September 1	890,986	893,196	2,210	2.21	117.64	1.12	Observed Luchetti pumping @ 12:52 PM
2	893,196	895,409	2,213	2.21	119.85	1.12	
3	895,409	897,580	2,171	2.17	122.02	1.10	
4	897,580	900,519	2,939	2.94	124.96	1.48	
5	900,519	901,875	1,356	1.36	126.32	0.68	
6	901,875	904,076	2,201	2.20	128.52	1.11	
7	904,076	905,942	1,866	1.87	130.39	0.94	
8	905,942	908,152	2,210	2.21	132.60	1.12	
9	908,152	910,334	2,182	2.18	134.78	1.10	
10	910,334	912,418	2,084	2.08	136.86	1.05	
11	912,418	915,291	2,873	2.87	139.74	1.45	
12	915,291	916,647	1,356	1.36	141.09	0.68	
13	916,647	918,699	2,052	2.05	143.14	1.04	
14	918,699	920,478	1,779	1.78	144.92	0.90	
15	920,478	922,666	2,188	2.19	147.11	1.11	
16	922,666	924,845	2,179	2.18	149.29	1.10	
17	924,845	926,996	2,151	2.15	151.44	1.09	
18	926,996	929,573	2,577	2.58	154.02	1.30	
19	929,573	931,493	1,920	1.92	155.94	0.97	
20	931,493	933,306	1,813	1.81	157.75	0.92	
21	933,306	935,358	2,052	2.05	159.80	1.04	
22	935,358	937,361	2,003	2.00	161.81	1.01	
23	937,361	939,332	1,971	1.97	163.78	1.00	
24	939,332	941,413	2,081	2.08	165.86	1.05	
25	941,413	943,903	2,490	2.49	168.35	1.26	
26	943,903	945,974	2,071	2.07	170.42	1.05	
27	945,974	947,547	1,573	1.57	171.99	0.79	
28	947,547	949,525	1,978	1.98	173.97	1.00	
29	949,525	951,617	2,092	2.09	176.06	1.06	
30	951,617	953,759	2,142	2.14	178.20	1.08	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2009 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)	
October 1	953,759	955,774	2,015	2.02	180.22	1.02	
2	955,774	958,171	2,397	2.40	182.62	1.21	
3	958,171	959,812	1,641	1.64	184.26	0.83	
4	959,812	961,937	2,125	2.13	186.38	1.07	
5	961,937	963,993	2,056	2.06	188.44	1.04	
6	963,993	966,291	2,298	2.30	190.74	1.16	
7	966,291	968,269	1,978	1.98	192.71	1.00	
8	968,269	970,152	1,883	1.88	194.60	0.95	
9	970,152	972,760	2,608	2.61	197.20	1.32	
10	972,760	974,260	1,500	1.50	198.70	0.76	
11	974,260	976,301	2,041	2.04	200.75	1.03	
12	976,301	978,376	2,075	2.08	202.82	1.05	
13	978,376	978,614	238	0.24	203.06	0.12	Ag Well: Discharge discontinued @ 11:20 AM
14	978,614	978,662	48	0.05	203.11	0.02	
15	978,662	978,662	0	0.00	203.11	0.00	
16	978,662	978,662	0	0.00	203.11	0.00	
17	978,662	978,662	0	0.00	203.11	0.00	
18	978,662	978,662	0	0.00	203.11	0.00	
19	978,662	978,662	0	0.00	203.11	0.00	
20	978,662	978,662	0	0.00	203.11	0.00	
21	978,662	978,662	0	0.00	203.11	0.00	
22	978,662	978,662	0	0.00	203.11	0.00	
23	978,662	978,662	0	0.00	203.11	0.00	
24	978,662	978,662	0	0.00	203.11	0.00	
25	978,662	978,662	0	0.00	203.11	0.00	
26	978,662	978,662	0	0.00	203.11	0.00	
27	978,662	978,662	0	0.00	203.11	0.00	
28	978,662	978,662	0	0.00	203.11	0.00	
29	978,662	978,662	0	0.00	203.11	0.00	
30	978,662	978,662	0	0.00	203.11	0.00	
31	978,662				203.11		

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2008 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
July 1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11	156,897	159,140	2,243	2.24	2.24	1.13							Ag Well: Started 10:35 AM - running continuously
12	159,140	162,534	3,394	3.39	5.64	1.71							
13	162,534	164,465	1,931	1.93	7.57	0.98							
14	164,465	167,123	2,658	2.66	10.23	1.34							
15	167,123	169,388	2,265	2.27	12.49	1.14							
16	169,388	171,976	2,588	2.59	15.08	1.31							
17	171,976	174,564	2,588	2.59	17.67	1.31							
18	174,564	178,120	3,556	3.56	21.22	1.80							
19	178,120	179,812	1,692	1.69	22.92	0.85							
20	179,812	181,976	2,164	2.16	25.08	1.09							
21	181,976	184,531	2,555	2.56	27.63	1.29							
22	184,531	186,969	2,438	2.44	30.07	1.23							
23	186,969	189,436	2,467	2.47	32.54	1.25							
24	189,436	191,906	2,470	2.47	35.01	1.25							
25	191,906	195,162	3,256	3.26	38.27	1.64							
26	195,162	196,656	1,494	1.49	39.76	0.75							
27	196,656	198,892	2,236	2.24	42.00	1.13							
28	198,892	201,277	2,385	2.39	44.38	1.20							Observed Luchetti pumping @ 2:50 PM
29	201,277	203,605	2,328	2.33	46.71	1.18							
30	203,605	205,962	2,357	2.36	49.07	1.19							
31	205,962	208,278	2,316	2.32	51.38	1.17							Observed Luchetti pumping @ 12:20 PM

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2008 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
August 1	208,278	210,232	1,954	1.95	53.34	0.99							Ag Well: Change operation to 1 hr on - 1 hr off
2	210,232	211,063	831	0.83	54.17	0.42							
3	211,063	212,067	1,004	1.00	55.17	0.51							
4	212,067	213,215	1,148	1.15	56.32	0.58							Observed Luchetti pumping
5	213,215	214,377	1,162	1.16	57.48	0.59							
6	214,377	215,531	1,154	1.15	58.63	0.58							
7	215,531	216,683	1,152	1.15	59.79	0.58							
8	216,683	218,033	1,350	1.35	61.14	0.68							
9	218,033	219,058	1,025	1.03	62.16	0.52							
10	219,058	220,068	1,010	1.01	63.17	0.51							
11	220,068	221,210	1,142	1.14	64.31	0.58							
12	221,210	222,503	1,293	1.29	65.61	0.65							Ag Well: Change operation to 2 hr on - 1 hr off
13	222,503	224,107	1,604	1.60	67.21	0.81							
14	224,107	225,551	1,444	1.44	68.65	0.73							
15	225,551	228,622	3,071	3.07	71.73	1.55							Ag Well: Commence running continuously from 8:45 AM
16	228,622	230,044	1,422	1.42	73.15	0.72							
17	230,044	232,198	2,154	2.15	75.30	1.09							
18	232,198	234,669	2,471	2.47	77.77	1.25							
19	234,669	236,722	2,053	2.05	79.83	1.04	25,691,000	26,291,000	600,000	1.84	1.84	0.93	Well #3: Began using Well #3 at 11:38 AM
20	236,722	238,836	2,114	2.11	81.94	1.07	26,291,000	26,964,000	673,000	2.07	3.91	1.04	
21	238,836	240,969	2,133	2.13	84.07	1.08	26,964,000	27,633,000	669,000	2.05	5.96	1.04	
22	240,969	243,195	2,226	2.23	86.30	1.12	27,633,000	28,325,000	692,000	2.12	8.08	1.07	
23	243,195	245,687	2,492	2.49	88.79	1.26	28,325,000	29,147,000	822,000	2.52	10.61	1.27	
24	245,687	247,211	1,524	1.52	90.31	0.77	29,147,000	29,629,000	482,000	1.48	12.09	0.75	
25	247,211	249,179	1,968	1.97	92.28	0.99	29,629,000	30,259,000	630,000	1.93	14.02	0.98	
26	249,179	251,240	2,061	2.06	94.34	1.04	30,259,000	30,928,000	669,000	2.05	16.07	1.04	
27	251,240	253,234	1,994	1.99	96.34	1.01	30,928,000	31,578,000	650,000	1.99	18.07	1.01	
28	253,234	255,181	1,947	1.95	98.28	0.98	31,578,000	32,226,000	648,000	1.99	20.06	1.00	
29	255,181	257,284	2,103	2.10	100.39	1.06	32,226,000	32,921,000	695,000	2.13	22.19	1.08	
30	257,284	259,234	1,950	1.95	102.34	0.98	32,921,000	33,595,000	674,000	2.07	24.26	1.04	
31	259,234	261,475	2,241	2.24	104.58	1.13	33,595,000	34,364,000	769,000	2.36	26.62	1.19	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2008 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
September 1	261,475	262,859	1,384	1.38	105.96	0.70	34,364,000	34,834,000	470,000	1.44	28.06	0.73	
2	262,859	264,745	1,886	1.89	107.85	0.95	34,834,000	34,983,000	149,000	0.46	28.52	0.23	Well #3: Pump failed and shutdown
3	264,745	266,690	1,945	1.95	109.79	0.98							
4	266,690	268,556	1,866	1.87	111.66	0.94							
5	268,556	271,135	2,579	2.58	114.24	1.30							
6	271,135	272,384	1,249	1.25	115.49	0.63							
7	272,384	274,403	2,019	2.02	117.51	1.02	34,983,000	36,123,000	1,140,000	3.50	32.01	1.77	Well #3: Pump restarted
8	274,403	276,097	1,694	1.69	119.20	0.86	36,123,000	36,407,000	284,000	0.87	32.89	0.44	
9	276,097	277,979	1,882	1.88	121.08	0.95	36,407,000	36,736,000	329,000	1.01	33.90	0.51	
10	277,979	279,809	1,830	1.83	122.91	0.92	36,736,000	37,070,000	334,000	1.03	34.92	0.52	
11	279,809	281,681	1,872	1.87	124.78	0.95	37,070,000	37,419,000	349,000	1.07	35.99	0.54	
12	281,681	284,117	2,436	2.44	127.22	1.23	37,419,000	38,073,000	654,000	2.01	38.00	1.01	
13	284,117	285,349	1,232	1.23	128.45	0.62	38,073,000	38,378,000	305,000	0.94	38.93	0.47	
14	285,349	287,124	1,775	1.78	130.23	0.90	38,378,000	38,855,000	477,000	1.46	40.40	0.74	
15	287,124	288,894	1,770	1.77	132.00	0.89	38,855,000	39,278,000	423,000	1.30	41.70	0.66	
16	288,894	290,651	1,757	1.76	133.75	0.89	39,278,000	39,709,000	431,000	1.32	43.02	0.67	Well #3: Discharge set from 4:00 PM to 8:00 AM
17	290,651	292,435	1,784	1.78	135.54	0.90	39,709,000	40,294,000	585,000	1.80	44.81	0.91	
18	292,435	294,206	1,771	1.77	137.31	0.89	40,294,000	40,781,000	487,000	1.49	46.31	0.75	
19	294,206	296,194	1,988	1.99	139.30	1.00	40,781,000	41,147,000	366,000	1.12	47.43	0.57	
20	296,194	297,460	1,266	1.27	140.56	0.64	41,147,000	41,430,000	283,000	0.87	48.30	0.44	
21	297,460	299,167	1,707	1.71	142.27	0.86	41,430,000	41,825,000	395,000	1.21	49.51	0.61	
22	299,167	300,899	1,732	1.73	144.00	0.87	41,825,000	42,101,000	276,000	0.85	50.36	0.43	
23	300,899	302,694	1,795	1.80	145.80	0.91	42,101,000	42,209,000	108,000	0.33	50.69	0.17	Well #3: Pump failed and discharge discontinued
24	302,694	304,504	1,810	1.81	147.61	0.91							
25	304,504	305,872	1,368	1.37	148.98	0.69							
26	305,872	306,189	317	0.32	149.29	0.16							
27	306,189	308,125	1,936	1.94	151.23	0.98							
28	308,125	309,418	1,293	1.29	152.52	0.65							
29	309,418	311,240	1,822	1.82	154.34	0.92							
30	311,240	313,001	1,761	1.76	156.10	0.89							

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2008 SUPPLEMENTAL WATER DISCHARGE

	Agricultural Well						Well #3						
	Meter Readings			Water Discharge			Meter Readings			Water Discharge			
Date	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Start	End	Difference	Daily Total	Accumulated Total	Average Rate	Comments
			(AF X 0.001)	(acre-feet)	(acre-feet)	(cfs)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
October 1	313,001	314,778	1,777	1.78	157.88	0.90							
2	314,778	316,593	1,815	1.82	159.70	0.92							
3	316,593	319,006	2,413	2.41	162.11	1.22							
4	319,006	320,103	1,097	1.10	163.21	0.55							
5	320,103	321,908	1,805	1.81	165.01	0.91							
6	321,908	323,721	1,813	1.81	166.82	0.92							
7	323,721	325,506	1,785	1.79	168.61	0.90							
8	325,506	327,343	1,837	1.84	170.45	0.93							
9	327,343	329,102	1,759	1.76	172.21	0.89							
10	329,102	330,990	1,888	1.89	174.09	0.95							
11	330,990	332,685	1,695	1.70	175.79	0.86							
12	332,685	334,458	1,773	1.77	177.56	0.90							
13	334,458	336,348	1,890	1.89	179.45	0.95							
14	336,348	337,967	1,619	1.62	181.07	0.82							
15	337,967	339,642	1,675	1.68	182.75	0.85							
16	339,642	341,462	1,820	1.82	184.57	0.92							
17	341,462	342,159	697	0.70	185.26	0.35							
18	342,159	345,159	3,000	3.00	188.26	1.52							
19	345,159	346,881	1,722	1.72	189.98	0.87							
20	346,881	349,077	2,196	2.20	192.18	1.11							
21	349,077	350,504	1,427	1.43	193.61	0.72							
22	350,504	352,298	1,794	1.79	195.40	0.91							
23	352,298	354,274	1,976	1.98	197.38	1.00							
24	354,274	356,606	2,332	2.33	199.71	1.18							
25	356,606	357,651	1,045	1.05	200.75	0.53							
26	357,651	359,541	1,890	1.89	202.64	0.95							
27	359,541	361,271	1,730	1.73	204.37	0.87							
28	361,271	363,003	1,732	1.73	206.11	0.87							
29	363,003	364,800	1,797	1.80	207.90	0.91							
30	364,800	366,585	1,785	1.79	209.69	0.90							
31	366,585				209.69								Ag Well: Pump stopped and discharge discontinued

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2007 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (thousand gallons)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
October 1							
2							
3							
4							
5							
6							
7							
8	128,364	130,372	2,008	6.16	6.16	3.11	Pipeline repairs complete, begin supplemental water delivery using well no.3 pumping approx. 520 gpm
9							
10							
11	130,372	131,123	751	2.30	8.47	1.16	
12	131,123	131,946	823	2.53	10.99	1.28	
13	131,946	132,769	823	2.53	13.52	1.28	
14	132,769	133,437	668	2.05	15.57	1.04	
15	133,437	133,991	554	1.70	17.27	0.86	
16	133,991	134,715	724	2.22	19.49	1.12	
17	134,715	135,463	748	2.30	21.79	1.16	
18	135,463	136,224	761	2.34	24.12	1.18	
19	136,224	138,524	2,300	7.06	31.18	3.56	
20							
21							
22	138,524	140,115	1,591	4.88	36.06	2.47	
23							
24	140,115	140,787	672	2.06	38.12	1.04	
25	140,787	141,552	765	2.35	40.47	1.19	
26	141,552	143,828	2,276	6.98	47.46	3.53	
27							
28							
29	143,828	144,586	758	2.33	49.78	1.17	Surface flow registers at the Gage
30	144,586	145,338	752	2.31	52.09	1.17	Flow remains 4" below Gage sensor
31	145,338	146,106	768	2.36	54.45	1.19	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2007 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (thousand gallons)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
November 1	146,106	149169	3,063	9.40	63.85	4.75	
2							
3							
4							
5	149,169	149,205	36	0.11	63.96	0.06	Discontinue supplemental water delivery for 2007
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
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TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2006 SUPPLEMENTAL WATER DISCHARGE

Neighbor's Groundwater Well

Date	Time		Water Discharge			Comments
	Start	End	Approximate Rate (gpm)	Pumping Hours	Discharge Amount (acre-feet)	
October 1						
2	3:00 pm	12:00 am	400	9.00	0.66	Begin supplemental water delivery using Groundwater Well - Approx 400 gpm
3	12:00 am	4:45 pm	400	15.45	1.14	Discontinue supplemental water delivery for 2006.
4						
5						
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TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2005 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
September 1							
2							
3							
4							
5							
6							
7	759,087	760,845	1,758	1.76	1.76	0.89	Begin supplemental water delivery; Pumping Schedule: 2 hours on, 1 hou
8	760,845	762,973	2,128	2.13	3.89	1.07	
9	762,973	764,009	1,036	1.04	4.92	0.52	Pump failing, discharge sporadic
10							Pump failing, discharge sporadic
11							Pump failing, discharge sporadic
12	764,009	764,009	0	0.00	4.92	0.00	Pump failed
13	764,009	764,080	71	0.07	4.99	0.04	Pump failing, discharge sporadic
14	764,080	764,080	0	0.00	4.99	0.00	Pump failed
15	764,080	764,080	0	0.00	4.99	0.00	
16	764,080	764,080	0	0.00	4.99	0.00	
17	764,080	764,080	0	0.00	4.99	0.00	
18	764,080	764,080	0	0.00	4.99	0.00	
19	764,080	764,080	0	0.00	4.99	0.00	
20	764,080	764,080	0	0.00	4.99	0.00	
21	764,080	764,080	0	0.00	4.99	0.00	
22	764,080	764,080	0	0.00	4.99	0.00	
23	764,080	764,080	0	0.00	4.99	0.00	
24	764,080	764,080	0	0.00	4.99	0.00	
25	764,080	764,080	0	0.00	4.99	0.00	
26	764,080	764,080	0	0.00	4.99	0.00	
27	764,080	764,080	0	0.00	4.99	0.00	
28							
29	764,080	764,117	37	0.04	5.03	0.02	Pump restarted; Pumping Schedule: 15 minutes on, 1 hour off
30	764,117	764,413	296	0.30	5.33	0.15	Pump failing, discharge sporadic

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2005 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
October 2	764,413	764,630	217	0.22	5.54	0.11	Pump failing, discharge sporadic
3	764,630	764,630	0	0.00	5.54	0.00	Pump failed
4	764,630	764,630	0	0.00	5.54	0.00	
5	764,630	764,848	218	0.22	5.76	0.11	Pump restarted; Pumping Schedule: 15 minutes on, 1 hour off
6	764,848	764,848	0	0.00	5.76	0.00	Pump failed
7	764,848	764,848	0	0.00	5.76	0.00	
8	764,848	764,848	0	0.00	5.76	0.00	
9	764,848	764,848	0	0.00	5.76	0.00	
10	764,848	764,848	0	0.00	5.76	0.00	
11	764,848	764,848	0	0.00	5.76	0.00	
12	764,848	764,848	0	0.00	5.76	0.00	
13	764,848	764,848	0	0.00	5.76	0.00	
14	764,848	764,848	0	0.00	5.76	0.00	
15	764,848	764,848	0	0.00	5.76	0.00	
16	764,848	764,848	0	0.00	5.76	0.00	
17	764,848	764,848	0	0.00	5.76	0.00	
18	764,848	764,851	3	0.00	5.76	0.00	
19	764,851	764,851	0	0.00	5.76	0.00	
20	764,851	764,851	0	0.00	5.76	0.00	
21	764,851	764,851	0	0.00	5.76	0.00	
22	764,851	764,851	0	0.00	5.76	0.00	
23	764,851	764,851	0	0.00	5.76	0.00	
24	764,851	764,851	0	0.00	5.76	0.00	
25	764,851	764,853	2	0.00	5.77	0.00	Pump restarted; Pumping Schedule: 15 minutes on, 3 hours off
26							Pump failed, discontinue supplemental water delivery for 2005
27							
28							
29							
30							
31							

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2004 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
July 14	499,384	501,626	2,242	2.24	2.24	1.13	Begin supplemental water delivery; Pumping schedule: 24 hours on, 0 hour off
15	501,626	503,874	2,248	2.25	4.49	1.14	Changed pumping schedule: 2 hours on 1 hour off.
16	503,874	511,306	7,432	7.43	11.92	3.75	
17							
18							
19	511,306	513,720	2,414	2.41	14.34	1.22	
20	513,720	516,094	2,374	2.37	16.71	1.20	
21	516,094	518,543	2,449	2.45	19.16	1.24	
22	518,543	520,713	2,170	2.17	21.33	1.10	
23	520,713	527,418	6,705	6.71	28.03	3.39	
24							
25							
26	527,418	529,552	2,134	2.13	30.17	1.08	
27	529,552	530,789	1,237	1.24	31.41	0.62	
28	530,789	532,687	1,898	1.90	33.30	0.96	
29	532,687	534,556	1,869	1.87	35.17	0.94	
30							
31							

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2004 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
August 1	534,556	540,248	5,692	5.69	40.86	2.87	
2	540,248	542,251	2,003	2.00	42.87	1.01	
3	542,251	543,979	1,728	1.73	44.60	0.87	
4	543,979	546,038	2,059	2.06	46.65	1.04	
5	546,038	547,767	1,729	1.73	48.38	0.87	
6	547,767	552,780	5,013	5.01	53.40	2.53	
7							
8							
9	552,780	554,633	1,853	1.85	55.25	0.94	
10	554,633	556,692	2,059	2.06	57.31	1.04	
11	556,692	557,996	1,304	1.30	58.61	0.66	Pump failing, discharge sporadic
12	557,996	558,805	809	0.81	59.42	0.41	Pump failing, discharge sporadic
13	558,805	559,122	317	0.32	59.74	0.16	Pump failing, discharge sporadic
14							Pump failing, discharge sporadic
15							Pump failing, discharge sporadic
16	559,122	559,122	0	0.00	59.74	0.00	Pump failed, discontinue supplemental water delivery for 2004
17							
18							
19							
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TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2003 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
July 22	112,957	115,126	2,169	2.17	2.17	1.10	Begin supplemental water delivery; Pumping schedule: 4 hours on, 1 hour off
23	115,126	117,327	2,201	2.20	4.37	1.11	Changed pumping schedule: 1 hour on 1 hour off.
24	117,327	121,607	4,280	4.28	8.65		
25							
26	121,607	123,428	1,821	1.82	10.47	0.92	
27	123,428	125,124	1,696	1.70	12.17	0.86	
28	125,124	126,064	940	0.94	13.11	0.47	Changed pumping schedule: 1/2 hour on 2 hours off.
29	126,064	126,715	651	0.65	13.76	0.33	
30	126,715	127,324	609	0.61	14.37	0.31	
31	127,324	128,113	789	0.79	15.16	0.40	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2003 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
August 1	128,113	129,152	1,039	1.04	16.20	0.52	Changed pumping schedule: 1 hour on 3 hours off.
2	129,152	130,203	1,051	1.05	17.25	0.53	
3	130,203	131,294	1,091	1.09	18.34	0.55	
4	131,294	132,447	1,153	1.15	19.49	0.58	
5	132,447	133,255	808	0.81	20.30	0.41	
6	133,255	134,025	770	0.77	21.07	0.39	
7	134,025	134,857	832	0.83	21.90	0.42	
8	134,857	135,707	850	0.85	22.75	0.43	
9	135,707	136,556	849	0.85	23.60	0.43	
10	136,556	137,517	961	0.96	24.56	0.49	Changed pumping schedule: off.
11	137,517	137,517	0	0.00	24.56		
12	137,517	137,517	0	0.00	24.56		
13	137,517	137,517	0	0.00	24.56		
14	137,517	137,517	0	0.00	24.56		
15	137,517	137,517	0	0.00	24.56		
16	137,517	137,517	0	0.00	24.56		
17	137,517	137,517	0	0.00	24.56		
18	137,517	138,168	651	0.65	25.21	0.33	Changed pumping schedule: 1/2 hour on 2 hours off.
19	138,168	139,014	846	0.85	26.06	0.43	
20	139,014	139,726	712	0.71	26.77	0.36	
21	139,726	140,293	567	0.57	27.34	0.29	
22	140,293	141,010	717	0.72	28.05	0.36	
23	141,010	141,725	715	0.72	28.77	0.36	
24	141,725	142,656	931	0.93	29.70	0.47	
25	142,656	143,549	893	0.89	30.59	0.45	Changed pumping schedule: 1 hour on 2 hours off.
26	143,549	144,727	1,178	1.18	31.77	0.59	
27	144,727	145,957	1,230	1.23	33.00	0.62	
28	145,957	147,846	1,889	1.89	34.89	0.95	Changed pumping schedule: 1 hour on 1 hour off.
29	147,846	149,530	1,684	1.68	36.57	0.85	
30	149,530	151,245	1,715	1.72	38.29	0.87	
31	151,245	153,119	1,874	1.87	40.16	0.95	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2003 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
September 1	153,119	154,941	1,822	1.82	41.98	0.92	
2	154,941	156,541	1,600	1.60	43.58	0.81	
3	156,541	158,258	1,717	1.72	45.30	0.87	
4	158,258	159,984	1,726	1.73	47.03	0.87	
5	159,984	161,708	1,724	1.72	48.75	0.87	
6	161,708	163,354	1,646	1.65	50.40	0.83	
7	163,354	165,405	2,051	2.05	52.45	1.04	
8	165,405	166,761	1,356	1.36	53.80	0.68	
9	166,761	168,510	1,749	1.75	55.55	0.88	
10	168,510	170,197	1,687	1.69	57.24	0.85	
11	170,197	171,871	1,674	1.67	58.91	0.85	
12	171,871	173,076	1,205	1.21	60.12	0.61	Changed pumping schedule: 1 hour on 2 hours off.
13	173,076	174,387	1,311	1.31	61.43	0.66	
14	174,387	175,639	1,252	1.25	62.68	0.63	
15	175,639	175,824	185	0.19	62.87	0.09	Changed pumping schedule: off.
16	175,824	175,824	0	0.00	62.87		
17	175,824	175,824	0	0.00	62.87		
18	175,824	175,824	0	0.00	62.87		
19	175,824	177,689	1,865	1.87	64.73	0.94	Changed pumping schedule: 1 hour on 2 hours off.
20	177,689	178,690	1,001	1.00	65.73	0.51	
21	178,690	179,904	1,214	1.21	66.95	0.61	
22	179,904	181,119	1,215	1.22	68.16	0.61	
23	181,119	182,647	1,528	1.53	69.69	0.77	
24	182,647	183,733	1,086	1.09	70.78	0.55	
25	183,733	184,893	1,160	1.16	71.94	0.59	
26	184,893	186,164	1,271	1.27	73.21	0.64	
27	186,164	187,478	1,314	1.31	74.52	0.66	
28	187,478	188,741	1,263	1.26	75.78	0.64	
29	188,741	189,992	1,251	1.25	77.04	0.63	
30	189,992	191,474	1,482	1.48	78.52	0.75	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2003 SUPPLEMENTAL WATER DISCHARGE

Agricultural Well

	Meter Readings			Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
October 1	191,474	192,211	737	0.74	79.25	0.37	
2	192,211	193,333	1,122	1.12	80.38	0.57	
3	193,333	194,228	895	0.90	81.27	0.45	
4	194,228	195,406	1,178	1.18	82.45	0.59	
5	195,406	196,316	910	0.91	83.36	0.46	
6	196,316	197,399	1,083	1.08	84.44	0.55	
7	197,399	198,647	1,248	1.25	85.69	0.63	
8	198,647	199,519	872	0.87	86.56	0.44	
9	199,519	200,841	1,322	1.32	87.88	0.67	
10	200,841	201,805	964	0.96	88.85	0.49	
11	201,805	202,905	1,100	1.10	89.95	0.56	
12	202,905	204,032	1,127	1.13	91.08	0.57	
13	204,032	205,004	972	0.97	92.05	0.49	Changed pumping schedule: 1 hour on 2 hours off.
14	205,004	206,172	1,168	1.17	93.22	0.59	
15	206,172	207,083	911	0.91	94.13	0.46	Changed pumping schedule: 1 hour on 3 hours off.
16	207,083	207,916	833	0.83	94.96	0.42	
17	207,916	208,799	883	0.88	95.84	0.45	
18	208,799	209,631	832	0.83	96.67	0.42	
19	209,631	210,586	955	0.96	97.63	0.48	
20	210,586	211,421	835	0.84	98.46	0.42	
21	211,421	212,345	924	0.92	99.39	0.47	
22	212,345	212,345	0	0.00	99.39		Discontinued delivery of supplemental water.
23	212,345	212,345	0	0.00	99.39		
24	212,345	212,345	0	0.00	99.39		
25	212,345	212,345	0	0.00	99.39		
26	212,345	212,345	0	0.00	99.39		
27							
28	212,345	212,345	0	0.00	99.39		
29	212,345	212,345	0	0.00	99.39		
30	212,345	212,345	0	0.00	99.39		
31	212,345	212,345	0	0.00	99.39		

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2001 SUPPLEMENTAL WATER DISCHARGE

	Meter Readings for Supplemental Water						Supplemental Water Discharge			
	Agricultural Well			Well #3			Daily	Accumulated	Average	
Date	Start	End	Difference	Start	End	Difference	Total	Total	Rate	Comments
			(AF X 0.001)			(gallons)	(acre-feet)	(acre-feet)	(cfs)	
July 14 [1]	111,630	112,059	429				0.43	0.43	0.22	* 7/14 Begin supplemental water delivery. Ag well on at 750 gpm.
15										
16	112,059	121,201	9,142				9.14	9.57	4.62	
17	121,201	124,787	3,586				3.59	13.16	1.81	
18	124,787	127,222	2,435				2.44	15.59	1.23	
19	127,222	129,150	1,928				1.93	17.52	0.97	Well 3 - 2:30 pm on at 450 gpm, 6:00 pm off due to power outage.
20 [1]	129,150	131,055	1,905	35,193,200	35,193,200	0 [2]	1.91	19.43	0.96	Well 3 - 8:00 am on at 450 gpm.
21										Well 3 - 3:30 pm off due to power outage, 11:00 pm on at 450 gpm.
22										
23	131,055	140,167	9,112	9,197	9,268	2,359,500	16.35	35.78	8.26	Well 3 - Calculated from pump hours.
24	140,167	143,558	3,391	9,268	9,293	811,800	5.88	41.66	2.97	Well 3 - Calculated from pump hours.
25	143,558	145,402	1,844	9,293	9,318	811,800	4.34	46.00	2.19	Well 3 - Calculated from pump hours. Ag well - pumping schedule changed to
26	145,402	147,270	1,868	9,318	9,342	788,700	4.29	50.29	2.17	Well 3 - Calculated from pump hours. 2 hrs on, 1 hr off.
27 [1]	147,270	149,171	1,901	9,342	9,366	795,300	4.34	54.63	2.19	Well 3 - Calculated from pump hours.
28										
29										
30	149,171	154,507	5,336	9,366	9,439	2,405,700	12.72	67.35	6.42	Well 3 - Calculated from pump hours.
31	154,507	156,179	1,672	9,439	9,460	722,700	3.89	71.24	1.96	Well 3 - Calculated from pump hours.

Note:
1) End meter reading on these dates represents the following workday morning reading, as the meter is typically not read on weekends and holidays. Accordingly, Daily totals for these dates represents the total water delivered through the weekends.
2) Unable to determine supplemental water discharge for Well 3 on this date due to meter malfunction. From July 21 through August 16 discharge for Well 3 calculated from pump hour meter.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2001 SUPPLEMENTAL WATER DISCHARGE

	Meter Readings for Supplemental Water						Supplemental Water Discharge			
	Agricultural Well			Well #3			Daily	Accumulated	Average	
Date	Start	End	Difference (AF X 0.001)	Start	End	Difference (gallons)	Total (acre-feet)	Total (acre-feet)	Rate (cfs)	Comments
August 1	156,179	158,188	2,009	9,460	9,488	924,000	4.85	76.08	2.45	Well 3 - Calculated from pump hours.
2	158,188	159,315	1,127	9,488	9,509	669,900	3.18	79.27	1.61	Well 3 - Calculated from pump hours.
3 [1]	159,315	161,006	1,691	9,509	9,534	825,000	4.22	83.49	2.13	Well 3 - Calculated from pump hours.
4										
5										
6	161,006	164,759	3,753	9,534	9,604	2,310,000	10.84	94.33	5.48	Well 3 - Calculated from pump hours.
7	164,759	166,667	1,908	9,604	9,629	848,100	4.51	98.84	2.28	Well 3 - Calculated from pump hours.
8	166,667	168,307	1,640	9,629	9,653	782,100	4.04	102.88	2.04	Well 3 - Calculated from pump hours.
9	168,307	169,629	1,322	9,653	9,675	722,700	3.54	106.42	1.79	Well 3 - Calculated from pump hours.
10 [1]	169,629	171,754	2,125	9,675	9,702	874,500	4.81	111.23	2.43	Well 3 - Calculated from pump hours.
11										
12										
13	171,754	175,995	4,241	9,702	9,776	2,451,900	11.77	123.00	5.94	Well 3 - Calculated from pump hours.
14	175,995	177,346	1,351	9,776	9,798	722,700	3.57	126.57	1.80	Well 3 - Calculated from pump hours. 3:30pm brown out, all pumping stopped
15	177,346	177,943	597	9,798	9,816	594,000	2.42	128.99	1.22	Well 3 - Calculated from pump hours. Ag well - begins to shut down due to
16	177,943	178,713	770	9,816	9,833	554,400	2.47	131.46	1.25	Well 3 - Calculated from pump hours. low water levels.
17 [1]				35,191,200	35,224,000	32,800	0.10	131.56	0.05	Ag well - 1:00 pm turned off. Well 3 - continuous discharge.
18										
19										
20				35,224,000	37,315,000	2,091,000	6.42	137.98	3.24	
21				37,315,000	38,037,000	722,000	2.22	140.20	1.12	
22				38,037,000	38,727,200	690,200	2.12	142.31	1.07	
23				38,727,200	39,594,700	867,500	2.66	144.98	1.34	
24 [1]				39,594,700	40,281,800	687,100	2.11	147.09	1.07	
25										
26										
27				40,281,800	42,513,700	2,231,900	6.85	153.94	3.46	
28				42,513,700	43,195,000	681,300	2.09	156.03	1.06	
29				43,195,000	44,043,000	848,000	2.60	158.63	1.31	
30				44,043,000	44,782,300	739,300	2.27	160.90	1.15	
31 [1]				44,782,300	45,515,300	733,000	2.25	163.15	1.14	

Note:
1) End meter reading on these dates represents the following workday morning reading, as the meter is typically not read on weekends and holidays. Accordingly, Daily totals for these dates represents the total water delivered through the weekends.
2) Unable to determine supplemental water discharge for Well 3 on this date due to meter malfunction. From July 21 through August 16 discharge for Well 3 calculated from pump hour meter.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2001 SUPPLEMENTAL WATER DISCHARGE

	Meter Readings for Supplemental Water						Supplemental Water Discharge			
	Agricultural Well			Well #3			Daily	Accumulated	Average	
Date	Start	End	Difference (AF X 0.001)	Start	End	Difference (gallons)	Total (acre-feet)	Total (acre-feet)	Rate (cfs)	Comments
September 1										
2										
3										
4				45,515,300	48,409,000	2,893,700	8.88	172.03	4.49	
5				48,409,000	49,165,400	756,400	2.32	174.35	1.17	
6				49,165,400	49,931,700	766,300	2.35	176.71	1.19	
7 [1]				49,931,700	50,634,700	703,000	2.16	178.86	1.09	
8										
9										
10				50,634,700	52,762,900	2,128,200	6.53	185.39	3.30	
11				52,762,900	53,585,800	822,900	2.53	187.92	1.28	
12				53,585,800	54,293,700	707,900	2.17	190.09	1.10	
13				54,293,700	55,027,400	733,700	2.25	192.35	1.14	
14 [1]				55,027,400	55,769,000	741,600	2.28	194.62	1.15	
15										
16										
17				55,769,000	57,941,200	2,172,200	6.67	201.29	3.37	
18				57,941,200	58,603,300	662,100	2.03	203.32	1.03	
19				58,603,300	59,323,900	720,600	2.21	205.53	1.12	
20				59,323,900	59,956,300	632,400	1.94	207.47	0.98	
21 [1]				59,956,300	60,743,700	787,400	2.42	209.89	1.22	
22										
23										
24				60,743,700	62,889,600	2,145,900	6.59	216.48	3.33	
25				62,889,600	63,020,400	130,800	0.40	216.88	0.20	
26										
27 [1]				63,020,400	64,627,200	1,606,800	4.93	221.81	2.49	
28 [1]				64,627,200	65,256,900	629,700	1.93	223.74	0.98	
29										
30										

Note:
1) End meter reading on these dates represents the following workday morning reading, as the meter is typically not read on weekends and holidays. Accordingly, Daily totals for these dates represents the total water delivered through the weekends.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2001 SUPPLEMENTAL WATER DISCHARGE

	Meter Readings for Supplemental Water						Supplemental Water Discharge			
	Agricultural Well			Well #3			Daily	Accumulated	Average	
Date	Start	End	Difference (AF X 0.001)	Start	End	Difference (gallons)	Total (acre-feet)	Total (acre-feet)	Rate (cfs)	Comments
October 1				65,256,900	67,484,400	2,227,500	6.84	230.58	3.45	
2				67,484,400	67,568,500	84,100	0.26	230.84	0.13	
3				67,568,500	68,218,200	649,700	1.99	232.83	1.01	Well 3 - Shut down. End of supplemental water delivery.

Note:
1) End meter reading on these dates represents the following workday morning reading, as the meter is typically not read on weekends and holidays. Accordingly, Daily totals for these dates represents the total water delivered through the weekends.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2000 SUPPLEMENTAL WATER DISCHARGE

	Meter Readings for Supplemental Water			Supplemental Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
July 15					0.00		
16					0.00		
17					0.00		
18					0.00		
19					0.00		
20					0.00		
21					0.00		
22					0.00		
23					0.00		
24	727,433	728,253	820	0.82	0.82	0.41	Began supplemental water delivery (Pumping schedule: 1 hour on
25	728,253	729,403	1,150	1.15	1.97	0.58	4 hours off).
26	729,403	731,232	1,829	1.83	3.80	0.92	Pumping schedule: 2 hours on 1 hour off.
27	731,232	733,201	1,969	1.97	5.77	0.99	
28 [1]	733,201	738,915	5,714	5.71	11.48		
29							
30							
31	738,915	740,999	2,084	2.08	13.57	1.05	Changed pumping schedule: 3 hours on 1 hour off.

Note:
1) End meter reading on these dates represents the following workday morning reading, as the meter is typically not read on weekends and holidays. Accordingly, Daily totals for these dates represents the total water delivered through the weekends.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2000 SUPPLEMENTAL WATER DISCHARGE

	Meter Readings for Supplemental Water			Supplemental Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
August 1	740,999	741,020	21	0.02	13.59	0.01	Pump turned off.
2	741,020	741,649	629	0.63	14.22	0.32	Pump turned on. Pumping schedule: 1 hour on 3 hours off.
3	741,649	742,265	616	0.62	14.83	0.31	
4 [1]	742,265	747,705	5,440	5.44	20.27		Luchetti Started Pumping for the First Time (Pumping schedule to 3
5							hours on 1 hour off).
6							
7	747,705	749,641	1,936	1.94	22.21	0.98	
8	749,641	751,763	2,122	2.12	24.33	1.07	
9	751,763	752,908	1,145	1.15	25.48	0.58	Changed pumping schedule: 3 hours on 3 hours off.
10	752,908	754,851	1,943	1.94	27.42	0.98	Changed pumping schedule: 3 hours on 1 hour off.
11 [1]	754,851	760,504	5,653	5.65	33.07		Changed pumping schedule: 4 hours on 1 hour off (for remainder
12							of August).
13							
14	760,504	762,474	1,970	1.97	35.04	0.99	
15	762,474	764,439	1,965	1.97	37.01	0.99	
16	764,439	766,192	1,753	1.75	38.76	0.89	
17	766,192	768,163	1,971	1.97	40.73	1.00	
18 [1]	768,163	773,747	5,584	5.58	46.31		
19							
20							
21	773,747	775,665	1,918	1.92	48.23	0.97	
22	775,665	777,515	1,850	1.85	50.08	0.93	
23	777,515	779,227	1,712	1.71	51.79	0.86	
24	779,227	781,120	1,893	1.89	53.69	0.96	
25 [1]	781,120	786,826	5,706	5.71	59.39		
26							
27							
28	786,826	788,822	1,996	2.00	61.39	1.01	
29	788,822	790,731	1,909	1.91	63.30	0.96	
30	790,731	792,776	2,045	2.05	65.34	1.03	
31	792,776	794,683	1,907	1.91	67.25	0.96	

Note:
1) End meter reading on these dates represents the following workday morning reading, as the meter is typically not read on weekends and holidays. Accordingly, Daily totals for these dates represents the total water delivered through the weekends.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2000 SUPPLEMENTAL WATER DISCHARGE

	Meter Readings for Supplemental Water			Supplemental Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
September 1 [1]	794,683	801,015	6,332	6.33	73.58		Changed pumping schedule: 2 hours on 1 hour off.
2							
3							
4							
5	801,015	802,650	1,635	1.64	75.22	0.83	Changed pumping schedule: 2 hours on 2 hours off.
6	802,650	803,979	1,329	1.33	76.55	0.67	
7	803,979	805,059	1,080	1.08	77.63	0.55	
8 [1]	805,059	808,583	3,524	3.52	81.15		
9							
10							
11	808,583	810,126	1,543	1.54	82.69	0.78	Changed pumping schedule: 2 hours on 1 hour off (for remainder
12	810,126	811,628	1,502	1.50	84.20	0.76	of September).
13	811,628	813,235	1,607	1.61	85.80	0.81	
14	813,235	814,554	1,319	1.32	87.12	0.67	
15 [1]	814,554	819,252	4,698	4.70	91.82		
16							
17							
18	819,252	820,842	1,590	1.59	93.41	0.80	
19	820,842	822,456	1,614	1.61	95.02	0.82	
20	822,456	824,079	1,623	1.62	96.65	0.82	
21	824,079	825,645	1,566	1.57	98.21	0.79	
22 [1]	825,645	830,332	4,687	4.69	102.90		
23							
24							
25	830,332	831,879	1,547	1.55	104.45	0.78	
26	831,879	833,413	1,534	1.53	105.98	0.77	
27	833,413	834,931	1,518	1.52	107.50	0.77	
28	834,931	836,469	1,538	1.54	109.04	0.78	
29 [1]	836,469	841,248	4,779	4.78	113.82		
30							

Note:
1) End meter reading on these dates represents the following workday morning reading, as the meter is typically not read on weekends and holidays. Accordingly, Daily totals for these dates represents the total water delivered through the weekends.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SUMMARY OF 2000 SUPPLEMENTAL WATER DISCHARGE

	Meter Readings for Supplemental Water			Supplemental Water Discharge			
Date	Start	End	Difference (AF X 0.001)	Daily Total (acre-feet)	Accumulated Total (acre-feet)	Average Rate (cfs)	Comments
October 1							
2	841,248	842,561	1,313	1.31	115.13	0.66	
3	842,561	844,349	1,788	1.79	116.92	0.90	Changed pumping schedule: 3 hours on 1 hour off.
4	844,349	845,916	1,567	1.57	118.48	0.79	
5	845,916	847,794	1,878	1.88	120.36	0.95	
6 [1]	847,794	852,977	5,183	5.18	125.54		
7							
8							
9	852,977	854,678	1,701	1.70	127.25	0.86	
10	854,678	856,457	1,779	1.78	129.02	0.90	
11	856,457	858,116	1,659	1.66	130.68	0.84	
12	858,116	859,860	1,744	1.74	132.43	0.88	
13 [1]	859,860	864,918	5,058	5.06	137.49		
14							
15							
16	864,918	866,487	1,569	1.57	139.05	0.79	Changed pumping schedule: 2 hours on 1 hour off.
17	866,487	868,131	1,644	1.64	140.70	0.83	
18	868,131	869,557	1,426	1.43	142.12	0.72	
19	869,557	871,023	1,466	1.47	143.59	0.74	
20	871,023	873,024	2,001	2.00	145.59	1.01	
21	873,024	874,257	1,233	1.23	146.82	0.62	
22	874,257	875,836	1,579	1.58	148.40	0.80	
23	875,836	877,637	1,801	1.80	150.20	0.91	
24	877,637	879,166	1,529	1.53	151.73	0.77	
25	879,166	880,832	1,666	1.67	153.40	0.84	
26	880,832	880,832	0	0.00	153.40	0.00	Discontinued delivery of supplemental water.
27 [1]	880,832	880,832	0	0.00	153.40		
28							
29							
30	880,832	880,832	0	0.00	153.40	0.00	
31	880,832	880,832	0	0.00	153.40	0.00	

Note:
1) End meter reading on these dates represents the following workday morning reading, as the meter is typically not read on weekends and holidays. Accordingly, Daily totals for these dates represents the total water delivered through the weekends.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

SUMMARY OF 1997 SUPPLEMENTAL WATER DISCHARGE

Date	Target Flow Rate (cfs)	Measured Discharge [1] of Putah Creek (cfs)	Supplemental Water Discharge (Average Rate) (cfs)	Supplemental Water Discharge (Accumulated total) (a.f.)	Comments
JULY 1					
2		5.72			
3					
4					
5					
6					
7					
8					
9					
10		2.19			
11					
12					
13					
14					
15	4.70				
16	4.70				
17	4.70				
18	4.70		1.01	2.40	Begin discharge to Putah Creek in the vicinity
19	4.70		1.01		of the Grange Road Wells.
20	4.70		1.01		
21	4.70		1.01		
22	4.70		1.01		
23	4.70		1.01	12.47	
24	4.70		1.01	14.56	
25	4.70		1.01	16.56	
26	4.70		0.99		
27	4.70		0.99		
28	4.70		0.99	22.48	
29	4.70		0.88	24.58	
30	4.70		2.50	28.41	Addition of second production well
31	4.70		2.44	33.25	for discharge to Putah Creek.

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

SUMMARY OF 1997 SUPPLEMENTAL WATER DISCHARGE

Date	Target Flow Rate (cfs)	Measured Discharge [1] of Putah Creek (cfs)	Supplemental Water Discharge (Average Rate) (cfs)	Supplemental Water Discharge (Accumulated total) (a.f.)	Comments
AUGUST 1	1.70		1.81	37.36	
2	1.70		1.99		
3	1.70	0.04	1.99		
4	1.70		1.99	48.68	
5	1.70	0.68	2.25	53.32	
6	1.70		1.64	56.43	
7	1.70		1.33	59.18	
8	1.70		0.09	59.36	Discharge discontinued during installation of
9	1.70		0.00		temporary pipeline to required discharge point.
10	1.70		0.00		
11	1.70		0.00		
12	1.70		0.00		
13	1.70		0.00		
14	1.70		0.00		
15	1.70	1.10	0.00		Temporary Parshall flume installed.
16	1.70		0.00		
17	1.70		0.00		
18	1.70		0.00		Discharge resumed - temporary pipeline installed.
19	1.70		0.00		Discharge halted to repair pipeline leaks.
20	1.70		0.00	59.66	
21	1.70		0.57		Discharge resumed - pipeline repaired.
22	1.70		0.57	61.90	
23	1.70		1.37	64.62	
24	1.70		1.38	67.36	
25	1.70		1.35		
26	1.70		1.35		
27	1.70		1.35	75.40	
28	1.70	1.90	1.37	78.11	
29	1.70		1.43	81.41	
30	1.70		1.30	84.26	
31	1.70		1.20		

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

SUMMARY OF 1997 SUPPLEMENTAL WATER DISCHARGE

Date	Target Flow Rate (cfs)	Measured Discharge [1] of Putah Creek (cfs)	Supplemental Water Discharge (Average Rate) (cfs)	Supplemental Water Discharge (Accumulated total) (a.f.)	Comments
SEPT. 1	0.90		1.20	89.00	
2	0.90		1.46	91.89	
3	0.90		1.26	94.39	
4	0.90		0.51	95.39	Low water level resulted in the shutoff of
5	0.90		0.45	96.20	Well #3 for short periods of time during this
6	0.90		0.30	96.84	five-day period.
7	0.90		0.15	97.14	
8	0.90		0.52	98.21	
9	0.90		0.93	100.37	
10	0.90	0.90	0.99	102.00	
11	0.90		1.06		
12	0.90		1.06	106.21	
13	0.90		0.93	108.06	
14	0.90		0.00	108.07	Discharge halted to repair Grange Road Well #3.
15	0.90		1.02		
16	0.90		1.02	112.10	
17	0.90		1.03	114.14	
18	0.90		0.91	116.14	
19	0.90		1.01		
20	0.90		1.01	120.46	
21	0.90		0.89	121.93	
22	0.90		1.00	123.92	
23	0.90		1.03	126.13	
24	0.90		0.89	127.89	
25	0.90		0.92	129.79	
26	0.90		1.06		
27	0.90		1.06	133.75	
28	0.90		0.98	135.70	
29	0.90		1.00	137.77	
30	0.90		1.05	139.85	

TABLE 5

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

SUMMARY OF 1997 SUPPLEMENTAL WATER DISCHARGE

Date	Target Flow Rate (cfs)	Measured Discharge [1] of Putah Creek (cfs)	Supplemental Water Discharge (Average Rate) (cfs)	Supplemental Water Discharge (Accumulated total) (a.f.)	Comments
OCT. 1	0.60	1.10	0.97	141.78	
2	0.60		0.95	143.67	
3	0.60		0.98	145.62	
4	0.60		0.98	147.56	
5	0.60		0.98	149.51	
6	0.60		0.98	151.45	
7	0.60		1.03	153.50	
8	0.60		1.00	155.49	
9	0.60		0.99	157.45	
10	0.60		0.99	159.66	
11	0.60		0.99	161.86	
12	0.60		0.99	163.25	
13	0.60		1.04	165.32	
14	0.60		1.32	167.93	
15	0.60	1.16	0.71	169.33	Likely inaccurate meter reading.
16	0.60		0.97	171.26	
17	0.60		1.00	173.24	
18	0.60		0.98		
19	0.60		0.98		
20	0.60		0.98	179.07	
21	0.60		1.02	180.93	
22	0.60		0.94	182.79	
23	0.60		1.07	184.90	
24	0.60		0.97	186.90	
25	0.60		1.02		
26	0.60		1.02		
27	0.60		1.02	192.94	
28	0.60		1.27	195.57	
29	0.60		0.69	196.82	Likely inaccurate meter reading.
30	0.60	0.50	1.01	199.00	
31	0.60		0.50	200.00	Discharge discontinued.

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2015-2016

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.67	0.15	0.00	0.00	0.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.32	1.04	0.00	0.04	0.04	0.00	0.00	0.00	0.00	0.00	0.00	
4	0.00	0.00	0.00	0.50	0.08	1.00	0.00	0.00	0.00	0.00	0.00	0.00	
5	0.00	0.00	0.40	1.40	0.00	2.50	0.00	0.13	0.00	0.00	0.00	0.00	
6	0.00	0.00	0.27	1.40	0.00	1.25	0.00	0.05	0.00	0.00	0.00	0.00	
7	0.00	0.00	0.00	1.15	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.23	0.00	0.03	0.00	0.00	0.00	0.45	0.00	0.00	0.00	0.00	
9	0.00	0.22	0.08	0.35	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	1.21	0.20	0.00	2.30	0.18	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.00	0.42	0.05	0.00	0.78	0.02	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.00	0.00	0.00	0.00	1.65	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.00	1.04	0.94	0.00	1.40	0.00	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.30	0.00	0.51	0.00	0.93	0.20	0.00	0.00	0.00	0.00	0.00	
15	0.00	0.00	0.00	0.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.00	0.00	0.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.00	0.00	0.00	1.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.38	0.48	1.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.03	0.00	0.75	0.54	0.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.00	0.15	0.90	0.16	0.95	0.00	0.00	0.00	0.00	0.00	0.00	
21	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.00	1.27	0.50	0.00	0.00	0.38	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.08	0.00	0.53	0.00	0.00	0.32	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.15	0.11	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
27	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
28	0.00	0.00	0.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.00	0.00	0.00	0.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.00	0.00	0.05	0.20	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	-	0.00	0.00	-	0.00		0.00	-	0.00	0.00		
Total	**0.72**	**2.00**	**7.80**	**12.95**	**1.85**	**13.55**	**1.10**	**0.63**	**0.00**	**0.00**	**0.00**	**0.00**	**40.60**
Average	**0.02**	**0.07**	**0.25**	**0.42**	**0.06**	**0.44**	**0.04**	**0.02**	**0.00**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**0.67**	**0.55**	**1.27**	**1.78**	**1.13**	**2.50**	**0.38**	**0.45**	**0.00**	**0.00**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://www.ncdc.noaa.gov/cdo-web/search

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2014-2015

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	0.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.00	2.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4	0.00	0.00	0.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5	0.00	0.00	0.17	0.00	0.00	0.00	0.23	0.00	0.00	0.00	0.00	0.00	
6	0.00	0.00	0.91	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7	0.00	0.00	0.00	0.00	3.50	0.00	1.25	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.00	0.00	0.00	1.25	0.00	0.38	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.00	0.09	0.00	1.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	0.00	0.00	0.47	0.00	0.00	0.00	0.15	0.10	0.00	0.00	
11	0.00	0.00	3.40	0.00	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.00	2.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.59	0.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15	0.25	0.38	0.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.00	1.90	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.00	0.00	0.78	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.48	0.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.00	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.05	0.86	0.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
21	0.00	0.71	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.00	0.00	0.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.25	0.00	0.00	0.00	0.00	0.00	0.25	0.00	0.00	0.00	0.00	0.00	
26	0.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
28	0.00	0.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.00	0.57	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.33	-	0.00	0.00	-	0.00	-	0.00	-	0.00	0.00	0.00	
Total	**1.00**	**4.87**	**15.58**	**0.25**	**6.59**	**0.28**	**2.11**	**0.00**	**0.15**	**0.10**	**0.00**	**0.00**	**30.93**
Average	**0.03**	**0.16**	**0.50**	**0.01**	**0.24**	**0.01**	**0.07**	**0.00**	**0.01**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**0.33**	**0.86**	**3.40**	**0.10**	**3.50**	**0.20**	**1.25**	**0.00**	**0.15**	**0.10**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://www.ncdc.noaa.gov/cdo-web/search

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2013-2014

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.00	0.00	0.00	0.90	1.08	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	0.00	0.00	0.06	0.08	0.00	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.00	0.00	0.00	0.65	0.10	0.00	0.00	0.00	0.00	0.00	0.00	
4	0.00	0.00	0.00	0.00	0.00	0.37	0.23	0.00	0.00	0.00	0.00	0.00	
5	0.00	0.00	0.00	0.00	0.00	0.05	0.15	0.00	0.00	0.00	0.00	0.00	
6	0.00	0.00	0.00	0.00	0.93	0.34	0.00	0.00	0.00	0.00	0.00	0.00	
7	0.00	0.00	0.45	0.00	0.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.00	0.00	0.00	3.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	0.00	0.00	0.30	0.13	0.00	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.00	0.00	0.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15	0.00	0.00	0.00	0.00	0.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.09	
19	0.00	0.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
21	0.00	0.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	0.00	0.00	0.06	0.45	0.30	0.00	0.00	0.00	0.00	0.00	
27	0.00	0.00	0.00	0.00	2.20	0.21	0.06	0.00	0.00	0.00	0.00	0.27	
28	0.00	0.00	0.00	0.00	0.93	1.05	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.10	
30	0.00	0.00	0.00	0.05	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	-	0.00	0.00	-	1.60	-	0.00	-	0.00	0.00	-	
Total	**0.00**	**0.67**	**0.45**	**0.10**	**10.91**	**5.28**	**1.82**	**0.00**	**0.00**	**0.00**	**0.00**	**0.46**	**19.69**
Average	**0.00**	**0.02**	**0.01**	**0.00**	**0.39**	**0.17**	**0.06**	**0.00**	**0.00**	**0.00**	**0.00**	**0.02**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**0.00**	**0.39**	**0.45**	**0.05**	**3.50**	**1.60**	**1.08**	**0.00**	**0.00**	**0.00**	**0.00**	**0.27**	

Source: National Climatic Data Center (NCDC), http://www.ncdc.noaa.gov/cdo-web/search

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2012-2013

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.68	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	-	0.00	0.00	0.00	0.15	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.00	-	0.00	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	
4	0.00	0.00	-	0.00	0.00	0.00	0.30	0.00	0.00	0.00	0.00	0.00	
5	0.00	0.00	-	0.00	0.00	1.40	0.00	0.00	0.00	0.00	0.00	0.00	
6	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7	0.00	0.00	-	0.00	0.00	0.40	0.00	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.08	-	0.00	1.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.18	0.00	0.00	0.00	
11	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.00	1.90	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	1.08	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.00	0.00	-	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.50	-	0.00	0.02	0.25	0.00	0.00	0.00	0.00	0.00	0.16	
21	0.00	1.33	-	0.00	0.00	0.18	0.00	0.00	0.00	0.00	0.00	0.36	
22	0.80	4.02	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.45	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.22	0.00	-	0.50	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.05	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.25	0.00	0.00	0.00	
27	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.25	0.00	0.00	0.00	
28	0.00	0.30	-	0.45	0.00	0.00	0.00	0.08	0.00	0.00	0.00	0.00	
29	0.00	1.30	-	0.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.00	1.48	-	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.07	
31	0.00	-	-	0.00	-	0.75	-	0.00	-	0.00	0.00	-	
Total	**1.52**	**12.67**	**-**	**1.35**	**1.57**	**3.23**	**0.95**	**0.08**	**0.68**	**0.00**	**0.00**	**0.59**	**-**
Average	**0.05**	**0.42**	**-**	**0.04**	**0.05**	**0.10**	**0.03**	**0.00**	**0.02**	**0.00**	**0.00**	**0.02**	
Min	**0.00**	**0.00**	**-**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**0.80**	**4.02**	**-**	**0.50**	**1.35**	**1.40**	**0.50**	**0.08**	**0.25**	**0.00**	**0.00**	**0.36**	

Source: National Climatic Data Center (NCDC), http://www.ncdc.noaa.gov/cdo-web/search
Note: There is no data for December; therefore, the December total and the annual total are not provided.

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2011-2012

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.00	0.00	0.00	0.40	0.10	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	0.00	0.00	0.00	0.11	0.00	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4	0.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.04	0.00	0.00	0.00	
5	1.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6	0.14	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7	0.10	0.00	0.00	0.00	0.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
8	0.10	0.00	0.00	0.00	1.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	0.00	0.00	0.05	0.00	0.30	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.00	0.00	0.00	0.00	0.05	0.40	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.22	0.05	0.00	0.00	1.15	1.10	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.15	0.00	0.00	0.06	0.00	1.12	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.00	0.00	0.00	0.03	4.25	0.08	0.00	0.00	0.00	0.00	0.00	
15	0.00	0.00	0.13	0.00	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.00	0.00	0.00	0.00	0.45	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.00	0.00	0.00	0.00	0.00	1.40	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.00	0.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.78	0.00	0.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
21	0.00	0.00	0.00	3.51	0.00	0.04	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.00	0.00	0.10	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.00	0.00	3.15	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.78	0.00	0.00	0.00	1.50	0.05	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	0.00	0.03	0.00	0.45	0.05	0.05	0.00	0.00	0.00	0.00	
27	0.00	0.00	0.00	0.00	0.00	2.90	0.00	0.25	0.00	0.00	0.00	0.00	
28	0.00	0.00	0.00	0.00	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.00	0.00	0.00	0.00	1.30	0.03	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.00	0.00	0.00	0.00	-	0.25	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	-	0.00	0.00	-	1.25	-	0.00	-	0.00	0.00	-	
Total	**2.09**	**3.29**	**0.18**	**7.39**	**2.74**	**15.01**	**3.20**	**0.30**	**0.04**	**0.00**	**0.00**	**0.00**	**34.24**
Average	**0.07**	**0.11**	**0.01**	**0.24**	**0.09**	**0.48**	**0.11**	**0.01**	**0.00**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**1.23**	**0.78**	**0.13**	**3.51**	**1.30**	**4.25**	**1.12**	**0.25**	**0.04**	**0.00**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2010-2011

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.00	0.00	0.00	0.86	0.00	0.00	0.08	0.00	0.00	0.00	
2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.18	0.00	0.00	0.00	
3	0.00	0.00	0.28	0.15	0.00	0.13	0.00	0.00	0.38	0.00	0.00	0.00	
4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.03	0.00	0.00	0.00	
5	0.00	0.00	0.05	0.00	0.00	0.00	0.00	0.00	0.35	0.00	0.00	0.00	
6	0.00	0.75	1.85	0.00	0.00	0.48	0.00	0.00	0.00	0.00	0.00	0.00	
7	0.00	0.18	0.00	0.00	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.00	0.32	0.00	0.00	0.04	0.00	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.12	0.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.00	0.02	0.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.00	0.00	0.20	0.00	0.00	0.13	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.00	0.33	0.00	0.48	0.90	0.00	0.00	0.00	0.00	0.00	0.00	
15	0.00	0.00	0.00	0.00	0.47	0.15	0.00	0.18	0.00	0.00	0.00	0.00	
16	0.00	0.00	0.00	0.00	2.20	1.29	0.00	0.18	0.00	0.00	0.00	0.00	
17	0.30	0.00	0.15	0.00	2.30	0.00	0.00	0.75	0.00	0.00	0.00	0.00	
18	0.00	0.00	1.41	0.00	1.10	0.23	0.00	0.61	0.00	0.00	0.00	0.00	
19	0.00	0.00	1.08	0.00	0.90	1.50	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.32	1.32	0.00	0.06	3.00	0.00	0.00	0.00	0.00	0.00	0.00	
21	0.00	1.32	0.32	0.00	0.00	0.30	0.25	0.00	0.00	0.00	0.00	0.00	
22	0.12	0.22	0.81	0.00	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.15	0.00	0.18	0.00	0.00	1.12	0.00	0.00	0.00	0.00	0.00	0.00	
24	1.65	0.00	0.00	0.00	0.00	0.70	0.05	0.00	0.00	0.00	0.00	0.00	
25	1.71	0.00	0.00	0.00	0.97	2.00	0.05	0.45	0.00	0.00	0.00	0.00	
26	0.00	0.00	1.14	0.00	0.03	1.25	0.00	0.13	0.42	0.00	0.00	0.00	
27	0.00	0.43	0.00	0.00	0.00	0.20	0.00	0.00	0.05	0.00	0.00	0.00	
28	0.00	0.03	0.00	0.00	0.06	0.14	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.55	0.00	0.38	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.35	0.00	0.08	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	-	2.00	0.00	-	0.00	-	0.14	-	0.00	0.00	-	
Total	**4.83**	**3.37**	**12.01**	**0.73**	**8.57**	**14.67**	**0.48**	**2.44**	**2.49**	**0.00**	**0.00**	**0.00**	**49.59**
Average	**0.16**	**0.11**	**0.39**	**0.02**	**0.31**	**0.47**	**0.02**	**0.08**	**0.08**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**1.71**	**1.32**	**2.00**	**0.38**	**2.30**	**3.00**	**0.25**	**0.75**	**1.03**	**0.00**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2009-2010

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.00	0.06	0.03	0.00	0.43	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	0.00	0.23	0.00	0.25	0.07	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.00	0.00	0.00	0.00	1.10	0.42	0.00	0.00	0.00	0.00	0.00	
4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5	0.00	0.03	0.00	0.00	1.78	0.08	1.60	0.00	0.00	0.00	0.00	0.00	
6	0.00	0.15	0.00	0.00	0.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7	0.00	0.10	0.00	0.00	0.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.00	0.00	0.00	0.05	0.08	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	0.00	0.00	0.40	0.18	0.00	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.00	0.40	0.00	0.06	0.00	2.30	0.05	0.00	0.00	0.00	0.00	
12	0.00	0.00	0.86	1.20	0.17	0.05	0.44	0.48	0.00	0.00	0.00	0.00	
13	0.60	0.00	1.18	0.86	0.00	1.08	0.13	0.00	0.00	0.00	0.00	0.00	
14	3.90	0.00	0.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15	0.45	0.00	0.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.25	0.11	0.05	0.21	0.00	0.00	0.00	0.40	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.03	1.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.06	0.00	0.00	2.83	0.00	0.00	0.00	0.05	0.00	0.00	0.00	0.00	
20	0.00	0.92	0.00	3.12	0.00	0.00	0.22	0.00	0.00	0.00	0.00	0.00	
21	0.00	0.00	0.13	1.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.00	0.14	0.90	0.00	0.00	0.07	0.28	0.00	0.00	0.00	0.00	
23	0.00	0.10	0.00	0.50	0.00	0.00	0.24	0.02	0.00	0.00	0.00	0.00	
24	0.00	0.00	0.00	0.07	1.89	0.00	0.00	0.30	0.00	0.00	0.00	0.00	
25	0.00	0.00	0.00	1.50	0.00	0.23	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	0.00	2.02	0.00	0.05	0.00	0.00	0.00	0.00	0.00	0.00	
27	0.00	T	0.22	0.10	1.13	0.00	0.35	0.38	0.00	0.00	0.00	0.00	
28	0.00	0.00	0.00	0.08	0.00	0.10	0.40	0.70	0.00	0.00	0.00	0.00	
29	0.00	0.00	0.00	0.03	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.00	0.00	0.00	0.00	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	0.00	0.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**5.44**	**1.41**	**4.02**	**16.76**	**6.57**	**4.00**	**6.67**	**2.66**	**0.00**	**0.00**	**0.00**	**0.00**	**47.53**
Average	**0.18**	**0.05**	**0.13**	**0.54**	**0.23**	**0.13**	**0.22**	**0.09**	**0.00**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**3.90**	**0.92**	**1.18**	**3.12**	**1.89**	**1.10**	**2.30**	**0.70**	**0.00**	**0.00**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2008-2009

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	2.10	0.00	0.00	0.00	0.58	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	1.02	0.00	0.00	0.00	1.70	0.00	0.87	0.06	0.00	0.00	0.00	
3	0.00	0.00	0.00	0.05	0.00	1.20	0.00	0.48	0.00	0.00	0.00	0.00	
4	1.80	0.00	0.00	0.00	0.00	0.64	0.00	0.12	0.00	0.00	0.00	0.00	
5	0.00	0.00	0.00	0.10	0.12	0.05	0.00	0.90	0.00	0.00	0.00	0.00	
6	0.00	0.00	0.00	0.07	0.35	0.05	0.00	0.05	0.00	0.00	0.00	0.00	
7	0.00	0.00	0.00	0.00	0.20	0.00	0.00	0.02	0.00	0.00	0.00	0.00	
8	0.00	0.00	0.00	0.04	0.00	0.00	0.30	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.00	0.00	0.00	0.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	0.00	0.00	0.00	0.00	0.11	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.00	0.00	0.00	0.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.00	0.00	0.00	0.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.00	0.00	0.00	0.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.00	0.00	0.00	0.28	0.00	0.00	0.00	0.00	0.00	0.00	0.07	
15	0.00	0.00	0.60	0.00	1.10	0.05	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.00	0.10	0.00	1.90	0.15	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.00	0.00	0.00	0.00	1.20	0.07	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.00	0.00	0.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.00	0.00	0.78	0.00	2.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.00	0.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
21	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.00	0.36	0.20	1.25	0.25	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.00	0.03	0.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.00	0.50	0.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.00	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
27	0.00	1.50	0.00	0.00	0.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
28	0.00	0.05	0.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.53	0.00	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**2.96**	**4.67**	**4.50**	**0.58**	**11.18**	**4.74**	**0.41**	**2.44**	**0.06**	**0.00**	**0.00**	**0.07**	**31.61**
Average	**0.10**	**0.16**	**0.15**	**0.02**	**0.40**	**0.15**	**0.01**	**0.08**	**0.00**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**1.80**	**2.10**	**1.90**	**0.20**	**2.20**	**1.70**	**0.30**	**0.90**	**0.06**	**0.00**	**0.00**	**0.07**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2007-2008

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.73	3.30	0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	0.06	3.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.00	0.04	0.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4	0.00	0.00	0.92	0.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5	0.00	0.00	0.00	0.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7	1.02	0.00	1.13	0.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.50	0.00	0.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
9	0.15	0.00	0.00	0.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.73	0.00	0.00	0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
14	0.13	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15	0.00	0.05	1.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.03	0.08	1.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.18	0.00	0.00	0.00	0.08	0.07	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.00	0.00	0.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.00	0.00	0.00	0.40	0.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.00	0.00	0.27	1.00	0.00	0.17	0.00	0.00	0.00	0.00	0.00	
21	0.00	0.00	0.00	0.28	2.10	0.00	0.04	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.00	0.00	0.78	0.05	0.00	0.00	0.02	0.00	0.00	0.00	0.00	
23	0.00	0.00	0.00	4.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.00	0.00	0.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.00	0.38	0.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	0.22	0.18	0.00	0.02	0.00	0.00	0.00	0.00	0.00	0.00	
27	0.00	0.00	0.06	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
28	0.00	-	0.00	0.08	-	0.00	-	0.00	-	0.00	0.00	0.00	
29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**2.30**	**0.63**	**5.93**	**16.52**	**3.90**	**0.09**	**0.21**	**0.02**	**0.00**	**0.00**	**0.00**	**0.00**	**29.60**
Average	**0.07**	**0.02**	**0.19**	**0.53**	**0.13**	**0.00**	**0.01**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**1.02**	**0.50**	**1.13**	**4.30**	**2.10**	**0.07**	**0.17**	**0.02**	**0.00**	**0.00**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2006-2007

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	-	-	0.00	-	0.02	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.30	-	0.00	-	-	0.00	0.15	0.00	0.00	0.00	0.00	
3	0.00	1.07	-	0.00	-	-	0.00	0.00	0.00	0.00	0.00	0.00	
4	0.08	0.04	-	0.05	-	-	0.00	0.00	0.00	0.00	0.00	0.00	
5	0.16	-	-	0.02	-	-	0.00	0.41	0.00	0.00	0.00	0.00	
6	-	0.02	-	0.00	-	-	0.00	0.00	0.00	0.00	0.00	0.00	
7	-	-	-	0.00	-	-	0.00	0.00	0.00	0.00	0.00	0.00	
8	-	-	-	0.00	0.75	-	0.00	0.00	0.00	0.00	0.00	0.00	
9	-	-	0.75	0.00	1.96	-	0.00	0.00	0.00	0.00	0.00	0.00	
10	-	-	1.00	0.03	1.35	-	0.00	0.00	0.00	0.00	0.00	0.00	
11	-	0.43	0.12	0.00	1.00	-	0.08	0.00	0.00	0.00	0.00	0.00	
12	-	0.22	0.80	0.00	0.11	-	0.00	0.00	0.00	0.00	0.00	0.00	
13	-	0.33	0.12	0.00	0.40	-	0.00	0.00	0.00	0.00	0.00	0.00	
14	-	0.28	0.05	0.00	-	-	0.15	0.00	0.00	0.00	0.00	0.00	
15	-	0.05	0.15	0.00	-	-	0.20	0.00	0.00	0.00	0.00	0.00	
16	-	0.00	-	0.00	-	-	0.00	0.00	0.00	0.00	0.00	0.00	
17	-	0.03	-	0.05	-	-	0.00	0.00	0.00	0.00	0.00	0.00	
18	-	-	-	0.00	-	-	0.00	0.00	0.00	0.03	0.00	0.00	
19	-	-	-	0.00	-	-	0.34	0.00	0.00	0.00	0.00	0.00	
20	-	-	0.03	0.00	-	-	0.00	0.00	0.00	0.00	0.00	0.07	
21	-	-	0.06	0.00	-	-	0.02	0.00	0.00	0.00	0.00	0.05	
22	-	0.09	1.25	0.00	1.10	-	0.82	0.00	0.00	0.00	0.00	0.07	
23	-	0.18	0.02	0.00	0.17	-	0.10	0.00	0.00	0.00	0.00	0.00	
24	-	-	-	0.00	1.15	-	0.00	0.00	0.00	0.00	0.00	0.00	
25	-	0.04	-	0.00	0.60	-	0.00	0.00	0.00	0.00	0.00	0.00	
26	-	-	0.02	0.00	0.87	-	0.00	0.00	0.00	0.00	0.00	0.00	
27	-	0.69	2.70	0.04	0.45	0.41	0.00	0.00	0.00	0.00	0.00	0.00	
28	-	0.11	-	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
29	-	0.02	-	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	-	0.00	0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**-**	**-**	**-**	**0.23**	**-**	**-**	**1.71**	**0.56**	**0.00**	**0.03**	**0.00**	**0.19**	**-**
Average	**-**	**-**	**-**	**0.01**	**-**	**-**	**0.06**	**0.02**	**0.00**	**0.00**	**0.00**	**0.01**	
Min	**-**	**-**	**-**	**0.00**	**-**	**-**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**-**	**-**	**-**	**0.05**	**-**	**-**	**0.82**	**0.41**	**0.00**	**0.03**	**0.00**	**0.07**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

Note: A significant amount of data was missing for 2006-2007 therefore monthly and annual totals were not able to be determined.

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2005-2006

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	-	-	1.15	0.64	0.08	0.32	1.09	-	0.00	0.00	0.00	-	
2	-	-	2.11	2.13	0.12	0.64	0.10	-	0.00	0.00	0.00	-	
3	-	-	-	0.30	0.02	0.05	1.62	-	0.00	0.00	0.00	-	
4	-	0.50	-	0.82	0.17	0.17	0.06	-	0.00	0.00	0.00	-	
5	-	-	-	0.07	-	0.36	0.52	-	0.00	0.00	0.00	-	
6	-	-	-	0.03	-	2.85	0.02	-	0.00	0.00	0.00	-	
7	-	0.14	-	0.02	-	0.70	-	-	0.00	0.00	0.00	-	
8	-	1.20	0.04	-	-	0.02	0.55	-	0.00	0.00	0.00	-	
9	-	-	-	-	-	-	0.03	-	0.00	0.00	0.00	-	
10	-	-	-	-	-	0.07	0.15	-	0.00	0.00	0.00	-	
11	-	-	-	0.07	-	0.13	0.50	-	0.00	0.00	0.00	-	
12	-	-	-	-	-	0.05	2.50	-	0.00	0.00	0.00	-	
13	-	-	-	-	-	0.27	0.49	-	0.00	0.00	0.00	-	
14	-	-	-	0.29	-	1.46	0.04	-	0.00	0.00	0.00	-	
15	0.06	-	-	0.29	-	0.18	-	-	0.00	0.00	0.00	-	
16	-	-	-	-	-	0.24	0.71	-	0.00	0.00	0.00	-	
17	-	-	-	-	-	0.72	0.21	-	0.00	0.00	0.00	-	
18	-	-	2.93	0.67	0.18	-	-	-	0.00	0.00	0.00	-	
19	-	-	2.26	0.21	0.07	-	-	-	0.00	0.00	0.00	-	
20	-	-	-	-	-	-	-	0.25	0.00	0.00	0.00	-	
21	-	-	1.00	0.08	-	0.33	-	-	0.00	0.00	0.00	-	
22	-	-	1.16	-	-	-	0.02	0.62	0.00	0.00	0.00	-	
23	-	-	0.87	-	-	-	0.00	0.06	0.00	0.00	0.00	-	
24	-	-	0.02	-	-	0.36	0.00	0.05	0.00	0.00	0.00	-	
25	-	-	0.08	-	-	0.62	0.00	0.00	0.00	0.00	0.00	-	
26	0.16	0.11	1.37	0.06	-	0.16	0.00	0.00	0.00	0.00	0.00	-	
27	0.02	-	0.04	0.22	2.27	0.00	0.00	0.00	0.00	0.00	0.00	-	
28	0.28	0.09	2.30	-	2.28	0.42	0.00	0.00	0.00	0.00	0.00	-	
29	0.75	0.99	0.26	0.63		0.91	0.00	0.00	0.00	0.00	0.00	-	
30	0.02	0.00	0.26	0.07		0.20	0.00	0.00	0.00	0.00	0.00	-	
31	0.00		5.90	0.42		0.22		0.00		0.00	0.00	0.00	
Total	-	-	-	-	-	-	-	-	**0.00**	**0.00**	**0.00**	-	-
Average	-	-	-	-	-	-	-	-	**0.00**	**0.00**	**0.00**	-	
Min	-	-	-	-	-	-	-	-	**0.00**	**0.00**	**0.00**	-	
Max	-	-	-	-	-	-	-	-	**0.00**	**0.00**	**0.00**	-	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

Note: A significant amount of data was missing for 2005-2006 therefore monthly and annual totals were not able to be determined.

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2004-2005

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	-	0.78	-	0.04	-	-	-	-	0.00	0.00	
2	-	0.00	-	0.48	-	0.51	-	-	-	-	0.00	0.00	
3	-	0.00	-	0.78	-	0.34	-	-	-	-	0.00	0.00	
4	-	0.06	-	0.15	-	0.16	0.84	-	-	-	0.00	0.00	
5	-	0.02	-	0.02	-	0.05	-	0.85	-	-	0.00	0.00	
6	-	-	-	0.09	-	-	-	0.06	-	-	0.00	0.00	
7	-	-	2.96	0.77	0.02	-	0.28	0.06	-	-	0.00	0.00	
8	-	-	2.62	0.95	-	-	0.16	0.28	0.02	-	0.00	0.00	
9	-	-	0.32	0.53	-	-	0.52	1.55	0.08	-	0.00	0.00	
10	-	0.50	0.03	0.02	-	-	-	0.17	-	-	0.00	0.00	
11	-	0.29	-	1.51	-	-	-	0.02	-	-	0.00	0.00	
12	-	0.77	-	0.07	-	-	-	-	-	-	0.00	0.00	
13	-	0.04	0.07	-	0.03	-	-	-	-	-	0.00	0.00	
14	-	0.03	0.02	-	0.02	-	-	-	-	-	0.00	0.00	
15	-	-	-	-	0.04	-	-	-	-	-	0.00	0.00	
16	-	-	0.03	-	0.84	-	-	-	-	-	0.00	0.00	
17	0.29	-	-	-	0.16	-	-	-	0.20	-	0.00	0.00	
18	0.65	-	-	-	0.32	-	-	0.78	0.21	-	0.00	0.00	
19	1.50	-	-	-	0.50	1.37	-	1.81	0.03	-	0.00	0.00	
20	0.79	-	-	-	0.60	1.11	-	0.00	0.00	-	0.00	0.00	
21	0.01	-	-	-	1.07	0.60	-	0.00	0.00	-	0.00	0.00	
22	-	-	-	-	0.37	1.73	-	0.00	0.00	-	0.00	0.00	
23	-	-	-	-	-	0.20	0.20	0.00	0.00	-	0.00	0.00	
24	0.06	-	-	-	-	-	0.04	0.00	0.00	-	0.00	0.00	
25	0.00	-	-	-	-	-	0.00	0.00	0.00	-	0.00	0.00	
26	1.14	-	0.05	0.76	0.02	-	0.00	0.00	0.00	-	0.00	0.00	
27	0.01	1.12	3.67	0.28	0.20	-	0.00	0.00	0.00	-	0.00	0.00	
28	0.00	0.00	1.67	0.88	1.24	1.34	0.00	0.00	0.00	-	0.00	0.00	
29	0.00	0.00	0.55	0.15	0.00	0.07	0.00	0.00	0.00	-	0.00	0.00	
30	0.00	0.00	1.52	0.00	0.00	-	0.00	0.00	0.00	-	0.00	0.00	
31	0.00	0.00	0.51	0.00	0.00	0.04	0.00	0.00	0.00	-	0.00	0.00	
Total	-	-	-	-	-	-	-	-	-	-	**0.00**	**0.00**	-
Average	-	-	-	-	-	-	-	-	-	-	**0.00**	**0.00**	
Min	-	-	-	-	-	-	-	-	-	-	**0.00**	**0.00**	
Max	-	-	-	-	-	-	-	-	-	-	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

Note: A significant amount of data was missing for 2004-2005 therefore monthly and annual totals were not able to be determined.

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2003-2004

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	1.34	1.85	0.04	0.19	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	1.33	0.43	0.75	0.21	0.00	-	-	0.00	0.00	0.00	
3	0.00	0.33	0.00	0.21	0.84	0.00	0.00	-	-	0.00	0.00	0.00	
4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-	0.00	0.00	0.00	
5	0.00	0.08	0.55	0.00	0.00	0.00	0.00	-	-	0.00	0.00	0.00	
6	0.00	0.22	0.21	0.00	0.00	0.02	0.00	-	-	0.00	0.00	0.00	
7	0.00	0.11	1.38	0.39	0.10	0.00	0.00	-	-	0.00	0.00	0.00	
8	0.00	0.57	0.00	0.24	0.00	0.00	0.00	-	-	0.00	0.00	0.00	
9	0.00	1.52	0.00	0.14	0.00	0.00	0.00	-	0.01	0.00	0.00	0.00	
10	0.00	0.17	2.16	0.64	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	
11	0.00	0.01	0.44	0.01	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	
12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	
13	0.00	0.00	0.31	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	
14	0.00	0.00	1.49	0.00	0.09	0.00	0.00	-	0.00	0.00	0.00	0.00	
15	0.00	0.23	0.00	0.15	0.01	0.00	0.03	-	0.00	0.00	0.00	0.00	
16	0.00	0.01	0.00	0.02	0.68	0.00	0.00	-	0.00	0.00	0.00	0.00	
17	0.00	0.00	0.00	0.00	3.36	0.00	0.00	-	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.00	0.00	3.48	0.00	0.08	-	0.00	0.00	0.00	0.00	
19	0.00	0.00	0.00	0.00	0.00	0.00	0.04	-	0.00	0.00	0.00	0.00	
20	0.00	0.00	1.21	0.00	0.00	0.00	0.39	-	0.00	0.00	0.00	0.00	
21	0.00	0.00	1.15	0.00	0.00	0.00	0.07	0.01	0.00	0.00	0.00	0.00	
22	0.00	0.00	0.00	0.00	0.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.00	0.31	0.00	0.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.00	2.57	0.25	0.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.00	0.15	0.00	1.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	0.00	0.00	1.54	1.15	0.00	0.00	0.00	0.00	0.00	0.00	
27	0.00	0.00	0.00	0.30	0.20	0.07	0.00	0.00	0.00	0.00	0.00	0.00	
28	0.00	0.00	0.00	0.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.00	0.15	1.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.00	0.22	2.66	0.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	0.00	0.00	0.00	0.00	0.02	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**0.00**	**3.62**	**19.14**	**4.84**	**13.70**	**1.66**	**0.61**	**-**	**-**	**0.00**	**0.00**	**0.00**	**43.57**
Average	**0.00**	**0.12**	**0.62**	**0.16**	**0.44**	**0.05**	**0.02**	**-**	**-**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**-**	**-**	**0.00**	**0.00**	**0.00**	
Max	**0.00**	**1.52**	**2.66**	**1.85**	**3.48**	**1.15**	**0.39**	**-**	**-**	**0.00**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2002-2003

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.00	0.03	0.00	0.00	0.00	0.07	0.00	0.00	0.00	0.00	
2	0.00	0.00	0.00	0.00	0.00	0.00	0.02	0.08	0.00	0.00	0.00	0.00	
3	0.00	0.00	0.00	0.00	0.00	0.00	0.08	0.85	0.00	0.00	0.00	0.02	
4	0.00	0.00	0.00	0.00	0.00	0.01	0.61	0.23	0.00	0.00	0.00	0.00	
5	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.00	0.00	0.00	0.00	0.00	
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7	0.00	1.22	0.00	0.00	0.00	0.00	0.00	0.04	0.00	0.00	0.00	0.00	
8	0.00	2.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.35	0.43	0.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	0.55	1.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.04	0.00	0.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.00	0.00	0.02	0.00	0.00	0.60	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.05	1.55	1.14	1.40	0.00	1.85	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.00	5.50	0.01	0.10	1.22	0.21	0.00	0.00	0.00	0.00	0.00	
15	0.00	0.00	3.71	0.06	0.00	2.42	0.01	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.00	4.59	0.01	1.02	0.17	0.01	0.00	0.00	0.00	0.00	0.00	
17	0.00	0.00	0.83	0.00	0.00	0.12	0.10	0.00	0.00	0.00	0.00	0.00	
18	0.00	0.00	0.05	0.00	0.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.00	1.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
21	0.00	0.00	0.90	0.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.00	0.04	0.41	0.00	0.00	0.05	0.00	0.00	0.00	0.51	0.00	
23	0.00	0.00	0.00	0.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.03	0.00	0.08	0.00	0.00	0.90	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.00	0.00	0.00	0.00	0.00	0.21	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	0.68	0.00	0.00	0.01	0.59	0.00	0.00	0.00	0.00	0.00	
27	0.00	0.00	1.19	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
28	0.00	0.00	0.63	0.00	0.00	0.00	0.59	0.00	0.00	0.00	0.00	0.00	
29	0.00	0.00	1.36	0.00	0.00	0.00	1.30	0.00	0.00	0.00	0.00	0.00	
30	0.00	0.00	0.02	0.00	0.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00	
31	0.00	0.00	1.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**0.00**	**4.61**	**25.33**	**4.73**	**2.56**	**3.95**	**7.34**	**1.27**	**0.00**	**0.00**	**0.51**	**0.02**	**50.32**
Average	**0.00**	**0.15**	**0.82**	**0.15**	**0.08**	**0.13**	**0.24**	**0.04**	**0.00**	**0.00**	**0.02**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**0.00**	**2.92**	**5.50**	**1.25**	**1.40**	**2.42**	**1.85**	**0.85**	**0.00**	**0.00**	**0.51**	**0.02**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 2001-2002

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	-	0.00	1.11	0.32	0.03	0.00	0.00	0.02	0.00	0.00	0.00	0.00	
2	-	0.00	3.06	2.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3	-	0.00	0.65	0.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5	-	0.00	0.15	0.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6	-	0.00	0.15	1.85	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	
7	-	0.00	0.01	0.03	0.05	0.50	0.00	0.00	0.00	0.00	0.00	0.00	
8	-	0.00	0.00	0.00	0.60	0.13	0.00	0.00	0.00	0.00	0.00	0.00	
9	-	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	-	0.00	0.00	0.00	0.00	0.66	0.03	0.00	0.00	0.00	0.00	0.00	
11	-	1.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	-	1.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	-	1.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
14	-	0.07	1.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15	-	0.00	0.00	0.00	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
16	-	0.00	0.01	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	
17	-	0.12	0.72	0.00	0.40	0.00	0.11	0.00	0.00	0.00	0.00	0.00	
18	-	0.02	0.02	0.00	0.00	0.00	0.02	0.00	0.00	0.00	0.00	0.00	
19	-	0.00	0.00	0.00	0.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	-	0.07	0.42	0.00	0.12	0.00	0.00	0.66	0.00	0.00	0.00	0.00	
21	-	0.15	1.22	0.00	0.00	0.00	0.00	0.70	0.00	0.00	0.00	0.00	
22	-	0.97	0.68	0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
23	-	0.00	0.36	0.00	0.00	0.90	0.00	0.00	0.00	0.00	0.00	0.00	
24	-	1.64	0.00	0.00	0.03	0.02	0.00	0.00	0.00	0.00	0.00	0.00	
25	-	0.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26	-	0.00	0.25	0.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
27	-	0.00	0.00	0.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
28	-	0.09	0.39	0.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
29	-	1.97	2.12	0.00	0.00	0.00	0.21	0.00	0.00	0.00	0.00	0.00	
30	-	0.01	0.42	0.00	0.00	0.00	0.07	0.00	0.00	0.00	0.00	0.00	
31	-	0.00	0.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**-**	**8.99**	**14.17**	**6.13**	**1.40**	**2.51**	**0.44**	**1.38**	**0.00**	**0.00**	**0.00**	**0.00**	**35.02**
Average	**-**	**0.29**	**0.46**	**0.20**	**0.05**	**0.08**	**0.01**	**0.04**	**0.00**	**0.00**	**0.00**	**0.00**	
Min	**-**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**-**	**1.97**	**3.06**	**2.52**	**0.60**	**0.90**	**0.21**	**0.70**	**0.00**	**0.00**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 1998-1999

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.01	0.02	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	0.36	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.01	0.57	0.00	0.00	0.00	0.01	0.00	0.29	0.00	0.00	0.00	
4	0.00	0.01	0.01	0.00	0.00	0.00	0.00	-	-	0.00	0.00	0.00	
5	0.00	0.00	0.49	0.00	0.02	0.00	0.47	0.00	0.00	0.00	0.00	0.00	
6	0.00	0.14	0.00	0.01	3.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00	
7	0.00	1.03	0.09	0.00	1.78	0.00	0.02	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.24	0.13	0.00	2.18	0.06	0.42	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.01	0.00	0.00	2.26	1.50	0.06	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.22	0.00	0.00	0.00	-	0.04	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.01	0.00	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.01	0.23	0.00	0.14	0.00	-	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.01	0.00	0.03	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15	0.00	0.03	0.00	0.26	0.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.15	0.00	0.04	1.78	0.02	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.00	0.21	0.00	1.18	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	0.01	0.00	0.26	0.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.00	0.01	0.00	1.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.00	0.00	0.52	1.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
21	1.15	0.40	0.00	0.00	0.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.00	0.00	1.25	0.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.00	0.00	0.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
24	0.00	1.50	0.00	0.01	0.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.00	0.00	0.00	0.11	1.87	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.31	0.00	0.08	0.02	0.00	-	0.00	0.00	0.00	0.00	0.00	
27	0.00	0.00	0.00	0.04	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
28	0.00	0.03	0.00	0.00	0.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.00	1.08	0.01	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.05	2.65	0.00	0.20	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	0.00	0.00	0.57	0.00	0.57	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**1.20**	**8.09**	**1.91**	**6.14**	**15.05**	**4.02**	**1.22**	**0.00**	**0.29**	**0.00**	**0.00**	**0.00**	**37.92**
Average	**0.04**	**0.26**	**0.06**	**0.20**	**0.49**	**0.14**	**0.04**	**0.00**	**0.01**	**0.00**	**0.00**	**0.00**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**1.15**	**2.65**	**0.57**	**1.61**	**3.00**	**1.87**	**0.47**	**0.00**	**0.29**	**0.00**	**0.00**	**0.00**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

Water Year 1997-1998

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.02	0.00	0.00	0.00	0.60	0.33	0.00	0.00	0.00	0.00	
2	0.29	0.00	-	0.00	0.00	0.07	0.01	0.23	0.00	0.00	0.00	0.00	
3	0.00	0.00	0.00	2.01	2.00	0.01	0.47	0.01	0.00	0.00	0.00	0.00	
4	0.00	0.00	0.46	1.47	0.20	0.00	0.39	0.12	0.00	0.00	0.00	-	
5	0.00	0.00	0.53	0.00	1.21	0.20	0.00	0.02	0.00	0.00	0.00	0.00	
6	0.00	0.00	0.25	0.16	0.09	0.01	0.14	0.02	0.00	0.00	0.00	0.00	
7	0.00	0.09	0.77	0.00	1.53	0.12	0.12	0.01	0.00	0.00	0.00	0.00	
8	0.05	0.00	0.61	0.00	4.92	0.06	0.00	0.00	0.00	0.00	0.00	0.00	
9	1.34	0.00	0.02	0.13	0.19	0.00	0.31	0.00	0.00	0.00	0.00	0.00	
10	-	0.37	-	1.60	0.21	0.00	0.16	0.00	0.00	0.00	0.00	0.00	
11	0.00	-	-	0.25	0.46	0.00	0.00	0.14	0.00	0.00	0.00	0.00	
12	0.00	0.33	0.00	2.01	0.52	0.71	0.00	0.45	0.05	0.00	0.00	0.00	
13	-	0.42	0.00	0.60	0.20	0.18	0.79	0.01	0.00	0.00	0.00	0.00	
14	0.00	0.43	0.00	0.69	0.00	0.00	0.08	0.00	0.00	0.00	0.00	0.00	
15	0.00	1.11	0.00	1.01	0.00	0.00	0.25	0.00	0.00	0.00	0.00	0.00	
16	0.00	0.73	0.00	0.00	0.00	0.00	0.16	0.01	0.00	0.00	0.00	0.00	
17	0.00	0.73	0.08	0.50	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	
18	0.00	-	0.00	1.26	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.00	0.74	0.00	0.01	2.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.04	0.00	-	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
21	0.00	-	0.00	-	2.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
22	0.00	0.16	0.00	-	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.24	0.00	0.04	0.00	0.02	-	0.00	0.00	0.00	0.00	0.00	
24	0.00	0.05	0.00	0.00	0.00	0.51	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.49	0.00	0.00	0.00	0.24	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	1.06	0.00	1.50	0.00	0.05	0.00	0.06	0.00	0.00	0.00	0.00	
27	0.00	0.00	0.00	0.01	0.00	0.00	0.00	0.38	0.00	0.00	0.00	0.13	
28	0.00	0.63	0.00	-	0.03	0.15	0.00	2.40	0.00	0.00	0.00	0.05	
29	0.00	-	-	1.50	0.00	-	0.00	1.28	0.00	0.00	0.00	0.00	
30	0.00	1.19	0.00	0.02	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	0.00	0.00	0.00	0.00	0.40	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**1.68**	**8.81**	**2.74**	**14.77**	**16.27**	**3.46**	**3.48**	**5.47**	**0.05**	**0.00**	**0.00**	**0.18**	**56.91**
Average	**0.06**	**0.33**	**0.10**	**0.55**	**0.52**	**0.12**	**0.12**	**0.18**	**0.00**	**0.00**	**0.00**	**0.01**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**1.34**	**1.19**	**0.77**	**2.01**	**4.92**	**0.73**	**0.79**	**2.40**	**0.05**	**0.00**	**0.00**	**0.13**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

TABLE 6

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MIDDLETOWN PRECIPITATION STATION
DAILY PRECIPITATION (inches)

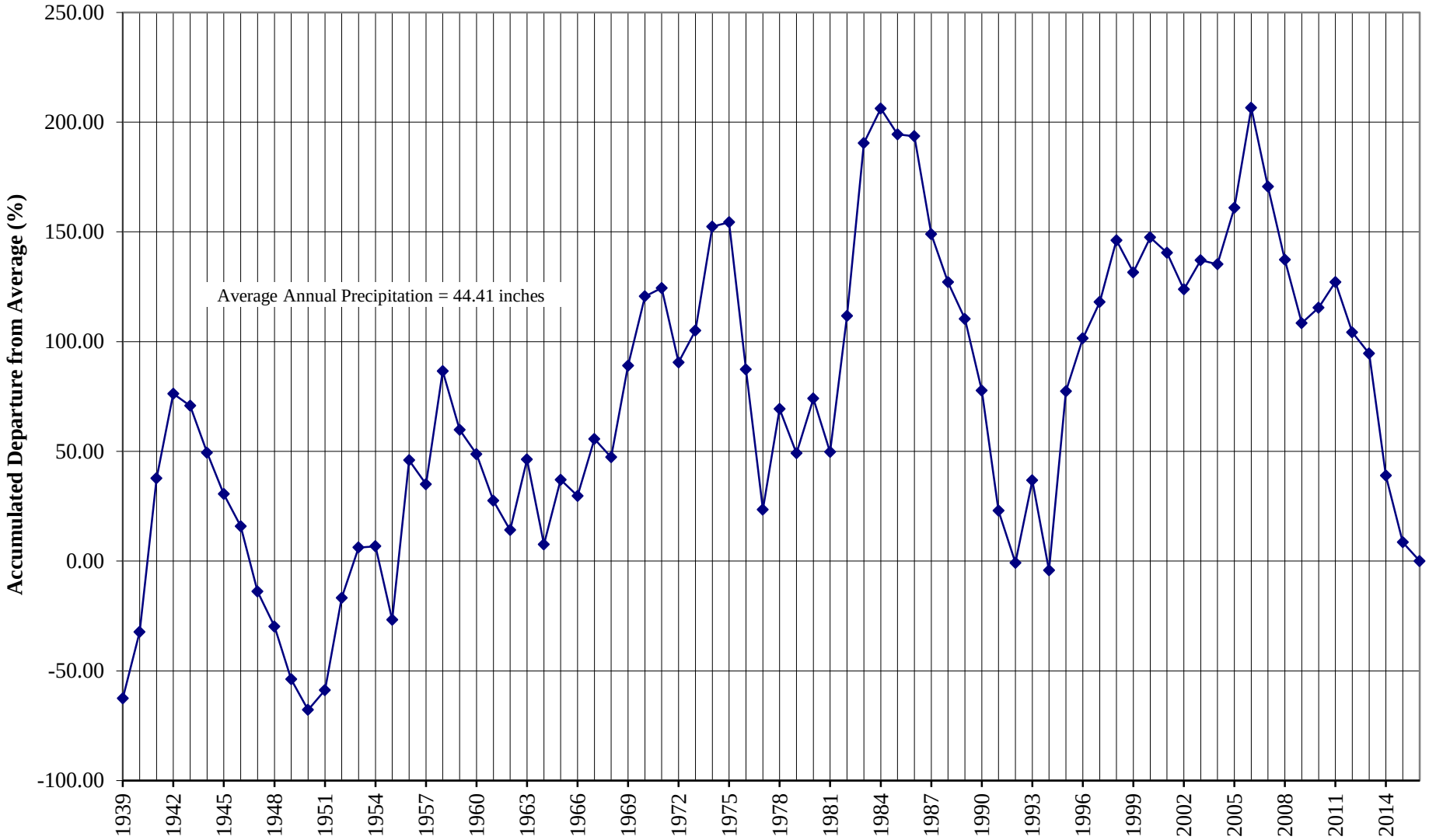
Water Year 1996-1997

Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Annual
1	0.00	0.00	0.00	4.59	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2	0.00	0.00	0.00	1.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4	0.00	0.00	1.98	0.00	-	-	0.00	0.00	0.52	0.00	0.00	0.00	
5	0.00	0.00	0.00	0.14	0.00	0.07	0.00	0.00	0.00	0.00	0.00	0.00	
6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
8	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
9	0.00	0.00	2.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10	0.00	0.00	3.30	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
11	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
14	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	
15	0.00	0.00	-	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.30	
16	0.00	0.00	-	0.00	0.00	0.26	0.00	0.00	0.00	0.00	0.00	0.00	
17	0.00	0.00	-	0.00	-	1.86	0.00	0.00	0.00	0.00	0.00	0.00	
18	0.00	1.67	-	0.00	0.00	0.05	0.00	0.00	0.00	0.00	0.00	0.00	
19	0.25	1.50	-	0.00	0.00	0.03	0.95	0.00	0.00	0.00	0.00	0.00	
20	0.00	0.00	-	-	-	0.00	0.04	0.00	0.00	0.00	0.69	0.00	
21	0.00	0.00	-	1.99	0.00	0.00	0.03	0.00	0.00	0.00	0.00	0.00	
22	0.00	1.41	-	-	0.00	0.00	0.05	0.00	0.00	0.00	0.00	0.00	
23	0.00	0.00	-	2.45	0.00	0.00	0.45	0.24	0.00	0.00	0.00	0.00	
24	0.01	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25	0.00	0.00	-	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26	0.00	0.00	-	5.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
27	0.00	0.00	-	0.11	0.00	0.00	0.00	0.20	0.00	0.00	0.00	0.00	
28	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
29	0.50	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
30	0.15	0.76	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
31	0.00	0.00	14.75	0.04	0.00	0.07	0.00	0.00	0.00	0.00	0.00	0.00	
Total	**0.91**	**5.34**	**22.13**	**16.82**	**0.00**	**2.34**	**1.52**	**0.44**	**0.52**	**0.00**	**0.69**	**0.30**	**51.01**
Average	**0.03**	**0.17**	**2.01**	**0.62**	**0.00**	**0.08**	**0.05**	**0.01**	**0.02**	**0.00**	**0.02**	**0.01**	
Min	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
Max	**0.50**	**1.67**	**14.75**	**5.95**	**0.00**	**1.86**	**0.95**	**0.24**	**0.52**	**0.00**	**0.69**	**0.30**	

Source: National Climatic Data Center (NCDC), http://lwf.ncdc.noaa.gov/oa/ncdc.html

FIGURES

FIGURE 1
Hidden Valley Lake Community Services District
Accumulated Departure from Average Annual Precipitation Measured at the Middletown Station[(1)]
Water Years 1939 - 2016



(1) Annual precipitation data for the years 2002, 2004-2007, and 2013 was estimated using data reported for the Calistoga station.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
HISTORICAL WATER SURFACE ELEVATIONS - GRANGE ROAD WELL NO. 1 (GR 1)

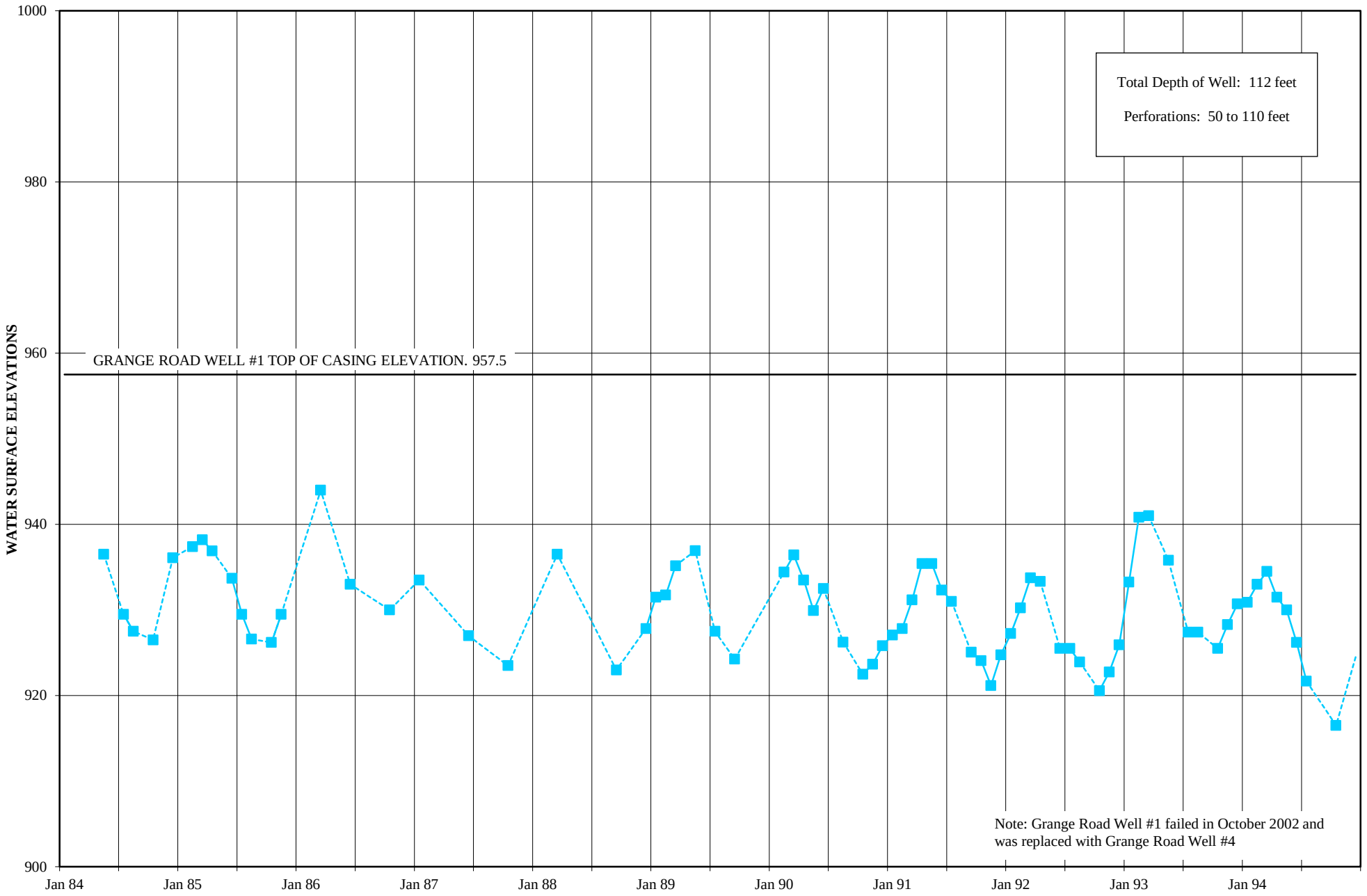


Figure 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
HISTORICAL WATER SURFACE ELEVATIONS - GRANGE ROAD WELL NO. 2 (GR 2)

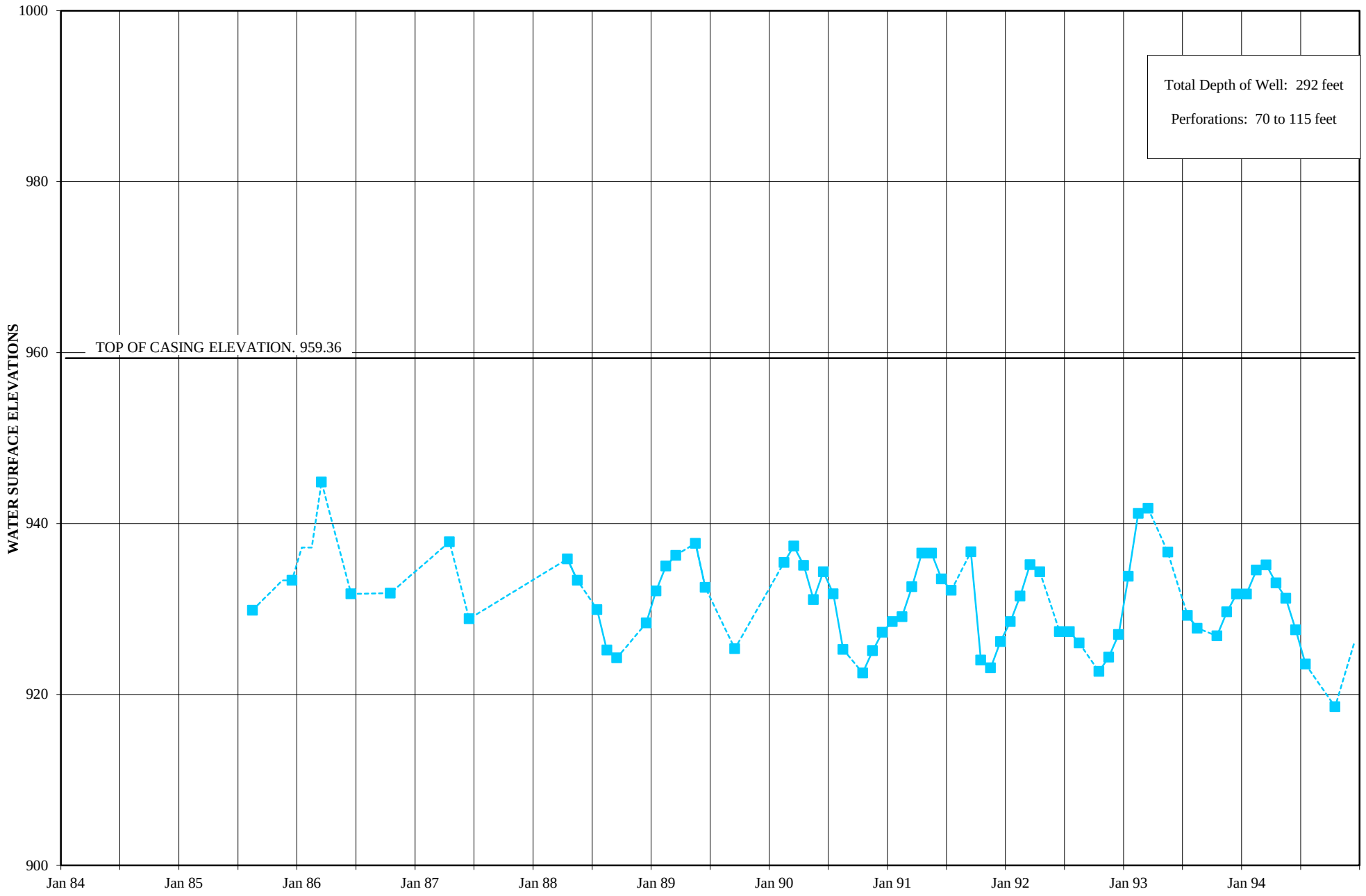


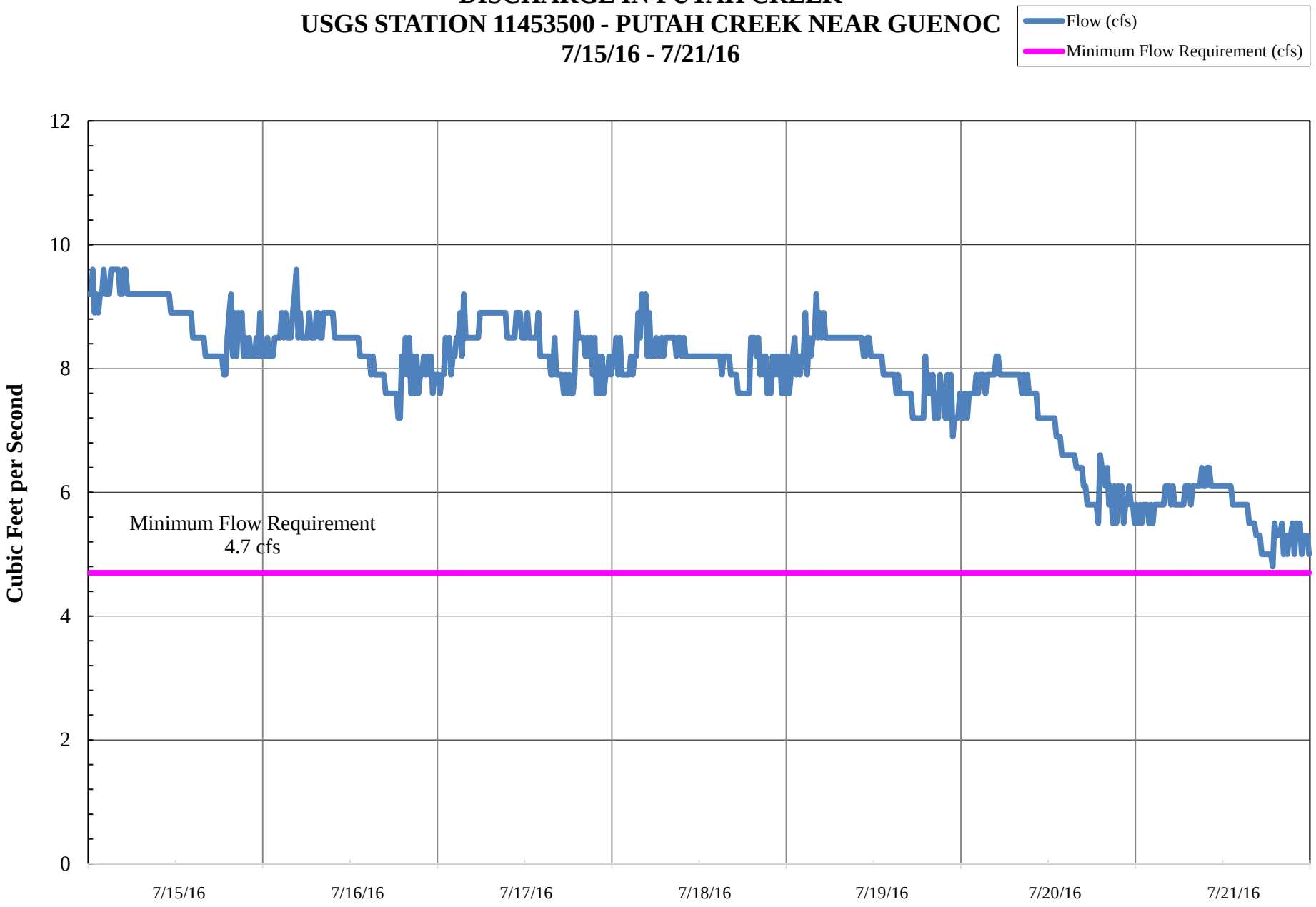
Figure 2

APPENDICES

APPENDIX-1

Hydrographs of the Discharge in Putah Creek for the period of July 15, 2016 through October 31, 2016

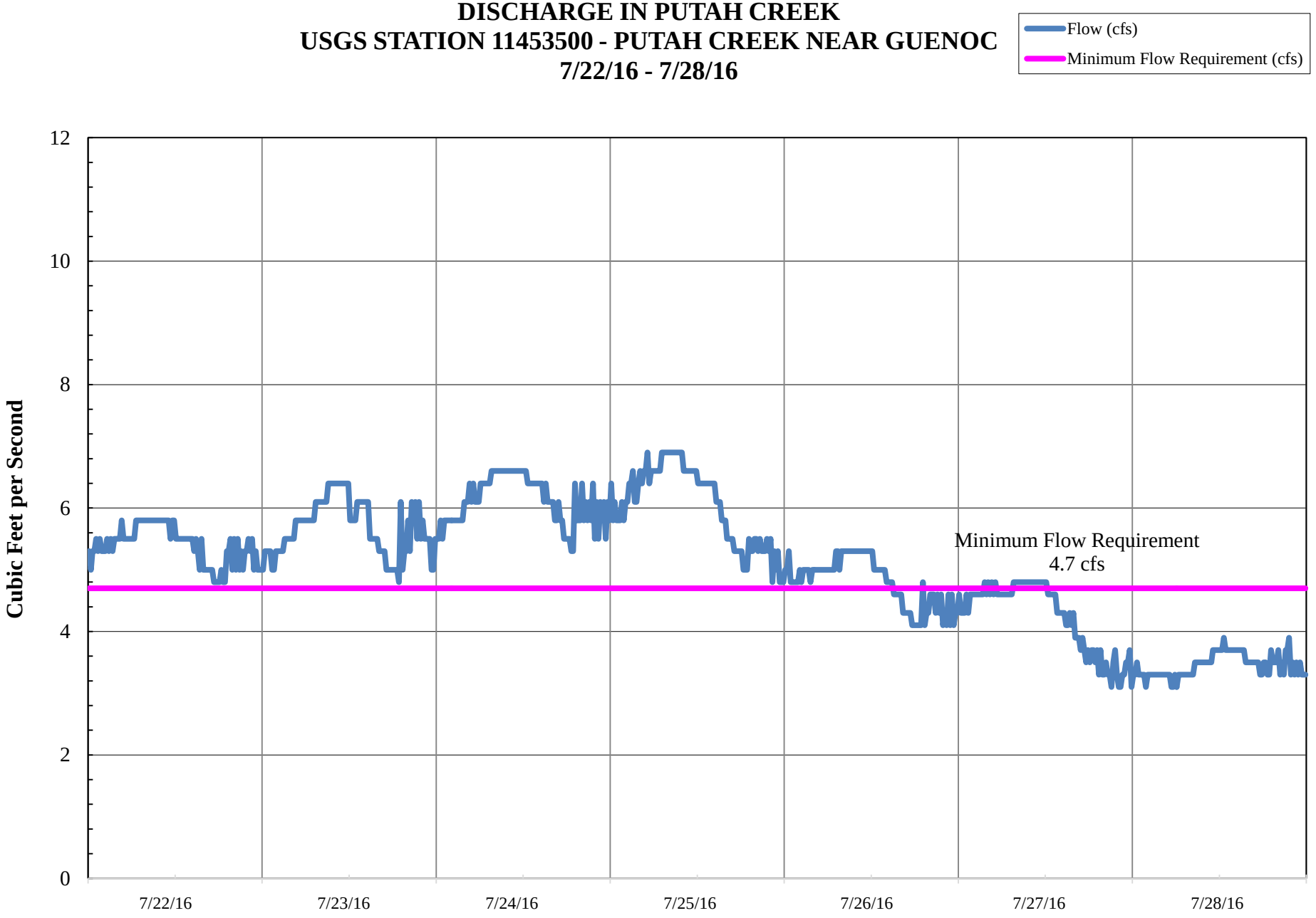
DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
7/15/16 - 7/21/16



Provisional Data Subject to Revision

Date

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
7/22/16 - 7/28/16



Provisional Data Subject to Revision

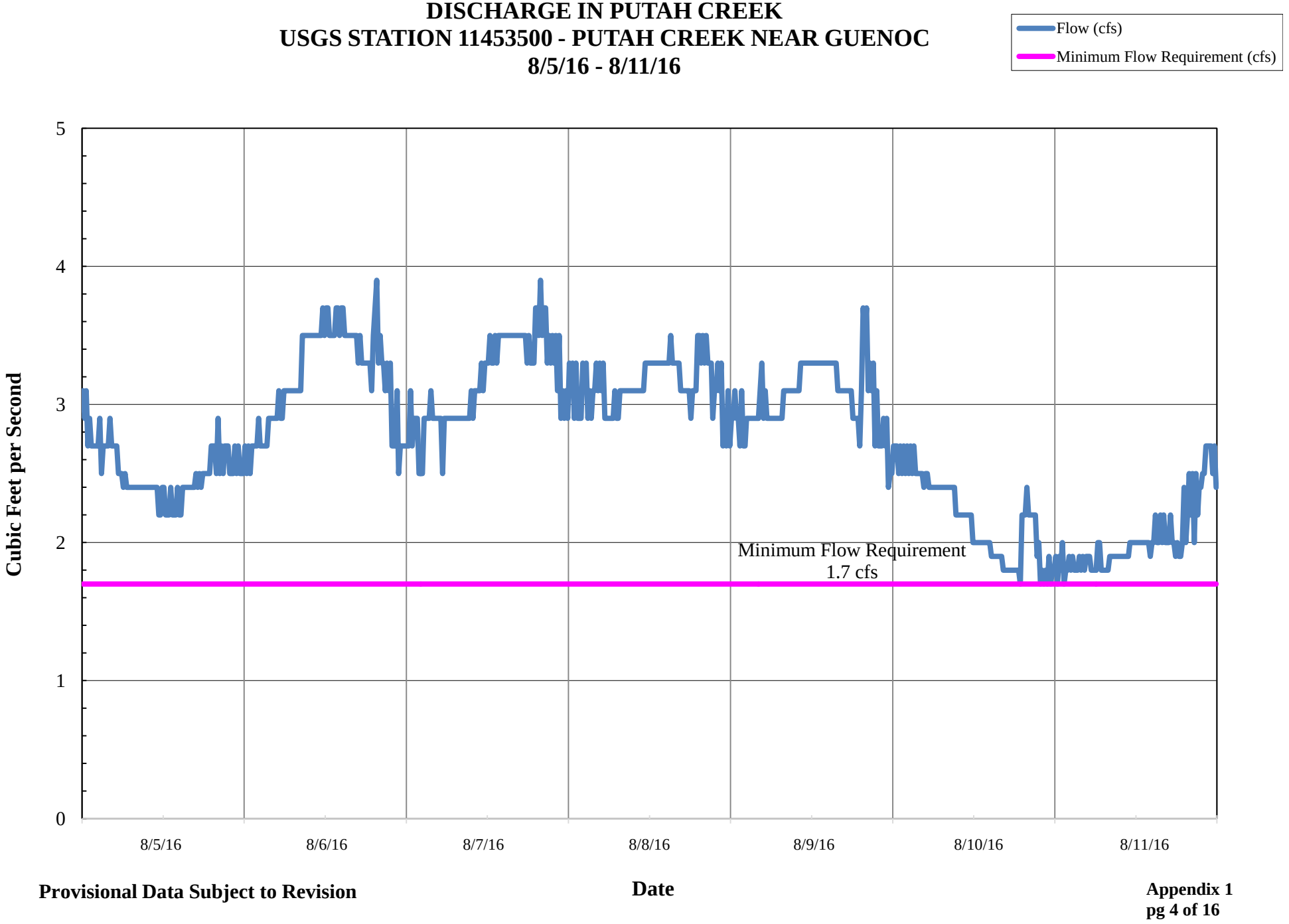
Date

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
7/29/16 - 8/4/16

Provisional Data Subject to Revision

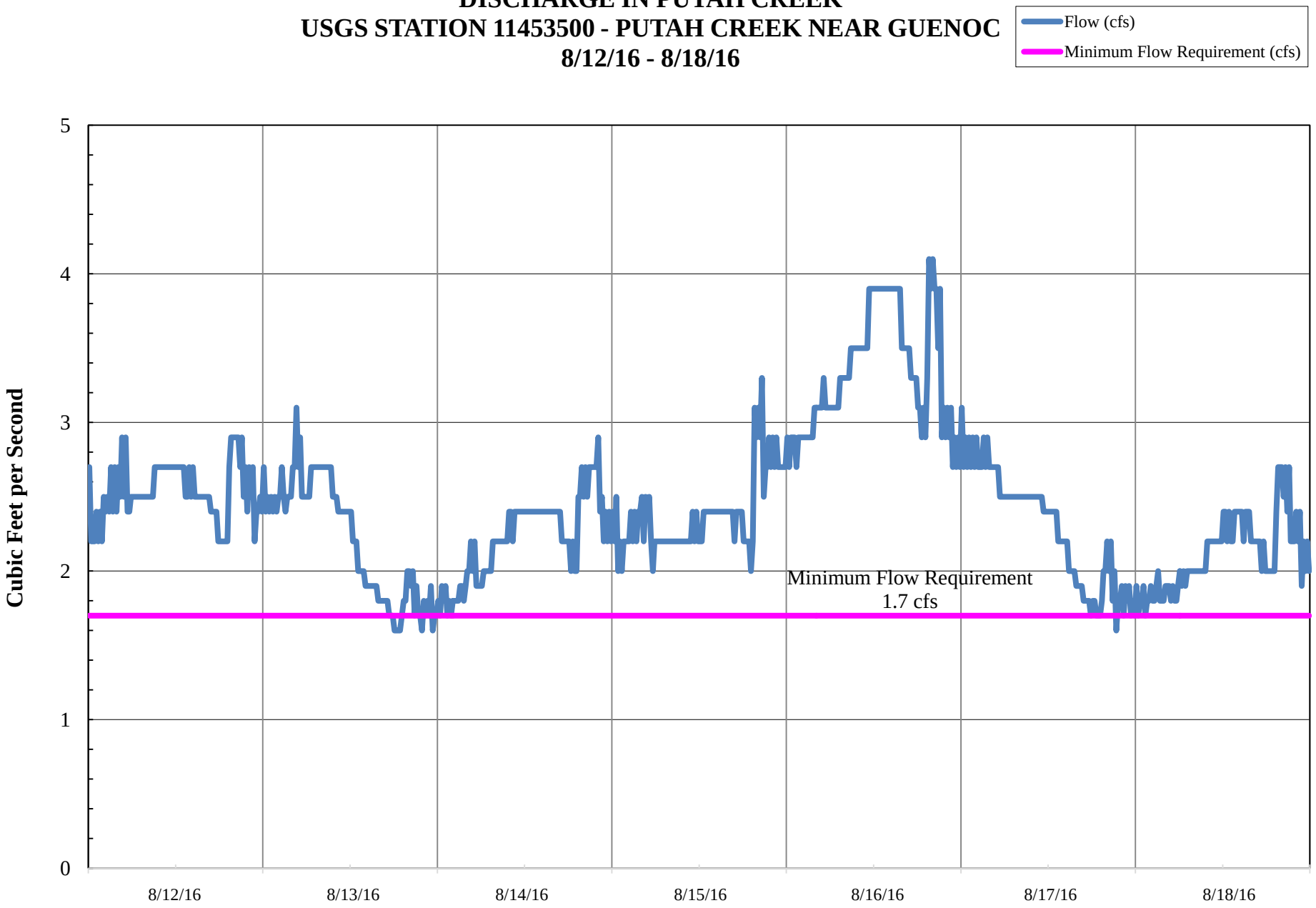
Date

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
8/5/16 - 8/11/16



Provisional Data Subject to Revision

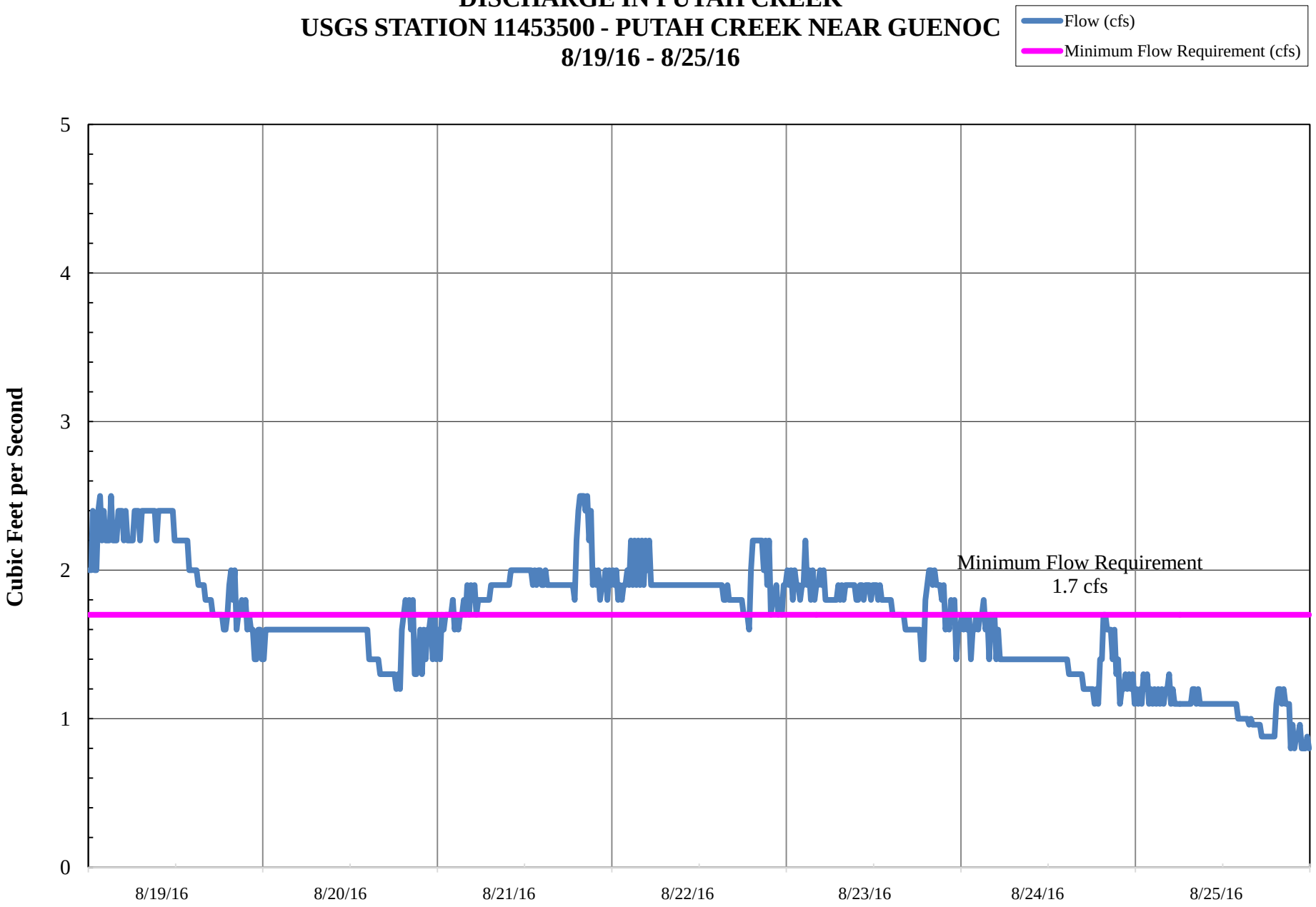
DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
8/12/16 - 8/18/16



Provisional Data Subject to Revision

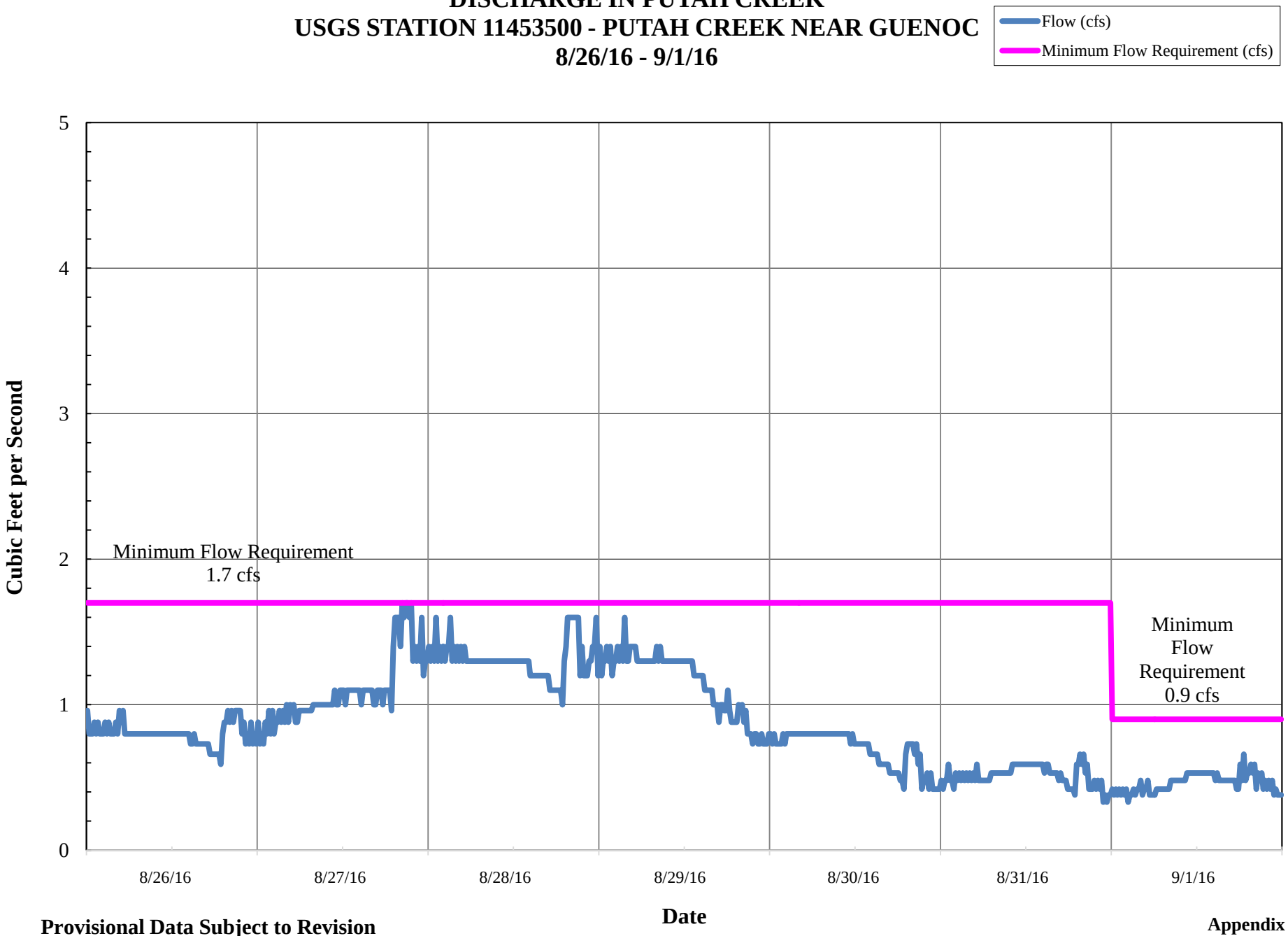
Date

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
8/19/16 - 8/25/16



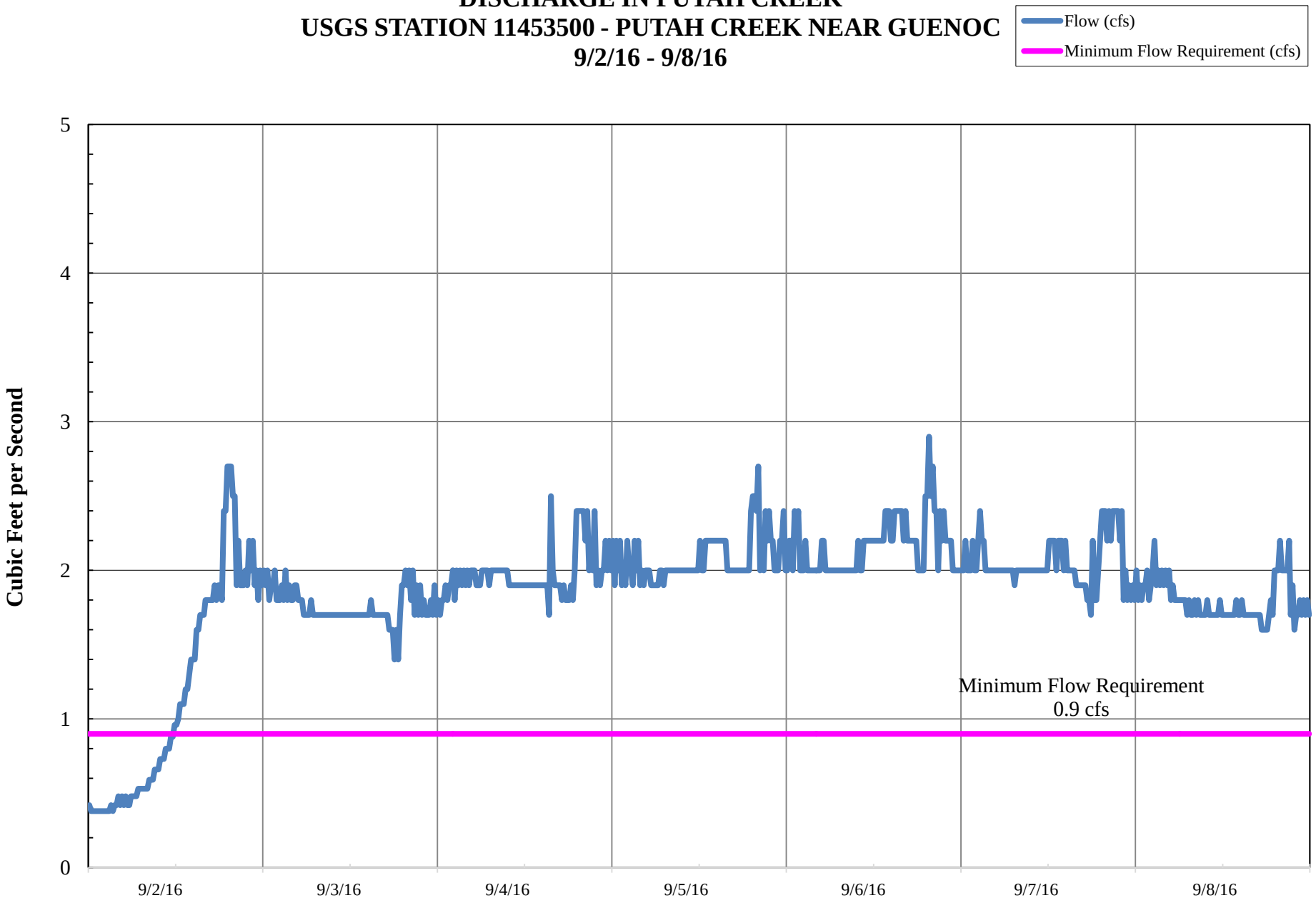
Provisional Data Subject to Revision

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
8/26/16 - 9/1/16



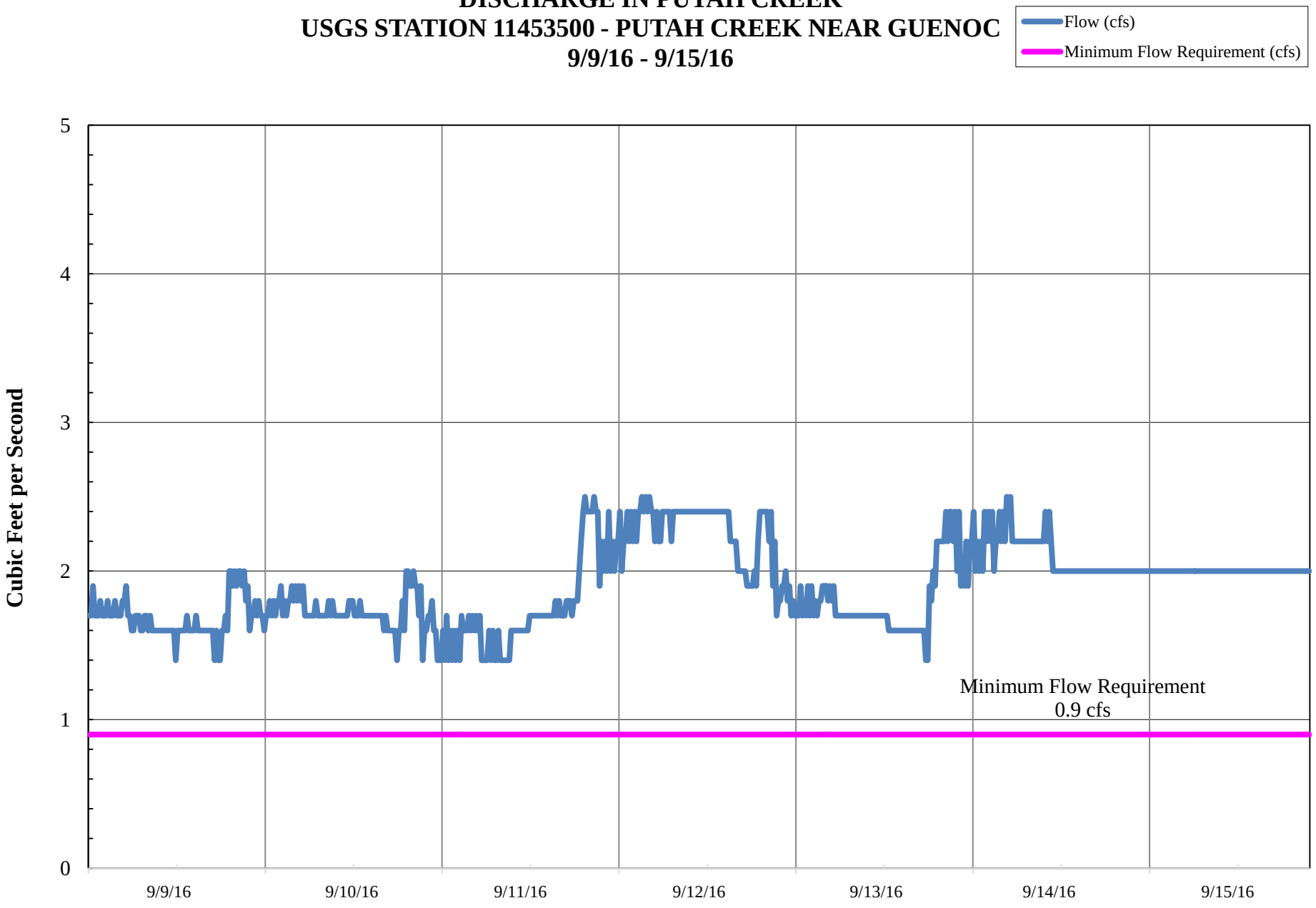
Provisional Data Subject to Revision

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
9/2/16 - 9/8/16



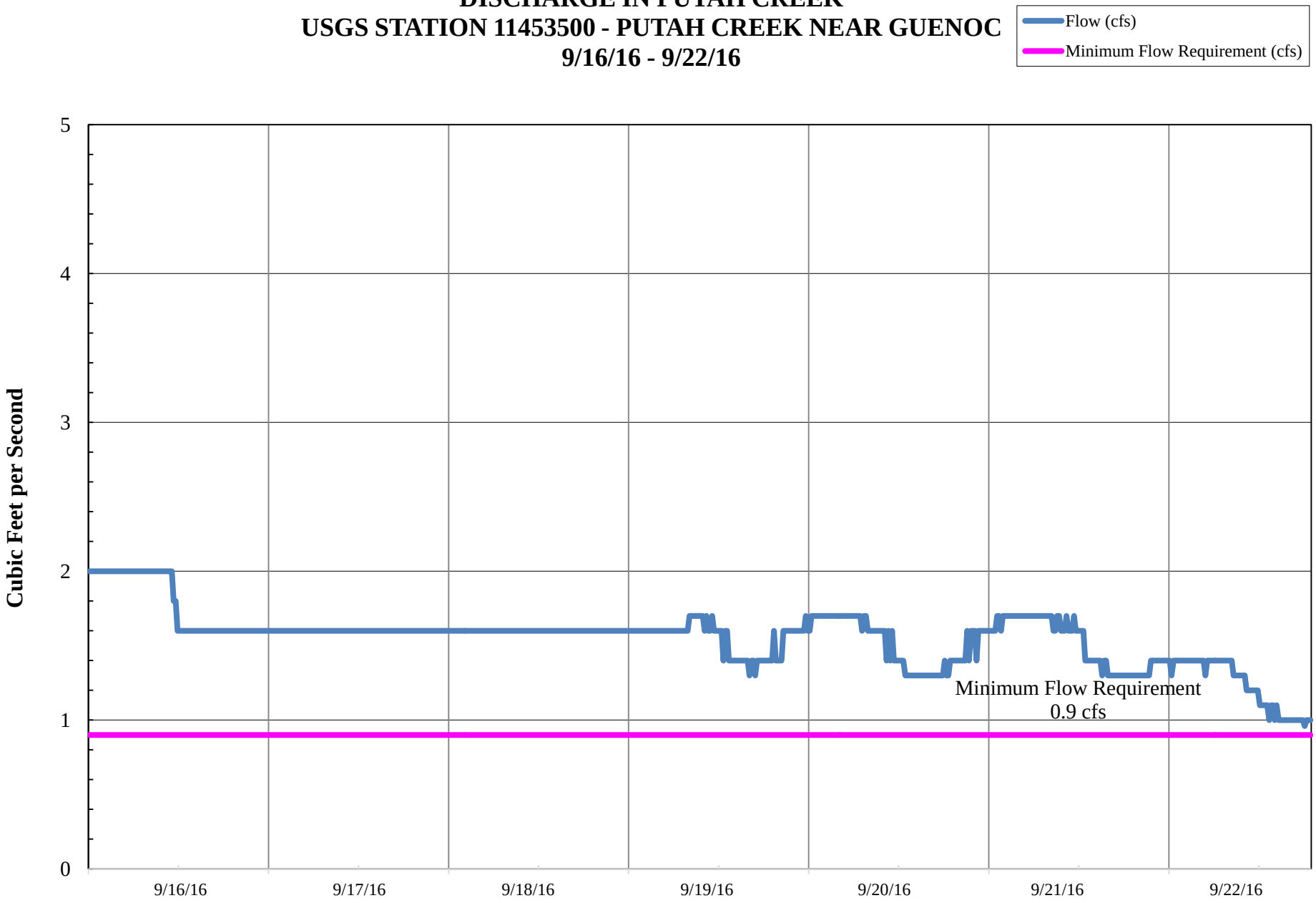
Provisional Data Subject to Revision

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
9/9/16 - 9/15/16



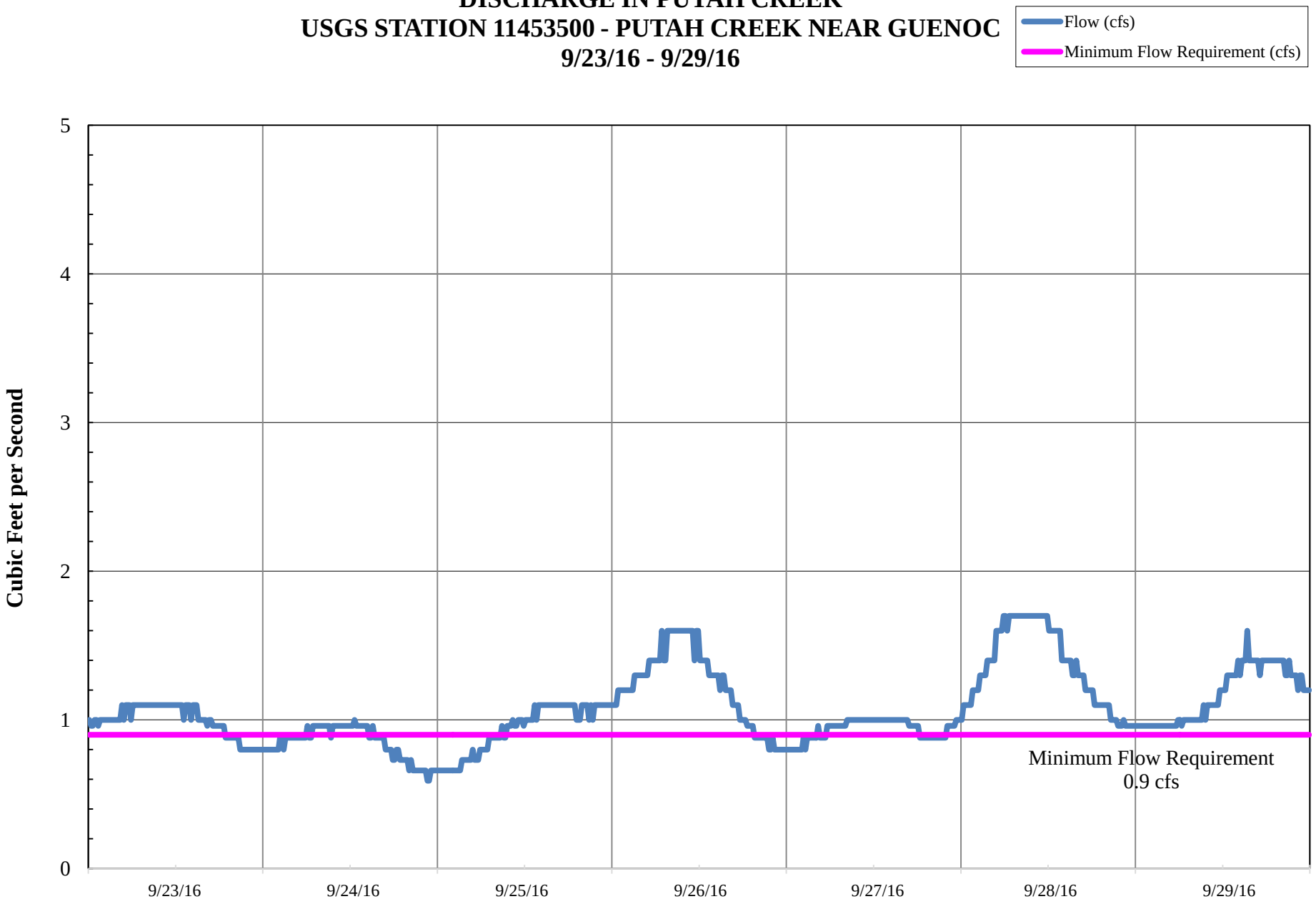
Provisional Data Subject to Revision

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
9/16/16 - 9/22/16



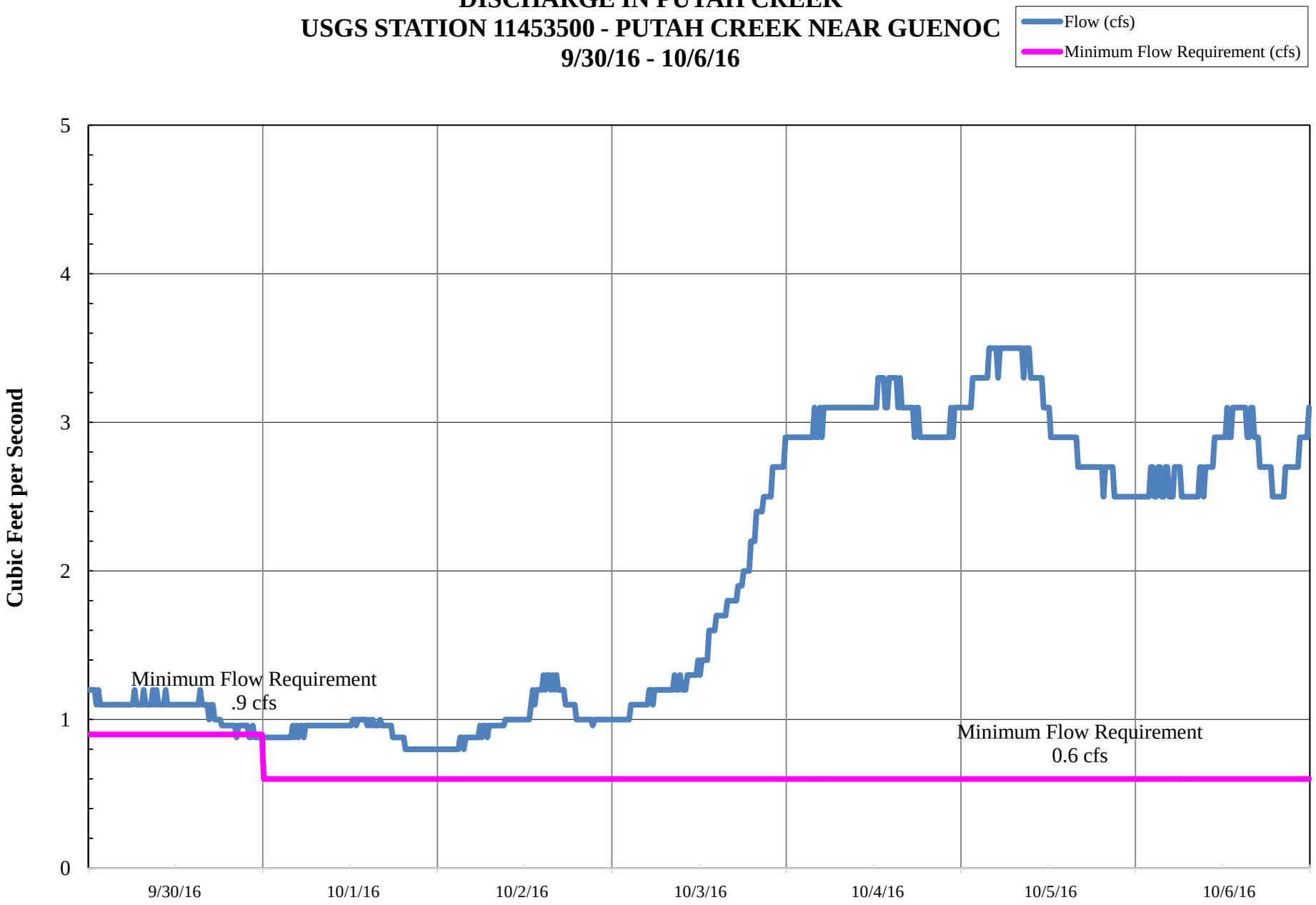
Provisional Data Subject to Revision

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
9/23/16 - 9/29/16



Provisional Data Subject to Revision

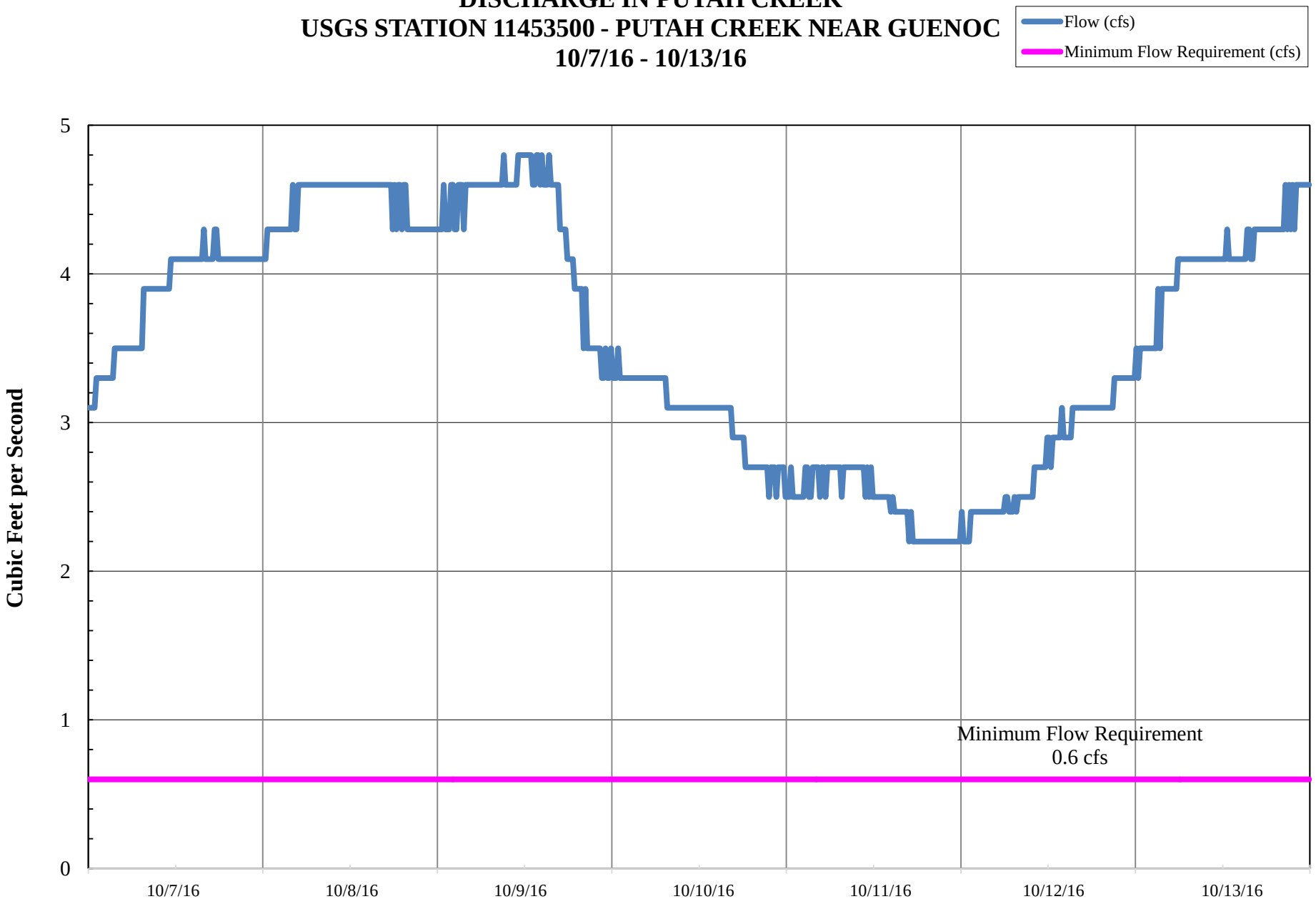
DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
9/30/16 - 10/6/16



Provisional Data Subject to Revision

Date

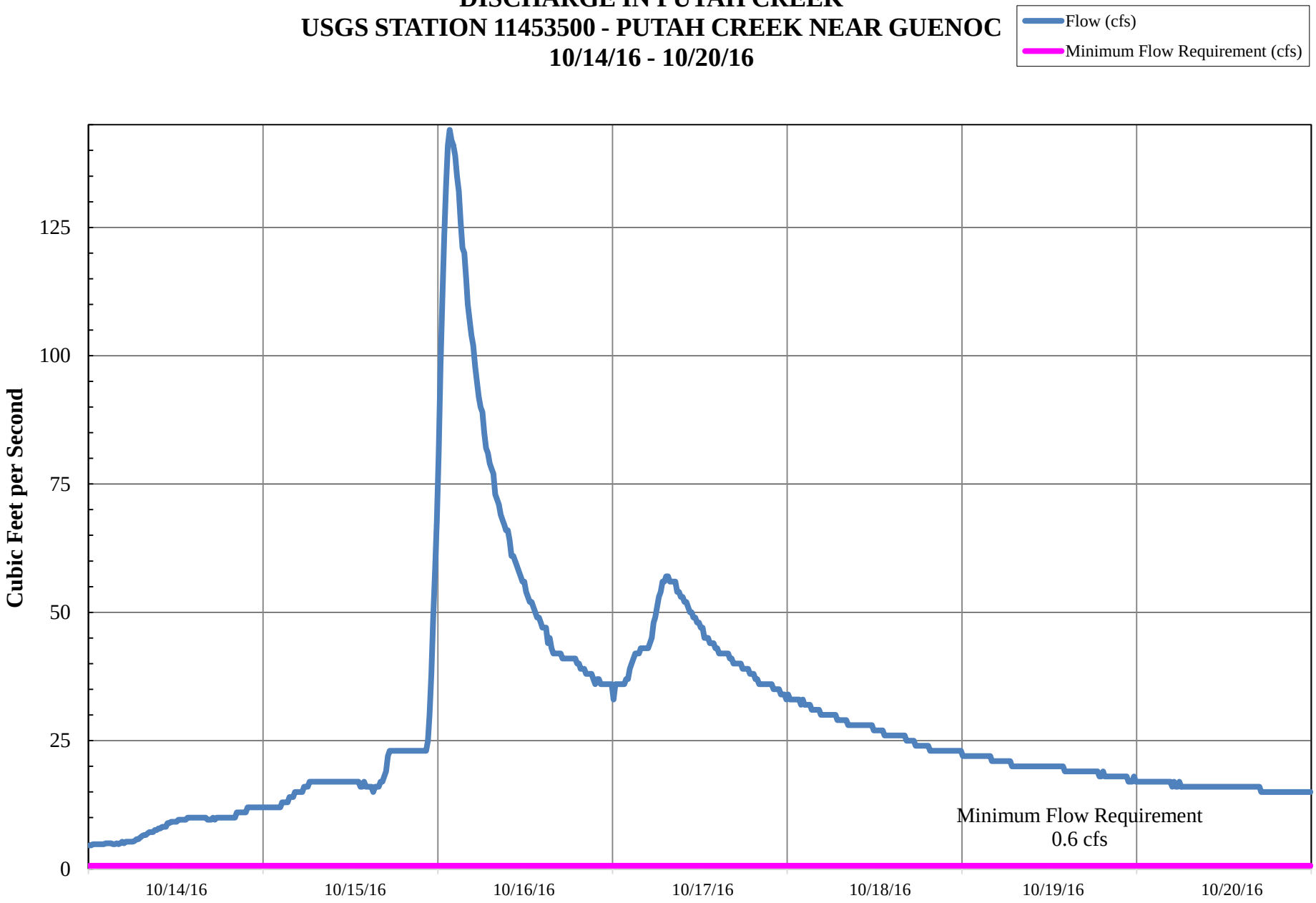
DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
10/7/16 - 10/13/16



Provisional Data Subject to Revision

Date

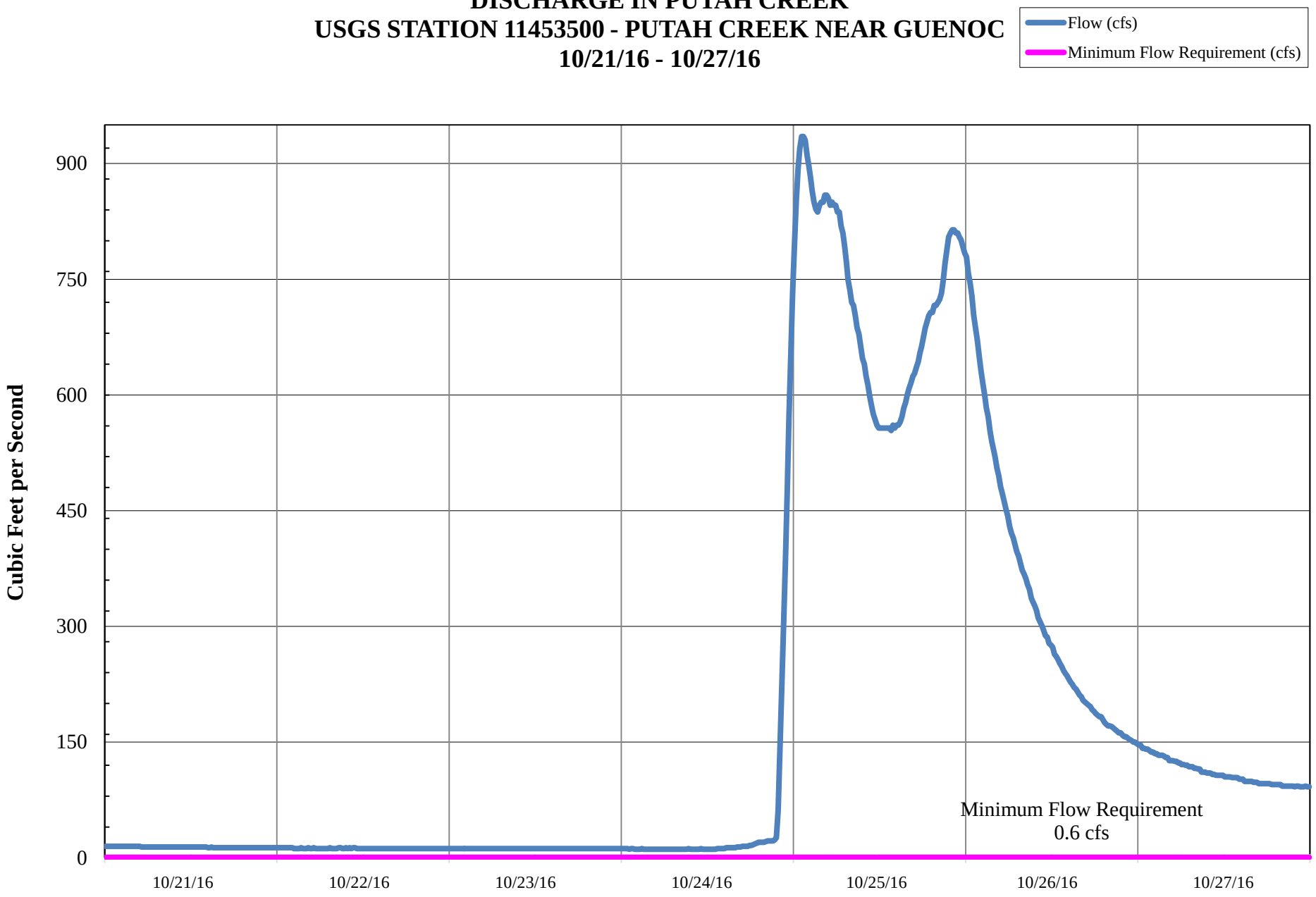
DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
10/14/16 - 10/20/16



Provisional Data Subject to Revision

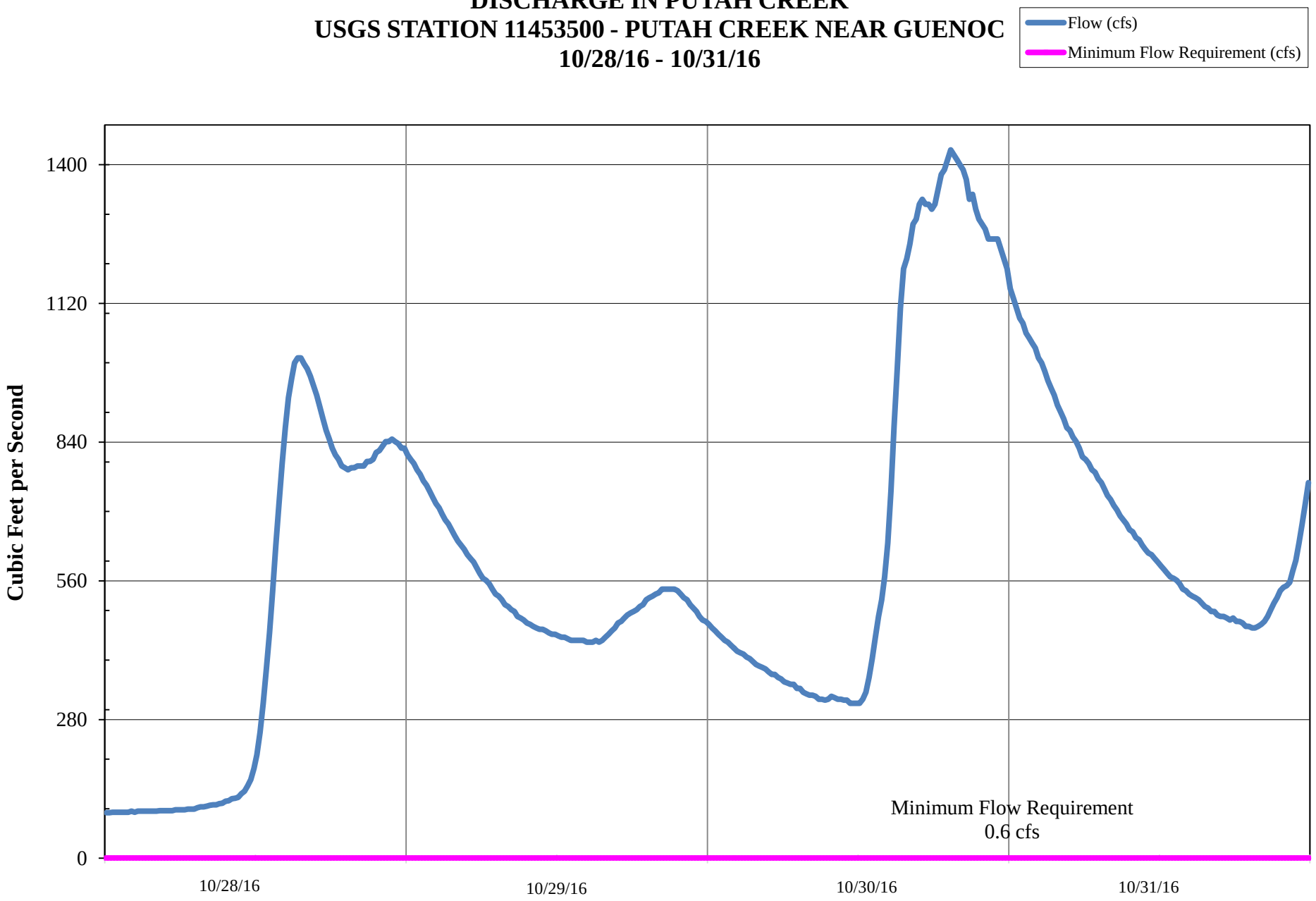
Date

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
10/21/16 - 10/27/16



Provisional Data Subject to Revision

DISCHARGE IN PUTAH CREEK
USGS STATION 11453500 - PUTAH CREEK NEAR GUENOC
10/28/16 - 10/31/16



Provisional Data Subject to Revision

APPENDIX-2

Grange Road Wells and Monitoring Wells
Geotechnical Reports and Boring Logs

GRANGE ROAD WELL LOG

(GR-4)

Grange Road Well #4

- TOP OF CASING ELEV 956.89

TRIPLICATE
Owner's Copy

Page 1 of 1

RECEIVED MAR 1 0 2003

STATE OF CALIFORNIA

WELL COMPLETION REPORT

Refer to Instruction Pamphlet

No. 769936

DWR USE ONLY -- DO NOT FILL IN

STATE WELL NO./ STATION NO.

LATITUDE LONGITUDE

APN/TRS/OTHER

Owner's Well No. Well#4 4

Date Work Began 1/23/2003, Ended 2/26/2003

Local Permit Agency Lake Co Environ Health

Permit No. WE-2201 Permit Date 1/29/2003

GEOLOGIC LOG

ORIENTATION (✓) ✓ VERTICAL — HORIZONTAL — ANGLE — (SPECIFY)

DRILLING METHOD MUD ROTARY FLUID Bentonite

DEPTH FROM SURFACE Ft. to Ft.	DESCRIPTION *Describe material, grain, size, color, etc.*
0 – 12	Tan clay
12 – 59	Sand and gravel, cobble and boulders
59 – 72	Clay
72 – 84	Sand and gravel
84 – 87	Clay
87 – 94	Sand and gravel
94 – 95	Clay
95 – 115	Sand and gravel and clay streaks
115 – 135	Clay
135 – 138	Sand and gravel
138 – 147	Clay with embedded gravel
147 – 167	Sand and gravel and streaks of clay
167 – 180	Clay with streaks of sand and gravel
180 – 189	Blue clay with embedded gravel and streaks of loose gravel
189 – 199	Clay with embedded rock
199 – 204	Hard serpentine
204 – 231	Stiff clay

TOTAL DEPTH OF BORING 231 (Feet)

TOTAL DEPTH OF COMPLETED WELL 206 (Feet)

WELL OWNER

Name Hidden Valley Com: Service District

Mailing Address 19400 Hartman Road

Middletown CA

CITY STATE ZIP

WELL LOCATION

Address 18963 Grange Road

City Middletown CA

County Lake

APN Book 014 Page 270 Parcel 67

Township ____ Range ____ Section ____

Latitude ____ DEG. ____ MIN. ____ SEC. ____ DEG. ____ MIN. ____ SEC.

LOCATION SKETCH

NORTH

WEST EAST

SOUTH

Illustrate or Describe Distance of Well from Roads, Buildings, Fences, Rivers, etc. and attach a map. Use additional paper if necessary. PLEASE BE ACCURATE & COMPLETE.

ACTIVITY (✓)

✓ NEW WELL

MODIFICATION/REPAIR

— Deepen

— Other (Specify)

— DESTROY (Describe Procedures and Materials Under "GEOLOGIC LOG")

PLANNED USES (✓)

WATER SUPPLY

— Domestic ✓ Public

— Irrigation — Industrial

— MONITORING

— TEST WELL

— CATHODIC PROTECTION

— HEAT EXCHANGE

— DIRECT PUSH

— INJECTION

— VAPOR EXTRACTION

— SPARGING

— REMEDIATION

— OTHER (SPECIFY)

WATER LEVEL & YIELD OF COMPLETED WELL

DEPTH TO FIRST WATER ____ (FL.) BELOW SURFACE

DEPTH OF STATIC WATER LEVEL 22 (FL.) & DATE MEASURED 2/26/2003

ESTIMATED YIELD 100 (GPM) & TEST TYPE BAILED

TEST LENGTH 1 (Hrs.) TOTAL DRAWDOWN 44 (FL.)

May not be representative of a well's long-term yield.

CASING (S)

DEPTH FROM SURFACE Ft. to Ft.	BORE-HOLE DIA. (Inches)	TYPE (✓) BLANK	SCREEN	CONDUCTOR	FILL PIPE	MATERIAL / GRADE	INTERNAL DIAMETER (Inches)	GAUGE OR WALL THICKNESS	SLOT SIZE IF ANY (Inches)
0 – 231	7 7/8								
50 – 218	22								
+3 – 206		✓				STEEL	14		
0 – 50				✓		S. STEEL	24		
50 – 110			✓			S. STEEL			.050
148 – 188			✓			S. STEEL			.050

ANNULAR MATERIAL

DEPTH FROM SURFACE Ft. to Ft.	TYPE: CEMENT (✓)	BENTONITE (✓)	FILL (✓)	FILTER PACK (TYPE/SIZE)
0 – 50	✓			sand grout
50 – 206			✓	8 x 16 sand

ATTACHMENTS (✓)

— Geologic Log

— Well Construction Diagram

— Geophysical Log(s)

— Soil/Water Chemical Analysis

— Other ____

ATTACH ADDITIONAL INFORMATION, IF IT EXISTS.

CERTIFICATION STATEMENT

I, the undersigned, certify that this report is complete and accurate to the best of my knowledge and belief.

NAME Weeks Drilling & Pump
(PERSON, FIRM, OR CORPORATION) (TYPED OR PRINTED)

P.O. Box 176 Sebastopol CA 95473
ADDRESS CITY STATE ZIP

Signed Melissa G. Lopez 03/05/03
WELL DRILLER/AUTHORIZED REPRESENTATIVE DATE SIGNED

177681
C-57 LICENSE NUMBER

DWR 188 REV. 11-97

IF ADDITIONAL SPACE IS NEEDED, USE NEXT CONSECUTIVELY NUMBERED FORM

LUCHETTI RANCH MONITORING WELL LOGS

(MW 5A, MW 5B)

Wells 5A + 5B

The Geoservices Group

October 27, 1998
Job No. 108.07.01

James C. Hanson Consulting Civil Engineer
444 North Third Street, Suite 400
Sacramento, California 95814

5A 5B

Monitoring Well Installation
MW-~~4A~~ and ~~4B~~, Luchetti Ranch
Hidden Valley Lake CSD
Lake County, California

Gentlemen:

This letter summarizes the drilling activities and transmits our geologic log associated with the installation of monitoring well MW-4A and -4B for the Hidden Valley Lake Community Services District in Lake County, California. The wells were drilled on the Luchetti property, north of Grange Road and about 2.53 miles southeast of Highway 29, at the location shown on the attached Location Map, Plate 1. Our scope of services consisted of logging the conditions encountered during drilling of the well boring, providing geologic input to the construction of the wells, and presenting the findings in this letter.

Field Activities

On June 1 and 2, 1998, our engineering geologist observed the drilling of the boring for wells MW-4A and 4B by Weeks Drilling and Pump Company of Sebastopol, California. The well boring was drilled to a total depth of 100 feet, using a truck-mounted Failing 1500 rotary wash drill rig, equipped with a 7-7/8 inch diameter bit. The subsurface conditions encountered were logged by observing the drill cuttings circulated out of the borehole. The lithologic log for the boring is attached as Plate 2. The alluvial soils encountered were classified according to the Unified Soil Classification System described on Plate 3.

At the completion of drilling, the boring was flushed with clean water and two monitoring well casings were installed. The well completion detail is presented on Plate 2. The wells were constructed of 2-inch diameter Schedule 40 PVC casing, with 0.020-inch machine-slotted well screens. The deeper well casing (MW-4A) was screened from a depth of 90 to 100 feet and the second, shallower well (MW-4B) was screened from a depth of 30 to 40 feet. The dual well completion was performed to allow measurement of slight differences in

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Phone • 707-823-9290 • Fax : 707-823-9218

water levels, as an indicator of vertical ground-water gradients. The static water level was obscured by the bentonite mud used to drill the boring and we were not able to measure a water level at the time of drilling.

The annular space around the screened interval of each well consists of Lonestar #3 sand. A bentonite seal was placed above the sandpack from a depth of 20 to 16 feet. A surface grout seal, consisting of cement with approximately 5% bentonite was placed under the observation of Mr. Manual Ramirez of the Lake County Department of Environmental Health. The well casings extend above grade and are housed within a locking steel well vault.

Interpretation of Subsurface Conditions

Wells MW-1 through MW-3, previously installed further west, encountered predominantly clean sands and gravels, indicative of stream channel deposits. The boring for MW-4A and 4B encountered interbedded sandy gravel, gravelly sand, clayey sand, and sandy clay alluvial strata to the depth explored. The clean sand and gravel units (soil symbols SP and GP) appear to represent stream channel deposits, possibly deposited as the main stream channel occasionally shifted across the valley bottom, or from tributaries. These strata are interbedded with finer grained materials that are more likely overbank and flood plain deposits, somewhat more removed from the main channel. We assume that ground water in the more permeable sand and gravel strata is at least partially confined.

We trust this letter provides the information you require. If you have questions about our findings, please call the undersigned at (707) 823-9290.

Very truly yours,
The Geoservices Group

David H. Peterson

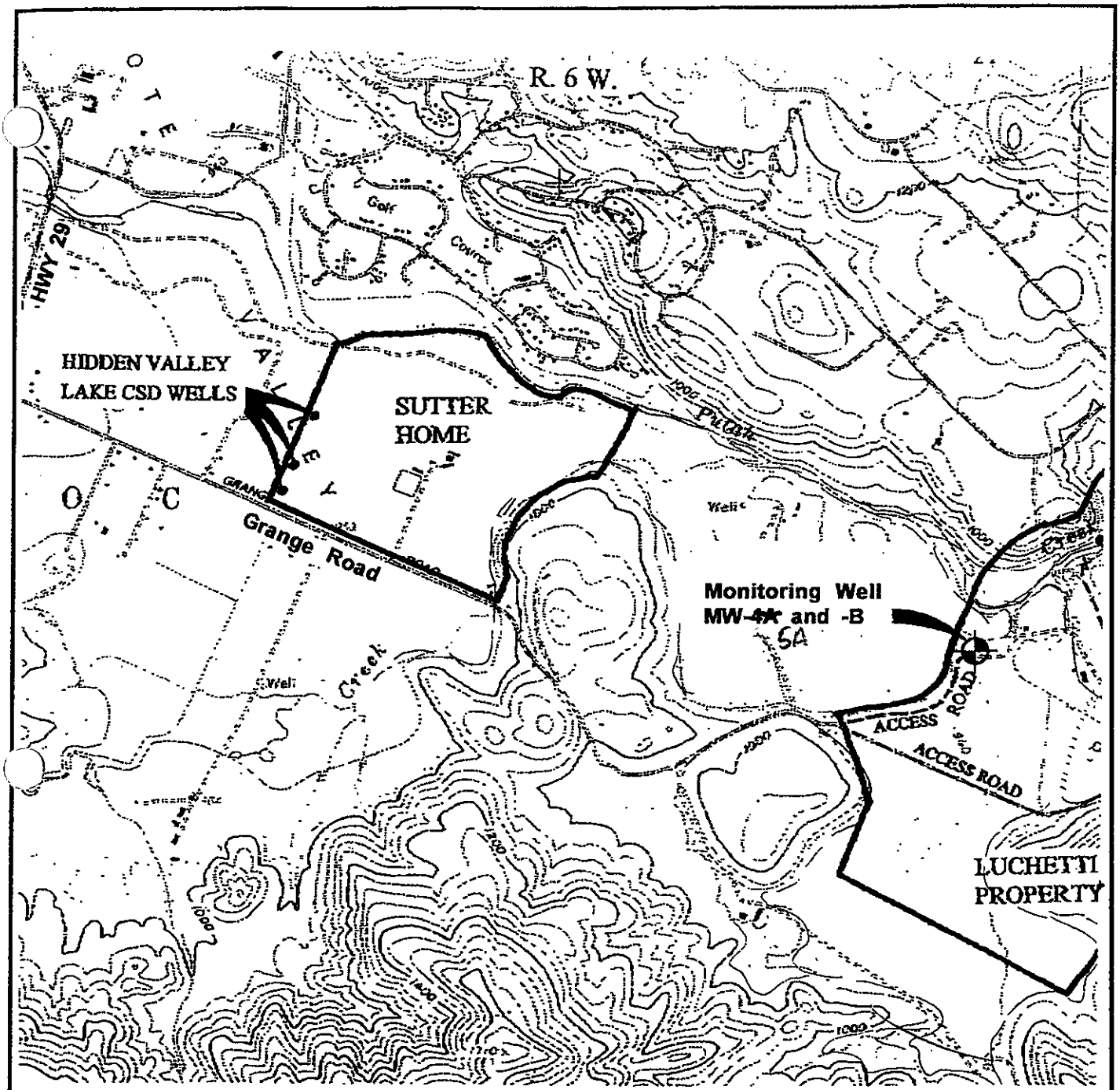
David H. Peterson
Engineering Geologist - 1186

REGISTERED GEOLOGIST
DAVID H. PETERSON
No. 1186
CERTIFIED
exp 12-31-98
ENGINEERING
GEOLOGIST
STATE OF CALIFORNIA

Attachments: Location Map, Plate 1
Log of Boring MW-4A and B, Plate 2
Unified Soil Classification System, Plate 3

DHP:dhp\1080701.MWI

Original and two copies submitted



Reference: U.S. Geological Survey, Middletown 7.5 Minute Quadrangle.

The Geoservices Group

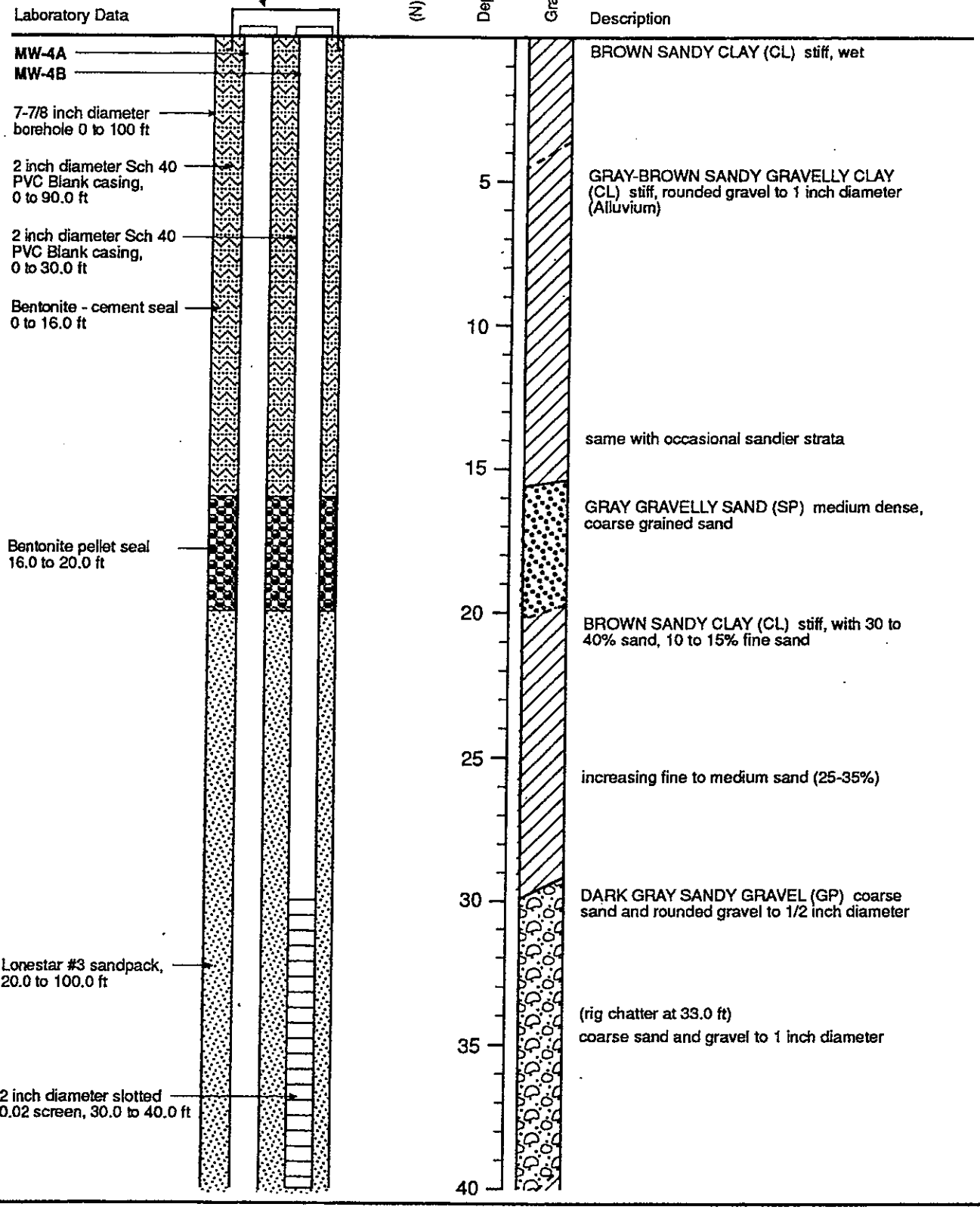
Location Map
Hidden Valley Lake CSD
Lake County, California

PLATE
1

Job Number: 108.07.01 | Drawn: DHP | Approved: DHP | Date: 10/98

Log of Boring MW-#A and B

Job Number 108.07.01 Date Completed 6-1-98
Drilling Method 7-7/8" Rotary Wash Depth 100 ft
Logged by DHP Elevation



The Geoservices Group

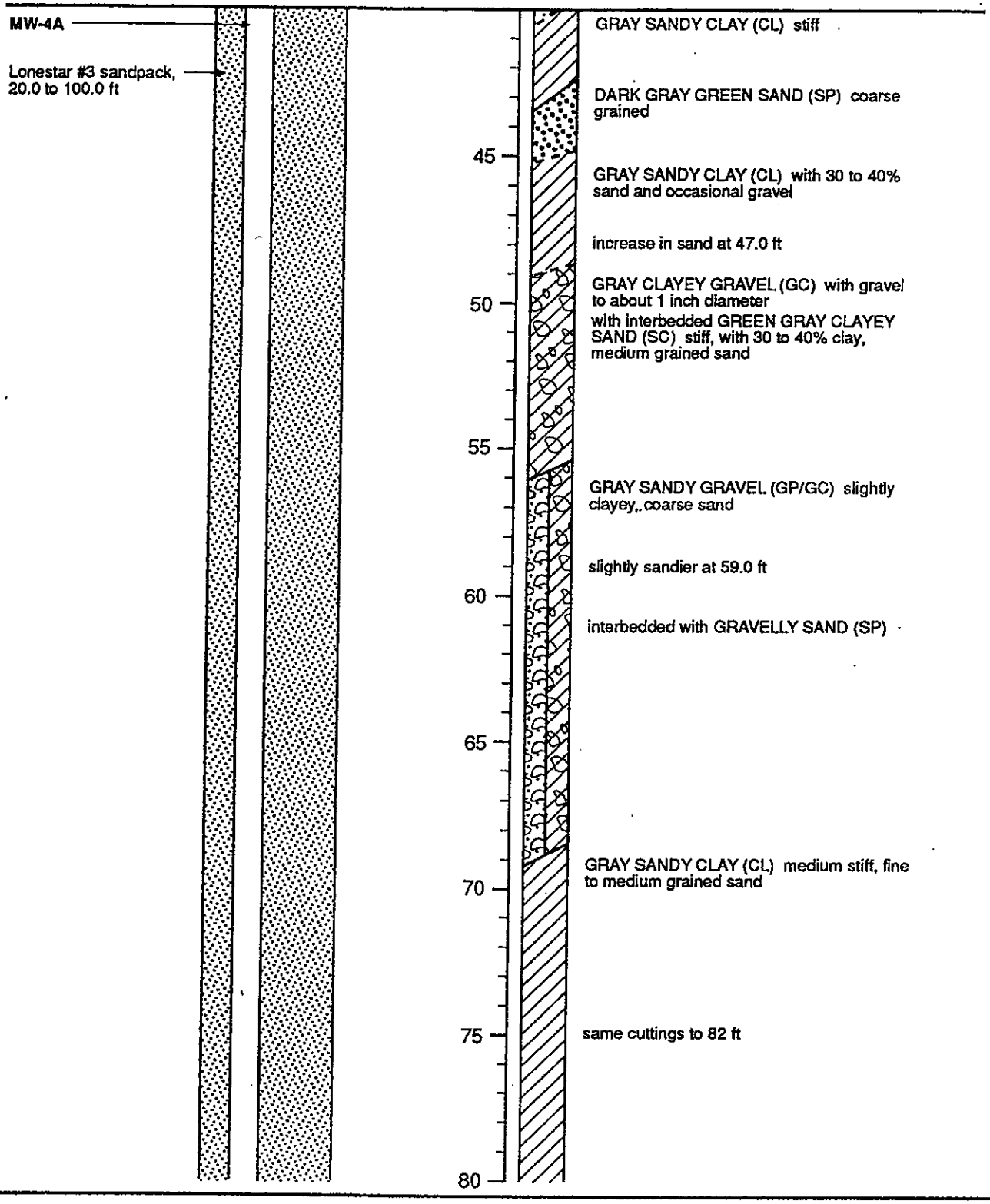
Log of Boring MW-4A and B
Hidden Valley Lake CSD
Lake County, California

PLATE **2**

Job Number: 108.07.01 Drawn: PM Approved: DHP Date: 6/98

Log of Boring MW-4A and B, cont.

Job Number 108.07.01 Date Completed 6-1-98
Drilling Method 7-7/8" Rotary Wash Depth 100 ft
Logged by DHP Elevation



The Geoservices Group

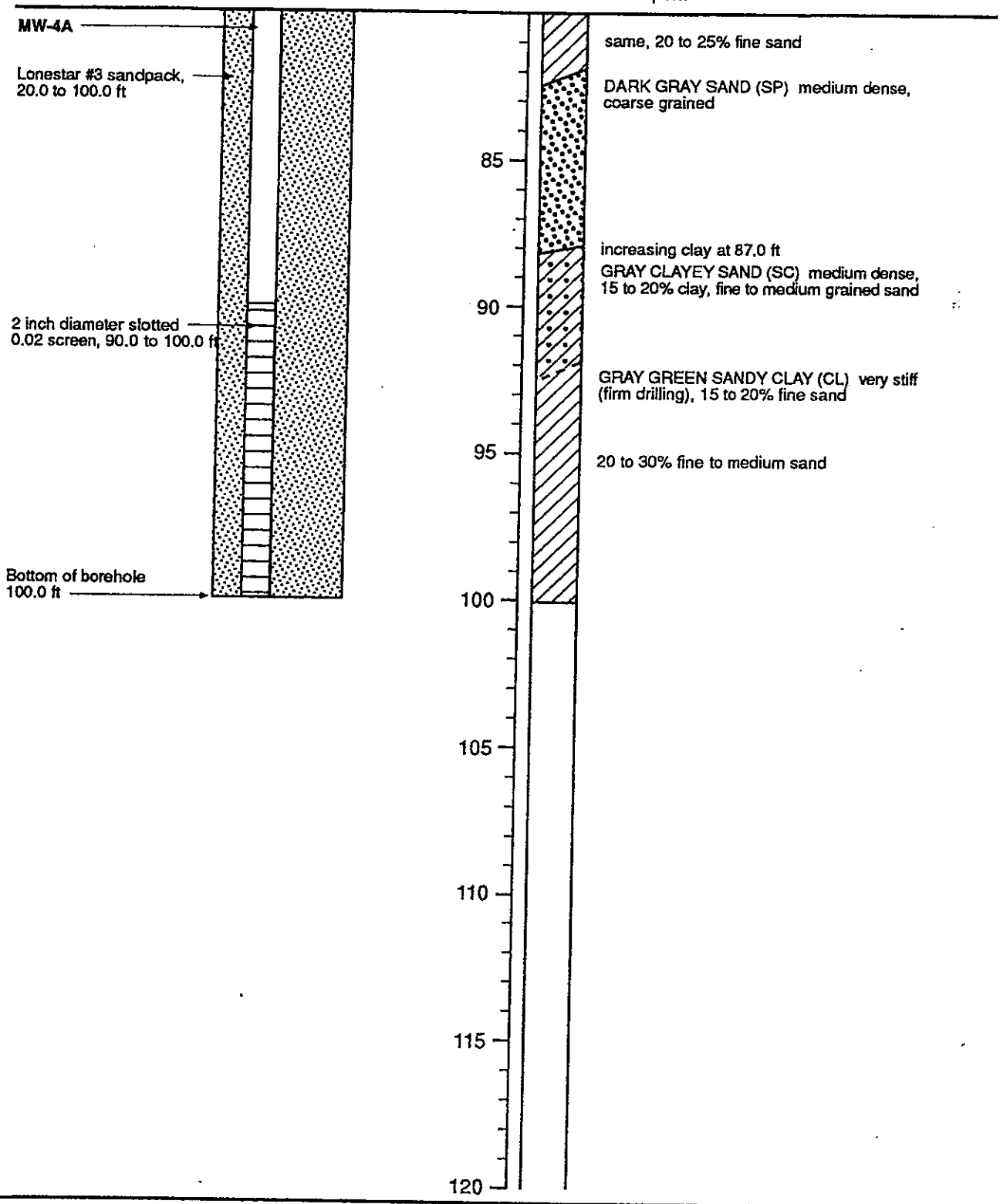
Log of Boring MW-4A and B, continued
Hidden Valley Lake CSD
Lake County, California

PLATE **2**

Job Number: 108.07.01 Drawn: PM Approved: DHP Date: 6/98

Log of Boring MW-4A and B, cont.

Job Number 108.07.01 Date Completed 6-1-98
Drilling Method 7-7/8" Rotary Wash Depth 100 ft
Logged by DHP Elevation



The Geoservices Group

Log of Boring MW-4A and B, continued PLATE **2**
Hidden Valley Lake CSD
Lake County, California

Job Number: 108.07.01 Drawn: PM Approved: DHP Date: 6/98

MAJOR DIVISIONS					TYPICAL NAMES
COARSE-GRAINED SOILS MORE THAN HALF IS COARSER THAN NO. 200 SIEVE	GRAVELS MORE THAN HALF COARSE FRACTION IS LARGER THAN No. 4 SIEVE SIZE	CLEAN GRAVELS WITH LITTLE TO NO FINES	GW		WELL GRADED GRAVELS WITH OR WITHOUT SAND, LITTLE OR NO FINES
			GP		POORLY GRADED GRAVELS WITH OR WITHOUT SAND, LITTLE OR NO FINES
		GRAVELS WITH OVER 12% FINES	GM		SILTY GRAVELS, SILTY GRAVELS WITH SAND
			GC		CLAYEY GRAVELS, CLAYEY GRAVELS WITH SAND
	SANDS MORE THAN HALF COARSE FRACTION IS SMALLER THAN No. 4 SIEVE SIZE	CLEAN SANDS WITH LITTLE OR NO FINES	SW		WELL GRADED SANDS WITH OR WITHOUT GRAVEL, LITTLE OR NO FINES
			SP		POORLY GRADED SANDS WITH OR WITHOUT GRAVEL, LITTLE OR NO FINES
		SANDS WITH OVER 12% FINES	SM		SILTY SANDS WITH OR WITHOUT GRAVEL
			SC		CLAYEY SANDS WITH OR WITHOUT GRAVEL
FINE-GRAINED SOILS MORE THAN HALF IS FINER THAN NO. 200 SIEVE	SILTS AND CLAYS LIQUID LIMIT 50% OR LESS		ML		INORGANIC SILTS AND VERY FINE SANDS, ROCK FLOUR, SILTS WITH SANDS AND GRAVELS
			CL		INORGANIC CLAYS OF LOW TO MEDIUM PLASTICITY, CLAYS WITH SANDS AND GRAVELS, LEAN CLAYS
			OL		ORGANIC SILTS OR CLAYS WITH LOW PLASTICITY
	SILTS AND CLAYS LIQUID LIMIT GREATER THAN 50%		MH		INORGANIC SILTS, MICACEOUS OR DIATOMACEOUS, FINE SANDY OR SILTY SOILS, ELASTIC SILTS
			CH		INORGANIC CLAYS OF HIGH PLASTICITY, FAT CLAYS
			OH		ORGANIC SILTS OR CLAYS OF MEDIUM TO HIGH PLASTICITY
HIGHLY ORGANIC SOILS			Pt		PEAT AND OTHER HIGHLY ORGANIC SOILS

UNIFIED SOIL CLASSIFICATION - ASTM D2487-85

Perm	–	Permeability
Consol	–	Consolidation
LL	–	Liquid Limit (%)
PI	–	Plastic Index (%)
G_s	–	Specific Gravity
MA	–	Particle Size Analysis
■	–	"Undisturbed" Sample
☒	–	Bulk or Classification Sample

Shear Strength (psf)		Confining Pressure	
TxUU (FM) or (S)	3200	(2600)	– Unconsolidated Undrained Triaxial Shear (field moisture or saturated)
TxCU (P)	3200	(2600)	– Consolidated Undrained Triaxial Shear (with or without pore pressure measurement)
TxCD	3200	(2600)	– Consolidated Drained Triaxial Shear
SSCU (P)	3200	(2600)	– Simple Shear Consolidated Undrained (with or without pore pressure measurement)
SSCD	3200	(2600)	– Simple Shear Consolidated Drained
DSCD	2700	(2000)	– Consolidated Drained Direct Shear
UC	470		– Unconfined Compression
LVS	700		– Laboratory Vane Shear

KEY TO TEST DATA

The Geoservices Group

Soil Classification Chart and Key to Test Data
Hidden Valley Lake CSD
Lake County, California

PLATE **3**

Job Number: 108.07.01 | Drawn: PM | Approved: DWP | Date: 6/98

GRANGE ROAD WELL LOGS

(GR 1, GR 2, GR 3)

Well #1 file GR-1

STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH

WELL DATA

(1) Place and Owner: Stonehouse Mutual Water Company

(2) Source of Information: Larry Menzio, Superintendent

Collected by: A. Dinos Date: September 1, 1981

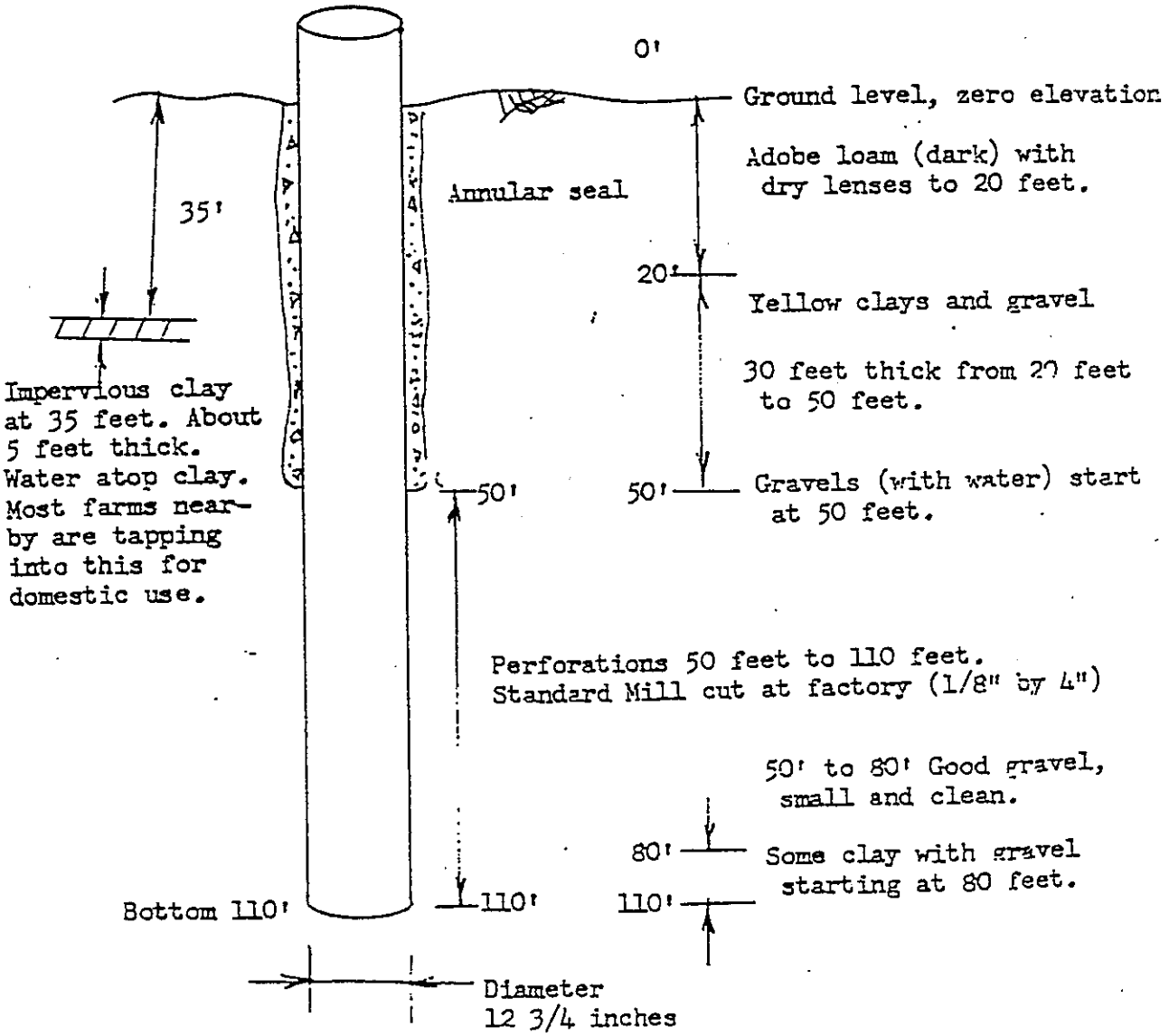
(3) Number or Name	Grange Road Well
Date drilled	June 14, 1976
(4) Location: Neighborhood	Northwest corner of a vineyard
Size of lot	Multi-acred
Distance to: Sewer	¼ mile
Sewage disposal	Ranch house septic system ¼ mile away
Abandoned well	None
Nearest property line	50 feet
(5) Housing: Type	Wooden housing (3 sided)
Condition	New
Pit depth *(if any)*	None
Floor *(material)*	Pedestal only, no floor
Drainage	Natural, away, and minimal
(6) Well Depth	112 feet
(7) Casing: Depth	112 feet
Diameter	12 3/4 inches
Kind	Steel
Height above floor	1 foot
Distance to highest perforations	50 feet
Surface sealed *(yes or no)*	Yes
Gravel pack *(yes or no)*	No
Second casing depth	None
Second casing diameter	None
Annular seal *(depth)*	Yes, to 50 feet
(8) Impervious Strata: Thickness	5 feet (water atop the clay layer)
Penetrated: Depth to	35 feet
(9) Water Levels: Depth to: Surface	35 feet (See above)
Static	29 feet
When pumping	6-inch drawdown at 300 GPM; or, 29½ feet.
(10) Pump: Make	National
Type	Deep well turbine
Capacity, g.p.m.	500 GPM
Lubrication	Oil
Power	PGE 230/460 volts
Auxiliary power	None
Control	Automatic (clearwell tank level)
Discharge location	Above ground
Discharge to	Water treatment plant 1½ miles away (mostly 8-inch pipe)
(11) Frequency of Use	Daily
(12) Flood Hazard	Minimal
(13) Remarks and Defects (Use other side if necessary)	Driller: Lovisone of Lower Lake (Tele: 707 904-2612). Note: Dinos and Menzio interviewed Lovisone who was

Well # 1 file

Grange Road Well Details
and Geology.

Described verbally by the driller Lovisone
in the field September 1, 1981 to Dinos and Menzio.

Lovisone was drilling another well on another property
near the vineyard where the Grange Road Well is located.



Note: No scale.
No proportion.

GR-2

Do not fill in

No. 177233

State Well No.

Other Well No.

STATE OF CALIFORNIA
THE RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES
WATER WELL DRILLERS REPORT

TE
opy
e
e, or Date

ER: Name Stonehouse Mutual Water Co.
William Hamann, P. O. Box 471
Ietown, CA Zip 95461

TION OF WELL (See instructions):
ke Owner's Well Number #2
different from above Grange Road
dletown Range Section
cities, roads, railroads, fences, etc.

RECEIVED
MAR - 7 1991
MES C. HANSON

(3) TYPE OF WORK:
New Well ☒ Deepening ☐
Reconstruction ☐
Reconditioning ☐
Horizontal Well ☐
Destruction ☐ (Describe destruction materials and procedures in Item 12)

(4) PROPOSED USE:
Domestic ☐
Irrigation ☐
Industrial ☐
Test Well ☐
Stock ☐
Municipal ☒
Other ☐

WELL LOCATION SKETCH

MENT:
Reverse ☐
Air ☐
Bucket ☐

(6) GRAVEL PAC Monterey sand
Yes ☒ No ☐ Size 8 x 16
Diameter of bore 12¼ - 18"
Packed from 53 to 120 ft.

INSTALLED:
Plastic ☐ Concrete ☐

(8) PERFORATIONS:
Type of perforation or size of slot: Rosana Ross Superflo

To ft.	Dia. in.	Gage or Wall	From ft.	To ft.	Slot size
120	12 3/4	.250	70	115	.050

SEAL:
Sanitary seal provided? Yes ☒ No ☐ If yes, to depth 53 ft.
Sealed against pollution? Yes ☐ No ☐ Interval ft.
Method Good grout on pack

ER LEVELS:
Static water, if known ft.
Level after well completion 22? ft.

L TESTS:
Test made? Yes ☒ No ☐ If yes, by whom? To be tested
Pump ☒ Bailer ☐ Air lift ☐
Water start of test 23 ft. At end of test 70 ft.
2 gal/min after 4 hours Water temperature Cool
Analysis made? Yes ☐ No ☒ If yes, by whom?
Log made? Yes ☒ No ☐ If yes, attach copy to this report

(12) WELL LOG: Total depth 292 ft. Depth of completed well 120 ft.

from ft.	to ft.	Formation (Describe by color, character, size of material)
0	7	Topsoil
7	22	Conglomerate boulders and gravel
22	51	Conglomerate boulders, cobbles, and gravel
51	58	Conglomerate gravels, cobbles & traces of brown clay
58	74	Gravels and cobbles
74	113	Conglomerate boulders, cobbles, and gravels
113	117	Brown clay
117	150	Brown sandy clay with cemented gravel
150	160	Brown clay
160	178	Brown sandy clay with streaks of gravel
178	184	Brown clay & cemented boulders
184	192	Brown clay
192	205	Brown clay with streaks of gravel
205	208	Brown clay
208	219	Brown clay with seams of cemented gravel
219	248	Blue clay with layers of cemented gravel
248	260	Brown clay
260	263	Blue clay
263	265	Streaks of small blue gravel
265	282	Blue clay with streaks of cemented gravel
282	292	Cemented conglomerate

Work started 5/7/ 1985 Completed 5/15 1985

WELL DRILLER'S STATEMENT:
This well was drilled under my jurisdiction and this report is true to the best of my knowledge and belief.

SIGNED Gerald C. Thompson, By: Ward Thompson (Well Driller)

NAME WEEKS DRILLING AND PUMP COMPANY (Person, Firm, or corporation) (Typed or printed)

Address P. O. Box 176

City Sebastopol, CA Zip 95472

License No. C57-177681 Date of this report May 28, 1985

REV. 7-74) IF ADDITIONAL SPACE IS NEEDED, USE NEXT CONSECUTIVELY NUMBERED FORM

GR-3

STATE OF CALIFORNIA
THE RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES

WATER WELL DRILLERS REPORT

Do not fill in

No. 375939

File Stonehouse

WELL #3

ATE
's Copy

No. _____
or Date WE 561

State Well No. _____
Other Well No. _____

ER: Name Stonehouse Mutual Water Company
Winzler & Kelly, 495 Tesconi Circle
anta Rosa, CA ZIP 95401

ATION OF WELL (See instructions): 14-270-66
Lake Owner's Well Number _____
ss if different from above 18963 Grange Road
Middletown Range _____ Section _____
om cities, roads, railroads, fences, etc. _____

(3) TYPE OF WORK:
New Well ☒ Deepening ☐
Reconstruction ☐
Reconditioning ☐
Horizontal Well ☐
Destruction ☐ (Describe destruction materials and procedures in Item 12)

(4) PROPOSED USE:
Domestic ☐
Irrigation ☐
Industrial ☐
Test Well ☐
Municipal ☐
Other ☒
(Describe) Public

WELL LOCATION SKETCH

(12) WELL LOG: Total depth 205 ft. Completed depth 180 ft.

from ft.	to ft.	Formation (Describe by color, character, size or material)
0	10	Brown sandy clay & sandy gravel with cobbles
10	115	Sandy gravel with conglomerate and boulders
115	120	Sand & gravel with conglomerate and boulders, small amounts of silty clays & sandy clay
120	165	Sandy & gravel with conglomerate and boulders
165	170	Conglomerate sand & gravel with boulders
170	180	Conglomerate brown clay with embedded rock
190	198	Brown clay
198	205	Tan sandy clay

IPMENT:
ary ☒ Reverse ☐
le ☐ Air ☐
er ☐ Bucket ☐

(6) GRAVEL PACK: Yes ☐ No ☒ Size _____
Diameter of bore 12" & 26"
Packed from 50 ft. to 180 ft.

ING INSTALLED:
Plastic ☐ Concrete ☐

(8) PERFORATIONS:
Type of perforation or size of screen S.S. Screen

To ft.	Dia in.	Gage or Wall	From ft.	To ft.	Slot size
180	12	3/4 .025	80	180	.070

VELL SEAL:
face sanitary seal provided? Yes ☒ No ☐ If yes, to depth 50 ft.
nts sealed against pollution? Yes ☐ No ☐ Interval _____ ft.
l of sealing Sand Grout On Pack

Work started 10-9 1991 Completed 10-22 1991

WATER LEVELS:
of first water, if known _____ ft.
g level after well completion 29' ft.

WELL TESTS:
ell test made? Yes ☒ No ☐ If yes, by whom? Weeks
f test Pump ☒ Bailer ☐ Air lift ☐
lu at start of test 29 ft. At end of test 123 ft.
ge 100 gal/min after 6 hours Water temperature 67°
cal analysis made? Yes ☐ No ☒ If yes, by whom? _____
ctric log made Yes ☒ No ☐ If yes, attach copy to this report

WELL DRILLER'S STATEMENT:

This well was drilled under my jurisdiction and this report is true to the best of my knowledge and belief.

Signed Ward Thompson (Well Driller)

NAME WEEKS DRILLING & PUMP CO. (Person, firm, or corporation) (Typed or printed)

Address BOB 176

City Sebastopol, CA ZIP 95473

License No. C57-177681 Date of this report 11-14-91

IF ADDITIONAL SPACE IS NEEDED, USE NEXT CONSECUTIVELY NUMBERED FORM

188 (REV. 12-66) 84 N335

** 500 G.P.M. At 80' **

RECEIVED
APR 23 1992
JAMES G. HANSON

TREATMENT PLANT MONITORING WELL LOGS

(TP 1, TP 2, TP 3)

TP-1

's Copy

WELL COMPLETION REPORT

Refer to Instruction Pamphlet

No. 415770

STATE WELL NO./STATION NO.

LATITUDE LONGITUDE

APN/TRS/OTHER

of 1

's Well No. 1

Work Began 10/24/94 , Ended 10/28/94

al Permit Agency Lake County Public Health Dept.

nit No. WE 1101 M Permit Date 08/04/94

GEOLOGIC LOG

NTATION (✓) X VERTICAL ___ HORIZONTAL ___ ANGLE ___ (SPECIFY)

DEPTH TO FIRST WATER ___ (FL) BELOW SURFACE

DEPTH FROM SURFACE to Ft.	DESCRIPTION *Describe material, grain size, color, etc.*
	#1
0 1	Topsoil
1 3	Silty dark brown clay
3 4	Brown clays with sands and gravels
4 6	Sand and gravels
6 10	Silty light brown clays
0 15	Sand and gravel
5 20	Sand and gravel with brown clays
0 26	Sandy brown clays with embedded gravels
6 36	Sand and gravel with brown clays
6 40	Cemented sand and gravels with some clays
0 52	Fractured volcanic rock with some brown clays

TAL DEPTH OF BORING 52 (Feet)

TAL DEPTH OF COMPLETED WELL 50 (Feet)

WELL OWNER

Name Hidden Valley Lake C.S.D.

Mailing Address c/o F & H const., P.O. Box 55245

City Stockton CA STATE 95205

WELL LOCATION

Address 18896 Grange Road

City Middletown, CA

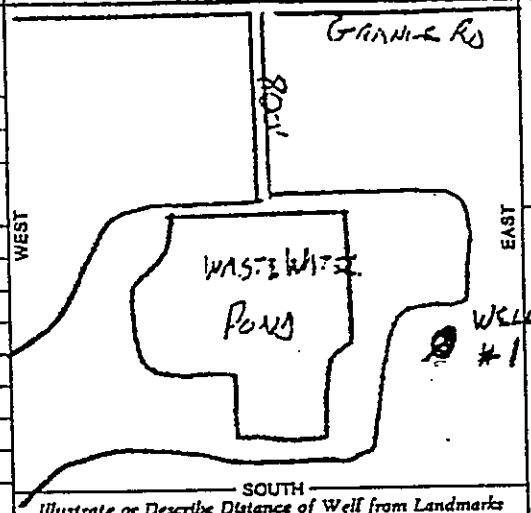
County Lake

APN Book 014 Page 270 Parcel 10

or Township ___ Range ___ Section ___

or Latitude ___ DEG. MIN. SEC. NORTH Longitude ___ DEG. MIN. SEC. WEST

LOCATION SKETCH



Illustrate or Describe Distance of Well from Landmarks such as Roads, Buildings, Fences, Rivers, etc. PLEASE BE ACCURATE & COMPLETE.

ACTIVITY (✓)

X NEW WELL

___ MODIFICATION/REPAIR

___ Deepen

___ Other (Specify)

___ DESTROY (Describe Procedures and Materials Under "DESTRUCTION")

PLANNED USE(S) (✓)

X MONITORING

WATER SUPPLY

___ Domestic

___ Public

___ Irrigation

___ Industrial

___ "TEST WELL"

___ CATHODIC PROTECTION

___ OTHER (Specify)

DRILLING METHOD Mud Rotary FLUID Bentonite

WATER LEVEL & YIELD OF COMPLETED WELL

DEPTH OF STATIC WATER LEVEL 23.9 (Ft.) & DATE MEASURED 10/28/94

ESTIMATED YIELD* 2 (GPM) & TEST TYPE Pump

TEST LENGTH 2 (Hrs.) TOTAL DRAWDOWN 24 (Ft.)

* *May not be representative of a well's long-term yield.*

CASING(S)

DEPTH FROM SURFACE Ft. to Ft.	BORE-HOLE DIA. (Inches)	TYPE (✓) BLANK	SCREEN	CONDUCTOR	FILL PIPE	MATERIAL/ GRADE	INTERNAL DIAMETER (Inches)	GAUGE OR WALL THICKNESS	SLOT SIZE IF ANY (Inches)
0 30	8 3/4	X				F-480 PVC 4"	CL200		
30 50	8 3/4		X			F-480 PVC	4"	CL200	.020

ANNULAR MATERIAL

DEPTH FROM SURFACE Ft. to Ft.	TYPE CEMENT (✓)	BENTONITE (✓)	FILL (✓)	FILTER PACK (TYPE/SIZE)
0 22.5	X			
22.5 52			X	#3 sand

ATTACHMENTS (✓)

___ Geologic Log

___ Well Construction Diagram

___ Geophysical Log(s)

X Soil/Water Chemical Analyses

___ Other ___

TTACH ADDITIONAL INFORMATION, IF IT EXISTS.

CERTIFICATION STATEMENT

I, the undersigned, certify that this report is complete and accurate to the best of my knowledge and belief.

NAME WEEKS DRILLING AND PUMP COMPANY by Hard Thompson (PERSON, FIRM, OR CORPORATION) (TYPED OR PRINTED)

ADDRESS P.O. Box 176 CITY Sebastopol STATE CA ZIP 95473

Signed [signature] (WELL DRILLER/AUTHORIZED REPRESENTATIVE) DATE SIGNED 10/31/94

177681 C-57 LICENSE NUMBER

188 REV. 7-90

IF ADDITIONAL SPACE IS NEEDED, USE NEXT CONSECUTIVELY NUMBERED FORM

TP-2

ner's Copy

WELL COMPLETION REPORT

Refer to Instruction Pamphlet

No. 415772

STATE WELL NO./STATION NO.

LATITUDE | LONGITUDE

APN/TRS/OTHER

Page 1 of 1

Owner's Well No. 3

Date Work Began Oct. 24, 1994 Ended Oct 28, 1994

Local Permit Agency Lake County Public Health Department

State Permit No. WE 1103-M Permit Date 08/04/94

GEOLOGIC LOG

ORIENTATION (✓) X VERTICAL ___ HORIZONTAL ___ ANGLE ___ (SPECIFY)

DEPTH TO FIRST WATER ___ (Ft.) BELOW SURFACE

DEPTH FROM SURFACE Ft.	to Ft.	DESCRIPTION *Describe material, grain size, color, etc.*
		#3
0	1	Top soil
1	3	Silty brown clay
3	12	Sand and gravel
12	13	Multi-colored volcanics with brown clays
13	19	Fractured gray rock with some clays
19	37	Extremely hard gray rock with some gray clays
37	44	Extremely hard multi-colored volcanic rock with some clays
44	46	Gray clay and gray rock
46	52	Gray clay with embedded gray rock

TOTAL DEPTH OF BORING 52 (Feet)

TOTAL DEPTH OF COMPLETED WELL 50 (Feet)

WELL OWNER

Name HIDDEN VALLEY LAKE C.S.D.

Mailing Address c/o F & H Const., POB 55245

Stockton STATE CA ZIP 95205

WELL LOCATION

Address 18896 Grange Road

City Middletown, CA

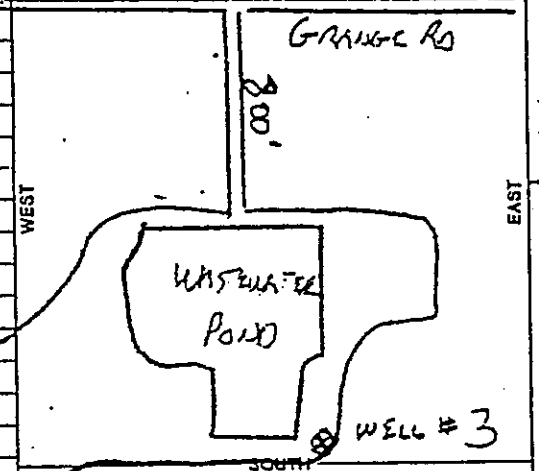
County Lake

APN Book 014 Page 280 Parcel 19

or Township ___ Range ___ Section ___

or Latitude ___ DEG. ___ MIN. ___ SEC. NORTH Longitude ___ DEG. ___ MIN. ___ SEC. WEST

LOCATION SKETCH



Illustrate or Describe Distance of Well from Landmarks such as Roads, Buildings, Fences, Rivers, etc. PLEASE BE ACCURATE & COMPLETE.

ACTIVITY (✓)

X NEW WELL

MODIFICATION/REPAIR

___ Deepen

___ Other (Specify)

___ DESTROY (Describe Procedures and Material Under "GEOLOGIC LOG")

PLANNED USE(S) (✓)

X MONITORING

WATER SUPPLY

___ Domestic

___ Public

___ Irrigation

___ Industrial

___ "TEST WELL"

___ CATHODIC PROTECTION

___ OTHER (Specify)

DRILLING METHOD MUD ROTARY FLUID Bentonite

WATER LEVEL & YIELD OF COMPLETED WELL

DEPTH OF STATIC WATER LEVEL 10.2 (Ft.) & DATE MEASURED 10/23/94

ESTIMATED YIELD* 6 (GPM) & TEST TYPE Pump

TEST LENGTH 2 (Hrs.) TOTAL DRAWDOWN 37 (Ft.)

* *May not be representative of a well's long-term yield.*

CASING(S)

DEPTH FROM SURFACE Ft.	to Ft.	BORE-HOLE DIA. (Inches)	TYPE (✓) BLANK	SCREEN	CONDUCTOR	FILL PIPE	MATERIAL/ GRADE	INTERNAL DIAMETER (Inches)	GAUGE OR WALL THICKNESS	SLOT SIZE IF ANY (Inches)
0	14	8 3/4	X				F-480 PVC	4"	CL200	
14	50	8 3/4		X			F-480 PVC	4"	CL200	.020

ANNULAR MATERIAL

DEPTH FROM SURFACE Ft.	to Ft.	TYPE CEMENT (✓)	BENTONITE (✓)	FILL (✓)	FILTER PACK (TYPE/SIZE)
0	10	X			
10	52			X	#3 sand

ATTACHMENTS (✓)

___ Geologic Log

___ Well Construction Diagram

___ Geophysical Log(s)

X Soil/Water Chemical Analyses

___ Other ___

ATTACH ADDITIONAL INFORMATION, IF IT EXISTS.

CERTIFICATION STATEMENT

I, the undersigned, certify that this report is complete and accurate to the best of my knowledge and belief.

NAME WEEKS DRILLING AND PUMP COMPANY by Ward Thompson (PERSON, FIRM, OR CORPORATION) (TYPED OR PRINTED)

ADDRESS P.O. Box 176 CITY Sebastopol STATE CA ZIP 95473

Signed ___ (WELL DRILLER/AUTHORIZED REPRESENTATIVE) DATE SIGNED 10/31/94

C-57 LICENSE NUMBER 177

TP-3

's Copy
1 of 1

WELL COMPLETION REPORT
Refer to Instruction Pamphlet

No. 415771

STATE WELL NO./STATION NO.

LATITUDE ° LONGITUDE

APN/TRS/OTHER

er's Well No. 2

Work Began 10/24/94, Ended 10/28/94

ocal Permit Agency Lake County Public Health Department

mit No. WE 1102-M Permit Date 8/4/94

GEOLOGIC LOG

ENTATION (✓) X VERTICAL ___ HORIZONTAL ___ ANGLE ___ (SPECIFY)

DEPTH TO FIRST WATER ___ (FT.) BELOW SURFACE

DEPTH FROM SURFACE Ft.	to Ft.	DESCRIPTION #2 *Describe material, grain size, color, etc.*
0	1	Top soil
1	9	Stiff brown clays with embedded rock
9	12	Volcanic conglomerate with brown clays
12	19	Fractured gray rock
19	25	Fractured gray rock with some gray clays
25	52	Gray clay with fractured gray rock

TOTAL DEPTH OF BORING 52 (Feet)

TOTAL DEPTH OF COMPLETED WELL 50 (Feet)

WELL OWNER

Name HIDDEN VALLEY LAKE C.S.D.

Mailing Address c/o F & H Const., P.O.B. 55245

Stockton CA 95205
CITY STATE ZIP

WELL LOCATION

Address 18896 Grange Road

City Middletown, CA

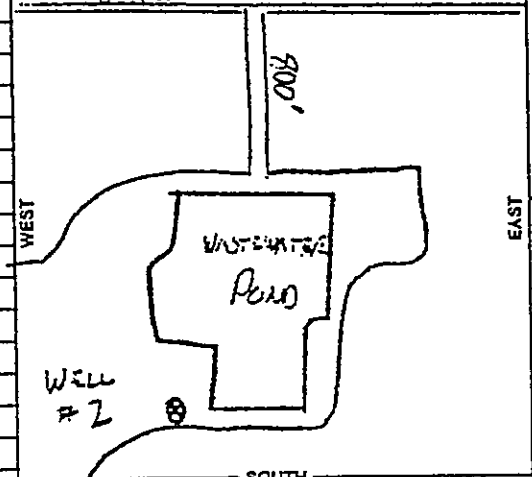
County LAKE

APN Book 014 Page 280 Parcel 19

or Township ___ Range ___ Section ___

or Latitude ___ DEG. ___ MIN. ___ SEC. NORTH Longitude ___ DEG. ___ MIN. ___ SEC. WEST

LOCATION SKETCH



Illustrate or Describe Distance of Well from Landmarks such as Roads, Buildings, Fences, Rivers, etc. PLEASE BE ACCURATE & COMPLETE.

ACTIVITY (✓)

X NEW WELL

MODIFICATION/REPAIR

___ Deepen

___ Other (Specify)

___ DESTROY (Describe Procedures and Materials Under "GEOLOGIC LOG")

PLANNED USE(S) (✓)

X MONITORING

WATER SUPPLY

___ Domestic

___ Public

___ Irrigation

___ Industrial

___ "TEST WELL"

___ CATHODIC PROTECTION

___ OTHER (Specify)

DRILLING METHOD MUD ROTARY FLUID Bentonite

WATER LEVEL & YIELD OF COMPLETED WELL

DEPTH OF STATIC WATER LEVEL 11.5 (Ft.) & DATE MEASURED 10/28/94

ESTIMATED YIELD* 3.5 (GPM) & TEST TYPE Pump

TEST LENGTH 2 (Hrs.) TOTAL DRAWDOWN 36 (Ft.)

* *May not be representative of a well's long-term yield.*

CASING(S)

DEPTH FROM SURFACE Ft.	to Ft.	BORE-HOLE DIA. (Inches)	TYPE (✓) BLANK	SCREEN	CONDUCTOR	FILL PIPE	MATERIAL/ GRADE	INTERNAL DIAMETER (Inches)	GAUGE OR WALL THICKNESS	SLOT SIZE IF ANY (Inches)
0	14	8 3/4	X				F-480 PVC	4"	CL200	
14	50	8 3/4		X			F-480 PVC	4"	CL200	.020

ANNULAR MATERIAL

DEPTH FROM SURFACE Ft.	to Ft.	TYPE CEMENT (✓)	BENTONITE (✓)	FILL (✓)	FILTER PACK (TYPE/SIZE)
0	11	X			
11	52			X	#3 Sand

ATTACHMENTS (✓)

___ Geologic Log

___ Well Construction Diagram

___ Geophysical Log(s)

X Soil/Water Chemical Analyses

___ Other ___

ATTACH ADDITIONAL INFORMATION, IF IT EXISTS.

CERTIFICATION STATEMENT

I, the undersigned, certify that this report is complete and accurate to the best of my knowledge and belief.

NAME WEEKS DRILLING AND PUMP COMPANY by Ward Thompson
(PERSON, FIRM, OR CORPORATION) (TYPED OR PRINTED)

P.O. Box 176 Sebastopol CA 95473
ADDRESS CITY STATE ZIP

Signed [signature] 10/31/94
WELL DRILLER/AUTHORIZED REPRESENTATIVE DATE SIGNED

177681
C-57 LICENSE NUMBER

WR 188 REV. 7-90

IF ADDITIONAL SPACE IS NEEDED, USE NEXT CONSECUTIVELY NUMBERED FORM

GOLF COURSE 18TH TEE MONITORING WELL LOG

(MW 4)

MW-4

IGINAL
with DWR

30x607
EO BLUFF. Cal 96080

WATER WELL DRILLERS REPORT

(Sections 7079, 7080, 7081, 7082, Water Code)

THE RESOURCES AGENCY OF CALIFORNIA
DEPARTMENT OF WATER RESOURCES

Do Not Fill In

No 20869

State Well No.

Other Well No. 11N/6W-20

) OWNER:
me Hidden Valley Lake
dress Middletown Calif 95461

) LOCATION OF WELL:
nty Lake Owner's number, if any
nship, Range, and Section
nce from cities, roads, railroads, etc.

) TYPE OF WORK (check):
w Well ☒ Deepening ☐ Reconditioning ☐ Destroying ☐
lestruction, describe material and procedure in Item 11.

) PROPOSED USE (check):
mestic ☐ Industrial ☐ Municipal ☐
igation ☒ Test Well ☐ Other ☐

(5) EQUIPMENT:
Rotary ☐
Cable ☒
Other ☐

) CASING INSTALLED:
STEEL: OTHER:
NGLE ☒ DOUBLE ☐

From ft.	To ft.	Diam.	Gage or Wall
	110	12¾	.250

If gravel packed

Diameter of Bore	From ft.	To ft.

of shoe or well ring: 12¾ x 11 x 44 Size of gravel:
cribe joint But Welded

) PERFORATIONS OR SCREEN:
e of perforation or name of screen Central Valley Mill Co.

From ft.	To ft.	Perf. per row	Rows per ft.	Size in. x in.
30'	95'			½

) CONSTRUCTION:
a surface sanitary seal provided? Yes ☐ No ☒ To what depth ft.
y any strata sealed against pollution? Yes ☐ No ☒ If yes, note depth of strata
m ft. to ft.
m ft. to ft.
bod of sealing

) WATER LEVELS:
th at which water was first found, if known ft. 30
diag level before perforating, if known ft. 30
dia- level after perforating and developing ft. 30

) WELL TESTS:
pump test made? Yes ☐ No ☒ If yes, by whom?
ld gal./min. with ft. drawdown after hrs.
mperature of water Was a chemical analysis made? Yes ☐ No ☒
electric log made of well? Yes ☐ No ☒ If yes, attach copy

(11) WELL LOG:

Total depth ft. Depth of completed well ft.

Formation: *Describe by color, character, size of material and structure*

0 TO 10' Brown Top Soil ft.

10 TO 30' Brown Clay with Heavy Rock

30' TO 160' Blue with Blue Rock

CONFIDENTIAL LOG
Water Code Sec. 13752

DEC 04 1986

Work started 6-4 19 73 Completed 6-12 19 73

WELL DRILLER'S STATEMENT:

This well was drilled under my jurisdiction and this report is true to the best of my knowledge and belief.

NAME Eugene Louisone
(Person, firm, or corporation) (Typed or printed)

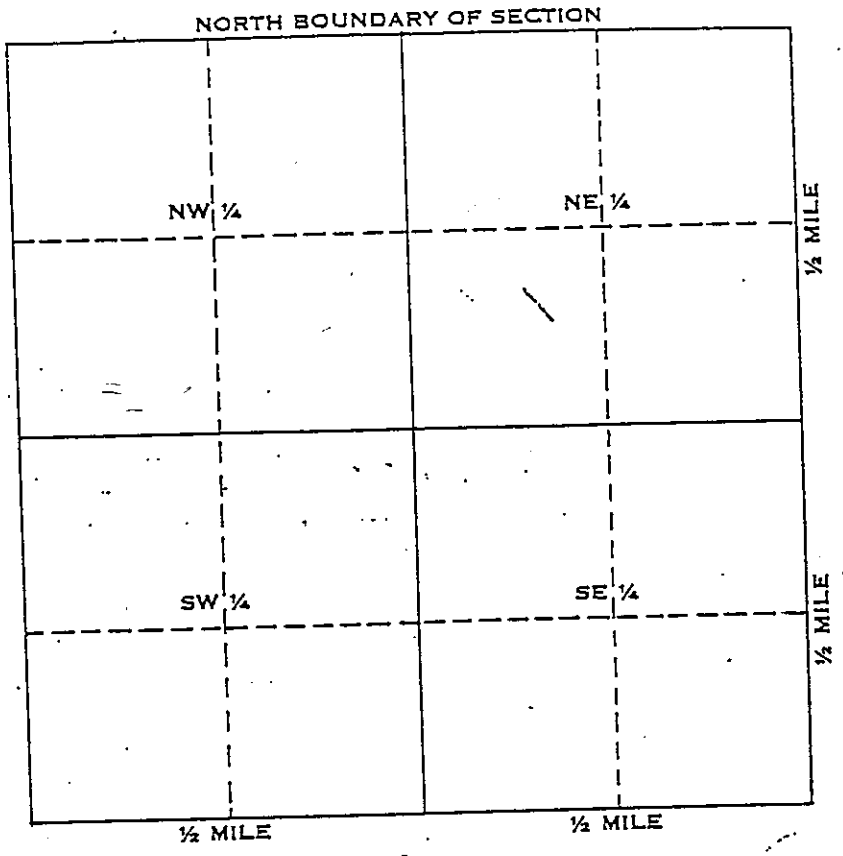
Address PO Box 365
Lower Lake

[SIGNED] (Well Driller)

License No. 196290 Dated 6-18 19 73

SKETCH LOCATION OF WELL ON REVERSE SIDE

WE[illegible] LOCATION SKETCH

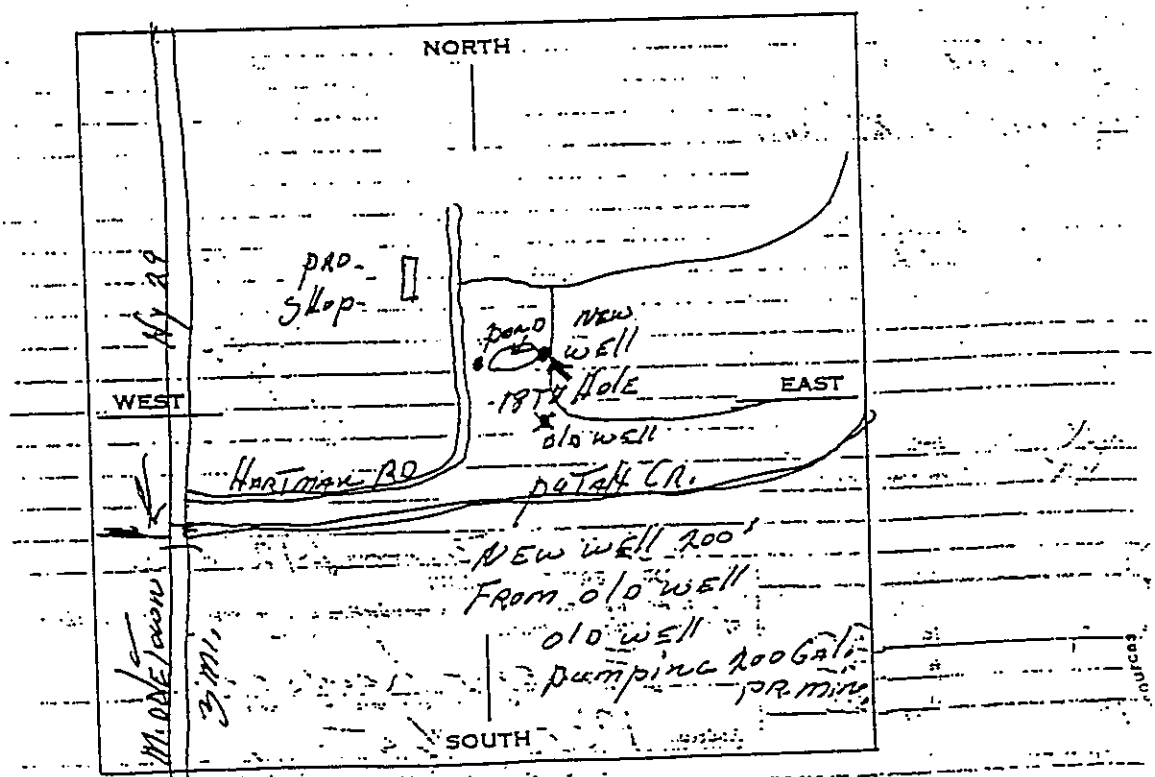


Township _____

Range _____

Section No._____

A. Location of well in sectionized areas.
Sketch roads, railroads, streams, or other features as necessary.



B. Location of well in areas not sectionized.
Sketch roads, railroads, streams, or other features as necessary.
Indicate distances.

DEDICATED MONITORING WELLS

GEOTECHNICAL REPORT

(MW 1, MW 2, MW 3)

TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

October 15, 1996
Job No. 4071.01.01

Mr. Robert Wagner
James C. Hanson Consulting Civil Engineer
444 N. Third, Suite 400
Sacramento, California 95814

Summary of Field Activities
Monitoring Well Installations
Hidden Valley Lake CSD
Lake County, California

Dear Mr. Wagner:

This letter describes the field investigation activities and transmits the logs for the installation of monitoring wells at three locations for the Hidden Valley Lake Community Services District (CSD), Lake County, California. The well locations are indicated on the attached Location Map, Plate 1. Our scope of services consisted of logging the subsurface conditions encountered during drilling of the borings, providing guidelines for construction of the wells, and summarizing our findings in this letter.

FIELD ACTIVITIES

Prior to the field work, we reviewed published geologic maps for the site and vicinity and a January 6, 1993 report *Geology and Ground Water in Coyote Valley* by Charles Van Alstine, Geological/Geotechnical Engineer. From September 3 to 11, 1996, our engineering geologist observed the drilling of wells MW-1A and B, MW-2A and B, and MW-3A and B by Weeks Drilling of Santa Rosa, California. The borings were drilled to depths ranging from 82 and 100 feet, using a truck-mounted Failing 1500 rotary wash drill rig, equipped with a 6 5/8-inch diameter bit.

Our engineering geologist logged the subsurface conditions by observing the drill cuttings circulated out of the borehole. Lithologic logs of the borings are attached as Plates 2 through 4. The soils encountered were classified using the Unified Soil Classification System described on Plate 5.

At the completion of drilling, the borings were circulated with clean water (provided by the CSD) to flush out the drilling mud and monitoring wells were installed. The well completion detail for each of the wells is shown on the attached boring logs. The wells were constructed of 2.0-inch diameter Schedule 40 PVC casing with machine slotted 0.020 well screens. In each boring, two wells were completed; one screened in the bottom 5 to 10 feet of the boring (designated as well "A" on each log), and a second well screened for 5 feet near the top of the estimated water table (designated well "B"). The purpose of the dual well completion was to allow measurement of slight differences in water levels, as a possible indicator of vertical ground-water gradients. Because the rotary wash method obscures the location of the water table during drilling, the depth to water was estimated from well logs of previously drilled production wells and by comparing the elevation difference between standing water in Putah Creek and the boring locations.

3100 DUTTON AVENUE, SUITE 110
SANTA ROSA, CA 95407
TELEPHONE: 707-575-8622
FACSIMILE: 707-575-3394

710 E STREET, SUITE 205
EUREKA, CA 95501
TELEPHONE: 707-445-4228
FACSIMILE: 707-445-4270

The annular space around the screened interval for each well was backfilled with either Lonestar #3 or #2/12 sand. Portions of the borings between screened intervals were backfilled with clean sand or gravel cuttings generated during drilling, or clean gravel obtained from American Rock Quarry. In well MW-2A and B, a clayey sand layer was encountered from 75 to 78 feet. During well construction, a bentonite pellet seal was placed across this interval to hydraulically isolate the deeper well screen from the shallower, in the event that the clayey sand acts as a confining layer. The upper 20.6 to 27.5 feet of the borings were backfilled with a cement-bentonite grout seal using the tremie method. The grout seals were placed under the observation of Mr. Manuel Ramirez of the Lake County Department of Environmental Health. The well casings extend about 2 feet above surrounding grade and are secured within locking steel well vaults.

SUBSURFACE CONDITIONS

The borings encountered alluvium consisting predominantly of interbedded coarse sand and gravel with little or no fines (i.e., silt or clay). The gravels range in size from about 0.5 to 2 inches in diameter, although the drillers noted layers of boulders in boring MW-3A and B. Clayey sand strata were noted from a depth of 80 to 87 feet in boring MW-1A and B and from 75 to 78 feet in boring MW-2A and B. We do not have sufficient subsurface data to assess if this clayey sand stratum is continuous between the two borings. However, based on our field observations, the clayey sand appears to be moderately permeable. We consider it unlikely that the clayey sand stratum represents a confining layer between separate aquifers. Water level data from MW-2A and B will no doubt provide additional data about hydraulic connection across the clayey sand layer.

Based on the geologic conditions encountered, as well as review of well logs for the Grange Road Wellfield, it appears that ground water within the upper 100 feet of alluvium in the project area occurs within highly permeable strata and is largely unconfined, or locally semi-confined by thin layers of moderately permeable clayey sand.

I trust this provides the information you require. If you have questions about our findings, please call me at (707) 575-8622.

Very truly yours,
TRANS TECH CONSULTANTS

David H. Peterson

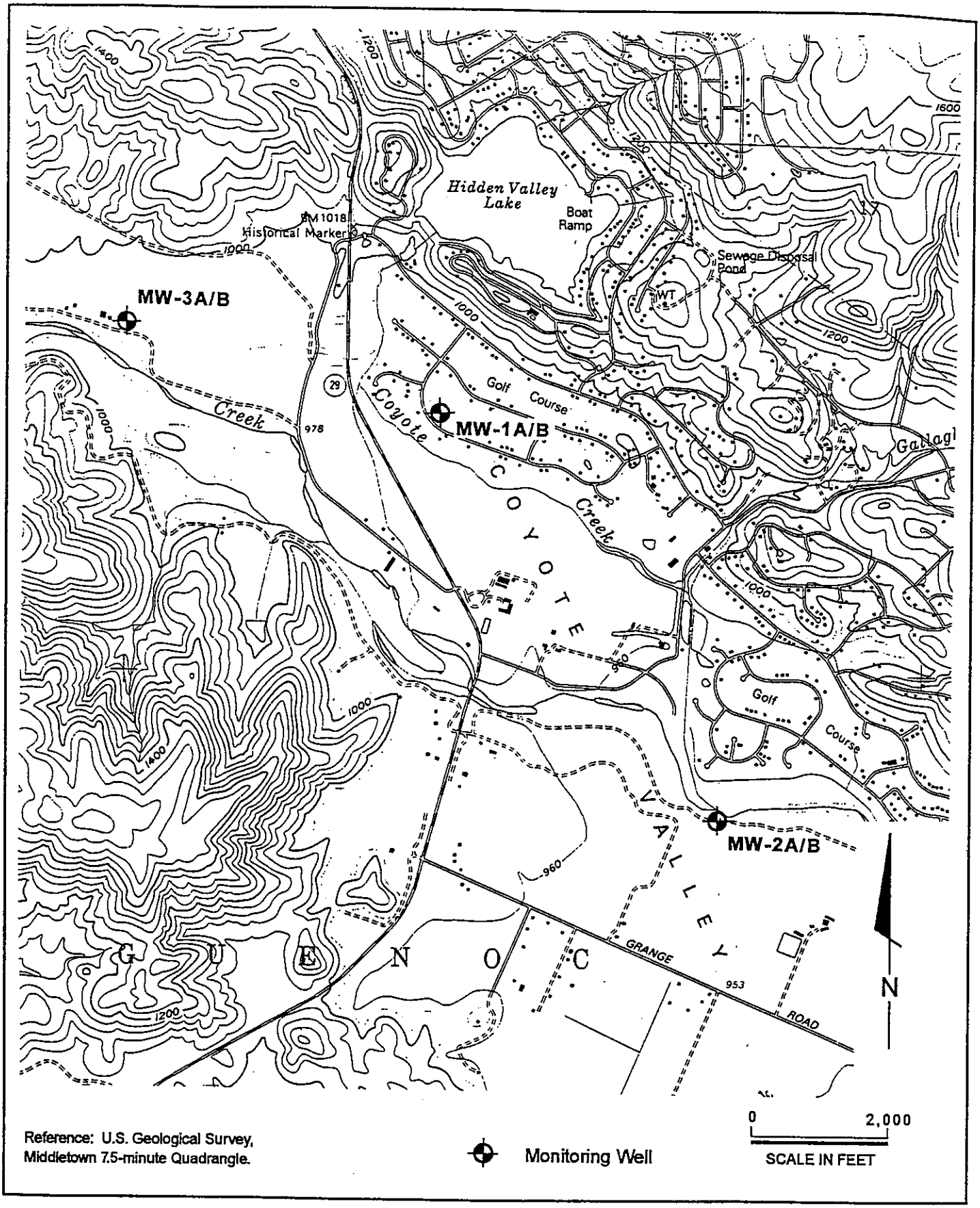
David H. Peterson
Engineering Geologist - 1186

REGISTERED GEOLOGIST
DAVID H. PETERSON
No. 1186
CERTIFIED ENGINEERING GEOLOGIST
Exp 12-31-96
STATE OF CALIFORNIA

DHP\EMK:smc\01-01.lt1

Attachments: Location Map, Plate 1
Logs of Borings, Plates 2 through 4
Unified Soil Classification System, Plate 5

One original and two copies submitted



Reference: U.S. Geological Survey, Middletown 7.5-minute Quadrangle.

TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Location Map
Hidden Valley Lake CSD
Lake County, California

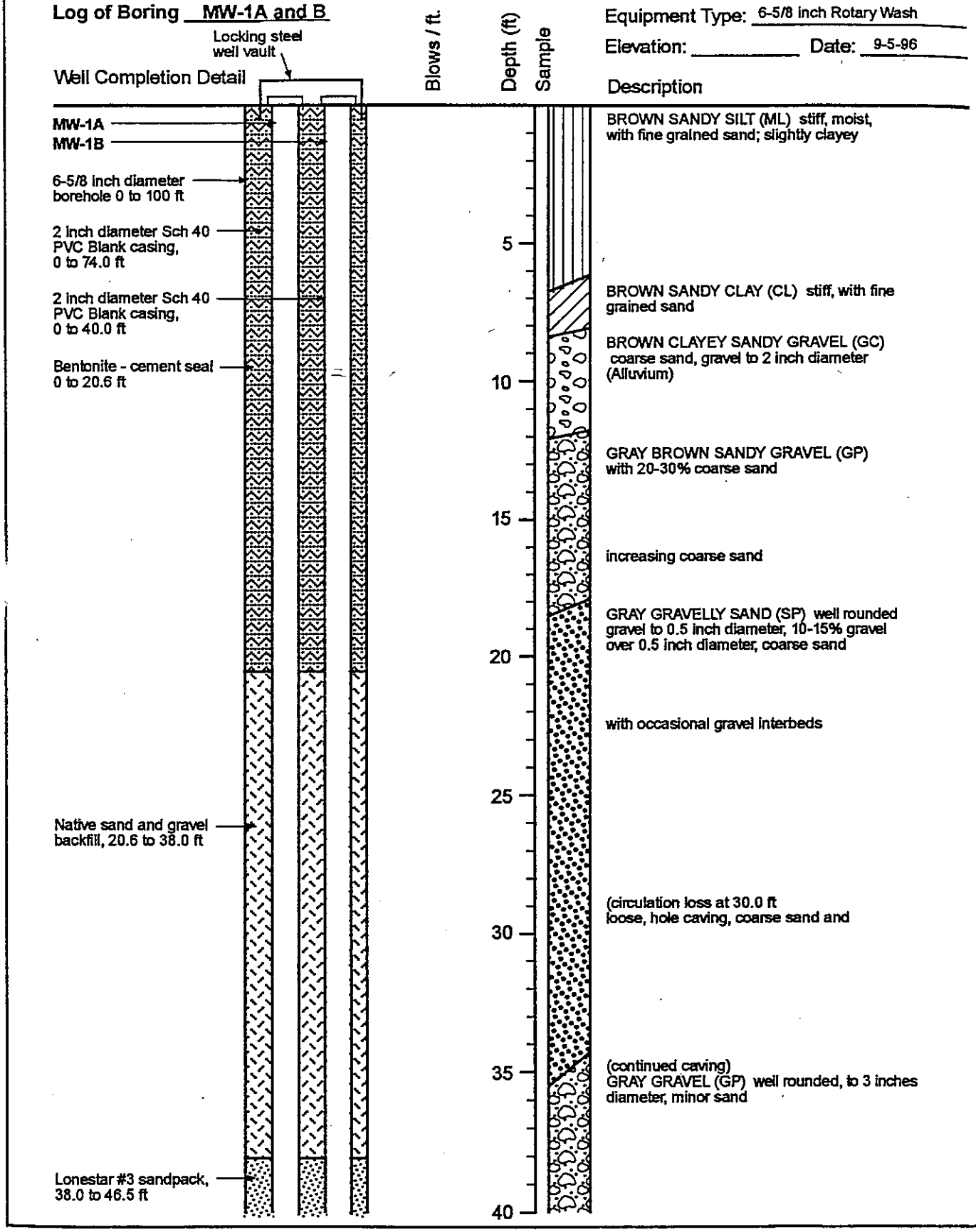
PLATE
1

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	DHP	DHP	10/96

Log of Boring MW-1A and B

Equipment Type: 6-5/8 inch Rotary Wash

Elevation: _____ Date: 9-5-96



TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-1A and B
Hidden Valley Lake CSD
Lake County, California

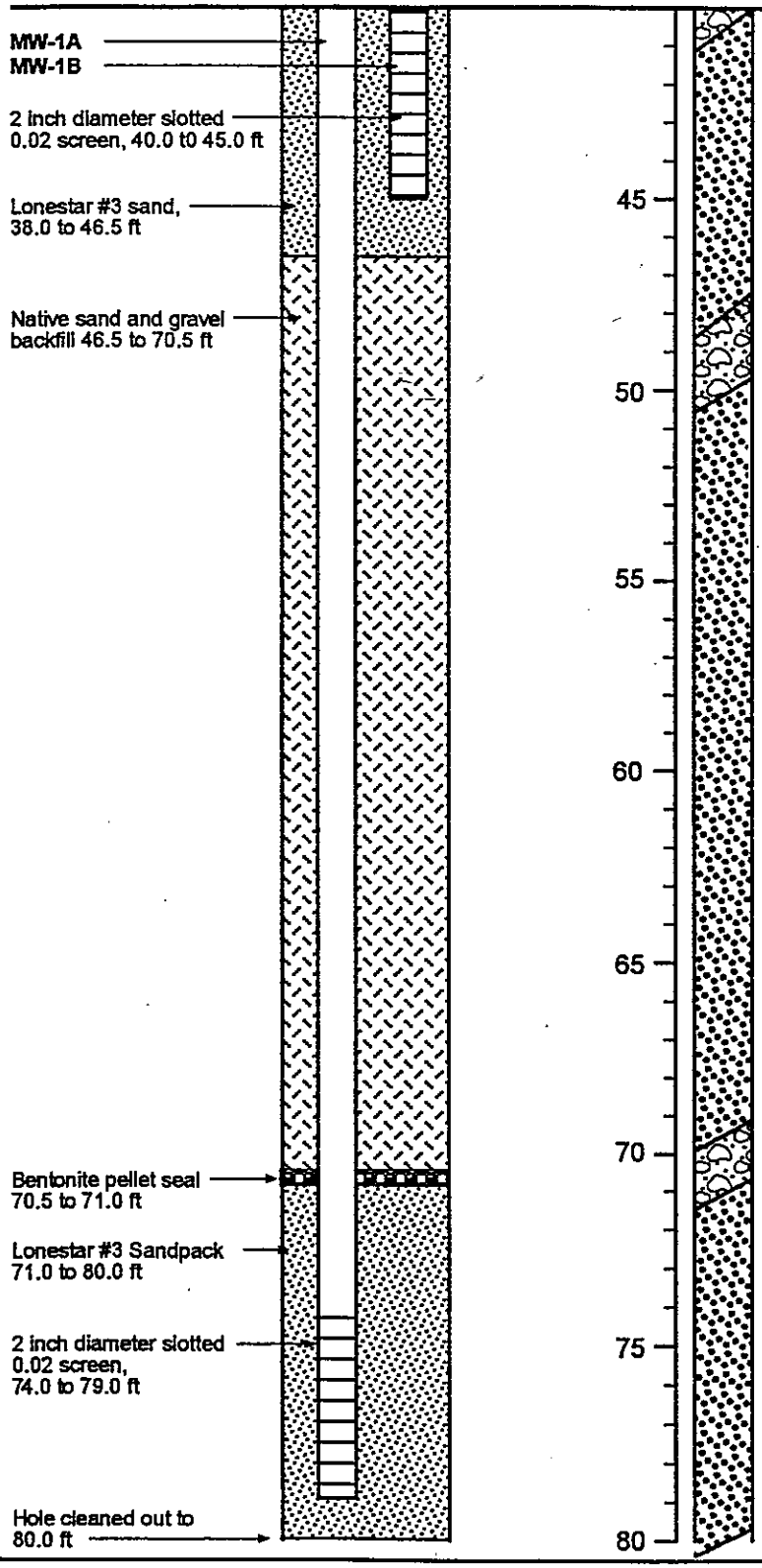
PLATE **2**

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DMP	10/96

Log of Boring MW-1A and B, cont.

Equipment Type: 6-5/8 inch Rotary Wash

Elevation: _____ Date: 9-5-96



TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-1A and B, continued
Hidden Valley Lake CSD
Lake County, California

PLATE **2**

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DHP	10/96

Log of Boring MW-1A and B, cont.

Equipment Type: 6-5/8 inch Rotary Wash

Elevation: _____ Date: 9-5-96

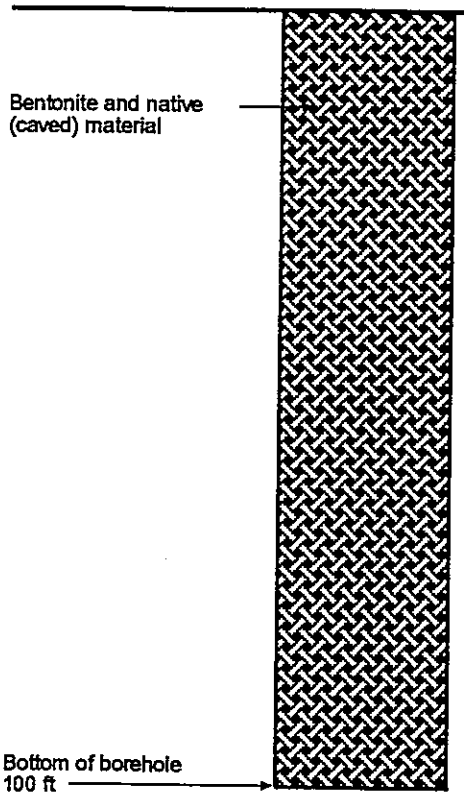
Well Completion Detail

Blows / ft.

Depth (ft)

Sample

Description



85

90

95

100

105

110

115

120

BROWN CLAYEY SAND (SC) medium dense, with 30-40% clay, fine to medium grained sand

GRAY GRAVEL (GP) loose to medium dense, well rounded, with gravels to 2 inch diameter, and interbedded coarse sand strata

interbedded gravel and coarse sand

Bottom of hole at 100.0 ft, caved to 80 ft

TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-1A and B, continued
Hidden Valley Lake CSD
Lake County, California

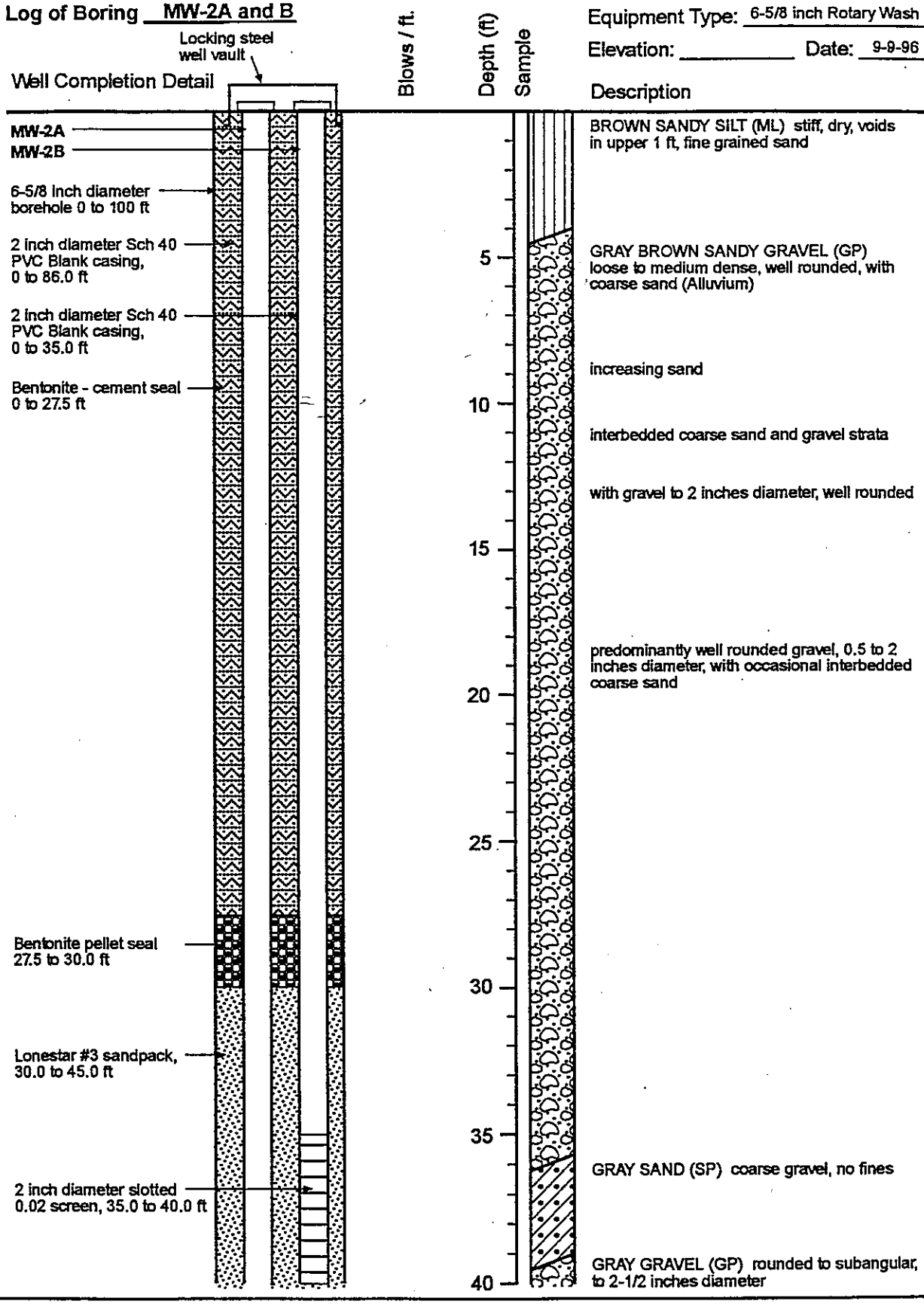
PLATE **2**

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DHP	10/96

Log of Boring MW-2A and B

Equipment Type: 6-5/8 inch Rotary Wash

Elevation: _____ Date: 9-9-96



TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-2A and B
Hidden Valley Lake CSD
Lake County, California

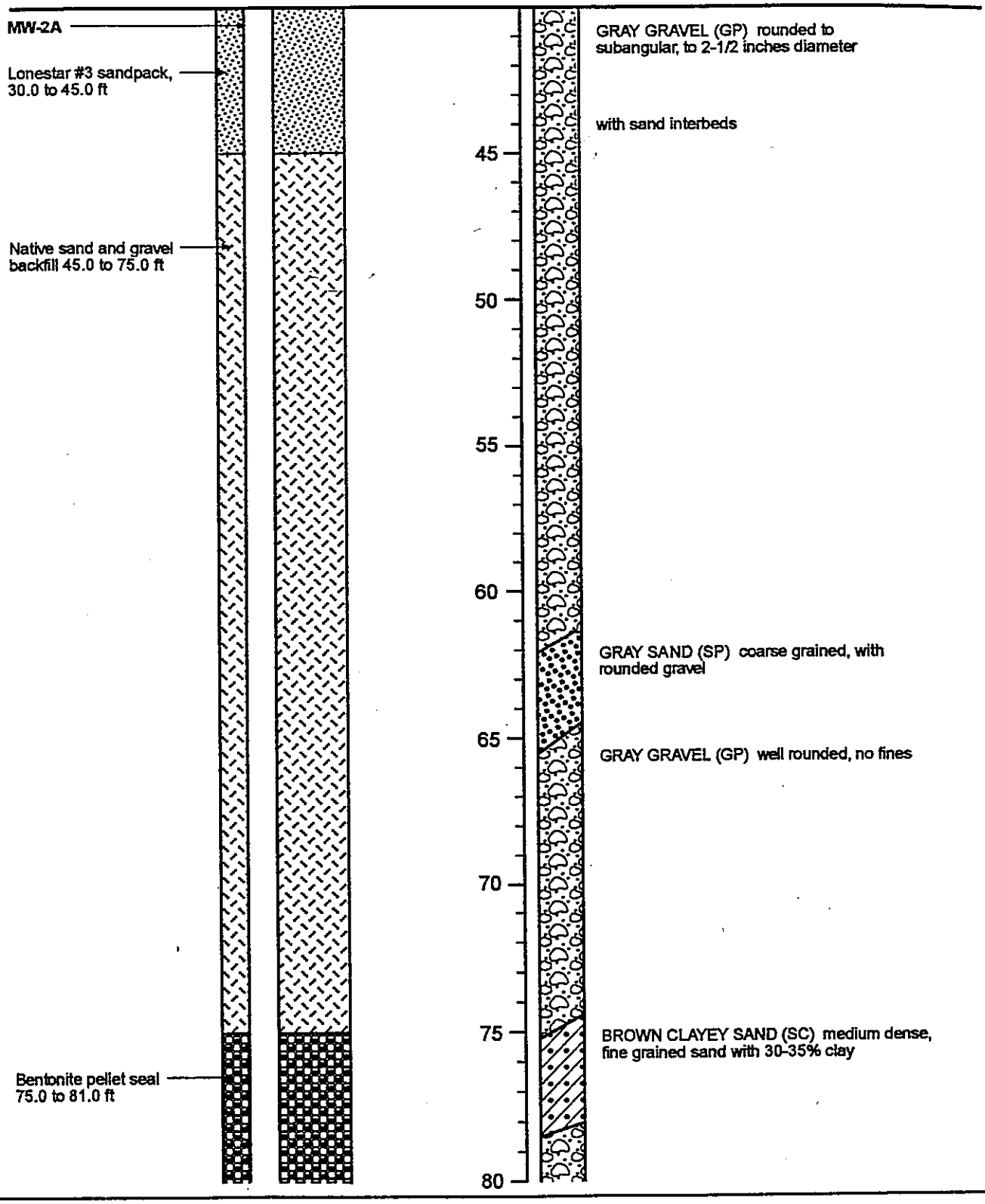
PLATE 3

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DAP	10/96

Log of Boring MW-2A and B, cont.

Equipment Type: 6-5/8 inch Rotary Wash

Elevation: _____ Date: 9-9-96



TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-2A and B, continued
Hidden Valley Lake CSD
Lake County, California

PLATE 3

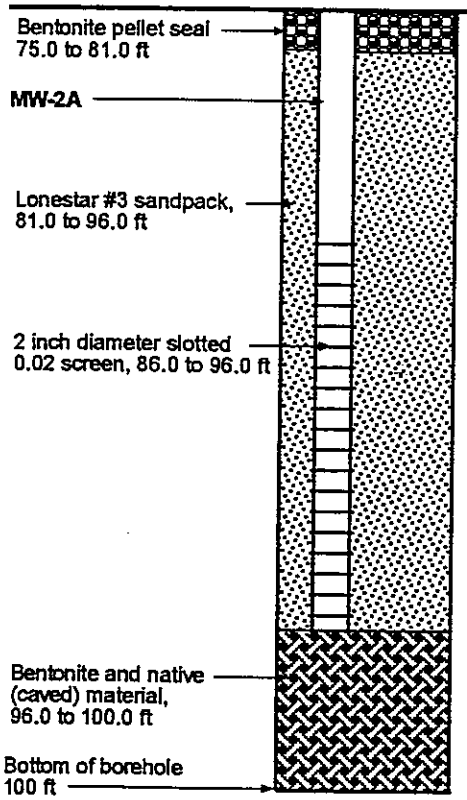
JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DWP	10/96

Log of Boring MW-2A and B, cont.

Equipment Type: 6-5/8 inch Rotary Wash

Elevation: _____ Date: 9-9-96

Well Completion Detail



Blows / ft.	Depth (ft)	Sample	Description
	85		GRAY SANDY GRAVEL (GP) medium dense, rounded to subangular to 2 inches diameter, with coarse sand
	90		with coarse sand interbeds
	95		
	100		Bottom of hole at 100.0 ft, caved to 96.0 ft
	105		
	110		
	115		
	120		

TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-2A and B, continued
Hidden Valley Lake CSD
Lake County, California

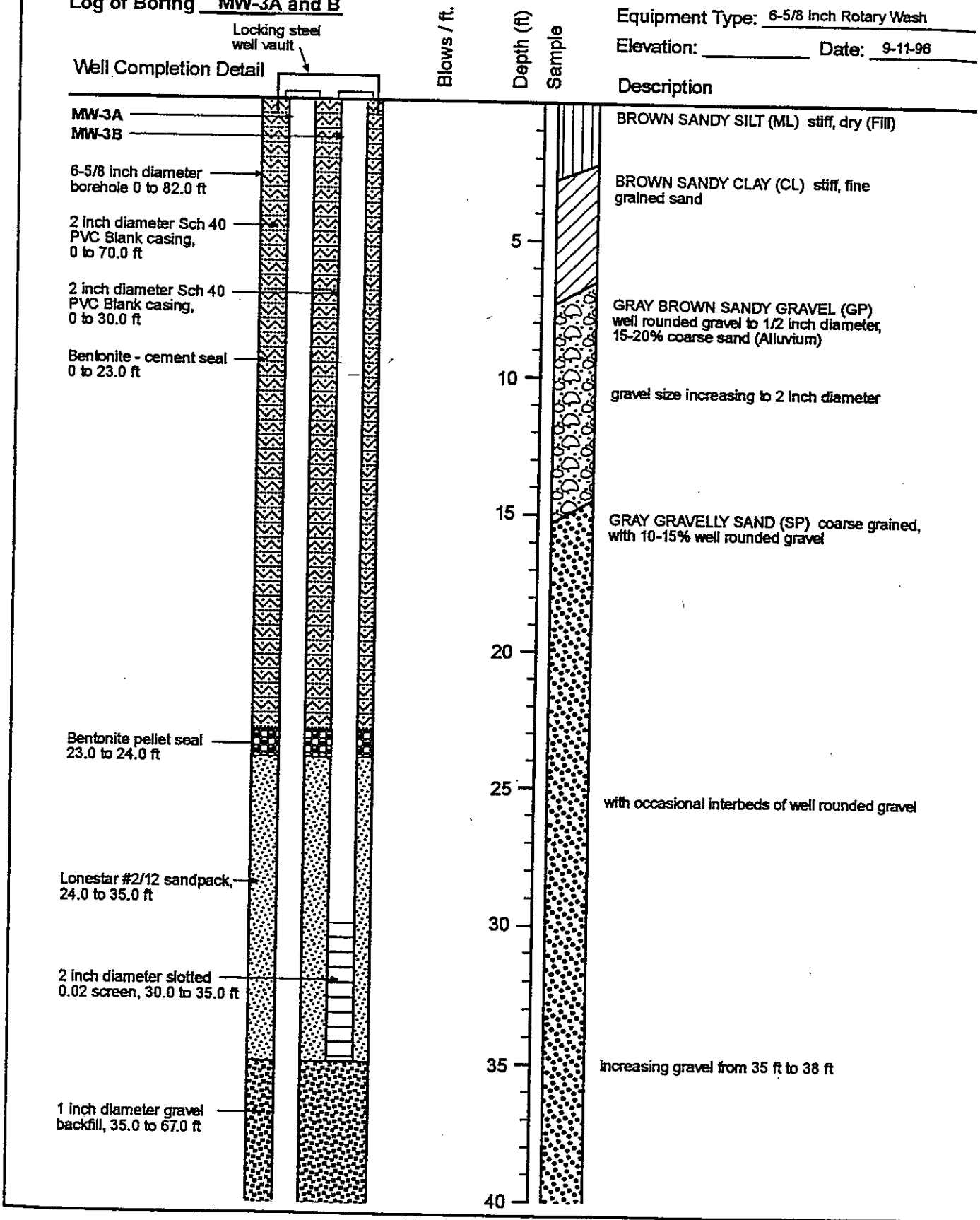
PLATE 3

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DMP	10/96

Log of Boring MW-3A and B

Equipment Type: 6-5/8 Inch Rotary Wash

Elevation: _____ Date: 9-11-96



Description

BROWN SANDY SILT (ML) stiff, dry (Fill)

BROWN SANDY CLAY (CL) stiff, fine grained sand

GRAY BROWN SANDY GRAVEL (GP) well rounded gravel to 1/2 inch diameter, 15-20% coarse sand (Alluvium)

gravel size increasing to 2 inch diameter

GRAY GRAVELLY SAND (SP) coarse grained, with 10-15% well rounded gravel

with occasional interbeds of well rounded gravel

increasing gravel from 35 ft to 38 ft

TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-3A and B
Hidden Valley Lake CSD
Lake County, California

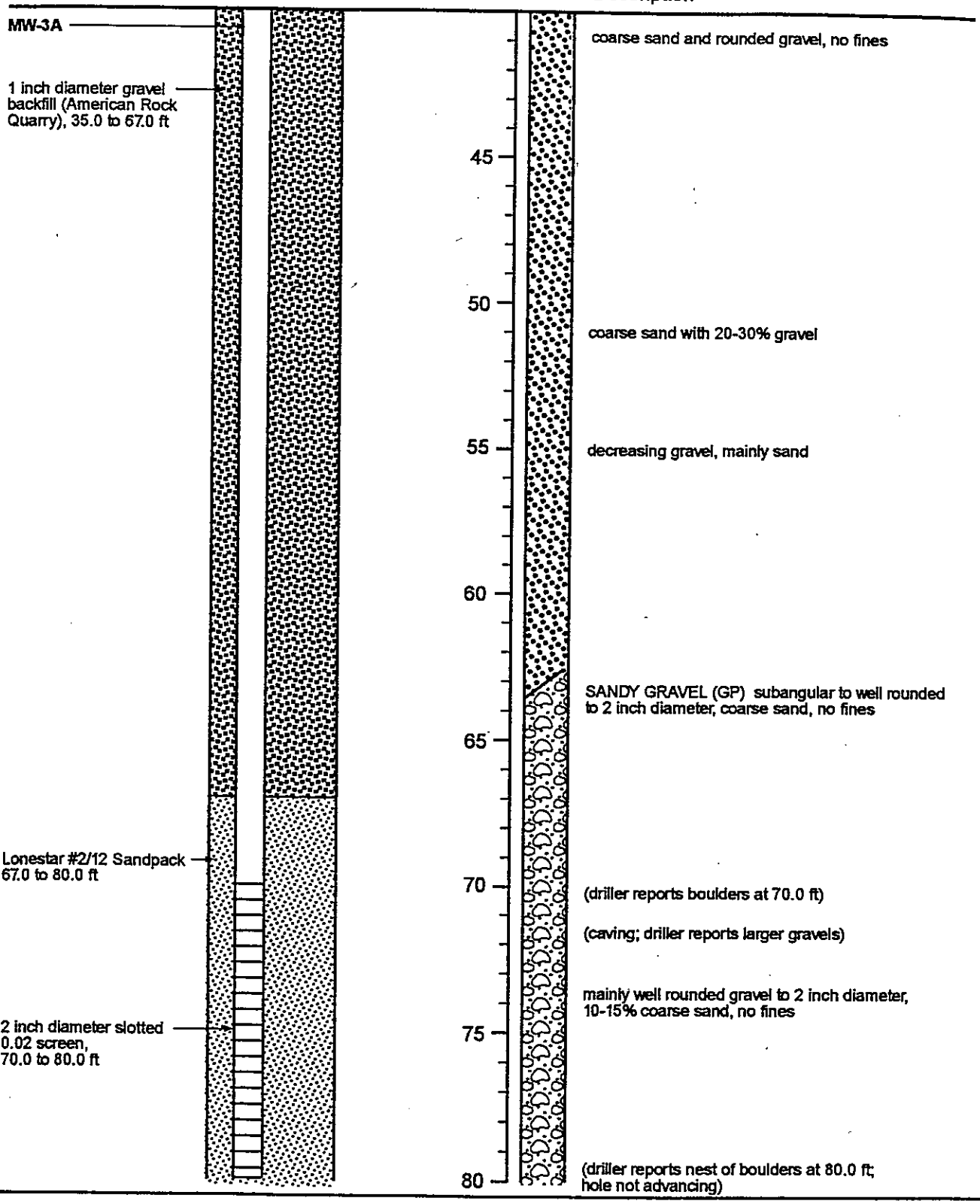
PLATE **4**

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DMP	10/96

Log of Boring MW-3A and B, cont.

Equipment Type: 6-5/8 inch Rotary Wash

Elevation: _____ Date: 9-11-96



TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-3A and B, continued
Hidden Valley Lake CSD
Lake County, California

PLATE **4**

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DMP	10/96

Log of Boring MW-3A and B, cont.

Equipment Type: 6-5/8 inch Rotary Wash

Elevation: _____ Date: 9-11-96

Well Completion Detail	Blows / ft.	Depth (ft)	Sample	Description
Bentonite and native (caved) material, 80.0 to 82.0 ft		85		boulders at 82.0 ft; Bottom of boring at 82.0 ft
		90		
		95		
		100		
		105		
		110		
		115		
		120		

TRANS TECH CONSULTANTS
ENVIRONMENTAL AND GEOTECHNICAL SERVICES

Log of Boring MW-3A and B, continued
Hidden Valley Lake CSD
Lake County, California

PLATE **4**

JOB NUMBER	DRAWN	APPROVED	DATE
4071.01.01	PM	DHP	10/96

PLATES

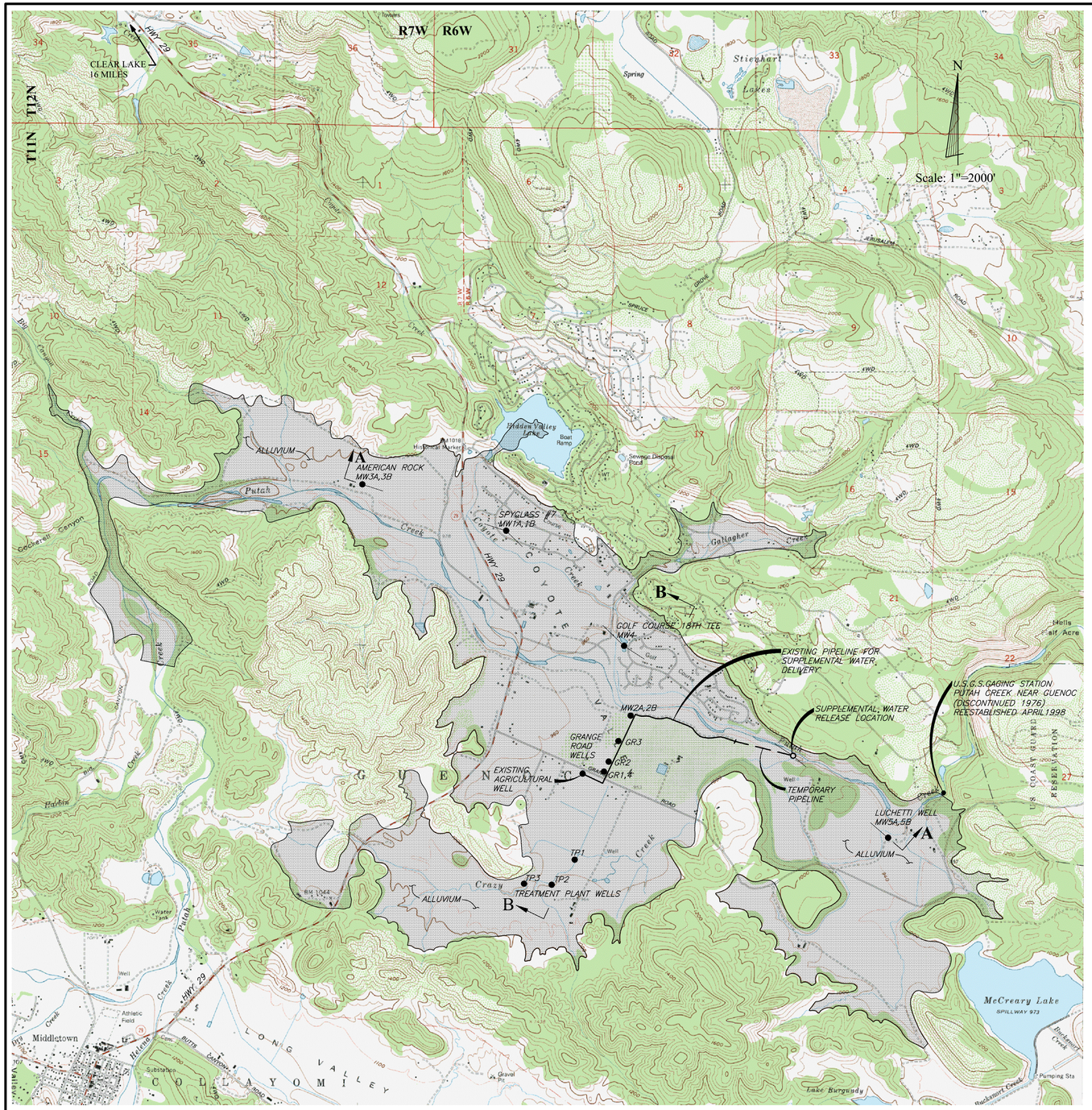
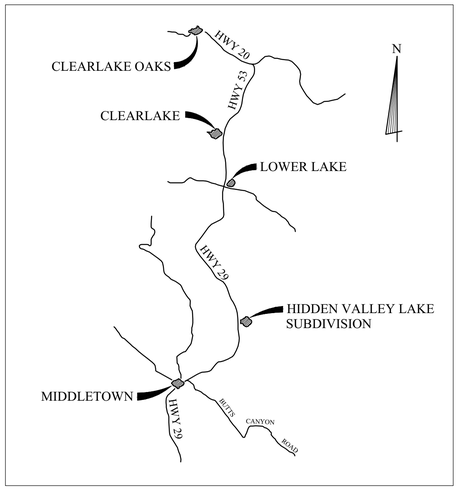


TABLE 1

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
COYOTE VALLEY GROUNDWATER BASIN MONITORING WELLS

	Well Designation	Location	Date Drilled	Measuring Point Elevation (MSL)	Depth of Well (ft)	Perforation Interval (ft)
Treatment Plant	TP 1	11N/6W-30J	28-Oct-94	961.25	52	30-50
	TP 2	11N/6W-30Q	28-Oct-94	963.86	52	14-50
	TP 3	11N/6W-30Q	28-Oct-94	966.63	52	14-50
Grange Road	GR 1 (1)	11N/6W-29D	14-Jun-76	957.5	112	50-110
	GR 2	11N/6W-29D	15-May-85	959.36	292	70-115
	GR 3	11N/6W-29D	22-Oct-91	956.69	205	80-170
	GR 4	11N/6W-29D	26-Feb-03	956.89	231	50-110, 148-188
Spyglass #7	MW 1A	11N/6W-18P	05-Sep-96	978.82	100	74-79
	MW 1B	11N/6W-18P	05-Sep-96	978.82	100	40-45
Grange Road	MW 2A	11N/6W-20N	09-Sep-96	955.63	100	86-96
	MW 2B	11N/6W-20N	09-Sep-96	955.63	100	35-40
American Rock	MW 3A	11N/7W-13L	11-Sep-96	991.35	82	70-80
	MW 3B	11N/7W-13L	11-Sep-96	991.35	82	30-35
Golf Course-18th Tee	MW 4	11N/6W-20M	12-Jun-73	960.69	110	30-95
Luchetti	MW 5A	11N/6W-28J	01-Jun-98	942.15	100	90-100
	MW 5B	11N/6W-28J	01-Jun-98	942.14	100	30-40
Agricultural Well	AG 1	11N/6W-30A	1997 (2)	957.87	90	63-83

(1) Grange Road Well # 1 (GR1) failed in 2002. Grange Road Well #4 (GR4) was installed in 2003 at the same location
(2) Agriculture Well was rehabilitated in 1997. Date of original drilling is estimated to be between 1930 and 1940.



VICINITY MAP
SCALE: 1" = 4 MILES

LEGEND

ALLUVIUM – UNCONSOLIDATED SAND & SILT WITH LENSES OF CLAY AND GRAVEL. MODERATELY PERMEABLE; YIELDS FAIR TO GOOD QUANTITIES OF GROUNDWATER TO WELLS FROM PLATE 4 OF DWR. BULLETIN NO. 99, "RECONNAISSANCE REPORT ON UPPER PUTAH CREEK BASIN INVESTIGATION".

A — A GROUNDWATER PROFILES, SEE PLATE 2

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

MAP TO ACCOMPANY COYOTE VALLEY BASIN GROUNDWATER MONITORING REPORT

for

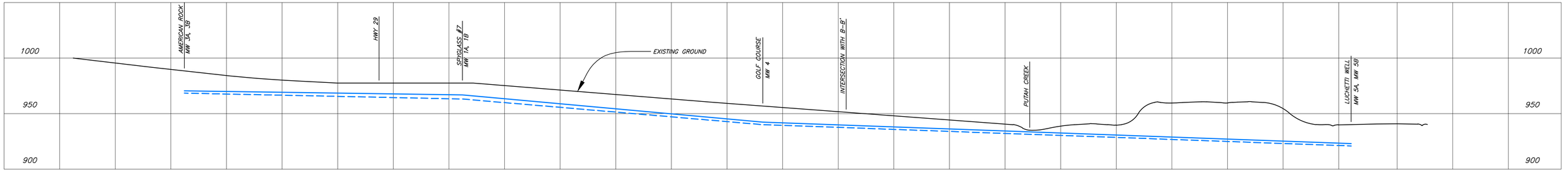
LICENSE NO. 13527 (APPLICATION NO. 30049A)
PERMIT NO. 20770B (APPLICATION NO. 30049B)

COYOTE VALLEY
LAKE COUNTY, CALIFORNIA

Wagner&Bonsignore
Consulting Civil Engineers, A Corporation

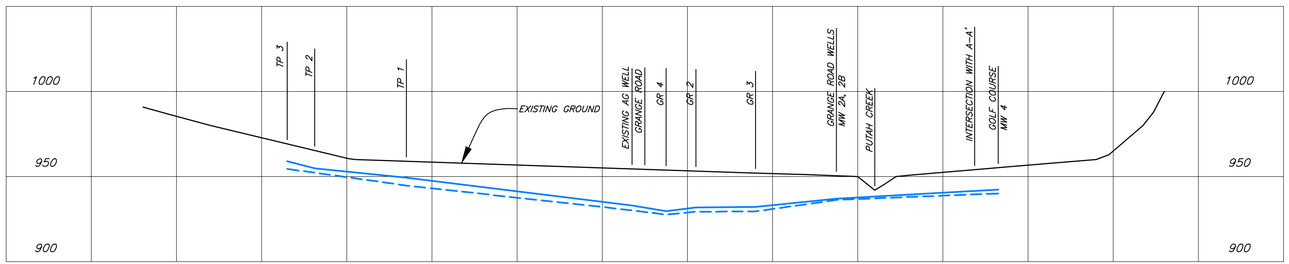
January 2017

Q:\Drawings\Hidden Valley Lake\Groundwater\dwg\Amended Groundwater Monitoring Plan.dwg



SECTION A–A'

HORIZ. SCALE: 1" = 1000'
VERT. SCALE: 1" = 50'



SECTION B–B'

HORIZ. SCALE: 1" = 1000'
VERT. SCALE: 1" = 50'

LEGEND

WATER SURFACE ELEVATION (MARCH 2016)

WATER SURFACE ELEVATION (OCTOBER 2016)

NOTES:

1. SEE PLATE 1 FOR LOCATION OF PROFILES.

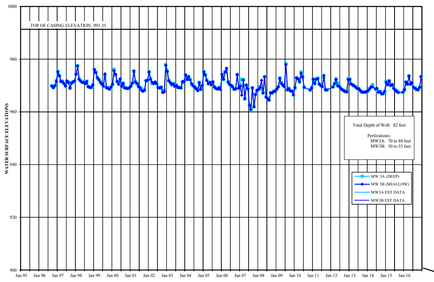
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

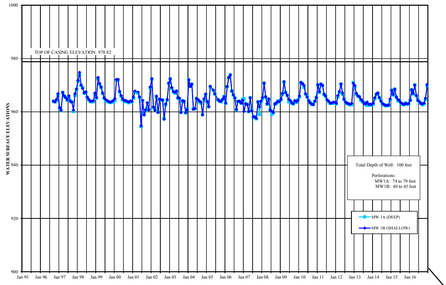
GROUNDWATER MONITORING PLAN
for
LICENSE NO. 13527A (APPLICATION NO. 30049A)
PERMIT NO. 20770B (APPLICATION NO. 30049B)

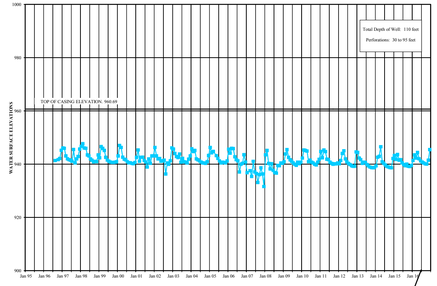
2016 GROUNDWATER PROFILES

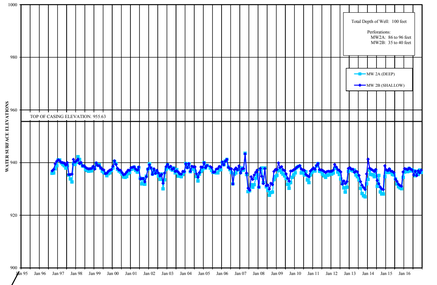
Wagner & Bonsignore
Consulting Civil Engineers, A Corporation

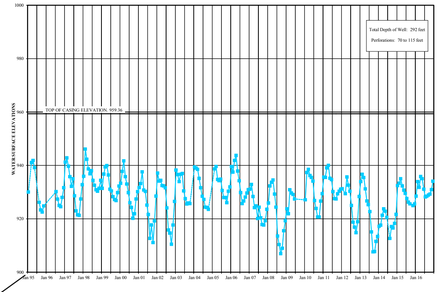
Q:\Drawings\Hidden Valley Lake\Groundwater\dwg\Groundwater Elevations - 2016 (in progress).dwg



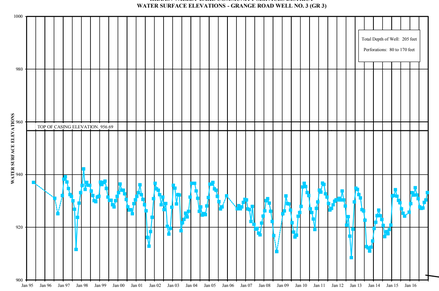


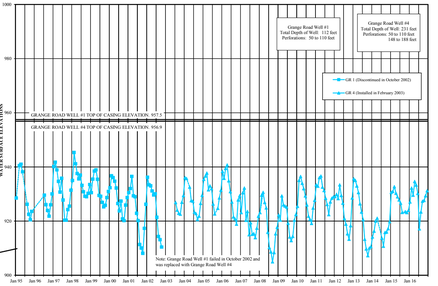






Historical Water Surface Elevations shown on Figure 2.





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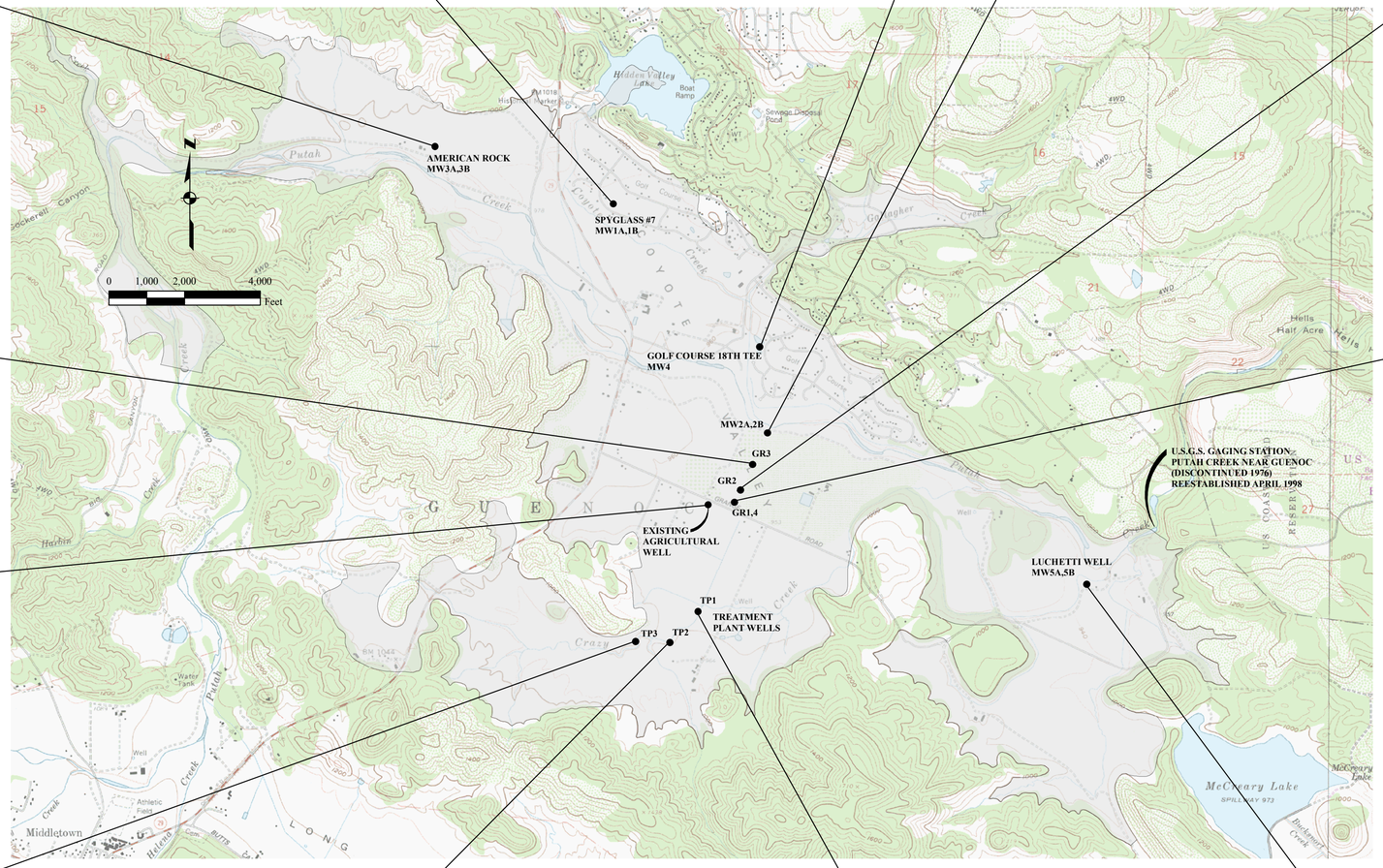
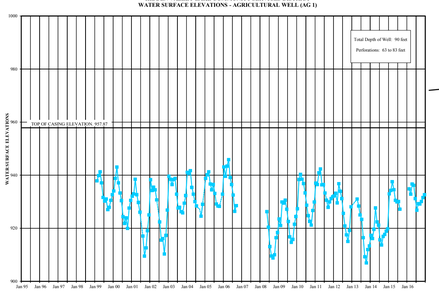
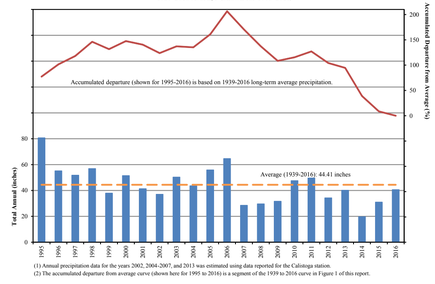
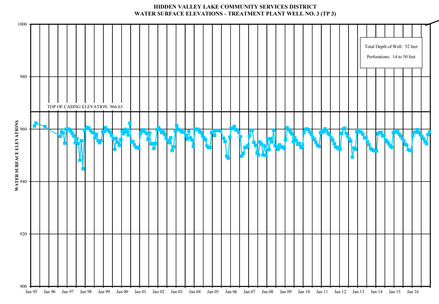


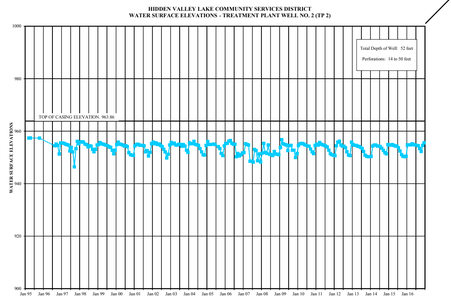


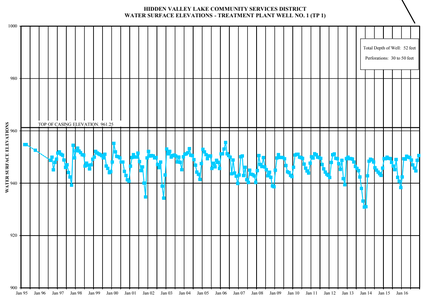
Middletown Precipitation
Total Annual and Accumulated Departure from Average
1939-2016 Average (Shown for 1995-2016)

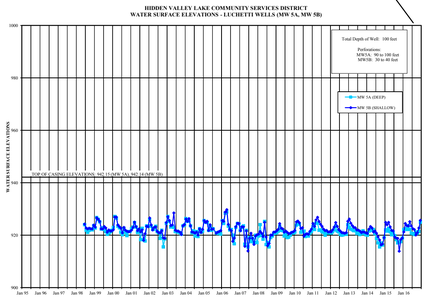


(1) Annual precipitation data for the years 2002, 2004-2007, and 2013 was estimated using data reported for the Calistoga station.
(2) The accumulated departure from average curve (shown here for 1995 to 2016) is a segment of the 1939 to 2016 curve in Figure 1 of this report.









HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

GROUNDWATER MONITORING PLAN
FOR
LICENSE NO. 13527 (APPLICATION NO. 30049A)
PERMIT NO. 20770B (APPLICATION NO. 30049B)

WATER SURFACE ELEVATIONS

JANUARY 2017

PLATE 3

BASE MAP PER USGS 7.5 MINUTE QUAD MAPS FOR MIDDLETOWN AND JERICHO VALLEY.

C:\Users\agordon\Documents\ArcGIS\Web Maps\Hidden Valley Lake1\Water Surface Elevations 2016 with Precip Chart.mxd

LAKE LAFCO
WATER AND WASTEWATER SERVICE QUESTIONNAIRE
For Municipal Service Reviews

District/Agency: _____Hidden Valley Lake Community Services District_____

Employee/Title: _____Water Resources Specialist_____

Phone #/email: ____707-987-9201/agordon@hiddenvalleylakecsd.com____ __

Date: _____2/17/17_____

Note: This questionnaire does not allow sufficient space to answer most of the questions. Please provide the requested information on separate paper, being sure to correspond your numbered answers to the outline below. Thank you.

I. PERSONNEL

1. How many personnel are staffed in your agency's water department (including administrative/secretary positions, etc.)? Please list all staff members along with certificates/licenses held:

   Please see Appendix A. All administrative staff are an equal water/wastewater split, from a budgeting perspective.

WATER		WASTEWATER	
Maintenance:	_____	Maintenance:	_____
Level/Grade?:	_____	Level/Grade?:	_____
Engineering:	_____	Engineering:	_____
Administration:	_____	Administration:	_____

2. Is your agency adequately staffed?
   All positions are currently filled

3. Please provide a copy of your personnel rules or employee handbook.
   Please see Appendix B

4. Please describe your agency's safety record.
   Please see Appendix C – SDRMA CIP&Run-Loss

5. What specific training on current water standards and requirements does your staff have?

Monthly field operations training (Chlorine gas safety, Personal Protective Equipment, Safe Driving), weekly tailgate safety meetings, monthly safety meetings.
CPR certified – All staff
FEMA ICS – All staff (In progress)

6. List the specific qualifications of your water operators and financial staff.
Field Operations Lead – Water Treatment II, Water Distribution II, WasteWater Grade III
Operator II – Water Treatment II, Water Distribution II, WasteWater Grade II
Operator II – Water Treatment I, Water Distribution I, WasteWater Grade II
Operator I – Water Treatment II, Water Distribution II, WasteWater Grade I
Utility Worker – OIT
Utility Worker – Plans for OIT
Full Charge Bookkeeper – OJT (10yrs), and Accounting certificate in process.
7. Please provide a copy of your current organizational chart.
Please see Appendix A
8. What safety and technical training programs do you have for your employees?
Monthly field operations training,CPR&FEMA training for all staff.
As per Rule 10 of the Employee Handbook, "It is the policy of the District to encourage and promote training and educational opportunities for all District employees so that the services they render to the District may be made more effective."

II-A INFRASTRUCTURE AND CAPACITY – Water

1. Has your agency developed a Master Plan or Facilities Plan? If yes, please indicate the date of adoption and any amendments to the plan. Are these plans current?
Master Plan – June 2001
2. Please describe the condition of your conveyance system (pumps, pipelines, storage etc.) especially noting any inadequate sections.
Our conveyance system is operating as designed. Ongoing repair needs are with our tanks, valves, pumps and airvacs.
3. Please indicate the following amounts:
    a. The number of pumps on your system including capability and adequacy;
    Groundwater pump Well 4 – 1260 gpm
    Groundwater pump Well 3 – 338 gpm
    Groundwater pump Well 2 – 715 gpm
    TP Booster pump
    Zone 1 pumps (3) – 440 gpm each
    Zone 4 pumps (3) – 380 gpm each
    Greenridge booster pumps (2) – 415 gpm each
    Unit 9 booster pumps(3) – 158 gpm each
    b. The number of backflow prevention devices in your system;
    45
    c. The number of 'dead ends' in you system;
    58
    d. System water pressure including fire flows;
    Eagle Rock upstream - 126
    Eagle Rock downstream – 48
    Spruce & Knollview upstream – 145
    Spruce & Knollview downstream – 97

Deer Hill & Conestoga upstream – 119
Deer Hill & Conestoga downstream – 56
Deer Hill & Hidden Valley upstream – 139
Deer Hill & Hidden Valley downstream – 68
Greenridge & NorthShore upstream – 137
Greenridge & NorthShore downstream – 63
Glenwood upstream – 109
Glenwood downstream – 50
Powderhorn & Donkey Hill upstream – 105
Powderhorn & Donkey Hill downstream - 56

e. Number of system 'flushes' per year;
Annual maintenance goal – 58 directional, 20 undirectional

f. Number of filtration plants, if necessary;
n/a

g. Number of storage tanks and sizes.
Eight total storage tanks;
1. **Contact Basin – 30,000 gal**
2. **Tank 1a – 150,000 gal**
3. **Tank 1b – 200,000 gal**
4. **Tank 1c – 500,000 gal**
5. **Tank 4a – 500,000 gal**
6. **Tank 4b – 150,000 gal**
7. **Tank 9 – 150,000 gal**
8. **Little Peak Tank – 500,000 gal**

4. Please indicate the most prevalent problem(s) with your water system (i.e., leaks, odor problems, etc.).
Leaks
5. How many connections are on your system, specifying single-family, multi-family, commercial or industrial? Are there any standby services? How many vacant lots are not yet served within your water service area?
2470 Total connections
Single Family - 2408
Multi Family – 27
Commercial - 35
Vacant lots - 330

6. Please list all materials used to construct your agency's pipeline system (i.e., steel, PVC, etc) and their age.
Asbestos Concrete, PVC, some steel. Approximately 40 yrs
7. Please describe any infrastructure expansion projects currently proposed or underway.
Proposed new well construction to mitigate hexavalent chromium levels, and building moratorium
8. Does your agency have any outstanding "will serve" agreements?
No
9. How much water does your agency lose from leakage that results in a loss of capacity?
This number varies. Two mainline breaks in 2014 totaled approximately 1AF of water loss.
10. Do you serve anyone outside your district boundaries?
No

II-B INFRASTRUCTURE AND CAPACITY – Wastewater

1. Has your agency developed a Master Plan or Facilities Plan? If yes, please indicate the date of adoption and any amendments to the plan. Are these plans current?
   Facilities Plan – 1991
2. Are any facilities located in a Flood Zone, High Seismic Hazard Zone, etc?
   No
3. Please indicate the most commonly occurring problem(s) with your wastewater system, i.e., leaks, odor problems, etc.
   I & I
4. How many connections are on your system, specifying single-family, multi-family, commercial or industrial? Are there any standby services? How many lots remain unserved in the wastewater service area.
   1463 Total wastewater connections
   Single Family - 1421
   Multi Family – 27
   Commercial - 15
   Unserved lots - 992
5. Explain your wastewater treatment process.
   Tertiary sand – Activated sludge with extended aeration basin and Cl2 basin to a 412 AF pond.
6. What are your AWWF, ADWF and Peak Flows vs. treatment, pond and outfall capacities?
   2016 AAWF = .278 MGD
   2016 ADWF = .198 MGD
   Peak = .771 MGD
   Capacity = .894 MGD
7. Do you have, or expect to receive, any Notices of Violation, Cease and Desist orders, or any other action by a regulatory agency.
   No
8. How old is your infrastructure, and do you have any expansion projects currently proposed or underway.
   Approximately 25 yrs. No expansion.
9. Does your agency have any outstanding commitments for future service?
   No
10. Do you serve anyone outside your district boundaries?
    No
11. How much wastewater does your agency lose from leakage (I and I) resulting in a loss of capacity?
    I & I results in higher flows at the WWTP, which diminishes effectiveness of WWTP

III-A EQUIPMENT WATER

1. Does your agency have all the equipment necessary to perform its function?
   Yes, except for Moratorium and Hexavalent Chromium mitigation
2. What is the age and/or condition of the equipment? Does it perform reliably? Does it meet industry standards?
   Most equipment is approximately 40 yrs old. Some failures persist with routine maintenance and exercising.
3. What restrictions are there on the use or availability of any of your equipment at any time?
   None
4. Does your agency have a clearly stated needs and preference list?
   This is a work in progress
5. Do you have a copy of your fixed assets and capital improvements list?

Yes

6. Do you share any equipment with other agencies?
   No

III-B EQUIPMENT WASTEWATER

1. Does your agency have all the equipment necessary to perform its function?
   Yes, except Vacctruck with jetter is currently rented as needed.
2. What is the age and/or condition of the equipment? Does it perform reliably? Does it meet industry standards?
   Most equipment is approximately 25 yrs old. Some repairs to pumps have been performed, and monitoring equipment has been replaced (ie PLCs, NTUs).
3. What restrictions are there on the use or availability of any of your equipment at any time?
   None
6. Does your agency have a clearly stated needs and preference list?
   This is a work in progress
7. Do you have a copy of your fixed assets and capital improvements list?
   Yes
6. Do you share any equipment with other agencies?
   No

IV. WATER SUPPLY

1. Please indicate your agency's water source(s), surface, underground, etc.:
   Three groundwater wells adjacent to Putah Creek.
2. What is your agency's total available water storage capacity, and what percentage of that total is reserved for fire flows?
   2.18 MG; 25%
3. Does your agency utilize any wells? If so, how many and what is the yield?
   Yes, 3. 1260, 715, and 338 gpm
4. What is the maximum capacity of both your water source and water system delivery (gpm)?
   2.7MGD in a 24-hrs period, but only 1.2MGD when pumping is limited to off-peak hours.[1]
5. Please state the following totals:
   Maximum monthly production (mg): **30.58**
   Maximum day production (mgd): **18.65**
   Annual total production (mg): **257.38**

6. What are your average gallons per day per equivalent dwelling unit (gpd/EDU) demand in the service area? **473**

7. What is your agency's total available water storage; what portion of that total is reserved for fire flow?

8. What applicable water rights do you own, and are there any water rights constraints with regard to contractual limitations, utilization and/or delivery
   License 13527A = 651 AF/yr (212 MG)
   Permit 20770B = 1649 AF/yr (537 MG)
   - **Annual groundwater monitoring report**
   - **Supplement flows to Putah Creek from 7/15 through 10/31**

1. Coyote Valley Concept Infrastructure Plan, Executive Summary, ES.3

9. Do you encourage the use of gray water, and water recycling techniques? Please describe your water conservation program.
   District webpage dedicated to Water Conservation tips
   Toilet and Washer/Dryer rebates
   Local education outreach during sporting events
   Pilot program of web portal for household water usage

V. SAFETY & ENVIRONMENT

1. Do you have an emergency response plan?
   Yes
2. Do you have routine safety inspections?
   Developing this schedule
3. Describe any applicable watershed or environmental concerns about water/wastewater treatment and groundwater use, i.e. seismic or endangered species concerns.
   Recent habitat assessments suggest that supplemental flows to Putah Creek, are enabling non-native bullfrogs to endanger indigenous yellow-legged frogs.
3. Do you have reciprocal emergency response agreements with other county or city agencies outside your service area?
   No interties exists, but HVLCSD is a member of CalWarn, and actively participates with CalOES and the County of Lake's Water Purveyor's Emergency Response Group.

VI. FINANCIAL

1. Please list all agency revenue *sources* and *amounts*, including new connection fees, service charges, grants, etc.
   For the fiscal year 2015-2016

Sewer	
Permit & Inspection	$800
Availability Fees	$8,600
Sales of Reclaimed water	$102,700
Commercial Sewer Use	$26,700
Governmental Sewer User	$600
Residential Sewer Use	$919,900
Late Fees	$11,200
Misc Income	$78,300
Interest Income	$300
Totals	**$1,149,100**

Water	
Reconnect Fees	$14,600
Water Meter Installation	$850
Recording Fees	$50
Availability Fees	$35,600
Commercial Water Use	$49,200
Governmental Water User	$3,900
Residential Water Use	$1,117,700
Late Fees	$25,200
Misc Income	$6,200
Interest Income	$400
Totals	**$1,253,700**

2. How are your rates established, i.e., Cost of Services Study, CPI index, etc.?
   A rate study performed in 2014, recommended a 5-year step program of rate increases. This was implemented in 7/2015
3. Does your agency receive adequate funds to operate effectively and efficiently?
   This is a work in progress, to incorporate CIP funding
4. Do you have a contingency and/or emergency fund? Please describe what your agency has in the way of contingency, emergency, and/or reserve funds?
   2016-2017 Budget has allowed for $22,000 contingency
5. What is the total sum of your agency's debt?
   6.24M
6. Has your agency developed a Capital Improvements Plan/Program to aid with facility expansion?
   Our CIP currently focuses on repair/replace
7. Define reserve capital water funds in terms of dollars needed for the next 5 years of capital outlay. If no growth occurs how will you provide funding?
   Growth is finite in this community. The current five-year rate increase plan is under review, to potentially align itself with a pre-determined economic indicator, such as the CPI index. This rate plan 're-do' will include CIP funding set aside from operational revenues.
8. Who performs your financial transactions, the County Auditor, independent bookkeeper, or in-house financial department? Do these services include payroll and billing? Is it more cost effective to outsource these services?
   In-house full charge bookkeeper, with outside CPA support.
9. Do you use a competitive bid process?
   Yes, for work >= $30,000
10. How is infrastructure associated with new development paid for?
    All of the increased growth beyond the existing boundaries will be financed by the future development being constructed.[2]
11. Does your agency have a bond rating? What investment policies does your agency have?
    No bond rating
    Please see Appendix D – Investment Policy
12. Does your agency currently use any cost avoidance practices?
    Making loan payments on time
    Making annual lump sum payments when available and feasible
    Member of SDRMA Credit Incentive Program
13. Does your agency's services or facilities overlap those provided by other agencies?
    No
14. Do you take advantage of pooled resources such as shared insurance, staff, equipment or resources?
    Yes, Shared insurance, and member of CalWarn, CalOES
15. Do you seek/use grants? If so, what grants do you currently have pending? Do you administer your own grants?
    Yes. Currently seeking relief from recent flooding rains (Jan-Feb 2017).

2. Coyote Valley Concept Infrastructure Plan, Executive Summary, ES.1

VII. POPULATION AND GROWTH

1. Does your agency have or utilize population projections or do you rely on county population standards to predict future needs? Does your Master Plan contain population projections?
   Lake County's General Plan, which was adopted in 2008.
2. Are you aware of the zoning and General Plan designations within your Sphere of Influence and do you utilize these in your population projections?
   Yes
3. What are your population projections for the next 10 and 20 years?
   Census data is used to extrapolate this information, in the Lake County General Plan; 5 yrs – 9,062, 10 yrs – 10,005, 15 yrs – 11,046
4. Do you coordinate with the appropriate land use authority for new projects?
   Yes
5. Please describe any development proposals within or around your jurisdiction of which you are aware.
   Wild Diamond Vineyards, to the north of the HVLCSD Community
   Valley Oaks, adjacent to HVLCSD
6. How many commercial, residential and industrial connections do you have?

7. What are your agency's policies regarding influencing compact development, smart growth, and infill development in order to deliver more cost-effective services?
   The Master Service Agreement between Developer and HVLCSD lists requirements of the developer to comply with standards, rules, regulations, resolutions, ordinances, and laws.[3]
8. Do you consistently follow and/or comment on Environmental Impact Reports and development proposals?
   Yes, most recently with the Putah Creek Habitat Assessment, and Wild Diamond Vineyard's EIR
9. What are your agency's strategies to assist in directing growth?
   Hopefully having the District's Sphere of Influence amended.
   Regular meetings with local developers

VIII. STATUS OF AND OPPORTUNITIES FOR SHARED FACILITIES.

1. Does your agency recommend any existing or potential shared facility options or opportunities? Why?
   No. Distance of mains.
2. Does your agency currently share any equipment or facilities with another service provider?
   No
3. Do the facilities you have planned in the future duplicate any existing or proposed facilities of another service provider?
   No
4. Does your agency have excess system capacity, or underutilized buildings or equipment?
   No
5. Does your agency provide service outside of your district boundary?
   No
6. Does your Agency share equipment, personnel, or infrastructure with any other entity(s)? If yes, how and what? If no, why not?
   We are available to share via CalWARN, CalOES, and Lake County OES.

3. Coyote Valley Concept Infrastructure Plan, Appendix C, Items 9e & 9f

IX. GOVERNMENT SERVICE OPTIONS

1. Please describe any proposed or actual consolidations/reorganizations of your agency in the past 10 years.
   Total staff has slightly reduced over time. Currently at 12ppl.
2. Are there any pending service provider proposals for reorganizations or other boundary changes? Where? Why?
   No
3. What are the issues in considering or not considering consolidations or reorganizations?
   Rural area, distance between providers
4. What type of government structure options, if any, could apply to or positively impact, the services in question?
   N/A

X. GENERAL

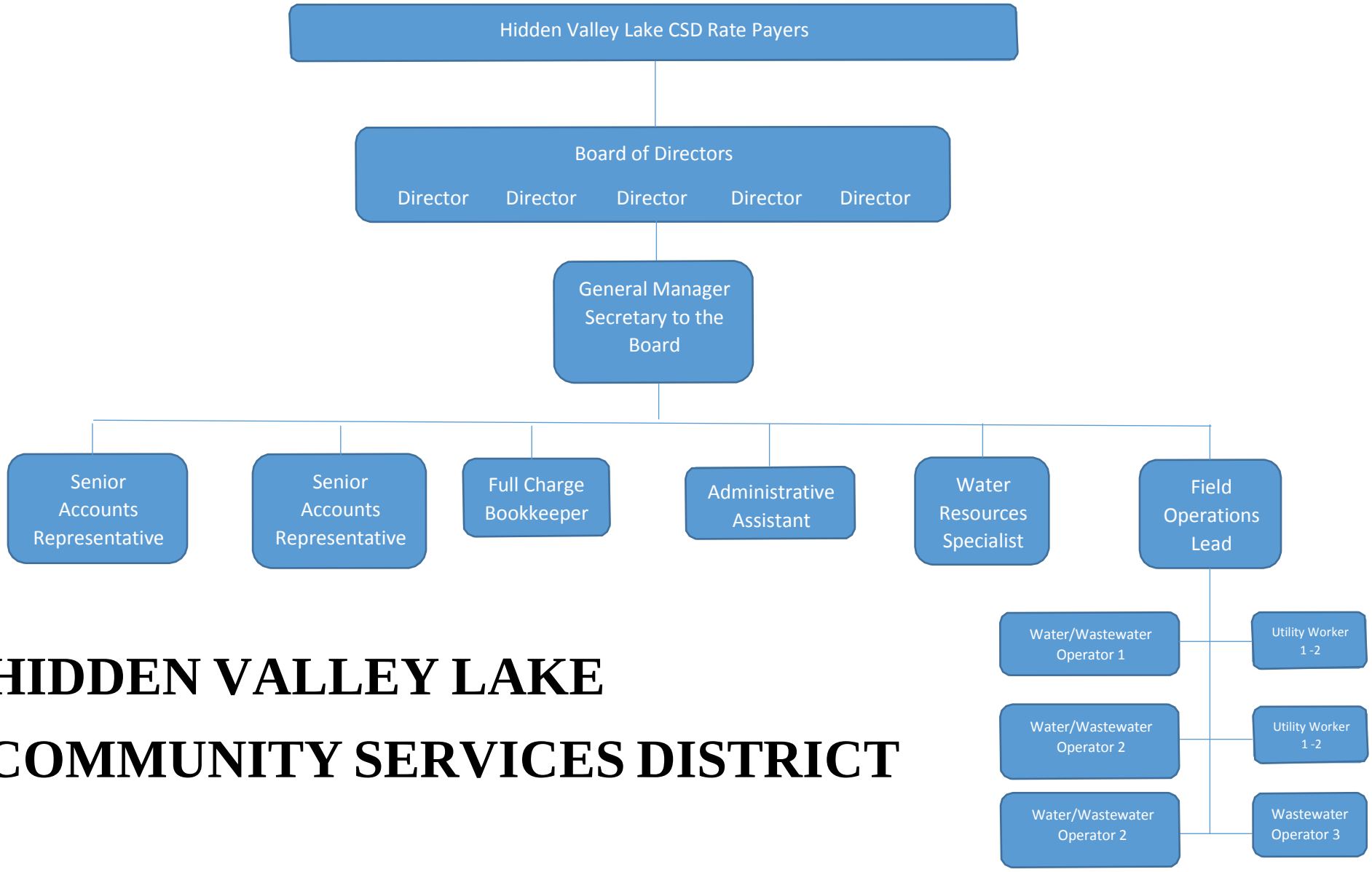
1. Does your agency stay in contact with the public through newsletters, workshops, websites, etc.?
   Yes
2. Does your agency participate in regional, state or local water forums? Are you a member of the Association of California Water Agencies, National Rural Water Association, CSDA or any other related organizations?
   Yes
3. What kind of complaints have you received from the public?
   Occasional odor from chlorinated water, concerns over new state hexavalent chromium regulations, and building moratorium.
4. Do you provide input into proposed development?
   Yes
5. Please describe your water/wastewater recycling or conservation programs. Please describe what area-wide water conservation programs in which you participate.
   Currently use W-3 water conservation system at the WWTP.
   Water Reclamation plant provides recycled water to the HVL golf course.
   Please see previously mentioned conservation programs.
6. What applicable industry standards has your agency used or adopted? Do you meet those standards including, but not limited to the number of personnel ratio to houses/area, equipment?
   N/A
7. Do you have any service agreements with other agencies or private companies or individuals? What is the nature of these agreements?

8. When and where does your board meet?
   The third Tuesday of every month, 7pm.
9. Does the sizing of your infrastructure correspond to the planned land uses in and around your service area?
   No
10. Is your level of services below, meet or exceed customer expectations?
    Meets
11. What is an optimum minimum acceptable level of service for the services your agency provides?
    Our mission statement is ".. to provide, maintain and protect our community's water"
12. Do you have any cost-avoidance measures to share with other service providers and LAFCO?
    N/A

REQUEST FOR DOCUMENTS

Please provide the following documents (if available):

- Consumer Confidence Reports
- Agency Master plans (Water Master Plan, Facilities Plan, etc.)
- Department of Health Services Reports (water quality, etc.)
- Audit – Last three Audits
- Budget – Last three Budgets
- Capital Improvements Plan
- Any water supply analyses per SB 221 and SB 610
- Copy of any licenses such as a permit to operate from the State
- Copy of Utility Rates/connection fees/capital improvement fees and ordinances or resolutions
- Copy of a policy document, a mission statement, goals, etc.
- A map of your service area and map of facilities
- Copy of your agency's latest current and approved WDR's or NPDES permits needed for operation and distribution
- Provide the most recent capital improvement plan, system master plan and regulatory permits outlining future priority projects.
- Copy of recent environmental documents prepared for facility expansions



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appendix A

HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT

EMPLOYEE HANDBOOK
2015

Approved November 17, 2015

Appendix B

HIDDEN FALLEY LAKE COMMNITY SERVICES DISTRICT

EMPLOYEE HANDBOOK
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RULE 1 – GENERAL PROVISIONS

Section 1.1: AUTHORITY. The following rules, policies, and procedures are promulgated under the authority of the Hidden Valley Lake Community Services District This Employee Handbook shall be adopted and amended by resolution of the Board of Directors.

Section 1.2: PURPOSE. The purpose of this Employee Handbook is to establish a system of personnel administration based on merit principles. These merit principles include:

A. Recruiting, selecting, and advancing employees on the basis of their relative ability, knowledge and skills, including open consideration of qualified applicants for initial appointment.

B. Providing equitable and adequate compensation.

C. Training employees as needed, to assure high quality performance.

D. Retaining employees on the basis of the adequacy of their performance, correcting inadequate performance and separating employees whose inadequate performance cannot be corrected.

E. Assuring impartial treatment of applicants and employees in all aspects of personnel administration without regard to political affiliation, race, religion, color, sex, age, marital status, sexual orientation, national origin, or handicap and with proper regard for their privacy and constitutional rights as citizens.

Section 1.3: APPLICATION. The provisions of these rules, policies and procedures shall apply to all offices, positions and employments in the services of the District.

Section 1.4: SCOPE. This chapter is a compilation of rules, policies and procedures which govern and affect personnel administration for all employees of the District, pursuant to the purposes outlined in Section 1.2 herein, unless specified otherwise. The rules, policies, and procedures incorporated herein shall not preclude the development of internal rules, policies and operating procedures within the organization nor the development of personnel or administrative policies and procedures governing the implementation of these rules, policies, and procedures.

Section 1.5: SEVERABILITY. If any provision of these rules, policies, and procedures or the application of such provision to any person or circumstance shall be held invalid, the remainder of the rules, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby.

Section 1.6: APPOINTING AUTHORITY. As used in these Rules, the Appointing Authority shall be the General Manager or his/her designee(s).

Section 1.7: DRESS CODE.

A. General Policy

The Hidden Valley Lake CSD requires employees to always appear for work in attire that is “professional” and suitable for the work setting. This may vary slightly from one area to another depending on the nature of the work, exposure to the general public, customers,

and the environment. Our appearance should always reflect what is appropriate for our job, work setting, and personal safety.

This policy is intended to describe guidelines on what is considered appropriate dress for the workplace. These guidelines are not intended to be all-inclusive, but rather should help set the general parameters for appropriate attire, and allow employees to use good judgment and common sense about items not specifically addressed. However, the General Manager will have the discretion to make the final determination on what constitutes professional, suitable dress and safe for the work setting in a particular situation.

B. Personal Hygiene, Piercings and Tattoos

Personal appearance and hygiene play an important role in projecting a professional image in the community and to the customers we serve.

- Good personal hygiene is required.
- Clothing must be clean, pressed, in good condition and fit appropriately.
- Footwear must be appropriate for the work environment and functions being performed.
- Jewelry is acceptable except in areas or near equipment where it constitutes a health or safety hazard.
- Hair must be neat, clean and well groomed. If necessary for the functions being performed, long hair must be secured (tied back to prevent potential for being caught in equipment). (No artificial hair colors e.g. pink, green, etc. that would be deemed unprofessional).
- Sideburns, mustaches and beards must be maintained in a neat and well-groomed fashion.
- Clothing must not interfere with the safe operation of equipment.
- No objects, articles, jewelry or ornamentation of any kind shall be attached to or through the skin if visible on any body part including the tongue or any part of the mouth except that an employee may wear one or two sets of reasonably-sized earrings in the ear lobes.
- Any non-conforming piercing shall be removed, covered with a bandage, or replaced with a clear, plastic spacer.
- Tattoos that are obscene, sexually explicit, and discriminatory as to sex, race, religion or national origin, extremist, gang-related, and/or diminish the effectiveness of the employee's professionalism must be covered, and not visible to staff, customers or visitors.
- No tattoos are allowed anywhere on the head, face, or neck.
- Any non-conforming tattoos must be covered with clothing or a bandage while at work or removed.
- If an employee has a question about how the piercing or tattoo policy applies to them, the matter should be immediately raised with their supervisor for consideration and determination.

C. Professional Business Office Attire

The intent of professional business attire is to ensure that personnel are dressed appropriately to meet with the public at a moment's notice. Footwear should be selected according to the type of work performed, keeping safety, comfort, and professional appearance in mind. Athletic shoes, tennis shoes, and hats are not permitted.

- Sample professional business attire for men include:
    - dress pants
    - collared button down dress shirt without a tie
    - polo-type shirt
    - dress shirt
    - Appropriate footwear for men includes wing tips, loafers, or rubber sole shoes with socks
- Sample professional business attire for women include:
    - dresses or suits with either skirts or slacks
    - skirt or dress slacks
    - blouse and/or sweater
    - Appropriate footwear for women includes heels, loafers, or rubber sole shoes

D. Field Staff Attire

Employees whose primary District responsibility is in the field, or whose regular job duties include physical lifting may wear appropriate casual clothing (including jeans) at all times. District purchased shirts must be worn at all times while on duty. Additionally, all personal safety equipment must be worn at all times, including steel toed boots and reflective vests. Hats that are not obscene, sexually explicit and discriminatory as to sex, race, and religion or national origin, extremist, gang-related or that diminish the effectiveness of the employee's professionalism may be worn to protect employees from sun exposure.

E. Casual Friday

The District recognizes the growing popularity of casual business dress and the positive effects of this shift to boost employee morale improve quality, encourage more open communication and increased productivity, therefore, creating a more comfortable work environment. Therefore, the District employs a "Casual Friday" policy, wherein our employees are welcome to wear workplace appropriate jeans (no rips, tears or stains), and running shoes (no rips, tears or stains).

While Casual Friday allows our employees to dress in a more casual fashion, employees should take into account the necessity to continually conduct themselves in a professional fashion, and dress in such a way that will not create a negative perception by customers, either internal or external.

RULE 2 – DEFINITION OF TERMS

Section 2.1: <u>TERMS</u>. Terms used in these rules are defined as follows:

ALLOCATION means the assignment of an individual position an appropriate classification on the basis of the type, difficulty and responsibility of the work performed in the position. As used in this Employee Handbook, employees are appointed to positions, and positions are allocated to classes.

ANNIVERSARY DATE means the date recurring yearly upon an employee's regular appointment or date of hire.

APPOINTING AUTHORITY means the General Manager is the appointing authority.

APPOINTMENT means the employment of a person in a position. Types of appointment include:

> **Original Appointment** means the person's first appointment as a District employee.
>
> **Provisional Appointment** means the employment of a person to a vacant position for no more than a six month period for emergency or in interim conditions. The General Manager may extend a provisional appointment for up to an additional six month period.
>
> **Probationary Appointment** means the probationary employment of a person in a regular position. A probationary appointment is for a specified period during which job performance is evaluated as the basis for consideration for regular appointment.
>
> **Regular Appointment** means the employment of a person in a regular position, following the successful completion of a probationary period.
>
> **Promotional Appointment** means the probationary employment of an employee in a regular position following a promotion.
>
> **Temporary Appointment** means an employee hired into a position of limited duration or for completion of a specific task or project without following the rules regarding recruitment and selection. Temporary employees serve at the pleasure of the appointing authority and may be removed at any time without cause, notice or any right of appeal. Temporary employees are not eligible for benefits other than those required by state or federal law.

CERTIFICATION means the process whereby the HR administrator identifies for an Appointing Authority eligible individuals who have successfully completed all qualifying requirements for appointment and appear on an employment list.

CLASS means a group of positions sufficiently similar in duties, responsibilities, authority and qualifications for employment to permit combining them under a single title and equitable application of common standards of selection and compensation.

CLASSIFICATION PLAN means the designation of a title for each class together with the specification for each class as prepared and maintained by the HR administrator.

CLASS SPECIFICATION means a written description of a class setting forth factors and conditions which are essential characteristics of positions in that class.

CONTINUOUS SERVICE means the employment without break or interruption of an employee having a probationary or regular appointment.

DATE OF HIRE means the date of an employee's original appointment to the District.

DISCHARGE means the involuntary separation of an employee from the service of the District.

ELIGIBLE APPLICANT means a person whose name is on an employment list.

EMPLOYEE means a person occupying a position. Types of employee include:

> **At Will Employee** means an employee serving at the pleasure of the appointing authority who can be separated from employment for no cause.
>
> **Provisional Employee** means an employee who has a provisional appointment to a vacant position pending the selection process as provided in Rule 5 for no more than a six month period or, upon specific action by the General Manager, up to a second six month period for a total provisional appointment of 12 months.
>
> **Temporary Employee** means an employee in a position of limited duration.
>
> **Probationary Employee** means an employee who has a probationary appointment.
>
> **Regular Employee** means an employee who has successfully completed the probation period.
>
> **Part-Time Employee** means an employee who works less than full-time on a daily, weekly, monthly or annual basis.
>
> **Full-Time Employee** means an employee who works on a full-time basis on a daily, weekly, monthly or annual basis, as defined by organizational working schedules.
>
> **Exempt Employee** means an employee who is paid on a salary basis and is not subject to the requirements of the Fair Labor Standards Act.
>
> **Non Exempt Employee** means an employee who is paid on an hourly basis and is subject to all Fair Labor Standards Act.

OPEN EMPLOYMENT LIST means a list of names of persons who have taken an open competitive examination for a class and have qualified.

EXAMINATION means any device or procedure used in the selection process to measure applicant abilities and suitability for a position including, but not limited to, oral interviews, written tests, performance tests, evaluation of performance during probation, and an evaluation of education and experience. The types of examination processes include the following:

> **Open Competitive Examination** means an examination for a particular class which is open to all persons meeting the minimum qualifications for the class.

HR administrator – administer of human resources matters and means the position is so designated by the General Manager within the District's classification system.

HOURLY RATE means the amount paid to an employee for each hour worked. The hourly rate may be any amount within a specific hourly wage range.

IMMEDIATE FAMILY means for the purposes of this Employee Handbook, an employee's father, mother, wife, husband, brother, sister, daughter, son, adopted daughter, adopted son, grandparents, grandchildren, brothers and sisters having one parent in common, and those relationships generally called "step," providing persons in such relationships have lived or have been raised in the family home and have continued an active family relationship.

LAYOFF means the abolishment of a position or positions due to reorganization, reassignment, lack of work to be accomplished, or lack of funds.

LEAVE means authorized or unauthorized absence from an employee's place of work.

OVERTIME means time worked in excess of 40 hours in one workweek.

PERSONNEL ACTION means any action taken with reference to appointment, compensation, promotion, transfer, layoff, dismissal, discipline, commendations or any other action affecting the status of employment.

POSITION means a combination of current duties and responsibilities requiring the full-time, part-time or temporary services of an employee.

PROBATIONARY PERIOD means a trial period during which an employee is required to demonstrate his/her fitness for the actual performance of the assigned duties of the position.

PROMOTION means the advancement of an employee from a position in one class to a position in another class having a higher maximum rate of pay.

REASSIGNMENT means the change of an employee from one class to another class which is not due to a significant change in kind, difficulty or responsibility of the work performed in the position.

RECLASSIFICATION means a change in the classification level of an individual position by raising the level to a higher class, reducing it to a lower class, or by moving it to another class at the same level on the basis of significant changes in kind, difficulty or responsibility of the work performed in the position.

REDUCTION IN PAY means a salary decrease within the limits of the pay range established for a class.

REGULAR POSITION means a full-time or part-time position authorized and funded in the District’s budget.

RETIREMENT SERVICE means the voluntary separation of a regular employee from a regular position after becoming eligible for and applying to the California Public Employees Retirement System for retirement benefits.

RETIREMENT DISABILITY means the separation of an employee due to physical or mental inability to perform the duties of the position after an employee has become eligible for benefits under the California Public Employees Retirement System.

SALARY RANGE means the minimum, maximum and intermediate salary rates, or hourly wage rates which may be paid to an employee within a class as approved by the Board of Directors.

SEPARATION means the termination of an employee's employment with the District because of retirement, resignation, death or dismissal.

SUPERVISOR means an employee with the responsibility of organizing, directing and evaluating the work of other employees.

SUSPENSION means the temporary and involuntary separation for a specified period of time of an employee from a position for disciplinary purposes.

TIME CARD means the document accounting an employee's actual work and leave hours in a payroll or work period.

TRANSFER means a change of an employee from one position to another position in the same class or in a comparable class.

VACANCY means an unoccupied regular position of non-limited duration for which funds have been authorized by the Board of Directors.

RULE 3 – POSITION CLASSIFICATION

Section 3.1: PURPOSE. The purpose of the classification plan is to provide a complete and continuous inventory of all classifications, to provide accurate job specifications and, to ensure that each position is allocated to the appropriate classification.

Section 3.2: CLASSIFICATION OF POSITIONS. All positions in the District are grouped into classes. Each class includes those positions sufficiently similar in duties and responsibilities to require similar education, experience, knowledge, skills, abilities, and personal characteristics.

Section 3.3: PREPARATIONS AND CONTENT OF CLASS SPECIFICATIONS. The HR administrator is responsible for preparing and maintaining class specifications for all positions. The specifications include, but are not limited to a list of examples of duties and a statement of qualifications required for appointment.

Section 3.4: INTERPRETATION OF CLASS SPECIFICATIONS. All class specifications describe typical duties that employees occupying positions in the class may properly be required to perform. Class specifications are explanatory but not restrictive. The listing of particular tasks does not preclude the assignment of other tasks of related kind or character, or requiring lesser skills.

Section 3.5: AMENDMENT. Notice of consideration of the proposed classification plan amendments or revisions shall be provided to appropriate employees at least five calendar days before change. The General Manager may amend or revise the classification plan as necessary.

Section 3.6: ALLOCATION OF POSITIONS. The General Manager will assign each position to one of the classes established by the classification plan.

Section 3.7: NEW POSITIONS. When a new position is created, the classification plan shall be amended to include a class specification for the position if it is not allocated to an existing classification. The new position will be filled in accordance with Section 5.7.

Section 3.8: RECLASSIFICATION. When the duties of the position have changed materially, the HR administrator may recommend to the General Manager the allocation of the position to a more appropriate class.

RULE 4 – COMPENSATION & BENEFITS

Section 4.1: PURPOSE. The purpose of the compensation plan is to provide equitable and adequate compensation for all employees. Employees at the District are paid pursuant to a pay system established by this Employee Handbook and pursuant to principles of public accountability.

Section 4.2: PREPARATION OF PLAN. The Board of Directors may periodically modify the District's compensation plan. The compensation plan includes, for each class, a minimum and maximum salary or hourly rate and such intermediate rates as are considered necessary, as well as supplemental, retirement, insurance and related fringe benefit provisions. The rate or pay range assigned to each class shall fairly reflect the differences in the duties and responsibilities among classes, and will take into account rates paid by other public employers for comparable work, the District's policies and financial condition, unusual problems of recruitment and turnover, and other relevant factors.

Section 4.3: ADMINISTRATION OF PLAN.

Section 4.3.1: Rates of Pay. Each employee is paid a rate of pay within the salary range for the class in which he/she is employed, as determined by the General Manager.

Section 4.3.2: Entrance Salary. An employee is appointed at the minimum rate for the class, except when the General Manager approves an appointment or reinstatement above the minimum rate. Authorization for appointment above the entrance rate must be obtained from the General Manager. In reviewing such requests, consideration will be given to the candidate's unusually high qualifications, salary history, outstanding experience, availability of other qualified candidates and the resulting salary relationships with similar positions.

Section 4.3.3: Merit Salary Adjustments. Employees may receive merit salary adjustments within the salary range applicable to their class. The purpose of the merit salary increase is to recognize exceptional employee performance.

Section 4.3.4: Movement to a Higher Classification. When an employee is promoted or reassigned to a class having a higher salary range, the employee shall be paid at the entrance step of the assigned range. If the entrance step is the same or lower than the employee's current salary, the employee shall be paid at an intermediate rate within the range to be determined by the General Manager. Employees promoted to a higher classification shall change their anniversary date to coincide with the effective date of promotion.

Section 4.3.5: Movement to a Lower Classification. When an employee is reassigned to a class having a lower salary range, the employee shall be placed in the step of the lower salary range nearest to the employee's rate of pay. When an employee's position is reclassified to a class having a lower salary range, the employee shall retain the same rate of pay until such time that the assigned class has a maximum salary rate. Employees reassigned or reclassified to a lower position shall have no change made in their anniversary date.

Section 4.3.6: Transfer. When an employee is transferred from one position to another or from one classification to another classification having the same salary range, the employee's pay and anniversary date shall remain unchanged.

Section 4.3.7: <u>Part-Time and Temporary Employees</u>. Whenever an employee works for a period less than the regular number of hours in a day, days in a week, weeks in a month, or months in a year, the amount paid shall be on an hourly basis unless otherwise provided for in the Compensation Plan.

A. Permanent Part-time employees are those employees that have a regular part-time budgeted position at less than a full-time employee position, Permanent Part-time employees receive no benefits other than District paid employee and employer share of the California Public Employees Retirement System (CalPERS). No benefits include any sick, vacation or holiday pay.

B. Part-time employees are those employees that have a regular part-time budgeted position. However, budget funds are allocated and approved in the budget allowing these part-time employees to be scheduled to work no more than an average 40 hours or less per pay period on an on-going basis. Part-time employees receive a percentage of benefits according to their hours worked. Part-time employees shall be enrolled in CalPERS after initially reaching 1,000 hours in a fiscal year. Part-time employees shall pay the employee's share of PERS themselves.

C. Employees hired on a permanent part-time basis shall be classified as part-time and specified as such on the Personnel Action Form.

D. Employees designated as part-time employees shall be responsible for the employee contribution to PERS upon eligibility. The District will contribute the "employer rate" as determined by PERS.

E. Part-time employees will not be simultaneously employed through the District payroll system and a professional services contract. Though part-time employees may be paid at different rates based on daily assignments, they must be in only one position in the payroll system.

F. The total part-time employees hours will be reviewed in the annual budget and require General Manager's approval. The HR administrator shall monitor approved hours during each pay period through payroll reports.

G. The District's Accountant/Controller shall notify the HR administrator and General Manager when a part-time employee is projected to work past 1,000 hours in a fiscal year, prior to being enrolled in PERS. Failure to obtain General Manager approval will result in the initiation of separation paperwork for the part-time employee.

H. Employee Status: Permanent Part-time and part-time employees serve "at the will" of the District and have no vested right to employment.

Section 4.3.8: <u>Acting Pay</u>. Acting for an uninterrupted period in a higher classification or rank will be compensated at the rate of pay for that higher classification or rank according to the provisions of appropriate salary and benefits plan.

Section 4.3.9: <u>Provisional Employees</u>. Provisional employees shall be paid salary pursuant to their position's classification as outlined in the compensation plan. Provisional employees shall receive benefits as determined by the General Manager.

Section 4.4. <u>ON CALL POLICY</u>.

A. PURPOSE.

The purpose of this policy is to establish administrative and procedural guidelines and ensure compliance with the Fair Labor Standards Act (FLSA) regulations regarding the compensation of classified (non-exempt) employees who are required to perform duties during non-scheduled, non regular hours. This policy applies to all classified employees who are required to be on-call and are called out to work in order to respond to emergencies during non-regular work hours.

B. POLICY.

The District will compensate employees who are required by the District to be on-call or respond to a call for service, which is received after normal working hours within a required response time.

C. DEFINITIONS.

1. FLSA Requirements – According to the FLSA, employees who "…are not required to remain on their employer's premises, but are merely required to leave word at their home or with company officials where they may be reached, are not working …" However, if employees are restricted and are effectively "engaged to wait" then compensation is required. Based on FLSA regulations, "…the requirement that an employee not report to work while under the influence of alcohol is a common requirement that does not trigger FLSA overtime."

2. On Call Duty – Classified employees who are responsible for responding to emergency locations that occur after regular normal working hours shall be considered on call duty if memorialized in writing or by a Supervisor or General Manager.

D. PROCEDURE.

1. Scheduling

a. Special assignment (as determined by the employee supervisor or the General Manager) may be given to classified employees in order to make them available for work during non-regularly scheduled hours.

b. On-call personnel may trade scheduled standby time with other employees only with prior approval of their supervisor or the General Manager.

2. Responsibilities

a. On-call personnel shall wear a District provided cellular phone for District communication purposes during the entire standby period.

b. While on on-call duty, personnel shall immediately answer his/her District provided cellular phone and respond if necessary.

c. If standby personnel are required to respond to an incident the employee shall notify his/her supervisor of their arrival at the location.

d. On-call personnel must not be under the influence of alcohol and/or be on prescription and/or over the counter medication that would impair his/her ability to perform call out duties. If the employee is taking prescription medication(s), he/she will provide a doctor's note to his/her supervisor that releases the employee to work while taking the prescription medication.

e. On-call personnel must be located (while driving in District or private vehicle) within 30 minutes travel time distance of District boundaries while on standby duty. Such 30 minutes response time shall take into account the day of the week and time of day for gauging a 30 minutes response time.

E. COMPENSATION.

1. On Call Pay – For each day on On Call duty, employee will be paid a flat rate of $21.42 per day ($150 for 7 days). If the employee is called for advice or called out during the On Call period, the employee receives "Phone Advice Pay or Call Out Pay" in addition to On Call Pay.

2. Call Out Pay

a. If On Call personnel are "called out" during a standby period, they will be compensated in accordance with overtime for the hours worked during the "call out," a minimum 2 hours pay.

4. Failure to Respond

If contact cannot be made with an employee who is on standby status or if that employee fails to perform the work required, that employee could be let go.

Section 4.5: SALARY ADMINISTRATION.

Section 4.5.1: General Policy. It is the policy of Hidden Valley Lake CSD to provide a systematic method for employees to become eligible for advancement through salary schedules.

Section 4.5.2: Merit Increases -- Part-Time Employees. Part-time employees shall be eligible for normal merit increases based upon satisfactory performance following completion of an equivalent amount of service as required for full-time employees as shown in Section 4.4.3.

Section 4.5.3: Merit Increases -- Full-Time Employees. A full-time employee shall be eligible for a merit increase based on their overall score on the employee's annual performance evaluation. The overall score will be based on the 16 rating areas and the employee must receive the following points to receive a merit increase:

- 63 points to receive a one-step 5% merit increase
- 56 points to receive a 4% merit increase
- 49 points to receive a 2% merit increase
- Below 49 points not be eligible to receive an increase

Supervisors must receive the following points to be eligible for a merit increase:

- 85.5 points to receive a one-step 5% merit increase
- 76 points to receive a 4% merit increase
- 66.5 to receive a 2% merit increase
- Below 66.5 points not be eligible to receive an increase.

Points shall be awarded as follows: "Unsatisfactory," one point; "Below average," two points; "Competent," three points; "Above Average, "four points; and "Superior," five points.

The 16 rating areas and total possible points in each area are as follows:

Observation of hours	-3 points
Appearance	-3 points
Compliance with Rules and Regulations	-3 points
Safety Practices	-3 points
Attendance	-3 points
Job Knowledge	-5 points
Public Contacts	-5 points
Cooperation and Attitude	-5 points
Rate of Learning	-5 points
Efficiency	-5 points
Effectiveness Under Stress	-5 points
Dependability	-5 points
Innovativeness	-5 points
Self Improvement	-5 points
Initiative	-5 points
Other: Report Writing, Equipment Maint/Care	-5 points

Supervisors will be rated in the following areas in addition to those areas listed above:

Leadership	-5 points
Productivity	-5 points
Evaluating Subordinates	-5 points
Supervisory Abilities	-5 points
Encourages Suggestions	-5 points

Full-time probation employees are eligible for a merit increase if he/she receives a performance evaluation score of 56 points or higher or 76 points or higher for supervisors, after completing 12 consecutive months of service in the new position, and upon the recommendation of the supervisor and the approval of the General Manager.

Eligibility for subsequent merit increases shall occur thereafter upon completion of 12 calendar months of employment and receipt of a minimum performance evaluation score of 49

points or higher or 66.5 points or higher for supervisors until the employee reaches the top step for his/her classification.

Section 4.6: SALARY RANGE ADJUSTMENTS. Salary range adjustments are effective on the date approved by the Board of Directors. Salary range adjustments are to be distinguished from merit salary increases, as they are not intended to give recognition to length and quality of service.

The salary rate of an employee whose salary range is adjusted will be adjusted to the same relative position in the revised salary range.

Section 4.7: PARTIAL PAY PERIOD PAY. Salaries for employees working less than a complete schedule in a pay period shall be computed by multiplying the number of hours actually worked during the pay period by the employee's hourly pay rate.

Section 4.8: PAYROLL.

Section 4.8.1: Payroll Direct Deposit Program

A. POLICY.

As a condition of employment, all employees are required to enroll in payroll direct deposit. Upon separation from employment with the District, the former employee will complete an exit interview with the General Manager and will receive the final payment with a physical paycheck.

B. PROCEDURE.

1. All employees must sign up for direct deposit by completing and submitting the direct deposit enrollment form and a voided check to Accounting.

2. Paychecks will be electronically paid to an employee’s bank account through direct deposit and will commence on the first payroll after enrollment.

3. Upon separation and following the exit interview with the General Manager, the HR administrator shall authorize release of the final paycheck to the employee.

Section 4.8.2: Payroll Withholding Allowance

A. Every employee must furnish a signed federal withholding exemption certificate (Form W-4) and state Form DE4 on or before the date of employment in accordance with applicable Internal Revenue Code sections and state income tax code. Employees are permitted to amend the W-4 or DE4 once per calendar year quarter. Upon separation with the District, the employee will be permitted one last withholding adjustment.

B. Employees shall submit completed W-4 or DE4 forms to the Accountant/Controller for processing through payroll and will commence in conjunction with the normal payroll process and cycle.

Section 4.8.3: Time Cards, Core Hours and Adjustments

Each District employee submits time cards to their direct supervisor for review and, in turn, to payroll for entry into the electronic payroll system.

A. The time cards are the official timekeeping documents for each employee and are subject to audit. Hours worked are entered on the time card according to code. Each employee is responsible for the accuracy of his/her time card, which must be approved by his/her supervisor or the General Manager.

B. Duty hours are set for each employee, with flexibility to allow for minor variances. The duty hours consist of a core time of 7:00 am to 5:00 p.m. daily (except if the employee is on alternate work schedule and/or is absent a full day) during which all employees are expected to be present and available for District service. A normal duty is an eight-hour or nine-hour workday, plus up to an hour for lunch. Every employee must take at least one-half hour for lunch every work day and is not allowed to skip lunch to make up lost time.

C. Each employee has 60 days after the end of the pay period to correct any errors on his/her time card. Corrections must be requested as soon as discovered. The HR administrator will review each request for approval. After the 60-day period, no corrections or adjustments may be made on the time card which will be the official document of record of time worked during that pay period.

Section 4.9: OVERTIME.

Section 4.9.1: Authorization. All overtime shall be authorized by the appropriate supervisor and recorded on the employee's time card in accordance with state and federal law.

Section 4.9.2: Eligibility For Overtime. The General Manager shall determine which classifications are considered eligible for overtime in accordance with state and federal law.

Section 4.9.3: Overtime Compensation. Overtime compensation shall be paid in accordance with state and federal law and according to the provisions of the appropriate salary and benefit plan.

Section 4.9.4: Pre-Approval of Overtime. Classified (non-exempt) employees are not permitted to work overtime without pre-approval from their direct supervisor. Working overtime without pre-approval is grounds for discipline.

Section 4.10: BENEFITS.

Section 4.10.1: Retirement. Employees do not pay into Social Security with the exception of 1.45% of gross income, which is paid into the Medicare portion of Social Security. The District maintains a contract with the Board of Administration California Public Employees' Retirement System (CalPERS), subject to the Public Employees' Retirement Law, Government Code sections 20000 et seq. (PERL). The percentage of final compensation to be provided for each year of credited prior and current service as a local miscellaneous member shall be determined in accordance with Government Code section 21354 (2.5% at age 55 Full or 2% at age 62 Full). Employees hired after December 31, 2012 will be enrolled in CalPERS in a 2% at 62 plan. Employees hired after December 31, 2012 will pay his/her contributions to CalPERS,

which is 7% of gross annual income, while the District will pay employer contributions, which varies from year to year. For employees hired before January 1, 2013 are enrolled in CalPERS in a 2.5% @ 55 plan with an 8% reduction from salary to pay employee's retirement plan portion. The HR administrator maintains copies of the complete documentation for review. In summary:

A. To be eligible for service retirement, a member must be at least 50 years old and have five years of CalPERS credited service. There is no compulsory retirement age.

B. The monthly retirement allowance is determined by age at retirement, years of service credit (sick time available is converted to service credit) and final compensation. The basic benefit is 2.5% of final compensation for each year of credited service upon retirement at age 55 or 2% @ 62.

C. Final compensation is the average monthly pay rate during the last consecutive 12 months of employment for those employees under the 2% @ 62 and final compensation is determined by any consecutive 12 months of highest pay.

D. 4th LEVEL SURVIVORS BENEFIT 1959: Pre - retirement: a monthly benefit for $950 for 1 eligible survivor, $1,900 for 2 eligible survivors, or $2,280 for 3+eligible survivors. Eligible survivors are defined as 1) a spouse who is age 60 or older, or 2) a spouse who has care of eligible children. Eligible children are under the age of 22 and unmarried. Post- retirement: over age 50 $500 lump sum death benefit, plus any optional settlement if selected at the time of retirement by the employee.

E. DEATH AFTER RETIREMENT. The lump sum death benefit is $500.00.

F. TERMINATION OF EMPLOYMENT. Members who have separated from employment and have been employed for less than 5 years, may elect to leave their CalPERS contributions on deposit or request a refund of contributions and interest. Those who leave their contributions on deposit may apply at a later date for a monthly retirement allowance if the minimum service and age requirements are met. Members who request a refund of their contributions terminate their membership and are not eligible for any future benefits unless they return to CalPERS membership. Employee will be notified by CalPERS of their options upon notification of separation date to CalPERS.

Section 4.10.2: <u>Insurance</u>. The District pays 100% medical, dental, vision for the employee and their family.

Section 4.10.3 EMPLOYEE HEALTH ALTERNATE COVERAGE

A. Purpose

To allow employees the option to deny health coverage only if they already have health coverage either through their spouse's work or other.

B. Policy

In lieu of, the employee will not receive health coverage under the provisions addressed in this policy; the employee will receive a monthly compensation of $200.

C. Procedure

The employee is required to provide proof of other health 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 release form acknowledging the employee's authorization of denying health coverage and provide proof of coverage. The employee is responsible to notify Human Resources in writing of any changes in *current* health coverage.

Proof of alternative health coverage and release form must be updated upon any changes.

Section 4.10.4: <u>Paid Time Off</u>.

A. HOLIDAYS. The District will observe the following holidays, including two eight-hour floating holidays as paid time off. In the event any of the above holidays fall on Saturday, the preceding Friday will be observed. In the event any of the above holidays fall on Sunday, the following Monday will be observed.

New Years Day	Thanksgiving (Thurs & Fri)
Martin Luther King Day	Veterans Day
Presidents Day	December 24th ½ day
Memorial Day	(half day if it falls on a Monday through Thursday)
4th July	Christmas Day
Labor Day	(2) Floating Holidays

B. VACATION. Regular full-time employees in the classified service with an average workweek of 40 hours shall receive annual vacations with pay in accordance with the following provisions:

1. Upon completion of one to four years of continuous full-time service, such employee shall have accrued paid vacation at the rate of 80 working hours per year.

2. Upon completion of five to nine years of continuous full-time service, such employee shall accrue 116 working hours per year.

3. Upon completion of ten years of continuous full-time service, such employee shall accrue 128 working hours per year.

4. Upon completion of 11 years of continuous full-time service, such employee shall accrue 136 working hours per year.

5. Upon completion of 12 years of continuous full-time service such employee shall accrue 144 working hours per year.

6. Upon completion of 13 years of continuous full-time service such employee shall accrue 152 working hours per year.

7. Upon completion of 14 years or more of continuous full-time service such employee shall accrue 160 working hours per year.

C. VACATION LEAVE.

1. Vacation leave taken shall not be in excess of the vacation leave actually earned at the time it is taken. Employees may be granted vacation leave as accrued from date of hire after six months of continuous full-time employment.

2. Employee requests to take annual vacation leave shall normally be requested and approved ahead of time through their supervisor, preferably with one or more weeks' notice, with particular regard for the needs of the District service and due regard for the wishes of the employee.

3. In the event one or more holidays fall within a vacation leave, vacation may be extended accordingly for those employees eligible for such holiday.

4. Any leave of absence without pay shall not accrue vacation leave for such absence.

5. Upon termination, a permanent employee will receive compensation at his/her current rate for all unused earned vacation up to and including the date of termination.

6. Occasionally, significant unused vacation time can accrue leading to an excess balance of unpaid vacation time. The maximum amount of vacation time a full-time employee may accrue depends on the number of years of service and is given in the chart below. (The HR administrator shall maintain oversight of District vacation accruals.) Hours shall not exceed the maximum hours according to years of service otherwise, employees will be subject to mandatory vacation or, at the discretion of the General Manager, cash out on vacation time.

Years of Service	Annual Vacation Accrual (hours)	Maximum Allowable Vacation Accrual (hours)
1 to 4	80	184
5 to 9	120	232
10	128	280
11	136	328
12	144	376
13	152	376
14+	160	376

D. SICK LEAVE.

1. Sick Leave Accumulation. Regular full-time employees earn and accumulate sick leave credit at the rate of 20% of the standard average workweek for each full month of continuous service ~~if~~ the employee has worked or has been on authorized leave of absence with pay. An employee continues to earn sick leave while on any paid leave. An employee shall not receive payment for unused accumulated sick leave upon termination of employment or retirement (either disability or regular). An employee may not use sick leave to extend a retirement (either disability or regular) or termination date. This prohibition shall not affect an employee's right to obtain sick leave credit with PERS.

2. Accounting of Sick Leave Used. Each employee has one hour deducted from the employee's accrued sick leave time for each hour of sick leave taken.

3. Holiday During Sick Leave. In the event that a paid holiday occurs during a period when the employee is on sick leave, the holiday is not charged against the employee's accrued sick leave.

4. Use of Sick Leave. An employee eligible for sick leave is granted such leave for the following reasons:

a. Non-work-related illness, injury or exposure to contagious disease to the employee or physical or mental incapacity of the employee due to non-work related illness or injury.

b. Medical or dental office or hospital visits for examinations, diagnosis, or treatment to the extent such appointments cannot be scheduled outside the work day.

c. Maternity-related disabilities as provided in Section 4.10.3.F.

d. Serious illness or emergency of a member of the employee's immediate family member (see definition of Immediate Family under Rule 2-Definition of Terms), who is incapacitated and/or requires the service of a physician, and when the presence of the employee is required.

5. Exclusions. No employee is entitled to sick leave while absent from duty on account of any of the following causes:

a. Sickness or injury sustained while on leave of absence without pay.

b. Sickness or injury sustained from improper employee conduct as defined in Section 14.2 herein.

c. To permit an extension of the employee's vacation.

Sick leave shall not be considered as a right which the employee may use at his or her discretion, but shall be allowed only in accordance with Section 4.10.3.E.4.

6. Proof Required. The supervisor will approve sick leave only after having ascertained that the absence was for an authorized reason. When absence is for more than three work days or if abuse of sick leave is suspected, the supervisor may require the employee to submit substantiating evidence including, but not limited to, a physician's certificate. If the supervisor requires the employee to submit substantiating evidence, the supervisor shall make this requirement known to the employee as soon as possible. If the supervisor does not consider the evidence adequate, he/she will disapprove the request for sick leave, and such time off will be considered a leave of absence without pay. In order for the employee to be eligible for paid sick leave, the District reserves the right to verify the reason for the use of sick leave by whatever means the District deems appropriate.

7. Exhaustion of Sick Leave. In the event an employee uses all of the sick leave the employee has accrued, upon the approval of the supervisor, the employee may have any other paid leave days which the employee has accrued deducted for each day or portion thereof he/she is absent due to illness. This deduction will continue until the employee either returns to work or uses all his/her accrued leave time. With the concurrence of the General Manager, the supervisor may, pursuant to Section 4.10, allow the employee to take a leave of absence without pay if the employee does not have any paid leave time or sick leave remaining to his/her credit.

E. PENALTY FOR SICK LEAVE ABUSE.

1. The District's successful operation depends in large part upon the attendance of each of its employees. Employees have an important job that fits into a pattern of service. Unnecessary and unexcused absences, therefore, are undesirable because they affect not only operations but the way in which fellow employees are able to do their jobs. It is important, too, to have a uniform attendance policy to avoid any misunderstandings regarding attendance expectations.

2. Any unapproved absence may constitute cause for disciplinary action, up to and including discharge from employment.

3. Abuse of Sick Leave and Excessive Absenteeism: If it appears that an employee is abusing sick leave or using sick leave excessively, the employee will be counseled that continued use of sick leave may result in a requirement to furnish a medical certificate for each such subsequent absence for sick leave regardless of duration. Continued abuse of leave or excessive use of sick leave constitutes grounds for dismissal.

a. "Abuse of sick leave" means the misrepresentation of the actual reason for taking sick leave, using sick leave for unauthorized purposes, failure to report sick leave, and may include chronic, persistent or patterned use of sick leave.

b. “Excessive absenteeism” is a level of absence, other than protected leaves, that significantly disrupts the work of the District. Absenteeism may be excessive even where the employee remains able to draw upon accrued leave accounts. An employee may be considered excessively absent when he/she has used an above average amount of unscheduled leave (40 hours or more), excluding any protected leaves.

4. The General Manager shall have the authority to request a physician’s note substantiating any illness for a return to work report, provided privacy laws are observed. When, the employee's reasons for being absent are inadequate, and/or not consistent with the eligibility requirements for use of sick leave, at the discretion of the General Manager, a change to the payroll time report will be made to indicate the absence was leave without pay. In addition, the employee is subject to disciplinary action.

F. MATERNITY LEAVE. Absence caused or contributed to by pregnancy, miscarriage, abortion, childbirth and recovery there from, is, for all job related purposes, to be considered temporary inability to work. Accrued sick leave may be used prior to birth for childbearing or related circumstances (e.g. miscarriage, abortion or recovery there from) as needed. Following birth and end of any period of disability, accrued sick leave may be used for a period not to exceed six weeks.

1. Pregnancy Disability Leave without Pay. A pregnant employee shall be entitled to unpaid leave for up to three months where the employee is disabled by pregnancy, childbirth or related medical conditions or up to six weeks of leave for a normal pregnancy so long as the employee’s attending physician certifies that she is physically unable to work due to pregnancy or a pregnancy-related condition. Leave may be taken intermittently or on a reduced work schedule when medically advisable, as determined by the employee’s health care provider. During said leave of absence, the employee must first use accumulated sick leave. Upon request, and at the discretion of the employee, vacation or other earned undifferentiated paid leave may be used during pregnancy disability leave.

2. Certification Requirements. All pregnancy disability leave must be confirmed in writing, have an agreed-upon specific date of return, and be submitted to the HR administrator prior to being taken. Requests for an extension of leave must be submitted in writing to the HR administrator prior to the agreed date of return and must be supported by a written certification of the attending physician that the employee continues to be disabled by pregnancy, childbirth, or a related medical condition.

3. Work during Pregnancy. Female employees may continue working during pregnancy as long as the individual, her physician, and the supervisor concur in her ability to work, and the demands of the job are satisfied. Proof of the physician's concurrence must be submitted at regular intervals during the employee's pregnancy when requested by the supervisor.

4. Benefits during Leave. An employee on pregnancy disability leave may receive group health insurance coverage that was provided before the leave on the same terms as provided to other employees who become disabled off-

duty, if: 1) the employee is eligible for concurrent family medical leave; and 2) the employee has not already exhausted this 12-week group health insurance coverage benefit in the current family medical leave eligibility period. The District may recover premiums it paid to maintain health coverage, as provided by the family and medical leave laws, if an employee does not return to work following pregnancy disability leave.

An employee on pregnancy disability leave who is not eligible to receive group health insurance coverage as described above, may receive health insurance coverage in conjunction with COBRA guidelines by making monthly premium payments to the District.

5. Return From Maternity Leave. Upon expiration of the approved leave, and the District's receipt of a written statement from the health care provider that the employee is fit for duty, the employee shall be reinstated to her former position or to a comparable one if the former position is abolished during the period of leave and the employee would otherwise not have been laid off. The comparable position is one having similar terms of pay, location, job content and promotional opportunities.

If the employee's original position is no longer available, the employee will be assigned to an open position that is substantially similar in job content, status, pay, promotional opportunities, and geographic location as the employee's original position.

If upon return from leave an employee is unable to perform the essential functions of her job because of a physical or mental disability, the District will initiate an interactive process with the employee in order to identify a potential reasonable (Reasonable accommodation is any change to a job, the work environment, or the way things are usually done that allows an individual with a disability to apply for a job, perform job functions, or enjoy equal access to benefits available to other individuals in the workplace.)

An employee who fails to return to work after the termination of her leave loses her reinstatement rights.

Time off on pregnancy disability leave without pay by a probationary employee shall not be counted as part of the probation period. Failure to return to work after the authorized three-month period causes the pregnant employee to have no reinstatement rights.

G. BEREAVEMENT. In the event of a death in the employee's immediate family, a regular full-time employee shall be entitled, at the discretion of the General Manager, to five working days off with pay to attend the funeral. The relatives designated shall include father, mother, wife, husband, brother, sister, daughter, son, grandparents, brothers and sisters having one parent in common, and those relationships generally called "step," providing persons in such relationships have lived or have been raised in the family home and have continued an active family relationship.

To be eligible for bereavement leave, the employee must attend or make a bona fide effort to attend the funeral. Bereavement leave is not compensable when the employee is on leave of absence, bona fide layoff, or for days falling outside the

employee's regular work period. Bereavement leave is not chargeable against sick leave.

H. JURY OR COURT LEAVE. While on jury duty or while appearing as a legally required witness, except in private cases not related to the employee's job, an employee will receive full pay from the District. For purposes of payroll, an employee must obtain validation from the Jury Clerk of time spent on jury duty. An employee who is summoned must notify his or her supervisor or the General Manager as soon as possible after receiving notice of both possible and actual jury service and/or witness testimony. An employee receiving witness fees or jury service fees, shall remit such fees to the Administrative Services Officer in order to be considered at work for payroll purposes during the time spent as such witness or serving on the jury. The employee is entitled to retain any mileage allowance the court pays.

I. MILITARY LEAVE. Military leave shall be granted in accordance with the provisions of state and federal laws. All employees entitled to military leave shall give the supervisor an opportunity within the limits of military regulations to determine when such leave shall be taken.

1. Employees who are called or volunteer for services with the armed forces of the United States or the California National Guard shall be entitled to be considered for reinstatement in accordance with the provisions of these rules.

2. An employee promoted to fill a vacancy created by a person serving in the armed forces shall hold such position subject to the return of the veteran. The employee affected by the return shall be restored to the position he or she held previously or any other equivalent position.

3. A new employee hired to fill a vacancy created by a person serving in the armed forces shall hold such position subject to the return of the veteran. The employee affected by the return shall be placed in as nearly equal a vacant position as may exist, or if no such position exists, may be subject to layoff.

4. Reserve Duty. Employees who participate in a reserve unit of the armed forces shall attempt to arrange time off for two-week assignments with the supervisor in advance of the scheduled drill. Such employees shall receive their normal compensation during a two-week drill assignment. Weekend drills shall also be scheduled in advance if the employee is scheduled to work on weekends.

J. SCHOOL ACTIVITY LEAVE

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.

1. Policy:

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

2. 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.

K. WORKERS' COMPENSATION. All employees of the District are covered by the workers' compensation laws of the State. The District is a member of the Special District Risk Management Authority (SDRMA). This Authority establishes procedures regarding employee notification of worker's compensation benefits.

The District shall provide to every new employee, either at the time of hire or by the end of the first pay period, the Written Notification of Medical Provider Network (MPN) and the "Well Comp Medical Provider Network" pamphlet in both English and Spanish.

After an employee is injured on the job, the employee shall immediately notify their designated supervisor. The supervisor shall ensure necessary medical treatment is provided by either referring the employee to the District's Company Nurse Program or calling the District's Company Nurse on the employee's behalf. The Company Nurse will provide the employee with the necessary treatment options available to him/her and provide instructions for any follow-up care. The injured employee or their designated representative shall receive and complete the employee portion of the Department of Workers Compensation form (DWC 1). If an employee declines to have medical treatment, they must complete the employee portion of the Declination of Medical Treatment and Declination of Medical Treatment Incident Form. All forms must be returned to supervisors within 24 hours of notification of a workplace illness or injury. Employees should retain a copy of all forms for their records.

Supervisors must complete the employer portion of the (DWC 1) form. If the employee declines treatment, Supervisors must complete the employer portion of the Declination of Medical Treatment and Declination of Medical Treatment Incident Form. For employees requesting medical treatment, the Administrative

Services Officer must complete Form 5020 (Employer's Report of Occupational Injury or Illness); write the employee's name and incident date on the Treating Physician Checklist and print, sign, and date the initial treatment authorization.

All forms shall be completed within 24 hours of notification of a workplace injury or illness. Employees should take the Treating Physician Checklist and treatment authorization to the designated medical facility or pre-designated physician.

In addition, Supervisors are required to complete the Supervisor Incident Form for any treated or untreated workplace injury or illness and mail it, along with indicated attachments to:

Any employee who is eligible for temporary disability payments under the workers' compensation law shall, for the duration of such payments, receive only that portion of his/her regular salary which, together with said payments, will equal his/her regular salary. Unless otherwise advised in writing by the employee within a five-day period, such salary payments made during a period of temporary disability payments shall be charged against the employee's accumulated sick leave or vacation leave. Should the employee's accumulated sick leave and vacation leave be exhausted, the employee shall be subject to a leave of absence without pay. In order for the employee to not endure an undue hardship caused by the time lag involved in temporary disability, the employee, at the discretion of the General Manager, may be paid his/her full salary to the extent of accumulated sick leave or vacation leave. Upon receipt of temporary disability payments, the employee shall endorse such payments to the District.

After exhausting sick leave and vacation benefits, and while the employee continues to receive workers' compensation benefits, the District will continue to cover health benefits. After the employee has exhausted sick leave and vacation benefits, the District will make no contributions to the retirement plan.

Section 4.10.4: Deferred Compensation/457(b) Plan. The District may participate in a deferred compensation/457(b) Plan that will allow employees to supplement their retirement plan. The District will not make any contribution to an employee deferred compensation/457(b) Plan.

Section 4.11: FAMILY CARE AND MEDICAL LEAVE.

A. POLICY STATEMENT.

To the extent not already provided for under current leave policies and provisions, the District will provide family and medical care leave for eligible employees as required by State and Federal Law. FMLA is an unpaid leave. The following provisions set forth certain rights and obligations with respect to such leave. Rights and obligations which are not specifically set forth below are set forth in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 ("FMLA"), and the regulations of the California Family Rights Act ("CFRA"). Unless otherwise provided by this article, "Leave" under this article shall mean leave pursuant to the FMLA and CFRA.

NOTE: FMLA/CFRA Leave taken under this policy is separate and distinct from leave time taken under the California Pregnancy Disability Leave, which provides a maximum of four months of unpaid leave, with the employee's same or equivalent position being assured upon return, but with no employer-paid benefits provided during the leave; with the exception of the first 12 weeks when FMLA leave runs concurrently with California Pregnancy Disability Leave.

B. ELIGIBILITY.

An employee is eligible for FMLA/CFRA Leave if the employee:

1. Has been employed as a regular or extra help status District employee for at least 12 months of service at any time; and

2. Has been employed as a District employee and has actually worked for at least 1,250 hours during the 12-month period immediately preceding the date leave first begins; and

3. Is employed at a work site where the employer employs at least 50 employees within 75 miles of that work site. Although the District may have fewer than 50 employees and does not fall within the criteria to FMLA, it is for the well-being of District employees.

C. DEFINITIONS.

1. For the purposes of this Policy, the following definitions apply:

a. "Child" - biological, adopted, foster, stepchild, legal ward, or a child of an employee standing "in loco parentis" (in place of a parent)

who is either under age 18, an adult dependent child, or an adult child incapable of self-care because of a mental or physical disability.

b. "Parent" - biological, adoptive, foster, step-parent, or legal guardian or other person who stood in loco parentis to the employee when the employee was a child. This term does not include parent-in-laws.

c. "Spouse" – husband or wife as defined or recognized under California State law for purposes of marriage.

d. “Domestic Partner” – as defined by California Family Code §§ 297 and 299.2.

e. "Serious Health Condition" - illness, injury, impairment, or physical or mental condition of the employee or a child, parent, spouse or domestic partner of the employee which involves either:

i. In-patient care (i.e. an overnight stay) in a hospital, hospice, or residential health care facility; or

ii. Continuing treatment or continuous supervision by a health care provider: A serious health condition involving continuing treatment by a health care provider includes any one or more of the following:

1. A period of incapacity due to serious health conditions of more than three consecutive calendar days, and any

subsequent treatment or period of incapacity relating to the same condition that also involves:

a. Unless extenuating circumstances exist, treatment two or more times within 30 days of the first day of incapacity by a health care provider, by a nurse or physician's assistant under direct supervision by a health care provider, or by a provider of health care services (e.g., a physical therapist) under orders of, or on referral by a health care provider. The first in-person treatment visit must take place within seven days of the first day of incapacity; or

b. Treatment by a health care provider on at least one occasion which must take place within seven days of the first day of incapacity and results in a regimen of continuing treatment under the supervision of the health care provider. This includes, for example, a course of prescription medication or therapy requiring special equipment to resolve or alleviate the health condition. If the medication is over the counter and can be initiated without a visit to a health care provider, it does not constitute a regimen of continuing treatment.

2. Any period of incapacity due to pregnancy or for prenatal care. (This entitles the employee to FMLA leave, but not CFRA leave. Under California law an employee disabled by pregnancy is entitled to pregnancy disability leave.)

3. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition. A chronic serious health condition is one which:

a. Requires periodic visits (defined as at least twice a year) for treatment by a health care provider, or by a nurse or physician's assistant under direct supervision of a health care provider;

b. Continues over an extended period of time (including recurring episodes of a single underlying condition); and

c. May cause episodic rather than a continuing period of incapacity (e.g., asthma, diabetes, epilepsy, etc.) Absences for such incapacity qualify for leave even if the absence lasts only one day.

4. A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective. The employee or family member must be under the continuing supervision of, but need not be receiving active treatment by a health care provider.

5. Any period of absence to receive multiple treatments (including any period of recovery there from) by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment.

f. "12-Month Period" - a rolling 12-month period measured backward from the date an employee uses any leave except pregnancy. Each time an employee takes leave, the remaining leave entitlement would be any balance of the 12 work weeks which has not been used during the immediately preceding 12 months.

g. "Health Care Provider" – (1) A doctor of medicine or osteopathy who is authorized to practice medicine or surgery by the State of California; (2) Individuals duly licensed as a physician, surgeon, or osteopathic physician or surgeon in another state or jurisdiction, including another country, who directly treats or supervises treatment of a serious health condition; (3) Podiatrists, dentists, clinical psychologists, optometrists, and chiropractors (limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by x-ray to exist) authorized to practice in the State of California and performing within the scope of their practice as defined under California State law; (4) Nurse practitioner and nurse-midwives who are authorized to practice under California State law and who are performing within the scope of their practice as defined by California State law; (5) Christian Science practitioners listed with the First Church of Christ, Scientist in Boston, Massachusetts; and (6) Any health care provider from whom an employer or group health plans benefits manager will accept certification of the existence of a serious health condition to substantiate a claim for benefits.

h. "Active Duty or Call to Active Duty Status" – duty under a call or order to active duty (or notification of an impending call or order to active duty) in support of a contingency operation for members of the Reserve components, the National Guard, and certain retired members of the Regular Armed Forces and retired Reserve while serving on active duty status during a war or national emergency declared by the President ~~of~~ or Congress.

i. “Qualifying Exigency” – short-notice deployment, military events and related activities, childcare and related activities, financial and legal arrangements, counseling, rest and recuperation, and post deployment activities.

j. “Covered Service member” – (1) a current member of the Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness incurred in the line of duty on active duty, (2) a veteran who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness that was aggravated by the veteran’s actions in the line of duty, and who was a member of the Armed Forces (including a member of the National Guard and Reserves) at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy.

k. “Outpatient Status” – with respect to a covered service member, the status of a member of the Armed Forces assigned to either:

i. A military medical treatment facility as an outpatient; or

ii. A unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients.

l. “Next of Kin of a Covered Service member” – the nearest blood relative other than the covered service member’s spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered service member by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered service member has specifically designated in writing another blood relative as his or his nearest blood relative for purposes of military caregiver leave under the FMLA.

m. “Serious Injury or Illness” – an injury or illness incurred by a covered service member in the line of duty on active duty that may render the service member medically unfit to perform the duties the duties of the member’s office, grade, rank, or rating.

2. PERMITTED REASONS FOR FMLA/CFRA LEAVE

Leave is permitted only for the following reasons:

a. The birth of a child or the placement of a child with an employee in connection with the adoption or foster care of a child. This leave right expires 12 months after the birth or placement. (California has a separate pregnancy disability leave of up to four (4) months.)

b. To provide care for a child, parent, spouse or domestic partner of the employee, if such immediate family member has a serious health condition;

c. The employee's own serious health condition that makes the employee unable to perform the essential functions of his/her position;

d. A “qualifying exigency” arising out of the fact that an employee’s spouse, son, daughter or parent is on active duty or called to active duty status in the Armed Forces (including National Guard and Reserves) (under FMLA only, and not CFRA); or

e. To provide care for a spouse, son, daughter, parent or “next of kin” who is a covered service member (this leave may run up to 26 weeks of unpaid leave during a single 12-month period) (under FMLA only, and not CFRA).

D. PROVISIONS.

1. LENGTH OF LEAVE

a. Minimum Duration

i. FMLA/CFRA Leave may be taken in one or more periods, but shall not exceed a total of twelve (12) work weeks of leave during the defined 12 month period, except in the case of pregnancy and leave to care for a covered servicemember. Eligible employees are entitled to 26 work weeks of FMLA Leave during any 12-month period to care for a covered servicemember.

ii. A leave taken for the birth, adoption, or foster care placement of a child does not have to be taken in one continuous period of time. The basic minimum duration of a leave taken for the birth, adoption, or foster care placement of a child shall be two weeks. A leave request, for such purpose, of less than two week's duration shall be granted on any two occasions. Any such leave shall be concluded within one year of the birth or replacement of the child with the employee in connection with the adoption or foster care of the child by the employee.

b. Pregnancy Disability/Maternity Leave

The State Pregnancy Disability Statute covers employees on leave for pregnancy and birth of a child. This statute allows employers to authorize up to four months of leave of absence for pregnancy disability. During this time FMLA leave is started concurrently. After the pregnancy disability, the employee may request additional time off for bonding with the newborn child and this time is authorized by the CFRA and can be up to 12 weeks in addition to the pregnancy disability period.

c. Extension Beyond Original Estimate

FMLA/CFRA Leave may be extended beyond the original estimated date of return as long as the total amount of leave is no longer than the maximum 12 work weeks. To extend a leave the employee must submit a new Leave of Absence Request Form prior to the expiration of the current leave. An extension of the FMLA/CFRA Leave will not cause the leave benefits to exceed the 12 work week limitation. An employee who does not return from the leave as scheduled, and who has not received prior approval to extend the leave, may be considered absent without authorization.

2. INTERMITTENT LEAVE/REDUCED WORK SCHEDULE

"Intermittent Leave" is defined as leave not taken continuously in one block of time, such as leave taken a few days or hours at a time on a continuing basis. A "Reduced Leave Schedule" is defined as a leave schedule that reduces the employee's usual number of hours per work week or work day.

If an employee requests intermittent leave or leave on a reduced leave schedule that is foreseeable and based on planned medical treatment, the District has the discretion to transfer the employee temporarily to an available alternative position for which the employee is qualified, that has equivalent pay and benefits, and better accommodates recurring periods of leave than the regular employment position of the employee.

3. LEAVE PAY STATUS

a. Employee Serious Health Condition

If FMLA/CFRA Leave is taken for the employee's own serious health condition, that is not a pregnancy disability leave or worker's compensation leave, then the employee must first use his/her sick leave in accordance with existing policy, then accrued holiday and vacation leave before unpaid leave time is taken.

b. Child, Parent, Spouse or Domestic Partner Health Condition

If an employee takes FMLA/CFRA Leave for the care of a child, spouse or parent; or for the placement of a child for adoption or foster care or birth of a child other than FMLA running concurrently with California Pregnancy Disability Leave, the employee must use accrued holiday and vacation leave before unpaid leave is taken.

The employee may elect to use up to 50% of accrued annual sick leave for the care of an immediate family member, as defined in section 4.11.C of the Employee Handbook.

c. Pregnancy Disability Leave

FMLA leave runs concurrently with an employee's pregnancy disability leave. In such case, the employee will be required to use sick

leave hours first, then the FMLA Leave is unpaid unless the employee elects to substitute accrued holiday and vacation leave.

If there is a waiting period for pregnancy disability leave or short/long-term disability based on pregnancy or childbirth, then the employee must use accrued sick leave before unpaid leave is taken during the waiting period.

d. Worker's Compensation Absence

Miscellaneous Employees:

An employee's FMLA/CFRA Leave may run concurrently with a Worker's Compensation absence. Because Worker's Compensation absence is not unpaid leave, the employee need not substitute other paid leave. The employee may elect to use paid leave balances to receive up to his/her regular compensation.

e. Bonding with Child

An employee is required to use his or her paid vacation and/or holiday hours for leave requests taken for the birth, adoption or foster care placement of a child. For employees out on Pregnancy Disability leave, this leave time per CFRA is in addition to the leave period of up to 4 months for pregnancy disability.

E. EFFECT ON MEDICAL INSURANCE AND OTHER BENEFITS.

1. During the employee's FMLA/CFRA Leave the District shall continue to pay the usual contribution towards the employee's medical, dental, and vision premiums, under the same condition as coverage would have been provided if the employee had been continuously working. The District shall not continue to pay contributions towards any other plans not covered by the District's group health insurance plans.

2. If the employee fails to return to work after the employee's FMLA/CFRA Leave entitlement has been exhausted or expires, the District may recover health plan premiums paid during the period of unpaid FMLA/CFRA Leave. The District may not seek to recover health care premiums if the employee does not return because of: 1) the continuation, recurrence or onset of a serious health condition of the employee or a covered family member, or 2) circumstances beyond the employee's control, such as where an employee's spouse is unexpectedly transferred to a new job location, or someone other than an immediate family member has a serious health condition whom the employee needs to care for.

3. The District may require certification issued by a health care provider for claims that an employee is unable to return to work because of the continuation, recurrence or onset of a serious health condition of the employee or a covered family member. If certification is requested by the District and not

provided within 30 days, the District may recover the health benefit premiums it paid during the period of unpaid FMLA/CFRA Leave.

4. In circumstances where the District may recover premiums from the employee, the District may recover health insurance premiums through deduction from any sums due the employee (e.g. unpaid wages, vacation pay, etc.). See Medical Insurance Policy.

5. The employee on unpaid FMLA/CFRA Leave will be credited with all service prior to the commencement of the unpaid leave, and for the period of the leave, except for Public Employees' Retirement System (PERS). Since retirement contributions are based on wages paid, the District shall not be required to make retirement plan contributions (PERS) for an employee while the employee is on any unpaid FMLA/CFRA Leave.

6. An employee is not entitled to the accrual of sick leave, vacation leave or holiday leave balances during periods of unpaid leave.

F. EMPLOYEE STATUS WHILE ON FMLA LEAVE.

1. FMLA/CFRA Leave is not considered an interruption of continuous service (break in service) for purposes of seniority in a classification. Employees returning from leave shall return with no less seniority for purposes of layoff, recall, promotion or job assignment.

2. Probationary periods shall be extended to cover the period of the leave.

G. FORMS TO BE SUBMITTED BY THE EMPLOYEE.

1. An employee who wishes to take FMLA/CFRA Leave must submit a written Leave of Absence Request Form which is signed by his/her supervisor, and forward this form to HR administrator . Upon receipt of the signed Leave of Absence Form, HR administrator shall forward the FMLA/CFRA Leave Form to the employee for signature and a Medical Certification form for completion by his/her or the covered family member’s attending physician. The District shall not deny a FMLA/CFRA Leave request which is an emergency or is otherwise unforeseeable on the basis that the employee did not provide the 30-day advance notice of the need for the leave.

2. Advance notice of leave should be given as follows:

a. If the event necessitating the leave becomes known to the employee more than 30 calendar days prior to the employee's need for a leave, the employee shall provide written notice to his/her immediate supervisor as soon as he/she learns of the need for a leave with, at a minimum, 30 days written advance notice.

b. If the event necessitating the leave becomes known to the employee less than 30 calendar days prior to the employee's need for a leave, the employee shall provide to his/her immediate supervisor as much advance notice as possible, which must be given as soon as practicable. It is expected that notice will be given within 1-2 working days of learning of

the need for leave. Upon an employee requesting leave or the supervisor learning of an FMLA/CFRA qualifying event, the employee shall be given a Request for Leave form and submit it to their immediate supervisor or the HR administrator.

c. If an employee seeks leave due to a condition for which the District has previously provided FMLA-protected leave, the employee must inform the District that the leave is for a condition that was previously certified for which the employee has previously taken FMLA leave.

d. If an employee's need for FMLA/CFRA Leave is due to a planned medical treatment, the employee shall consult with their supervisor or other designated department representative to schedule the treatment or care so as to minimize disruptions to the operation of the District. Any such scheduling, however, shall be subject to the approval of the health care provider of the employee or covered family member.

3. The General Manager or designee may consult with the HR administrator regarding the leave request, and shall respond to the employee as soon as possible, and forward the written form to the HR administrator immediately. The District shall respond in writing to the employee as soon as possible after receiving the written request, within two working days, if possible. The District shall attempt to respond to the leave request and designate the leave as FMLA/CFRA leave as soon as possible, and will make every effort to respond before the date the leave is to begin.

H. CERTIFICATION REQUIREMENTS.

As a condition for granting FMLA/CFRA Leave for the employee's serious condition or for the care of a covered family member who has a serious health condition, the employee must submit within 15 days (unless there is a medical emergency or other extenuating circumstance) a written certification from the health care provider of the individual requiring care. The certification will be sufficient if it includes the following:

1. A statement that the serious health condition warrants the participation of the employee to provide care during a period of treatment or supervision of the covered family member; or

2. In the case of leave requested because of a serious health condition for a covered military member, for the first time the employee requests leave for a qualifying exigency, the District may require the employee to provide a copy of the covered military member’s active duty orders or other documentation issued by the military which indicates that the covered military member is on active duty or call to active duty status in support of a contingency operation, and the dates of the covered military member’s active duty service. A copy of a new active duty order or similar documentation shall be provided to the employer if the need for leave because of a qualifying exigency arises out of a different active duty or call to active duty status of the same or a different covered military member.

3. In the case of certification for intermittent leave, or leave on a reduced leave schedule, a statement of the dates and duration of the intermittent leave or reduced leave schedule; or

4. In the case of certification for an employee's serious health condition, a statement that the employee is unable to perform the functions of the position due to the employee's serious health condition.

5. In addition to the above, the certification must also include:

a. the date, if known on which the serious health condition commenced;

b. the probable duration of the condition; and

c. an estimate of the amount of leave which the health care provider believes the employee needs.

The District may require, at its own expense, that the employee obtain the opinion of a second health care provider designated or approved by the District concerning information certified for his/her own serious health condition.

Where the second opinion differs from the first, the District may require, at its own expense, that the employee obtain the opinion of a third health care provider designated or approved jointly by the District and the employee concerning the information that was certified.

The opinion of the third health care provider shall be considered final and binding upon the District and the employee.

The District may require that the employee obtain subsequent recertification if an employee requests leave beyond that specified in the original certification.

I. REINSTATEMENT TO A POSITION.

1. In addition to the above, the certification must also include:

a. As a condition of the employee's return to work, the employee must submit a "return to work" release from a health care provider stating

that the employee is able to resume work. Failure to provide a “return to work” release may result in the denial of reinstatement.

b. An employee who takes FMLA/CFRA Leave shall be entitled, on return from such leave:

i. to be restored to the position of employment held by the employee when the leave commenced; or

ii. to be restored to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment.

c. The District may refuse to reinstate an employee to the same or comparable position if the same position or comparable position has ceased to exist because of legitimate business reasons unrelated to the employee's FMLA/CFRA Leave.

d. A restored employee is not entitled to any right, benefit, or position of employment to which the employee would not have been entitled had the employee not taken the FMLA/CFRA Leave.

e. If an employee is determined to be a "key employee" (an employee that holds a managerial position) at the time the leave is requested, the FMLA requires notice to the employee of such designation and notice of the consequences of the designation. The District may deny restoration to a salaried employee who is among the highest paid 10 percent of the employees employed by the District within 75 miles of the worksite if:

i. such denial is necessary to prevent substantial and grievous economic injury to the operations of the District;

ii. the District notifies the employee of the intent to deny restoration on such basis at the time the District determines that such injury would occur; and

iii. in any case where the leave has commenced, the employee fails to return to employment within a reasonable time, taking into account the circumstances such as length of leave and urgency of the need for the employee to return after receiving such notice.

f. An employee's acceptance of a "light duty" ("light duty" may be concluded as restrictions requested by employee's physician or agreed upon between the employee and the General Manager if for whatever reason a physician is not involved) assignment does not constitute a waiver of the employee's prospective rights. The employee's right to restoration, however, ceases at the end of the applicable 12-month FMLA/CFRA leave year.

J. PREGNANCY LEAVE.

An employee who is disabled because of pregnancy, childbirth, or a related medical condition is entitled to an unpaid pregnancy disability leave for up to 4 months.

1. Notice and Certification Requirements

a. Requests for pregnancy disability leave must be submitted in writing and must be approved by the employee's supervisor or HR administrator before the leave begins. The request must be supported by a written certification from the attending physician stating that the employee is disabled from working by pregnancy, childbirth or a related medical

condition. The certification must state the expected duration of the disability and the expected date of return to work.

b. All leaves must be confirmed in writing, have an agreed-upon specific date of return, and be submitted to the HR administrator prior to being taken. Requests for an extension of leave must be submitted in writing to the HR administrator prior to the agreed date of return and must be supported by a written certification of the attending physician that the employee continues to be disabled by pregnancy, childbirth, or a related medical condition.

2. Compensation During Leave

Pregnancy disability leaves are without pay. However, the employee may first use accrued sick leave, vacation leave, and then any other accrued paid time off during the leave.

3. Benefits During Leave

a. An employee on pregnancy disability leave may receive any group health insurance coverage that was provided before the leave on the same terms as provided to other employees who become disabled off-duty, if: 1) the employee is eligible for concurrent family medical leave; and 2) the employee has not already exhausted this 12-week group health insurance coverage benefit in the current family medical leave eligibility period. The District may recover premiums it paid to maintain health coverage, as provided by the family and medical leave laws, if an employee does not return to work following pregnancy disability leave.

b. An employee on pregnancy disability leave who is not eligible to receive group health insurance coverage as described above, may receive health insurance coverage in conjunction with COBRA guidelines by making monthly premium payments to the District.

4. Reinstatement

a. Upon the expiration of pregnancy leave and the District's receipt of a written statement from the health care provider that the employee is fit to return to duty, the employee will be reinstated to her original or an equivalent position, so long as it was not eliminated for a legitimate business reason during the leave.

b. If the employee's original position is no longer available, the employee will be assigned to an open position that is substantially similar in job content, status, pay, promotional opportunities, and geographic location as the employee's original position.

c. If upon return from leave an employee is unable to perform the essential functions of her job because of a physical or mental disability, the District will initiate an interactive process with the employee in order to identify a potential reasonable accommodation.

d. An employee who fails to return to work after the termination of her leave loses her reinstatement rights.

Section 4.12: REASONABLE ACCOMMODATION POLICY

A. POLICY:

The District provides employment-related reasonable accommodations to qualified individuals with disabilities within the meaning of the California Fair Employment and Housing Act and the Americans with Disabilities Act.

B. PROCEDURE:

1. Request for Accommodation: An employee who desires a reasonable accommodation in order to perform essential job functions should make such a request in writing to the HR administrator. The request must identify: a) the job-related functions at issue; and b) the desired accommodation(s).

2. Reasonable Documentation of Disability: Following receipt of the request, the HR administrator may require additional information, such as reasonable documentation of the existence of a disability.

3. Fitness for Duty Examination: The District may require an employee to undergo a fitness for duty examination at the District's expense to determine whether the employee can perform the essential functions of the job with or without reasonable accommodation. The District may also require that a District-approved physician conduct the examination.

4. Interactive Process Discussion: After receipt of reasonable documentation of disability and/or a fitness for duty report, the District will arrange for a discussion, in person or via telephone conference call, with the applicant or employee, and his or her representative(s), if any. The purpose of the discussion is to work in good faith to fully consider all feasible potential reasonable accommodations.

5. Case-by-Case Determination: The District determines, in its sole discretion, whether reasonable accommodation(s) can be made, and the type of accommodation(s) to provide. The District will not provide accommodation(s) that would pose an undue hardship upon District finances or operations, or that would endanger the health or safety of the employee or others. The District will inform the employee of its decision as to reasonable accommodation(s) in writing.

Section 4.13: WORK HOURS.

Section 4.13.1: Purpose

The District defines worked hours and overtime for full time, part-time and temporary employees for proper compensation under the state and federal laws.

1. Policy

The District defines worked hours for full time employees shall be five consecutive days a week, 8 hours per day. The exact times and days of the week shall be determined at the discretion of the General Manager.

2. Process

a. All work performed outside normal business hours and the start of the regular work hours (on-call) when called out by the District after working a regular shift shall be compensated for actual emergency response time (two hour minimum).

b. The District will pay part-time and temporary employees an amount equal to one and one- half times the prevailing hourly rate of pay for authorized work performed in excess of a scheduled 40 hours per week. The work week for all part time employees shall be determined by the Supervisor. The District will endeavor to schedule the work week for part time employees Friday through Thursday unless scheduled to work weekends by the General Manager.

c. For the purpose of computing time worked in this section, all paid leave (sick, holiday, vacation and floaters) taken during a work week shall be computed as time worked. The employee shall be permitted the option of accruing compensatory time off, at a rate of one and one half hours per hour of overtime worked. Such time off shall be taken upon approval of the employee's supervisor.

Section 4.13.2: Meal and Rest Periods. Meals and rest periods shall be recognized as a privilege and will be permitted insofar as practicable and consistent with operational interests and in accordance with state law.

Section 4.13.3: Alternate Work Schedule

1. Purpose

The purpose of this policy is to provide employees with an alternative to the traditional eight (8) hours per day, five (5) days per week, work week schedule.

2. Policy

Employees may select a "9/80" work schedule in lieu of the traditional eight (8) hours per day, five (5) days per week, work week schedule. Requests will be evaluated on a case-by-case basis.

3. Procedures

The 9/80 work schedule is intended to provide employees greater flexibility when scheduling non-work activities, without impacting the District's mission, productivity or responsiveness to the public. In all case, the General Manager has final authority to approve, deny or suspend participation in the 9/80 work schedule.

a. The 9/80 work schedule will consist of one (1) week of five (5) workdays, comprised of four 9-hour days and one 8-hour day, and one (1) week of four 9-hour days and one (1) day off.

b. In order to comply with FLSA overtime regulations for non-exempt employees, the 8-hour day must occur on a Thursday and be split into two 4-hour segments, one 4-hour segment attributed to the first work week and the second 4-hour segment attributed to the second work week of the pay period:

WEEK 1							
THURSDAY	**FRIDAY**	**SATURDAY**	**SUNDAY**	**MONDAY**	**TUESDAY**	**WEDNESDAY**	**THURSDAY**
PRIOR WEEK SCHEDULE	9	OFF	OFF	9	9	9	4
WEEK 2							
THURSDAY	**FRIDAY**	**SATURDAY**	**SUNDAY**	**MONDAY**	**TUESDAY**	**WEDNESDAY**	**THURSDAY**
4	OFF	OFF	OFF	9	9	9	9

c. In the absence of extenuating circumstances, the scheduled day off will be taken either every other Monday or Friday. Supervisors may approve rescheduling of an employee's day off in order to meet specific needs of the District and/or the employer.

d. Work day schedules shall be regular and recurring, and include the core work hours of 8:00 a.m. to 5:00 p.m.

e. Overtime must be approved in advance by the employee's Supervisor or the General Manager, and will be paid in accordance with Section 3(B) of California Industrial Welfare Commission Order Number 4-2001 Regulating Wages, Hours and Working Conditions in the Professional, Technical, Clerical, Mechanical and Similar Occupations, and any subsequent amendments to Order Number 4-2001.

f. When a holiday falls on an employee's regularly scheduled day off, the employee will accrue eight (8) hours of holiday time that is to be taken the following work day, unless the employee arranges in advance with his/her supervisor to take another day off during the same work week.

g. When a holiday falls on an employee's 9-hour workday, the employee will receive eight (8) hours of holiday pay and have the option of being charged one (1) hour of vacation or floating holiday, or work an additional hour, at regular pay, on a subsequent day within the same work week.

h. Employees who take sick leave, vacation time, or other paid time off on a regularly scheduled workday will be charged with the number of hours they were regularly scheduled to work. For example, if an

employee takes sick leave on a 9-hour scheduled workday, he or she will be charged with nine (9) hours of sick leave.

i. Participation in the 9/80 work schedule is a privilege. Approval of a 9/80 work schedule does not constitute or create an entitlement or vested right to a continued 9/80 work schedule. Employees on a 9/80 work schedule will indicate their acceptance of the conditions of this policy by completing and signing an Alternative Work Week Schedule *DECLARATION OF EMPLOYEE WORK WEEK* form, which shall be kept in the employee's personnel file.

Section 4.14: LEAVE OF ABSENCE WITHOUT PAY.

Section 4.14.1: Employee Requested Leave of Absence Without Pay. The General Manager may grant a regular or probationary employee leave of absence without pay not to exceed three months. No such leave shall be granted except upon written request of the employee. The request shall set forth the reason for the request. The District's response to the request shall be in writing. An employee must first use all accrued vacation and comp time credits and/or administrative leave, and the remaining approved leave of absence will be without pay. Sick leave may not be taken. Upon expiration of a regularly approved leave of absence without pay, or within a reasonable period of time after notice to return to duty, the employee shall be reinstated in the position held at the time the leave was granted.

Failure on the part of an employee on leave of absence without pay to report promptly at its expiration, or within a reasonable time after notice to return to duty shall be cause for discharge. The General Manager may review and extend leaves of absence at his/her sole discretion. Supervisors may grant a regular or probationary employee leave of absence without pay not to exceed two calendar weeks. All leaves of absence without pay shall be reported to the General Manager. A leave of absence shall be considered an interruption in the probationary period. Time off on a leave of absence without pay by a probationary employee shall not be counted as part of the probation period.

Section 4.15: TUITION REIMURSEMENT POLICY. Tuition reimbursement is available to full time employees, who have completed their initial employment probationary period, and are in good standing within their department. Employees who have transferred or have been promoted and are on probation are eligible for this program.

Employees who have been re-employed and are in their initial probationary period are not eligible for reimbursement.

Employees whose general increases are being withheld or who are under some form of disciplinary action from their supervisor or General Manager are not eligible for participation in the program.

Any employee who is eligible for tuition assistance payment or reimbursement from any other source must declare the source and amount on the tuition reimbursement application. The District will normally require the employee to use other available payment plans in preference to the District plan.

Veterans must exhaust their educational benefits before reimbursement can be approved. However, if educational benefits received do not cover the entire cost of coursework, the tuition reimbursement program may pay a percentage of the cost not reimbursed.

If an employee resigns, is discharged or laid-off prior to completion of coursework and submission of his/her grades to the HR administrator, his/her application for tuition reimbursement will be voided.

Contingent on budget allocations, full-time District employees who meet specified criteria will receive financial assistance to attend educational courses at fully-accredited educational institutes in order to foster personal development in job-related areas as well as career advancement. The program is available to employees who engage in studies that do not interfere with regular working hours and that lead to a degree or class work that is mutually beneficial to the District and employee.

Applications must be filed and approved by supervisors and the General Manager before commencing course work. To receive reimbursement the employee must submit a grade report at the end of the course, along with a tuition and fee statement, to the HR administrator showing course completion with a minimum of a C grade, or passing grade in non-graded courses.

Upon certification, the HR administrator will submit the reimbursement request for payment.

Employees participating in this program will be required to sign a statement indicating that 100% of all funds received under this program will be returned to the District if the employee is terminated or resigns from employment with the District within one year and 50% of all funds received under this program will be returned to the District if the employee is terminated or resigns from employment with the District within two years. In reviewing the proposed educational plan of an employee, it may be necessary to place a cap on the amount of District reimbursement during any one calendar year.

The tuition reimbursement may be a taxable benefit depending upon the provisions of the Internal Revenue code. The individual employee will be responsible for any tax liability.

RULE 5 – RECRUITMENT AND SELECTION

Section 5.1: PURPOSE. The purpose of the recruitment and selection process is to ensure that all position vacancies are filled with qualified and competent persons who are well suited to perform in the position for which they are employed. In that regard, all vacancies will be filled as provided in the rules, policies and procedures set forth in this Employee Handbook.

Section 5.2: NATURE OF SELECTION PROCEDURES. The methods used in the selection of District employees shall be impartial and of a relevant nature so as to fairly measure the relative capacity of job applicants to execute the duties and responsibilities of the class to which they seek to be appointed.

Section 5.3: SELECTION AND APPOINTMENT. All vacancies in the District shall be filled as provided in the rules, policies and procedures set forth in this Employee Handbook. Appointments shall be made with the objective of obtaining for the District the best qualified person or persons available as recommended by the supervisor and approved by the General Manager.

Section 5.4: APPLICATIONS AND APPLICANTS.

Section 5.4.1: Announcements. All examinations shall be publicized on the District's website and/or public bulletin boards and/or professional recruiting websites and/or media outlets, and by such methods as the HR administrator deems appropriate. Special recruiting shall be conducted, if necessary, to ensure that all segments of the community are aware of the forthcoming examinations. The announcements shall specify the title and pay of the class for which the examination is announced, the nature of the work to be performed, the preparation desirable for the performance of the work of the class, the manner of making applications, the date of filing, and other pertinent information.

Section 5.4.2: Application Forms. Applications shall be made as prescribed on the examination announcement. If prescribed by the HR administrator, application forms shall require information covering training, experience, and other pertinent information. The HR administrator will not process any application which is not fully completed and signed.

Section 5.4.3: Disqualification. The HR administrator may reject any application which indicates on its face that the applicant does not possess the minimum qualifications required for the position. Applications may be rejected if the applicant is physically or mentally unfit for the performance of duties of the position to which he/she seeks employment, is a current user of illegal drugs, has made any false statement of any material fact or practiced any deception or fraud in his/her application, or has been convicted of a felony or misdemeanor criminal offense, may reasonably be expected to interfere with or prevent effective performance in the position applied for or interfere or prevent effective District performance of its duties and responsibilities. Whenever an application is rejected, notice of such rejection shall be mailed to the applicant by the District. Defective applications may be returned to the applicant with notice to amend the same, providing the time limit for receiving applications has not expired, subject to the discretion of the HR administrator.

Section 5.4.4: Pre-Employment Screening.

A. All employment offers are conditional upon successful completion of a pre-appointed medical examination and background check, scheduled through the HR administrator. The HR administrator shall reaffirm employment offers are contingent upon successfully passing the medical examination and that the candidate should not submit termination papers to current employers until after successfully passing the medical examination.

B. All candidates are expected to provide the necessary material is to verify legal authorization to work in the United States prior to the HR administrator's scheduling of a pre-appointment physical. Job Care or any other firm the District wishes to use will review and evaluate medical examination results from the District's authorized medical clinic and notify the HR administrator of the results, indicating any restrictions. The HR administrator and General Manager will determine if any further action is necessary.

Section 5.5: EXAMINATIONS.

Section 5.5.1: Nature and Types of Examination. The selection techniques used in the examination process shall be impartial and related to those subjects which, in the opinion of the HR administrator, fairly measure the relative capacities of the persons examined to execute the

duties and responsibilities of the class to which they seek to be appointed. Examinations shall consist of selection techniques which will fairly test the qualifications of candidates such as, but not necessarily limited to, written tests, personal interviews, performance tests, physical agility tests, medical examinations, or any combination of these or other tests. The probationary period, which may include the evaluation of daily work performance and work samples, and the successful completion of prescribed training, shall be considered as an extension of the examination process. Examinations shall be designed to provide equal opportunity to all candidates by being based on an analysis of the essential qualifications for the class and covering only factors related to such qualifications.

Section 5.5.2: Open Competitive Examination. Open competitive examinations may be administered for a single class as determined by the HR administrator. Names shall be placed on employment lists, and shall remain on such lists, as prescribed in Section 5.6 of this Rule.

Section 5.5.3: Promotional Examination. Promotional examinations may be conducted whenever, in the opinion of the department supervisor or General Manager, the needs of the District require. Promotional examinations may include any of the selection techniques mentioned in Section 5.5.1 of this Rule, or any combination of them. Promotional examinations are open to District employees only. Employees who meet the requirements set forth in the promotional examination announcements may compete in promotional examinations.

Section 5.5.4: Continuous Examination. Continuous examinations may be administered periodically as the needs of the District require. Names shall be merged on employment lists according to final scores, and shall remain on such lists, as prescribed in Section 5.6 of this Rule.

Section 5.5.5: Scoring Examinations and Qualifying Scores. A candidate's score in a given examination shall be the average of scores on each competitive part of the examination for which the candidate qualified, and shall be weighted pursuant to the examination announcement. As a part of the examination, tests which are qualifying only may be used.

Section 5.5.6: Notification Of Examination Results, Review Of Papers, and Examination Appeal. Each candidate in an examination shall be given written notice of the results thereof. Any candidate shall have the right to inspect his/her own examination answer sheets within five working days after the notices of examination results were mailed. Oral interview rating sheets, test booklets and related examination materials are not open to candidate inspection. Any error in computation, if appealed to the HR administrator within this period, shall be corrected. Such corrections shall not, however, invalidate appointments previously made.

Section 5.6: METHODS OF FILLING VACANCIES.

Section 5.6.1: Types of Appointments. All vacancies shall be filled by the Services Officer from an appropriate employment list. In the absence of persons eligible for appointment from these means, provisional appointments may be made in accordance with the rules, policies and procedures set forth in this Employee Handbook.

Section 5.6.2: Appointment. After interview and investigation, the supervisor shall recommend appointments from among those certified and shall immediately notify the General Manager of the persons recommended. The person recommended for appointment shall present himself/herself to the General Manager, or his/her designated representative, for processing, including any required medical examination, on or before the date of appointment.

If the applicant accepts the appointment and presents himself/herself for duty within such period of time as the supervisor and General Manager shall prescribe, he/she shall be deemed to be appointed. Otherwise, he/she shall be deemed to have declined the appointment. The General Manager shall have the right to deny the supervisor's recommendations for hire and request a new recruitment and selection process

Section 5.6.3: Provisional Appointment. In the absence of there being names of individuals willing to accept appointment pursuant to Rule 5.7.3, a provisional appointment may be recommended by the supervisor, with the concurrence of the General Manager, of a person meeting the minimum training, experience and qualifications for the position. A provisional employee may be removed at any time without the right of appeal. A provisional employee may be employed as such for up to six months. The General Manager may extend the period for any provisional appointment for not more than an additional six month period. (*See also* Section 4.3.9)

Section 5.7: PROBATIONARY PERIOD.

Section 5.7.1: Objective of Probationary Period. The probationary period shall be regarded as a part of the testing process and shall be utilized for closely observing the employee's work and for securing the most effective adjustment of a new employee to his/her position. An employee who passes probation remains an at-will employee.

Section 5.7.2: Regular Appointment Following Probationary Period. All original and promotional appointments shall be tentative and subject to a probationary period of 12 months of actual service. The HR administrator shall notify the supervisor one month prior to the termination of any probationary period. The supervisor shall file with the HR administrator a statement in writing to the effect that the retention of such employee with the District is desired or undesired. If an unsatisfactory performance statement is filed, the employee's employment may be immediately terminated.

Section 5.7.3: Rejection of Probationer. During the probationary period, an employee may be rejected at any time by the supervisor, with the concurrence of the General Manager, without cause and without the right of appeal. Notification of rejection shall be in writing and shall be served on the probationer, and a copy shall be filed with the HR administrator.

Section 5.8: PERFORMANCE EVALUATION. Evaluations of the daily work performance of employees shall be periodically conducted in accordance with procedures and time periods as determined by the HR administrator. The purpose of evaluating performance is to provide formal feedback to the employees through written and oral communications, and discussions. Methods for improving employee performance are through interim verbal and written communications, including performance improvement plans, and through the annual evaluation.

Section 5.9: SALARY RANGES. Normally, employees will be hired in the range of steps of the corresponding salary range. Negotiated salary beyond the middle step of the salary range will require the General Manager's approval.

RULE 6 – MEDICAL EXAMINATIONS

Section 6.1: MEDICAL EXAMINATIONS REQUIRED. Medical examinations may be required under the following circumstances:

A. In order to be eligible for employment with the District.

B. In order to be eligible for promotion or transfer to a job classification requiring greater physical qualifications than his/her present job classification.

C. Any employee may be required to undergo a medical examination at any time designated by the HR administrator's.

Section 6.2: PHYSICIAN. All medical examinations will be performed by a licensed physician approved by the HR administrator.

Section 6.3: COST OF EXAM. The District will pay the cost of any medical examination required under this Rule.

RULE 7 – OUTSIDE EMPLOYMENT

Section 7.1: GENERAL PROVISIONS. A District employee shall not engage in any outside employment that is detrimental to, or in conflict with his/her duties or service with the District.

An employee must notify the General Manager in writing of any outside employment together with sufficient information regarding such outside employment as may be requested.

A supervisor may inquire as to an employee's off-duty employment when the supervisor believes that such a condition may exist and may require an employee to file notice to the General Manager. The General Manager shall determine if an employment conflict exists and shall notify the employee of his/her decision and reasons therefore in writing.

Examples of work that would be detrimental to or in conflict with duties or service with the District include, but are not limited to, the following:

A. Work requiring the use of District vehicles or equipment.

B. Work for a contractor who is performing work in conflict with the District.

C. Work which would create a work schedule that is incompatible with an assigned District work schedule.

D. Work which would present a health hazard to the employee.

E. Work which could create a cause for disciplinary action. (*See* Rule 14.)

F. Work which would provide undue liability for the District.

RULE 8 - NEPOTISM

Section 8.1

1. Purpose

To ensure a fair and measured approach to the employment of relatives and to avoid conflicts (actual or potential) that can arise from nepotism.

A relative is any person who is related by blood or marriage or whose relationship with the employee is similar to that of persons who are related by blood or marriage.

Nepotism is prohibited and no relative, as defined, can work at the district.

RULE 9 – PERSONNEL FILES, REPORTS AND RECORDS

Section 9.1: OFFICIAL RECORDS. The HR administrator shall keep all official personnel records necessary for transactions, reference and for making reports showing administrative actions. Such records include, but are not limited to the following: records of employment history of each employee, classification plan, performance evaluation records, compensation plan, files, books and correspondence.

Section 9.2: CHANGE OF STATUS REPORT. Every appointment, transfer, promotion, change of salary rate and other temporary or permanent changes in status of employees must be documented on forms prescribed by the HR administrator. The General Manager must approve all personnel transactions.

Section 9.3: PERSONNEL FILE.

Section 9.3.1: Content of Personnel Files. The HR administrator will maintain a file on each employee which will contain all records and documents pertinent to his/her employment status and history.

Section 9.3.2: Access to Personnel Files. The confidential information in personnel files will not be revealed to outside sources except as required by law, or with the written consent of the employee. The HR administrator may reveal the following information regarding an employee or ex-employee, in response to outside inquiries:

A. Employee's name.

B. Classification title and department.

C. Status.

D. Salary Range.

E. Hire date and/or termination date.

This information is a matter of public record and is available to the public. The employee, his/her immediate supervisor and/or General Manager may inspect the employee's personnel file at any time during the normal working hours. Upon request, the employee shall receive a copy of any materials in the personnel file. An employee shall be furnished a copy of any statement written for inclusion in the employee's personnel file concerning the employee's conduct or performance. An employee may prepare material for insertion in his/her personnel file in response or rebuttal to any derogatory material in that file.

An employee's representative, with the written consent of the employee, may also review that employee's file during normal working hours.

Section 9.3.3: Notifying District of Changes in Personal Information. Each employee is responsible for promptly notifying the Personnel Manager of any changes in relevant personal information, including:

- Mailing address
- Telephone number
- Persons to contact in emergency
- Number and names of dependents

Section 9.3.4: Reference Checks. All requests from outside the District for reference checks or verification of employment concerning any current or former employee must be referred to the HR administrator. Information will be released only if the employee signs an AUTHORIZATION FOR RELEASE OF EMPLOYMENT INFORMATION, except that without such authorization, the following limited information will be provided: dates of employment, and salary upon departure. Supervisors shall not provide information in response to requests for reference checks or verification of employment, unless specifically approved by the HR administrator or General Manager on a case-by-case basis.

Section 9.4: PERFORMANCE EVALUATIONS.

A. PURPOSE

The purpose of evaluating performance is to provide formal feedback to the employees through written and oral communications and discussions. Methods for improving employee performance are through interim verbal and written communications, including performance improvement plans and, through the annual evaluation.

B. PROCEDURES

1. The General Manager and supervisors shall evaluate employee performance annually on all employees in written format.

2. The form may be modified over time, but will be based on the classification responsibilities and cover how well the employee does not meet, meets or exceeds specific duty assignments in the classification covering the following categories:

Points shall be awarded as follows: "Unsatisfactory," one point; "Below average," two points; "Competent," three points; "Above Average, "four points; and "Superior," five points.

The 16 rating areas and total possible points in each area are as follows:

Observation of hours	-3 points
Appearance	-3 points
Compliance with Rules and Regulations	-3 points
Safety Practices	-3 points
Attendance	-3 points
Job Knowledge	-5 points
Public Contacts	-5 points
Cooperation and Attitude	-5 points
Rate of Learning	-5 points
Efficiency	-5 points
Effectiveness Under Stress	-5 points
Dependability	-5 points
Innovativeness	-5 points
Self Improvement	-5 points
Initiative	-5 points
Other: Report Writing, Equipment Maint/Care	-5 points

Supervisors will be rated in the following areas in addition to those areas listed above:

Leadership	-5 points
Productivity	-5 points
Evaluating Subordinates	-5 points
Supervisory Abilities	-5 points
Encourages Suggestions	-5 points

3. All District employees are at-will employees except for contracted employees. Each employee will be evaluated for suitability in the position on a continual basis. All new District employees shall be given a six-month performance evaluation conducted with the supervisor and reviewed annually thereafter.

4. Employees progressing through their salary step ranges shall normally be evaluated annually. The written performance evaluation shall be used as one of the justifications to recommend step (merit) increases for employees. Step increases are not automatic and must be earned by demonstrating satisfactory or higher performance. Normally, a merit step increase range from 2% to 5% shall be given to employees who, at the minimum, meet standards for satisfactory performance. The General Manager is responsible for final approvals for all District merit increases.

All District employees will receive a salary adjustment equal to the February to February Consumer Price Index (CPI) for the Bay Area. The salary range adjustment will go into effect on July 1. However, the Board of Directors will have the authority to freeze CPI salary adjustments at any time.

5. Supervisors may give special evaluations to employees at any time, based on the needs of the District and the employees, identifying corrective actions. The need for such evaluations shall be discussed first with the General Manager.

6. After rating an employee on the written form and reviewing the form with the General Manager, the immediate supervisor will meet with the evaluated employee to review the evaluation, giving the employee an opportunity to discuss his/her performance with the supervisor in depth.

7. The Supervisor, employee, and the General Manager shall sign and comment on each employee evaluation. A final copy of the written evaluation shall be given to the employee for his/her personal files and reference. The HR administrator shall maintain all personnel folders, including original copies of the written performance evaluations. Employees shall have access to their personnel files upon reasonable notice.

8. Part-time employees may be evaluated annually using the same procedures and may be considered for merit step increases. Employees working part-time in any classification may be considered for merit step increases on an annual basis with the approval of the General Manager.

9. Merit increases will be effective at the beginning of the pay period including the employee's merit review date. Merit increases will be applied retroactively in the event a performance evaluation is not completed within the appropriate pay period.

10. Approved merit increases based on performance evaluations shall be documented on a Personnel Action Form.

RULE 10 - TRAINING

Section 10.1: GENERAL POLICY. It is the policy of the District to encourage and promote training and educational opportunities for all District employees so that the services they render to the District may be made more effective.

Section 10.2: ORIENTATION OF NEW EMPLOYEES. Within a reasonable period of time following initial employment, the HR administrator and supervisor shall familiarize a new employee with the employee's obligations and rights, and also inform the employee about the functions and operations of the District. The HR administrator shall assist supervisors with the orientation of new employees.

Section 10.3: TIME OF TRAINING PERIODS. Authorized training periods may be conducted either during or after normal working hours. Training sessions conducted during normal working hours shall be arranged so as to minimize interference with scheduled work.

Section 10.4: TYPES OF TRAINING. For the purpose of administration, the following categories of training are recognized.

Section 10.4.1: In-Service Training. Any formal employee training or development program that is sponsored by the District and conducted during an employee's regular hours of work. Such programs are designed and conducted to meet job related needs of District employees.

Section 10.4.2: Out-Service Training. Any formal employee training or development program that is sponsored and conducted by any agency or organization other than the District. Assignment to such a program is for the purpose of meeting the needs of the District, for continuing employee training development, and the upgrading of employee's skills. Conferences and seminars that are conducted primarily for training and educational development purposes are considered out-service training.

Section 10.4.3: Required Out-Service Training. Required out-service training is directly related to improving the employee's performance of present duties and is required by the District.

Section 10.4.4: Career-Related Elective Out-Service Training. Career-related, elective out-service training is related to improving the employee's performance of present or future assignments in the District, and is not required by the District.

Section 10.5: PAYMENT OF TRAINING EXPENSES.

Section 10.5.1: Approval of Supervisor. No out-service training may be authorized or expenses paid without the prior approval of the supervisor.

Section 10.5.2: Required Out-Service Training. When assigned to require out-service training, the employee receives his/her regular salary and is reimbursed for tuition, travel, meals and lodging.

Section 10.5.3: Career-Related Out-Service Training. When an employee desires to participate in career-oriented out-service training, the supervisor may, within budgetary limits and in accordance with District policies, recommend the payment of regular salary and appropriate reimbursement. Prior to the commencement of training, approval of the General Manager is required.

Section 10.5.4: Uncompleted Assignment. An employee who does not satisfactorily complete an out-service training or educational assignment according to standards determined by the General Manager is not eligible for reimbursement of tuition expenses and shall return any advance payment received. The employee may also be subject to disciplinary action as provided in the rules, policies and procedures set forth in this Employee Handbook.

The employee or his/her estate will receive reimbursement for tuition expenses if the training assignment is terminated prior to completion either:

A. At the convenience of the District

B. Because of death, prolonged illness, disability or other eventuality beyond the control of the employee as determined by the supervisor and approved by the General Manager.

RULE 11 – TRANSFER, PROMOTION AND REHIRE

Section 11.1: TRANSFER. No person shall be transferred to a position for which he/she does not possess the minimum qualifications. Upon notice to the General Manager, an employee may be transferred by the supervisor at any time from one position to another position in a comparable class. For transfer purposes, a comparable class is one with the same maximum salary and benefits, involves the performance of similar duties, and requires substantially the same basic qualifications.

If the transfer involves a change from one Department to another, both supervisors must consent thereto unless the General Manager directs the transfer for purposes of economy and efficiency.

Section 11.2: PROMOTIONS. Insofar as consistent with the best interests of the District, as determined by the General Manager in consultation with the supervisor, vacancies may be filled by promotion from within after a promotional examination has been given and a promotional list has been established.

If, in the opinion of the General Manager, in consultation with a supervisor, a vacancy in the position could be filled better by an open-competitive examination instead of promotional examination, then the General Manager shall arrange for an open competitive examination and the preparation and certification of an open competitive employment list, as provided in the rules, policies and procedures set forth in this Employee Handbook.

Section 11.3: REHIRE. A supervisor, with the approval of the General Manager, may rehire a regular or probationary employee who has completed at least six months of probationary service and who has resigned with a good record, to a vacant position in the same or comparable classification from which the employee resigned. Upon rehire, the employee shall be subject to the probationary period prescribed for the class. No credit for former employment shall be granted in computing salary, vacation, sick leave or other benefits. If an employee has previously resigned twice from regular positions the employee may not be considered for rehire. (*See* Rule 12.3.)

RULE 12 – SEPARATION FROM SERVICE

Section 12.1: DISCHARGE. An employee may be recommended for discharge at any time by a supervisor or by the General Manager as provided for in Rule 13. Whenever it is the recommendation of a supervisor to discharge an employee, the approval of the General Manager is required.

Section 12.1.1: DISCHARGE PROCEDURE.

A. For employees who are retiring, resigning, being discharged, or laid off, the General Manager shall show the last day worked as the termination date on the Personnel Action Form which is also the last day physically on the job. Employees cannot extend their termination date by use of any leave time (i.e. vacation leave).

B. HR administrator must submit the employee's final Personnel Action Form and employee's time sheet to the General Manager in a timely manner for approval for all terminating employees.

C. The General Manager may provide terminating full-time employees the opportunity to participate in an exit interview. The HR administrator shall inform eligible individuals about continuing benefits for which they are eligible.

D. Terminating employees shall turn in to the HR administrator all District property such as the Employee Handbook, keys, uniforms, identification cards, parking tags and cell phone.

E. Processing of the final paycheck will occur when all personnel actions and forms are submitted. The final paycheck will not be made by direct deposit and will be forwarded to the General Manager for distribution to the terminated employee. Terminating employees will receive their final paycheck on the next regularly scheduled paycheck date. The District is exempt from California Labor Code Section 201, which states wages earned and unpaid are due and payable immediately to a discharged employee.

Section 12.2: <u>LAYOFF</u>.

A. POLICY.

The District may abolish a position within a class in the classified service because of material changes in duties or organization, elimination or reduction in service level, privatization and/or a shortage of work or funds, which in turn may require the layoff of one or more employees.

B. PROCEDURE.

1. When a position within a class is abolished thereby necessitating a layoff, the following procedure shall be followed:

a. Reductions in the workforce shall be made by the Board of Directors.

b. The General Manager shall notify employees of the intended action with reasons therefor 30 calendar days before the effective date of the layoff.

c. Reassignment or voluntary demotion within the District to an equivalent or lower job class may be made to prevent a layoff provided the employee is qualified by education and/or experience, is capable of performing the duties of the classification and has satisfactory performance evaluations for the preceding two years. An employee who is reassigned or demoted shall be placed on the salary step within the new classification range closest to the rate of pay the employee previously received and retain the same anniversary date for purposes of merit pay increases. An employee so reassigned or demoted shall be reinstated to the former job class and salary step status when positions in the former job class become vacant and provided that the employee has performed satisfactorily in the current position. Reinstatement shall be based on the employee that has the highest performance evaluation scores for the last two years. If two or more employees have the same performance evaluation score, the reinstatement shall be based on seniority.

e. The name of an employee who has been laid off due to the reduction in the workforce shall be placed on the reemployment list for his/her job class. The reemployment list shall be used whenever a vacancy for that class is to be filled. Names will remain on the appropriate reemployment list for a period of three years from the date of separation. Reemployment shall be on the basis of previous District seniority. After separation from the District employment for more than one year, a person rehired may be required to successfully pass a physical and/or competency examination.

f. Whenever an employee is reemployed to a vacant position in his/her former job class, he/she shall be given a new anniversary date for purposes of merit pay increases and performance reviews.

g. An employee rehired from the reemployment list shall be considered to have continuous service and may be credited with the amount of accumulated vacation and sick leave he/she had accrued at the time of layoff if he/she elects to remit to the District any payment received for the accumulated vacation and sick leave upon separation from District employment.

h. Failure to return to work from layoff within 21 calendar days after notice to return by certified or registered mail to the employee at his/her last known address on file shall constitute the employee's waiver of any right to return to work and eliminates any future reemployment responsibilities placed on the District.

i. All other benefits or programs in effect at the time of layoff shall be forfeited upon reemployment unless they are still applied to the old classification at the time of rehire or provided to new hires as of that date.

Section 12.2.1: General Policy. An employee may be laid off because of either the abolition of his/her position or a determination by the District that there is a shortage of work or funds. The General Manager shall determine when and in what position classifications layoffs are to occur. The HR administrator shall be responsible for the implementation of a layoff order of the General Manager in accordance with the procedures described herein.

Section 12.2.2: Notice of Layoff to Employees. An employee to be laid off shall be notified in writing of the impending action at least 10 calendar days in advance of the effective date of the layoff, or in accordance with the appropriate salary and benefit plan. The notice shall include the following information:

A. Reason for layoff.

B. Effective date of layoff.

C. Employee rights as provided in these rules.

Section 12.2.3: Removal of Names from Reinstatement Lists. The HR administrator may remove an employee's name from a reinstatement list if any of the following occur:

A. The individual indicates in writing that he/she will be unable to return to employment with the District during the life of the list.

B. The individual cannot be reached by certified mail after reasonable efforts have been made to do so.

C. The individual refuses two reinstatement offers as confirmed by certified mail. It is the employee's responsibility to keep the HR administrator advised of any changes in mailing address or availability.

Section 12.2.4: <u>Employee Rights and Responsibilities</u>. In addition to others identified herein, employees affected by these procedures shall have the following rights:

A. Through prior arrangement with his/her immediate supervisor, an employee may use accrued vacation leave time to seek and apply for other employment.

B. An employee who has been laid off shall be paid as provided for in the rules, policies and procedures set forth in this Employee Handbook for his/her unused accrued vacation leave on the effective date of the layoff.

C. An employee who has been laid off may be allowed to continue health insurance coverage in the group at his/her own cost as provided under federal COBRA regulations. This provision of health insurance will cease if the employee finds other employment. To have this coverage the employee must notify the HR administrator in writing within 10 days after the receipt of the notification of layoff.

D. When an individual is reinstated he/she shall be entitled to:

1. Accrue vacation leave at the same rate at which it was accrued at the time of the layoff.

2. Have any unused or uncompensated sick leave reinstated.

An individual reinstated into the job classification from which he/she was laid off shall be assigned to the same salary range and step he/she held at the time of the layoff. An individual reinstated into a job classification other than the classification from which he/she was laid off shall be assigned to the salary range of the new classification at the amount closest to the salary he/she earned at the time of the layoff. An individual reinstated into the classification from which he/she was laid off while still a probationary employee shall complete, upon return to the job, the remaining portion of his/her probationary period, if any, in effect at the time of the layoff. In addition, he/she shall complete one month of probation for each month laid off, not to exceed a total probationary period of 12 months. Similarly, an individual who is reinstated shall complete, upon return to the job, the same work time he/she would have had to work at the time of the layoff to attain a higher vacation leave accrual rate or to become eligible for a salary step increase, if such changes are possible. An individual who is rehired is not eligible for the provisions of this subsection (13.2.4D) of this Rule.

Section 12.2.5: <u>Appeals</u>. An employee aggrieved by actions taken or interpretations made pursuant to the procedures described in this Rule may exercise the appeal procedures as hereinafter provided in Rule 14. Determinations by the General Manager relative to when and in what classification layoffs are to occur shall not be matters subject to the appeal procedures.

Section 12.3.6: Resignation. An employee wishing to leave District employment in good standing shall file with the supervisor a written resignation stating the effective date at least two weeks before leaving, unless such time limit is waived by the General Manager. The resignation becomes final upon acceptance by the General Manager. Once the resignation is accepted by the General Manager, it may not be withdrawn. The District will pay an employee for all hours worked within 72 hours after termination and all accumulated reimbursable benefits no later than the nearest payday following termination of the employee. Failure to give notice as required by this Section may be cause for denying future employment by the District. Per the discretion of the General Manager, an employee who resigns from employment with the District from two regular positions may not be considered for a third position with the District.

RULE 13 – CONDUCT AND DISCIPLINE

Section 13.1: EMPLOYEE CONDUCT GENERALLY. It is expected that all District employees shall render the best possible service and reflect credit on the District. Therefore high standards of conduct are essential.

Section 13.2: IMPROPER EMPLOYEE CONDUCT. The term "improper conduct" means not only any improper action by an employee in the employee's official capacity, but also conduct by an employee not connected with the employee's official duties which brings discredit to the District, which affects the ability to perform the employee's duties officially, or any improper use of the position as an employee for personal advantage. Improper conduct may be cause for disciplinary action. In addition, improper conduct includes, but is not limited to, the following:

A. Fraud in securing employment or making a materially false statement on an application for employment or on any supporting documents furnished with or made a part of any application.

B. Incompetency such as failure to comply with the minimum standards for an employee's position for a significant period of time.

C. Neglect of duty, such as failure to perform the duties required of an employee's position.

D. Willful disobedience and insubordination such as a willful failure to submit to duly appointed and acting supervision or to conform to duly established orders or directions of persons in a supervisory position.

E. Dishonesty involving employment.

F. Being under the influence of alcohol or intoxicating drugs while on duty without a prescription.

G. Addiction to or habitual use of alcoholic beverages, narcotics or any habit forming drug.

H. Violation of the District’s Drug and Alcohol Abuse and Contraband Policy.

I. Violation of the District’s Harassment Policy.

J. Violation of the District’s Workplace Violence Prevention Policy.

K. Carrying firearms or other dangerous weapons on District premises, unless authorized to do so.

L. Inexcusable absence.

M. Conviction of a felony or conviction of a misdemeanor involving moral turpitude. A plea or verdict of guilty, or a conviction following a plea of nolo contendere, to a charge of a felony or any offense involving moral turpitude is deemed to be a conviction within the meaning of this section.

N. Discourteous treatment of the public or other employees.

O. Improper or unauthorized use of District property.

P. Theft.

Q. Any act of conduct undertaken which, either during or outside of duty hours, is of such a nature that it causes discredit to fall upon the District.

R. Failure to maintain proper conduct during working hours causing discredit to the District.

S. Mishandling of public funds.

T. Abuse of sick leave.

U. Excessive absenteeism.

V. Inattention to duty, tardiness, indolence, carelessness or negligence in the care and handling of District property.

W. The employee's failure to resolve a physical or mental infirmity(s) or defect(s), when it is within the capacity of the employee to do so and when directed by his/her supervisor.

X. Outside employment which conflicts with the employee's position and is not specifically authorized by the HR administrator or General Manager.

Y. Acceptance from any source of any emolument, reward, gift or other form of remuneration in addition to the employee's regular compensation, as a personal benefit to the employee for actions performed in the normal course of the employee's assigned duties.

Z. Falsification of any District report or record, or of any report or record required to be, or, filed by the employee, including but not limited to time records.

AA. Violation of any of the provisions of this Employee Handbook, District Operations Code, ordinances, resolutions, or any rules, regulations or policies which may be prescribed by the District Board of Directors, General Manager, or supervisor.

BB. Working overtime without prior authorization.

CC. Political activities precluded by Local, State or Federal law.

DD. Other acts which are incompatible with service to the public.

RULE 14 – GRIEVANCE PROCEDURE

Section 14.1: PURPOSE. The purpose of the Grievance Procedure is to:

A. Afford employees a systematic means of obtaining consideration of concerns or problems.

B. Provide that grievances are settled as near as possible to the point of origin.

C. Provide that appeals are conducted as informally as possible.

Section 14.2: MATTERS SUBJECT TO GRIEVANCE. Any alleged violation of the rules, policies and procedures set forth in this Employee Handbook, any alleged improper treatment of an employee, and any decision affecting an employee's employment may be considered to be a matter subject to review through the grievance procedure.

Section 14.3: MATTERS NOT SUBJECT TO GRIEVANCE. Employees may initiate a grievance and at the first or subsequent steps in the grievance procedure a decision may be made that the matter involved is not subject to grievance. Such matters may include, but are not limited to, merit increases, compensation, work methods, equipment, hours of work, services provided, staffing levels, allocation to classifications, and changes in the content of employee performance evaluations, verbal or written reprimands or counseling memos.

Section 14.4: GRIEVANCE PROCEDURE.

Step One
An attempt must be made to resolve all grievances on an informal basis between the employee and the immediate supervisor. It is the responsibility of the employee to initiate this process within seven calendar days of the date when the aggrieved action or incident became known to the employee.

Step Two
If the grievance is not satisfactorily resolved on an informal basis, the employee shall submit the grievance in writing to the employee's immediate supervisor within 15 calendar days after the informal decision of the immediate supervisor. The supervisor must deliver his/her answer in writing to the employee within 15 calendar days after receiving the appeal.

Step Three
If the grievance is not satisfactorily resolved at the second step, the employee shall present his/her appeal to his/her supervisor's immediate supervisor within 15 calendar days after receipt of the written decision of his/her supervisor. The supervisor receiving the appeal shall render a decision, in writing, and return it to the employee within 15 calendar days after receiving the appeal.

Step Four
If the grievance is not satisfactorily resolved at the third step, the employee shall submit the grievance in writing to the General Manager within 15 calendar days after the decision of the employee's immediate supervisor is received. The General Manager shall render a decision in writing to the employee within 20 calendar days after receiving the appeal.

Section 14.5: CONDUCT OF GRIEVANCE PROCEDURE.

Section 14.5.1: Time limits specified above may be extended to a definite date by mutual agreement of the employee and the reviewer concerned.

Section 14.5.2: Employee must be assured freedom from reprisal for using the grievance procedure.

RULE 15 – ANTI HARASSMENT AND DISCRIMINATION POLICY

Section 15.1 ANTI HARASSMENT AND DISCRIMINATION POLICY

A. Introduction: The Hidden Valley Lake Community Services District is dedicated to providing a work environment for its employees that is free of harassment and discrimination. The District prohibits harassment and discrimination because of race, religion, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, genetic information or any other basis protected by federal, state or local law, ordinance or regulation. Such harassment and discrimination is unlawful and will not be tolerated. This policy prohibits unlawful harassment or discrimination of or by any employee of the District, including supervisors and co-workers. It also extends to vendors, independent contractors and others doing business with the District.

Section 15.2: DEFINITION AND EXAMPLES OF HARASSMENT. Harassment because of race, religion, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sex, sexual orientation, genetic information or any other protected basis is prohibited, including, but not limited to the following behavior and circumstances:

1. Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments;

2. Visual conduct such as derogatory and/or sexual oriented posters, photography, cartoons, drawings or gestures;

3. Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with work because of sex, race or any other protected basis; and,

4. Retaliation for having reported or threatened to report harassment.

5. Harassment can occur between any individuals associated with the District. Such individuals may include: Board members, supervisors, coworkers, agents, customers, vendors, contractors, or members of the general public.

6. The victim of harassment may not be the person that is the recipient of inappropriate comments, actions, images, etc. Anyone who is affected by offensive conduct may be considered the victim of harassment.

Sexual harassment is a form of harassment. Sexual harassment is defined by the Fair Employment and Housing Commission as "unwanted sexual advances, or visual, verbal or physical conduct of a sexual nature."

Section 15.3: COMPLAINT PROCESS. If an employee thinks he or she is being harassed or discriminated against on the job because of gender, race, or other protected basis, or if an employee observes behavior he or she believes to be in violation of this policy, the employee should immediately contact his or her immediate supervisor, the HR administrator, the General Manager, the President of the Board of Directors, or any other supervisor with whom the employee feels comfortable. The complaint should include all details of the incident (s), the names of all individuals involved, and the names of any witnesses. Every complaint that is reported will be taken seriously and investigated thoroughly. If harassment or discrimination is not reported, it cannot be investigated. The District will not retaliate against anyone for reporting any incidents of harassment, for making any complaints of harassment, or for participating in any investigation. Every employee's cooperation is crucial.

Section 15.4: COMPLAINT RESPONSE PROCESS

a) Staff receiving harassment complaints will refer them immediately to the General Manager or to the President of the Board of Directors if the General Manager is unavailable or personally involved in the complaint. Supervisors must refer all harassment complaints to the General Manager or to the President of the Board of Directors if the General Manager is unavailable or personally involved in the complaint.

b) The General Manager will call a special meeting, within one (1) week from the date of the complaint or as soon thereafter as is practicable, in order to notify the Board of Directors that a claim of harassment has been made against an employee, a staff member, or other person doing business with the District.

c) The General Manager, or his/her designee, upon receiving direction from the Board of Directors, will ensure that an immediate, effective, thorough, and objective investigation of the allegation(s) is undertaken. Any information obtained through the investigation will be kept confidential to the extent possible to conduct an effective investigation into the allegations.

Section 15.5: FINDINGS AND RETALIATION. If it is determined that harassment has occurred effective remedial action will be taken in accordance with the circumstances involved. Any employee determined to be responsible for harassment will be subject to appropriate disciplinary action, up to and including termination. After the investigation and findings have been concluded, the District may communicate its findings to the complainant, the alleged harasser, and any other concerned party. Employees complaining of harassment, or otherwise participating in the District's investigation of such conduct, shall be protected from any form of reprisal and/or retaliation.

Section 15.6: IMMEDIATE REPORTING. All employees should report any incidents immediately so that complaints can be quickly and fairly resolved. The California Department of Fair Employment and Housing ("DFEH") investigates and may prosecute complaints of harassment. An employee may have a claim of harassment even if he or she has not lost a job related or economic benefit. Whenever an employee thinks he or she has been harassed or that he or she has been retaliated against for resisting or complaining, that employee may file a complaint with the DFEH. The nearest DFEH office is listed in the telephone book.

Section 15.7: ROMANTIC RELATIONSHIPS. In addition, the District desires to avoid misunderstandings, complaints of favoritism, and claims of sexual harassment and employee dissension that may result from personal or social relationships amongst employees. Therefore, the District asks that if employees become romantically involved with one another they disclose their relationship to an appropriate supervisor with whom they feel comfortable. The supervisor should notify the HR administrator, the General Manager, or the President of the Board of Directors, as appropriate.

RULE 16 – ZERO TOLERANCE INCIVILITY AND BULLYING POLICY

Section 16.1: POLICY. The District has a zero tolerance policy for incivility and bullying in the workplace. Understanding and mutual respect toward all individuals are essential elements to the existence of a safe and healthy workplace. Any employee who commits an act of incivility or bullying is subject to disciplinary action up to and including termination. This policy applies to all District personnel.

Section 16.2: INCIVILITY.

A. Uncivil office behavior includes acting in a characteristically rude and discourteous manner and, displaying a lack of regard for others. Examples include: taking someone else's food or beverage, purposely not greeting or acknowledging someone at the office, and not giving credit to a colleague on a project. When incivility is extensive it leads to lower job satisfaction, decrease in performance, higher absenteeism, and low morale.

B. Preventive/Response Measure: Treat other workers the way you would like to be treated, extend common courtesies, maintain appropriate boundaries, and ask for assistance from management or human resources when needed.

Section 16.3: BULLYING.

A. Workplace bullying is behavior that harms, intimidates, offends, degrades, or humiliates an employee, possibly in front of other employees, clients, or customers. Workplace bullying may cause the loss of trained and talented employees, reduce productivity and morale, and create legal risks. Examples of bullying include: spreading rumors, gossip and innuendo, intimidating a person, undermining or deliberately impeding a person's work, physically abusing or threatening abuse, removing areas of responsibilities without cause, withholding necessary information, making jokes that are obviously offensive, intruding on a person's privacy by pestering/spying/stalking, creating a feeling of uselessness, yelling or

using profanity, criticizing a person consistently or constantly, belittling a person's opinion, unwarranted punishment, blocking applications for training/leave/ promotion, tampering with a person's personal belongings. If in doubt if an action could be bullying, ask yourself if a reasonable person would consider the action acceptable.

B. Preventive/Response Measure: Report bullying to your supervisor or HR administrator. An informal investigation will be conducted. In the event the informal stage is not sufficient, or the offense is of a serious nature, a formal investigation will be conducted. Any reports of workplace bullying will be treated seriously and investigated promptly. Managers and supervisors must ensure employees who make complaints, or witnesses are not victimized.

Section 16.4: TRAINING. In order to eliminate and/or minimize risks involved with incivility and bullying, the HR administrator is responsible for scheduling training for employees. Staff is responsible for implementing the training. Managers and Supervisors are responsible for enforcing the policy.

RULE 17 – WORKPLACE VIOLENCE PREVENTION POLICY

Section 17.1: PURPOSE. The purpose of this policy is to maintain a zero tolerance standard of violence in the workplace. This policy provides District employees with guidance that will maintain an environment at and within District premises and facilities as well as events that are free of violence and the threat of violence. This policy applies to all full-time and part-time employees and includes volunteers, temporary and provisional employees as well as contracted employees.

Section 17.2: POLICY. The District prohibits violent behavior of any kind or threats of violence, either implied or direct, in District premises and facilities as well as at District sponsored events. Such conduct by a District employee will not be tolerated. An employee who exhibits violent behavior may be subject to criminal prosecution and shall be subject to disciplinary action up to and including termination. Violent threats or actions by a non-employee may result in criminal prosecution. The District will investigate all complaints filed and will also investigate any possible violation of this policy of which District management are made aware. Retaliation against a person who makes a good faith complaint regarding violent behavior or threats of violence made to him/her is also prohibited.

Section 17.3: DEFINITIONS.

A. Workplace Violence: Behavior in which an employee, former employee or visitor to a workplace inflicts or threatens to inflict damage to property, serious harm, injury or death to others at the workplace.

B. Threat: The implication or expression of intent to inflict physical harm or actions that a reasonable person would interpret as a threat to physical safety or property.

C. District premises or District facilities means all property of the District including, but not limited to the offices, facilities and surrounding areas on District-

owned or -leased property, parking lots, and storage areas. The term also includes District-owned or -leased vehicles and equipment wherever located, as well as, pump station, sites, sewer line, excavation sites.

D. Intimidation: Making others afraid or fearful through threatening behavior.

E. Zero-tolerance: A standard that establishes that any behavior, implied or actual that violates the policy will not be tolerated.

F. Court Order: An order by a Court that specifies and/or restricts the behavior of an individual. Court orders may be issued in matters involving domestic violence, stalking or harassment, among other types of protective orders, including Temporary Restraining Orders.

Section 17.4: <u>PROHIBITED BEHAVIOR</u>.

A. VIOLENCE

Violence in the workplace may include, but is not limited to the following list of prohibited behaviors directed at or by a co-worker, supervisor or member of the public:

1. Direct threats or physical intimidation.

2. Implications or suggestions of violence.

3. Stalking including following to and from work.

4. Possession of weapons of any kind on District premises, including parking lots, other exterior premises or while engaged in activities for District in other locations, or at District sponsored events.

5. Assault of any form.

6. Physical restraint or confinement.

7. Dangerous or threatening horseplay.

8. Loud, disruptive or angry behavior or language that is clearly not part of the typical work environment.

9. Blatant or intentional disregard for the safety or well-being of others.

10. Commission of a violent felony or misdemeanor on District premises.

11. Any other act that a reasonable person would perceive as constituting a threat of violence.

B. DOMESTIC VIOLENCE

Domestic violence, while often originating in the home, can significantly impact workplace safety and the productivity of victims as well as co-workers. For

the purposes of this document, "domestic violence" is defined as abuse committed against an adult or fully emancipated minor. Abuse is the intentional or reckless attempt to cause bodily injury, sexual assault, threatening behavior, harassment, or stalking, or making annoying phone calls to a person who is in any of the following relationships:

1. Spouse or former spouse;

2. Domestic partner or former domestic partner;

3. Cohabitant or former cohabitant and or other household members;

4. A person with whom the victim is having, or has had, a dating or engagement relationship;

5. A person with whom the victim has a child.

6. The District recognizes that domestic violence may occur in relationships regardless of the marital status, age, race, or sexual orientation of the parties.

C. REPORTING ACTS OR THREATS OF VIOLENCE.

An employee who:

1. is the victim of violence, or

2. believes they have been threatened with violence, or

3. witnesses an act or threat of violence towards anyone else shall take the following steps:

a. If an emergency exists and the situation is one of immediate danger, the employee shall contact the Lake County Sheriff’s Department by dialing 9-1-1, and may take whatever emergency steps are available and appropriate to protect him/her from immediate harm, such as leaving the area.

b. If the situation is not one of immediate danger, the employee shall report the incident to the appropriate supervisor or manager as soon as possible and complete the District’s Workplace Violence Incident Report Form.

D. PROCEDURES FOR FUTURE VIOLENCE.

1. Employees who have reason to believe they, or others, may be victimized by a violent act sometime in the future, at the workplace or as a direct result of their employment with the District, shall inform their supervisor by immediately completing a Workplace Violence Incident Report Form so appropriate action may be taken. The supervisor shall inform the General Manager and the local law enforcement officials.

2. Employees who have signed and filed a restraining order, temporary or permanent, against an individual due to a potential act of violence, who would be in violation of the order by coming near them at work, shall immediately supply a copy of the signed order to their supervisor. The supervisor shall provide copies to the General Manager and to the Lake County Police/Sheriff Department.

E. INCIDENT INVESTIGATION.

1. Acts of violence or threats will be investigated immediately in order to protect employees from danger, unnecessary anxiety concerning their welfare, and the loss of productivity. The General Manager will cause to be initiated an investigation into potential violation of work rules/policies. Simultaneously, the General Manager will refer the matter to the Lake County Sheriff's Department for their review of potential violation of civil and/or criminal law.

2. Procedures for investigating incidents of workplace violence include:

a. Visiting the scene of an incident as soon as possible.

b. Interviewing injured and threatened employees and witnesses.

c. Examining the workplace for security risk factors associated with the incident, including any reports of inappropriate behavior by the perpetrator.

d. Determining the cause of the incident.

e. Taking mitigating action to prevent the incident from recurring.

f. Recording the findings and mitigating actions taken.

3. In appropriate circumstances, the District will inform the reporting individual of the results of the investigation. To the extent possible, the District will maintain the confidentiality of the reporting employee and the investigation but may need to disclose results in appropriate circumstances; for example, in order to protect individual safety. The District will not tolerate retaliation against any employee who reports workplace violence.

F. MITIGATING MEASURES.

Incidents which threaten the security of employees shall be mitigated as soon as possible following their discovery. Mitigating actions include:

1. Notification of law enforcement authorities when a potential criminal act has occurred.

2. Provision of emergency medical care in the event of any violent act upon an employee.

3. Post-event trauma counseling for those employees desiring such assistance.

4. Assurance that incidents are handled in accordance with the Workplace Violence Prevention policy.

5. Requesting District Counsel file a restraining order as appropriate.

G. TRAINING AND INSTRUCTION.

1. The District shall be responsible for ensuring that all employees, including managers and supervisors, are provided training and instruction on general workplace security practices. Managers and supervisors shall be responsible for ensuring that all employees are provided training and instructions on job specific workplace security practices.

2. Training and instruction shall be provided as follows:

a. To all current employees when the policy is first implemented. Employees will be required to sign a written acknowledgment that the policy has been received and read.

b. To all newly hired employees, supervisors and managers, or employees given new job assignments for which specific workplace security training for that job assignment has not previously been provided. Employees will be required to sign a written acknowledgment that the policy has been received and read.

c. To affected employees whenever management is made aware of a new or previously unrecognized hazard.

3. Workplace security training and instruction includes, but is not limited to, the following:

a. Preventive measures to reduce the threat of workplace violence, including procedures for reporting workplace security hazards.

b. Methods to diffuse hostile or threatening situations.

c. Escape routes.

d. Explanation of this Workplace Violence Prevention Policy.

In addition, specific instructions shall be provided to all employees regarding workplace security hazards unique to their job assignment.

RULE 18 – DRUG AND ALCOHOL ABUSE AND CONTRABAND POLICY

Section 18.1: PURPOSE. The purpose of this policy is to outline the goals and objectives of the District's drug and alcohol testing program and provide guidance to supervisors and employees concerning their responsibilities for carrying out the program. This policy applies to all full-time and part-time employees and includes volunteers, temporary and provisional employees as well as contracted employees.

Section 18.2: POLICY.

A. The District has a vital interest in maintaining a safe, healthy, and efficient working environment. Being under the influence of a drug or alcohol on the job poses serious safety and health risks to the user and to all those who work with the user. The use, sale, purchase, transfer or possession of an illegal drug in the workplace, and/or being under the influence of alcohol poses unacceptable risks for safe, healthy, and efficient operations.

B. The District has the right and obligation to maintain a safe, healthy and efficient workplace for all of its employees, and to protect the organization's property, information, equipment, operations and reputation, as well as protecting the public.

C. The District recognizes its obligations to the public for the provision of services that are free of the influence of illegal drugs and alcohol, and will endeavor through this policy to provide drug-and alcohol-free services.

D. The District further expresses its intent through this policy to comply with federal and state rules, regulations or laws that relate to the maintenance of a workplace free from illegal drugs and alcohol.

E. As a condition of employment, all employees are required to abide by the terms of this policy and to notify District management of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

F. The District has a heightened interest in safety concerns with heavy equipment operators and others who operate potentially dangerous equipment that justifies special provisions relating to those employees.

Section 18.3: DEFINITIONS.

A. Alcohol means any beverage that contains ethyl alcohol (ethanol), including but not limited to beer, wine and distilled spirits.

B. Contraband means any article, the possession of which on District premises or while on District business, that causes an employee to be in violation of the policies in this Handbook, any other District rules or regulations or state and/or federal law. Contraband includes illegal drugs, drug paraphernalia, lethal weapons, firearms, explosives, incendiaries and stolen property.

C. District premises or District facilities means all property of the District including, but not limited to the offices, facilities and surrounding areas on District-owned or -leased property, pump stations, sewer line easement areas, parking lots and storage areas. The term also includes District-owned or -leased vehicles and equipment wherever located.

D. Drug testing means the scientific analysis of urine, blood, breath, saliva, hair, tissue and other specimens of the human body for the purpose of detecting a drug or alcohol.

E. Illegal drug means any drug which is not legally obtainable; any drug which is legally obtainable but has not been legally obtained; any prescribed drug not legally obtained; any prescribed drug not being used for the prescribed purpose; any over-the-counter drug being used at a dosage level other than recommended by the manufacturer or being used for a purpose other than intended by the manufacturer; and any drug being used for a purpose not in accordance with bona fide medical therapy. Examples of illegal drugs are cannabis substances, such as marijuana and hashish, cocaine, heroin, methamphetamine, phencyclidine (PCP), and so-called designer drugs and look-alike drugs.

F. Legal drug means any prescribed drug or over-the-counter drug that has been legally obtained and is being used for the purpose for which prescribed or manufactured.

G. Reasonable suspicion means a belief based on objective facts sufficient to lead a prudent person to conclude that a particular employee is unable to satisfactorily perform his or her job duties due to drug or alcohol impairment. Such inability to perform may include, but is not be limited to, decreases in the quality or quantity of the employee's productivity, judgment, reasoning, concentration and psychomotor control, and marked changes in behavior. Accidents, deviations from safe working practices and erratic conduct indicative of impairment are examples of "reasonable suspicion" situations.

H. Under the influence means a condition in which a person is affected by a drug or by alcohol in any detectable manner. The symptoms of influence are not confined to those consistent with misbehavior, or to obvious impairment of physical or mental ability, such as slurred speech or difficulty in maintaining balance. A determination of being under the influence can be established by a professional opinion, a scientifically valid test, such as urinalysis or blood analysis, and in some cases by the opinion of a layperson.

Section 18.4: <u>EDUCATION</u>.

A. Supervisors and other management personnel are to be trained in:

1. Detecting the signs and behavior of employees who may be using drugs or alcohol in violation of this policy;

2. Intervening in situations that may involve violations of this policy;

3. Recognizing the above activities as a direct job responsibility.

B. Employees are to be informed of:

1. The health and safety dangers associated with drug and alcohol abuse;

2. The provisions of this policy.

Section 18.5: <u>PROHIBITED ACTIVITIES</u>.

A. LEGAL DRUGS.

1. The undisclosed use of any legal drug, which could interfere with the safe and efficient performance of duties or operation of District equipment, by any employee while performing District business or while on District premises is prohibited. However, an employee may continue to work even though using a legal drug if District management has determined, after consulting with General Manager, that such use does not pose a threat to safety and that the using employee's job performance is not significantly affected. Otherwise, the employee may be required to take leave of absence or comply with other appropriate action as determined by District management.

2. An employee whose medical therapy requires the use of a legal drug, which could interfere with the safe and efficient performance of duties or operation of District equipment, must report such use to his or her supervisor prior to the performance of District business. The supervisor who is so informed will contact the General Manager.

3. The District at all times reserves the right to judge the effect that a legal drug may have on job performance and to restrict the using employee's work activity or presence at the workplace accordingly. If there is a question regarding an employee's ability to perform assigned duties safely and effectively while using legal drugs, the District may require medical clearance.

B. ILLEGAL DRUGS AND ALCOHOL.

1. The use, sale, purchase, transfer or possession of an illegal drug by any employee while on District premises or while performing District business is prohibited.

2. The use, sale or purchase of alcohol by any employee while on District premises or while performing District business is prohibited.

Section 18.6: <u>DISCIPLINE</u>.

A. Any employee who possesses, distributes, sells, attempts to sell or transfers illegal drugs on District premises or while on District business will be terminated immediately.

B. Any employee who is found to be under the influence of alcohol in violation of this policy will be subject to discipline up to and including termination.

C. Any employee who is found to be in possession of contraband in violation of this policy will be subject to discipline up to and including termination.

D. Any employee who is found through drug or alcohol testing to have in his or her body a detectable amount of an illegal drug or of alcohol will be subject to discipline up to and including termination.

E. Any employee who knows or has reasonable suspicion that another employee is using, selling, under the influence or otherwise in violation of this policy shall have a duty to report that suspicion to the General Manager. Failure to report such suspicion may result in discipline up to and including termination.

Section 18.7: DRUG AND ALCOHOL TESTING OF CERTAIN JOB APPLICANTS.

A. All applicants for employment whose job duties will involve the use of heavy equipment or potentially dangerous equipment, including applicants for part-time and volunteer positions are subject to drug and alcohol testing after a conditional offer of employment is made by the District.

B. Such an applicant must pass the drug test to be considered for employment.

C. An applicant will be notified of the District's drug and alcohol testing policy prior to being tested; will be informed in writing of his or her right to refuse to undergo such testing; and will be informed that the consequence of refusal is termination of the pre-employment process.

D. An applicant will be provided written notice of this policy and by signature will be required to acknowledge receipt and understanding of the policy.

E. If an applicant refuses to take a drug or alcohol test, or if evidence of the use of illegal drugs by an applicant is discovered, either through testing or other means, the pre-employment process will be terminated.

Section 18.8: DRUG AND ALCOHOL TESTING OF EMPLOYEES BASED ON REASONABLE SUSPICION.

A. The District will notify employees of this policy by:

1. Providing to each employee a copy of the policy, and obtaining a written acknowledgment from each employee that the policy has been received and read.

2. Announcing the policy in various written communications and making presentations at employee meetings.

B. The District may perform drug or alcohol testing:

1. of any employee who manifests "reasonable suspicion" behavior;

2. of any employee who is involved in an accident that results or could result in the filing of a Workers' Compensation claim; or

3. of any employee who is subject to drug or alcohol testing pursuant to federal or state rules, regulations or laws.

C. An employee's consent to submit to drug or alcohol testing when reasonable suspicion exists is required as a condition of employment and the employee's refusal to consent may result in disciplinary action, including discharge, for a first refusal or any subsequent refusal.

D. An employee who is tested in a "reasonable suspicion" situation may be placed on administrative leave pending receipt of written tests results and whatever inquiries may be required.

Section 18.9: <u>RANDOM TESTING OF CERTAIN EMPLOYEES</u>. The District has determined that all positions, including those that operate heavy equipment or potentially dangerous equipment, are subject to random testing. The reasons and positions shall be established by separate list and may change from time to time as job duties change. The General Manager shall have the authority to make changes to the list.

Section 18.10: <u>TESTING PROCEDURES</u>. The District shall select a competent medical facility to conduct drug and alcohol testing. Chain of custody will be maintained, and the procedures shall generally be along the following lines:

A. ALCOHOL TESTING.

1. Alcohol testing will be conducted through the Lake County Sheriff's Department or St. Helena Job Care/facility.

2. A screening test will be conducted first. If the result is an alcohol concentration level of less than 0.02, the test is considered a negative test. If the alcohol concentration level is 0.02 or more, a second confirmation test will be conducted.

B. DRUG TESTING.

1. A urine specimen will be split into two bottles labeled as "primary" and "split" specimen. Both bottles will be sent to the lab;

2. If the urinalysis of the primary specimen tests positive for the presence of illegal, controlled substances, the employee has 72 hours to request that the split specimen be analyzed by a different certified lab;

3. The urine sample will be tested for the following: marijuana, cocaine, opiates, amphetamines, and phencyclidine;

4. If the test is positive for one or more of the drugs, a confirmation test will be performed using a gas chromatography/mass spectrometry analysis;

5. All drug test results will be validated, reviewed and interpreted by a physician (medical review officer or MRO) before they are reported to the employee and then to the employer agency;

6. With all positive drug tests, the physician (MRO) will first contact the employee to determine if there is an alternative medical explanation for the positive test result. If documentation is provided and the MRO determines that there was a legitimate medical use for the prohibited drug, the test result may be reported to the employer as "negative."

Section 18.11: APPEAL OF DRUG OR ALCOHOL TEST RESULT.

A. An applicant or employee whose drug or alcohol test reported positive will be offered the opportunity of a meeting to offer an explanation. The purpose of the meeting will be to determine if there is any reason that a positive finding could have resulted from some cause other than drug or alcohol use. The General Manager will judge whether an offered explanation merits further inquiry.

B. An employee whose drug or alcohol test is reported positive will be offered the opportunity to:

1. Obtain and independently test, at the employee's expense, the remaining portion of the urine specimen that yielded the positive result;

2. Obtain the written test result and submit it to an independent medical review at the employee's expense.

Section 18.12: INSPECTION AND SEARCHES.

A. The District may conduct unannounced general inspections and searches for illegal drugs or contraband on District premises, or in District vehicles or equipment wherever located. The District has the right to search and inspect all District property, including but not limited to lockers, storage areas, furniture and other places under the common control of the District or joint control of the District and employees. Employees are expected to cooperate, and do not have any expectation of privacy in any District building, property or communications system.

B. Contraband is an article that is illegal to possess.

C. Illegal drugs, drugs believed to be illegal and drug paraphernalia found on District property will be turned over to the Lake County Sheriff's Department and the full cooperation will be provided to any subsequent investigation.

D. Other forms of contraband, such as firearms, explosives and lethal weapons, will be subject to seizure during an inspection or search. An employee who is found to possess contraband on District property or while on District business will be subject to discipline up to and including termination.

E. If an employee is the subject of a drug-related investigation by District or by a law enforcement agency, the employee may be placed on administrative leave pending completion of the investigation.

Section 18.13: CONFIDENTIALITY. All information relating to drug or alcohol testing, or the identification of persons as users of drugs and alcohol will be protected by District as confidential unless otherwise required by law, overriding public health and safety concerns, or authorized in writing by the persons in question.

RULE 19 – ELECTRONIC EQUIPMENT USE, SOCIAL MEDIA AND DISTRICT WEB PAGE

Section 19.1: DISTRICT ELECTRONIC RESOURCES POLICY AND PROCEDURES.

A. PURPOSE.

The District makes every effort to provide its employees with technology-based resources in order to conduct official business more effectively. In this regard, the District has installed personal computers, local area networks (LANs), electronic mail (e-mail), cell phones and access to the Internet. The purpose of the District's Electronic Resources Policy and Procedures is to establish uniform guidelines for computer and cell phone usage including the use of Internet and e-mail applications.

B. POLICY.

1. District computers, fax machines, and internet licenses are provided for District business and are not to be used for personal gain, private purposes (except as described in subsection 6), or to support or advocate non-District –related business or purposes. All data and electronic messages, including information accessed via the Internet and sent or received through electronic mail (e-mail) systems, are the properties of the District. All records whether paper or electronic, may be subject to the disclosure requirements of the California Public Records Act and are not considered private. Notwithstanding the foregoing, e-mail should only be used for the transmission of information and should not be used for preserving information for future reference. Information to be retained may be stored electronically on the system/network and/or may be converted to a hard copy and archived in a District physical file cabinet.

2. There is no expectation of personal privacy in any use of District computer systems and software, including e-mail and Internet usage. The District may, at any time, review the contents of all records, data and communication transmitted, received and stored by its electronic systems. Any indication of a violation of this policy is subject to management review. This review may include accessing and disclosing all electronic documents, information and messages including e-mail and Internet records.

3. The District purchases, owns and administers the necessary software and licenses and cell phones to provide access to e-mail and Internet services and real time communications in the office, in the field and for emergency communications. Users may not rent, copy or loan District software or its documentation, nor provide alternative software to access the system. Users may be subject to discipline for any damages caused by negligence, and unauthorized software or viruses they introduce in the system.

4. The District is not responsible for items originating from the Internet and reserves the right to restrict employee access to the Internet or to certain Internet content.

5. District laptop and tablet use requires completion of release and return forms. If employee is unable to return the laptop and/or tablet, employee may be required to reimburse the District as will be determined by the General Manager.

6. Examples of Prohibited Uses

a. Using the Internet to view, obtain or disseminate any sexually oriented material, images or messages.

b. Using the Internet and/or e-mail systems to send or distribute disruptive, offensive, abusive, threatening, slanderous, racial or sexually harassing materials.

c. Using District computer systems for private purposes, personal gain, solicitation of commercial ventures, religious or political causes, chain letters, or other non-job-related purposes (except as described in subsection 6 below).

d. Downloading or installation of software that has not been approved by the District and scanned for viruses.

e. Sending unencrypted confidential documents via the Internet.

f. Any other use that may compromise the integrity of the District and its business in any way.

g. E-mail should not be used for sensitive attorney-client communications.

h. A good rule of thumb when using the computer and e-mail is “never put anything in an e-mail that you would not want to see on the front page of the newspaper.”

7. To promote employee computer and Internet proficiency and as an employee benefit, certain employee personal use is allowed. This use is only permitted during employee personal time. Examples include educational enhancement and personal communications, which conform to the above prohibited uses. Personal use is secondary, and should not (i) interfere with the agency’s operation of Electronic Communications Resources, (ii) interfere with the user’s employment or other obligations to the District, or (iii) burden the District with noticeable incremental costs.

8. The acquisition of personal computer hardware and software shall follow the normal budgetary and purchasing procedures, ensuring budget authorization is in place. Requests for acquiring hardware and software shall be recommended to the IT administrator for evaluation and recommendation.

9. Equipment operation and maintenance:

a. IT administrator shall evaluate District functional needs and recommend options if appropriate.

b. IT administrator shall evaluate reliable software and hardware requiring minimum technical support that maintains a user-friendly concept, is easy to use and enhances District productivity.

c. IT administrator shall maintain an on-site inventory control of all workstation hardware and software.

d. IT administrator shall provide on-site training and consulting advice on approved software and make recommendations as appropriate.

e. IT administrator shall maintain the District automation system including all personal computer workstations, laptops, tablets and client server network for the purpose of retrieving data files, sharing licensed applications and nightly data backup.

f. IT administrator shall upgrade and maintain all workstation computers, laptops, tablets at least every 6 months and will require collection of mobile devices, such as tablets and laptops, to perform routine upgrades and maintenance.

g. IT administrator shall backup District databases daily, weekly, monthly, quarterly and annually for archival and retrieval purposes.

10. Security: The General Manager or IT administrator must approve remote access from home systems and businesses to District systems in advance for valid business needs. All computer systems users are responsible for data residing on their systems.

11. All data saved on District work station PCs, laptops and tablets will be District related.

C. PROCEDURES.

1. Passwords

a. Users dealing in confidential matters will define their own confidential password. Users should be aware that this does not imply that the system may be used for personal communication or that e-mail is the property of the user.

b. To ensure the security of the e-mail system, the system may prompt the user to routinely change their password. Should the user forget their password, and attempt to input a password they are not sure of, the system may lock them out after three failed attempts.

2. Internet and E-mail Access

a. Access to the Internet and e-mail is restricted to those employees who have been provided the necessary software and hardware and who have been authorized by the District to access e-mail and the Internet. The District may deny or restrict Internet and/or e-mail access to any employee at any time.

b. When using e-mail and the Internet, employees are cautioned to remember they represent the District. Employees may not speak for the District unless they are authorized to do so.

c. E-mail and Internet messages can be forwarded without the express permission of the original author. Users must use caution in the transmission and dissemination of messages outside the District and must comply with all State and Federal laws, rules and regulations and District policy.

3. Electronic Document, Software and Mail Storage

a. Electronic mail is backed-up on a regular basis. It is synchronized with the server on every start-up and shut-down. The District back-up procedures allow the District to restore current software, documents and electronic mail in the event of a system failure.

b. Electronic mail is not intended to be a permanent storage medium. Electronic in-boxes and out-boxes should be archived or purged on a regular basis. The District may, in its discretion, purge long-term mail on an automatic basis.

c. To save critical electronic mail as a permanent record, employees should save the file in the District's electronic filing system (Questys).

4. Information Block: E-mail sent outside the District should include an information block at the end of all transmitted messages. The block should include the sender's name, title, company name, direct telephone number, FAX number and e-mail address.

Section 19.2: <u>SOCIAL MEDIA USE</u>.

A. PURPOSE.

The policy outlines the protocol and procedures for use of social media In addition, this policy addresses the responsibilities of individual employees and District officials with regard to social media and the use of District resources (time/equipment), as well as responsibilities related to the public records and open meeting laws.

B. DEFINITIONS.

1. Social Media: Various forms of discussions and information-sharing, including social networks, blogs, video sharing, podcasts, message

boards, and online forums. Technologies include: picture-sharing, wall-postings, fan pages, e-mail, instant messaging and music-sharing. Examples of social media applications include but are not limited to, Google, and Yahoo Groups, (reference, social networking), Wikipedia (reference), Facebook (social networking), YouTube (social networking and video sharing), Flickr, (photo sharing), Twitter (social networking and microblogging), LinkedIn (business networking), and news media comment sharing/blogging.

2. Social Networking: the practice of expanding business and/or social contacts by making connections through web-based applications. This policy focuses on social networking as it relates to the Internet to promote such connections for official District business and for employees, elected and appointed officials who are using this medium in the conduct of official District business.

C. POLICY.

1. The District's web site, www.hiddenvalleylakecsd.com, will remain the official location for content regarding District business, services and events. Whenever possible, links within social media formats should direct users back to the District web site for more information, forms, documents or online services necessary to conduct business with the District.

2. District employees and appointed and elected officials shall not disclose information about confidential District business on personal social media sites. In addition, all use of social media sites by elected and appointed officials shall be in compliance with California's open meeting laws. Employees and elected or appointed officials' posts are a reflection of their own views and not necessarily those of the District.

3. Posting/ Commenting Guidelines

a. The District reserves the right to remove content that is deemed in violation of this policy or any applicable law. Any participants on the District's official social media sites who are in continual violation of the postings/commenting guidelines may be removed from the District's site. The District will only post photos for which it has copyright or owner's permission to use.

b. Direct messages sent to social media accounts will be treated as general correspondence and kept in accordance with retention schedules provided by the District's Records Retention Program.

c. Chat functions in any social media sites will not be used.

d. Links to all social media networks to which the District belongs will be listed on the District's official website. Interested parties wishing to interact with these sites will be directed to visit the District's web site for more information on how to participate.

e. The District reserves the right to temporarily or permanently suspend access to official District social media at any time.

D. PROCEDURES.

1. The General Manager or his/her designee will be responsible for responding to comments and messages as appropriate whenever possible. The District will direct users back to the District's official web site for more information, forms, documents or online services necessary to conduct business with the Hidden Valley Lake CSD.

E. RESPONSIBILITIES.

1. It is the responsibility of employees, and appointed and elected officials to understand the procedures as outlined in this policy.

2. Employees who are not designated by the General Manager to access social media sites for official business are prohibited from accessing social media sites utilizing the District computer equipment and/ or the District's web access. While at work, employees who are not granted access via District systems and computing equipment may use personal computing devices and personal web accounts to access social media sites only during non- working hours such as lunch periods and breaks.

3. The General Manager will determine if a request is appropriate and adheres to the guidelines of this policy.

4. All social media based services to be developed, designed, managed by or purchased from any third party source for use requires appropriate budget authority and approval from the Board of Directors.

Section 19.3: <u>DISTRICT WEB PAGE</u>.

A. POLICY.

It is District policy to control the content and accuracy of the information provided on the public District Web page. All information will be directed to General Manager. All information posted on the District website must be consistent with the District's mission and public interest.

B. PROCEDURE.

Any District Board of Director, officials or employee may request postings to the District Web page through the General Manager or his designated representative. Postings must be non-political in nature. The General Manager who shall approve, modify, or deny the request. Postings shall be submitted in Word format as an e-mail attachment unless only a hard copy is available. In either case it is the submitter's responsibility to check the item for accuracy both prior to submission and after posting to the Web page to insure no inadvertent errors appear on the final document. The submitter is to inspect the posted submission within 24 hours of posting.

1. The General Manager or his designated representative shall also manage removal of postings based on the information provided pertinent to duration or expiration date.

RULE 20 – CELL PHONE ALLOWANCE POLICY

Section 20.1: PURPOSE

The purpose of this policy/procedure is to establish guidelines for District (District) issued cell phone. The District may provide cell phones, (telephone, email, etc.) which are the property of the District.

Section 20.2: OVERVIEW

The use of cell phones may be essential for employees to conduct business while away from the office, i.e., field and customer service operations, emergency operations, after-hours communications, and for their safety. District issued cell phones may be provided to employees whose job duties require them to be out of the office for large portions of the workday or work during non-business hours.

The General Manager shall determine which employment classifications will need a cell phone. No employee at the District has an implied right to a cell phone; the General Manager can, at his or her discretion, determine that a cell phone is no longer required to meet job functions of specified classifications, and therefore, the cell phone use will cease.

Section 20.3: COMPLIANCE PROCEDURE

A. Employees receiving a cell phone are responsible for the following:
- Maintaining their equipment.
- May not make any changes to the cell phone account.
- Being in possession of their cell phones during working hours and during nonworking hours if required by their supervisor for District purposes (pursuant to the District's Standby Policy).

B. District employees may choose to have a telephone-only cell phone or a telephone with text, internet, photo and other features.

C. Use of Cell Phones

Cell phone use is limited to District purposes. District cell phone use requires completion of release and return forms. If employee is unable to return the cell phone, employee may be required to reimburse the District as will be determined by the General Manager.

Cell phone use must be in conformance with other District rules.

Effective July 1, 2008 and in accordance with Vehicle Code (VC) §23123 all drivers are prohibited from using a handheld wireless telephone while operating a motor vehicle. Motorists 18 and over may use a hands-free device. Employees are required to pull off to the side of the road and safely stop the vehicle before placing

or accepting phone calls, unless the cell phone or vehicle is equipped with a hands-free device.

a. Employees who receive allowances will be responsible for obtaining their own hands-free equipment.

b. Employees who receive a traffic violation resulting from the use of an employee owned or District issued cell phone, while driving a personal or District vehicle, shall be solely responsible for all liabilities that result from such action and may be subject to discipline.

D. Cell phone records may become public records. The District reserves the right to request to review the District-related contents of all records, data and communications transmitted received and stored by the cell phone and/or the communications carrier.

Section 20.4: USE OF CELL PHONE BY NON-EXEMPT CLASSIFICATIONS DURING OFF DUTY HOURS

A. Employees whose positions are within a non-exempt classification may not use their cell phone for work purposes (i.e. phone calls, checking and responding to email, etc.) unless expressly directed to do so by their supervisor when off duty.

RULE 21 – VEHICLE AND FLEET SAFETY POLICY

Section 21.1: VEHICLE USE POLICY.

A. POLICY.

This policy covers the use of privately owned vehicles (POV) for conducting official District business and shall be applicable to all elected officials and employees of the District. This policy establishes a written policy relative to the reimbursement procedures for privately-owned vehicles used for District business and clarifies the District's responsibility for damage and/or liability for private vehicles used on official District business.

B. PROCEDURE.

When necessary during the course of an elected official's or employee's official duties, the District shall provide reimbursement.

1. Elected officials or employees using their POV on official business must possess a valid California driver's license for the class of vehicle they will be operating.

2. District employees cannot be compelled to use their own vehicles for District business unless it is a pre-specified condition/requirement of employment.

a. Employees shall not be reimbursed for commuting to and from work, except that employees who are required to attend scheduled meetings outside of normal working hours may be reimbursed for mileage incurred.

3. The District shall reimburse District elected officials or employees the IRS mileage reimbursement rate the IRS announces each year the standard mileage rate is based on annual studies by the IRS of the fixed and variable costs of operating an automobile (maintenance, insurance repairs, gas and oil, etc.).

4. Insurance: The individual employee shall insure his/her privately owned vehicles to be used on official District business. The employee's insurance coverage is deemed to be primary. It shall be the Administrative Services Officer responsibility to ensure that no privately owned vehicle is operated on District business without insurance coverage and a valid operator's license required by regulation. Additional coverage's and limits of employee and District shall be as specified in the District's insurance coverage SDRMA currently provides.

5. District employees are encouraged to carpool whenever feasible.

6. Clarification on District liability: The District shall be responsible to each employee only when the employee is determined not to be negligent and the other party is uninsured. Under such circumstances, the District shall be responsible to the elected official or employee for the amount of the deductible for comprehensive and/or collision damages suffered by the employee.

Section 21.2: <u>FLEET SAFETY POLICY</u>.

A. PURPOSE.

The purpose of this fleet safety policy is to prevent vehicle accidents and to promote safe driving practices while maintaining District vehicles and heavy equipment in proper operating condition.

B. SCOPE.

This policy applies to all District full-time and part-time employees. In addition to the provisions of this policy, all employees are required to comply with applicable Federal Department of Transportation (DOT) and California Department of Motor Vehicles (DMV) and local traffic laws, and the established District driving safety work rules, best practices and procedures.

C. POLICY.

This fleet safety policy serves as the uniform best practice standard governing the privilege of operating District vehicles and/or heavy equipment within the scope of employment. Failure to comply with this policy shall lead to disciplinary action up to and including termination.

D. RESPONSIBILITIES.

1. Lead Operators: The Lead Operators will have the responsibility to implement the adopted fleet safety policy and overall fleet safety program by:

a. Directing employees to endorse and comply with the adopted policy and program components.

b. Providing appropriate safety and financial resources.

c. Providing support and interest in the fleet safety program.

2. Lead Operators will have the responsibility to:

a. Provide training to employees so that they are fully qualified to drive and maintain fleet vehicles and heavy equipment.

b. Ensure the safe operation of fleet vehicles in compliance with the overall fleet safety program requirements.

c. Coordinate the delivery and pick up of District owned fleet vehicles and heavy equipment to the repair shop for routine preventive maintenance.

d. Coordinate the delivery and pick up of District owned fleet vehicles and heavy equipment to the repair shop after unsafe conditions and/or mechanical defects have been reported by District employees.

e. Enforce the established fleet safety policy's driving work rules, procedures, policies and best practices.

f. Thoroughly investigate all vehicle accidents and make recommendations to avoid future accidents.

g. Demonstrate support and interest in the fleet safety program.

3. Employees: District employees will have the responsibility to:

a. Adhere to the directives of this fleet safety policy and overall fleet safety program.

b. Participate in in-service training and apply their education and training to the safe operation of assigned vehicles and heavy equipment.

c. Immediately report any change to the status of their driver's license to their immediate supervisor HR administrator,.

d. Conduct required pre-trip inspections and preventive maintenance on assigned vehicles and heavy equipment.

e. Thoroughly complete and submit to Lead Operators pre-trip and post-trip inspection form for off-site classes, workshops or conferences.

f. Report unsafe conditions and/or mechanical defects to the Lead Operators.

g. Report all accidents immediately to the Lead Operators and thoroughly complete the District's accident report.

h. If the accident involves a private vehicle, contact the local law enforcement whether injuries occurred or not.

ii. Immediately take pictures of all damaged property that occurred in the accident.

iii. Follow instructions in the "Accident Report", which is supplied by the District, and exchange information with individuals involved in the accidents along with witnesses.

i. Maintain a valid California driver's license, which includes passing the required physical exam and a satisfactory driving record both on and off the job.

j. Employees are required to obey all Federal DOT, California DMV, and local traffic regulations.

k. Seat belts and shoulder harnesses MUST BE WORN while operating or riding in District owned commercial and fleet vehicles. Inoperative or missing seat belts and/or harnesses shall immediately be reported to the immediate supervisor. The vehicle or equipment shall not be operated until the repairs have been made.

l. Employees who are assigned a vehicle and/or piece of heavy equipment are responsible for the daily inspection of the vehicle and/or heavy equipment and completion of the required forms. If an employee is unfamiliar with the operation or maintenance of a vehicle or piece of heavy equipment, it is his/her responsibility to request information and instructions on the proper procedures from his/her immediate supervisor.

E. USE OF DISTRICT VEHICLES.

The operation of District owned or leased vehicles and/or heavy equipment is a privilege/requirement, which may be withdrawn at any time at the sole discretion of the General Manager. An employee must comply with the following fleet safety driving rules and best practices in order to continue this granted privilege/meet the requirement to operate vehicles and heavy equipment:

1. Maintain an approved and valid California driver's license with the applicable classifications and endorsements, if required, at all times. Any loss

or restriction of driving privileges during the employee's incumbency must be immediately reported to their immediate supervisor.

2. Employees who operate fleet automobiles, light trucks and medium trucks SHALL conduct a visual pre-trip inspection of the tires, brakes, headlights, taillights, directional lights, 4-way flashers, wipers, heater and defroster on the vehicle at each fueling.

3. Employees who operate commercial vehicles SHALL conduct and document the required "Pre-trip/Post-trip Inspection" prior to and at the conclusion of operating on public roadways as required by federal and state regulations.

4. Unless used during traffic control conditions, engines SHALL BE stopped and ignition keys removed when parking or leaving District vehicles and/or heavy equipment, unless parked within an enclosed garage.

5. Individuals not employed by the District are NOT PERMITTED as passengers in fleet vehicles unless authorized by the Lead Operators or General Manager. If the Lead Operators or General Manager is not sure of an acceptable deviation of the policy, they should consult with District Counsel to determine acceptable risk levels.

6. While fueling fleet vehicles and/or heavy equipment:

   a. Smoking is PROHIBITED while fueling.

   b. Engines SHALL BE turned OFF during the fueling operation. Leaving the vehicle unattended while fueling is PROHIBITED.

   c. Using an object to "lock the nozzle" on a fuel pump nozzle while fueling is PROHIBITED.

   d. Fuel leaks and/or spills (diesel fuel, and hydraulic oil) shall be immediately absorbed and cleaned up by using materials from the District provided "spill kit". Spills over one gallon SHALL BE reported immediately to the Maintenance Supervisor.

7. Report any fleet vehicle and heavy equipment mechanical problems immediately. NEVER drive a fleet vehicle and/or operate heavy equipment that does not appear safe.

8. Heavy equipment SHALL BE properly maintained and inspected prior to each use.

9. Employees SHALL BE properly trained and certified on specialty and heavy equipment prior to its use.

10. Employees ARE NOT ALLOWED to tamper, over-ride or disconnect any manufacturer installed safety features and devices.

11. Vehicle interiors are to be kept clean and free of rubbish.

12. Smoking in vehicles is NOT PERMITTED.

F. DRIVER ORIENTATION AND TRAINING.

Orientation and training must supplement the employee's trial period to assure that all employees have the knowledge and skills necessary to perform the job in the manner expected, as well as to review the District's policies and practices with each employee. The orientation and the type and amount of training that is needed will vary directly with the complexity of the job assignments, and the knowledge and experience level of the employee.

The Lead Operators are responsible for orienting and training both new and current employees regarding the proper use, maintenance and operation of District vehicles and heavy equipment. The following components shall be thoroughly covered during the employee's orientation/trial period.

1. Vehicle Safety Rules, Policies, Procedures and Practices

   Employee will be instructed before using the vehicles and/or heavy equipment for the first time on the following:

   - Approved uses of District vehicles
   - Vehicle accident procedures
   - Maintenance repair reporting process, procedures and mandatory forms
   - Vehicle and/or heavy equipment field breakdown procedures
   - Proper storage and parking procedures
   - Fueling practices and mandatory forms
   - Drug Free Workplace Policy
   - Fleet safety driving rules and best practices

2. Vehicle Operation (Off Road)

   Employees will be instructed on the proper use of vehicles and/or heavy equipment off road and the following:

   - Proper use of the vehicle and/or heavy equipment's controls, features and attachments
   - Procedures for operating vehicles or heavy equipment on the roadway
   - Required inspection techniques
   - Proper use of safety features and equipment
   - Cargo loading, unloading, and tie-down practices
   - Backing procedures and use of spotters

In addition, the District will provide ongoing in-service training programs which address the knowledge and skills necessary for all employees to perform in a satisfactory and safe manner.

G. VEHICLE AND HEAVY EQUIPMENT MAINTENANCE AND CARE.

It is the responsibility of the Lead Operators to ensure that all District owned or leased vehicles and heavy equipment assigned to their respective employees are in proper working condition at all times. The Lead Operators shall ensure that an orientation and training program is developed for vehicles and heavy equipment.

The Lead Operators are accountable for the District assigned vehicles and heavy equipment. This accountability includes instruction of employees in the proper operation and preventative maintenance procedures and ensuring that routine vehicle inspections are performed on a pre-use basis and that inspection forms are completed and submitted in accordance with the established procedure.

H. VEHICLE EMERGENCY BREAKDOWN PROCEDURE.

Employees are responsible for following the breakdown procedures whenever a vehicle becomes disabled in a public roadway:

1. Get completely off the traveled roadway. Avoid curves, hills or places where the view may be obstructed.

2. Shut down the vehicle.

3. Set the parking brake to prevent movement.

4. Turn on the 4-way flashers. If reflective triangles are available, set them near the vehicle and at approximately 100’ to warn approaching traffic.

5. Call for assistance (911, Lead Operators, etc.)

6. Stay in and with the vehicle.

I. EMERGENCY EQUIPMENT AND SUPPLIES.

Employees are required to maintain and ensure that all commercial vehicles are carrying the following emergency equipment:

1. Reflective triangles;

2. Basic first aid kit;

3. Small multi-purpose dry fire extinguisher; and the

4. Proof of Insurance and vehicle registration cards.

RULE 22 – CREDIT CARD USE POLICY

Section 22.2 CREDIT CARD USE POLICY

A. OBJECTIVES.

Credit card use objectives are as follows:

1. To provide for faster delivery service of low dollar items.

2. To reduce paper and postage expense for mailed warrants by consolidating vendor payments.

3. To provide a tool to Staff to review credit card statements for repetitive purchases and consolidate into new price agreements and contracts with volume discount prices.

B. POLICY.

The Accountant/Controller is the administrator of the credit card use policy and responsible for the following:

1. Determine who needs a Credit Card, to be issued in the cardholder's name.

2. Establish flexible Credit Card limits.

3. Establish Credit Card Cardholder Procedures.

4. Reviewing the cardholder's charges on the Credit Card and assuring that the purchases are appropriate and within budget constraints and proper documentation is included.

C. DEFINITIONS.

The Accountant/Controller is the administrator of the Credit Card and responsible for the following:

1. "Credit Card Bank" is the bank card contractor who will issue the Credit Card to the District.

2. "Cardholder" is a District employee who is issued a District Credit Card. Determine who needs a Procurement Card, to be issued in the cardholder's name.

D. PROCEDURE.

The Cardholder shall be responsible for the following:

1. Complying with Credit Card Cardholder Procedures.

2. Ensuring the bank card is used appropriately and that all purchases are within the approved dollar limits and budgeted.

3. Ensuring the security of the Credit Card while in his/her possession. If the card is lost or stolen, the Cardholder shall immediately notify the Credit Card bank, the Accountant/Controller and Administrative Services Officer.

4. The bank card is not to be used for the cardholder's personal purchases. Improper and unauthorized use of the Credit Card shall result in disciplinary action, and, where theft is suspected, the Cardholder shall refer the matter to the pertinent law enforcement agency for investigation and possible prosecution. The Accountant/Controller, with the approval of the General Manager, has the option to terminate the Cardholder's right to use the Credit Card at any time and for any reason. The Cardholder shall agree to return the Credit Card to the District immediately upon request or upon separation of employment.

RULE 23 – INJURY, ILLNESS, HEAT ILLNESS PREVENTION AND EMPLOYEE ASSISTANCE PROGRAMS

Section 23.1: <u>INJURY & ILLNESS PREVENTION PROGRAM (IIPP)</u>.

It is the policy of the District to provide equal employment opportunity to all persons.

A. POLICY.

It shall be the policy of the District that every employee is entitled to a safe and healthful place in which to work. Every reasonable effort will be made in the interest of accident prevention, fire protection and health preservation.

B. RESPONSIBILITIES.

1. General Manager – The General Manager is responsible for ensuring the IIPP is implemented. Duties include, but are not limited to:

a. Ensuring all managers actively support the IIPP.

b. Providing the funding necessary to maintain an effective and compliant safety program.

2. Managers & Supervisors – Managers & Supervisors have the responsibility of providing a safe place to work including facilities, equipment, standards and procedures, adequate supervision and recognition for a job done properly. They are responsible for training all of their employees to perform their jobs properly and safely. They teach, demonstrate, observe and enforce compliance with established safety standards.

3. IIPP Administrator – The IIPP Administrator is the Administrative Services Officer, who has the responsibility for the implementation, maintenance and update of the Program.

4. Employees – Employees have the responsibility of performing their tasks properly and safely. They are to assure themselves that they know how to do the job properly, and ask for additional training or assistance when they feel there is a gap in their ability, knowledge, or training. They should never undertake any task, job or operation unless they are able to perform it safely.

C. COMPLIANCE.

1. Management Responsibility – Management is responsible for ensuring organizational safety and health policies are clearly communicated and understood by employees. Managers and supervisors are expected to enforce the rules fairly and uniformly.

2. Employee Responsibility – All employees are responsible for using safe work practices, following directives, policies and procedures, and for assisting in maintaining a safe work environment.

3. Performance Evaluations

a. As part of manager and supervisor regular performance evaluations, they are evaluated on what they have done to ensure a safe workplace for their respective employees. They are also evaluated on their positive or negative loss results.

b. As part of employee regular performance reviews, they are evaluated on their compliance with safe work practices.

4. Recognition – Managers, supervisors and employees who make a significant contribution to the maintenance of a safe workplace, as determined by their superiors, receive written acknowledgment maintained in their personnel files.

5. Employee Training – Employees are trained and retrained on the correct safety and health procedures.

6. Employee Correction – Employees who fail to follow safe work practices and/or procedures, or who violate organizational rules or directives, are subject to disciplinary action, up to and including termination in accordance with the organization's personnel-related policies and procedures.

Managers and supervisors correct safety violations in a manner considered appropriate by organizational management.

D. COMMUNICATION.

1. Two-Way Communication – Management recognizes open, two-way communication between management and staff on health and safety issues is essential to an injury-free and productive workplace.

2. The Organization's System of Communication – The following system of communication is designed to facilitate a continuous flow of safety and health information between management and staff in a readily understandable form.

a. An orientation program is given to all new employees and includes a review of the Injury & Illness Prevention Program and a discussion of policy and procedures the employee is expected to follow.

b. The organization has safety meetings where safety is freely and openly discussed by all present. Field tailgate safety meetings are held monthly. Office safety meetings are held quarterly. All employees are expected to attend their respective meetings and are encouraged to participate in discussion.

c. From time to time, safety notifications may be sent via e-mail to office employees. Copies of such e-mails would be distributed to employees who do not have computers.

d. Other methods of communicating pertinent health and safety information are used as they are identified.

3. Safety Suggestions and Hazard Reporting

a. All employees are encouraged to inform their supervisors or other management personnel of any matter which they perceive to be a workplace hazard or a potential workplace hazard. They are also encouraged to report suggestions for safety improvement.

This reporting can be done orally or preferably in writing. If done in writing, the notification may be given directly to the supervisor, the IIPP Administrator or other management personnel.

b. If an employee wishes to report anonymously, a hazard, safety suggestion or other safety problem he or she can complete an Employee Report Form, and not indicate his/her name.

c. No employee shall be retaliated against for reporting hazards or potential hazards, or for making suggestions related to safety.

d. Management reviews all suggestions and hazard reports.

e. If employees provide their names in regard to the notification, they shall be informed of what is being done within five working days of receipt.

E. HAZARD IDENTIFICATION AND EVALUATION.

Inspection of the workplace is our primary tool used to identify unsafe conditions and practices. While we encourage all employees to continuously

identify and correct hazards and poor safety practices, certain situations require formal evaluation and documentation.

1. Safety Inspections – Internal safety inspections are conducted on a monthly basis for all shop and maintenance facilities by the Lead Operators. Safety inspections are conducted for all office areas at least annually. Hazards found are corrected on the spot or recommendations are submitted for future corrections.

2. Additional Inspections – Inspections are also conducted in accordance with Cal-OSHA requirements:

a. Whenever new substances, processes, procedures or equipment present a new safety or health hazard.

b. Whenever management/supervision become aware of a new or previously unrecognized hazard, either independently or by receipt of information from an employee.

c. Whenever it is appropriate to conduct an unannounced inspection.

F. CORRECTION OF HAZARDS.

When a hazard exists it is corrected on a timely basis based on the severity of the hazard. If imminent danger exists to any employees, management and supervision remove these employees from the danger at once, and personnel who are provided with the necessary safeguards correct the hazard.

G. TRAINING.

1. Orientation - New Employees – The Administrative Services Officer or designee conducts the initial orientation on general safety within the first two days the new employee is on the job. All employees are provided with a copy of the IIPP.

2. Initial On-The-Job Training – When an employee first starts to work, a manager/supervisor trains the employee in all aspects of safety for the purpose of educating the new employee on the hazards of the work environment and the required safety procedures to mitigate those hazards.

The manager/supervisor conducts this training and documents it by using the New Employee Training Checklist. The manager/supervisor and the employee sign the Checklist when the training is completed. The Checklist then becomes a permanent part of the employee's personnel file.

All new hires are given a copy of the organization's Injury & Illness Prevention Program and those rules and regulations (Code of Safe Practices) applying their work environment. The New Employee Training Checklist is filled out during the employee's initial on-the-job training.

3. Specific Organization-Wide Training

a. Emergency Action Plan – This training includes what the employee is to do under specific circumstances, such as fire, earthquake, medical emergency and bomb threat.

b. First Aid, CPR and Bloodborne Pathogen Training

Designated employees receive first aid, CPR and blood borne pathogen training in accordance with the American Red Cross and/or American Heart Association requirements.

c. Defensive Driver Training – All employees who may drive on organization business receive defensive driver training not less than every three years. Driving on organization business includes driving organization vehicles as well as personal vehicles.

d. Ergonomics – All employees receive ergonomic training for their specific jobs. At minimum, each employee receives training on proper lifting techniques and, if necessary, computer workstation design.

4. Retraining – Reasons for retraining include change of job assignment, change of operations or materials, observation of poor work habits, or update of training methods. Managers and supervisors perform retraining:

a. When an existing employee changes job functions.

b. On at least an annual basis as a refresher program.

Such training includes general workplace safety, job-specific hazards and/or hazardous materials, as applicable.

5. Specialized Training

a. Supervisors are trained in their responsibilities for the safety and health of their employees. Such training includes both safety management and technical subjects.

b. Supervisors are trained in the hazards and risks faced by the employees under their immediate direction.

c. Managers, supervisors and the IIPP Administrator:

i. Determine safety-training needs.

ii. Implement new training programs.

iii. Evaluate the effectiveness of these programs.

d. In addition, training is provided whenever:

i. New substances, processes, procedures or equipment pose a new hazard and there is a lack of skill or knowledge to deal with the situation.

ii. Management, supervision or the IIPP Administrator become aware of a previously unrecognized hazard and there is a lack of skill or knowledge to deal with the hazard.

H. RECORD KEEPING.

The IIPP Administrator is responsible for maintaining all documentation relating to the implementation of the IIPP:

1. For the purpose of displaying a tracking history of occupational safety and health programs and activities, all documents are maintained for a minimum of one year plus the current year, unless otherwise stated.

For example, at the end of each year, the prior year's documents are removed from the files. During the next year, current year documents are maintained along with the just-past year's documents.

2. Specific records are maintained for each of the topics within the IIPP to include, but not be limited to:

a. Employee recognition and correction

b. Safety meetings and other safety communication

c. Safety suggestions and hazard reporting

d. Hazard identification and correction

e. Occupational injury & illness investigations

f. Training

Section 23.2: <u>REPORTING ON-THE-JOB INJURIES</u>.

A. Employees shall report personal injuries sustained or injuries suffered by other incapacitated employees immediately to their supervisor. The supervisor shall ensure necessary medical treatment is provided by either referring the employee to the District's Company Nurse Program or calling the District's Company Nurse on the employee's behalf. The Company Nurse will provide the employee with the necessary treatment options available to him/her and provide instructions for any follow-up care. The Supervisor will also conduct an investigation of the injury and document such. Documentation shall be reported on a "Supervisor's Accident Investigation Report" and the injured employee shall complete an "Employee's Claim for Workers Compensation Benefits", form DWC-1. The supervisor shall submit the documents to the HR administrator within one working day of receipt of the completed DWC-1 form from the employee, as required by law.

B. In the event of life periling injuries, or hospitalization of the employee, the HR administrator shall be notified immediately by phone. The HR administrator shall review and evaluate the events leading to an on-the-job injury for remedial action.

C. Whenever a supervisor is advised by an employee that a medical condition may be work related in the employee's opinion, the supervisor shall immediately advise the employee of the right to file a worker's compensation claim and provide the DWC-1 form to the employee. The HR administrator shall investigate all claims for determination of whether the medical condition is work related, as provided under worker's compensation law.

Section 23.3: <u>HEAT ILLNESS PREVENTION PROGRAM</u>.

A. SYMPTOMS OF HEAT ILLNESS.

1. Fainting (heat syncope) – a worker who is not accustomed to hot environments and who stands still in the heat may faint.

Preventive/Response Measure

Upon lying down in a cool place, the worker should soon recover. By moving around and drinking plenty of water, the worker can prevent further fainting.

2. Heat Cramps – Heat cramps are painful spasms of the muscles that occur among those who sweat profusely in heat, drink large quantities of water, but do not adequately replace the body's salt loss. The drinking of large quantities of water tends to dilute the body's fluids, while the body continues to lose salt. Shortly thereafter, the low salt level in the muscles causes painful cramps. The affected muscles may be part of the arms, legs, or abdomen, but tired muscles (those used in performing the work) are usually the ones most susceptible to cramps.

Preventive/Response Measure

Drink electrolyte solutions such as Gatorade or plenty of water during the day and try eating more fruits such as bananas to help the body hydrate during hot weather.

3. Heat Exhaustion – Heat exhaustion includes several symptoms, which may resemble the early signs of heat stroke. Heat exhaustion is caused by the loss of large amounts of fluid by sweating, sometimes with excessive loss of salt. A worker suffering from heat exhaustion still sweats but experiences extreme weakness or fatigue, giddiness, nausea, or headache. In more serious cases, the victim may vomit or lose consciousness. The skin is clammy and moist, the complexion is pale or flushed, and the body temperature is normal or only slightly elevated.

Preventive/Response Measure

The employee suffering these symptoms should be moved to a cool location such as shaded area or air-conditioned building. Have the worker lie down with his/her feet slightly elevated. Loosen his/her clothing, apply cool, wet

cloths or fan him/her. Have him/her drink water or electrolyte drinks. Try to cool him/her down and have him/her checked by medical personnel. Victims of heat exhaustion should avoid strenuous activity for at least a day, and they should continue to drink water to replace lost body fluids.

4. Heat Stroke – Heat stroke is the most serious of health problems associated with working in hot environments. It occurs when the body's temperature regulatory system fails and sweating becomes inadequate. The body's only effective means of removing excess heat is compromised with little warning to the worker that a crisis stage has been reached.

A heat stroke victim's skin is hot, usually dry, red or spotted. Body temperature is usually 105ºF or higher, and the worker is mentally confused, delirious, perhaps in convulsions or unconscious. Unless the worker receives quick and appropriate treatment, death can occur.

Preventive/Response Measure

Any worker with signs or symptoms of heat stroke requires immediate hospitalization. However, first aid should be immediately administered. This includes removing the worker to a cool area, thoroughly soaking the clothing with water, and vigorously fanning the body to increase cooling. Further treatment at a medical facility should be directed to the continuation of the cooling process and the monitoring of complications, which often accompany the heat stroke. Early recognition and treatment of heat stroke are the only means of preventing permanent brain damage or death.

B. RECOGNIZING HEAT ILLNESS RISK FACTORS.

As noted earlier, environmental risk factors for heat illness include air temperature, relative humidity, radiant heat from the sun and other sources, conductive heat sources such as the ground, air movement, workload severity and duration, protective clothing and personal protective equipment worn by employees. Personal risk factors for heat illness include age, degree of acclimatization, general health, water consumption, and use of medications, caffeine, or alcohol, which can affect the body’s water retention or other physical response to heat. The following are the responsibilities for every District employee to recognize heat illness risk factors.

1. General Manager or his/her Designated Representative – Issuing Heat Stroke Alert as indicated in the Heat Illness Index Chart, which is attached to this Employee Handbook hereto as Attachment “C”.

2. Lead Operators – Ensuring employees who are working in hot environments take necessary precautions as outlined in the Heat Conditions Table, which is attached to this Employee Handbook hereto as Attachment “D”, as well as determining what activities can be performed during a danger period.

3. Lead Operator must evaluate work conditions before sending employees to perform outdoor work in hot conditions. Typically, temperature above 90ºF, especially with heavy physical work activities, would represent conditions where there is a risk of heat illness. Other factors, such as high

humidity or work activities that restrict the body's ability to cool itself, such as protective clothing, could result in a risk of heat illness at lower temperatures. Lead Operators must also:

a. Establish a schedule for work and rest periods during hot days.

b. Review with his/her staff how to recognize signs and symptoms of heat illness and be prepared to give first aid if necessary.

c. Annual training of his/her staff who work in high heat areas.

d. Use the Heat Illness Index Chart to assess the environmental risk of heat illness, based on temperature and relative humidity. Provision of water and shade should be implemented whenever the Heat Index exceeds 90ºF.

e. Realize individual employees vary in their tolerance to heat stress conditions.

4. Employees – Employees must attend training on the environmental risk of heat illness and follow the instructions given. They are also responsible for monitoring themselves for signs and symptoms of heat illness as outlined in the Heat Conditions Table. Employees must also:

a. Pace the work, taking adequate rest periods in shade or cooler environment

b. Keep shaded from direct heat where possible by wearing a hat and applying sunscreen.

c. Drink plenty of water. In hot environments the body requires more water than it takes to satisfy thirst. Drink before you are thirsty. Electrolyte drinks are encouraged but not necessary, plain water works well.

C. ACCLIMATIZATION.

Employees need time for their bodies to adjust to working in the heat. This "acclimatization" is particularly important for employees returning to work after a prolonged absence, recent illness, moving from a cool to a hot climate, or working during the beginning stages of a heat wave. For heavy work under extremely hot conditions, a period of four to ten days of progressively increasing work time, starting with about two hours work per day is required under this program. For less severe conditions at least the first two to three days of work in the heat must be limited to two to four hours. Lead Operators will monitor his/her staff closely for signs and symptoms of heat illness, particularly when they have not been working in the heat for the last few days or when a heat wave occurs.

D. WATER.

Clean, fresh, and cool potable water shall be readily available to employees. Whenever environmental risk factors for heat illness exist, drinking water will be

provided in sufficient quantities to provide one quart per employee per hour for the entire shift (at least two gallons per employee for an eight-hour shift). The Lead Operator is responsible to ensure that his/her staff has an adequate supply of drinking water. Employees are encouraged to drink water frequently.

E. SHADE.

A shaded area will be provided that employees may use when they are suffering from heat illness or believe they need a recovery period to prevent heat illness. The shaded area shall be open to the air or ventilated and cooled and access shall be permitted at all times. Canopies, umbrellas or other temporary structures may be used to provide shade, provided they block direct sunlight. Lead Operators are responsible to ensure that his/her staff has access to a shaded area.

F. RESPONDING TO HEAT ILLNESS.

The following procedures must be followed if the supervisor recognizes signs or symptoms of heat illness in his/her staff or an employee recognizes symptoms in himself/herself:

1. Move to a shaded area or air-conditioned building for a recovery period of at least five minutes.

2. Drink plenty of water.

3. If the condition appears to be severe or the employee does not recover, then emergency medical care is needed. Emergency medical care shall be provided by the following method:

4. Thoroughly soaking the clothing with water, and vigorously fanning the body to increase cooling.

5. Call 911. Be ready to provide emergency response personnel with directions to work location

6. If necessary, transport employee to one of the following facilities to receive immediate medical care:

a. St. Helena/Clearlake Hospital – Dam Road, Clearlake, CA

Regardless of the employee's protest, no employee with any of the symptoms of possible serious heat illness noted in this program should be sent home or left unattended without medical assessment and authorization.

G. TRAINING.

All employees who may work outdoors in conditions where there are environmental risk factors for heat illness shall be provided training on the proper measures to protect themselves and their colleagues. The training will include the following information:

1. Why it is important to prevent heat illness;

2. Procedures for acclimatization;

3. The need to drink water frequently;

4. The need to take breaks out of the heat;

5. How to recognize symptoms of heat illness;

6. How to contact emergency services and how to effectively report the work location to 911; and

7. The importance of choosing water instead of soda or other caffeinated beverages, and avoiding alcoholic beverages altogether during high heat.

RULE 24 – TRAVEL AND PER DIEM

Section 24.1: <u>TRAVEL REIMBURSEMENT</u>.

A. SCOPE.

It is the intent of the District to reimburse District personnel for all reasonable expenses incurred whenever they are required to travel on business for the District. "Business for the District" shall include expenses incurred in connection with approved official representation of the District from which the District will derive a specific benefit such as: attendance at training, seminars, symposia, conferences, hearings, conventions or other meetings.

B. TRAVEL AUTHORIZATION.

When it is necessary for District staff to attend meetings or training away from the District or to travel outside the District to conduct District business, various modes of transportation, lodging accommodations and meal alternatives are available. The associated costs vary considerably. In an effort to control costs and to compensate personnel for reasonable expenses, the following policy shall be adhered to for all District travel:

1. District staff may not attend out-of-state conferences unless approved by the Board of Directors.

2. District staff may attend in-state conferences. The General Manager must approve all travel, provided sufficient monies have been previously budgeted.

3. The General Manager may authorize the attendance of additional District personnel if deemed appropriate and travel funds are available.

4. Arrangements must be made sufficiently in advance to take advantage of available discounts for registration, air fair and lodging.

C. TRANSPORTATION.

1. For travel outside the Northern California area, employees are expected to travel by air. If traveling by private vehicle, departure and arrival times shall be based on air travel time. Departure shall not be earlier than that which would allow the District personnel to arrive within a reasonable amount of time to attend the first scheduled event of the conference, seminar, etc.; in turn, the same reasonable time period shall apply to departure from the event when returning and shall allow District personnel to return at the earliest reasonable time possible. Reasonable amount of time shall be determined in one-half day increments, subject to General Manager, i.e.:

- If the conference begins at 9:00 a.m., Tuesday outside Lake County, the employee may leave Hidden Valley Lake Monday evening after the work day.

- If the conference begins at Noon Tuesday outside of Lake County, the District personnel may depart from Hidden Valley Lake (or home) early Tuesday morning.

- If the first scheduled event begins at 5:00 p.m. on Tuesday outside of Lake County, District personnel may depart from Hidden Valley Lake late Tuesday morning or early Tuesday afternoon.

2. Departures and subsequent arrival practices will be contingent upon flight schedules and fare discounts.

3. If District personnel wish to deviate from the reasonable arrival or departure time period for personal reasons or if alternative transportation is involved, any excess time (that which is above the time required to fly) shall be charged as vacation leave time and will require General Manager approval in advance. This practice shall apply to District personnel driving personal vehicles. Permission to drive shall not be construed to mean “on District time”. Any additional expenses, including meal and lodging costs, resulting from excess travel time will be at the individual’s own expense.

4. Use of a private car (if authorized in advance) will be reimbursed at approved rates in effect at the time of travel. A copy of the employee’s proof of automobile insurance must remain on file with the HR administrator. In cases where more than one person is attending the same event, they will be strongly encouraged to travel together and mileage reimbursement would be for one vehicle only. In instances where this is not possible, advance approval by the HR administrator will be necessary. Mileage reimbursement will be based on actual miles driven, from the District office. The maximum paid for transportation to areas outside Northern California shall not exceed the equivalent cost of “coach fare” airline transportation plus the cost of other necessary ground transportation at the destination.

5. Payment for travel reservations should be made far enough in advance (generally 14 to 21 days) to take advantage of discounts. Travel arrangements shall be made by the HR administrator.

D. CAR RENTALS.

When traveling, the use of rental cars is discouraged. Airport shuttle service, buses, or taxis should be utilized between airports and hotels or meeting locations if within 30 miles. Staff should check availability and cost, and make their own car rental arrangements. When renting a car, insurance and other extras should not be requested. Before returning the car, the District personnel are to make sure the car is returned with the same amount of gas as when rented, usually a full tank. The District personnel may then claim reimbursement for the gas with the proper receipt.

E. LODGING.

1. Receipts for lodging must be submitted to obtain reimbursement. Lodging reimbursement may be requested when traveling outside of Lake County or when attendance at events is for two or more consecutive days. Lodging reimbursement for the night prior to the beginning of an event may be allowed only if time and/or travel schedules prohibit travel at reasonable hours on the first day of a conference. Generally, reimbursement would be allowed if the event begins before 9:00 a.m. (and is outside of Lake County) or is out of the state. Note: No lodging decisions should be made based on where an employee's residence is located (i.e. an employee who commutes 50 miles to work each day should be held to the same standard for lodging purposes that would be applied to an individual who commutes five miles to work). No lodging reimbursement will be allowed for the night following the event, except under circumstances beyond the control of the District personnel (i.e. flight canceled). In most occasions, lodging will be booked and paid for in advance to avoid inconvenience to employees attending the conference.

2. Lodging reimbursement will not be approved for travel within Lake County regardless of the length of the event. Note: This applies to all events attended by any District Official or District Staff, since it is inappropriate to use District funds for unnecessary and frivolous purposes.

3. Lodging shall be obtained at the most economical rate available for good quality. Lavish or oversized accommodations are not justified. Conference headquarters hotels are encouraged, when not unnecessarily expensive. Reservations made through the convention and/or housing bureaus (usually offered through conference literature) are encouraged. If the convention or housing bureaus are not used, and if more than one place of lodging is available, the prevailing rate for a single occupancy room will be allowed. In the absence of group or special rates, District personnel should request a "government rate" discount.

4. Advance payment may be made by or the District's credit card. For all travel advances paid either directly to the individual or a third-party, a supporting schedule detailing the type of expenditures being advanced must be provided. This will allow determination if the expenditures requested for advance are eligible for reimbursement prior to those costs being incurred. Receipts are to be kept and attached to the employee's travel form and

submitted to Accountant/Controller immediately after the conclusion of the event.

Purpose

To establish a policy for travel expenses that accrue while an employee is at a class, seminar or conference pertaining to or on behalf of the District.

Policy

The District may reimburse employee for the actual and necessary expenses incurred for education, seminars and conferences. Must be pre-approved by General Manager before the event occurs.

Lodging costs in conjunction with a conference or other activity may not exceed the maximum group rate published by the conference or activity sponsor, if lodging at the group rate is available at the time of booking. If not, the employee shall be reimbursed for lodging at comparable rates, or rates established by the Internal Revenue Service in Publication 463.

Meals may be reimbursed at standard rates established by the Internal Revenue Service. Meals are reimbursed during the time frame and within reason of the scheduled event. Employees' must be 1 hour or more from home to utilize reimbursement of meals. Alcoholic beverage expenses ***shall not*** be reimbursed by the District.

Employees shall use government or group rates for travel, when available. If not available, Employees may be reimbursed according to the standard rates established by the Internal Revenue Service. First class airfare shall not be reimbursed by the District.

Incidental expenses, including but not limited to tips and business telephone calls may be reimbursed at the current Internal Revenue Service Rate.

Procedure

Employees who make reimbursement requests are required to submit expense reports on District forms, and provide receipts to document their expenditures. All receipts and documentation of expenditures shall be submitted to the Accountant/Controller within 10 days of returning for reimbursement and for District's records. All documents relating to reimbursable expenditures are public records subject to disclosure.

RULE 25 – EQUAL EMPLOYMENT OPPORTUNITY

Section 25.1: GENERAL POLICY. It is the policy of the District to provide equal employment opportunity to all persons.

All District recruitment, hiring, training, promoting and transferring shall be done without regard to race, color, religion, national origin, sex, marital status, political affiliation, age, or physical or mental disabilities not constituting bona fide occupational qualifications. All personnel policies, procedures and practices shall be administered accordingly.

The District recognizes its moral and legal responsibility to provide equal employment opportunity, to take affirmative and direct action at all levels of special district government regarding job classifications, salaries, training, fringe benefits, and other personnel policies, and to improve employment and career opportunities for minority group persons and women according to affirmative action principles.

The General Manager is responsible for implementation of all equal employment opportunities and affirmative action programs adopted by the District. Supervisors are required to assure that equal employment opportunity concepts are supported by their organizations. Employee organizations must support and comply with adopted programs and the HR administrator shall maintain appropriate records and prepare status reports on implementation.

Appendix C

Property/Liability Credit Incentive Program

SDRMA

Hidden Valley Lake Community Services District

CIP Points Earned as of: 3/31/2016

The Credit Incentive Program (CIP) is designed to encourage our Members to take a proactive approach for loss prevention administration, training and safety/risk management. In an effort to assist our Members in achieving the lowest contributions possible, we performed a review of the documents submitted to date for the CIP program year 2015-16. These credits will be applied toward the invoice for the 2016-17 program year. The following earned credits have been documented:

CIP Criteria Description*	Maximum Available	CIPs Earned to Date
SDRMA Safety Specialist Certificate	2	0
Special District Administrator designation from SDLF	2	0
Staff Attendance at SDRMA Workshop	1	1
Additional Staff Attendance at SDRMA Workshop	1	0
Management Staff Attendance at CSDA Sponsored Training	1	1
Additional Management Staff Attendance at CSDA Sponsored Training	1	1
Attendance at Approved Legal Seminar	1	1
Additional Attendance at Approved Legal Seminar	1	1
TargetSolutions Online Training Program	3	0
Use of SDRMA Safety Video Library	2	0
ADMINISTRATION TRACK TOTALS - 8 POINTS MAXIMUM		**5**
SDLF District of Distinction designation	4	0
Single Board Member Attendance at SDRMA Workshop	1	1
Additional Board Member Attendance at SDRMA Workshop	1	0
Single Board Member Attendance at CSDA Training	1	0
Additional Board Member Attendance at CSDA Training	1	0
Completion of two CSDA Education / Webinar sessions	2	0
Presentation of Financial Audit	2	2
General Safety Specialist Certificate	2	0
GOVERNANCE TRACK TOTALS - 5 POINTS MAXIMUM		**3**
No Claims during the year	2	2
CLAIMS TRACK TOTALS - 2 POINTS MAXIMUM		**2**
COMBINED TRACK TOTALS - 15 POINTS MAXIMUM	**15**	**10**
5 YEAR NO CLAIMS BONUS	**3**	**0**
TOTAL CREDIT INCENTIVE POINTS	**18**	**10**

*For detailed information, please see the 2015-16 Property/Liability CIP criteria. For questions, please contact Dennis Timoney, Chief Risk Officer at 800.537.7790 or dtimoney@sdrma.org.

Workers' Compensation Credit Incentive Program

SDRMA

Hidden Valley Lake Community Services District

CIP Points Earned as of: 5/5/2016

The Credit Incentive Program (CIP) is designed to encourage our Members to take a proactive approach for loss prevention administration, training and safety/risk management. In an effort to assist our Members in achieving the lowest contributions possible, we performed a review of the documents submitted to date for the CIP program year 2015-16. The following earned credits have been documented and will be applied toward the annual payroll reconciliation invoice for the 2015-16 program year:

CIP Criteria Description*	Maximum Available	CIPs Earned to Date
SDRMA Safety Specialist Certificate	2	0
Special District Administrator designation from SDLF	2	0
Staff Attendance at SDRMA Workshop	1	1
Additional Staff Attendance at SDRMA Workshop	1	0
Management Staff Attendance at CSDA Sponsored Training	1	1
Additional Management Staff Attendance at CSDA Sponsored Training	1	1
Attendance at OSHA/Safety Management Seminar	1	0
Injury, Illness and Prevention Program	2	0
TargetSolutions Online Training Program	3	0
Use of SDRMA Safety Video Library	2	0
ADMINISTRATION TRACK TOTALS - 8 POINTS MAXIMUM		**3**
SDLF District of Distinction designation	4	0
Single Board Member Attendance at SDRMA Workshop	1	1
Additional Board Member Attendance at SDRMA Workshop	1	0
Single Board Member Attendance at CSDA Training	1	0
Additional Board Member Attendance at CSDA Training	1	0
Completion of two CSDA Education / Webinar sessions	2	0
General Safety Specialist Certificate	2	0
GOVERNANCE TRACK TOTALS - 5 POINTS MAXIMUM		**1**
No Claims during the year	2	0
Utilization of Company Nurse	2	0
CLAIMS TRACK TOTALS - 2 POINTS MAXIMUM		**0**
COMBINED TRACK TOTALS - 15 POINTS MAXIMUM	**15**	**4**
5 YEAR NO CLAIMS BONUS	**3**	**0**
TOTAL CREDIT INCENTIVE POINTS	**18**	**4**

*For detailed information, please see the 2015-16 Workers' Compensation CIP criteria. For questions, please contact Dennis Timoney, Chief Risk Officer at 800.537.7790 or dtimoney@sdrma.org.

Special District Risk Management Authority

Workers' Compensation 10 Year Claim Summary

Hidden Valley Lake Community Services District
Member Since - 12/01/2002
Member Type - Community Services
As of 01/31/2017

	EMOD Comparison			Number of Claims			Total Claims Amount			Average Severity Comparison		
Coverage Period	Member	Member Type Avg	Pool Avg	Open	Closed	Total	Paid	Outstanding Reserve	Total Incurred	Member	Member Type	Pool
2016-17	0.96	1.06	1.02	0	1	1	$639	$0	$639	$639	$15,921	$5,791
2015-16	1.88	1.07	1.06	0	2	2	$1,220	$0	$1,220	$610	$26,542	$17,197
2014-15	1.68	1.06	1.14	0	1	1	$406	$0	$406	$406	$26,297	$14,237
2013-14	1.54	1.10	1.16	0	1	1	$3,067	$0	$3,067	$3,067	$20,621	$14,608
2012-13	0.98	1.07	1.08	0	0	0	$0	$0	$0	$0	$14,101	$19,359
2011-12	0.97	1.09	1.06	0	3	3	$195,875	$0	$195,875	$65,292	$14,273	$18,805
2010-11	1.17	1.03	1.00	0	1	1	$575	$0	$575	$575	$11,626	$20,800
2009-10	1.04	1.05	1.01	0	0	0	$0	$0	$0	$0	$8,074	$25,169
2008-09	1.01	1.06	1.01	0	3	3	$4,357	$0	$4,357	$1,452	$9,871	$13,817
2007-08	0.87	1.02	0.98	0	0	0	$0	$0	$0	$0	$10,851	$10,050
	1.21	**1.06**	**1.05**	**0**	**12**	**12**	**$206,140**	**$0**	**$206,140**			

Claims by Injury Type

	Number of Claims			Total Claims Amount			Average Severity Comparison		
	Open	Closed	Total	Paid	Outstanding Reserve	Total Incurred	Member	Member Type	Pool
Animal / Insect Bite	0	1	1	$490	$0	$490	$490	$12,378	$3,922
Body Part Caught	0	1	1	$2,665	$0	$2,665	$2,665	$17,830	$6,413
Burns	0	1	1	$639	$0	$639	$639	$2,511	$2,250
Cut / Laceration	0	1	1	$1,570	$0	$1,570	$1,570	$1,950	$1,453
Other	0	2	2	$528	$0	$528	$264	$27,679	$25,422
Slip / Trip / Fall	0	1	1	$731	$0	$731	$731	$18,401	$22,866
Struck By Object	0	5	5	$199,517	$0	$199,517	$39,903	$10,750	$13,035
	0	**12**	**12**	**$206,140**	**$0**	**$206,140**			

Special District Risk Management Authority

Workers' Compensation Claim Detail

Hidden Valley Lake Community Services District
As of 01/31/2017

Injury Date	Claim Number	Injury Category	Injury Type	Claim Status	Medical Paid	Medical Reserve	Indemnity Paid	Indemnity Reserve	Expense Paid	Expense Reserve	Total Incurred
03/07/2003	SDWA-160551	Future Medical	Injury - Jumping	C	$2,625	$0	$13,559	$0	$0	$0	$16,183
2002-03	**No. of Claims: 1**				**$2,625**	**$0**	**$13,559**	**$0**	**$0**	**$0**	**$16,183**
10/21/2003	SDWA-201595	Medical	Struck - Animal/Insect	C	$240	$0	$0	$0	$0	$0	$240
03/19/2004	SDWA-233280	Medical	Caught In - Machine Or Mac	C	$1,381	$0	$0	$0	$0	$0	$1,381
03/23/2004	SDWA-233277	Medical	Struck - Hand Tool Or Mach	C	$0	$0	$0	$0	$0	$0	$0
2003-04	**No. of Claims: 3**				**$1,620**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,620**
06/19/2006	SDWA-342485	Medical	Cut - Object Lift Or Handled	C	$458	$0	$0	$0	$0	$0	$458
2005-06	**No. of Claims: 1**				**$458**	**$0**	**$0**	**$0**	**$0**	**$0**	**$458**
01/11/2007	SDWA-354173	Medical	Injury - Twisting	C	$2,174	$0	$0	$0	$0	$0	$2,174
01/25/2007	SDWA-354473	Indemnity	Struck - Lifted/Handled Obje	C	$7,290	$0	$4,796	$0	$20	$0	$12,106
2006-07	**No. of Claims: 2**				**$9,463**	**$0**	**$4,796**	**$0**	**$20**	**$0**	**$14,280**
09/10/2008	SDWA-432629	Medical	Cut - Hand Tool, No Pwr	C	$1,570	$0	$0	$0	$0	$0	$1,570
09/10/2008	SDWA-432632	Medical	Caught In Or Between	C	$2,249	$0	$391	$0	$25	$0	$2,665
09/22/2008	SDWA-436962	Medical	Injury - Using Tool Or Machi	C	$122	$0	$0	$0	$0	$0	$122
2008-09	**No. of Claims: 3**				**$3,942**	**$0**	**$391**	**$0**	**$25**	**$0**	**$4,357**
01/24/2011	SDWA-545308	Medical	Struck Or Injured By	C	$563	$0	$0	$0	$12	$0	$575
2010-11	**No. of Claims: 1**				**$563**	**$0**	**$0**	**$0**	**$12**	**$0**	**$575**
09/13/2011	SDWA-551583	First Aid	Strike - Object Lifted/Handle	C	$508	$0	$0	$0	$0	$0	$508
03/19/2012	SDWA-554709	Indemnity	Struck - Other Worker	C	$60,122	$0	$89,608	$0	$35,679	$0	$185,409
06/27/2012	SDWA-555507	Indemnity	Struck - Other Worker	C	$4,604	$0	$0	$0	$5,355	$0	$9,958
2011-12	**No. of Claims: 3**				**$65,233**	**$0**	**$89,608**	**$0**	**$41,034**	**$0**	**$195,875**
10/18/2013	SDWA-556348	Indemnity	Struck - Other Worker	C	$0	$0	$0	$0	$3,067	$0	$3,067
2013-14	**No. of Claims: 1**				**$0**	**$0**	**$0**	**$0**	**$3,067**	**$0**	**$3,067**
06/16/2015	SDWA-557278	Medical	Strain - Strain or Injury By, N	C	$239	$0	$0	$0	$167	$0	$406
2014-15	**No. of Claims: 1**				**$239**	**$0**	**$0**	**$0**	**$167**	**$0**	**$406**
09/17/2015	SDWA-557460	Medical	Slip/Fall	C	$651	$0	$0	$0	$80	$0	$731
12/02/2015	SDWA-557604	Indemnity	Struck - Animal/Insect	C	$313	$0	$0	$0	$177	$0	$490
2015-16	**No. of Claims: 2**				**$964**	**$0**	**$0**	**$0**	**$256**	**$0**	**$1,220**
10/18/2016	SDWA-558342	Medical	Burn - Electrical Current	C	$430	$0	$0	$0	$209	$0	$639
2016-17	**No. of Claims: 1**				**$430**	**$0**	**$0**	**$0**	**$209**	**$0**	**$639**
Reporting Years: 11	**Total No. of Claims: 19**	**No. of Open Claims: 0**			**$85,538**	**$0**	**$108,353**	**$0**	**$44,790**	**$0**	**$238,681**

Claim Status: C - Closed O - Open, R - Reopened

Appendix D

RESOLUTION NO. 2016-11

A RESOLUTION APPROVING AND ADOPTING
INVESTMENT POLICY FOR FISCAL YEAR 2016/2017

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

RESOLVED, by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, that certain Investment Policy for Fiscal Year 2016/2017, attached hereto and setting forth the policy for investment of District's funds for said Fiscal Year, be and it is hereby, approved and adopted as the Official Investment Policy of this District for Fiscal Year 2016/2017.

* * * * *

I hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the 21th day of June, 2016, by the following vote:

AYES,

NOES,

ABSENT,

ABSTAIN,

_____
Jim Freeman
President of the Board

_____
Kirk Cloyd
General Manager/Secretary to the Board

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
INVESTMENT POLICY
FY 2016-2017

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

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

Reporting

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

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

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

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

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

Service Bank

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

Safekeeping Account

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

Investment Documentation and Review

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

Audit

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

Policy Review

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

Standard of Care (Prudent Investor Standard)

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

Legislative Changes

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

Interest Earnings

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

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
INVESTMENT POLICY

APPENDIX A

Authorized Investments

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Summer 2013 Edition

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Inside this issue:

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2012 Water Quality Report

Hidden Valley Lake Community Services District takes great pride in providing high quality drinking water to the residents in our community.

To ensure that tap water is safe to drink, the Federal Environmental Protection Agency (USEPA) and the State of California Department of Health (DPH) set standards limiting the amounts of contaminants in water supplied by public water systems.

Hidden Valley Lake CSD tests for all types of contaminants to meet State and Federal regulations. The tables in this report give you the results of constituents that yield detectable levels. The presence of these contaminants in the water does not necessarily indicate that the water poses a health risk. The Department allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of the data, though representative of the water quality, are more than one year old.

Drinking water is routinely sampled and monitored for Maximum Contaminant Levels (MCLs) which is the highest level allowed for a specific contaminant. Hidden Valley Lake CSD is pleased to report that our drinking water meets all treatment standards, and in fact, the levels are significantly lower than those allowed under EPA and DPH standards.

The following tables outline the results of the District's rigorous testing.

"Hidden Valley Lake CSD is pleased to report that our drinking water meets all treatment standards..."

Where Does Our Water Come From?

Hidden Valley Lake CSD's drinking water is supplied from groundwater pumped from two primary wells from the Coyote Valley Basin. Hidden Valley Lake CSD stores 2.5 million gallons of water, providing fire protection and domestic drinking water to the residents of Hidden Valley Lake.

DEFINITIONS USED IN THIS REPORT:

Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).

Public Health Goal (PHG): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

Maximum Residual Disinfectant Level (MRDL): The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Maximum Residual Disinfectant Level Goal (MRDLG): The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Primary Drinking Water Standards (PDWS): MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

Secondary Drinking Water Standards (SDWS): MCLs for contaminants that affect taste, odor, or appearance of the drinking water. Contaminants with SDWSs do not affect the health at the MCL levels.

Treatment Technique (TT): A required process intended to reduce the level of a contaminant in drinking water.

Regulatory Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

Variances and Exemptions: Department permission to exceed an MCL or not comply with a treatment technique under certain conditions.

ND: not detectable at testing limit

ppm: parts per million or milligrams per liter (mg/L)

ppb: parts per billion or micrograms per liter (µg/L)

ppt: parts per trillion or nanograms per liter (ng/L)

ppq: parts per quadrillion or picogram per liter (pg/L)

pCi/L: picocuries per liter (a measure of radiation)

What the Tables Mean

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- *Microbial contaminants*, such as viruses and bacteria that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- *Inorganic contaminants*, such as salts and metals, that can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- *Pesticides and herbicides* that may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.
- *Organic chemical contaminants*, including synthetic and volatile organic chemicals that are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, agricultural application, and septic systems.
- *Radioactive contaminants*, that can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the USEPA and the California Department of Public Health (Department) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. Department regulations also establish limits for contaminants in bottled water that provide the same protection for public health.

Tables 1, 2, 3, and 4 list all the drinking water contaminates detected during most recent sampling for constituents. The presence of these contaminates in the water does not necessarily indicate that the water poses a health risk. The State allows us to monitor for some contaminates less than once per year because the concentrations of these contaminates doe not change frequently. Some of the data, though representative of the water quality, are more than one year old.

TABLE 1 – SAMPLING RESULTS SHOWING THE DETECTION OF COLIFORM BACTERIA

Microbiological Contaminants (complete if bacteria detected)	Highest No. of Detections	No. of months in violation	MCL	MCLG	Typical Source of Bacteria
Total Coliform Bacteria	(In a mo.) 0	0	More than 1 sample in a month with a detection	0	Naturally present in the environment
Fecal Coliform or *E. coli*	(In the year) 0	0	A routine sample and a repeat sample detect total coliform and either sample also detects fecal coliform or *E. coli*	0	Human and animal fecal waste

TABLE 2 – SAMPLING RESULTS SHOWING THE DETECTION OF LEAD AND COPPER

Lead and Copper (complete if lead or copper detected in the last sample set)	No. of samples collected	90th percentile level detected	No. sites exceeding AL	AL	PHG	Typical Source of Contaminant
Lead (ppb)	20	5	0	15	0.2	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits
Copper (ppm)	20	0.37	0	1.3	0.3	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

TABLE 3 – SAMPLING RESULTS FOR SODIUM AND HARDNESS

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Sodium (ppm)	4-18-12	6.7	-	ns	ns	Salt present in the water and is generally naturally occurring
Hardness (ppm)	4-18-12	250	-	ns	ns	Sum of polyvalent cautions present in the water, generally magnesium and calcium, water, generally magnesium and calcium, and are usually naturally occurring and are usually naturally occurring

Your Water's Characteristics

Sodium: There is currently no drinking water standard for sodium. Hidden Valley Lake's sodium averages 6.7 ppm, a level unlikely to contribute to adverse health effects.

Hardness: Water in Hidden Valley Lake is considered to be very hard at an average level detected of 250 ppm. Water that is too soft (below 30 ppm) can be corrosive to plumbing pipes, and water that is too hard (above 300ppm) causes scales to form on plumbing fixtures and cooking utensils. Hard water is found in over 85% of the United States water supplies.

Water Hardness Scale		
Grains per Gallon	**Parts per Million (ppm)**	**Classification**
Less than 1.0	Less than 17.1	Soft
1.0 - 3.5	17.1 - 60	Slightly Hard
3.5 - 7.0	60-120	Moderately Hard
7.0 - 10.5	120 - 180	Hard
Over 10.5	Over 180	Very Hard

TABLE 4 – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL [MRDL]	PHG (MCLG) [MRDLG]	Typical Source of Contaminant
Aluminum (ppm)	4-1812	<0.05	-	1	0.6	Erosion of natural deposits; residue from some surface water treatment processes.
Antimony (ppb)	4-18-12	<0.006	-	6	20	Discharge from petroleum refineries; fire retardants; ceramics; electronics; solder.
Arsenic (ppb)	4-18-12	<0.002	-	10	2	Erosion of natural deposits; runoff from orchards; glass and electronics production wastes.
Barium (ppm)	4-18-12	<0.1	-	1	0.04	Discharges of oil drilling wastes and from metal refineries; erosion of natural deposits.
Beryllium (ppb)	4-18-12	<0.001	-	4	2	Discharge from metal refineries, coal-burning factories, and electrical, aerospace, and defense industries.
Cadmium (ppb)	4-18-12	<0.001	-	5	1	Internal corrosion of galvanized pipes; erosion of natural deposits; discharge from electroplating and industrial chemical factories, and metal refineries; runoff from waste batteries and paints.
Chromium (ppb)	4-18-12	15	-	50	0.04	Discharge from steel and pulp mills and chrome plating; erosion of natural deposits.
Flouride (ppm)	4-18-12	.15	.10-.15	2.0	(11)	Erosion of natural deposits; water additive that promotes strong teeth; discharge from fertilizer and aluminum factories.
Mercury [inorganic] (ppb)	4-18-12	<0.001	-	2	1	Erosion of natural deposits; discharge from refineries and factories; runoff from landfills and cropland.
Nickel (ppb)	4-18-12	<10	-	100	12	Erosion of natural deposits; discharge from metal factories.
Nitrate (as nitrate, NO_3) (ppm)	12-11-12	8.4	7-12	45	45	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits.
Nitrite (as nitrogen) (ppm)	3-6-11 12-6-11	<.4	<4	1	1	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits
Perchlorate (ppb)	4-18-12	<4	<4	6	6	Perchlorate is an inorganic chemical used in solid rocket propellant, fireworks, explosives, flares, matches, and a variety of industries. It usually gets into drinking water as a result of environmental contamination from historic aerospace or other industrial operations that used or use, store, or dispose of perchlorate and its salts.
Selenium (ppb)	4-18-12	<5	-	50	30	Discharge from petroleum, glass, and metal refineries; erosion of natural deposits; discharge from mines and chemical manufacturers; runoff from livestock lots (feed additive).
Thallium (ppb)	4-18-12	<1	-	2	0.1	Leaching from ore-processing sites; discharge from electronics, glass, and drug factories.

TABLE 5 – DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Color	4-18-12	10	3-10	15	NA	Naturally-occurring organic materials
Methyl-tert-butyl ether [MTBE] (ug/L)	4-18-12	ND	-	5	NA	Leaking underground storage tanks; discharge from petroleum and chemical factories
Odor---Threshold (units)	4-18-12	<1	-	3	NA	Naturally-occurring organic materials
Silver (ug/L)	4-18-12	<10	-	100	NA	Industrial discharges
Turbidity	4-18-12	.35	-	5	NA	Soil runoff
Zinc (mg/L)	4-18-12	<0.05	-	5	NA	Runoff/leaching from natural deposits; Industrial wastes
Total Dissolved Solids mg/L)	4-18-12	270	-	1,000	NA	Runoff/leaching from natural deposits
Specific Conductance µS/cm	12-11-12	550	-	1,600	NA	Substances that form ions when in water; seawater influence
Chloride (mg/L)	4-18-12	7.9	-	500	NA	Runoff/leaching from natural deposits; seawater influence
Iron	4-18-12	<100	-	300	NA	Leaching from natural deposits; industrial wastes
Manganese (ug/L)	4-18-12	<20	-	50	NA	Leaching from natural deposits
Sulfate (mg/L)	4-18-12	7.5	-	500	NA	Runoff/leaching from natural deposits; industrial wastes

TABLE 6 – DETECTION OF UNREGULATED CONTAMINANTS

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	Notification Level	Health Effects Language
Chromium VI (ppb) (Hexavalent chromium)	10-8-08	20.5	-	NA	NA

Additional General Information on Drinking Water

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/ Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

Lead-Specific Language for Community Water Systems: If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Hidden Valley Lake CSD is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at http://www.epa.gov/safewater/lead.

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

The difference between EPA tap water requirements and FDA bottled water rules.	 **Bottled Water**	 **Tap Water**
Disinfection required	No	Yes
Confirmed E. Coli and Fecal Coliform banned	No	Yes
Must filter to remove pathogens, or have strictly protected sources	No1	Yes2
Must test for Cryptosporidium, Giardia, viruses	No	Yes3
Test frequently for most synthetic organic chemicals	One/year	One/year
Operator must be trained and certified4	No	Yes
Must test for and meet standards for asbestos and phthalate	No	Yes Waivers available if a clean source
Must use certified labs for testing	No	Yes
Must report violations to State, Federal Officials	No	Yes
Consumer right to know about contamination	No	Yes
Testing frequently for bacteria	One/week	At least 120/month

1 FDA requires state and local approval of bottled water sources. Sources could be springs, wells or existing drinking water suppliers.
2. Hidden Valley Lake Community Services District uses wells for its drinking water supply to the Hidden Valley Lake residents.
3. Previous studies show groundwater from collector wells filter out Cryptosporidium, Giardia and viruses. Chlorine is added to achieve a 99.99% removal of viruses as required under the Groundwater Rule.
4. The Safe Water Drinking Act Amendments of 1996 requires states, subject to EPA guidelines, to train and certify operators of all public water systems.

Summer 2014 Newsletter

Hidden Valley Lake

Community Services District

19400 Hartmann Road

Hidden Valley Lake, CA 95467

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Drought Update 1

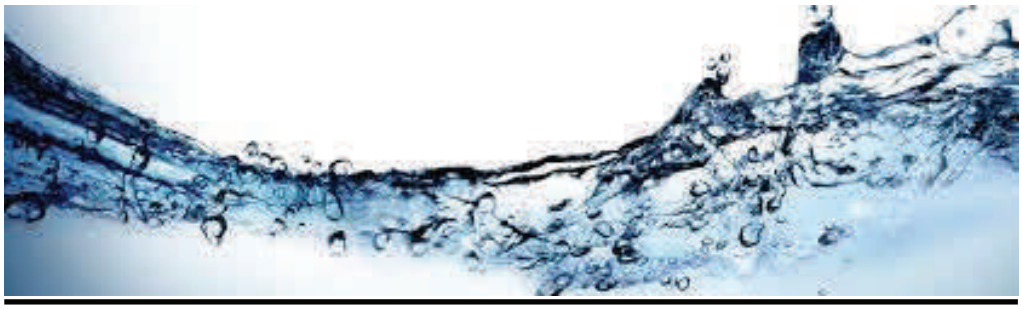
New Chromium Limit Will Impact Water Rates 2

2013 Water Quality Report 3

It's easy for every Californian—young and old—to save water every day. The good news is there are lots of simple ways to reduce the amount of water that we use at home, both inside and outside. If we all work together, we can make a difference for California's future.

A public service to the HVL community

Hidden Valley Lake Community Services District



"The mission of the Hidden Valley Lake Community Services District is to provide, maintain and protect our community's water"

Drought Update

The impact of the ongoing drought continues to make front page news across the State. Earlier this year a number of communities were forced to implement mandatory water rationing to preserve their remaining water supplies. The District is fortunate to have a remarkably reliable water supply. Although the Coyote Valley groundwater basin, the source of our community's drinking water, is small by statewide standards, our water demands – the amount of water we withdraw from this "bank" each year – are relatively modest. In all but the driest years the groundwater basin is fully recharged by the end of the rainy season.

How are we doing?

This has been one of the driest years on record, the groundwater basin is nearly, but not fully recharged. On February 18, 2014 the Hidden Valley Lake Community Services District Board of Directors adopted Resolution 2014-2 calling for voluntary conservation. To date District water usage has decreased 19 percent over the same period in prior year. The District continues to urge aggressive conservation as a means of preserving and extending our water supply.

Will there be mandatory rationing this summer or fall?

Recently, the State Water Resources Control Board (SWRCB), the agency that oversees water rights, has notified municipalities, farmers and others across the State they may impose mandatory water rationing on all water users in critically dry areas such as the San Joaquin and Sacramento drainages. The District is located in the Putah Creek drainage, a tributary of the Sacramento river, and could soon be required by the SWRCB to implement mandatory water rationing. We are working closely with the SWRCB and will keep you informed as this issue progresses. Additional information about the SWRCB and the statewide impacts of the drought are available at www.waterboards.ca.gov.

We can make a difference for California's future at http://saveourwater.com/

New Chromium Limit Will Impact Water Rates

Providing you with a safe and reliable supply of drinking water is our top priority. Our water consistently meets all federal and state drinking water standards. Those standards, however, tend to get tighter as technological advances enable the detection of pollutants at lower and lower trace amounts. We now routinely detect elements in water at the parts-per-billion (ppb) level. That's like finding one grain of salt among a billion grains of sand!

Current drinking water standards limit the amount of "total chromium" to 50 ppb. Chromium naturally occurs in several different forms, the most common of which are trivalent chromium (chromium-3) and hexavalent chromium (chromium-6). Our water has never exceeded the 50 ppb total chromium limit.

What's the Difference Between Chromium-3 and Chromium-6?

If you take a multivitamin, you might see chromium listed as one of the ingredients. That's chromium-3, an essential nutrient. Chromium-6 is not as harmless as chromium-3 and, according to some studies, may pose a risk of cancer when inhaled or ingested.

In April 2014, the California Department of Public Health (CDPH) adopted a drinking water standard that limits chromium-6 to 10 ppb. California is the first state to adopt a separate, more-stringent limit for chromium-6. The new chromium-6 standard is scheduled to take effect beginning July 1, 2014.

Is Chromium-6 In Our Water?

In anticipation of the proposed standard, we immediately expanded our ongoing testing program for chromium. The results indicate that our raw water supply occasionally has chromium-6 levels that exceed the proposed 10 ppb limit. The source of chromium-6 appears to be serpentine rock, which is relatively abundant in our area and other parts of the State, and is a well-documented source of chromium.

What Happens Next?

Complying with the proposed 10 ppb limit for chromium-6 will require additional treatment or blending of different water sources. The CDPH estimates that for a District of our size, the cost of compliance could exceed $730,000 per year, or roughly $300 per year per residential connection.

Sign up for e-statements and automated notifications starting Fall 2014

Name: _____

Property address: _____

Email address: _____

Contact phone number: _____

2013 Water Quality Report

The Hidden Valley Lake Community Services District is committed to providing our community with a safe and reliable supply of high-quality drinking water that meets Federal and State standards. The District's drinking water is routinely sampled and monitored for contaminants. Each year the District's sampling results and other information pertaining to water quality are published in accordance with Federal Safe Drinking Water Act and California Department of Public Health (CDPH) requirements.

The Hidden Valley Lake Community Services District is once again pleased to report that our drinking water meets all treatment standards. The following tables summarize the results of the District's rigorous testing.

Definitions Used in This Report

Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).

Public Health Goal (PHG): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by California Environmental Protection Agency.

Maximum Residual Disinfectant Level (MRDL): The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Maximum Residual Disinfectant Level Goal (MRDLG): The level of drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Primary Drinking Water Standards (PDWS): MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

Secondary Drinking Water Standards (SDWS): MCLs for contamination that affect taste, odor, or appearance of the drinking water. Contaminants with SDWs do not affect the health at the MCL levels.

Treatment Technique (TT): A required process intended to reduce the level of a contaminant in drinking water.

Regulatory Action Level (AL): The concentration of a contaminate which, if exceeded, triggers treatment or other requirements that a water system must follow.

Variances and Exemptions: Department permission to exceed and MCL or not comply with a treatment technique under certain conditions.

ND: not detectable at testing limit.

ppm: parts per million or milligrams per liter (mg/L)

ppb: parts per billion or micrograms per liter ((ug/L)

ppt: parts per trillion or nanograms per liter (ng/L)

ppq: parts per quadrillion or pictogram per liter (pg/L)

pCi/L: picocuries per liter (a measure of radiation)

What These Tables Mean

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

What These Tables Mean (continued)

Contaminants that may be present in source water include:

- *Microbial contaminants*, such as viruses and bacteria that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- *Inorganic contaminants*, such as salts and metals, that can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- *Pesticides and herbicides* that may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.
- *Organic chemical contaminants*, including synthetic and volatile organic chemicals that are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, agricultural application, and septic systems.
- *Radioactive contaminants*, that can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the USEPA and the California Department of Public Health (Department) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. Department regulations also establish limits for contaminants in bottled water that provide the same protection for public health.

Tables 1, 2, 3, 4, 5 and 6 list all the drinking water contaminates detected during most recent sampling for constituents. The presence of these contaminates in the water does not necessarily indicate that the water poses a health risk. The State allows us to monitor for some contaminates less than once per year because the concentrations of these contaminates do not change frequently. Some of the data, though representative of the water quality, are more than one year old.

TABLE 1 – SAMPLING RESULTS SHOWING THE DETECTION OF COLIFORM BACTERIA

Microbiological Contaminants	Highest No. of Detections	No. of months in violation	MCL	MCLG	Typical Source of Bacteria
Total Coliform Bacteria	(In a month) 0	0	More than 1 sample in a month with a detection	0	Naturally present in the environment
Fecal Coliform or *E. coli*	(In the year) 0	0	A routine sample and a repeat sample detect total coliform and either sample also detects fecal coliform or *E. coli*	0	Human and animal fecal waste

TABLE 2 – SAMPLING RESULTS SHOWING THE DETECTION OF LEAD AND COPPER

Lead and Copper (and reporting units)	No. of samples collected	90th percentile level detected	No. sites exceeding AL	AL	PHG	Typical Source of Contaminant
Lead (ppb)	20	5	0	15	0.2	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits
Copper (ppm)	20	0.37	0	1.3	0.3	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

TABLE 3 – SAMPLING RESULTS FOR SODIUM AND HARDNESS

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Sodium (ppm)	4-18-12	6.7	-	No standard	No standard	Salt present in the water and is generally naturally occurring
Hardness (ppm)	4-18-12	250	-	No standard	No standard	Sum of polyvalent cautions present in the water, generally magnesium and calcium, and are usually naturally occurring

TABLE 4 – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG	Typical Source of Contaminant
Chromium (ppb)	12-3-13	24	11-24	50	NA	Discharge from steel and pulp mills and chrome plating; erosion of natural deposits.
Fluoride (ppm)	4-18-12	.15	0.10-0.15	2.0	1	Erosion of natural deposits; water additive that promotes strong teeth; discharge from fertilizer and aluminum factories.
Nitrate (as NO3) (ppm)	12-23-13	8.6	7.4-9.8	45	4 5	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits.

TABLE 5 – DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG	Typical Source of Contaminant
Color	4-18-12	10	3-10	15	NA	Naturally-occurring organic materials
Methyl-tert-butyl ether [MTBE] (ug/L)	10-25-13	ND	-	5	NA	Leaking underground storage tanks; discharge from petroleum and chemi-
Odor---Threshold (units)	4-18-12	<1	-	3	NA	Naturally-occurring organic materials
Silver (ug/L)	4-18-12	<10	-	100	NA	Industrial discharges
Turbidity	4-18-12	0.30	-	5	NA	Soil runoff
Zinc (mg/L)	4-18-12	<0.05	-	5	NA	Runoff/leaching from natural deposits; Industrial wastes
Total Dissolved Solids (mg/L)	4-18-12	270	-	1,000	NA	Runoff/leaching from natural deposits
Specific Conductance (µS/cm)	12-11-12	550	-	1,600	NA	Substances that form ions when in water; seawater influence
Chloride (mg/L)	4-18-12	7.9	-	500	NA	Runoff/leaching from natural deposits;
Iron	4-18-12	<100	-	300	NA	Leaching from natural deposits; industrial wastes
Manganese (ug/L)	4-18-12	<20	-	50	NA	Leaching from natural deposits
Sulfate (mg/L)	4-18-12	7.5	-	500	NA	Runoff/leaching from natural deposits;

TABLE 6 – DETECTION OF UNREGULATED CONTAMINANTS

Chemical or Constituent	Sample Date	Level Detected	Range of Detections	Notification Level	Health Effects Language
Chromium VI (ppb) (Hexavalent chromium)	12-3-13	24	11-24	NA	NA

Hidden Valley Lake Resident

Hidden Valley Lake, CA 95467

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How Can I Get Involved?

District Board meetings typically occur on the third Tuesday of the month at 7 p.m. in the District boardroom located at 19400 Hartmann Road, Hidden Valley Lake. Agendas, public hearing notices and agenda packets are published on our website under "Outreach/Publications 2014" tab http://www.hiddenvalleylakecsd.com/index

Summer 2015 Newsletter

Hidden Valley Lake
Community Services District

"Nip the Drip"

Fix those leaks!

A public service to the HVL community

Hidden Valley Lake Community Services District

2014 Consumer Confidence Report

In addition to the District's annual Consumer Confidence Report, this newsletter includes important information regarding the statewide drought and a new drinking water standard for hexavalent chromium. The drought and particularly the new drinking water standard for hexavalent chromium represent significant fiscal challenges for the District.

Drought update

California is now in it's fourth consecutive year of drought. On April 1, 2015 Governor Brown took the unprecedented step of mandating water conservation statewide. Among other things, the Governor's mandate calls for a 25 percent statewide reduction in urban water use, as compared to 2013. As of this writing the details regarding how this mandate will be implemented and enforced have not been established. Information about the drought and the Governor's water conservation mandate are available at www.waterboards.ca.gov.

The District is fortunate to have a remarkably reliable water supply. Despite below average rainfall this past winter, groundwater elevations at the District's municipal wells are currently at or near historic seasonal averages. Last year the District's potable water usage decreased by 17%, in comparison to 2013. The outdoor landscape irrigation restrictions adopted by the District last August remain in effect and the District continues to urge aggressive conservation as a means of preserving and extending our water supply.

New sewer rates take effect July 1, 2015

On April 21, 2015 the Hidden Valley Lake Community Services District Board of Directors adopted new sewer rates, effective July 1, 2015. The new sewer rates consist of two components, a "fixed charge" and a "volumetric charge". All sewer customers pay the same fixed charge, while the volumetric charge is determined by average monthly water use for the months of January through April. As a general rule, a residential or commercial customer's average monthly water use for the months of January through April provides a reasonable estimate of the wastewater produced each month of the year.

Sewer charges will be adjusted on July 1 of each year, with the volumetric charge being based on actual average monthly water usage in the preceding months of January through April.

MONTHLY SEWER RATES (Effective July1, 2015)

"Fixed" Charge by Meter Size	FY 2015/2016	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2019/2020
Residential*	$38.92	$42.03	$45.39	$49.02	$51.96
Commercial & Government (per HEU)	$38.92	$42.03	$45.39	$49.02	$51.96
"Volumetric" Charge per 100 cubic feet of monthly water use					
Residential*	$2.07	$2.23	$2.41	$2.60	$2.76
Commercial & Government	$2.25	$2.43	$2.62	$2.83	$3.00

*Includes single and multifamily; multifamily assessed per HEU

Water rate increases on hold pending further review of San Juan Capistrano Court Decision

On April 21, 2015 the Hidden Valley Lake Community Services District Board of Directors discussed but did not adopt proposed water rate increases that included a tiered water rate billing structure, due to a court decision made the prior day in southern California. On April 20, 2015, California's 4th District Court of Appeal found that the City of San Juan Capistrano's tiered water rate structure was inconsistent with Proposition 218. Pursuant to Proposition 218, water rate charges cannot exceed the cost of providing water service. Historically, tiered water rate structures have been used to incentivize water conservation by charging higher rates for "excessive" water use. Nearly two thirds of the municipal water purveyors in the State utilize some form of tiered water rate structure and in many cases, the charge rates associated with excessive water use are greater that the corresponding cost of providing water source.

The District's proposed tiered water rate structure included excessive water use tiers that were designed to incentivize water conservation, but not strictly based on the actual cost of providing water service. Given the uncertainty regarding tiered water rates, the District will be proposing an alternative rate structure and will issue a new Proposition 218 water rate increase notice in the near future.

New chromium limit will impact water rates

In April 2014, the California Department of Public Health (CDPH) adopted a drinking water standard that limits chromium-6 to ten parts per billion (ppb). California is the first state to adopt a separate, more stringent limit for chromium-6. The new chromium-6 standard took effect July 1, 2014. The District's raw water supply occasionally has chromium-6 levels that exceed the proposed 10 ppb limit. The source of chromium-6 appears to be serpentine rock, which is relatively abundant in our area and other parts of the State, and is well documented source of chromium.

Complying with the 10 ppb limit for chromium-6 will require additional treatment or blending with different water sources. The CDPH estimates that for a District of our size, the cost of treatment could exceed $730,000 per year or roughly $300 per year per residential connection. Blending, assuming a suitable water source can be obtained, appears to be potentially cheaper and more reliable, and is currently the District's preferred alternate. In order to identify the most cost effective options, we are collecting additional data to better understand where and at what concentrations chromium-6 occurs in the Coyote Valley groundwater basin. We also are working closely with the CDPH to secure technical and financial assistance for the testing and design of suitable water treatment facilities.

DEFINITIONS USED IN THIS REPORT

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N/A: not applicable.

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WHAT THESE TABLES MEAN

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TABLE 1 – SAMPLING RESULTS SHOWING THE DETECTION OF COLIFORM BACTERIA

Microbiological Contaminants	Highest No. of Detections	No. of months in violation	MCL	PHG (MCLG)	Typical Source of Bacteria
Total Coliform Bacteria	(In a month) 0	0	More than 1 sample in a month with a detection	(0)	Naturally present in the environment
Fecal Coliform or *E. coli*	(In the year) 0	0	A routine sample and a repeat sample detect total coliform and either sample also detects fecal coliform or *E. coli*	(0)	Human and animal fecal waste

TABLE 2 – SAMPLING RESULTS SHOWING THE DETECTION OF LEAD AND COPPER

Lead and Copper (and reporting unit)	No. of samples collected	90th percentile level detected	No. sites exceeding AL	AL	PHG (MCLG)	Typical Source of Contaminant
Lead (ppb)	20	5	0	15	0.2	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits
Copper (ppm)	20	0.37	0	1.3	0.3	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

TABLE 3 – SAMPLING RESULTS FOR SODIUM AND HARDNESS

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Sodium (ppm)	4-18-12	6.7	-	No Standard	No Standard	Salt present in the water and is generally naturally occurring
Hardness (ppm)	4-18-12	250	-	No Standard	No Standard	Sum of polyvalent cautions present in the water, generally magnesium and calcium, water, generally magnesium and calcium, and are usually naturally occurring and are usually naturally occurring

Sodium: There is currently no drinking water standard for sodium. The water in Hidden Valley Lake has detectable levels of sodium, but at concentrations that are unlikely to contribute to adverse health effects.

Hardness: The water in Hidden Valley Lake is considered to be very hard. Water that is too soft (below 30 ppm) can be corrosive to plumbing pipes, while water that is very hard (above 300 ppm) causes scales to form on plumbing fixtures and cooking utensils. Hard water is found in over 85% of the water supplies in the United States.

Water Hardness Scale	
Parts per Million (ppm)	**Classification**
Less than 17.1	Soft
17.1-60	Slightly Hard
60-120	Moderately Hard
120-180	Hard
Over 180	Very Hard

TABLE 4 – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Total Chromium (ppb)	12-19-14	15.1	5.3-23	50	(100)	Discharge from steel and pulp mills and chrome plating; erosion of natural deposits.
Chromium-6 (ppb)	12-19-14	14.4	5.1-22	10	0.02	Discharge from electroplating factories, leather tanneries, wood preservation, chemical synthesis, refractory production an textile manufacturing facilities; erosion of natural deposits
Fluoride (mg/l)	4-18-12	0.15	0.10-0.15	2.0	1	Erosion of natural deposits; water additive that promotes strong teeth; discharge from fertilizer and aluminum factories.
Nitrate (as NO3) (mg/l)	12-19-14	3.9	2.4-6.4	45	45	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits.

TABLE 5 – DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Color	4-18-12	10	3-10	15	N/A	Naturally-occurring organic materials
Odor---Threshold (units)	4-18-12	<1	-	3	N/A	Naturally-occurring organic materials
Turbidity	4-18-12	0.30	-	5	N/A	Soil runoff
Total Dissolved Solids mg/L)	4-18-12	270	-	1,000	N/A	Runoff/leaching from natural deposits
Specific Conductance µS/cm	12-19-14	490	-	1,600	N/A	Substances that form ions when in water; seawater influence
Chloride (mg/L)	4-18-12	7.9	-	500	N/A	Runoff/leaching from natural deposits; seawater influence
Sulfate (mg/L)	4-18-12	7.5	-	500	N/A	Runoff/leaching from natural deposits; industrial wastes

ADDITIONAL GENERAL INFORMATION ON DRINKING WATER

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline 1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/ Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

Lead-Specific Language for Community Water Systems: If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Hidden Valley Lake CSD is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at www.epa.gov/safewater/lead.

Hidden Valley Lake Resident
Hidden Valley Lake, CA 95467

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How Can I Get Involved?

District Board meetings typically occur on the third Tuesday of the month at 7 p.m. in the District boardroom located at 19400 Hartmann Road, Hidden Valley Lake. Agendas, Public Hearing notices, and Agenda Packets are published on our website under "Outreach/Publications 2015" tab. **www.hiddenvalleylakecsd.com**

Additional General Information on Drinking Water

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Lead-Specific Language for Community Water Systems: If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Hidden Valley Lake Community Services District is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. [Optional: If you do so, you may wish to collect the flushed water and reuse it for another beneficial purpose, such as watering plants.] If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at http://www.epa.gov/lead.

The state of California changed the Maximum Compliance Level (MCL) for Hexavalent Chromium in July 2014, and Senate Bill 385 was enacted in September 2015. The State Water Resources Control Board (SWRCB) has accepted Hidden Valley Lake Community Services District (HVLCSD)'s compliance plan to meet this new MCL. For more information on this plan, and the health effects of Hexavalent Chromium, please refer to our website; www.hiddenvalleylakecsd.com/HC

Summer 2016 Newsletter

Hidden Valley Lake
Community Services District

A public service to the HVL community

Hidden Valley Lake Community Services District

Newsletter and Consumer Confidence Report

"Nip the Drip"

Fix those leaks!

Inside this issue:

Drought Update	1
New sewer/water rates	1
Hexavalent Chromium update	2
2015 Water Quality Report	2-4

In addition to the District's annual Consumer Confidence Report, this newsletter includes important information regarding recent District activities.

Drought update

On May 18, 2016, the State Resources Water Control Board (SWRCB) adopted a new conservation approach that is more closely tied to individual water supplier's circumstances. While some specific prohibitions remain the same, the regulations call for water suppliers to take responsibility for how drought conditions would effect the *local* water supply (not statewide). The full article can be located at www.hiddenvalleylakecsd.com/whats-new. Stay tuned to learn how this may affect individual HVL residents.

New sewer/water rates take effect July 1, 2016

In accordance with the Hidden Valley Lake Community Services District sewer/water rate structure adopted in 2015, you will be seeing a change to your rates starting with the July billing period. This will appear on your bill that will be mailed to you in early August. Your monthly sewer rate will be re-calculated based on your most recent indoor water use (Jan - Apr 2016), and the actual sewer rate will move into the column labelled FY 2016/2017 of "Monthly Sewer Rates".

MONTHLY SEWER RATES

"Fixed" Charge by Meter Size	FY 2015/2016	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2019/2020
Residential*	$38.92	$42.03	$45.39	$49.02	$51.96
Commercial & Government (per HEU)	$38.92	$42.03	$45.39	$49.02	$51.96
"Volumetric" Charge per 100 cubic feet of monthly water use					
Residential*	$2.07	$2.23	$2.41	$2.60	$2.76
Commercial & Government	$2.25	$2.43	$2.62	$2.83	$3.00

*Includes single and multifamily; multifamily assessed per HEU

The monthly water rate will move to the rate listed in the FY 2016/2017 column of "Monthly Water Rates" (drought stage 2).

MONTHLY WATER RATES

"Fixed" Charge by Meter Size	FY 2015/2016	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2019/2020
5/8 & 3/4 - inch *	$27.54	$30.57	$33.93	$36.65	$39.58
1 - inch	$66.04	$73.30	$81.37	$87.88	$94.91
1 1/2 - inch	$130.20	$144.52	$160.42	$173.25	$187.11
2 - inch	$207.19	$229.99	$255.28	$275.71	$297.75
Volumetric Charges - $/100 cubic feet					
Uniform Rate	$1.86	$2.07	$2.30	$2.48	$2.68
Drought Stage 1 (10% use reduction)	$2.33	$2.59	$2.87	$3.10	$3.35
Drought Stage 2 (20% use reduction)	$2.61	$2.90	$3.22	$3.47	$3.75
Drought Stage 3 (30% use reduction)	$2.80	$3.10	$3.45	$3.72	$4.02
Drought Stage 4 (40% use reduction)	$3.11	$3.45	$3.83	$4.14	$4.47

*Most common single family residential meter size

Hexavalent Chromium update

As described in the 2015 and 2014 newsletters, the specific chemical Hexavalent Chromium is now regulated by the state at 10 ppb. In addition to Total Chromium, the Maximum Contaminant Level (MCL) for Hexavalent Chromium appears in the Consumer Confidence Report (CCR) under Table 4. Additional legislation was enacted in 2015 with Senate Bill 385. This bill provides the framework for water suppliers to develop a compliance plan to meet the Hexavalent Chromium MCL. The District has taken immediate action to build this compliance plan, which has now been approved by the State Water Resources Control Board (SWRCB). As we work towards compliance, the plan itemizes tasks that are anticipated to bring the District into compliance by 12/31/2019. The fiduciary burden of this plan is not insignificant, and has necessitated a search for funding by the District. Please refer to our website for more detailed information www.hiddenvalleylakecsd.com/HC

2015 Consumer Confidence Report

TABLE 2 – SAMPLING RESULTS SHOWING THE DETECTION OF LEAD AND COPPER

Lead and Copper	Sample Date	No. of samples collected	90th percentile level detected	No. sites exceeding AL	AL	PHG	Typical Source of Contaminant
Lead (ppm)	8/12/15-12/23/15	20	ND	0	.015	0.002	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits
Copper (ppm)	8/12/15-12/23/15	20	.29	0	1.3	0.3	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

Public Health Goal (PHG): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

For more detailed Water Quality Data, including a full glossary of terms, please refer to the full Consumer Confidence Report at www.hiddenvalleylakecsd.com/public_publications_2016

TABLE 3 – SAMPLING RESULTS FOR SODIUM AND HARDNESS

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Sodium (ppm)	1/29/15;	6.9	6.4-7.4	none	none	Salt present in the water and is generally naturally occurring
Hardness (ppm)	1/29/15; 4/15/15	205	200-210	none	none	Sum of polyvalent cations present in the water, generally magnesium and calcium, and are usually naturally occurring

TABLE 4 – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL [MRDL]	PHG (MCLG) [MRDLG]	Typical Source of Contaminant
Chromium (ppb)	1/21/15-12/31/15	11.2	4.3-20	50	(100)	Discharge from steel and pulp mills and chrome plating; erosion of natural deposits
Hexavalent Chromium (ppb)	1/21/15-12/31/15	11.1	3.7-22	10	.02	Discharge from electroplating factories, leather tanneries, wood preservation, chemical synthesis, refractory production, and textile manufacturing facilities; erosion of natural deposits
Turbidity	4/15/15	.3	.3	5	.1	Soil runoff
Barium (ppm)	1/29/15	.12	.12	1	2	Discharge of oil drilling wastes and from metal refineries; erosion of natural deposits
Total Trihalomethanes (ppb)	8/19/15	1.47	1.47	80	n/a	By-product of drinking water disinfection

TABLE 5 – DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Chloride (ppm)	4/15/15	5.4	5.4	500		Runoff/leaching from natural deposits; seawater influence
Specific Conductance	1/29/15	400	400	1600		Substances that form ions when in water; seawater influence
Sulfate (ppm)	1/29/15; 4/15/15	14	13-15	500	.5	Runoff/leaching from natural deposits; industrial wastes
Total Dissolved Solids (ppm)	1/29/15; 4/15/15	225	220-230	1000		Runoff/leaching from natural deposits

TABLE 6 – DETECTION OF UNREGULATED CONTAMINANTS

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	Notification Level	Health Effects Language
Bicarbonate Alkalinity	1/29/15; 4/15/15	220	220	none	NA
Calcium	1/29/15; 4/15/15	13	5-21	none	NA
Magnesium	1/29/15; 4/15/15	39	36-42	none	NA
pH	1/29/15; 4/15/15	7.75	7.71-7.78	none	NA

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CHAPTER 1 – INTRODUCTION

The purpose of this report is to update the Water Master Plan and Hydraulic Model that was developed for the Stonehouse Mutual Water Company by Winzler & Kelly in April 1992. This Water Master Plan Update is for the Hidden Valley Lake Community Service District (District) who took over the ownership and operation of the Stonehouse Mutual Water Company, a private water company, when all water system assets and properties were transferred to the District in late 1992. This Water Master Plan Update will include the following elements:

- Evaluation of historical and potential growth;
- Evaluation of existing and future water demands;
- Evaluation of existing and future source requirements;
- Evaluation of existing and future storage requirements;
- Evaluation of compliance with regulations pertaining to public water systems;
- Evaluation of existing facilities;
- Analysis of improvement alternatives;
- Cost estimation of alternatives;
- Recommendation and prioritization of improvements.

This Water Master Plan Update will not include a revision to the 1992 Hydraulic Model. The District has not changed its service area since 1992 and the original model allowed for buildout conditions within the service area. The 1992 Hydraulic Model continues to be a valid predictive tool for the District.

Recommended improvements that will be incorporated into a 5-year Capital Improvement Plan will serve to eliminate existing deficiencies in the system, to meet future requirements, to add redundancy and reliability, and to modernize facilities.

CHAPTER 2 – GROWTH ANALYSIS

A. Customer Base

Water service is provided to all residential lots in the Hidden Valley Lake Subdivision, refer to Figures 2.1 and 2.2, with the exception of the ranchos which lie to the southeast of the community. Currently, there are 1,585 residential lots in the subdivision which are supplied water by the District. The District considers full buildout of the subdivision to be 3,281 active service connections, although there are 3,366 lots. It is anticipated that not all the lots in the subdivision will be developed and that the actual number of service connections at buildout may be as low as 2,800. As was noted in the 1992 Water Master Plan, some of the physical conditions of the lots are restrictive to development (i.e., they contain steep slopes, poor soils, etc.). Some buyers are purchasing multiple lots and only building on one. For purposes of this Master Plan Update full buildout will be considered to be the maximum potential of the subdivision, 3,281 service connections.

In addition to residential service connections, the District also serves a number of non-residential properties. Currently, the District serves 28 non-residential customers including the Coyote Valley Elementary School, Hardesters store, and the Hidden Valley Lake Association park facilities which include irrigation, restrooms, and drinking fountains. The District's largest non-residential user of water has historically been the Hidden Valley Lake Golf Course for irrigation, although they ceased the regular use of potable water for irrigation in 1997. There has been little net growth in the number of non-residential service connections over the past five years, ranging from 24 connections in 1995 to 28 connections in 2000. Consistent with historical data, little change or growth is anticipated in the future for non-residential service connections, with the exception of 9 small parks which are planned for the subdivision. Therefore, for purposes of this Water Master Plan Update, a conservative estimate of non-residential water connections at full buildout of the subdivision will be estimated at 40. Full buildout of the non-residential service connections can conservatively be estimated to occur within the next five years.

Future growth for the District can be anticipated to occur mostly in its residential service area, the Hidden Valley Lake Subdivision.

There is a future possibility that connections to the water system will be made from outside of the District, however the scope of this report does not include an analysis of growth or demand from outside of the District boundaries.

B. Increase in Residential Service Connections

The April 1992 Master Plan indicated that homes had been built on 1,245 of the approximately 3,366 available lots in the subdivision and predicted a future growth rate of 9% per year. At this growth rate, by 2000 there should have been 2,700 homes in the subdivision and full buildout of the subdivision should be reached by 2003.

As stated above, 1,585 homes have currently been built in the subdivision which indicates that the growth rate since 1992 has actually been much smaller than was originally predicted. Residential connection figures for the past decade are shown below:

Table 2.1 Historical Residential Connections

Year	Number of Residential Connections as of December 31st *	Percentage Growth From Previous Year
1990	1,204	---
1991	1,240	3.0%
1992	1,312	5.8%
1993	1,365	4.0%
1994	1,411	3.4%
1995	1,430	1.3%
1996	1,444	1.0%
1997	1,464	1.4%
1998	1,488	1.6%
1999	1,529	2.8%
2000	1,585	3.7%
		Avg.: 2.8%

*Source: Annual Reports to the Department of Health Services by the District

The residential growth rate during the past decade has averaged slightly less than 3% per year with the largest yearly growth rate being almost 6%. Growth seems to have decreased from late 1980s; the 1992 Master Plan showed that from 1986 to 1990, the number of residential service connections grew at an average rate of 9.7% per year.

A conservative prediction of future residential growth is 6.0% which is slightly greater than the greatest annual growth rate over the past decade. Therefore, the number of residential service connections in the subdivision is expected to grow each year as follows:

Table 2.2 Projected Future Residential Connections

Year	Number of Residential Connections on December 31st
2000	1,585
2001	1,680
2002	1,781
2003	1,888
2004	2,001
2005	2,121
2006	2,248
2007	2,383
2008	2,526
2009	2,678
2010	2,838
2011	3,009
2012	3,189
2013	3,281

Full buildout of the subdivision, with 3,281 service connections, is predicted to occur mid-year in 2013.

C. Increase in Service Connections Per Zone

Buildout is expected to occur first in the lower zones, Zones 1 & 4, where the lots have sewer connections. The current number of residential lots in each zone and the number that will exist in each zone at buildout consist of the following:

Table 2.3 Residential Connections Per Zone

Pressure Zone	Existing Number of Residential Service Connections	Number of Residential Service Connections at Buildout	Current Percentage of Zone Buildout
Zone 1	460	924	50%
Zone 4	572	1,078	53%
Zone 9	511	1,091	47%
Zone 9A			
Knollview			
Little Peak	42	188	22%
Eagle Rock			
Totals:	*1,585*	*3,281*	*48%*

The system as a whole is almost 50 percent built out and Zones 1, 4, and 9 are each approximately 50 percent built out. The Little Peak Zone is the least built out with only 22% of its available lots currently occupied.

The existing 28 non-residential service connections are within Zones 1 and 4 only, and of the 40 total non-residential service connections that are predicted to exist at buildout, all will be within Zones 1 and 4 except for one planned park in Zone 9. For purposes of this report, the non-residential service connections in Zones 1 and 4 will be assumed to be distributed equivalently among them.

CHAPTER 3 – EXISTING AND FUTURE WATER DEMAND

A. General

Demand in the water system comes from both residential and non-residential customers. With the exception of the golf course in the past, the demand on the District by its non-residential customers is significantly smaller than the demand by the residential customers. This is due to the fact that there are far more residential than non-residential connections. For purposes of determining average and peak day demands in the system for this report, residential connections will be analyzed separately from non-residential connections. Furthermore, customer demand will be considered equivalent to the water produced by the system.

For non-residential customers, the golf course is not expected to use potable water for irrigation in the future and this will not be considered in determining future demand for the water system. Hardesters store is expected to use the same amount of water in the future as they have in the past. The Coyote Valley Elementary School, while expected to grow in the number of students as the subdivision grows, will be assumed to use the same amount of water in the future as they have in the past. Water usage by the school is minimal compared to water usage by the total water system and is not expected to affect the total demand in a significant manner. Lastly, the total number of Hidden Valley Lake Association connections are expected to increase with the addition of new park facilities.

B. Golf Course Demand

In 1996, approximately 36 percent of the District's total production went to the golf course for irrigation. Since that time, through the District's promotion of the use of reclaimed wastewater, golf course significantly decreased its use of potable water for irrigation. In 1997, the percentage of the District's total production that went to the golf course for irrigation was reduced to 12 percent and at present is down to almost 0 percent.

Because the golf course has historically used so much of the system's production, but it is not presently and will not in the future use potable water regularly for irrigation, golf course usage has been separated from the total system demand as indicated in Table 3.1.

Table 3.1 Historical Golf Course Usage Separated from Total Annual Production

Year	Total Annual Production (MG)	Total Annual Use by Golf Course (MG)	Golf Course Use as a Percentage of Total	Total Annual Use by all other connections (MG)
1991	163.19	33.27	20	129.92
1992	181.57	40.35	22	141.22
1993	191.24	44.46	23	146.78
1994	237.18	55.43	23	181.75
1995	303.24	99.30	33	203.94
1996	341.00	122.40	36	218.6
1997	250.45	37.58	15	212.87
1998	217.48	25.00	11	192.48
1999	210.40	0.0678	<1	210.33
2000	223.14	0.0652	<1	223.07

C. Non-Residential Demand

Elementary School

Water use data from the past six years for the Coyote Valley Elementary School service connection is as follows:

Table 3.2 Historical Usage by Coyote Valley Elementary School

Year	Total Annual Use (gallons)	Average Daily Use (gallons)	Use In Month of Maximum Total Production (Month) (gallons)	Average Daily Use In Month of Maximum Total Production (gallons)	Maximum Use In One Day * (gallons)
1995	196,500	538	5,460 (Aug)	176	211
1996	360,835	988	37,550 (Jul)	1,211	1453
1997	510,884	1,400	44,805 (Jul)	1445	1734
1998	503,030	1,378	6,358 (Aug)	205	246
1999	546,414	1,497	90,209 (Jul)	2,910	3,492
2000	331,813	909	17,354 (Aug)	560	672
Avg.:		*1,118*			*1,301*

* Maximum Use In One Day = Average Daily Use in Month of Maximum Production X 120%

A reasonable estimate of the average day and peak day demands for the elementary school service connection may be assumed to be the average values over the past six years. Therefore, the average day demand shall be considered to be 1,118 gpd and the peak day demand shall be considered to be 1,301 gpd. These values shall be considered to remain constant each year through buildout.

Hardesters

Similarly for Hardesters store, water use data from the past six years is as follows:

Table 3.3 Historical Usage by Hardesters

Year	Total Annual Use (gallons)	Average Daily Use (gallons)	Use In Month of Maximum Total Production (Month) (gallons)	Average Daily Use In Month of Maximum Total Production (gallons)	Maximum Use In One Day * (gallons)
1995	418,760	1,147	44,925 (Aug)	1,449	1,739
1996	387,165	1,061	43,130 (Jul)	1,391	1,670
1997	328,417	900	34,303 (Jul)	1,107	1,328
1998	472,025	1,293	60,857 (Aug)	1,963	2,356
1999	477,546	1,308	50,842 (Jul)	1,640	1,968
2000	354,634	972	35,747 (Aug)	1,153	1,384
Avg.:		*1,114*			*1,741*

* Maximum Use In One Day = Average Daily Use in Month of Maximum Production X 120%

A reasonable estimate of the average day and peak day demands for the Hardesters store service connection may be assumed to be the average values over the past six years. Therefore, the average day demand shall be considered to be 1,114 gpd and the peak day demand shall be considered to be 1,741 gpd. These values shall be considered to remain constant each year through buildout.

Hidden Valley Lake Association

As described previously, non-residential demand in the system currently consists of 28 connections. One connection each belongs to the school and Hardesters, and the

others belong to the Hidden Valley Lake Association (HVLA), which includes the golf course connection.

Use data from the past six years for the HVLA connections, excluding the golf course, is as follows:

Table 3.4 Historical Usage by Hidden Valley Lake Association Connections Excluding Golf Course

Year	Total Number of HVLA Connections	Total Annual Use (MG)	Use In Month of Maximum Total Production (Month) (MG)	Average Daily Use In Month of Maximum Total Production (gallons)	Maximum Use In One Day * (gallons)
1995	22	10.34	1.48 (Aug)	47,902	57,482
1996	21	8.26	1.73 (Jul)	55,680	66,816
1997	25	8.89	1.44 (Jul)	46,610	55,931
1998	23	8.80	1.74 (Aug)	56,276	67,531
1999	24	9.50	2.14 (Jul)	68,994	82,792
2000	25	9.70	1.70 (Aug)	54,707	65,649

* Maximum Use In One Day = Average Daily Use in Month of Maximum Production X 120%

This non-residential water use data for the HVLA connections, normalized for the number of service connections each year is shown below:

Table 3.5 Historical Per-Connection Usage by Hidden Valley Lake Association Connections Excluding Golf Course

Year	Annual Use Per Connection (gpd)	Use Per Connection in Month of Maximum Total Production (gpd)	Use Per Connection on Day of Maximum Usage * (gpd)
1995	1,288	2,177	2,613
1996	1,078	2,651	3,182
1997	974	1,864	2,237
1998	1,048	2,447	2,936
1999	1,084	2,875	3,450
2000	1,063	2,188	2,626
Avg.:	*1,089*	*2,367*	*2,841*

* Maximum Use In One Day = Average Daily Use in Month of Maximum Production X 120%

A reasonable estimate of the average day and peak day demands for the HVLA service connections may be assumed to be the average per-connection values over the past six years. Therefore, the average day demand shall be considered to be 1,089 gpd/connection and the peak day demand shall be considered to be 2,841 gpd/connection.

Therefore, at present, with 25 total HVLA connections, the average daily water demand is 27,225 gallons and the peak daily non-residential water demand is 71,025 gallons.

The addition of non-residential connections to the system will be assumed to have the same per-connection water demand as the existing HVLA connections. Therefore, at full buildout, with approximately 38 total non-residential service connections (excluding Hardesters and the school which were accounted for separately), the average daily non-

residential water demand will be 41,382 gallons and the peak daily non-residential water demand will be 107,958 gallons.

Summary of Non-residential Demand

The following table summarizes how non-residential demand will increase as the number of service connections increases each year:

Table 3.6 Projected Future Non-Residential Demand

Year	Number of "HVLA-equivalent" Connections at Year-End	Average Day Demand for "HVLA-equivalent" Connections (gallons)	Peak Day Demand for "HVLA-equivalent" Connections (gallons)	Average Day Demand for All Non-Residential Connections * (gallons)	Peak Day Demand for All Non-Residential Connections * (gallons)
2000	25	27,225	71,025	29,457	74,067
2001	28	30,492	79,548	32,724	82,590
2002	31	33,759	88,071	35,991	91,113
2003	33	35,937	93,753	38,169	96,795
2004	36	39,204	102,276	41,436	105,318
2005	38	41,382	107,958	43,614	111,000
2006	38	41,382	107,958	43,614	111,000
2007	38	41,382	107,958	43,614	111,000
2008	38	41,382	107,958	43,614	111,000
2009	38	41,382	107,958	43,614	111,000
2010	38	41,382	107,958	43,614	111,000
2011	38	41,382	107,958	43,614	111,000
2012	38	41,382	107,958	43,614	111,000
mid-2013 (buildout)	38	41,382	107,958	43,614	111,000

* Demand for all non-residential connections = Demand for "HVLA-equivalent" Connections + Demand for School and Hardesters

D. Residential Demand

Non-residential water usage must be separated from the total annual production as follows:

Table 3.7 Historical Non-Residential Usage Separated from Total Annual Production

Year	Total Annual Production Excluding Golf Course Usage (MG)	Total Annual Use by all Non-residential Connections Excluding Golf Course (MG)	Total Annual Use by Residential Connections * (MG)
1995	203.94	10.94	193.00
1996	218.6	9.01	209.59
1997	212.87	9.73	203.14
1998	192.48	9.78	182.70
1999	210.33	10.52	199.81
2000	223.07	10.39	212.68

* Total Annual Use by Residential Connections = Total Annual Production - Total Annual Use by Non-residential Connections

Therefore, residential water use data for the past six years is as follows:

Table 3.8 Historical Usage by Residential Connections

Year	Total Number of Residential Connections	Total Annual Use by Residential Connections (MG)	Use by Residential Connections In Month of Maximum Total Production (Month) (MG)	Average Daily Use by Residential Connections In Month of Maximum Total Production (MG)	Maximum Use In One Day by Residential Connections * (MG)
1995	1,430	193.00	24.83 (Aug)	0.801	0.961
1996	1,444	209.59	25.35 (Jul)	0.818	0.981
1997	1,464	203.14	29.18 (Jul)	0.941	1.30
1998	1,488	182.70	27.23 (Aug)	0.878	1.05
1999	1,529	199.81	26.09 (Jul)	0.842	1.01
2000	1,585	212.68	29.58 (Aug)	0.954	1.15

* Maximum Use In One Day = Average Daily Use in Month of Maximum Production X 120%

Water production for the past decade normalized for the number of service connections each year is shown below:

Table 3.9 Historical Per-Connection Usage by Residential Connections

Year	Annual Production per Connection (gpd)	Production per Connection in Month of Maximum Production (gpd)	Production per Connection on Day of Maximum Production * (gpd)
1995	370	560	672
1996	398	566	679
1997	380	643	771
1998	336	590	708
1999	358	550	660
2000	368	602	722
Avg.:	*368*	*585*	*702*

* Maximum Use In One Day = Average Daily Use in Month of Maximum Production X 120%

A reasonable estimate of the residential average day and peak day demands may be assumed to be the average per-connection values over the past six years. Therefore, the average day demand shall be considered to be 368 gpd/connection and the peak day demand shall be considered to be 702 gpd/connection. This average day demand is approximately 29 percent higher than the 286 gpd average day demand determined in the 1992 Water Master Plan, and this peak day demand value is approximately 34 percent higher than the 522 gpd peak day demand determined in the 1992 Water Master Plan. The 1992 Water Master Plan based the average and peak day demands on production records from the year 1991. This Water Master Plan Update is using more recent production records from the past six years.

Therefore, at present, with 1,585 total residential connections, the average daily water demand is 0.58 MG and the peak daily water demand is 1.11 MG.

At full buildout of the subdivision, approximately 3,281 total residential connections, the average daily residential water demand will be 1.21 MG and the peak daily water demand will be 2.30 MG.

The following table summarizes how residential demand will increase as the number of service connections increases each year:

Table 3.10 Projected Future Residential Demand

Year	Number of Residential Connections at Year-End	Average Day Residential Demand (MGD)	Peak Day Residential Demand (MGD)
2000	1,585	0.583	1.11
2001	1,680	0.618	1.18
2002	1,781	0.655	1.25
2003	1,888	0.695	1.33
2004	2,001	0.736	1.40
2005	2,121	0.781	1.49
2006	2,248	0.827	1.58
2007	2,383	0.877	1.67
2008	2,526	0.930	1.77
2009	2,678	0.986	1.88
2010	2,838	1.04	1.99
2011	3,009	1.11	2.11
2012	3,189	1.17	2.24
mid-2013 (buildout)	3,281	1.21	2.30

E. Total System Demand

To summarize both the non-residential and residential demands, the following table shows how the total system demand will increase as the total number of service connections increase each year through buildout:

Table 3.11 Projected Future Total System Demand

Year	Average Day Demand for Total System * (MGD)	Peak Day Demand for Total System * (MGD)
2000	0.612	1.18
2001	0.651	1.26
2002	0.691	1.34
2003	0.733	1.43
2004	0.777	1.51
2005	0.825	1.60
2006	0.871	1.69
2007	0.921	1.78
2008	0.974	1.88
2009	1.03	1.99
2010	1.08	2.10
2011	1.15	2.22
2012	1.21	2.35
mid-2013 (buildout)	1.25	2.41

* Demand for Total System = Total Non-residential Demand + Residential Demand

F. Demand in Each Zone

As was described in the Chapter 2 of this report, the number of service connections is not distributed equivalently in each zone. The table below shows the existing average and peak daily demands in each zone:

Table 3.12 Existing Demands Per Zone

Pressure Zone	Existing Number of Residential Service Connections	Existing Residential Average Day Demand (MGD)	Existing Residential Peak Day Demand (MGD)	Existing Total Average Day Demand * (MGD)	Existing Total Peak Day Demand * (MGD)
Little Peak Eagle Rock	42	0.017	0.033	0.017	0.033
Zone 9 Zone 9A Knollview	511	0.187	0.355	0.187	0.355
Zone 1	460	0.169	0.322	0.183	0.359
Zone 4	572	0.210	0.400	0.225	0.437
Totals:	*1,585*	*0.583*	*1.11*	*0.612*	*1.184*

* Total Demand = Non-Residential Demand + Residential Demand

NOTE: The School and Hardesters are both in Zone 4. All other 25 existing non-residential connections are assumed to be distributed evenly among Zones 1 and 4.

The table below shows the average and peak daily demands that will exist in each zone at buildout:

Table 3.13 Projected Demands Per Zone at Buildout

Pressure Zone	Number of Residential Service Connections at Buildout	Residential Average Day Demand at Buildout (MGD)	Residential Peak Day Demand at Buildout (MGD)	Total Average Day Demand at Buildout * (MGD)	Total Peak Day Demand at Buildout * (MGD)
Little Peak Eagle Rock	188	0.073	0.138	0.073	0.138
Zone 9 Zone 9A Knollview	1,091	0.399	0.759	0.400	0.760
Zone 1	924	0.339	0.644	0.360	0.678
Zone 4	1,078	0.399	0.759	0.421	0.813
Totals:	*3,281*	*1.21*	*2.3*	*1.25*	*2.41*

* Total Demand = Non-Residential Demand + Residential Demand

NOTE: The School and Hardesters are both in Zone 4. Of the other 38 buildout non-residential buildout connections, one is in Zone 9, and the others are assumed to be distributed evenly among Zones 1 and 4.

CHAPTER 4 – EXISTING AND FUTURE SOURCE REQUIREMENTS

Water supply sources are generally considered to be sufficient if they are able to meet the peak daily demand of the water system without having to reply upon storage supplies.

The District has three domestic water supply sources consisting of Grange Wells 1, 2, and 3. Each well was constructed in accordance with State well construction standards and produces water that meets State water quality standards. A fourth well that does not meet State well construction standards and is therefore not used as part of the domestic water system, supplies irrigation water for the District and has an approximate capacity of 1.44 MGD (1,000 gpm).

Well 1 is the District's main well and is used daily. Wells 2 and 3 are used only during the summer season and their uses are rotated as a supplement to Well 1. Although the wells are not typically used in any other configuration, each possible configuration has been tested to determine each well's maximum yield. The measured pumping capacities of each well during each possible pumping configuration is given below:

Table 4.1 Well Source Production Capacities

	Well 1	Well 2	Well 3	Total
Well Capacities (using Well 1 only)	1.24 MGD (867 gpm)	---	---	1.24 MGD (867 gpm)
Well Capacities (using Well 2 only)	---	0.99 MGD (690 gpm)	---	0.99 MGD (690 gpm)
Well Capacities (using Well 3 only)	---	---	0.91 MGD (634) gpm	0.91 MGD (634 gpm)
Well Capacities (using Wells 1 & 2)	1.00 MGD (691 gpm)	0.86 MGD (600 gpm)	---	1.86 MGD (1,291 gpm)
Well Capacities (using Wells 1 & 3)	1.03 MGD (719 gpm)	---	0.78 MGD (540 gpm)	1.81 MGD (1,259 gpm)
Well Capacities (using Wells 2 & 3)	---	0.91 MGD (629 gpm)	0.79 MGD (551 gpm)	1.70 MGD (1,180 gpm)
Well Capacities (using Wells 1, 2, & 3)	0.76 MGD (531 gpm)	0.80 MGD (558 gpm)	0.74 MGD (514 gpm)	2.31 MGD (1,603 gpm)

From the table, the maximum total source capacity of the system may be considered to be 2.31 MGD (1,603 gpm). This existing source capacity is sufficient to meet the current peak day demand of 1.18 MGD. At buildout, the existing source capacity will not meet the peak day demand estimated at 2.4 MGD. Source capacity will be short by 100,000 gallons per day (equivalent to 69 gpm for 24 hours).

CHAPTER 5 – EXISTING AND FUTURE STORAGE REQUIREMENTS

A. Overall System

The District's existing storage facilities consist of the following:

Table 5.1 Storage Facilities

Tank No./Name	Zone	Capacity (MG)
Little Peak Tank	Little Peak	0.50
Tank 9	9	0.15
Tank 1A	1	0.15
Tank 1B	1	0.20
Tank 4	4	0.15
	total:	*1.15*

Method 1

Necessary water system storage may be evaluated by several methods. The method used in the 1992 Water Master Plan considers the required storage to be the greater of the following: (1) the maximum daily demand or (2) the average daily demand plus fire flow.

Average and peak day demands were determined in Chapter 3 of this report. Fire flow requirements were determined in the April 1992 Water Master Plan by using the Insurance Services Office's Fire Suppression Rating Schedule (1980) and information provided by the South Lake Fire Department. The fire flow requirements were determined to be 1,500 gpm for a two hour duration (equivalent to 180,000 gallons) in the residential areas and 2,250 gpm for a two hour duration (equivalent to 270,000 gallons) in the areas serving the elementary school and other commercial buildings. For an evaluation of the system as a whole, the greater fire flow must be used.

In accordance with the storage evaluation method used in the 1992 Water Master Plan, the current storage required by the system as a whole is equivalent to the maximum daily demand, because the maximum daily demand [1.18 MG] is greater than the average daily demand plus fire flow [0.61 MG + 0.27 MG = 0.88 MG]. By this method, the system falls short of current storage requirements by 30,000 gallons.

Under buildout conditions, the District's storage shortfall will increase to 1.26 MG. The required storage under buildout conditions will again be equivalent to the maximum daily demand, because the maximum daily demand at buildout [2.41 MG] will be greater than the average daily demand plus fire flow [1.25 MG + 0.27 MG = 1.52 MG].

Method 2

To confirm that the storage evaluation method used in the 1992 Water Master Plan still continues to be a reliable method, this report will look at two other methods of evaluation.

A second method considers the current Waterworks Standards which specify that a system of the District's current size, 1,612 total connections (1,585 residential and 27 non-residential), with a maximum monthly average air temperature of 80 degrees F or

higher, needs a minimum of approximately 1 MG of storage. The system meets this requirement. By this same method, at full buildout of the subdivision, the District will need approximately 2 MG total storage. At this time, the system falls short of the future storage requirement by 850,000 gallons.

This method from the Waterworks Standards is not a preferred method because it does not consider fire flow requirements and is not based upon historical production records. Method 1 is considered to be a better method because it *does* consider fire flow requirements and *is* based upon historical production records.

Method 3

The last method that will be evaluated is similar to Method 1 in that it considers fire flow requirements and is based upon historical production records. This method is used by the California Department of Health Services (DHS) in evaluating storage capacities. Required storage is calculated with the following formula:

Required Storage = Average day demand + 25% Peak day demand + Fire flow (2-hr duration)

Therefore, current storage requirements are as follows:

Required Storage = 0.61 MG + 25% (1.18 MG) + 0.27 MG = 1.18 MG

The District falls short of this current storage requirement by 30,000 gallons. At system buildout this shortfall will only increase. The required storage at buildout may be calculated as follows:

Required Storage = 1.25 MG + 25% (2.41 MG) + 0.27 MG = 2.12 MG

At system buildout, the system will be deficient in storage by approximately 0.97 MG.

The results of this last method yield similar results to that of Method 1, however they are slightly less conservative. Although both methods are valid, Method 3 may be a better choice since it is the method used by DHS in evaluating storage capacities. Because DHS is generally considered to be conservative in its approach to regulating public drinking water systems, Method 1, which yields more conservative results than the DHS method, may be more conservative than is really necessary. The above analyses are based on the overall system and do not take into account the individual pressure zones within the system.

B. Individual Pressure Zones

The distribution system consists of seven pressure zones which are hydraulically separated by pressure reducing valves (PRVs) and altitude valves. However, because three of the seven zones are gravity fed from a higher zone as opposed to “pump fed”, these three zones may be considered part of the larger zones from which they are supplied. Therefore, for purposes of evaluating storage requirements, only the four larger zones will be considered. The individual pressure zones are described below:

Table 5.2 Pressure Zones

Pressure Zone	Zone Supplied From	Storage Capacity (MG)
Little Peak	Zone 9 via one 340 gpm pump	0.50
Eagle Rock	Little Peak Zone via PRV	
Zone 9	Zone 1 via two 200 gpm pumps and Little Peak Zone via gravity feed to tank	0.15
Zone 9A	Zone 9 via 2 PRVs	
Knollview	Zone 9A via PRV	
Zone 1	Two 300 gpm pumps located at the chlorination facility and Zone 9A via PRV	0.35
Zone 4	Two 300 gpm pumps located at the chlorination facility and Zone 1 via PRV and altitude valve	0.15
	Total:	*1.15*

Storage may be evaluated in each zone based upon the numbers of service connections in each zone. The average and maximum daily demands in each pressure zone were calculated in Chapter 3 of this report. Therefore, for the existing numbers of service connections in each zone, the required storage is as follows:

Table 5.3 Existing Required Storage Per Individual Pressure Zone (A)

Pressure Zone	Average Daily Demand in Zone (MG)	Peak Daily Demand in Zone (MG)	Required Fire Flow in Zone * (MG)	Required Storage ** (MG)	Storage Deficiency or Excess (MG) ***
Little Peak (includes Eagle Rock)	0.02	0.03	0.18	0.21	0.29 excess
Zone 9 (includes Zone 9A & Knollview)	0.19	0.36	0.18	0.46	0.31 **deficiency**
Zone 1	0.18	0.36	0.27	0.54	0.19 **deficiency**
Zone 4	0.23	0.44	0.27	0.61	0.46 **deficiency**

* Only Zones 1 & 4 contain commercial connections.
** Required Storage = Average day demand + 25% Peak day demand + Fire flow (2-hr duration)
*** Storage Deficiency or Excess = Required Storage - Existing Storage

The storage calculations show that all the pressure zones except for Little Peak are deficient in existing storage capacity. However, through PRVs and altitude valves, additional water may be transferred from the higher zones to the lower zones as may be needed during fire flows. Therefore, it is reasonable to assume that the higher zones may transfer water to the lower zones at the following rates:

- Little Peak to Zone 9: 1,000 gpm – equivalent to 0.12 MG for a 2-hour fire flow (through Little Peak Zone Connection to Tank 9)
- Zone 9 to Zone 1: 1,000 gpm – equivalent to 0.12 MG for a 2-hour fire flow (through Northshore/Greenridge PRV)
- Zone 1 to Zone 4: 1,500 gpm – equivalent to 0.18 MG for a 2-hour fire flow (through Deer Hill/Hidden Valley PRV and through Zone 1 intertie to Tank 4)

The District should confirm that the valves described above are set to deliver the assumed flows and should make adjustments as necessary.

A re-evaluation of the required storage in each zone, subtracting for the fire flow that may be delivered from an immediately higher zone, is as follows:

Table 5.4 Existing Required Storage Per Individual Pressure Zone (B)

Pressure Zone	Average Daily Demand in Zone (MG)	Peak Daily Demand in Zone (MG)	Required Fire Flow in Zone * (MG)	Fire Flow Delivered from Immediately Higher Zone (MG)	Required Storage ** (MG)	Storage Deficiency or Excess (MG) ***
Little Peak (includes Eagle Rock)	0.02	0.03	0.18	0	0.21	0.29 excess
Zone 9 (includes Zone 9A & Knollview)	0.19	0.36	0.18	0.12	0.34	0.19 **deficiency**
Zone 1	0.18	0.36	0.27	0.12	0.42	0.07 **deficiency**
Zone 4	0.23	0.44	0.27	0.18	0.43	0.28 **deficiency**

* Only Zones 1 & 4 contain commercial connections.
** Required Storage = Average day demand + 25% Peak day demand + Fire flow (2-hr duration) – Fire Flow Delivered from Higher Zone
*** Storage Deficiency or Excess = Required Storage - Existing Storage

The storage calculations above still indicate that all the pressure zones except for Little Peak are deficient in existing storage capacity. However, when considering the flows into the zones during a fire, the deficiencies are not as great.

A storage evaluation of the individual pressure zones at buildout, again by subtracting for the fire flow that may be delivered from an immediately higher zone, is as follows:

Table 5.5 Required Storage Per Individual Pressure Zone at Buildout

Pressure Zone	Average Daily Demand in Zone (MG)	Peak Daily Demand in Zone (MG)	Required Fire Flow in Zone * (MG)	Fire Flow Delivered from Immediately Higher Zone (MG)	Required Storage ** (MG)	Storage Deficiency or Excess (MG) ***
Little Peak (includes Eagle Rock)	0.07	0.14	0.18	0	0.29	0.21 excess
Zone 9 (includes Zone 9A & Knollview)	0.40	0.76	0.18	0.12	0.65	0.5 **deficiency**
Zone 1	0.36	0.68	0.27	0.12	0.68	0.33 **deficiency**
Zone 4	0.42	0.81	0.27	0.18	0.71	0.56 **deficiency**

* Only Zones 1 & 4 contain commercial connections.
** Required Storage = Average day demand + 25% Peak day demand + Fire flow (2-hr duration) – Fire Flow Delivered from Higher Zone
*** Storage Deficiency or Excess = Required Storage - Existing Storage

As could be expected, the existing storage deficiencies will increase at buildout. The Little Peak Zone will still have sufficient storage. Existing and buildout storage deficiencies are summarized in the following table:

Table 5.6 Summary of Existing and Buildout Storage Deficiencies

Pressure Zone	Existing Storage (gallons)	Current Storage Deficiency (gallons)	Storage Deficiency at Buildout (gallons)
Little Peak	500,000	None	None
Zone 9	150,000	190,000	500,000
Zone 1	350,000	70,000	330,000
Zone 4	150,000	280,000	560,000
Totals:	*1,150,000*	*540,000*	*1,390,000*

CHAPTER 6 – COMPLIANCE WITH REGULATIONS

The 1992 Water Master Plan detailed the guidelines, standards, and regulations that the District must adhere to as a public water system. To avoid repeating continuing requirements, this Updated Water Master Plan will only address new requirements and changed requirements, while briefly describing the District's current state of compliance. Although the State is continually revising regulations, only those requirements that may effect the physical facilities of the water system or cause a need to set aside funds in the District's Capital Improvement Plan will be addressed.

An inspection of the water system by the California Department of Health Services Drinking Water Program was last conducted on October 22, 1999. No deficiencies to physical facilities were cited and no improvement recommendations were given. The system was found to be in compliance with the California Health & Safety Code and the California Code of Regulations. The system is currently in compliance with the various water quality monitoring requirements of the State and produces water that exceeds the standards.

The District is not governed by General Order 103 of the PUC as was described in the 1992 Water Master Plan. The Stonehouse Mutual Water Company was said to have been governed by General Order 103 because it was a mutual water company. However, since ownership of the water system was transferred to the District, it is no longer a mutual water company.

The current version of the California Waterworks Standards is in the process of being revised by the State. There is a draft version of the proposed new standards available for viewing. The Waterworks Standards are the minimum design criteria that must be adhered to when constructing a new water system or making additions or improvements to an existing water system. It is recommended that the proposed new Waterworks Standards be applied to new system construction.

CHAPTER 7 – EVALUATION OF EXISTING FACILITIES

A. General

Improvements and changes made to the water system based upon recommendations from the 1992 Water Master Plan include the following:

- New 200,000 gallon redwood tank installed in Zone 1 (Tank 1B)
- New 8-inch tie from Park Ridge to Mountain Meadow North
- New 6-inch tie from Zone 1 to Zone 4 at Tank 4
- New booster pump for Zone 1 at water treatment plant
- Replaced old 8-inch well transmission line that crossed Putah Creek with new 12-inch ductile iron transmission line.

Included in these improvements were the high priority recommendations of the 1992 Water Master Plan. The medium and low priority recommendations have not been addressed.

B. Source Capacity

The system currently has adequate source capacity. The maximum day demand is estimated to be approximately 1.18 MG and the existing source capacity is 1,600 gpm which is equivalent to 2.31 MGD. At buildout however, the maximum day demand is expected to increase to 2.41 MG which makes the existing source capacity about 100,000 gallons deficient.

The District currently has Water Rights for drilling another well, Well 5, along Putah Creek next to its existing wells. [Wells 1, 2, and 3 are domestic wells, and Well 4 is an irrigation well not used in the domestic water system.] If buildout occurs as predicted, it is likely that an additional well source will become necessary. Assuming that the new well source will be able to produce amounts of water comparable to the existing wells, approximately 500 gpm minimum, total source capacity could become 2,100 gpm (3.02 MG) which would be more than sufficient to meet the maximum daily demand at buildout.

C. Distribution System

The variation of the pipe sizes comprising the distribution system mains consist of approximately the following:

Table 7.1 Distribution Piping

Diameter, inches	4	6	8	10	12	Total
Length, feet	3,000	115,000	35,300	4,600	6,900	164,800 *

* equivalent to over 31 miles of pipe

The majority of the distribution system is comprised of 6-inch AC pipe, with newer mains consisting of C-900 PVC. Ductile iron has been used for replacement of transmission mains and the addition of ties. The main lines are well-looped and very few dead-ends exist in the system. Although the mains are approximately 30 years old, they are

reported to be in good condition with few leaks. Nonetheless, the mains are aging and will eventually require replacement. The District should begin considering a mainline replacement program and carefully monitor main line leaks and breaks to assist in developing a priority list for which mains to be replaced first. A good base map of the water system in AutoCAD format would greatly improve the ability to monitor the system.

As shown in Table 7.1, there is a small percentage of 4-inch piping in the system which exist on short cul-de-sacs throughout the subdivision. Where 4-inch piping extends more than 300 feet or where existing wharf hydrants are located on a 4-inch main, the piping should be upgraded to a larger size.

There are currently two areas in the distribution system that are reported to have low pressures, about 20 psi, under normal conditions. The first area is Powderhorn Drive in Zone 1A and the second is Ravenhill Road in Zone 9.

As part of the 1992 Water Master Plan, a Hydraulic Model was created to evaluate the capacity of 138 pipes and 108 nodes (which are junctions between two or more pipes), including appurtenances, in the distribution system. The District has not changed its service area since 1992 and the model allowed for buildout conditions within the service area. Therefore, the 1992 Hydraulic Model continues to be a valid predictive tool for the District.

Deficiencies noted in the 1992 Water Master Plan related to the distribution system that have not been corrected include the following:

> Zone 1: The hydraulic model showed that Zone 1 had drops in pressure below 20 psi in certain areas during a 1,500 gpm fire flow and was deficient in storage for supply purposes. Several recommendations were made in the 1992 Water Master Plan to mitigate these Zone 1 problems. The recommendations that were followed by the District include the addition of 200,000 gallons in storage in Zone 1, as was noted above, and the reintroduction of an existing pressure reducing valve (PRV) and mainline valve in the vicinity of Northshore and Greenridge so that Zone 1 may draw upon the storage of Zone 9. However, in order for Zone 1 to further draw upon the storage of Zone 9, it was also recommended that a 6-inch tie from Zone 9 to Zone 1 at the Zone 1 Tanks site be installed. This recommended tie has not been installed.
>
> Zone 4: The hydraulic model showed that Zone 4, like Zone 1, had drops in pressure below 20 psi in certain areas during a 1,500 gpm fire flow and was deficient in storage for supply purposes. Although, Zone 4 is able to draw upon the storage of Zone 1 through the PRV in the vicinity of Hidden Valley Road and Deer Hill Road and through an altitude valve at Tank 4, it was recommended that at least 300,000 gallons in additional storage be added to Zone 4. This recommended storage has not been installed.
>
> Zone 9 & 9A: The hydraulic model showed that Zone 9 had serious pressure problems during fire flows in the areas of Ravenhill Rd., Deer Hill Rd., and Fire Thorne Rd., however, storage capacities for supply purposes were found to be

sufficient. It was recommended that a 100,000 gallon storage tank be added to Zone 9 to boost system pressures during fire flow conditions. Additionally, to further improve fire protection in these zones, it was recommended that the 6-inch main on Deer Hill Rd., from Eagle Rock to Fire Thorne Rd., be replaced with an 8-inch main. This main replacement however, was rated as a low priority because the expense of the replacement may not justify the improvement. The recommended tank and the replacement main have not been installed.

There is an existing PRV at Deer Hill Rd. and Conestoga Rd. which is located above an area where Conestoga Rd. ties the higher Zone 9 to the lower Zone 9A. This PRV has been kept closed to prevent the high pressure system from flowing into the low pressure system without the protection of an additional PRV in that area. Keeping the PRV closed is an undesirable situation because it results in an un-looped distribution system main. To mitigate this problem, the 1992 Water Master Plan recommended that an additional PRV be installed on Deer Hill Rd. below Conestoga Rd. and that the existing PRV then be opened. However, it was further recommended that before any improvements are made in the area, a field investigation by an engineer should occur to verify existing conditions. The recommended PRV has not been installed.

D. Booster Pumps

The District's existing pumping facilities consist of the following:

Water Treatment Plant Booster Pumps: There are four 300 gpm pumps located at the water treatment plant. Two are used to boost water into Zone 1 and the other two are used to boost water into Zone 4.

Greenridge Booster Station: This booster station consists of two 200 gpm (40 hp) pumps which are used to boost water from Zone 1 into Tank 9. The pumps are controlled by the float level in Tank 9 and operate during off-peak hours.

Tank 9 / Eagle Rock Booster Station: The purpose of this pump station is to pump water from Tank 9 to the Little Peak Tank. Pumping occurs during off-peak hours. There are four pumps at this location however only one is used. The pump that is used has a capacity of 340 gpm (60 hp). Of the three unused pumps, one is completely out of service due to electrical problems and the two others are functional, but are not used because they are undersized for filling the 500,000 gallon Little Peak Tank; they each have a capacity of 80 gpm (15 hp).

As noted above, the District operates the Tank 9 Booster Station only during off-peak hours. However, the Tank 9 pump has proven to be inefficient and often needs to pump all night long in an attempt to fill the Little Peak Tank.

In addition to the varying pump sizes at the different stations described above, there is also variation in the pump manufacturers that were selected. The dissimilarity of the equipment from station to station poses a larger maintenance challenge than if all the pump stations were standardized.

Based on existing demands, the pump capacities at each booster station are sufficient to deliver the maximum day demand to each respective zone. However, if growth continues as predicted, the Zone 1 Booster Station will become deficient in less than three years. The other booster stations will not become deficient in capacity within the next five years, however additional pumping capacity is recommended for redundancy and reliability.

The booster stations should be sized such that they may deliver the maximum day demands in the respective zones that are expected to occur at buildout. Furthermore, it would be favorable to be able to deliver the average day demand during the off-peak pumping hours to take advantage of lower PG&E pumping rates. Based on these criteria, with off-peak pump being the determining factor, the following pump capacities will be needed at each pump station:

Water Treatment Plant Booster Pumps:
Zone 1 – 1,250 gpm – The capacity of the booster pumps to Zone 1 must deliver the demands of Zones 1, 9, and the Little Peak Zone.
Zone 4 – 645 gpm – The capacity of the booster pumps to Zone 4 must deliver the demand of Zone 4 only.

Greenridge Booster Station:
Zone 9 – 700 gpm – The capacity of the booster pumps to Zone 9 must deliver the demands of Zone 9 and the Little Peak Zone.

Tank 9 / Eagle Rock Booster Station:
Little Peak Zone – 700 gpm – The capacity of the booster pumps to the Little Peak Zone must deliver the demands of the Little Peak Zone which is equivalent to only 114 gpm. However, because the Little Peak Zone contains such a large amount of storage, water in the Little Peak Zone is often gravity fed down to Zone 9. Therefore, because storage in the Little Peak Zone may be used to supply the demand in both the Little Peak Zone and Zone 9, the size of the pumps should be upgraded to handle the combined demands in those zones. Additionally, if the pumps were sized to only 114 gpm, filling the 500,000 gallon tank would be too time consuming.

For reliability, there should be pump redundancy built into each pump station. For example, if Zone 4 needs to have 645 gpm pumping capacity, two 645 gpm pumps should be installed. Because only one pump will be needed at a time, if one fails or needs servicing, a backup will be available to meet demands.

Electrical deficiencies with the existing booster pumping stations shall be discussed in a subsequent section of this report.

E. Storage Reservoirs

Capacity

The 1992 Water Master Plan indicated that Zones 1 & 4 were deficient in storage for fire flow and supply purposes, and Zone 9 was deficient in storage for purposes of

maintaining sufficient system pressure during fire flow conditions. Recommendations were made to increase storage capacities in all these zones to correct deficiencies existing at that time. A 200,000 gallon redwood tank was added to Zone 1 in 1992 however the 300,000 gallon recommended storage for Zone 4 and the 100,000 gallon recommended storage for Zone 9 were not installed.

Existing storage reservoirs and the adequacy of their capacities were evaluated in Chapter 5 of this report. The evaluation showed that the system as a whole is deficient by about 540,000 gallons and at buildout that the deficiency will grow to 1,390,000 gallons. Both the existing and buildout deficiencies are distributed among Zones 1, 4, and 9. The existing deficiency is distributed as follows: 70,000 gallons in Zone 1, 280,000 gallons in Zone 4, and 190,000 gallons in Zone 9. The buildout deficiency is distributed as follows: 330,000 gallons in Zone 1, 560,000 gallons in Zone 4, and 500,000 gallons in Zone 9.

Condition

The 500,000 gallon Little Peak Tank is experiencing problems with its coating peeling and is in need of repair. This welded steel tank has no cathodic protection. It has been reported by the District that there is some evidence of problems with the welds and roof trusses. Further investigation of this tank should be completed to address these concerns. The Little Peak Tank not only serves as the storage facility for the Little Peak, Eagle Rock, and Lower Eagle Rock Zones, but it also serves as the mechanism to keep those zones pressurized. In order to take the Little Peak Tank out of service for repair, an alternative means to pressurize those zones must be first secured. It is possible that a temporary pressure system may be created at the Tank 9 booster station utilizing old, existing equipment on site – an old hydropneumatic pressure tank and the existing booster pumps. The two existing 80 gpm pumps are of sufficient capacity to serve the Little Peak Zone (and its sub-zones) under peak conditions and are known to be operable. The condition of the hydropneumatic tank is unknown at present time.

F. Electrical

The Greenridge Booster Station electrical service is overloaded. A fan is used to keep the breakers cool enough not to trip. Wire insulation is melted inside the starter cabinet from operating too hot. In addition, it is recommended that the pump size be doubled, so an upgraded electrical service would be required to handle the larger pumps.

Electrical service at Wells 1 & 2 is old and should be replaced.

Pressure controls need to be redone for 15 hp pumps at Eagle Rock Booster so that the 80 gpm boosters can be brought online for periods when the Little Peak Reservoir must be taken out of service.

The controls need to be redone for 60 hp pump at Eagle Rock Booster. The original controls have been modified several times to the extent that the existing functionality is less than satisfactory. Because there is little or no as-built documentation to support the controls, troubleshooting is exceedingly difficult.

G. Backup Power

In general, there is minimal provision for emergency power in case of an electrical utility power failure. The present situation in California is that electrical supplies are tight, and new utility generators will not be online for at least several years. There are predictions of rolling blackouts during the summer months, particularly during stretches of hot weather, which will coincide with the greatest demand for water. Backup generators installed at strategic locations throughout the system could help ensure that water can be produced, stored, and distributed to meet the needs of customers regardless of the availability of utility electrical supplies.

In addition to providing power during utility outages, the generators potentially offer a method of reducing the District's electrical power bills by providing an alternate source of power during peak time-of-day usage periods.

H. Controls

The existing control system uses 30-year-old technology and is outdated in terms of what is widely available and in use today. The existing system typically consists of basic level controls on reservoirs to signal a pump to come on when a fixed low level in the respective reservoir is detected. The actual control signal is sent via a pair of copper wires, which are variously owned by the telephone company or by the District.

This type of system is very reliable, but quite limited in functionality. There are no means to remotely control facilities, change operational setpoints, or collect data. In addition, alarms are handled in an inconsistent manner from facility to facility. Operators must call up to five phone numbers to determine the general nature of the alarm, and in the case of an alarm at Reservoir 9, it might actually indicate a problem at the Little Peak Reservoir.

I. Hydrants

Fire hydrants are provided at approximately 500-foot intervals throughout the distribution system for fire protection resulting in approximately 350 total hydrants. They are of the wharf type (2½-inch) and could be of limited flow capacity. Additionally, some of these hydrants are on 4-inch mains which may not be able to deliver the required fire flows. Nonetheless, the South Lake Fire Department has indicated that the hydrant system is generally adequate for residential development. Therefore, as low priorities, the wharf hydrants should be replaced with full size hydrants and any 4-inch main containing a hydrant should also be upgraded.

J. Treatment Facilities

General

The District's treatment facilities consist of gas chlorine injection followed by detention in two chlorine contact tanks operated in series. Both chlorine contact tanks are redwood and have capacities of 15,000 gallons and 31,000 gallons, respectively.

Well 3 is currently not used to its full capacity because it pumps sand. If a sand filter or separator of some kind could be installed for this well, it is possible that greater production may be gained. The production that could be gained by this well if treatment for sanding were installed is unknown, although anticipated to be relatively small. The potential improved capacity is likely not enough to correct the District's buildout source capacity deficiency and not enough to eliminate the need for a new well source. Furthermore, once the District drills a new well source, the District will have more than enough source capacity and the limited flow that may be gained by Well 3 will not be needed to meet demand.

Chlorine Contact Tanks

The 15,000 gallon redwood contact tank is leaking and in need of repair or replacement. Or, another acceptable alternative is to simply remove the tank from service. There is no regulatory requirement for groundwater to receive chlorine contact before entering the distribution system. The District has historically used detention tanks in its treatment process, but they are not needed for purposes of satisfying groundwater treatment requirements. Furthermore, even if the 15,000 gallon tank was removed from the system, the District still has the 31,000 gallon tank to use for chlorine contact. With the total existing 46,000 gallons contact volume, the detention time is currently 29 minutes when serving the 1,600 gpm maximum day demand that is predicted for buildout. Without the 15,000 gallon detention tank, the detention time is still 19 minutes.

Gas Chlorination Equipment

The gas chlorination equipment consists of two-cylinder mounted Capitol Controls gas chlorinators, each having a 10 lb/day rotameter. Gas feed lines from each cylinder join together at a third rotameter which has a capacity of 4 lbs/day and is set at 3.5 lbs. day. The District uses two 150-lb gas cylinders that have an automatic switch-over device to supply the chlorine gas. At least one spare full cylinder is kept in the chlorination room.

While the District's existing chlorination equipment is effective in its use as a water disinfectant, there are safety concerns associated with the handling and storage of gas chlorine. With stricter regulations emerging from OSHA for the use of gas chlorine, many water systems are abandoning their gas chlorine system for safer and/or newer chlorination technologies. As the existing gas chlorination equipment ages, it may make sense for the District to consider replacing it with a liquid chlorination system. Operation of a liquid chlorination system is associated with a much lower safety risk for the water treatment operator handling the chemical than operation of a gas chlorination system.

The District currently feeds chlorine at a rate of 3.5 lbs/day. With a current average day water production of 612,000 gallons, the chlorine dosage is equivalent to approximately 0.69 ppm (0.69 mg/L). To treat this same amount of water with a liquid sodium hypochlorite solution to achieve the same chlorine dosage, approximately 3.36 gallons

of full strength 12.5% NaOCl is needed, or approximately 52 gallons of a 0.8% NaOCl solution is needed.

There is limited room for installing new chlorination equipment at the existing treatment plant. There is however, existing room at the Well 1 site. At Well 1, there is a small 500 gallon holding tank, booster pump, and pressure tank that is used to serve potable water to the wastewater treatment plant. The District wishes to cover this equipment with a building of some kind. If this building is built large enough, it would be an ideal location for a new liquid chlorination system. A benefit of moving the chlorine injection point to the wells site is to increase the detention time and therefore lowering the chlorine taste and odor entering the distribution system. Detention time that may be gained would occur through the approximately 7,000 feet of 12" diameter piping and is approximately 26 minutes.

K. Mapping

There is not a complete set of base maps of the existing water system and there is no reproducible mapping at a working scale. Creating an AutoCAD mapping system would prove invaluable in developing a monitoring program of the water system.

The layout and location of piping from Zone 9A, below Spruce Grove Rd., to Knollview, is unknown. The piping does not follow any roads in this area, but travels "cross-country". It could be a potential maintenance problem if there was a main leak or break and the District was not able to locate the pipe in a timely manner.

CHAPTER 8 – IMPROVEMENT ALTERNATIVES ANALYSIS

Listed below are recommended improvements which are suggested to eliminate existing deficiencies in the system, to meet buildout requirements, and to modernize the facilities. These improvements are not listed in any prioritized manner.

A. Source Capacity

1. Drill a fourth domestic well source along Putah Creek:

If buildout occurs as predicted by mid-year in 2013, the District will become deficient in source capacity by approximately 100,000 gallons per day (equivalent to 69 gpm for 24 hours). The peak day demand will become equivalent to the source capacity of 2.31 MGD before year-end in 2012. Therefore, within the next 10 years, the District should drill another well, Well 5, along Putah Creek next to its existing wells. The District already holds Water Rights to drill a new well in this location. Although source capacity is not expected to become deficient before 2012, drilling the new well sooner will only help improve the District's existing reliability by creating redundant supply in the meantime. If something were to happen to one of the existing wells resulting in a temporary or even permanent loss, the District could become deficient in source capacity in only the next few years.

B. Distribution System

1. Zone 1: 6-inch tie from Zone 9 to Zone 1 at Zone 1 Tanks site:

As previously noted, the 1992 Hydraulic Model found that low pressures occurred in Zone 1 during fire flows. As part of the solution to this problem, it was recommended that a 6-inch tie from Zone 9 to Zone 1 be installed at the Zone 1 Tanks site so that Zone 1 could draw upon the storage of Zone 9.

Per the 1992 Water Master Plan, it was suggested that the main would tie into Zone 9 near Stonegate and Greenridge Road and run cross-country to tie into the storage tanks located in Zone 1. However, installation of a tie in this area could create pressure problems in Zone 9 due to the fact that there are already existing low pressures in the Ravenhill Road area and because Zone 9 does not have storage on this side of the zone. It is recommended in this report that a storage tank in Zone 9 be installed in the area above Ravenhill Road, off of Spruce Grove Road, along the 1,600 foot contour elevation. This storage will not only improve deficiencies in storage capacity, but will also increase pressures on this side of the zone. Therefore, this recommended tie between Zones 9 and 1 should only be installed once Zone 9 storage has been installed as recommended.

2. Zone 9: Replace 6-inch main on Deer Hill Road from Eagle Rock to Fire Thorne Road with 8-inch main:

As previously noted, the 1992 Hydraulic Model found that low pressures occurred in Zone 9 during fire flows. As part of the solution to this problem, it was recommended that the 6-inch main on Deer Hill Road from Eagle Rock to Fire Thorne Road be replaced with an 8-inch main. This main replacement however, was rated as a low

priority at the time because the expense of the replacement may not justify the improvement.

3. Zone 9: Install new PRV on Deer Hill Road below Conestoga Road:

The 1992 Water Master Plan recommended that an additional PRV be installed on Deer Hill Rd. below Conestoga Rd. to allow the already existing PRV in that location to be re-opened. Currently, the existing PRV is kept closed because it located above an area where Conestoga Rd. ties the higher Zone 9 to the lower Zone 9A and Zone 9A is not protected by this PRV. Keeping this PRV closed is an undesirable situation because it results in an un-looped distribution system main. The installation of an additional PRV on Deer Hill Rd. below Conestoga Rd. and the opening of the existing PRV will allow the distribution system to be re-looped and should also allow the lower pressure zone to be protected from high pressures. As noted in the 1992 Water Master Plan it is recommended that before any improvements are made in the area, a field investigation by an engineer should occur to verify existing conditions.

4. Upgrade 4-inch mains:

There is an estimated 3,000 feet of 4-inch piping in the distribution system. The locale and extent of this piping should be investigated and where 4-inch piping extends more than 300 feet or where existing wharf hydrants are located on a 4-inch main, the piping should be upgraded to a larger size pipe.

C. Booster Pumps

1. Replace existing Zone 1 and Zone 4 booster pumps at the Treatment Plant Booster Station:

The booster pumps used to supply water to Zones 1 and 4 are currently undersized to meet buildout demands and need to be upgraded with larger pumps. Zone 1 needs to handle a total capacity of 1,250 gpm. To eliminate the need for a single large pump, two 625 gpm pumps should be selected. For reliability, a third 625 gpm pump should be installed as a backup. Therefore, if a pump fails or needs servicing, the backup will be available to meet demands.

Zone 4 needs to handle a total capacity of 645 gpm. One pump can be reasonably selected to handle the total flow. Again, for reliability, a second 645 gpm pump should be installed as a backup.

The necessary electrical improvements that will be needed as a result of upgrading the Treatment Plant booster pumps are addressed in another section of this chapter.

To accommodate bigger, more efficient new pumps, the existing pump building could likely require demolition and rehabilitation.

2. Replace existing Zone 9 booster pumps at the Greenridge Booster Station:

The booster pumps used to supply water to Zone 9 are currently undersized to meet buildout demands and need to be upgraded with larger pumps. The pumps need to deliver a total capacity of 700 gpm. One pump can be reasonably selected to handle the total flow, and a second 700 gpm pump should be installed as a backup.

The necessary electrical improvements that will be needed as a result of upgrading the Greenridge booster pumps are addressed in another section of this chapter.

3. Replace existing Little Peak booster pumps at the Eagle Rock Booster Station including rehabilitation of the hydropneumatic pressure system:

The booster pumps used to supply water to Little Peak are currently undersized to meet buildout demands and need to be upgraded with larger pumps. The pumps need to deliver a total capacity of 700 gpm. Just as with Greenridge, one pump can be reasonably selected to handle the total flow, and a second 700 gpm pump should be installed as a backup.

The necessary electrical improvements that will be needed as a result of upgrading the Eagle Rock booster pumps are addressed in another section of this chapter.

As discussed previously, to allow the Little Peak Tank to be taken out of service for maintenance and repairs, a hydropneumatic pressure system is needed to keep the Little Peak Zone (and its sub-zones) pressurized. The Little Peak Tank not only serves as the storage facility for the Little Peak Zones, but it also serves as the mechanism to keep those zones pressurized. At this time, there is no capability to take the Little Peak Tank out of service.

At the existing Tank 9 Booster Stations site, there is an old hydropneumatic pressure tank and two 80 gpm booster pumps that are currently out of service. It is possible that this equipment may be rehabilitated to create a hydropneumatic pressure system for the Little Peak Zone to be used only when the Little Peak Tank must be taken out of service. Rehabilitation of the hydropneumatic system will consist of electrical improvements to the pump controls.

D. Storage Reservoirs

1. Zone 1: 400,000 gallons additional storage:

The 1992 Water Master Plan recommended the installation of 200,000 gallons additional storage in Zone 1. The purposes of this additional storage was to increase zone pressures during fire flow conditions (the Hydraulic Model showed drops in pressure below 20 psi during a 1,500 gpm fire in Zone 1) and to correct the storage deficiency for supply purposes existing at that time. The recommended 200,000 gallons additional storage was added to Zone 1, however since that time, Zone 1 has become deficient in storage capacity by 70,000 gallons.

By buildout a 330,000 gallon storage deficiency will exist in Zone 1. By the installation of 400,000 additional gallons in Zone 1, Zone 1 will have adequate storage for its own buildout needs, plus a little extra volume to help improve the Zone 4 deficiencies. Because Zone 1 may feed Zone 4, installation of storage in Zone 1 may benefit both Zones 1 and 4.

Zone 1 and Zone 4 are expected to buildout more quickly than Zone 9, so installation of needed storage in these zones are a higher priority than installation of storage in Zone 9.

A possible location for installation of additional storage in Zone 1 is Grizzly Court. There is an existing road easement between two lots at the end of the cul-de-sac that leads to a District owned lot. The lot is on a slope and will require some clearing and grading, but it should be large enough for a 400,000 gallon tank.

Another possible location for installation of an additional tank is a 5.85 acre parcel outside of the District boundaries, above Zone 1 on Dale Court and Honey Hill Drive. This parcel is currently vacant. Most of the parcel is on a slope, except toward the end of the cul-de-sac on Dale Court there is a relatively flat location, large enough to hold a tank at least 500,000 gallons.

Although having storage spread throughout the zone rather than having it located at a single site could improve flows in the distribution system, both of the proposed new sites, while relatively distant from the existing Tank 1 storage site, are at lower elevations. The difference in elevation between these sites and the existing Tank 1 site could create a hydraulically unfavorable situation in the zone.

Therefore, a better location for installation of an additional tank is at the existing Zone 1 Tanks site. There is adequate room for an additional tank. Construction of a new tank would require some clearing and grading of the existing site. Instead of merely adding a third tank at that site, removing the old existing 150,000 gallon tank and replacing it with a larger tank at that site is also a possibility.

2. Zone 4: 500,000 gallons additional storage:

The 1992 Water Master Plan recommended the installation of 300,000 gallons additional storage in Zone 4. The purposes of this additional storage were to increase zone pressures during fire flow conditions (the Hydraulic Model showed drops in pressure below 20 psi during a 1,500 gpm fire in Zone 4) and to correct the storage deficiency found for supply purposes. The recommended 300,000 gallons additional storage was not added to Zone 4 and currently Zone 4 is deficient in storage capacity by 280,000 gallons.

By buildout a 560,000 gallon storage deficiency will exist in Zone 4. With the installation of at least 500,000 gallons additional storage in Zone 4, in conjunction with at least 400,000 gallons in Zone 1, Zone 4 will have adequate storage for buildout needs.

The most feasible location for installing additional storage in Zone 4 is at the site of the existing 150,000 gallon Zone 4 storage tank. There is room for another tank at this site and it is already roughly graded. There should be room for a tank at least 500,000 gallons in size.

If the District wishes to install storage at another Zone 4 location, a new tank site must be secured.

3. Zone 9: 500,000 gallons additional storage:

The 1992 Water Master Plan recommended the installation of 100,000 gallons additional storage in Zone 9. The purposes of this additional storage was to increase zone pressures during fire flow conditions (the Hydraulic Model showed drops in pressure below 20 psi during a 1,500 gpm fire in Zone 9). The recommended 100,000 gallons additional storage was not added to Zone 9. Currently Zone 9 is deficient in storage capacity by 190,000 gallons.

By buildout a 500,000 gallon storage deficiency will exist in Zone 9. By the installation of 500,000 additional gallons, Zone 9 will have adequate storage for buildout needs.

A possible location for installation of additional storage in Zone 9 is Ravenhill Road. There are two vacant subdivision lots available that would allow room for a large tank. The lots are on a mild slope. Additionally, there is a planned park at the bottom of Ravenhill Rd. and the District would likely be allowed to build a tank at this site. Although the vicinity of Ravenhill Road is a good choice for a new tank because low pressures are experienced in this area and because it would be favorable to have storage on both sides of the zone (the existing Zone 9 tank location is located relatively far away from the Ravenhill Road area), the aforementioned sites are too low in elevation to improve system pressures. Furthermore, the difference in elevation between these sites and the existing Tank 9 site would create a hydraulically unfavorable situation in the zone.

Therefore, a far better location for a tank would be above the Ravenhill Road area, probably off of Spruce Grove Road, along the 1,600 foot contour elevation. This area is outside of the District boundary, but appears to be the best location for a new Zone 9 tank.

Another location for a new tank in Zone 9 is at the existing 150,000 gallon tank site. The District currently owns an adjacent lot which is large enough for a new tank. However, this lot is on the side of a hill which would require extensive excavation and grading to prepare it for a tank. Furthermore, installation of more storage in this location will not benefit the opposite side of the zone for improving existing pressure problems under normal conditions or especially under fire flow conditions.

One last alternative could be to install 250,000 gallons at the recommended area above Ravenhill Road and another 250,000 gallons at the existing Tank 9 site.

4. Repair Coating for 500,000 gallon welded steel Little Peak Tank:

The 500,000 gallon Little Peak Tank is experiencing problems with its coating peeling and should be repaired. Furthermore, the District reports that there may be problems with some of tank welds and with the roof trusses. A structural inspection/evaluation of the tank will be needed to determine how to best improve its structural state.

In order to take the Little Peak Tank out of service for repair, an alternative means to pressurize the Little Peak Zone must be first developed. It is possible that a temporary pressure system can be created at the Tank 9 booster station utilizing existing equipment on site – an old hydropneumatic pressure tank and two existing 85 gpm booster pumps.

E. Electrical

1. Upgrade electrical at the wells site and booster stations:

The electrical service at the well site does not need to be increased in capacity, but needs to be replaced in order to avoid future breakdown of aging equipment. If a generator is added to the well site, then the electrical service should be replaced as a part of that project. With the installation of the generator, a transfer switch would be added to the electrical service equipment lineup.

The PG&E service at the Water Treatment Plant will need to be upgraded to accommodate the Zone 1 and Zone 4 booster pump upgrades recommended previously in this report. An automatic transfer switch should also be added to allow automatic connection to the generator in case of a utility failure.

The Greenridge Booster station needs to have an electrical service upgrade to accommodate the existing pumps, let alone if the pumps are upgraded as recommended. At minimum, the service voltage should be changed from 240V to 480V to accommodate present and future needs. A new metering section would be required for PG&E's use. If the pumps are not upgraded, the existing pump motors can likely be restrapped to operate at the higher voltage. The existing motor starters would be rebuilt to replace heat-stressed parts and be otherwise kept as-is.

At minimum, the controls for the Eagle Rock 80 gpm pressure booster pumps and the controls for the large booster pump need to be replaced. If the large pumps are upgraded, then the electrical service will also need to be upgraded to handle the additional electrical load. If a generator is installed, then an automatic transfer switch would also be included as a part of the electrical service equipment upgrade.

F. Backup Power

1. Install Backup Power at the wells site and booster stations:

It is recommended that fixed diesel-powered generator sets be installed at strategic locations throughout the system to ensure that water can be produced, stored, and distributed to meet the needs of the customers regardless of the availability of utility electrical supplies.

The generator sets should have an integral subbase tank to provide fuel for 24 hours of operation. Standard tanks are double-walled to provide leak containment, and leak detection systems can be integrated into the generator set controls. Weather-protective enclosures and critical-grade silencers (mufflers) will attenuate the noise somewhat for locations where sound levels are not critical. For residential locations, such as at the Greenridge Boosters, special sound-attenuating enclosures should be provided to further reduce sound levels to meet noise ordinance requirements.

The recommended generator capacities are based on the assumption that the pumps in the facilities are upgraded per the recommendations in this report. Generators, sized as noted, should be located at the following facilities:

- Wells – 150 kW, to run 4 wells, reclamation plant booster, and future NaOCl system
- Water Plant – 350 kW, to run 2-125 hp pumps and 1-60 hp pump
- Greenridge Booster – 150 kW, to run 100 hp pump
- Eagle Rock Booster – 200 kW, to run hydropneumatic (15 hp) and big (150 hp) booster

G. Controls

1. Improve SCADA:

The existing water system controls should be upgraded to full SCADA functionality to provide for better managed water storage in response to fluctuating usage, and to allow operators to check condition of the system without having to drive to each site.

Each site should be equipped with a remote terminal unit (RTU) and the appropriate instrumentation and sensors to collect data for all useful operational parameters associated with each site. The RTUs would be equipped with outputs to control pumps, valves, solenoids, etc. at each site, and would be connected via a telemetry link to a central controller, or Master. The Master would consist of a personal computer-based system at a central site with software to control the RTUs and to display the status of each system element. Each RTU reports to the Master when a condition, such as a reservoir level or a flow, changes to a significant degree, or if an alarm condition occurs. The RTUs would also update the Master on a periodic basis to assure the Master that the RTUs were still functional. In addition, the operator could force the Master to poll each or selected RTUs to update their status at any time desired. Operational setpoints could be adjusted from the Master station to match the needs of the system. For instance, reservoirs could be filled to a lower elevation during the winter season to ensure faster turnover rate. Refer to Table 8.1 for input/output control points for each location.

Because the water and reclamation systems are maintained and operated by the same staff, it would be convenient to combine the water system SCADA with the existing SCADA system at the reclamation plant. The reclamation SCADA hardware and software was upgraded in the year 2000, so the latest functionality is present, and the system can handle the additional water system input/output points.

The telemetry link would consist of modems and voice-grade dial-up telephone lines or radios. Telephone links are not affected by topography, tend to be more immune to interference than radios, and have a lower capital cost, but new telephone service would have to be brought into several sites. Radio links can be susceptible to interference, but newer error-correction technologies make this less of an issue than in the past. Radio links have a higher capital cost than telephone links, but no monthly cost is associated with the use of the radio link. Radio transmitters and receivers are required to be within line-of-sight of each other, so hilly terrain can be a problem. However, an RTU at one site can act as a repeater for another RTU that might otherwise be out of the line-of-sight to the Master. The topography would require further study to determine the feasibility of using a radio link.

Electrical power would have to be provided to several sites to power the RTUs. As an alternate to utility power, solar panel arrays and storage batteries should be considered.

The SCADA installation could be staged on a site-by-site basis as funds become available and to coordinate with other facility upgrades. The first phase should be to install an RTU at the water plant, a corresponding RTU at the reclamation plant, and a radio link between the two. This way, all existing alarms that are currently annunciated at the water plant could be transferred to the SCADA system, and you would immediately start to gain the advantage of the enhanced alarm notification features of that system, for approximately 20% of the total SCADA installation cost. Each additional site upgrade would then consist of installation of an RTU and telemetry link, and of programming the Master PC to reflect the upgraded control and monitoring functions for each site.

In addition to the Master station, other computers can be programmed to mirror the functions of the Master. Currently, a computer at the District office connects to the Master at the Reclamation Plant via modem so that the plant SCADA system can be viewed and controlled from a remote location. A properly equipped laptop computer can be a useful tool for on-call maintenance personnel because they can connect to the SCADA Master station from home or wherever they have access to a dial-up telephone line. This can save a lot of time because they can quickly see the status of the entire system without having to travel to each site. In addition, they can then immediately take appropriate action to correct a trouble condition without having to leave home.

In summary, it is recommended that the District install RTUs and instrumentation at the wells, treatment plant, booster stations, and reservoirs to provide for a better managed water system. Provide modems and install dial-up telephone lines into each site, or provide a radio modem for the telemetry link. Provide electrical service or solar panel arrays to power the RTUs at the reservoir sites. Purchase a laptop computer and software to reduce labor and increase the capabilities of on-call personnel.

H. Hydrants

1. Replace wharf hydrants with full-sized hydrants:

There are approximately 350 fire hydrants throughout the distribution system, provided for fire protection at 500-foot intervals. They are of the wharf type (2½-inch) and are of limited flow capacity. It is possible that these wharf hydrants may not be able to deliver the required fire flows.

As a low priority, because the South Lake Fire Department thinks the existing hydrants are probably adequate, it is recommended that all 350 hydrants be replaced with full size hydrants. Additionally, some of the existing hydrants may be on 4-inch mains which should be upgraded before hydrant replacement occurs in those areas.

I. Treatment Facilities

1. Replace the leaking 15,000 gallon redwood chlorine contact tank:

The District's 15,000 gallon redwood chlorine contact tank is leaking. Alternatives for dealing with this problem include repair, replacement, or even abandonment. There is no regulatory requirement for groundwater to receive chlorine contact before entering the distribution system. Although the District has historically used contact tanks in its treatment process, they are not needed for purposes of satisfying groundwater treatment requirements. Nonetheless, the District would like to continue using the contact tanks as good chlorination practice. Replacement of the leaking 15,000 gallon redwood tank with a new tank is therefore recommended as a low priority.

However, if the chlorination facilities are moved to the well site, as is a possibility, the added detention time that will occur in the transmission main from the well site will exceed the detention time that would be achieved in a new 15,000 gallon tank. Therefore, in this case the contact tank would not be necessary.

2. Replace gas chlorination system with a sodium hypochlorite injection system / on-line chlorine analyzer:

When the useful life of the gas chlorination equipment becomes depleted, it is recommended that the District replace it with a liquid chlorination system. Use of liquid chlorine in water treatment is associated with less safety risk for the water treatment operator than the use of gas chlorine. Liquid chlorine can be purchased in the form of 12.5% sodium hypochlorite and either diluted to a desired solution strength or used as is. Equipment consists of a solution crock or tank and a chemical injector or pump. Alternatively, there are new technologies that allow for the on-site generation of a very dilute (0.8%) sodium hypochlorite solution from water, salt, and electricity. There are no hazardous materials to handle.

Additionally, the installation of an on-line chlorine analyzer that has the ability to continuously monitor their chlorine residual, automatically adjust their chlorine feed, and initiate high and low level alarms, is recommended.

Erecting a new treatment building at the Well 1 site is the recommended location for a new treatment system.

J. Mapping

1. Have the entire water system mapped using AutoCAD:

The District should have mapping of the entire water system created using AutoCAD. With the advantages of computerized drawings, the maps could be easily updated as new projects are added to the system and prints of the existing system could be made at various scales allowing field crews to carry reduced scale prints and office staff to have large wall-mounted prints. This would assist in all aspects of District operations.

It is recommended that the unknown location of the “cross-country” piping from Zone 9A, below Spruce Grove Rd., to Knollview be determined and included in the mapping project.

CHAPTER 9 – COST ESTIMATES

Cost estimates for construction of the improvement alternatives have been developed and are presented herein. The improvements are not listed in any prioritized manner. These estimates were developed using Means Construction Cost Data and discussions with various contractors and manufacturers. Costs shown are total project costs and include appropriate allowances for engineering and contingencies. The following items have been considered in the cost of each project:

- General Conditions (15%)
- Sales Tax (4%)
- Bond (0.15%)
- Location Index (18%)
- Administration & Engineering (25%)
- Contingency (10%)

Table 9.1 Cost Estimates for Improvement Alternatives

	Improvement Alternative	Cost
	Source Capacity	
1	Drill a fourth domestic well along Putah Creek	$ 104,000
2	Upgrade electrical at well sites	$ 52,000
	Distribution System	
3	Zone 1: 6-inch tie from Zone 9 to Zone 1 at Zone 1 Tanks site (This improvement should only be completed once additional storage has been installed in Zone 9 to improve pressures in the vicinity of the proposed tie.)	$ 73,000
4	Zone 9: Replace 6-inch main on Deer Hill Road from Eagle Rock to Fire Thorne Road with 8-inch main	$ 133,000
5	Zone 9: 6-inch PRV on Deer Hill Road below Conestoga Road	$ 9,000
6	Upgrade 4-inch mains in system (estimated 3,000 LF)	$ 404,000
	Booster Pump Stations	
7	Replace existing Zone 1 and Zone 4 booster pumps at the Treatment Plant Booster Station. Reconstruction of building.	$ 286,000
8	Replace existing Zone 9 booster pumps at the Greenridge Booster Station. Reconstruction of building.	$ 175,000
9	Replace existing Little Peak booster pumps at the Eagle Rock Booster Station (leave 80 gpm pumps for electrical rehabilitation). Reconstruction of building.	$ 196,000
10	Upgrade electrical at each booster pump station including rehabilitation of the Little Peak hydropneumatic system.	$ 538,000

	Storage Reservoirs	
11	Zone 1: 550,000 gallon tank at existing Zone 1 tank site. Remove existing 150,000 gallon tank *Redwood* *Welded Steel* *Glass-Fused-to-Bolted Steel*	 $ N/A $ 424,000 $ 557,000
12a	Zone 4: 500,000 gallon tank at existing Zone 4 tank site *Redwood* *Welded Steel* *Glass-Fused-to-Bolted Steel*	 $ 519,000 $ 377,000 $ 495,000
12b	Zone 4: 250,000 gallon tank at existing Zone 4 tank site and a second 250,000 gallon tank at another Zone 4 or Zone 1 location *<u>Existing Zone 4 Tank Site</u>:* *Redwood* *Welded Steel* *Glass-Fused-to-Bolted Steel* *<u>New Zone 4 or 1 Tank Site</u>:* *Redwood* *Welded Steel* *Glass-Fused-to-Bolted Steel*	 $ 336,000 $ 295,000 $ 329,000 $ 390,000 $ 349,000 $ 382,000
13	Zone 9: 500,000 gallon tank above Ravenhill Road at the 1,600 foot contour elevation (no specific site selected at this time) *Redwood* *Welded Steel* *Glass-Fused-to-Bolted Steel*	 $ 621,000 $ 480,000 $ 600,000
14	Apply new epoxy coating to interior and exterior of 500,000 gallon welded steel Little Peak Tank	$ 106,000
	Backup Power	
15	Install backup generators and auto transfer switches at the wells site and booster stations	$ 373,000
	Controls	
16	Improve SCADA system	$ 700,000
	Hydrants	
17	Replace 350 wharf hydrants with full size hydrants	$1,500,000
	Treatment Facilities	
18	Replace leaking 15,000 gallon redwood chlorine contact tank (not a recommendation if chlorination facility is moved to the wells site)	$ 42,000
19a	Replace gas chlorination system with sodium hypochlorite injection system at Well 1 site and install on-line chlorine analyzer for automatic dosing and alarm capability. New treatment building at Well 1 site.	$ 103,000
19b	Replace gas chlorination system with sodium hypochlorite generation and injection system at Well 1 site, and install on-line chlorine analyzer for automatic dosing and alarm capability. New treatment building at Well 1 site.	$ 124,000

	Mapping	
20	Have the water system mapped using AutoCAD	$ 30,000

CHAPTER 10 – RECOMMENDED IMPROVEMENTS

The recommended improvements are outlined herein and are categorized by high, medium, and low priorities. Priority has been established based upon the severity of the identified deficiency and whether or not the deficiency is already existing or is anticipated to occur before buildout. It is recommended that the high priority items be completed at the current time, the medium priority items be completed within the next five years, and the low priority items be completed before buildout occurs. Refer to Figures 10.1 and 10.2 for site map and hydraulic locations of the proposed improvements.

Several cost estimates were established in the previous chapter for different improvement alternatives. In the cases where multiple alternatives were priced, the most cost-effective solution was chosen. Welded steel tanks were chosen as the most cost-effective choice for new storage tanks. Furthermore, locations for new tanks were selected based upon elevations that support the existing hydraulic profiles of the respective zones. No choice was made in selecting a conventional sodium hypochlorite injection system versus an on-site sodium hypochlorite generation system. While the capital cost of an on-site generation system is higher, the operational cost of purchasing salt versus sodium hypochlorite is lower. The cost included with these recommended improvements for a new disinfection system is the higher capital cost of the two alternatives.

The recommended improvements are necessary to address system capacity requirements in response to anticipated growth and to address reliability of the system for existing customers. Growth improvements in the table are indicated by a "*G*". Reliability improvements in the table are indicated by an "*R*". The total cost in each category is utilized in Chapter 11 – Funding Alternatives.

Table 10.1 Recommended Improvements

High Priority	
Upgrade electrical at well sites - *R*	$ 52,000
Zone 9: Replace 6-inch main on Deer Hill Road from Eagle Rock to Fire Thorne Road with 8-inch main - *G*	$ 133,000
Zone 9: 6-inch PRV on Deer Hill Road below Conestoga Road - *R*	$ 9,000
Zone 1: 6-inch tie from Zone 9 to Zone 1 at Zone 1 Tanks site (This improvement should only be completed once additional storage has been installed in Zone 9 to improve pressures in the vicinity of the proposed tie.) - *G*	$ 73,000
Replace existing Zone 1 and Zone 4 booster pumps at the Treatment Plant Booster Station. Reconstruction of building. – *G*, *R (50/50)*	$ 286,000
Replace existing Zone 9 booster pumps at the Greenridge Booster Station. Reconstruction of building included. - *G*	$ 175,000

Upgrade electrical at each booster pump station including rehabilitation of the Little Peak hydropneumatic system. - *G*, *R (50/50)*	$ 538,000
Zone 1: 550,000 gallon tank at existing Zone 1 tank site. Remove existing 150,000 gallon tank - *G* *Welded Steel*	$ 424,000
Zone 4: 500,000 gallon tank at existing Zone 4 tank site - *G* *Welded Steel*	$ 377,000
Zone 9: 500,000 gallon tank above Ravehill Road at the 1,600 foot contour elevation (no specific site selected at this time) - *G* *Welded Steel*	$ 480,000
Apply new epoxy coating to interior and exterior of 500,000 gallon welded steel Little Peak Tank - *R*	$ 106,000
Install backup generators and auto transfer switches at the wells site and booster stations - *R*	$ 373,000
Improve SCADA system - *G*	$ 700,000

Subtotal: ($952,000-R; $2,774,000-G)
Total: $3,726,000

Medium Priority	
Replace existing Little Peak booster pumps at the Eagle Rock Booster Station (leave 80 gpm pumps for electrical rehabilitation). Reconstruction of building. - *G*	$ 196,000

Subtotal: ($0-R; $196,000-G)
Total: $ 196,000

Low Priority	
Drill a fourth domestic well along Putah Creek - *G*	$ 104,000
Upgrade 4-inch mains in system (estimated 3,000 LF) - *G*	$ 404,000
Replace 350 wharf hydrants with full size hydrants - *G*	$1,500,000
Replace leaking 15,000 gallon redwood chlorine contact tank (not a recommendation if chlorination facility is moved to the wells site) - *R*	$ 42,000
Replace gas chlorination system with sodium hypochlorite injection system at Well 1 site, possibly with an on-site generation system, and install on-line chlorine analyzer for automatic dosing and alarm capability. New treatment building at Well 1 site. - *R*	$ 124,000
Have the water system mapped using AutoCAD - *R*	$ 30,000

Subtotal: ($ 196,000-R; $2,008,000-G)
Total: $ 2,204,000

Subtotal: ($ 1,148,000-R; $4,978,000-G)
Grand Total: $ 6,126,000

CHAPTER 11 – FUNDING ALTERNATIVES

Funding the recommended improvements may occur by increasing water rates and/or by increasing water service hook-up fees. To fund all the recommended improvements, the District will need $6,126,000.

Table 11.1 below shows the water rates as well as the water service hook-up fees for other Lake County communities:

Table 11.1 Lake County Water Service Hook-up Fees and Water Rates

Water Company	Water Service Hook-Up Fee (Residential)	Water Rates (Residential)
Callayomi County Water Dist.	$3800	$25/6000 gal $4.15/1000gal > 6000 gal
Clearlake Oaks County Water Dist.	$1500	$20.15/200 cf >200 cf = $2.40/100 cf
Cobb Area Water District	$1500	$20/month $0.75/1000 gal to 15,000 gal $1.50/1000 gal to 25,000 gal $2.50/1000 gal > 25,000 gal
Finley	$1500	$10/800 cf $0.80/50 cf to 5000 cf $0.55/50 cf > 5000 cf
Hidden Valley Lake CSD	$1,000	$46/every 2-months for 4,000 cf >4,000 cf, $0.01/cf
Highlands Water Company	$3000	$22/month $1.50/100 cf
Kelseyville	$250	$10.50/1500cf $0.80/100 cf to 10,000 cf $0.55/100 cf > 10,000 cf
Konocti County Water Dist.	$4150.49	$28/month $0.0193/cf
Lakeport Water	$1650 $1000± (T&M – meter)	$16.43/month $0.98/100 cf to 1300 cf $1.89/100 cf > 1300 cf
Lower Lake County Water Works Dist. 1	$2500 + $150/meter	$27.50/400 cf $1.85/100 cf > 400 cf
Mt Konocti Mutual Water Company	$3350 (after June 1, 2001)	$38.35/1000 cf $1.50/100 cf to 4000 cf $1.75/100 cf > 4000 cf
Nice Mutual Water Company	$3000	$28/200 cf $1.00/100 cf to 400 cf $2.00/100 cf > 400 cf
Soda Bay	$1500 - $6750 depending on zone	$13.50/month $0.75/100 cf to 750 cf $0.90/100 cf > 750 cf

Abbreviations: gal=gallons, cf=cubic feet, T&M=time and materials

The District's current water rates are $46 every two months for 4,000 cubic feet of water. Water usage over 4,000 cubic feet is charged at a rate of $0.01 per cubic foot. Compared to the other Lake County water suppliers shown in Table 11.1, the District's

water rates appear to be typical. The bi-monthly rates pay for the cost of operating and maintaining the water system. Maintenance improvements, and improvements to increase the system reliability for existing customers would typically be funded from this revenue source.

The District's current $1,000 water service hook-up fee appears to be considerably lower than the average water service hook-up fee of other Lake County water suppliers. The average water service hook-up fee of the Lake County water suppliers represented in Table 11.1, appears to be almost $2,200. The water service hook-up fee reimburses the District for the incremental cost of the capital investment and funds the improvements necessary to provide capacity for growth.

Of the $6,126,000 in necessary improvements, $1,148,000 are required as maintenance or reliability improvements to the existing system. Financing these improvements at 3% interest for a 30 year term results in an annual loan payment of $58,570. Spread over the existing ratepayers, an increased water rate of approximately $3.00/month is necessary to fund these improvements.

The balance of the improvements ($4,978,000) are necessary to support growth in the District. Again assuming financing at 3% for 30 years, results in an annual loan payment of $253,977. At a 6% growth rate the District can expect to add approximately 100 new connections per year. A connection fee increase of approximately $2,540 is necessary to support the recommended level of improvements, for a total connection fee of $3,540 +/-. As new connections are added to the system, a portion of the monthly user fee would also go to the retirement of debt for system improvements.

AMMENDED FACILITIES PLAN

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

August 1991

Prepared

for

Hidden Valley Lake Community Services District

Mr. William L. Ovard,	President
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Mr. J. C. Harvey,	Finance Officer
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Chapter I

CHAPTER I - INTRODUCTION

A. BACKGROUND

The Hidden Valley Lake Community Services District (HVLCSD) lies about four miles north of Middletown on the east side of Highway 29, in southern Lake County as shown on the vicinity map (see Figure I-1). The District was formed by the registered voters within the community in 1984 and given water and sewer authority. Shortly after its inception, the District began the process of planning for the installation of a community-wide wastewater collection, treatment and disposal system. This Amended Facilities Plan is the latest in a number of planning documents that date back to 1986. The purpose of this supplement is to clarify the District's proposed project and to aid in applications for State and Federal funds.

The history of the Hidden Valley Lake Subdivision and their project is clearly outlined in the 1987 Facilities Plan prepared by Winzler & Kelly, Consulting Engineers. Since the completion and adoption in 1986, the District completed environmental documentation in accordance with the California Environmental Quality Act (CEQA). In 1988 an assessment district was formed as the primary financing vehicle for the proposed water pollution control project. During the assessment district proceedings, significant divisions developed within the community. Certain members of the community felt that Stonehouse Mutual Water Company (SMWC) (the private corporation which provides water and very limited sewer service within the Hidden Valley Lake Subdivision) might be able to undertake a more cost effective water pollution control project. This challenge resulted in time-consuming litigation, which though eventually settled, delayed the project for several years.

In early 1990, HVLCSD once again found themselves in a position to undertake a community-wide wastewater project. The District had decided, prior to undertaking assessment proceedings, to divide the project into at least two phases. The first phase would consist of the Golf Course, Lake, Knollview and Moonridge Road areas (Areas A, B, C, and a portion of Area G from the original Facilities Plan), see the study area boundary (Figure I-2). This first phase includes approximately one-half of the lots within the subdivision. The areas were chosen based on known and suspected water pollution problems and also because they represent the most heavily developed areas in the community. This supplemental report will focus only on the Phase 1 Project. Hidden Valley Lake Community Services District commissioned Winzler & Kelly to begin design of the sewer collection, treatment and disposal system in March of 1990. At this writing, the sewer collection system design is largely complete.

The District has also recently become aware of their potential eligibility for low interest loan or grants from the State of California under the State Revolving Fund Program and the Small Community Grant Program. Because sewer assessments were confirmed in 1988 and the proposed project will not be constructed until late 1991 or early 1992, the District has justifiable concern about their ability to fund the entire project within the 1988 budget. As such, they are aggressively pursuing alternate financing vehicles, including State funds.

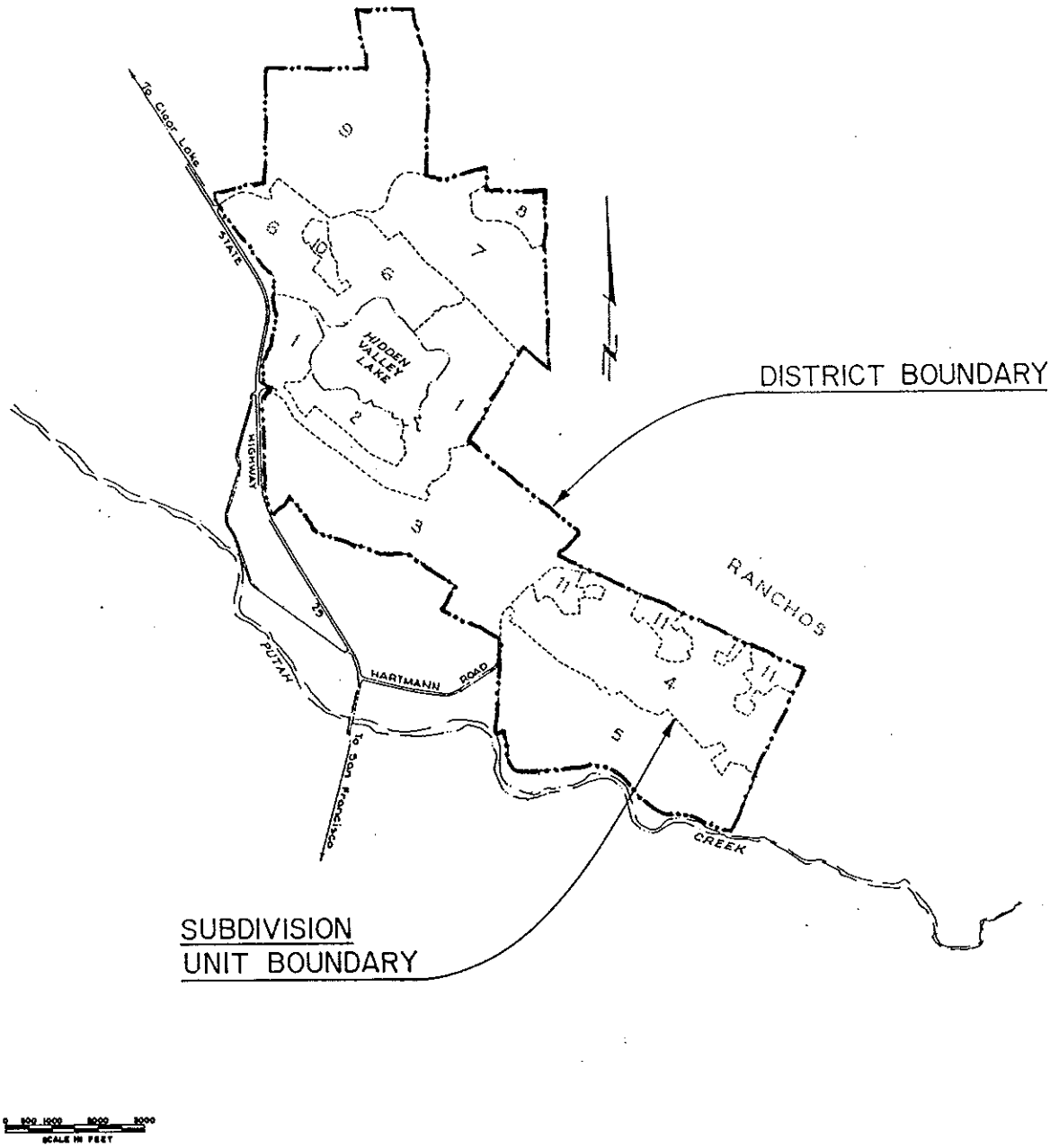
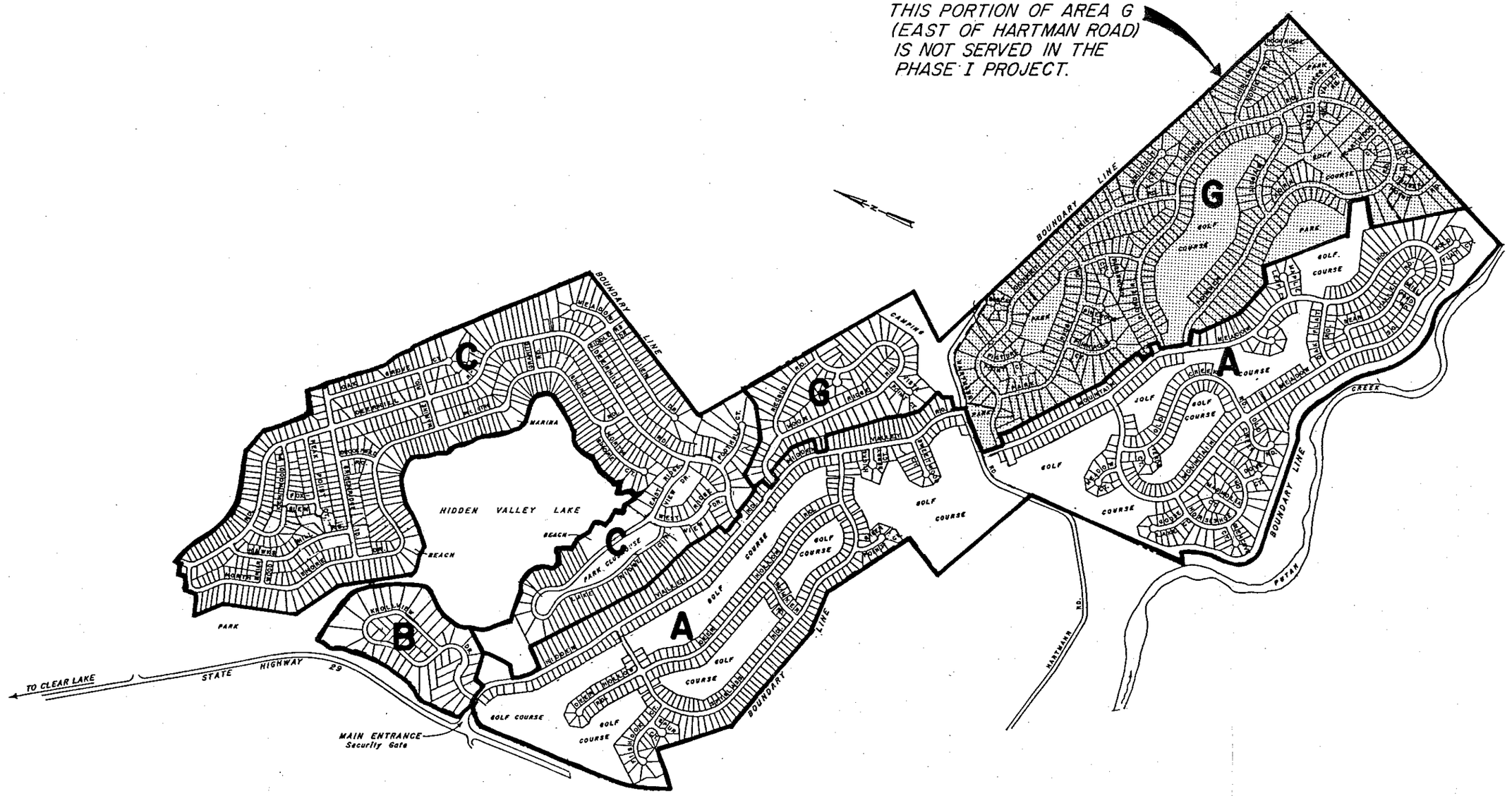

To Clear Lake
STATE
HIGHWAY
HIDDEN VALLEY LAKE
DISTRICT BOUNDARY
RANCHOS
PUTAH
HARTMANN ROAD
To San Francisco
CREEK
SUBDIVISION
UNIT BOUNDARY
SCALE IN FEET
VICINITY MAP

Figure I-1



PHASE I
STUDY AREA
BOUNDARY MAP

Figure I-2

B. PURPOSE AND SCOPE OF WORK

The purpose of this supplemental report is to update the 1987 Facilities Plan and to clarify the proposed project and the reason for its selection. The goal of the proposed water pollution control project is to correct existing documented and suspected water pollution and public heath problems. In 1986, HVLCSD and the Lake County Sanitation District undertook a pollution study of the golf course area (Area A) of the subdivision. While this study was limited in scope, the sampling performed indicated that there are water bodies within the subdivision boundaries, including several irrigation ponds on the golf course, with excessively high fecal coliform counts. Because the 1986 study was performed during the drier parts of the year (April and May) it led the CSD, the Lake County Environmental Health Department, and the Central Valley Regional Water Quality Control Board (CVRWQCB) to suspect that a significant pollution problem existed within the subdivision. Letters from Lake County Health and the Regional Board outlining their concern are attached as Appendix A of this supplemental report. In addition, both HVLCSD and Stonehouse Mutual Water Company have heard recent complaints from building contractors that many "alternative on-site disposal systems" in the upper areas (Areas B, C, and G) are showing evidence of failure. The complaints from the contractors arise from their observations of continuous seepage into drainage ditches adjacent to these alternative systems. Finally, follow-up sampling has been undertaken by the District. These results confirm the results of the initial sampling and are included in Appendix B of this report.

The proposed project has several distinct benefits. First, the new collection, treatment and disposal system will eliminate existing pollution and health problems. Secondly, because all lots will be required to connect to the sewer system when it becomes available, the project will eliminate the need for the development of on-site waste disposal systems in the future. As noted in the original Facilities Plan, lot sizes in Hidden Valley Lake are quite small. As long as the area remained relatively undeveloped, the potential for pollution from on-site systems was quite small. However, Lake County as a whole, and Hidden Valley in particular, have experienced tremendous growth over the last ten years and the potential for significant groundwater contamination has also increased. The advent of the sewer system will alleviate this problem. Finally, the wastewater project will provide an alternative source of irrigation water for the golf course located in the community. This golf course currently irrigates with surplus municipal water supplied by Stonehouse Mutual Water Company. The population of the subdivision is growing and Stonehouse Mutual is experiencing greater demand on its limited water resource. The water pollution control project will be able to supply treated effluent in sufficient quantities to serve the irrigation needs of the golf course. This results in the preservation of a community amenity without jeopardizing the water supply.

C. SUMMARY AND CONCLUSIONS

The high rate of growth in the Hidden Valley Lake Subdivision, coupled with the small lot sizes in the development, point to the potential for a surface and groundwater pollution problem. Surface water sampling, undertaken in March of 1991, after heavy winter rains, indicated bacteriological contamination of surface water in many cases above the "action level" of 200 parts per million. Given this combination of facts, it is clear that a water pollution control project is necessary to preserve the continued attractiveness of the Hidden Valley Lake Community. During this current evaluation of the alternatives for wastewater collection, treatment, and disposal it has become clear that the most viable disposal alternative available to the District is reclamation. Such a disposal method is necessarily land intensive as large ponds are required to store wastewater over the winter and sufficient irrigation area must be available. In the case of Hidden Valley, some 35 acres are required for pond storage and another 159 acres are required for irrigation area.

Throughout the state reclaimed water is more frequently viewed as a resource as opposed to a waste product and sufficiently treated effluent may be sold back to certain types of users. In the case of Hidden Valley, a clear potential reclaimed water user is the Hidden Valley Lake Golf Course. The currently irrigated 97 acres are sufficient to dispose of all the reclaimed water generated in the early years of the life of the project. The course can eventually be expanded to 145 irrigated acres, further minimizing the need for land acquisition for disposal purposes. However, in order to utilize the golf course for disposal purposes, the District must install advanced treatment facilities. These facilities are not needed for a basic pollution control project.

Chapter VI of this report develops costs for both basic pollution control projects and reclamation projects. In general, reclamation projects utilizing the Hidden Valley Golf Course and employing advanced treatment are more cost-effective for the community.

Figures VII-1 and VII-2 (on pages VII-3 and VII-4) show the various plant sites under consideration. Treatment plant sites near the community wells on Grange Road will require synthetic pond liners; a significantly expensive item needed to protect the community's groundwater supplies. Synthetic liners are also included on Sites 6 and 9 due to permeable soils and the potential impacts on Putah Creek. Treatment plants located on Sites 2, 6, and 7 appear to be most cost-effective. Treatment plant sites closer to the wells, or perched upon a hill (Site 8) result in the more expensive projects. The most cost-effective sites are large enough to accommodate some portion of a Phase II project.

Chapter VIII develops a series of financing plans for the recommended project. Average operations costs are estimated to be $34.50 per month ($414 annually). Capital costs vary from a low of $12,696,500 to a high of $16,696,200. Tables VIII-2 through -5 provide complete financing breakdowns and Table VIII-7 summarizes total costs per user.

Because of the distinct capital cost advantage, as well as the environmental benefits, it is recommended that HVLCSD pursue a reclamation project utilizing the Hidden Valley Lake Golf Course. It is also recommended that the initial ranking of site alternatives be re-evaluated upon completion of the Supplemental Environmental Impact Report so that the eventual decision on location will take into account all the factors that can effect the best apparent project.

D. PREVIOUS WORK

As mentioned earlier, HVLCSD has commissioned and completed a number of documents pertaining to this project. These documents were all prepared in general conformance with the old Clean Water Grant Regulations and with CEQA. These documents include:

- Initial Environmental Study (April 1986)
- Pollution Study (June 1986)
- Draft Environmental Impact Report (July 1986)
- Final Environmental Impact Report (October 1986)
- Wastewater Facilities Plan (1987)

In addition, the assessment district proceedings necessitated the preparation and adoption of an Engineer's Report which outlines the cost of the total project, formula of benefit used for spreading costs, and the share of the project cost levied against each individual property.

In conjunction with this supplemental planning effort, the District has prepared a Supplemental Environment Impact Report (SEIR). The draft SEIR was available in June of 1991 with a final SEIr to be prepared after the mandatory circulation period.

Chapter II

CHAPTER II - SERVICE AREA CHARACTERISTICS

A. INTRODUCTION

Chapter II of the 1987 Wastewater Facilities Plan identifies major geographic, topographic, political and social characteristics of the Hidden Valley Lake Subdivision and its surrounding environment. The purpose of this chapter is to update this information in order to develop planning criteria for the proposed project. In addition, the economic information provided will be used to establish eligibility criteria for State and Federal assistance programs.

B. POPULATION

1. Present Population

The current population of the Hidden Valley Lake Subdivision is estimated to be 2,850 people. This figure was derived using the population project from the 1987 Facilities Plan and increasing it at a rate of 9 percent per year through 1990. The estimated population benefiting from the first phase of the sewer project, now being undertaken by the CSD, is estimated to be 1,492 based on a recent count of houses multiplied by an average occupancy of 2.41 persons per household.

2. Growth

The original Facilities Plan estimated a 9 percent per year growth rate for the Hidden Valley Lake Subdivision based on data collected from the California Department of Finance, and the local Middletown Unified School District. It was noted at the time that the area was growing more rapidly than both the state and the county in general. As a portion of this Supplemental Facilities Plan, the Middletown Unified School District was again contacted with respect to their enrollment. In addition, Stonehouse Mutual Water Company, which provides water service to the entire subdivision, was contacted.

a. Middletown Unified School District

The 1990-1991 enrollment in Middletown Unified School District is 1,308 students in grades K-12. This is up from 1,000 in 1985-86 and represents a 5.5 percent per year growth rate which is nearly identical to the School District's projections in 1986.

b. Stonehouse Mutual Water Company

As noted, Stonehouse Mutual Water Company provides the water service to the Hidden Valley Lake Subdivision. When new homes are constructed, SMWC provides the house with a water meter. Their records most accurately reflect the growth rate experienced within the subdivision boundaries. In 1986,

SMWC had 723 active connections. In 1990 this number was 1,150. This represents an average growth rate of 9.7% per year in the subdivision. However, Stonehouse's records also show that the population increases were much larger (18% and 19% respectively) in 1989 and 1990.

It is unlikely that the subdivision will continue to grow at these extremely high rates for an extended period of time. Certainly, the current development is being focused on areas within the subdivision that do not have significant inherent restrictions to development (i.e., steep slopes, poor soils). Once this "easy" development occurs, the remaining lands will be significantly more expensive to develop, which slows growth. Based on this information, it appears that the 9% per year growth rate projected in the 1987 Facilities Plan should continue to provide fairly accurate population projections for long-term planning purposes.

However, a major conceptual change regarding growth has occurred since 1987. The earlier facilities plan assumed that subdivision buildout would be limited to 80 percent of the total available lots. This assumption was based, in large part, on the difficult terrain in the northern part of the subdivision where steep unstable slopes render whole lots unbuildable. In looking at the Phase I Project area, however, it is apparent that little or no physical constraint to development will exist once a public sewer system is available. For this reason it is assumed that Phase I buildout will be limited to **95 percent** of the available lots in the Phase I project area. Table II-1, below, replaces Table II-9 of the 1987 Facilities Plan and is specific to the Phase I Project. The schematic of home buildout in Phase I (Figure II-1) replaces Figure II-8 of the 1987 plan and is, once again, specific to the Phase I Project.

TABLE II-1

Hidden Valley Lake Community Services District
Population Projection

	1990	2002	2012
Houses	619	1,741	1,750*
Persons	1,492	4,196	4,218*

*Buildout occurs in year 2003

C. SOCIAL AND ECONOMIC CHARACTERISTICS

Hidden Valley Lake Subdivision was originally designed by Boise Cascade Corporation in the late 1960's as a retirement and second-home community. The demographics of the subdivision have changed dramatically since its original inception. While it is still home to a significant number of retired people, the subdivision also draws a large number of young families, who commute to jobs in Napa and Sonoma

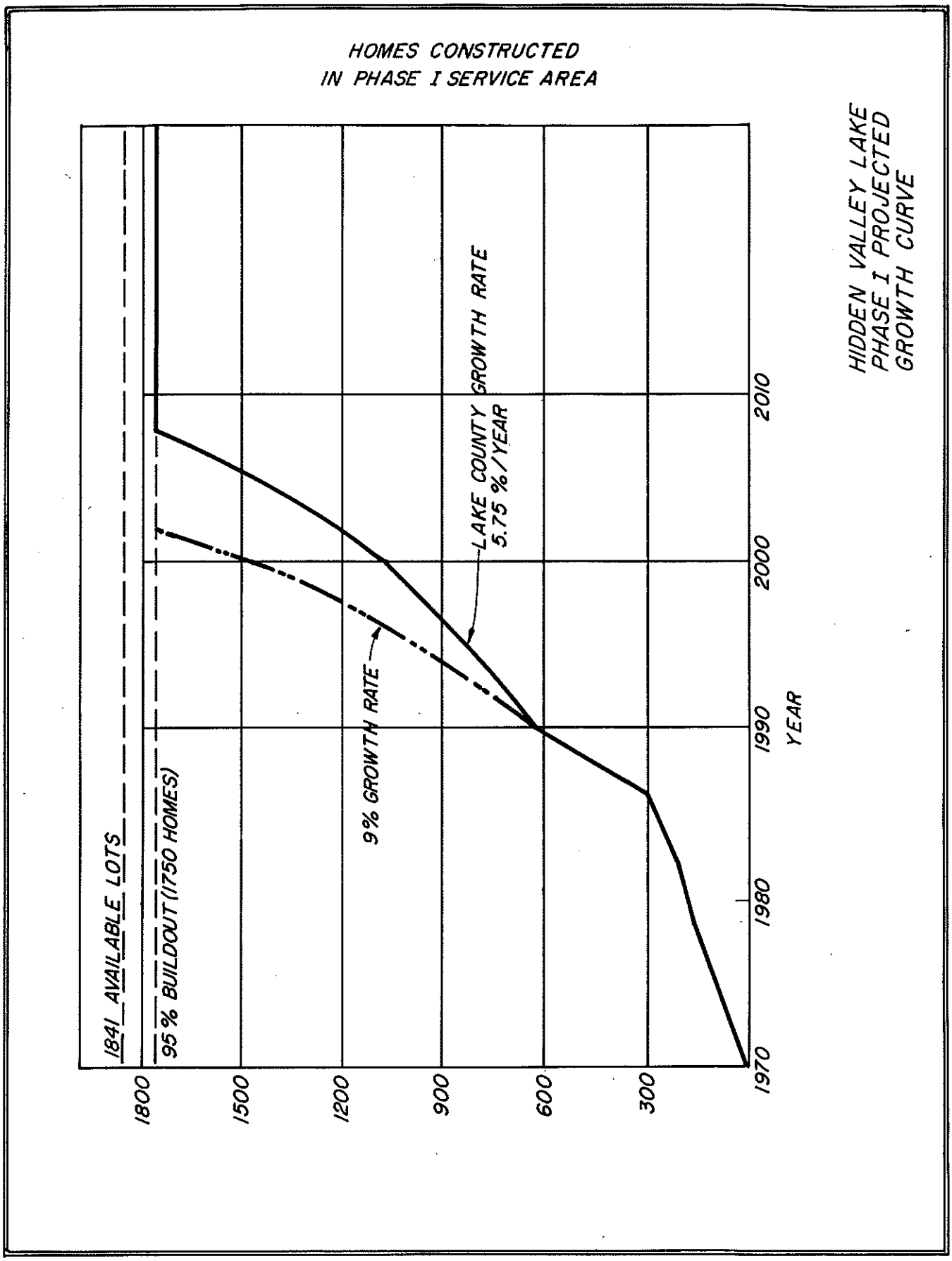

HOMES CONSTRUCTED
IN PHASE I SERVICE AREA
HIDDEN VALLEY LAKE
PHASE I PROJECTED
GROWTH CURVE
1841 AVAILABLE LOTS
95 % BUILDOUT (1750 HOMES)
9% GROWTH RATE
LAKE COUNTY GROWTH RATE
5.75 %/YEAR
1800
1500
1200
900
600
300
1970
1980
1990
2000
2010
YEAR

Figure II-1

Counties. The majority of the residents within the subdivision, make it their primary home. One of the primary contributors to this change in demographics is that Lake County in general, and Hidden Valley Lake Subdivision in particular, provide affordable housing within a reasonable proximity of the Northern Bay Area.

1. Median Household Income

The Hidden Valley Lake Subdivision is also identified by the United States Department of Census as Enumeration District (ED) 117. The 1980 median household income (MHI) of E.D. 117 is $12,361. This would allow the subdivision to qualify for low interest loans and grants at Farmers Home Administration's (FmHA) intermediate rate (loan terms of 6 1/4% for 40 years and a maximum grant of 55% of the project cost).

The State Water Resources Control Board also administers a Small Community Grant Program based on MHI. The State uses 1980 data escalated to 1990 using the ratio of Consumer Price Indices. The State's program only applies to communities with adjusted MHI's of under $24,000. Hidden Valley's adjusted MHI is $21,879 making them eligible for the Small Community Grant Program, if groundwater pollution criteria are satisfied, and if the 1990 census data does not paint a dramatically different picture of Median Household Income.

D. HYDROLOGY

One major stream and two minor tributaries occur in the Hidden Valley Lake area: Putah Creek, which runs west to east across the south boundary of the District and empties into Lake Berryessa in Napa County; Gallagher Creek, running north to south through the subdivision and tributary to Putah Creek; and Coyote Creek which also runs north to south through the center of the subdivision before emptying into Putah Creek. The water impounded behind an earthen dam across Coyote Creek creates Hidden Valley Lake. The headwaters of Putah Creek begin in the Mayacamas Mountains west of Middletown. The greater drainage basin includes the areas of St. Helena Creek and Dry Creek, two major tributaries of Putah Creek.

A United States Geological Survey (USGS) stream gauging station was located on Putah Creek approximately 1 mile east of the Hidden Valley Lake Community Service District boundary. Stream flow records for this station were compiled, by month, from 1951 to 1976, and are presented on Table II-4 of the 1987 Facilities Plan attached as Appendix C to this report. The drainage area of the creek at the gauging station site is approximately 113 square miles.

Putah Creek discharges into Lake Berryessa, a reservoir impounded behind the Monticello Dam, approximately 15 miles southwest of Hidden Valley. Lake Berryessa is part of the Solano Project, providing water for domestic and irrigation purposes in Solano and Napa Counties.

The Central Valley Regional Water Quality Control Board adopted a policy on April 19, 1962 governing waste discharge to Lake Berryessa. The policy is set forth in Resolution No. 62-40-Appendix A which, in effect, prohibits direct discharge of sewage or sewage effluent to Lake Berryessa or its tributary drainage channels.

1. Surface Water Quality

Surface waters in the project area are generally unsuitable for domestic use due to their intermittent flow patterns. Putah Creek has limited livestock and agricultural use and is primarily used for wildlife and riparian habitat with some minor recreational use.

No recent water quality data is available for Putah Creek surface waters in the project area. Isolated sampling of Putah Creek in 1965 indicated that water quality was suitable for agricultural and wildlife uses. No bacteriological, or heavy metal data are available. Sample data is given in Table II-2 following.

TABLE II-2
Putah Creek Water Quality
(mg/1 unless otherwise indicated)

Parameter	Putah Creek*
pH, units	8.5
Total hardness as CaCO	212.0
Total dissolved solids	252.0
Chloride	8.0
Nitrate	0.1
Calcium	21.0
Magnesium	39.0
Potassium	1.4
Sodium	10.0
Boron	0.2
*Sampled May 1965	

Upstream, in the Putah Creek drainage basin, along Dry Creek near Middletown, additional monitoring was conducted by the Department of Water Resources (DWR) and the USGS. This data was also compiled in the 1960's and was obtained as part of a monitoring program investigating mining runoff.

The Department of Water Resources analysis was made in 1963. Two samples were taken in a period of low flow when runoff consisted primarily of spring and seepage flows. The mineral analysis of the two surface water samples taken are given in Table II-6 of the 1987 Facilities Plan. Sample No. 1 was obtained from Dry Creek in Section 1, Township 10 north, Range 8 west. Sample No. 2 was also obtained from Dry Creek about 117 feet upstream of the USGS gauging station in Section 8, Township 10 north, Range 7 west.

The USGS analyzed the water quality of Dry Creek in 1965-1966. The results are comparable to the earlier DWR findings and are also shown on Table II-6 of the 1987 Facilities Plan. In general, the data indicates that the water is of good quality from a mineral standpoint.

E. GROUNDWATER BASIN

The groundwater basin underlying the Hidden Valley Lake area consists of some 9,300 acre feet. Stonehouse Mutual Water Company imposes the single largest draw on the basin as it supplies water to the entire Hidden Valley Lake Subdivision (some 2,500 people and growing). A number of other domestic and agricultural users draw on the groundwater in relatively limited quantities because development outside of the subdivision is sparse.

1. Groundwater Geology

The groundwater geology of Coyote Valley in which the Hidden Valley Lake Development is located is given in Geological Survey Water-Supply Paper 1297, "Groundwater of the Lower Lake-Middletown Area, Lake County, California". The following is abstracted from that publication.

Coyote Valley Basin (see Figure II-2) lies about 4 miles northeast of Middletown and is separated from Callayomi and Long Valleys by a ridge composed of Franciscan or Knoxville rocks. Putah Creek cuts through this ridge in a narrow canyon, enters Coyote Valley at its northwest end, and discharges at its eastern end. Coyote Valley, which trends southeast, is irregularly shaped, about 5 miles long, and about 2-1/2 miles in maximum width. The southeastern part of the valley is nearly isolated by low hills composed of basalt that rise above the alluvial surface. The total drainage area is about 42 square miles, of which the alluvial plain comprises about 6 square miles, or about 4,000 acres.

The drainage area of Coyote Valley outside the alluvial plain is underlain by non-water-bearing serpentine, silicafied sandstone, and shale of the Franciscan group and Knoxville formation, by non-water-bearing sandstone and shale of Cretaceous age or older; and by volcanics of uncertain age. These consolidated rocks surround the central alluvial plain of the valley except for the two bedrock channels through which Putah Creek flows into and out of the valley from west to east.

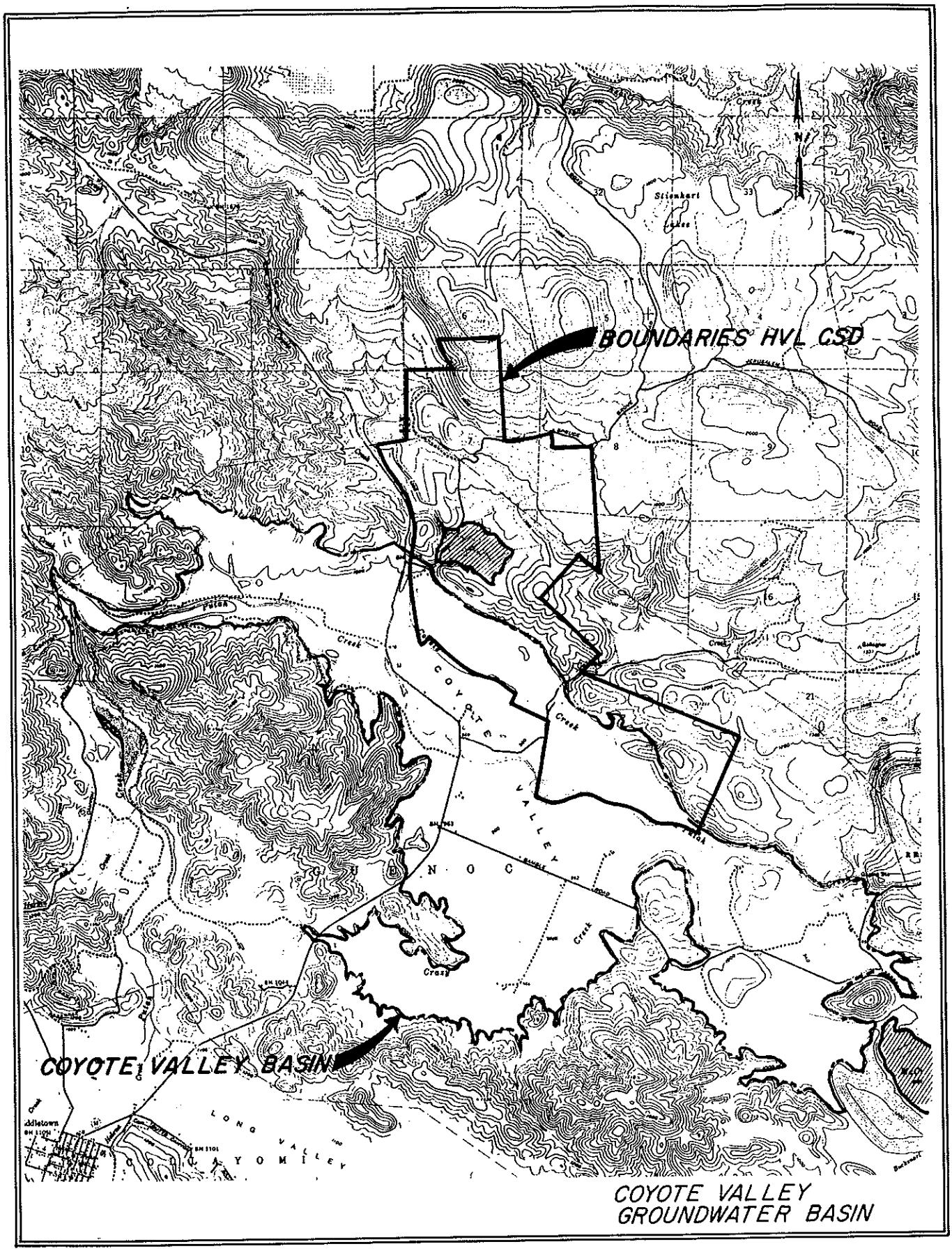

BOUNDARIES HVL CSD
COYOTE VALLEY BASIN
COYOTE VALLEY
GROUNDWATER BASIN

Figure II-2

Probably, Putah Creek has maintained its course through the valley by alluvial filling as the basin subsided, and by excavation of the canyon through the basalt flows bordering the northeastern side of the basin.

As far as is known, the only water-bearing material of Coyote Valley is the alluvium, although volcanic rocks and underlying tuffaceous deposits along the north edge and in the southeastern part of the valley may be water-bearing. Poorly consolidated tuffaceous deposits lie at considerable depth beneath the hills to the northeast, where they are overlain by, and perhaps interbedded with basaltic flows. Similar deposits also crop out along the west base of the hill in Sec. 29, T.11N, R6W. Presumably, these beds underlie the alluvium of Coyote Valley; the basalt perhaps does not. The tuffs may yield water to wells in fairly large quantities, depending on their thickness.

The alluvium of Coyote Valley consists of flood-plain and channel deposits of Putah Creek, gently sloping alluvial fan deposits (mostly in the southwestern lobe of the valley, but also near all of the valley margins), and lake or swamp deposits beyond the hills that isolate the southeastern part of the valley.

The alluvial fan deposits and the lake or swamp deposits are composed predominately of fine-grained material. The alluvial fans have low slopes and, like the alluvial fans of Callayomi Valley, only small drainage areas. Also, in the southeastern part of the valley, the material at the surface is fine silt and the alluvial plain is nearly flat, suggesting that it was once a swamp or lake bed. Accordingly, the deposits at depth are believed also to be fine grained.

On the other hand, the present channel of Putah Creek contains much coarse gravel. Its flood plain, which appears to cover the entire northwest part of the valley, probably has buried many old stream courses. The thickness of the alluvium in Coyote Valley is unknown, but assumptions based on the physiographic history and rate of downwarp in the valley indicate estimated thickness of 200 feet of alluvium appears reasonable.

2. Groundwater Quantity

The information below is also abstracted from Geological Water Supply Paper 1297.

In Coyote Valley, large amounts of ground water occur only in the alluvium, and most of the wells penetrate the alluvium. Static water levels have been observed at depths of 21 feet. The development and use of the Grange Road wells has resulted in lower summertime static water levels; however, the water table recovers each winter.

Some of the ground water of Coyote Valley is derived from rain that falls on the 42 square miles of drainage area, although most of this water is absorbed by vegetation or carried by the streams as runoff; and some is derived from the outflow from Callayomi and Long Valley.

From stream flow measurements made in November 1960, the State Department of Water Resources found that surface water entering the Coyote Valley basin up to a total of 9 cubic feet per second would infiltrate into the groundwater basins under natural flow conditions. From this data, it was estimated that the mean annual percolation from the streams could approach 9,300 acre feet. This represents about 7 percent of the total surface inflow to the Coyote Creek basin and was assumed to be the upper limit of development from the Coyote Valley groundwater basin.

3. Groundwater Quality

Groundwater quality varies dramatically with distance from Putah Creek. Stonehouse Mutual Water Company has historically drawn water from three wells in the Coyote Valley adjacent to the subdivision. While the quantity of water available from these wells was adequate, the quality was typically poor and required treatment for iron and manganese removal. Currently, Stonehouse draws all of its water from the Grange Road wells south of Putah Creek. The water from these wells meets all State water quality standards without the need for treatment. Table II-3, following, summarizes water quality data from the two Grange Road wells, and the Campground well, which is one of the Coyote Valley wells, historically used by Stonehouse.

4. Groundwater Resource Management

As noted above, the Department of Water Resources made some studies of the Coyote Valley in 1960. This was prior to the development of the Hidden Valley Lake Community. At that time, the Department of Water Resources estimated the land use as follows:

Category	Amount
Residential and Commercial Lands	0 Acres
Recreational Lands	Negligible
Irrigated Agricultural Lands	440 Acres
Non-Irrigated Agricultural Lands	1,240 Acres
Native Vegetation	2,880 Acres
Total Area All Lands	**4,560 Acres**

The 1960 average annual water requirement was estimated to be 1,420 acre feet. This applied to the 440 acres of irrigated agricultural land and is equal to 3.2 acre feet per acre per annum. The future agricultural water requirements for Coyote Valley were estimated by the Department of Water Resources to be 5,400 acre feet. This is based on a future net irrigated area of 2,340 acres and represents an

TABLE II-3
Stonehouse Mutual Water Company
Title 22 - Domestic Water Quality Monitoring Results

PARAMETER	UNITS	MAXIMUM CONTAMINANT LEVEL	GRANGE ROAD WELLS NO. 1 AND NO. 2	CAMPGROUND WELL
PRIMARY DRINKING WATER STANDARDS				
INORGANIC MATERIALS				
Aluminum	mg/l	1.0	<0.1	N.A.
Arsenic	mg/l	0.05	<0.01	0.01
Barium	mg/l	1.0	<0.1	0.50
Cadmium	mg/l	0.010	<0.002	0.01
Chromium	mg/l	0.05	<0.016	0.005
Fluoride	mg/l	1.4-2.4	<0.1	0.19
Lead	mg/l	0.05	<0.01	0.05
Mercury	mg/l	0.002	<0.001	0.002
Nitrate (as N03)	mg/l	45.0	4.4	0.1
Selenium	mg/l	0.01	<0.005	0.01
Silver	mg/l	0.05	<0.01	0.02
Radioactivity-Gross Alpha Activity	pCi/1	15.0	<1.0	N.A.
SECONDARY STANDARDS - AESTHETIC STANDARDS Established by the State of California, Department of Health Services				
Color	UNITS	15.0	<3.0	30.0
Odor-Threshold	UNITS	3.0	<1.0	N.A.
Chloride	mg/l	500.0	4.9	7.1
Copper	mg/l	1.0	<0.05	0.05
Foaming Agents (MBAS)	mg/l	0.5	<0.02	0.10
Iron	mg/l	0.3	<0.1	1.60
Manganese	mg/l	0.05	<0.03	0.14
Sulfate	mg/l	500.0	10.0	22.0
Zinc	mg/l	5.0	0.07	0.05
Total Dissolved Solids	mg/l	1000.0	250.0	220.0
ADDITIONAL CONSTITUENTS ANALYZED				
Ph	UNITS	No Standard	7.4	6.8
Hardness	UNITS	No Standard	250.0	66.0
Sodium	mg/l	No Standard	4.2	15.0
Calcium	mg/l	No Standard	15.0	11.0
Magnesium	mg/l	No Standard	52.0	16.0
mg/l = milligrams per liter (parts per million)				
pCi/l = pico Curies per liter				

assumption that the use of water for agricultural irrigation will be somewhat less intense (i.e., 5,400 + 2,340 = 2.3 acre feet per acre). From the Department of Water Resources estimates, a groundwater surplus over and above the future irrigated agricultural requirements is indicated as follows:

Category	Amount
Estimated Average Annual Groundwater Supply	9,300 acre feet
Estimated Future Irrigated Agricultural Requirements	5,400 acre feet
Net Surplus for Non-Agricultural Use	**3,900 acre feet**

Since the 1960 Department of Water Resources study, the most notable change in the Coyote Valley has been the development of Hidden Valley Lake and its attendant support facilities. Approximately 946 acres were rezoned for residential/commercial development. The 946 acres includes the 146 acres occupied by the Hidden Valley Lake golf course. In addition, a portion of the Hidden Valley Lake subdivision lies in the foothills surrounding the Coyote Valley, but receives its water from the Grange Road wells in the Coyote Valley.

Based on the Department of Water Resources estimates, there does appear to be surplus water available in the basin that could be appropriated by Stonehouse Mutual Water Company for the purpose of serving Hidden Valley Lake. However, full utilization of the groundwater basin would no doubt result in appreciably lower groundwater levels, particularly in the summer and fall periods. But, based on the estimates, it appears that the basin would fully recharge each winter.

Water level measurements in selected wells in the Coyote Valley are available for the spring and fall periods from 1960 through 1983 (the Grange Road Well No. 1 came on line in 1980). These data are tabulated in Table II-4, following. From this table, it is obvious that the Coyote Valley groundwater basin is not presently over-drafted; that is, the basin refills to practically the same level in the spring of each year. The noticeable exceptions are 1972, 1976, and 1977, however the water recovered in subsequent years. In peak months, this demand stresses the capacity of the existing wells.

Stonehouse Mutual's current draw on the Coyote Valley basin is 417 acre feet per year (1990 data). This includes 41 acre feet sold to the golf course for the purpose of irrigating 35 acres (the "back nine" holes). This does not appear to be significant encroachment on the 3,900 acre feet that the Department of Water Resources estimates to be available. However, recently Solano County has become more active in Coyote Valley Water Politics.

As noted earlier, Putah Creek (which is the significant hydrologic feature of the Coyote Valley) is dammed 15 miles east of the valley to form Lake Berryessa. Lake Berryessa, in turn, provides water supply to the Solano and Napa Counties. Recent drought conditions, coupled with tremendous population

growth, have severely stressed the ability of the lake to meet water supply needs. As a result, Solano County has petitioned to have the entire Putah Creek watershed adjudicated. This action, by Solano County, has necessitated a broader planning perspective for SMWC and the Hidden Valley Lake Subdivision. As the subdivision continues to grow there will doubtless be a demand for increased water supply. At the same time, SMWC may find themselves defending their rights to the existing level of groundwater extraction. Integral to any defense is the claim that the groundwater is being used to its highest and best level. Given the political and legal climate, Stonehouse is actively promoting alternative water supply for users, like the golf course.

TABLE II-4

Spring and Fall depths to water in Coyote Valley Water Wells

(First values are spring (late March) and second are Fall (early October) and are in Feet)

	Well Location and Designation														
	T11N - R6W										T11N - R7W				
Year	19P2		20E1		27M1		29M1		30A2		13M1		25P1		Rainfall *
1983	14.2		14.0		9.4		8.4		14.6		13.4		3.3		
1982	12.3	28.9	14.0	18.8	6.9	15.6	--	16.3	12.3	22.4	11.9	17.1	3.3	10.2	
1981	17.4	35.1	15.5	21.5	11.7	18.7	9.3	22.3	15.7	31.2	13.7	17.0	14.2	12.2	
1980	14.1	29.4	15.1	23.4	8.7	15.9	8.7	16.6	13.6	26.2	12.7	17.5	4.4	10.4	54.26
1979	16.3	30.3	10.1	20.5	9.8	15.9	--	17.8	14.6	28.6	15.3	17.1	3.8	10.2	--
1978		26.9		30.7		14.8		15.1		22.8		16.7		7.9	64.80
1977	24.6	35.8	18.8	20.7		21.4	19.1	24.0	20.8	30.7	17.1	19.4		11.5	
1976	22.0	31.1	17.5	32.7			20.0	23.1	18.6	42.2	16.2	17.7			
1975	13.4	25.2	14.4	41.0			8.2	35.3	12.4	22.4	12.9	17.0			
1974	12.8	23.2	14.0	19.9			7.9	19.2	12.0	--	13.5	16.3			65.43
1973	13.7	26.0	30.0	45.3			8.4	16.7	12.5	23.8	13.2	17.4			50.85
1972	18.6	26.8	16.0	46.0			25.3	27.0	16.4	33.8	16.2	27.7			29.37
1971	15.6	25.0	30.0	25.0			12.4	38.4	13.6	21.7	14.0	17.1			46.58
1970	15.0	25.0	21.2	40.6			26.5	22.4	13.4	21.7	14.4	19.2			58.42
1969	14.3	19.9	13.8	10.4			8.6	25.8	12.7	16.6	14.0	17.1			62.94
1968	14.2	24.5	13.5	28.3			8.5	23.4	12.5	22.1	14.2	17.2			40.72
1967	11.9	20.4	11.8	17.9			6.8	--	11.1	18.4	12.2	16.9			55.94
1966	13.3	28.1	13.1	22.3			7.6	34.3	11.8	32.6	13.2	20.6			41.12
1965	14.7	23.2	14.2	19.0			8.0	29.2	12.7	18.0	14.3	17.5			57.49
1964	16.4	28.5	14.6	24.2			8.7	20.3	13.6	20.6	15.5	18.4			27.23
1963	14.0	23.4	13.5	18.7			7.7	13.2	12.3	19.0	13.4	17.5			58.69
1962	11.9	25.0	11.1	22.4			6.4	25.4	10.7	21.0	10.2	17.3			38.47
1961	14.8	26.0	13.0	20.1			7.5	41.6	13.0	22.1	11.8	17.0			34.98
1960		25.0		20.0				21.8		21.0		17.5			39.49

* Rainfall figures shown are for October to September, and are in inches

The above table is reproduced from the Dewante & Stowell Report dated 1983, delivered to Stonehouse Mutual Water Company.

F. INSTITUTIONS WITHIN THE PROJECT AREA

1. Hidden Valley Lake Community Services District

Hidden Valley Lake Community Services District is an independent special district formed by the voters within the subdivision and governed by five directors who are locally elected. The District has the authority to provide sewer service, and is currently working to construct collection and treatment facilities to serve a portion of the subdivision. Provision of sewer service may involve an aggressive reclamation program through which the District also takes on the role of reclaimed water purveyor.

2. Stonehouse Mutual Water Company

Stonehouse Mutual Water Company provides potable water service to every lot in the subdivision. Stonehouse also operates a limited sewer collection system and two treatment works installed by the original developer of the subdivision. Both treatment plants are designed to produce wastewater effluent of secondary quality. Disposal is by spray irrigation on native pasture and through seepage trenches. There is suspicion that the seepage trenches may not be functioning properly because of high coliform counts encountered in Coyote Creek and the golf course irrigation pond directly downstream of the trenches.

Stonehouse Mutual Water Company also maintains the flood control levee along the southern border of the subdivision. A small storm water pump station collects drainage runoff and pumps it.

3. Hidden Valley Lake Association

The Hidden Valley Lake Association (HVLA) owns, maintains, and operates all of the common areas in the subdivision including the lake, golf course, stables, pro shop, campgrounds, parks, roads, and the security force. Every property owner belongs to the Association and currently pays annual association dues for operation and maintenance of the facilities.

As part of its maintenance activities, the Association is involved in irrigating the community golf course. Irrigation water is obtained from several wells owned by HVLA and from SMWC. Due to poor water quality and poor well design, HVLA has come to rely more heavily on SMWC to serve its irrigation needs. As the subdivision grows, Stonehouse has less and less potable water to make available for irrigation use. At this point in time, Stonehouse feels that they will need to develop an additional well to provide for potable and irrigation needs.

As an alternative to utilizing potable water for irrigation, HVLA is working with HVLCSD to explore the feasibility of irrigating the golf course with reclaimed wastewater. The current irrigated area is approximately 96 acres. Expansion of the irrigation system boundary to boundary would make approximately 145 acres available for irrigation.

Chapter III

CHAPTER III - EXISTING FACILITIES

A. GENERAL

Chapter III of the 1987 Facilities Plan set forth a discussion of the existing facilities serving the Hidden Valley Lake Subdivision and provided an historical context for the project. However, since 1987, there have been some changes in both the water and wastewater facilities that merit discussion.

B. EXISTING WATER SUPPLY FACILITIES

1. Water Supply

As noted in Chapter II of this report, Stonehouse Mutual Water Company supplies the water service to the Hidden Valley Lake Subdivision. Water is supplied from two wells along Grange Road. Data on the age, depth (in feet) and capacity (in gallons per minute) of the wells is presented below:

	Grange Well No. 1	Grange Well No. 2
Date Constructed	1976	1985
Depth	112	292
Well Capacity	530	600

Water from these wells is pumped to a water treatment plant located at the intersection of Hartmann Road and Hidden Valley Road for chlorination, and is released to distribution and storage from this point. The coke aerator described in the original facilities plan is no longer in service because the sources requiring treatment have been "taken off-line".

The Grange Road wells provide high quality water, as evidenced by the data summarized in Chapter II, of this report.

2. Water Distribution and Storage

Water is distributed throughout the subdivision in over 31 miles of 4-inch to 12-inch asbestos cement pipelines. Storage consists of three 150,000 gallon tanks and one new 500,000 gallon tank. Three booster pump stations move water through the multiple pressure zones serving the subdivision.

3. Water Supply Projections

There is very little formally codified information available on historical water trends in the Hidden Valley Lake Subdivision. Until quite recently, domestic water use was unmetered. The two wells which

form the water source for the community were just metered in April of 1990/ Before this time water production could be measured at the water treatment plant and at the outlet of several of the water company's storage tanks. Data shown in the 1982 Dewante & Stowell Report entitled "Report on Water System" suggested a maximum day demand of 800 gpd/connection, and an average day demand of 640 gpd/connection. In recent conversations with representatives of Stonehouse Mutual Water Company, they indicated that these figures are quite high.

Metered production for 1990 is summarized in Table III-1 below. During this period, Stonehouse Mutual Water Company had 1,150 customers and was selling water to the Hidden Valley Lake Golf Course for irrigation purposes. Average daily consumption per household and monthly sales to the golf course are summarized in the table.

TABLE III-1
1990 Water Production and Consumption Rates

	Combined Well Production		Plant Production	Golf Course Consumption	Average per Household Consumption*
Month	Gallons	Average gpm	Gallons	Gallons	Gallons per day
January	NA	NA	6,129,100	NA	172
February	NA	NA	5,307,100	NA	165
March	NA	NA	6,503,200	NA	182
April	653,700	200	8,542,500	NA	248
May	10,959,900	246	10,305,700	NA	289
June	12,287,100	284	12,109,600	NA	351
July	16,033,000	359	15,571,800	NA	437
August	21,857,300	483	18,394,800	6,018,000	516
September	17,329,900	401	12,133,100	5,900,000	352
October	13,461,300	302	11,623,400	2,230,000	326
November	10,469,500	242	7,364,500	1,880,000	221
December	8,318,600	186	8,309,800	NA	233

* Based on 1,150 water customers

As shown in Table III-1, above, the peak month average production is 483 gallons per minute. Given a peaking factor of 1.8[1], which yields a peak demand of 870 gpm, one can see that the existing Grange Road Wells are stressed to meet current peak demand and no standby source is available. Stonehouse Mutual Water Company is planning to drill a third well in order to have supply keep pace with demand. The Hidden Valley Lake Projected Water Supply Needs Figure (Figure III-1) graphically represents the average and peak water supply needs for the month of August (peak month) over the next 20 years. This figure assumes the same 9 percent growth rate used in sizing wastewater facilities. However, the initial customer count starts at 1,150, rather than 670, as used for the wastewater sizing. The reason for this difference is that the water supply serves the entire subdivision, while the initial wastewater facilities will

[1]Steel, McGhee Water Supply and Sewerage 1977

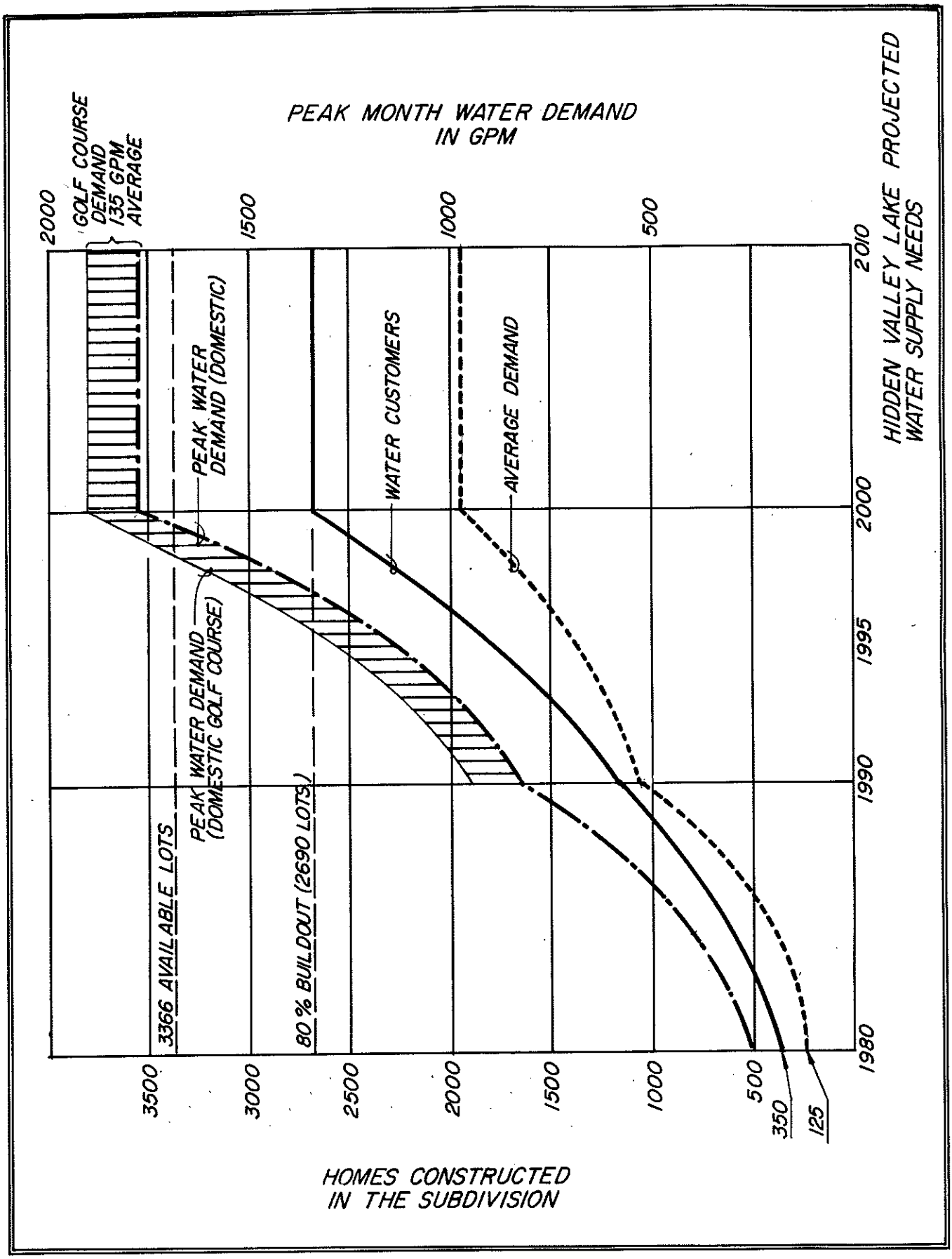

PEAK MONTH WATER DEMAND
IN GPM
2000
1500
1000
500
GOLF COURSE
DEMAND
135 GPM
AVERAGE
PEAK WATER
DEMAND (DOMESTIC)
WATER CUSTOMERS
AVERAGE DEMAND
HIDDEN VALLEY LAKE PROJECTED
WATER SUPPLY NEEDS
2010
2000
1995
1990
1980
PEAK WATER DEMAND
(DOMESTIC GOLF COURSE)
3366 AVAILABLE LOTS
80 % BUILDOUT (2690 LOTS)
3500
3000
2500
2000
1500
1000
500
350
125
HOMES CONSTRUCTED
IN THE SUBDIVISION

Figure III-1

serve only one-half of the subdivision.

4. Water Supply Costs and Trends

Stonehouse Mutual Water Company currently sells water for $1.00 per 100 cubic feet to its residential customers, and $120.00 per acre foot as a bulk rate to the golf course. Stonehouse's 1990 annual expenses totalled $626,000, but this includes the cost of providing sewer service and thus does not give a good indication of the cost to produce water. Several known facts, however, suggest that the cost of water will increase in the future:

First—In 1986, the United States Congress passed amendments to the Safe Drinking Water Act, which dramatically raised the monitoring, testing, and treatment requirements placed upon water purveyors. Because Stonehouse Mutual draws its water from the ground, they are most likely to avoid increased levels of water treatment. However, the testing and monitoring portion of the Safe Drinking Water Act alone, poses a significant cost to utilities. THE EPA estimates that the cost of routine monitoring and sampling will average $10,000 per year, per source.

Secondly—Stonehouse Mutual is planning the construction of a new water supply well near its existing Grange Road Wells. This capital improvement will also be spread through the rate structure. The estimated cost of the new water supply well and appurtenances is outlined in Table III-2, below.

Finally—Because Stonehouse Mutual may be affected by Solano County's adjudication complaint, the Company will incur legal and engineering costs in order to mount a defense. The impact of these costs on rates is unknown at this time.

TABLE III-2
Water Supply Well Cost Estimate

Item	Unit	Unit Costs	Quantity	Total Cost
Plan and Specification Development	LS	32,000	1	5,000
Well Drilling (16" based, screened, gravel packed)	LF	110	300	33,000
Well Development and Testing	LS	15,000	1	15,000
Well Pumps	EA	7,000	1	7,000
Raw Water Line	LF	25	7,000	175,000
Creek Crossing	LS	50,000	1	50,000
Electrical and Telemetry	LS	26,000	1	25,000
Subtotal				320,000
10% Contingency				32,000
Total				352,000

C. EXISTING WASTEWATER FACILITIES

Wastewater generated within the District boundaries is treated and disposed of by one of two means. The majority (3,000) of the lots within the District boundaries must have private on-site wastewater systems. The design and installation of these systems is regulated by the Lake County Environmental Health Department. Their criteria is set forth in a booklet entitled "On-site Sewage Disposal Rules" available from County Health. Due to the small lot size, high density, steep topography, and poor soil conditions, many of these on-site systems are functioning *marginally* at best. Several areas of perennial complaints are being investigated in supplemental pollution work currently being undertaken by the District. Results of this pollution work are included in the Appendix.

In addition to these private systems, SMWC operates and maintains a collection system, two treatment plants, and two disposal systems serving 335 lots around the perimeter of Hidden Valley Lake. These existing facilities are quite clearly described in the 1987 Facilities Plan. One notable change is that the cleanup and abatement order referenced in the 1987 Plan has been addressed by the construction of a second lagoon at the Fiddlers Drive Treatment Plant site. Since the installation of the pond, the facilities have not experienced the historical overflow problems. However, the heavy rains in March of 1991 pushed the ponds to capacity. Operation of the two treatment works is regulated by the CVRWQCB. A copy of the National Pollution Elimination Discharge System (NPEDS) permit is attached as Appendix D to this report. Both treatment plants typically produce water of "secondary quality". The small treatment plant which serves the Knollview area, disposes of treated wastewater by discharge into seepage trenches. The main treatment plant off Fiddlers Drive disposes of treated effluent by spray irrigation onto hillside lands. The disposal fields are under ownership of SMWC and there are no existing claims or rights to the effluent. The Stonehouse Mutual Water Company Treatment Plant No. 1 and No. 2 Schematics (Figures III-2 and III-3) illustrate the existing wastewater plants and disposal fields.

Both of SMWC's wastewater plants and the private, on-site systems serve only domestic customers, with the exception of the Club House and the Pro Shop. There are no industrial or commercial users within the boundaries of the District. Because of this, the District does not anticipate significant difficulties with wastewater treatment. The District's operating ordinance provides a regulatory framework that enables the District to require pretreatment from industrial or commercial users that may connect in the future.

D. PROBLEMS TO BE CORRECTED BY THE PROPOSED PROJECT

As the subdivision of Hidden Valley Lake continues to grow, both the existing water and wastewater systems are becoming increasingly strained by the demands placed upon them. The water system must supply potable water to all of the homes in the subdivision. In addition, it supplies a large portion of the irrigation water for the golf course, an important community amenity. The community interests could be well served if an alternate supply of irrigation water were available to the golf course. Reclaimed wastewater can provide such an alternate supply, were it available in sufficient quantities.

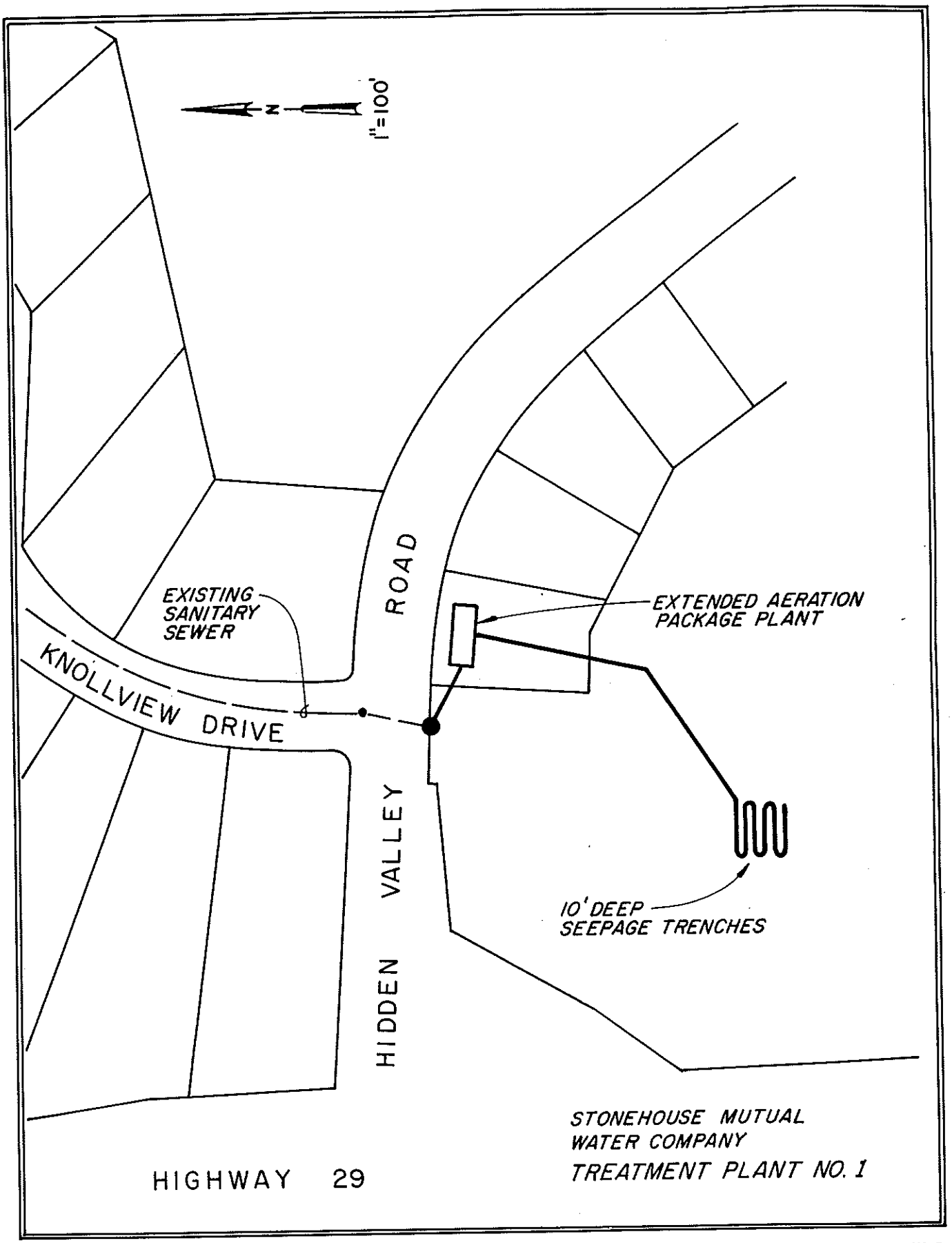

N
1"=100'
EXISTING SANITARY SEWER
KNOLLVIEW DRIVE
HIDDEN VALLEY ROAD
EXTENDED AERATION PACKAGE PLANT
10' DEEP SEEPAGE TRENCHES
STONEHOUSE MUTUAL WATER COMPANY TREATMENT PLANT NO. 1
HIGHWAY 29

Figure III-2

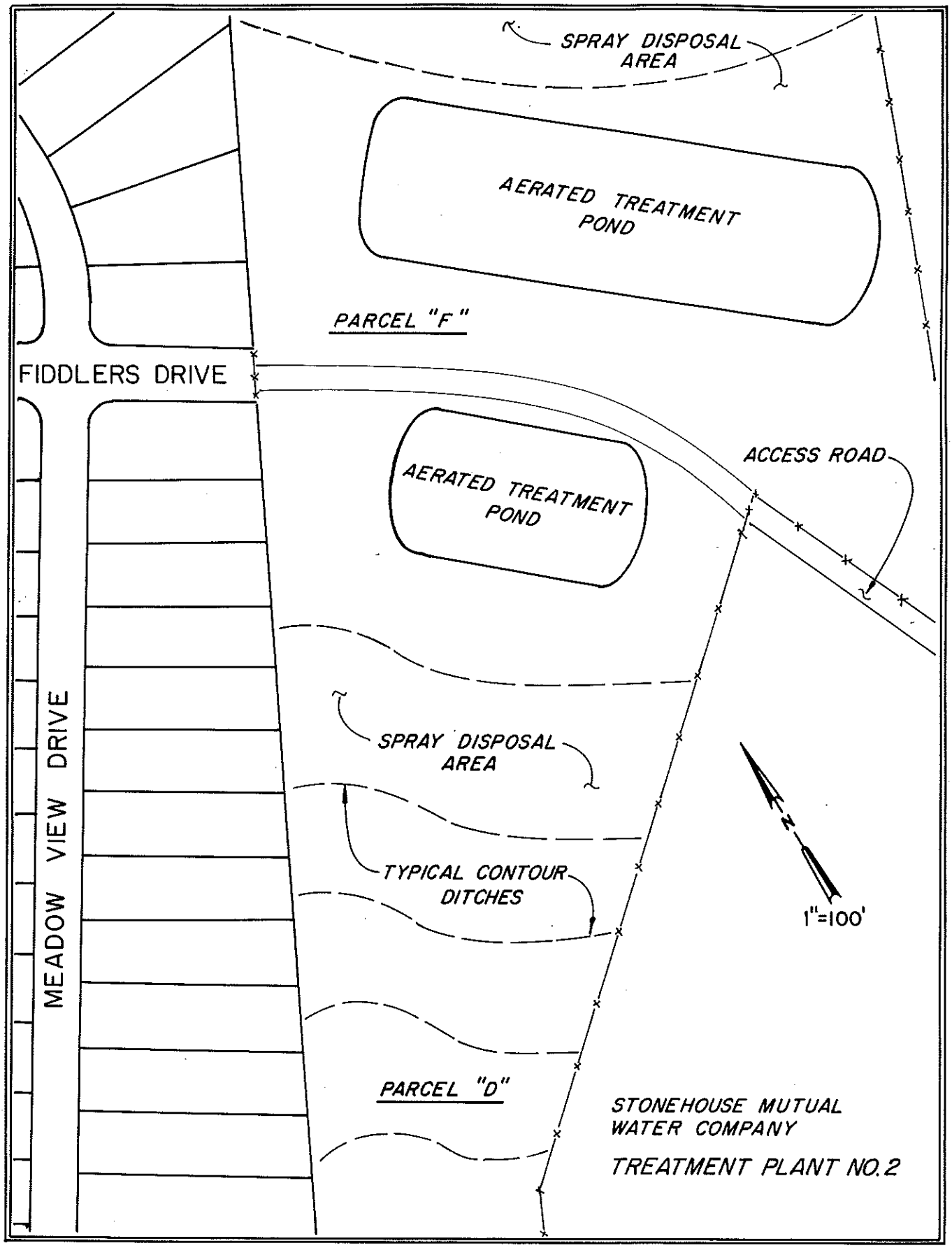

SPRAY DISPOSAL AREA
AERATED TREATMENT POND
PARCEL "F"
FIDDLERS DRIVE
AERATED TREATMENT POND
ACCESS ROAD
MEADOW VIEW DRIVE
SPRAY DISPOSAL AREA
TYPICAL CONTOUR DITCHES
N
1"=100'
PARCEL "D"
STONEHOUSE MUTUAL WATER COMPANY
TREATMENT PLANT NO.2

Figure III-3

The existing wastewater treatment facilities available within the subdivision can only serve one-tenth of the total projected population. Meanwhile, the remaining population is left to develop on-site waste disposal facilities under conditions that are less than favorable. Most lots within the subdivision are quite small and while a functioning on-site system may be installed initially, there is very little space available for ultimate expansion area. A public wastewater facility, available to all properties, will eliminate the need for on-site disposal systems and preclude the groundwater pollution problems that occur when they fail. Likewise, such a facility can produce a reliable supply of reclaimed wastewater which could be utilized for golf course irrigation.

Chapter IV

CHAPTER IV - EXISTING AND PROJECTED WASTEWATER DEMANDS

A. GENERAL

Much of the information on existing and projected wastewater flows has been discussed in the previous facilities plan prepared for this project. The purpose of this chapter is to update the Projected Wastewater Loading (Table IV-4 of the 1987 Facilities Plan) to reflect the proposed project. The most important changes reflected are that all flows are developed for Phase I only, and the buildout figure has been set at 95 percent of the total available lots.

B. WASTEWATER FLOW

Little information was available on the existing wastewater flow in 1987. However, since that time, Stonehouse Mutual has undertaken a large improvement project at the Fiddlers Drive plant site and recent flow data is available. Wastewater flow data for 1990/91 is summarized in Table IV-1. Per capita flow is estimated based on 225 connections. This data confirms that the 200 gpd/connection flow rate used in the 1987 report is reasonable.

TABLE IV-1
Stonehouse Mutual Water Company
Wastewater Flow Data Plant No. 2

Month/year		Inflow (gallons)	Per capita flow (gpd)	Remarks
January	1990	1,680,300	241	
February		1,507,500	239	
March		1,321,200	189	
April		741,600	110	
May		4,719,600	677	Significant rainfall occurred in May 1990
June		1,062,000	157	
July		1,138,500	163	
August		1,111,500	159	
September		963,900	143	
October		941,400	135	
November		950,400	141	
December		1,060,200	152	
January	1991	1,334,700	191	
February		1,624,500	258	
Average dry weather flow (April - October 1990, excluding May) = 145 gpc/day				

The existing sewage collection system does experience significant problems with infiltration and inflow (I/I). However, because this system represents a relatively small portion of the proposed project, this I/I (estimated to be 56,000 gallons per day) will be allowed for in the design of the sewer collection system. This I/I problem is apparent in the data presented in Table IV-1, above. Wet weather in May 1990 resulted in a three-fold increase in average plant inflow.

The proposed sewer collection system should not experience significant problems with I/I during the early years of its design life. However, as the system ages, the I/I rate can be expected to increase. In addition, a portion of the proposed collection system utilizes private septic tanks for solids collection. Experience shows that septic tanks can be a significant contributor to I/I problems within sewer lines. While the District will inspect all new and existing tanks connecting to its system at the time of connection, they unfortunately have very little control over the maintenance of these tanks. For these reasons the I/I allowance utilized for design purposes is 50 percent of the ADWF for collection system design. This should allow the proposed facilities to function well even as they near the end of their design life. Because the treatment plant will see peaks that have been somewhat attenuated by the collection system, I/I allowance at the treatment plant will be 20 percent of the ADWF.

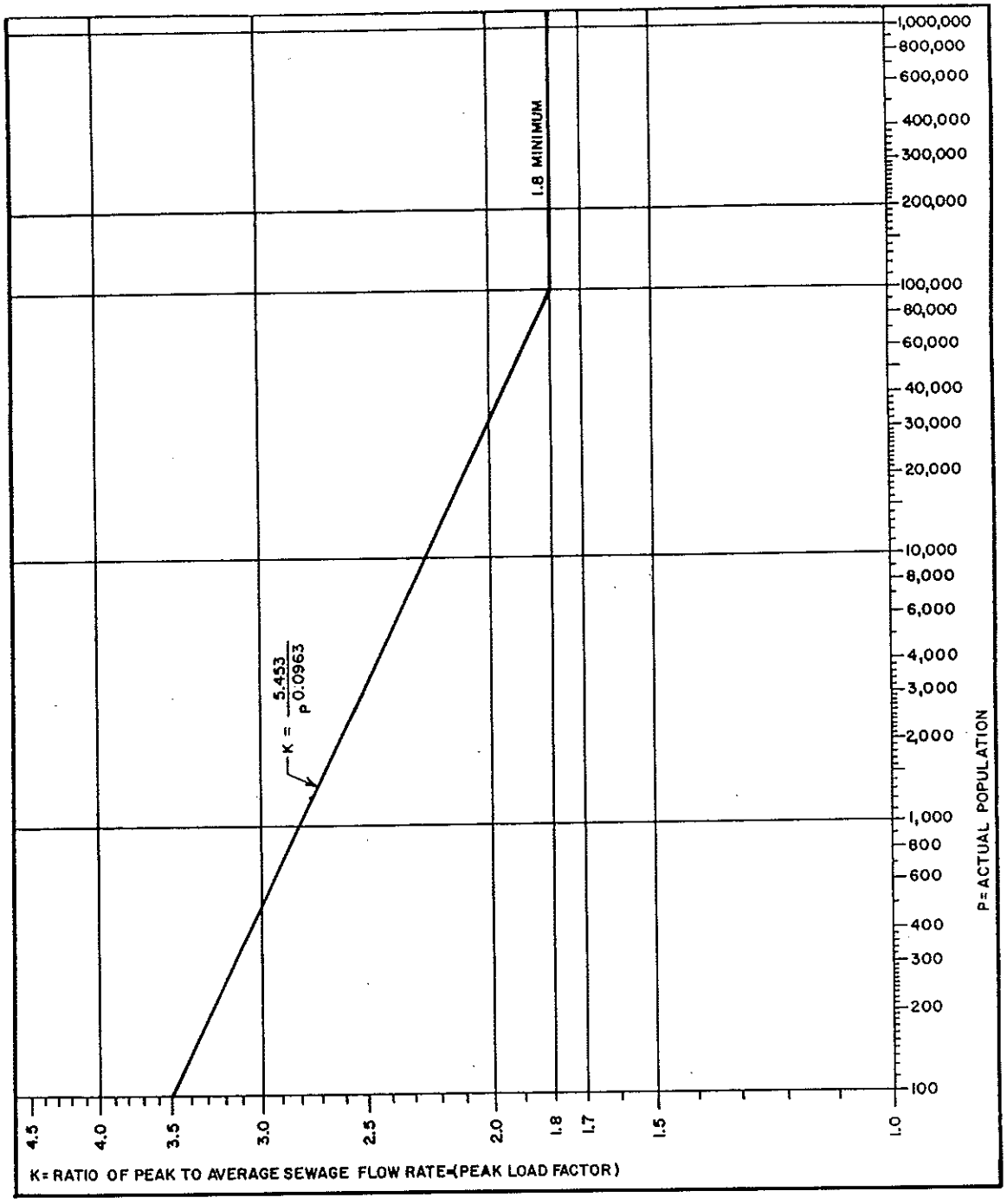
Peaking factors for wastewater flow were quite thoroughly discussed in the 1987 Facilities Plan[1]. A peaking factor of 1.75 will be used for the alternative sewer collection system, as the septic tanks provide some attenuation of peaks. The peaking factor utilized for the conventional sewer collection system has been modified slightly since the 1987 report. The peaking factor was determined utilizing a relationship between total population and projected flow developed by the City of Santa Rosa. The ultimate population of Hidden Valley Lake is some 8,000 persons (3,300 potential residences multiplied by 2.41 persons per residence). This population results in a peaking factor of 2.3. A nomograph illustrating the relationship used is attached as Figure IV-1. Table IV-2 on page IV-4 summarizes the design flows used for the Phase I Project.

C. WASTEWATER CHARACTERISTICS

Information on wastewater characteristics has not changed since 1987. The Hidden Valley Lake subdivision remains primarily a residential development. The District has been approached for connections of a proposed school and some commercial support facilities (restaurants and motels) to the sewer system sometime in the future. Although the District has not approved these requests, approval in the future is not anticipated to significantly change the characteristics of the sewage.

The design wastewater loading characteristics are values of 250 mg/l for BOD and suspended solids in the conventional collection system. With the alternative collection system, the unit design loading will

[1]The reader will note that the 1987 plan recommended a combined sewer collection system based on cost effectiveness.



WASTEWATER FLOWRATE PEAKING NOMOGRAPH

TABLE IV-2
Phase I Project - Projected Wastewater Flows
Combined Collection System
(All flows in 1,000 gallons per day)

	Year			
	1990	2002	2003*	2010 **
Population	1,492	4,196	4,218	4,218
Sewer Connections				
Alternative	80	220	220	220
Conventional				
Existing Stonehouse	136	335	335	335
Remaining Area	404	1,186	1,195	1,195
Total	**620**	**1,741**	**1,750**	**1,750**
Average Dry Weather Flow[1]				
Alternative	16	44	44	44
Conventional				
Existing Stonehouse	27.8	67	67	67
Remaining Area	80.8	237	239	239
Total	**125.0**	**348.0**	**350**	**350**
Peak Dry Weather Flow				
Alternative[2]	28	77	77	77
Conventional[3]				
Existing Stonehouse	63	154	154	154
Remaining Area	186	545	550	550
Total	**277**	**776**	**781**	**781**
Average Wet Weather Flow				
Alternative[4]	19.2	53	53	53
Conventional				
Existing Stonehouse[5]	83.2	123	123	123
Remaining Area[4]	97.0	284	287	287
Total	**199.0**	**460**	**463**	**463**
Peak Wet Weather Flow				
Alternative[6]	31	86	86	86
Conventional				
Existing Stonehouse[7]	119	210	210	210
Remaining Area[8]	202	593	598	598
Total	**352**	**889**	**894**	**894**

1. 200 gpd/connection
2. 1.75 X ADWF
3. 2.30 X ADWF
4. 1.2 X ADWF
5. ADWF + 56,000 gpd
6. 1.95 X ADWF
7. 2.3 X ADWF + 56,000 gpd
8. 2.5 X ADWF

* Buildout
** End of planning period

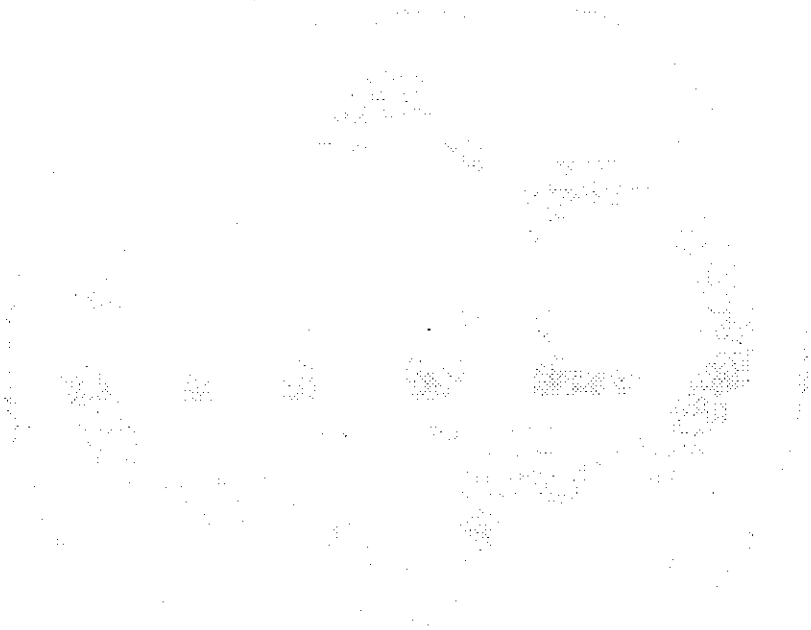
be reduced to 150 mg/l for BOD and 125 mg/l for SS. Table IV-3 develops wastewater loading characteristics for the portion of the proposed collection system that is designed conventionally. The same table develops this information for the alternative portion of the collection system. Table IV-3 also indicates the wastewater loading characteristics for the combined sewer collection system and represents the basis of design for the wastewater treatment plant. Projected loading characteristics are given for 1990 (present), 2002 (end of the State's 12-year planning period) and 2010 (end of the 20-year planning period), the reader will recall that buildout actually occurs in the year 2003.

TABLE IV-3

Projected Wastewater Loading

Various Sewer Collection Systems

	Conventional Gravity			Alternative			Combined		
	1990	2002	2010	1990	2002	2010	1990	2002	2010
Average Dry Weather Flow (1,000 GPD)	108	303	330	16	44	44	124	347	374
BOD mg/l	250	250	250	150	150	150	--	--	--
SS mg/l	250	250	250	125	125	125	--	--	--
Average Dry Weather BOD Loadings in lb/day	225	634	638	20	55	55	245	689	693
Average Dry Weather SS Loadings in lb/day	225	634	638	17	46	46	242	680	684



Chapter V

CHAPTER V - COLLECTION SYSTEM ALTERNATIVES AND PROPOSED COLLECTION SYSTEM

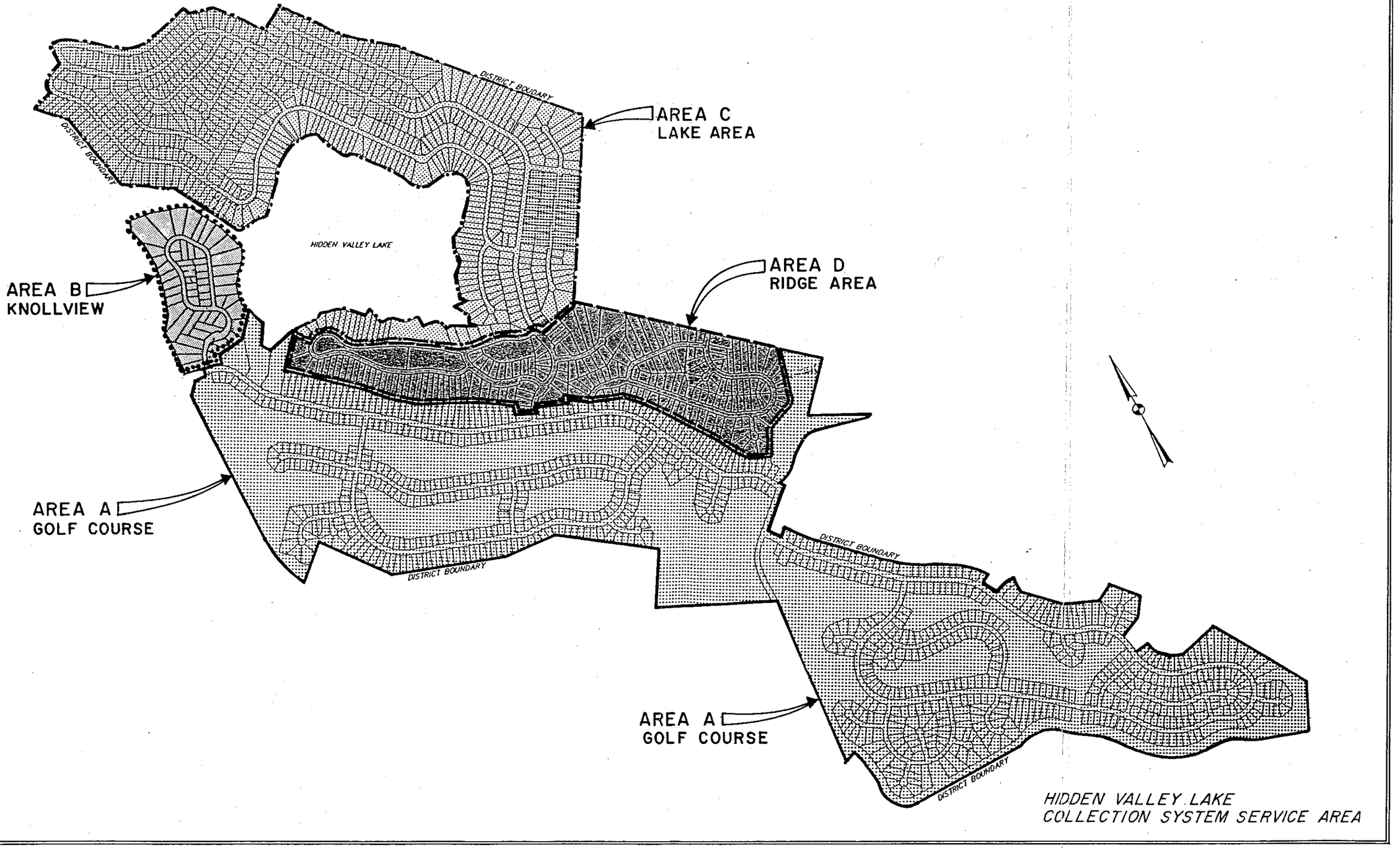
A. GENERAL

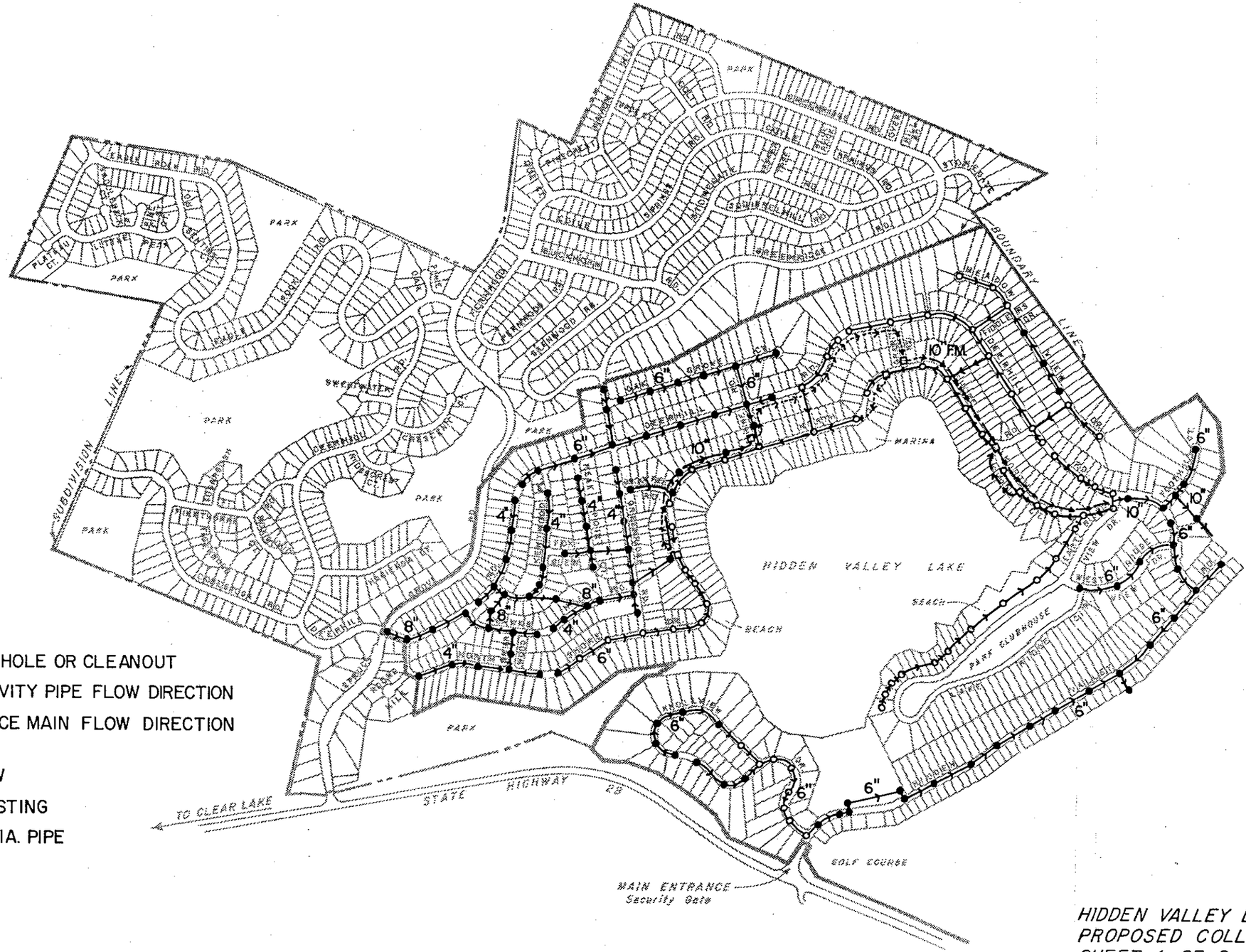
The subdivision of Hidden Valley Lake has two topographically distinct areas contained within its boundaries. Hidden Valley Road and its extension, Mountain Meadow North represents the toe of a slope that rises steeply on the north side of the subdivision. The south side of the subdivision consists of a relatively flat valley floor that slopes gently to the east. The geology of the two areas of the subdivision is also distinctly different. The lower valley is underlain primarily by silty sands, sandy clays and gravel. The upper area is underlain by hard, volcanic rock, with a thin (2-4 foot) layer of top soils in some areas. Because of these geologic and topographic differences, the original Facilities Plan explored several collection system alternatives that included conventional gravity sewers, septic tank effluent pump (STEP) systems, small diameter gravity (SDG) sewers, variable grade sewers, vacuum sewers, and combinations of these technologies.

The report gave a very thorough analysis of all technologies, their advantages, their disadvantages and their cost-effectiveness both to the subdivision as a whole, and within distinct subareas. The purpose of this chapter is to update the original plan for the various subareas being sewered in this phase of the project, and to present the design criteria used within each subarea. The Phase I Sewer Service Area Schematic (Figure V-1) shows the areas under consideration in this phase of the project. The Recommended Collection System (Figure V-2) illustrates the recommended collection system for the project and will be referred to throughout the balance of the report.

B. THE GOLF COURSE (AREA A)

This area consists of the low lying valley floor and comprises a little over one half of the proposed project. The original plan recommended a conventional sewer collection system in this area for several reasons. First, the area is underlain by relatively good soils and excavation costs are expected to be reasonable. As such, the cost savings that might be realized with an alternative collection system that allows sewer lines to be consistently shallow are not that great. Secondly, a conventional collection system that uses gravity as its prime mover has an extremely high degree of reliability. The alternative systems, which require pumping and control installations at many properties, are less reliable. Thirdly, while the construction cost of an alternative system may be somewhat lower, each property owner is required to undertake additional work and at added cost on their private property to be able to connect to the public sewer. These costs were taken into consideration in the 1987 Facilities Plan and this resulted in the total cost-effectiveness analysis favoring the conventional system. This cost-effectiveness analysis was repeated as part of the collection system design and recent increases in energy costs served to increase the relative cost-effectiveness of the conventional system. Finally, as part of the design of the sewer collection system, large scale site topography was developed in early 1990. This topo mapping illustrates that in most cases,


DISTRICT BOUNDARY
DISTRICT BOUNDARY
AREA C
LAKE AREA
HIDDEN VALLEY LAKE
AREA B
KNOLLVIEW
AREA D
RIDGE AREA
AREA A
GOLF COURSE
DISTRICT BOUNDARY
DISTRICT BOUNDARY
AREA A
GOLF COURSE
DISTRICT BOUNDARY
HIDDEN VALLEY LAKE
COLLECTION SYSTEM SERVICE AREA



LEGEND:

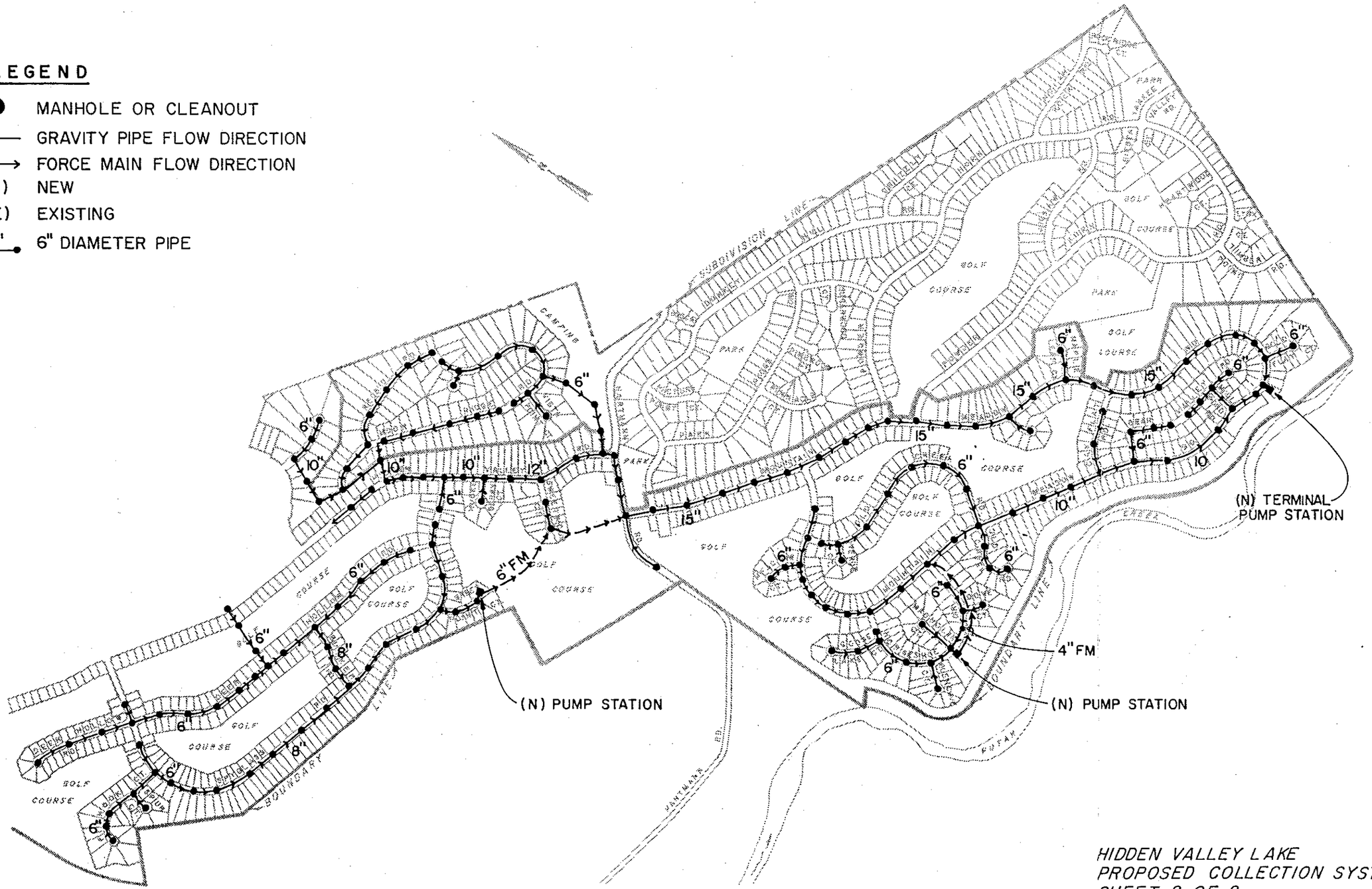
(N)● (E)○	MANHOLE OR CLEANOUT
——→——	GRAVITY PIPE FLOW DIRECTION
(N) ⟶ ⟶	FORCE MAIN FLOW DIRECTION
(E) --→ --→	
(N)	NEW
(E)	EXISTING
6"	6" DIA. PIPE

HIDDEN VALLEY LAKE
PROPOSED COLLECTION SYSTEM
SHEET 1 OF 2

Figure V-2A

LEGEND

- ● MANHOLE OR CLEANOUT
- ⟶ GRAVITY PIPE FLOW DIRECTION
- ⟶ ⟶ FORCE MAIN FLOW DIRECTION
- (N) NEW
- (E) EXISTING
- 6" 6" DIAMETER PIPE



HIDDEN VALLEY LAKE
PROPOSED COLLECTION SYSTEM
SHEET 2 OF 2

Figure V-2B

the natural slope of the valley floor exceeds the required minimum slope of the sewer line. This allows conventional gravity line to be laid in relatively shallow trenches. Indeed, 80 percent of the proposed collection system for this area is under ten feet in depth. Only 2 percent exceeds fourteen feet in depth.

C. KNOLLVIEW AREA (AREA B)

The Knollview Area consists of a relatively flat knoll perched atop a rise near the entrance to the subdivision. This area slopes down to meet Coyote Creek to the north, Hidden Valley Lake to the east, Hidden Valley Road to the south, and Highway 29 to the west. The lots bordering the lake are served by an existing sewer collection system. Based on the 1987 Facilities Plan cost-effectiveness analysis, and in the interest of compatibility with existing facilities, it is proposed that this area also be sewered in a conventional manner. This area is underlain by rocky soils and underground construction is anticipated to be difficult should sewer lines get deep. Because a number of the lots in this area sit well below the road, it is proposed to construct the sewer facilities at a shallow depth (5-6 feet), which would allow the uphill lots to connect through gravity laterals, but would require the downhill lots to pump.

D. LAKE AREA (AREA C)

This area consists of the lots surrounding Hidden Valley Lake and is the highest portion of the subdivision to be served in this phase of the project. The lots on the easterly side of the lake are currently sewered by a conventional sanitary sewer system maintained by Stonehouse Mutual Water Company. This collection system will be retained as a portion of the proposed larger system. The 1987 Facilities Plan showed that an alternative sewer collection system would be most cost-effective in this area. This concept was revised as part of the preliminary design phase undertaken in 1990. Area C was divided into three subareas. The Hawk's Hill Road subarea consists of Hawk's Hill Road, Peak Point Court, Fox Hill Court, Kentwood Place, Briarwood Road, and portions of Greenridge, North Shore and Deer Hill Roads. Areas D and E identified in the 1987 plan will drain to this subarea sometime in the future. The Deer Hill Road subarea consists of the majority of the unsewered portion of Deer Hill Road, as well as Oak Grove Court, Marine View Road and a portion of Greenridge Road. Area F (again from the 1987 plan) will drain through this subarea when the second phase of the project is constructed. The North Shore Drive subarea consists of Brookfield Road and small, unsewered portions of North Shore and Meadow View Drives. This area will drain into the existing conventional sewer system in North Shore Drive that encircles the lake.

All of this Area C is underlain by hard volcanic rock and underground construction will be difficult and expensive. Any incremental savings in depth will result in a fairly substantial savings in cost. It was this fact that made the original cost effectiveness analysis favor alternative sewer collection systems. It will be necessary for the lots below the road to pump into any sewer system constructed. The lots on the uphill side of the road can flow into the public sewer by gravity and would experience cost savings if they did not need to install and maintain septic tanks. However, it is not possible to utilize variable grade S.T.E.P. or small diameter gravity sewer technology if solids are allowed to flow into the sewer collection

system. Therefore, Area C was divided into subareas to further refine the cost-effectiveness analysis and compare the potential savings associated with using variable grade sewers with the cost of installing and maintaining septic tanks.

1. Hawk's Hill Road Subarea

The collection system proposed in the 1987 Facilities Plan showed this area draining through an existing pump station on North Shore Drive. However, this existing station is designed to serve some 24 lots along North Shore Drive. The current phase of the project would bring an additional 204 lots tributary to the pump station and future phases would bring the tributary lot count to 693. Clearly this pump station and its ancillary force main and receiving collector line would need to be replaced in order to accommodate the huge increase in flow. However, this particular pump station's sole purpose is to lift sewage over a 12 foot high localized feature and there is significant fall between the last tributary lot in the Hawk's Hill area and the pump station at Marine View and North Shore Drives. This particular situation provides a perfect application for a variable-grade sewer. It is estimated that the cost associated with pump station upgrade will be in the range of $100,000 to $125,000.[1]

Because of this, an alternative collection system using variable-grade sewers is recommended for this subarea. However, because of the innovative nature of this technology, the main collector line through the area has been sized to carry future flows from a conventional sewer system. This will allow the District to serve areas D and E in a conventional manner if that proves more cost-effective at some future date or if maintenance problems arise with the variable-grade sewer. The cost of the pump station required by a conventional collection system would be absorbed by the future project.

2. Deer Hill Road Subarea

Unlike the Hawk's Hill area, this particular subarea does not have rolling topography. Indeed, this subarea is characterized by very steep, continuously downhill grades to the low point at the intersection of Marine View Road and North Shore Drive. In this area the slight additional cost of a conventional system (larger mains and manholes as opposed to cleanouts) will be offset by the added cost imposed on the uphill property owner by the need to install a septic tank in order to connect to the sewer system. In this area, the conventional collection system is recommended as it proves more cost-effective for the homeowner.

3. North Shore Drive Subarea

The North Shore Drive Subarea consists of three small unsewered pockets that are immediately adjacent to the existing conventional sewer system. As was the case with the Knollview Area, this subarea

[1]Based on bid prices for Middletown Sewer Project, plus an allowance for construction in rock.

will be sewered conventionally in order to conform with existing facilities. This also allows properties on the uphill side of the road to connect to the sewer without need for a septic tank.

E. RIDGE AREA (PORTIONS OF AREAS C AND G)

Like the Lake area, the Ridge Area is also a number of distinct subareas (the Foothill Court subarea, Lake Ridge Circle subarea, and the Moonridge subarea). The proposed force main from Area C discharges at the intersection of Deer Hill Road and East Ridge View Drive and its discharge marks the beginning of the main trunk line through the subdivision. This trunk line is designed to carry the conventional sewage from the golf course area and, as such, the lower portion of Deer Hill Road as well as Foothill Court and West Ridge View Drive are sewered conventionally.

The 1987 Facilities Plan showed a sewer line in Lakeridge Circle. However, placing the line in this location would require all the lots tributary to the line to pump into the public sewer. As part of the predesign activities, this line was relocated to the back property lines of the parcels bordering Lakeridge Circle. The line is designed as a 4-inch small diameter gravity (SDG) line which will carry only effluent from septic tanks. This technology is recommended in this particular instance for several reasons. Small diameter gravity lines do not require the same level of exacting grade control as do conventional sewers. Given that this particular sewer line is located cross-country along the side of a hill, some allowance for grade variation will significantly ease construction. Secondly, SDG lines which carry only effluent are very easy to maintain and unlikely to become plugged or blocked. Again, because of this line's location, ease of maintenance is an important feature.

The third subarea within the Ridge Area is Moonridge Road and its tributaries. As was the case with the Deer Hill subarea in Area C, the topography is continuously downhill, which favors the conventional system. Lots on the uphill side of the road can connect directly to the sewer. Downhill lots will likely be required to pump.

F. SUMMARY AND COST ESTIMATES

In developing the cost estimates for this project, the collection system costs have been divided amongst the above described areas based on benefit. Common facilities (such as the trunk line and terminal pump station) will be prorated to all areas. The cost estimates presented in Tables V-1 through V-4 are for the various subareas. Table V-1 is for the Golf Course Area (Area A above). Table V-2 presents costs associated with the sewered portion of the Lake Area (not described above). Table V-3 presents the costs associated with the unsewered portions of the Lake Area and the Knollview Area (Areas B and C, above). Table V-4 presents cost estimates for the Ridge Area. Finally, Table V-5 presents the costs for "common facilities". These costs will be distributed equally amongst all properties in the study area.

TABLE V-1
Preliminary Collection System Cost Estimates
Golf Course Area

Item No.	Item Description	Units	Total Quantity	Unit Cost	Total
1	15" Sewer Main (0' - 10' depth)	LF	0	$ 85	$ 0
2	15" Sewer Main (10' - 12' depth)	LF	0	89	0
3	15" Sewer Main (12' - 14' depth)	LF	0	95	0
4	15" Sewer Main (14' - 16' depth)	LF	0	109	0
5	15" Sewer Main (0' - 10' depth)	LF	0	76	0
6	15" Sewer Main (0' - 10' depth)	LF	0	80	0
7	15" Sewer Main (0' - 10' depth)	LF	0	86	0
8	10" Sewer Main (0' - 10' depth)	LF	2,639	70	184,730
9	10" Sewer Main (10' - 12' depth)	LF	3,797	74	280,978
10	10" Sewer Main (12' - 14' depth)	LF	334	80	26,720
11	10" Sewer Main (14' - 16' depth)	LF	286	94	26,884
12	8" Sewer Main (0' - 10' depth)	LF	2,153	27	58,131
13	8" Sewer Main (10' - 12' depth)	LF	1,037	28	29,036
14	8" Sewer Main (12' - 14' depth)	LF	0	34	0
15	6" Sewer Main (0' - 10' depth)	LF	26,917	23	619,091
16	6" Sewer Main (10' - 12' depth)	LF	2,532	27	68,364
17	6" Sewer Main (12' - 14' depth)	LF	1,180	44	51,920
18	6" Sewer Main (14' - 16' depth)	LF	470	47	22,090
19	4" Laterals	EA	937	550	515,350
20	6" Laterals	EA	1	700	700
21	4' Manhole (0' - 10' depth)	EA	100	1,700	170,000
22	4' Manhole (>10' depth)	EA	27	2,000	54,000
23	5' Drop Manhole	EA	10	2,900	29,000
24	4" Force Main	LF	226	23	5,198
25	6" Force Main	LF	959	25	23,975
26	10" Force Main	LF	0	35	0
27	4"/6" Force Main Joint Trench	LF	707	38	26,866
28	10"/15" Force Main Joint Trench	LF	0	106	0
29	10"/6" Force Main Joint Trench	LF	0	48	0
30	Combination Sewer Air Relief Valve	EA	0	3,200	0
31	6" Sewage Gate Valve	EA	1	550	550
32	10" Sewage Gate Valve	EA	0	1,000	0
33	Cleanout	EA	5	300	1,500
34	Submersible Pump Station No. 1	LS	1	65,000	65,000
35	Submersible Pump Station No. 2	LS	1	65,000	65,000
36	Submersible Pump Station No. 3	LS	0	100,000	0
37	Trench Resurfacing	LS	1	164,000	164,000
38	Sheeting, Shoring, Bracing	LF	0	0	0
39	Permits	LS	0	0	0
40	Mobilization	LS	1	124,454	124,454
	TOTAL				$ 2,613,537

TABLE V-2
Preliminary Collection System Cost Estimates
Lake Area Sewered (includes Knollview)

Item No.	Item Description	Units	Total Quantity	Unit Cost	Total
1	10" Sewer Main (0' - 6' depth)	LF	0	$ 165	$ 0
2	10" Sewer Main (6' - 8' depth)	LF	0	168	0
3	10" Sewer Main (8' - 10' depth)	LF	0	171	0
4	8" Sewer Main (10' - 6' depth)	LF	0	71	0
5	8" Sewer Main (6' - 8' depth)	LF	0	73	0
6	8" Sewer Main (8' - 10' depth)	LF	0	76	0
7	8" Sewer Main (10' - 12' depth)	LF	0	78	0
8	6" Sewer Main (0' - 6' depth)	LF	0	61	0
9	6" Sewer Main (6' - 8' depth)	LF	0	63	0
10	6" Sewer Main (8' - 10' depth)	LF	0	66	0
11	6" Sewer Main (10' - 12' depth)	LF	0	75	0
12	4" Sewer Main (0' - 6' depth)	LF	0	46	0
13	4" Sewer Main (6' - 8' depth)	LF	0	48	0
14	4" Sewer Main (8' - 10' depth)	LF	0	51	0
15	6" Sewer Stub Out @ Manhole	EA	0	500	0
16	4" Laterals	EA	0	1,400	0
17	6" Laterals	EA	0	1,750	0
18	4' Manhole (0' - 10' depth)	EA	0	4,250	0
19	5' Drop Manhole	EA	0	7,250	0
20	Connect to Existing Manhole	EA	0	1,800	0
21	Conn to Ex. MH & Abond Ex. 6" Stub Out	EA	0	2,000	0
22	6" Force Main	LF	179	70	12,530
23	10" Force Main	LF	933	95	88,635
24	10" Force Main (D.I.P.)	LF	118	101	11,918
25	Connect to Existing 6" Force Main	EA	0.43	5,000	2,150
26	Combination Sewer Air Relief Valve	EA	0.43	3,200	1,376
27	6" Sewage Gate Valve	EA	0.43	550	237
28	10" Sewage Gate Valve	EA	2.15	1,000	2,150
29	Cleanout	EA	0	1,000	0
30	6" Valved Force Main Blowoff	EA	0.86	3,000	2,580
31	Relocate Fire Hydrant	EA	0	3,400	0
32	Submersible Pump Station No. 4	EA	0.43	100,000	43,000
33	Trench Resurfacing	LS	1	18,700	18,700
34	Sheeting, Shoring, Bracing	LS	0	0	0
35	Permits	LS	0	0	0
36	Mobilization	LS	1	9,124	9,124
	TOTAL				$ 192,400

TABLE V-3
Preliminary Collection System Cost Estimates
Lake Area Unsewered

Item No.	Item Description	Units	Total Quantity	Unit Cost	Total
1	10" Sewer Main (0' - 10' depth)	LF	1,208	$ 165	$ 199,320
2	10" Sewer Main (6' - 8' depth)	LF	618	168	103,824
3	10" Sewer Main (8' - 10' depth)	LF	417	171	71,307
4	8" Sewer Main (0' - 6' depth)	LF	623	71	44,233
5	8" Sewer Main (6' - 8' depth)	LF	1,908	73	139,284
6	8" Sewer Main (8' - 10' depth)	LF	245	76	18,620
7	8" Sewer Main (10' - 12' depth)	LF	35	78	2,730
8	6" Sewer Main (0' - 6' depth)	LF	2,742	61	167,262
9	6" Sewer Main (6' - 8' depth)	LF	4,451	63	280,413
10	6" Sewer Main (8' - 10' depth)	LF	1,302	66	85,932
11	6" Sewer Main (10' - 12' depth)	LF	55	75	4,125
12	4" Sewer Main (0' - 6' depth)	LF	983	46	45,218
13	4" Sewer Main (6' - 8' depth)	LF	5,789	48	277,872
14	4" Sewer Main (8' - 10' depth)	LF	181	51	9,231
15	6" Sewer Stub Out @ Manhole	EA	1	500	500
16	4" Laterals	EA	344	1,400	481,600
17	6" Laterals	EA	0	1,750	0
18	4' Manhole (0' - 10' depth)	EA	45	4,250	191,250
19	5' Drop Manhole	EA	2	7,250	14,500
20	Connect to Existing Manhole	EA	4	1,800	7,200
21	Conn to Ex MH & Aban.Ex 6" Stub Out	EA	1	2,000	2,000
22	6" Force Main	LF	238	70	16,660
23	10" Force Main	LF	1,239	95	117,705
24	10" Force Main (D.I.P.)	LF	157	101	15,857
25	Connect to Ex 6" Force Main	EA	0.57	5,000	2,850
26	Combination Sewer Air Relief Valve	EA	1.57	3,200	5,024
27	6" Sewage Gate Valve	EA	0.57	550	314
28	10" Sewage Gate Valve	EA	2.85	1,000	2,850
29	Cleanout	EA	23	1,000	23,000
30	6" Valved Force Main Blowoff	EA	0.57	3,000	1,710
31	Relocate Fire Hydrant	EA	1	3,400	3,400
32	Submersible Pump Station No. 4	EA	0.57	100,000	57,000
33	Trench Resurfacing	LS	1	84,300	84,300
34	Sheeting, Shoring, Bracing	LS	0	0	0
35	Permits	LS	0	0	0
36	Mobilization	LS	1	123,910	123,910
	TOTAL				$ 2,601,000

TABLE V-4
Preliminary Collection System Cost Estimates
Ridge Area

Item No.	Item Description	Units	Total Quantity	Unit Cost	Total
1	15" Sewer Main (0' - 10' depth)	LF	0	$ 85	$ 0
2	15" Sewer Main (10' - 12' depth)	LF	0	89	0
3	15" Sewer Main (12' - 14' depth)	LF	0	95	0
4	15" Sewer Main (14' - 16' depth)	LF	0	109	0
5	12" Sewer Main (0' - 10' depth)	LF	0	76	0
6	12" Sewer Main (0' - 12' depth)	LF	0	80	0
7	12" Sewer Main (12' - 14' depth)	LF	0	88	0
8	10" Sewer Main (0' - 10' depth)	LF	0	70	0
9	10" Sewer Main (10' - 12' depth)	LF	0	74	0
10	10" Sewer Main (12' - 14' depth)	LF	0	80	0
11	10" Sewer Main (14' - 16' depth)	LF	0	94	0
12	8" Sewer Main (0' - 10' depth)	LF	0	27	0
13	8" Sewer Main (10' - 12' depth)	LF	0	28	0
14	8" Sewer Main (12' - 14' depth)	LF	0	34	0
15	6" Sewer Main (0' - 10' depth)	LF	1,365	23	31,395
16	6" Sewer Main (10' - 12' depth)	LF	35	27	945
17	6" Sewer Main (12' - 14' depth)	LF	0	44	0
18	6" Sewer Main (14' - 16' depth)	LF	0	47	0
19	4" Sewer Main	LF	10,545	51	537,795
20	4" Laterals	EA	90	550	49,500
21	2" Pressure Laterals	EA	88	1,530	134,640
22	4' Manhole (0' - 10' depth)	EA	14	1,700	23,800
23	4' Manhole (>10' depth)	EA	0	2,000	0
24	5' Drop Manhole	EA	0	2,900	0
25	4" Force Main	LF	0	23	0
26	6" Force Main	LF	0	25	0
27	10" Force Main	LF	0	35	0
28	4"/6" Force Main Joint Trench	LF	0	38	0
29	10"/15" Force Main Joint Trench	LF	0	106	0
30	10"/6" Force Main Joint Trench	LF	0	48	0
31	Combination Sewer Air Relief Valve	EA	0	3,200	0
32	6" Sewage Gate Valve	EA	0	550	0
33	10" Sewage Gate Valve	EA	0	1,000	0
34	Cleanout	EA	22	300	6,600
35	Submersible Pump Station No. 1	LS	0	65,000	0
36	Submersible Pump Station No. 2	LS	0	65,000	0
37	Submersible Pump Station No. 3	LS	0	100,000	0
38	Trench Resurfacing	LS	0	45,600	45,600
39	Sheeting, Shoring, Bracing	LS	0	0	0
40	Permits	LS	0	0	0
41	Mobilization	LS	1	97,825	97,825
	TOTAL				$ 928,100

TABLE V-5
Preliminary Collection System Cost Estimates
Common Facilities

Item No.	Item Description	Units	Total Quantity	Unit Cost	Total
1	15" Sewer Main (0' - 10' depth)	LF	5,015	$ 62	$ 310,930
2	15" Sewer Main (10' - 12' depth)	LF	937	62	58,094
3	15" Sewer Main (12' - 14' depth)	LF	257	51	13,107
4	15" Sewer Main (14' - 16' depth)	LF	85	62	5,270
5	12" Sewer Main (0' - 10' depth)	LF	1,003	53	53,159
6	12" Sewer Main (0' - 10' depth)	LF	385	53	20,405
7	12" Sewer Main (0' - 10' depth)	LF	384	42	16,128
8	10" Sewer Main (0' - 10' depth)	LF	1,903	47	89,441
9	10" Sewer Main (10' - 12' depth)	LF	275	47	12,925
10	10" Sewer Main (12' - 14' depth)	LF	170	36	6,120
11	10" Sewer Main (14' - 16' depth)	LF	205	47	9,635
12	8" Sewer Main (0' - 10' depth)	LF	0	27	0
13	8" Sewer Main (10' - 12' depth)	LF	0	28	0
14	8" Sewer Main (12' - 14' depth)	LF	0	34	0
15	6" Sewer Main (0' - 10' depth)	LF	0	23	0
16	6" Sewer Main (10' - 12' depth)	LF	0	27	0
17	6" Sewer Main (12' - 14' depth)	LF	0	44	0
18	6" Sewer Main (14' - 16' depth)	LF	0	47	0
19	4" Laterals	EA	0	550	0
20	6" Laterals	EA	0	700	0
21	4' Manhole (0' - 10' depth)	EA	0	1,700	0
22	4' Manhole (>10' depth)	EA	0	2,000	0
23	5' Drop Manhole	EA	0	2,900	0
24	4" Force Main	LF	0	23	0
25	6" Force Main	LF	0	25	0
26	10" Force Main	LF	99	35	3,465
27	4"/6" Force Main Joint Trench	LF	0	38	0
28	10"/15" Force Main Joint Trench	LF	199	71	14,129
29	10"/6" Force Main Joint Trench	LF	309	25	7,725
30	Combination Sewer Air Relief Valve	EA	0	3,200	0
31	6" Sewage Gate Valve	EA	0	550	0
32	10" Sewage Gate Valve	EA	0	1,000	0
33	Cleanout	EA	0	300	0
34	Submersible Pump Station No. 1	LS	0	65,000	0
35	Submersible Pump Station No. 2	LS	0	65,000	0
36	Submersible Pump Station No. 3	LS	0	100,000	0
37	Submersible Pump Station No. 4	LS	0	150,000	0
38	Trench Resurfacing	LS	1	39,100	39,100
39	Mobilization	LS	1	38,527	38,527
	TOTAL				$ 850,100

Chapter VI

CHAPTER VI - WASTE DISCHARGE AND TREATMENT ALTERNATIVES

A. GENERAL

This chapter will update the discussion of wastewater disposal alternatives available to the Hidden Valley Lake Community Service District originally presented in Chapter VI, Sections B and C, of the 1987 Facilities Plan. Since the original facilities plan was prepared, a number of determinations have been made which greatly affect the disposal alternatives available to the District. In addition, the District has become aware of certain criteria set forth by the State of California in order for wastewater reclamation projects to be eligible for funding under the State Revolving Fund and/or the Water Reclamation Bond Law.

B. DISCHARGE ALTERNATIVES

The original facilities plan evaluated the following discharge alternatives:

- Discharge of treated effluent to percolation ponds.
- Discharge of treated effluent to Putah Creek.
- Discharge of treated effluent by reclamation; agricultural irrigation, and landscape irrigation.
- A combination of alternatives.

The Central Valley Regional Water Quality Control Board (CVRWQCB) is responsible for establishing minimum requirements for any water discharge. In the case of the reclamation alternatives, CVRWQCB will defer to the State Department of Health Services (DOHS), Title 22, for water quality requirements. The information presented herein is the result of preliminary discussions with both DOHS and CVRWQCB. Prior to implementing any of these alternatives, approval of the Regional Board will be required in the form of an NPEDS permit.

1. Alternatives eliminated from consideration since the 1987 Facilities Plan

Alternative 2, "Direct Discharge of Treated Effluent to Putah Creek" cannot be permitted as the Regional Board has determined that it would conflict with Resolution No. 62-40-Appendix A, of the CVRWQCB governing direct discharge of treated sewage effluent to Lake Berryessa or its tributaries. A letter from the Regional Board to HVLCSD outlining this determination is attached as an appendix to this report. Alternative 1, "Percolation Ponds", is also not considered feasible due to the difficulty involved in implementing percolation ponds near Putah Creek without violating the direct discharge prohibition. Given these facts, discharge by wastewater reclamation remains the only viable alternative.

2. Wastewater Reclamation

Irrigation with wastewater is becoming more prevalent in the United States and foreign countries each year. The Counties of Lake, Sonoma, and Napa all contain systems which reclaim wastewater for irrigation purposes.

The most likely areas for use of reclaimed wastewater for agricultural irrigation are the areas to the south, across Putah Creek, and to the west, across Highway 29. These areas are presently utilized for grapes, pasture, and grass production.

Reclaimed wastewater could also be utilized for golf course irrigation. The Chimney Rock Golf Course in Napa County, the Oakmont, Bodega Bay, and Rohnert Park golf courses in Sonoma County are all presently irrigating with reclaimed wastewater.

a. Food Crops

Reclaimed wastewater utilized for spray irrigation of food crops requires primary, secondary, and advanced treatment. The Department of Health Services requires that the wastewater be disinfected, oxidized, coagulated, clarified, and filtered at all times. Reclaimed water utilized for surface irrigation is required to be adequately disinfected and oxidized, requiring treatment to secondary levels. Treatment via aerated lagoons, oxidation ponds, or mechanical (secondary) treatment with disinfection would be necessary in this case.

Reduced treatment to a level equivalent to that of primary effluent is allowed for orchards and vineyards (60305B, Title 22, Division 4) as long as no fruit is harvested that has come in contact with the irrigating water on the ground.

Opportunities for irrigating food crops are limited within the Coyote Valley. Just to the south of the District, across Putah Creek, there are several hundred acres of producing vineyard land. The existing and rather extensive irrigation system is of the overhead type and Title 22 requires some level of treatment greater than secondary, for reclaimed wastewater to be used in that application.

b. Fodder, Fiber and Seed Crops

Reclaimed wastewater utilized for irrigation of seed crops must be a minimum of primary quality. Pasture irrigation which is utilized by milking cows or goats, requires adequately disinfected, oxidized wastewater (primary and secondary treatment). Within the Clear Lake Basin, there are four major reclamation projects irrigating lands under this category; City of Lakeport, Lake County Sanitation District - northwest and southeast, and Clear Lake Oaks County Water District. At each, treated wastewater is held during the winter months and spray irrigated during the summer months.

c. Landscape Irrigation

As set forth in Title 22, there are two categories of landscape irrigation. One group consists of golf courses, cemeteries, freeway landscapes and landscapes in other areas where the public has similar access or exposure. The second group consists of parks, playgrounds, schoolyards and other areas of similar public access.

Effluent requirements for both categories include secondary treatment and disinfection. The second category must also include coagulation, clarification and filtration (advanced treatment) prior to disinfection.

Although the Hidden Valley Lake Golf Course, by definition, falls within the first category, DOHS has indicated that they would require category two treatment because of the close proximity of homes along many of the fairways and greens.

Disposal by golf course irrigation will also require the installation of backflow preventers on all potable service lines as a parallel potable water line exists to serve drinking fountains located along the course. The Department of Health Services will not require fencing, but notice of reclaimed water use must be posted on the score cards. All sprinkler heads must be the pop-up type and the drinking fountains must be adequately protected from irrigation spray. Because the irrigation water will be of very high quality, CVRWQCB does not anticipate set-back requirements.

One other concern exists with the use of reclaimed wastewater for irrigation purposes. Depending on the location of wastewater storage and disposal facilities, Stonehouse may have concerns with nitrate contamination of potable water wells. As such, the treatment process may be required to denitrify.

d. Additional Concerns Associated with Wastewater Reclamation

In general, the Title 22 requirements governing wastewater reclamation focuses on the microbiological quality of reclaimed water. This focus is justified by the acute health risks posed by the bacteria and virus that can be found in wastewater. The Regional Water Quality Control Board has authority to impose additional treatment standards (usually for BOD and nutrient levels) if the wastewater will come in contact with another water body. This is not the case for Hidden Valley Lake. However, Stonehouse Mutual Water Company has expressed concern over the nitrate level in reclaimed wastewater if this water is spread or disposed of near their potable water wells. Excess nitrate levels in drinking water can result in oxygen deficiency in human blood. This condition can be fatal to infants. As such, potable purveyors, such as Stonehouse, must comply with State/Federal regulations that set maximum allowable nitrate levels in drinking water. Stonehouse has requested that denitrification be part of the treatment process if reclaimed wastewater is used near their wells.

Table VI-1, below, outlines the required treatment for the various disposal options.

TABLE VI-1
Treatment Discharge Requirements

Characteristic	Food Crop	Fodder Crop	Landscape Category I	Landscape Category II
BOD mg(1) 30 day mean Maximum	 10 15	 50 80	 50 80	 10 15
Suspended Solids mg(1) 30 day mean Maximum	 10 15	 50 80	 50 80	 10 15
Settleable Solids mg(1) 30 day mean Maximum	 0.1 0.2	 0.1 0.2	 0.1 0.2	 0.1 0.2
Turbidity (NTU)	2	N/R	N/R	2
Total Coliform (mpn) Daily mean Daily maximum	 2.2 23	 23 230	 23 240	 2.2 23
Chlorine Residual mg/1	-	-	-	-
pH (unit)	6.5-8.5	6.5-8.5	6.5-8.5	6.5-8.5

e. Facility Sizing

All of the reclamation alternatives are generally limited to discharge during the dry weather months, though limited winter irrigation is possible. All areas used must be carefully monitored to control runoff. During the winter months, treated effluent must be stored in a large storage basin. The concept is to begin holding treated effluent between irrigation seasons, generally from late September through mid-April. From April through September, the District would irrigate at a rate that emptied the pond before winter.

The storage basin would be designed to hold not only the winter-time effluent, but also the tributary annual rainfall minus annual average evaporation from the basin. The basin would be sized to contain a one in one-hundred year recurring annual rainfall.

The irrigation area will be calculated using crop evapotranspiration potential minus average rainfall to yield an irrigation demand per acre of land. Storage basin volume, irrigation area, pond inflow and pond outflow are balanced over the course of a year. Crop evapotranspiration data was developed from an evaporation pan site in Middletown. The water balance was performed utilizing Middletown evaporation rates and assuming limited winter irrigation based on a review of the rainfall records available for Middletown. Table VI-2 summarizes the parameters utilized for the water balance. The water balances are contained in Appendix F of this report, and summarized in Table VI-3. It is anticipated that in year 2003 (buildout) enough reclaimed water will be available to irrigate 130 acres in an "average rainfall" year.

TABLE VI-2
Water Balance Parameters

Average Dry Weather Flow (April 16 to October 14)	1990 = 0.125 mgd 2010 = 0.350 mgd
Average Wet Weather Flow (October 15 to April 15)	1990 = 0.199 mgd 2010 = 0.463 mgd

		Pond Evaporation*			Crop Evapotranspiration*		
Month	Precipitation* (100 year event)	Middletown	Healdsburg	Lower Lake	Middletown	Healdsburg	Lower Lake
Oct	4.37	3.60	4.23	8.12	3.13	3.68	5.14
Nov	10.77	1.49	2.45	2.64	1.30	2.13	2.30
Dec	16.40	0.98	1.71	1.31	0.95	1.49	1.14
Jan	19.12	1.40	1.89	0.92	1.22	1.64	0.80
Feb	13.99	1.64	2.81	2.51	1.43	2.44	2.18
Mar	10.90	3.09	3.45	3.28	2.69	3.00	2.85
Apr	5.97	4.48	5.00	4.80	3.90	4.35	4.17
May	1.64	6.11	7.68	6.93	5.31	6.68	6.03
Jun	0.46	7.20	8.05	10.21	6.26	7.00	8.88
Jul	0.66	8.42	9.07	12.78	7.32	7.89	11.11
Aug	0.24	7.37	7.74	12.09	6.41	6.73	10.51
Sep	0.78	5.70	6.16	8.72	4.96	5.36	7.50
Total	**85.3**	**51.48**	**60.24**	**74.31**	**44.88**	**52.39**	**62.61**

* All figures in inches

TABLE VI-3
Facility Sizes Based on Water Balance for Middletown

Facility	Capacity	Land Requirement*
	With Winter Irrigation	
Effluent Storage Pond	350 acre feet	35 acres
Irrigation Area		
1990	N/A	85 acres
2010	N/A	159 acres

* Not included here is the acreage required for plant construction

anticipated that in year 2003 (buildout) enough reclaimed water will be available to irrigate 130 acres in an "average rainfall" year.

C. TREATMENT ALTERNATIVES

1. General

There are generally two basic concepts for wastewater treatment: a "mechanical plant" and a "pond system". Although the land area requirements and basic concepts are different, each of the treatment processes uses biological organisms to stabilize wastewater. A mechanical plant consolidates natural processes, and biological growth is enhanced by use of electrical energy. Depending on the type and level of treatment, varying energy levels are required. In a pond system, the biological organisms also act to stabilize the waste, however, they do it in more passive fashion, taking a longer time and greater area to derive nearly the same treatment. Essentially, the trade-off is land for energy.

The 1987 Facilities Plan developed costs for both mechanical treatment alternatives and for a pond system. In this report, the trickling filter and rotating biological contactor (RBC) mechanical treatment alternatives have been eliminated from consideration because they were shown to be not cost effective in the 1987 report. The Biolac treatment system, an activated sludge package plant, and the Sequencing Batch Reactor (SBR), which were not considered in 1987, are considered as mechanical treatment alternatives in this report. They will be compared with an oxidation ditch and a package plant. The pond system is not a viable alternative if the reclaimed water user requires effluent of better than secondary quality. Because the community wishes to utilize the reclaimed water resource for golf course irrigation, a pond system is not the best treatment process available.

2. Secondary Treatment Process Alternatives

a. Sequencing Batch Reactor

The SBR system consists of a single basin in which intermittent cycles containing an aeration phase, a settlement phase, and a decant phase occur. The system operates in a manner similar to a conventional activated sludge treatment plant with the exception that all the processing occurs in the same basin with each process occurring in a series over time rather than space. As is the case with all the mechanical plant alternatives, the SBR system requires sludge handling and disposal facilities.

b. Biolac Treatment System

The Biolac treatment system is basically a conventional extended aeration activated sludge treatment system with a unique aeration system. Rather than floating mechanical aerators, or fixed bottom diffusers, the system utilizes aeration chains across the aeration basin to deliver the air. The chains consist of the

hose carrying the air supply with Wyss air diffusers suspended from the supply hose one foot off the bottom of the chamber. The air is delivered efficiently as the movement of the chains achieves a unique mixing action. The unit comes with an integral clarifier. Some clarifier sludge is recycled to provide food to the process, the remainder is wasted to digestion.

c. Package Treatment Plant

A package treatment plant is a compact activated sludge treatment system in which the aeration basin, sludge digestion, and clarification processes occur in one steel structure with individual chambers for each process. They are typically used for small wastewater flows, but are made in sizes to accommodate the flow from Hidden Valley Lake. Sludge handling facilities are required with a package plant.

d. Oxidation Ditch

The oxidation ditch is an activated sludge process that was developed in Europe during the 1950s'. The process is essentially an extended aeration scheme that takes advantage of long baffled aeration basins with semi-circular ends. Because the operation is an extended aeration process (24 hour residence time in the basin), primary treatment is not usually required.

The basins are typically 5 to 15 feet deep, and mechanical aerators both aerate and propel the sewage in the collector around the ditches. Effluent from the process is discharged to secondary clarifiers where a certain portion is recycled to the head of the process and the remainder is wasted to digestion.

3. Secondary Treatment Process Analysis - Cost Summary

a. Capital Costs

A summary of the treatment alternatives and their costs is presented in Table VI-4 for Phase I. The various unit processes for each alternative were selected based on the individual analyses presented earlier in this chapter, and in the 1987 Facilities Plan. This analysis is general in the sense that individual site specific features have not been considered. The major change from the 1987 plan is that sludge management will be handled by lagooning wasted sludge. These lagoons allow sludge to be digested over time.

The analysis shows that the costs for all of the treatment alternatives are quite similar. However, ease of operation, sensitivity to imbalance and upset, historical performance, quality of effluent, and consistency of producing that quality effluent also deserve consideration to this evaluation.

TABLE VI-4
Hidden Valley Lake Treatment Alternatives
Capital Cost Comparison - Phase I

Item	Biolac	Oxidation Ditch	Package Plant	SBR
Site Preparation	$ 23,400	$ 13,900	$ 10,400	$ 10,800
Headworks	20,000	20,000	20,000	20,000
Muffin Monster	20,000	20,000	20,000	20,000
Biolac Components	427,000	0	0	0
Oxidation Ditch Components	0	260,000	0	0
Package Plants	0	0	463,000	0
SBR Unit	0	0	0	433,000
Clarifiers	0	230,000	0	0
Sludge Holding Pond	93,000	93,000	93,000	93,000
Chlorination	140,000	140,000	140,000	140,000
Plant Building	135,000	135,000	135,000	135,000
Flow Distribution Structures	18,500	18,500	18,500	18,500
Plant Utilities	75,000	75,000	75,000	75,000
Electrical	200,000	200,000	200,000	200,000
Yard Piping	80,000	100,000	40,000	100,000
Fencing	47,000	47,000	47,000	47,000
Paving	42,800	42,800	42,800	42,800
Landscaping	150,000	150,000	150,000	150,000
Standby Power	80,000	80,000	80,000	80,000
Construction Subtotal	$ 1,551,700	$ 1,625,600	$ 1,539,700	$ 1,565,100
10% Contingency	155,200	162,500	153,400	156,500
Construction Total	$ 1,706,900	$ 1,888,100	$ 1,688,100	$ 1,721,600

The Biolac system is fairly new in the United States, and while the plants operating are generally reporting good results, they have only been operating for 4 years or less. The main disadvantage of the Biolac system is the fact that it is a proprietary product and one that is only sold with an integral clarifier located at the end of the aeration basin. In a review of the plants operating in the United States, the integral clarifier was the weak link in the Biolac process. The clarifier is perhaps the most crucial piece of equipment in the process train, especially when considering advanced treatment of the effluent which is required for certain types of reclamation. The clarifier must be designed well to provide a consistent high quality effluent for advanced treatment. If the clarifier is not capable of this, increased chemical addition is necessary ahead of the filters and there is the possibility of not meeting effluent requirements.

The SBR system is the most sensitive of all the alternatives with regard to system imbalances and upset. It is a high rate process, which does not handle shock or peak loadings well. The process also results in significant denitrification, which may not be desirable when considering landscape irrigation with the effluent. Nitrogen is a nutrient which can reduce the need for application of fertilizer when it is retained in the effluent used for irrigation. However, this process will deserve consideration if facilities are located on a site that causes a concern for the water company.

The package plant is energy intensive and also subject to shock loading difficulties and peak flow overloading due to its compact size. The clarifier is also built into the package plant and may not be capable of performing as well as a separate clarifier unit.

The oxidation ditch is a treatment system with a long track record of success. The process is very forgiving and is able to handle shock loading and peak flows better than the other alternatives. It is very resistent to system upset or imbalance. In addition, it is very easy to maintain, requiring little operator attention. The separate clarifier associated with the oxidation ditch also has the advantage of producing a consistent, high quality effluent for advanced treatment. Certain proprietary ditch systems allow for (but do not necessitate) denitrification as part of the treatment process. This flexibility is an important consideration for the Hidden Valley Lake Project.

b. Operations and Maintenance

In addition to capital cost associated with each facility, operations and maintenance cost also affect the cost-effectiveness analysis. All of the alternatives under consideration are proven technologies. The SBR and the package plant do not handle peak or shock loading well, requiring the operator to pay careful attention to flow rates and to react quickly.

Table VI-5 presents the estimated annual operating and maintenance costs for each alternative under consideration. These figures are based on a labor cost of $20 per hour, and a power cost of $0.10 per kwh.

TABLE VI-5
Comparison of Treatment Alternatives - Phase I
Operations and Maintenance Cost

Treatment Alternative	Biolac	Oxidation Ditch	Package Plant	SBR
Operations Cost				
Labor	$ 52,000	$ 52,000	$ 65,000	$ 65,000
Power	63,700	50,200	65,000	52,200
Chemicals (Chlorine)	6,000	6,000	6,000	6,000
Subtotal Operations	**$ 121,700**	**$ 108,200**	**$ 136,000**	**$ 123,200**
Equivalent Annual Capital Cost (8% 40 yr)	173,850	192,300	171,950	175,350
Total Annual Cost	**$ 295,550**	**$ 300,500**	**$ 307,950**	**$ 298,550**

4. Advanced Treatment

As stated earlier, certain types of landscape irrigation (including irrigation of the Hidden Valley Lake Golf Course) would require advanced treatment consisting of coagulation, clarification, and filtration in addition to secondary treatment and disinfection. The State of California, Department of Health Services,

in a policy statement issued in January, 1988 determined that direct filtration, which eliminates the clarification step in the advanced treatment process, would be allowed if the turbidity in the secondary effluent were less than 10 NTU. A mechanical plant could be designed to produce such an effluent under normal conditions. A coagulation/flocculation process needs to be provided to reduce secondary effluent turbidity to 10 NTUs in the instances where the plant cannot produce it. In order for a reclamation alternative including advanced treatment to be considered, the added cost of the filter and its maintenance must be offset by reduced project costs (i.e., savings in the purchase and construction of an irrigation field) or by revenue generated from water sales, or both. Noted in the table following are estimated capital and operations costs of two direct filtration units approved for use under Title 22.

TABLE VI-6
Advanced Treatment Units
Capital Costs

Filter Alternative	Hydro Clear	Dyna Sand
Filter Unit	$ 200,000	$ 100,000
Filter Ancillaries (blowers, controls)	Included	35,000
Flocculation Chamber	50,000	50,000
Chemical Feed System	35,000	35,000
Totals	**$ 285,000**	**$ 220,000**
Equivalent Annual Cost (8% for 20 years)	$ 30,000	$ 22,400
Annual Labor	26,000	30,000
Annual Power	6,000	6,500
Annual Chemicals	4,000	11,500
Total Equivalent Annual Cost	**$ 66,000**	**$ 70,400**

5. Irrigation System Analysis

This analysis considered three irrigation system alternatives. The three mechanical systems evaluated are the wheel line, the travelling gun, and the fixed piping and sprinkler head systems. The cost-effectiveness comparison was performed assuming Phase I irrigation of 159 acres. Capital costs include the irrigation system, an irrigation pump station, a tailwater pump station, and main supply pipeline. Operation and maintenance costs include pumping power costs and labor. All three irrigation systems are proven technologies and are efficient for use with reclaimed wastewater. The wheel line technology is

limited to relatively flat topography. However, any of Hidden Valley Lake's alternative disposal sites will be sufficiently flat so the wheel line does warrant consideration for this application. Table VI-7, presents the capital and operating cost data associated with each of the technologies.

TABLE VI-7

Irrigation Alternatives - Cost Comparison
Irrigating 159 Acres - Phase I

Alternative	Capital Cost	Annualized Capital Cost	Annual Operations and Maintenance	Total Annual Cost
Wheel Line	$ 551,400	56,160	30,000	$86,160
Fixed Set	1,513,000	154,100	10,000	164,100
Travelling Gun	589,000	60,000	28,000	88,000

Notes: Wheel line based on 2 sets/day/wheel line; 12 wheel lines; 1st set 7a.m. - 1 p.m., 2nd set 1 p.m. - 7 p.m.
Fixed set based on extrapolation of Middletown costs for submain piping and sprinkler heads.
Travelling gun based on 4 guns running 20 hrs/day w/tight lane spacing for windy condition.
Each alternative includes irrigation and tailwater pump stations and main pipeline.
Analyzed capital cost assumes an 8% interests rate over a 20-year term (CRF = 0.10185)

Chapter VII

CHAPTER VII - PROJECT ALTERNATIVE ANALYSIS

A. GENERAL

The purpose of this chapter is to focus on the development of feasible combined treatment and disposal alternatives. Development of plant and disposal alternatives includes consideration of treatment plant location, discharge objectives and discharge locations. The intent is to develop the most cost-effective and viable options for the total project.

In general, the following project concept is assumed to be the only viable alternative:

Construction of treatment facilities near the District with winter storage of effluent and summer disposal by reclamation.

B. DEVELOPMENT OF ALTERNATIVES

1. General

The development of alternatives includes defining alternate locations for wastewater treatment and disposal. Land requirements for a mechanical plant are 6 ± acres. Land requirements for a storage pond adequately sized to contain full winter effluent are 35 acres. At project start-up, between 85 - 95 acres are required for effluent disposal assuming a 100 year rainfall and limited winter irrigation. This increases to 159 acres by the year 2010 with the same assumptions. The total acreage requirement for Phase I is 200 acres (6 + 35 + 159). A nearly equal area will be required for the remainder of the subdivision if and when it is sewered.

2. Reclaimed Water Market

The Coyote Valley, which includes the low-lying area of the Hidden Valley Lake Subdivision, contains some 4,560 acres of land. About 950 acres are consumed by the low-lying portion of the subdivision, and adjacent residential/commercial properties; 1,700 acres are devoted to agriculture and 1,930 acres remain as "native" grassland[1]. In addition, the Hidden Valley Lake Association owns and maintains a 145 acre, 18 hole golf course, of which 97 acres are irrigated.

[1] Department of Water Resources, 1960.

As it is now clear that HVLCSD must undertake a reclamation project, it is important to clarify potential water users in the area. Several criteria are used in determining the potential water user pool, and these criteria will be balanced for each site to arrive at a project that best suits the goals of the District.

- Vicinity. Potential reclaimed water users should be close to the subdivision.

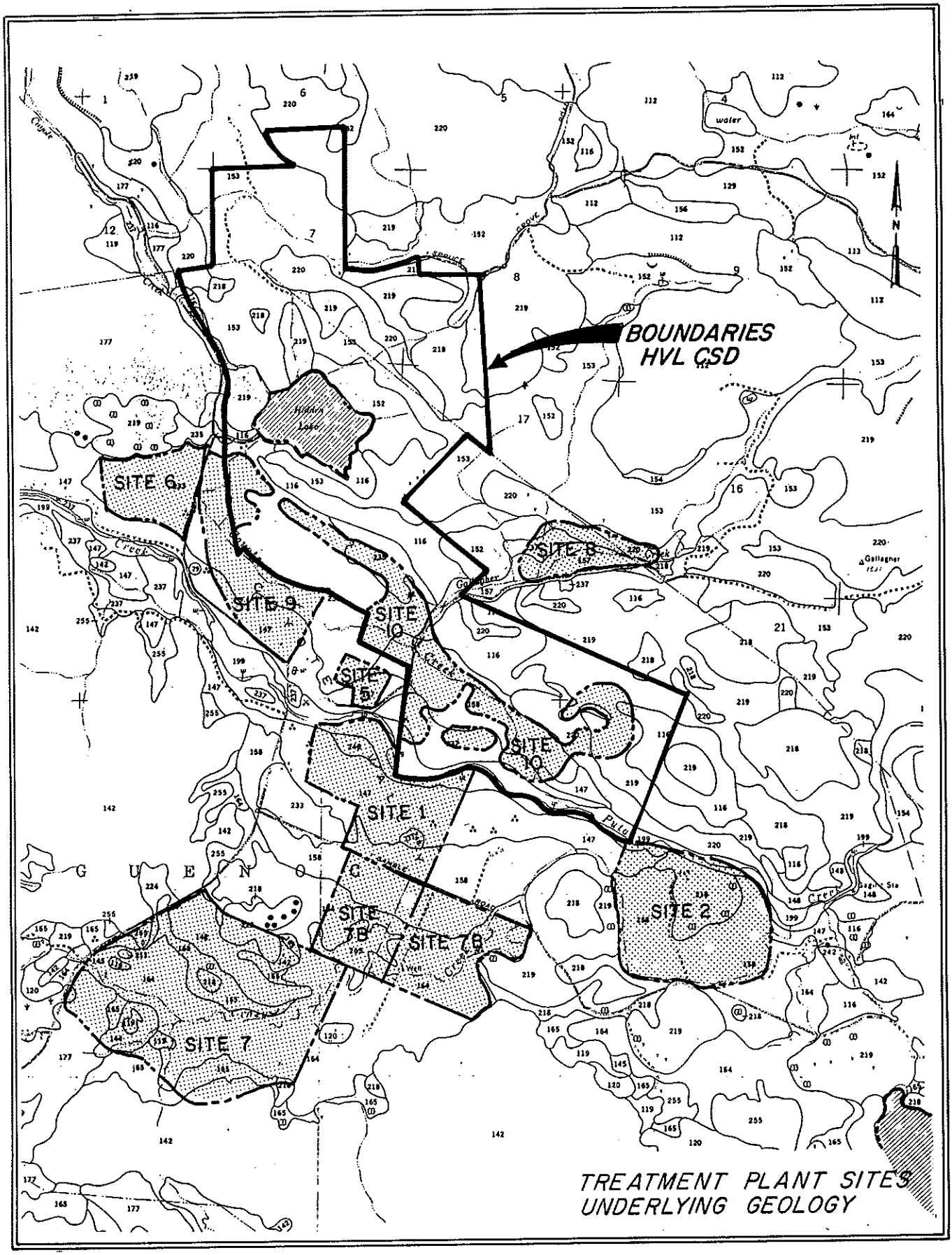
- Topography/Geology. The ideal irrigation site is relatively flat and underlain by a permeable soil in order to maximize the application rate.

- Current Use. While the District is certainly willing to consider providing irrigation water to land that is currently dry-farmed, the best arrangement would involve delivery of reclaimed water to a property that is already under irrigation.

- Underlying Zoning. While much of the Coyote Valley remains under agricultural or rural land zoning, there are certain properties now used for agricultural or open space, which carry underlying urban zoning. Because the District needs to dispose of its effluent, the District will require a long-term agreement with any property owner who receives reclaimed water. Long-term (50 - 100 year) agreements will be easier to obtain if the property is not zoned for future development.

a. Potential User Pool

In surveying the Coyote Valley area (in the neighborhood of the Hidden Valley Lake Subdivision), nine potential sites for treatment plants/reclaimed water disposal facilities have been identified. In some cases, these sites are identical with those identified in the 1987 Facilities Plan. However, several new sites have been identified and several of the original sites have been eliminated from consideration due to the encroachment of development since 1987. The Treatment Plant Sites - Underlying Geology drawing Figure VII-1 shows each of the identified sites and their underlying geology while Figure VII-2 shows the underlying topography. Table VII-1 lists the Sortie Index Rating, and the percolation rates for each soil type as determined from the "*Soil Survey of Lake County, California*" prepared by the United States Department of Agriculture, Soils Conservation Service. The site numbers generally conform with those used in the 1987 Facilities Plan. However, Sites No. 3 and 4 considered in 1987 are no longer under consideration. Sites No. 7A, 7B, 8, 9, and 10 are new sites not studied in 1987.


BOUNDARIES
HVL CSD
SITE 6
SITE 9
SITE 10
SITE 5
SITE 8
SITE 10
SITE 1
SITE 7B
SITE 7B
SITE 2
SITE 7
TREATMENT PLANT SITES
UNDERLYING GEOLOGY

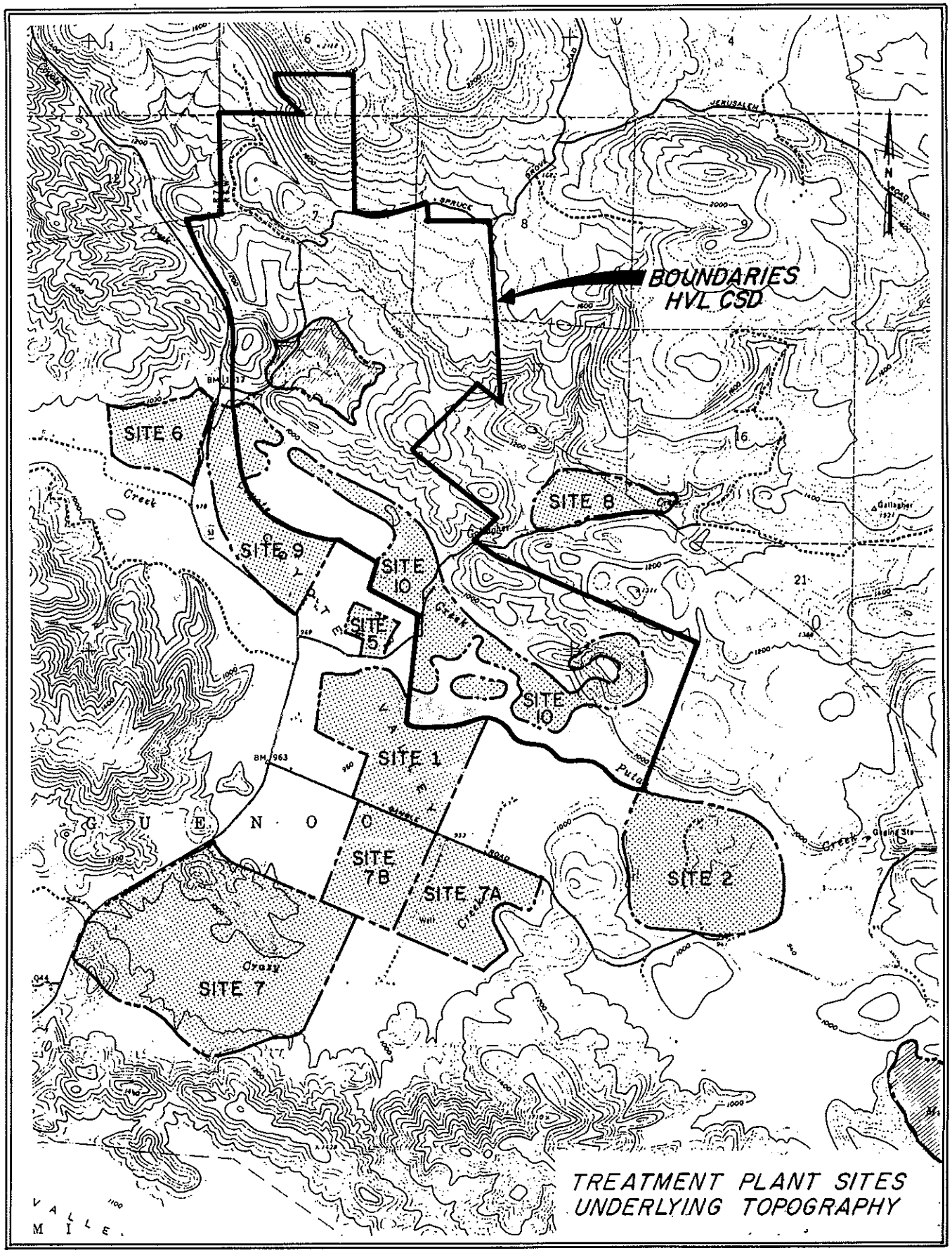

BOUNDARIES
HVL CSD
SITE 6
SITE 9
SITE 10
SITE 5
SITE 8
SITE 10
SITE 1
SITE 7B
SITE 7A
SITE 7
SITE 2
GUENOC
Crazy
TREATMENT PLANT SITES
UNDERLYING TOPOGRAPHY

Table VII-1			
Soil Number	Soil Name	Sortie Rating *	Permeability (in/hour)
116	Bendridge Variant Loam	4	0.6-2.0
147	Kelsey Fine Sandy Loam	1	2.0-6.0
152	Konocti-Hambright	4	0.6-2.0
158	Lupoyoma Silty Loam	1	0.6-2.0
164	Maxwell Clay Loam	3	<0.6
220	Sombrante-Hambright	5	0.6-2.0
233	Silt-Loam Stratified	1	0.6-2.0
235	Silt-Talmage Complex	2	0.2-0.6
237	Talmage very gravelly Silt-Loam	3	2.0-6.0
242	Wappo Loam	4	0.6-2.0
248	Xerofluvents very gravelly	4	
255	Yorkville Variant Clay Loam	3	0.2-0.6

* Grade 1 Very minor limitations for agricultural use
Grade 2 Suitable for most crops; may require special management
Grade 3 Suitable for fewer specialized crops; requires careful management
Grade 4 Narrow crop choice; requires special management for intensive use
Grade 5 Generally not suitable for agricultural use; can support pasture and range use

b. Site Descriptions

1) Site No. 1 - Grange Road

This site consists of some 160 acres and would be suitable for treatment, storage, and supplemental irrigation, or for irrigation only. The site is underlain by the Lupoyoma silt-loam and the Kelsey fine sandy loam with several pockets of the gravelly Xerofluvents. A portion of the site is currently developed as an orchard. The remainder is "native" grassland. The site could be irrigated with reclaimed water of secondary quality. One limitation on irrigation at this site is the proximity to the SMWC wells, which are directly adjacent to the eastern property line. In order to avoid contamination of groundwater, any reclaimed wastewater utilized on the site may need to be denitrified, advanced treated wastewater. A large portion of the site is contained within the hundred year flood plain of Putah Creek. Plant structures located here will need to be flood-proofed.

2) Site No. 2 - Comstock

This site consists of some 350 acres and will accommodate treatment, storage, and supplemental irrigation, or only irrigation. The site is underlain by the Lupoyoma silt-loam. The site is currently utilized

to produce an annual hay crop with dry-farming methods. The site could be irrigated with reclaimed water of secondary quality.

3) Site No. 5 - Hartmann Road

This site is contiguous to the Hidden Valley Lake Community Service District southern boundary. It is approximately 10 acres, and is currently under the ownership of the Middletown School District. The proposed school could use reclaimed wastewater for landscape irrigation as long as the water is treated to advanced treatment standards. It is unlikely that the timing of the school, and the timing of the wastewater project will coincide. However, because the school district wishes to annex the parcel to the Services District, the District has an opportunity to condition the annexation upon a willingness to accept reclaimed water in the future, and the construction of a dual water system.

4) Site No. 6 - Spruce Road Extension

This site is located west of the District on the west side of Highway 29. The parcel contains approximately 730 acres and about 120 are well suited for treatment, storage, and irrigation, or irrigation only. The site is underlain by the Kelsey fine, sandy-loam and by silt-loam with a stratified substratum. The site has been used for the cultivation of rice, though this is no longer the practice. Secondary effluent could be utilized for cultivation of crops on this site.

5) Site No. 7 - The Glider Port

This site was formerly considered as a regional plant site in the 1987 Facilities Plan. The total site contains 750 acres, some of which are hillside lands, and could accommodate the treatment plant, storage pond, and irrigation, or irrigation only. The site is underlain by the Maxwell Clay-Loam and may be somewhat limited in its ability to accept large quantities of water (a disadvantage from an effluent disposal point of view). However, the site is large and could utilize secondary quality effluent for landscape irrigation purposes.

6) Site No. 7A - Belcher

This site contains some 80 acres currently used for cultivated fodder crops. The site is flood-irrigated and underlain by both the Lupoyoma and Maxwell Clay-Loam. A flat site, directly east of the irrigated field, it could accommodate wastewater treatment and storage facilities. Reclaimed water, treated to secondary standards, could be utilized for irrigation purposes and could offset the need for some 250 acre feet of groundwater annually.

7) Site No. 7B - Indrebo

This site also contains 80 acres, and is directly west of Site No. 7A. The site is currently utilized as native pasture and is underlain by the Lupoyoma silt-loam on the north end, and the Maxwell and Yorkville Variant clay-loams on the south side. The site could accommodate wastewater treatment, storage, and some limited irrigation, or could be utilized solely for irrigation. Again, because of proximity to the Stonehouse wells, as well as a number of private wells, any wastewater utilized for irrigation on the site would need to be denitrified, advanced treated wastewater.

8) Site No. 8 - Existing Stonehouse Site

This site is under consideration for wastewater treatment and storage only. Wastewater disposal would need to be located elsewhere.

9) Site No. 9 - Award Arabian Ranch

This site contains some 80 acres between Highway 29 and the subdivision boundary, and is currently utilized as a horse ranch. The site can accommodate treatment and storage facilities with some limited irrigation potential, or could be utilized solely for irrigation. The site is underlain by Kelsey fine sandy loam and silt-loam with stratified substratum. The site is currently not irrigated, but could be irrigated with secondary quality effluent (as it is pasture land for horses). Coyote Creek runs through the property and irrigation facilities would need to be set back some distance from the creek, if secondary effluent is used.

10) Site No. 10 - Hidden Valley Lake Golf Course

The Hidden Valley Lake Subdivision contains an eighteen-hole golf course within its boundaries, owned and maintained by the Hidden Valley Lake Association. This course is a highly prized community amenity and forms a green belt through the southerly half of the subdivision. The course has been historically irrigated by wells within the subdivision, supplemented by potable water. Measuring bound-to-bound, the course takes in some 145 acres, 97 of which are irrigated fairways, greens, and tees. The Homeowners has expressed interest in irrigating the full 145 acres, but cannot do so given their current reliance on the potable water supply to supplement their needs. Utilizing reclaimed water on the golf course would allow the continued use and improvement of this community amenity while, at the same time, resolving a large portion of the community's wastewater disposal problems. Additionally, it would conserve between 300 and 450 acre-feet of groundwater annually, depending on the extent of irrigation (based on DWR's estimate of 3.1 acre-feet of water consumed per acre irrigated).

Because the golf course winds through the subdivision, in close proximity to many homes, it would be necessary to treat the water to advanced treatment standards. However, the golf course will provide an

excellent disposal field as water consumption for the course turf is quite high and the majority of the underlying soils are silt-loam and silt-Talmage, with relatively good permeability rates.

3. Summary of Potential User Pool

Table VII-2 summarizes the information on potential reclaimed water users developed as above.

Table VII-2
Summary of Potential Reclaimed Water Users

Site	Acreage	Water Quality Requirements	Currently Irrigated
1. Grange Road	160	advanced treated denitrified	No
2. South Putah Creek (Comstock)	350	secondary	No
5. Hartmann Road (proposed school)	10	advanced treated	Will be when developed
6. Spruce Road Extension	730	secondary	No
7. Glider Port	750	secondary	May be when developed
7A. Belcher	80	secondary	Yes
7B. Indrebo	80	advanced treated denitrified	No
8. Existing Stonehouse site *	N/A	N/A	N/A
9. Award Arabian	80	secondary	No
10. Golf Course	97-145	advanced treated	Yes
* Effluent storage only; Irrigation takes place on Site No. 10			

4. Definition of Logical Service Area

Site No. 10, the golf course, provides the most logical starting point for reclaimed water service. The course is the single-largest consumer of groundwater for irrigation purposes in the Coyote Valley. The site is dedicated for use as open space/recreational area and, hence, provides a long-term market for water. Use of reclaimed water allows continued use and expansion of a community amenity without stressing the underlying aquifer. In addition, it is politically palatable for the Service District to dispose of its wastewater within its own boundaries rather than impacting properties outside its political jurisdiction, where owners may be less receptive to viewing wastewater as a resource.

With Site No. 10 as a starting point, service could be easily extended to Site No. 5 (the Hartmann Road School) and Site No. 9 (Award Arabian), which are adjacent to the District's boundaries. Indeed, the annexation and service agreement with the new school could stipulate that any irrigation system installed by the school should be ready to accept reclaimed water at the option of the District.

Application of reclaimed water at Site No. 5 (Hartmann Road) and No. 10 (Hidden Lake Valley Golf Course) requires that the water be treated to advanced treatment levels, which is in excess of the level required for the District's pollution control needs. However, disposal by reclamation under a user

agreement reduces the acreage that must be acquired by the District and hence the cost of land acquisition. Because of this trade-off, project costs for both pasture irrigation and landscape irrigation under use agreement will be developed. The cost difference (if any) will serve as a guide in setting the cost of reclaimed water.

5. Project Alternatives

a) Description

The following project alternatives are under consideration:

Site No. 1 - Grange Road

Mechanical plant with filtration, storage and supplemental irrigation area on Site No. 1. Majority of disposal on Site No. 10.

Site No. 2 - Comstock

Mechanical plant with filtration, storage and supplemental irrigation on Site No. 2. Majority of disposal on Site No. 10.

Site No. 6 - Spruce Road Extension

1. Mechanical plant with storage and pasture irrigation on Site No. 6; or
2. Mechanical plant with filtration, storage and supplemental irrigation on Site No. 6. Majority of disposal on Site No. 10.

Site No. 7 - Glider Port

1. Mechanical plant with storage and landscape irrigation on Site No. 7; or
2. Mechanical plant with filtration, storage and supplemental irrigation on Site No. 7. Majority of disposal on Site No. 10.

Site No. 7A - Belcher

Mechanical plant with filtration, storage and supplemental irrigation on Site No. 7A. Majority of disposal on Site No. 10.

Site No. 7B - Indrebo

Mechanical plant with filtration, storage and supplemental irrigation on Site No. 7B and supplemental irrigation on Site 7. Majority of disposal on Site No. 10.

Site No. 8 - Existing Stonehouse

Mechanical plant with filtration located at the end of Fiddlers Drive in the same location as Stonehouse Plant No. 2. Storage constructed at the intersection of Hartmann and Stinson Roads. Disposal on Site No. 10 and a portion of Site No. 1. This alternative is extremely limited. It can only contain Phase I storage.

Site No. 9 - Award Arabian

Mechanical plant with filtration, storage, and very limited supplemental irrigation located at Site No. 9. Majority of disposal on Site No. 10; additional supplemental irrigation on Site No. 6.

The various sites, with their usable acreages, are tabulated in Table VII-3. Also included in the table are the facility sizes and the area available for irrigation.

TABLE VII-3

Site	Estimated Usable Acreage	Plant Acreage	Storage Acreage	Available for Irrigation
Site No. 1	160	6	35	119
Site No. 2	220	6	35	179
Site No. 6	200	6	35	159
Site No. 7	400	6	35	359
Site No. 7A	105	6	35	62
Site No. 7B	80	6	35	39
Site No. 8	46	6	35	0
Site No. 9	51	6	35	10[1]
Site No. 10	145	NA	NA	97[2]

[1] Site No. 9 is odd shaped and bisected by Coyote Creek which creates inefficiencies in site layout

[2] Site No. 10 (the golf course) currently has 97 acres under irrigation. Expansion of the irrigation system is required before the full 145 acres can be used for irrigation.

b. Cost Estimates

In developing cost estimates for the project, site alternatives 6-1 and 7-1 will be developed as base projects. These site alternatives involve treatment through secondary level with disposal by pasture irrigation. The irrigation system utilized will be the wheel-line, Site alternatives 6-1 and 7-1 represent the

minimum technology necessary to solve the water pollution problem. The also require the most land acquisition outside of the subdivision boundaries.

Site alternatives 1, 2, 6-1, 6-2, 7A, 7B, 8, and 9 are reclamation projects involving filtration and disposal on the golf course (Site No. 10). These site alternatives are more technologically intensive, but require less land acquisition. Extra costs, above and beyond those associated with the water pollution control project would be recouped in the cost of the reclaimed water sold. Projects located on Sites 1, 6, 7A include a synthetic liner due to proximity to potable creek and/or water company wells.

Capital cost estimates are based on the information presented in Table VI-4 (in Chapter VI) for the oxidation ditch. Base projects are based on 159 acres of irrigation. Reclamation project alternatives are based on 62 acres of supplemental irrigation. Table VII-5 (in Chapter VII) presents the operating costs. Table VII-6 (also in Chapter VII) uses the data presented in the previous table to develop an equivalent annual cost for each project alternative. Amortization of capital costs is based on a 20-year life with an 8% interest rate.

C. CONCLUSIONS

The data presented in this chapter suggests that a reclamation project, involving advanced treatment and golf course disposal is the most cost-effective alternative for HVLCSD. While operations costs are somewhat higher for the advanced treatment, the considerable savings in land acquisition more than offsets this.

It is also apparent that treatment plant sites close to the boundaries of the subdivision and at relatively low elevations are the most attractive sites from a cost perspective. The analysis favors Sites 2, 6, and 7A. Site 7, which is further removed from the subdivision, also appears attractive because the underlying soils have very poor permeability and a synthetic liner will not be required (although CVRWQCB leakage specifications must clearly be met). Sites 1 and 9 are close to the subdivision but involve high costs for pond lining and possibly for land acquisition. Likewise, Site 8 is hampered by high acquisition cost, extremely high elevation, and its somewhat marginal size. It is unlikely that a storage pond can be constructed on Site 8 without major impact to several existing homes in the Ranchos.

For the purposes of developing financial plans in the following chapter, "average" treatment plant and land acquisition costs were used. The financial plans assume that golf course reclamation is utilized. However, the costs are somewhat higher than the "apparent best costs" presented herein.

TABLE VII-4

Project Alternative
Capital Cost Estimate

Site	Secondary Treatment	Advanced Treatment	Influent Pipeline [1]	Effluent Pipeline	Storage Pond [2]	Irrigation System	Access Road/Site Utilities	Land/R & W [3]	Total Cost
1	1,888,100	300,000	220,000	131,300	1,900,000	240,000	179,000	$1,080,000	$5,938,400
2	1,888,100	300,000	326,000	85,760	1,186,000	240,000	25,000	1,320,000	5,370,860
6 1	1,888,100	0	345,000	0	1,568,600	550,000	127,000	1,200,000	5,313,700
2	1,888,100	300,000	345,000	65,000	1,568,600	240,000	127,000	720,000	5,253,700
7 1	1,888,100	0	485,000	0	1,475,000	550,000	250,000	880,000	5,528,100
2	1,888,100	300,000	485,500	202,000	1,475,000	240,000	250,000	480,000	5,320,600
7A	1,888,100	300,000	363,000	204,500	1,472,600	240,000	189,000	720,000	5,377,200
7B	1,888,100	300,000	270,000	190,000	1,915,900	240,000	96,000	640,000	5,540,000
8	1,888,100	300,000	592,500	795,000	930,000	240,000	35,000	1,162,000	5,942,600
9	1,888,100	300,000	192,000	126,400	2,083,000	240,000	355,000	932,000	6,116,500

[1] Includes terminal pump station, any necessary highway or creek crossings, and pipeline costs
[2] Includes synthetic liner in Site Nos. 1, 7A, and 7B
[3] Site Nos. 8 and 9 include the purchase of supplemental irrigation land on Site Nos. 1 and 6, respectively

TABLE VII-5
Project Alternative
Operational Cost Estimate

Site No.	Plant Labor	Advanced Treatment Labor	Irrigation System Costs	Chemicals	Plant Power	Effluent P.S.Power	Total Amount
1	$52,000	$26,000	$20,300	$14,000	$50,200	$10,000	$172,500
2	52,000	26,000	20,300	14,000	50,200	12,300	174,800
6 1	52,000	0	20,300	6,000	48,000	13,330	171,300
2	52,000	26,000	20,300	14,000	50,200	13,330	175,830
7 1	52,000	0	20,300	6,000	48,000	16,800	174,800
2	52,000	26,000	20,300	14,000	50,200	16,800	179,300
7A	52,000	26,000	20,300	14,000	50,200	13,420	175,920
7B	52,000	26,000	20,300	14,000	50,200	13,300	175,800
8	52,000	26,000	20,300	14,000	50,200	25,500	188,000
9	52,000	26,000	20,300	14,000	50,200	2,500	165,000

TABLE VII-6
Equivalent Annual Cost

Site Alternative	Capital Cost	Equal Annual Stream	Annual Operations	Total Annual Cost	Rank
1. Grange Road	$5,938,400	$604,826	$172,500	$777,326	8
2. Comstock	5,370,860	547,022	174,800	721,822	4
6. Spruce Road Extension					
1. Base	5,313,700	541,200	171,330	712,530	2
2. Reclamation	5,253,700	535,089	175,830	710,919	1
7. Glider Port					
1. Base	5,528,100	563,037	174,800	737,837	6
2. Reclamation	5,320,600	541,903	179,300	721,203	3
7A Belcher	5,377,200	547,667	175,920	723,587	5
7B Indrebo	5,540,000	564,249	175,800	740,049	7
8. Existing Stonehouse	5,942,600	605,254	188,000	793,254	10
9. Award Arabian	6,116,500	622,966	165,000	787,966	9

Chapter VIII

CHAPTER VIII - PROJECT FUNDING AND FINANCING ALTERNATIVES

A. FUNDING ALTERNATIVES

1. Introduction

Preceding chapters have developed and presented alternatives for providing options for upgrading the Hidden Valley Lake Community Services District Wastewater Treatment and Disposal System. The purpose of this chapter is to discuss various options and make recommendations for securing the capital necessary to undertake the recommended project. There are a number of ***potential*** sources for governmental assistance in the form of grants and low interest loans that may be used to off-set certain (eligible) portions of the total project costs. The total percentage of the project costs that may be funded by these sources varies with the funding agency. It is unlikely that any of the programs (or combinations of programs) will fund the entire cost of the project. Consequently, there will always be some non-eligible costs (local costs) that must be funded by the community.

This section explores the various grant and loan opportunities that are available to the Hidden Valley Lake community and discusses probable ranges in funding. This section also discusses options for financing the local costs of the project.

2. State Revolving Fund

Since 1972 when Congress enacted Public Law 92-500, the State Water Resources Control Board has assisted the United States Environmental Protection Agency (EPA) in administering the multi-billion dollar Clean Water Grant program in California to finance construction of municipal sewage collection, treatment and disposal facilities. This assistance has come primarily in the form of grants from both the State and EPA. The clean water grant program was eventually outpaced by inflation and high project costs. The "free" Federal dollars are no longer available.

With the dwindling of federal dollars available for the Grant program, Congress re-authorized the Clean Water Act of 1987, and created State revolving loan programs to fund projects. This program includes not only wastewater treatment, but agricultural drainage, non-point source, correction programs, estuary enhancement, storm water treatment, and water reclamation.

Funding assistance from the State Revolving Fund (SRF) is available for planning, design, and construction of publicly-owned facilities in the form of loans. In California, the loan interest rate is set at one-half the rate of the most recent sale of a State obligation bond (currently around $8^1/_2$ percent). The loan term is up to 20 years. Loan proceeds can be used directly, as insurance for local debt obligations,

as guarantees for local debt obligation, or to buy or re-finance local debt obligations where construction was initiated after October 1, 1988.

To be eligible for wastewater projects, the applicant must be a public agency. The applicant must contact the appropriate Regional Water Quality Control Board for a recommendation to place a project on the SRF Priority List. Each project will then be assigned to one of the following priority classes.

Class A—Public Health Problems. Projects required to alleviate significant and documented public health hazards involving demonstrated contamination as defined in Section 13050(k) of the Water Code, where:

- The County Board of Supervisors or the County Health Officer has made a declaration that a documented public health hazard exists in the community involved; and
- A resolution is adopted by the authorized governing body requiring hook up of existing residences and businesses to the public wastewater system when it is available, prohibiting the construction of new septic tanks and use of new septic tanks in the health hazard area, and providing final authority to the Regional Board for approving any exemptions or, for sewered communities, a time schedule for compliance; and
- The Regional Board adopts a resolution approving and accepting the local resolution; or
- In lieu of the preceding two paragraphs, the Regional Board either adopts a prohibition for elimination of discharges from individual treatment systems for the community involved and such prohibition has been approved by the State Board, or adopts a Cease and Desist Order for a sewered community.

Class B—Pollution Problems. Projects required to alleviate conditions of pollution as defined in Section 13050(l) of the Water Code, where:

- The County Board of Supervisors, the City Council, or the County Health Officer has submitted documentation that a pollution problem exists in the community involved and has adopted a time schedule for compliance; and
- The Regional Board adopts a resolution approving and accepting the declaration; or
- In lieu of a locally adopted time schedule, the Regional Board adopts a time schedule for correction or elimination of the discharge.

Class C—Preventative Maintenance Problems. These projects will be funded by a 10 percent set-aside from the state bond allocation for the program. Projects in this class will be limited to communities with existing treatment systems with an impending public health or water pollution problem and where:

- The County Board of Supervisors, the County Health Officer, or the Executive Officer of the Regional Board has documented and certified that a potential problem exists in the community, which has not been caused by the lack of a preventative maintenance program for the existing treatment plant and collection system or by the employment of uncertified operators.

Class D—"Project Serving as Preventative Measures Against Additional Water Quality Degradation for Impaired or Unimpaired Water Bodies". Projects which would control discharges to impaired or unimpaired waters, where correction of such discharges may, or may not be required through formally adopted waste discharge requirements. Includes projects to provide additional wastewater treatment capacity.

Class E—"Water Reclamation Projects". Projects which reclaim water in a cost-effective manner for beneficial uses.

Class F—"Other Projects". Projects not included in any of the other priority classes.

After completion and approval of the planning and design activities, the applicant must submit a completed loan application package to the State.

The State Revolving Fund may be utilized to fund only the eligible project categories. Eligibility is determined by the State under the general categorical guidelines that follow:

TABLE VIII-1

Eligible	Ineligible
Treatment works, including new collection systems in existing communities and on-site solids handling facilities.	Land and rights-of-way.
Twelve (12) years of reserve capacity for treatment plants and forty (40) years for interceptors and outfalls.	Construction contingency.
Administration buildings	Construction change orders and claims.
Process control systems	Motor Vehicles.
Reasonable landscaping measures	House laterals for collection systems, and any in-house facilities.
Mitigation measures (except for land) mandated by State and/or Federal agencies.	Decorative items (Art work, sculptures, reflective ponds, fountains, etc.).
Allowance for planning, design and construction engineering services and administration	

3. Small Community Grant Program

Historically, small communities have had a difficult time providing for their infrastructure needs. Even under the Federal Clean Water Grant program, it was almost impossible for some small communities to secure their share of the funding to correct sewage disposal problems.

With the enactment of the Federal Water Quality Act of 1987, Congress created the State Revolving Fund Loan Program which will completely replace the grant program not later than October 1, 1991. Because of higher user costs under the loan program, it will be virtually impossible for many small communities to qualify for and repay even low interest loans.

In response to the problems of small communities, the voters passed the Clean Water Bond Law of 1988 which contained $25 million in state grant assistance for small communities. The amount of grant assistance is limited to 97.5 percent of the eligible projects costs; the total grant amount received shall not exceed $2 million.

Communities receiving a Small Community Grant (SCG) for up to 97.5 percent of the eligible project costs will also be eligible to apply for a low interest loan from the SRF for the local share of the project costs, provided the project is contained on the fundable portion of the statewide SRF Loan Priority List. Communities requesting SRF loans must comply with SRF rules and requirements.

Communities receiving a SCG may also apply to any other state or federal agency for funding the local share of the project costs. In no event shall the combined assistance exceed 100 percent of the total project costs.

Similar to the SRF program, to be eligible for the SCG program, the applicant must be a public agency, and the Regional Board is responsible for developing the priority list. The project must meet the requirements of one of the top three Priority Classes outlined under the SRF Loan Program.

Projects within all priority classes of the grant program are also ranked as follows:

Impacted Water Bodies—Projects discharging to, or associated with impacted water bodies as identified in the California Water Quality Assessment will be ranked above projects that do not discharge to impacted water bodies.

Median Household Income—Projects will be ranked in accordance with the median household income of the communities. A project that serves a community with a lower median household income will be ranked above a project serving a community with a higher median household income.

Population—In the event of a tie, projects that serve smaller populations will be ranked above projects serving larger populations when other factors are equal.

It is important to note that the number of projects placed on the statewide priority list may exceed the anticipated available funds for any one year. Projects on the fundable portion of the list will be funded on the basis of readiness to proceed (first come first served).

A project which is not progressing in accordance with a negotiated time schedule may be subject to removal from or bypassed on the statewide priority list.

In order to be eligible for a small community grant, the service area population must be less than 3,500 people. In addition, projects providing service to second-home communities[1] will not be funded. Project funding is also limited to communities with a median household income of less than $24,000 (1990). The MHI is based on the Federal census data adjusted to the current year by the Federal Consumer Price Index, or a local survey approved by the State Board.

The maximum grant amount for any one project is $97^1/_2$ percent of the eligible project cost to a maximum grant of $2 million. However, the purpose of the small community grant is to fund a portion of the proposed eligible project's capital cost, such that the sewer service charge will approach the program affordability guidelines.

The actual amount of the small community grant, for qualified communities, is calculated on the combined effects of the following factors:

- The median household income of the community;
- The estimated annual operation and maintenance costs of the proposed project;
- The annual capital cost of the proposed eligible project.

Grants of less than $97^1/_2$ percent are prone to result from the calculations. Similar to the State Revolving Fund, the small community grant may only be utilized to fund the eligible project categories. Eligible categories are the same for the two funding mechanisms, except that the small community grant includes the following costs as eligible expenses:

- Treatment "buy-in" costs
- The portion of house laterals located within a public right-of-way or easement
- Land required for the wastewater treatment plant and disposal facilities, excluding legal, administrative and engineering costs associated with land acquisition
- Five percent construction contingency set aside
- Permanent easements or right-of-ways for cost-effective treatment systems

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[1]"*Second-home communities are those where less than 50 percent of the dwelling units are occupied by permanent residents*",—State Water Resources Control Board Implementation Policy for Small Community Grant Program.

4. Farmers Home Administration

Farmers Home Administration is authorized to make loans to develop community facilities for public use in rural areas and cities up to 10,000 people. The maximum term on all loans is presently 40 years. The interest rate is current market rates (presently $7^1/_2$ percent) unless the income of the residents of the area qualify for a lower interest rate. Grants are also available from FmHA, for low-income areas, but cannot exceed 75 percent of the total funds required for the project. Hidden Valley Lake Community Service District's income data would allow the community to qualify for an intermediate rate loan (6-1/4% interest rate).

5. Special Assessments and Assessment Bond Proceedings

These procedures are probably the most widely used and thoroughly established method of financing public improvements of a local nature (for the Hidden Valley Lake Project, these could be used to fund the local costs of a project, and be used as a basis to secure loan funding). There are two basic reasons for the levy of assessments and the issuance of assessment bonds in a given project:

- To insure the equitable and objective distribution of costs among the properties affected and benefitted.
- To provide the owners of benefitted properties with the means for paying their share of the cost over a period of time at reasonable interest rates.

Briefly stated, it is essential, in order to use these procedures, that the property to be assessed receive a direct and special benefit as distinguished from a general benefit to the community as a whole. An effective wastewater treatment and disposal system would have a special and direct benefit even though indirectly the community as a whole will benefit from the improvement.

The Acts relating to special assessment and assessment bond proceedings in this state are classified as:

- Assessment acts
- Assessment bond acts
- Combined assessment and assessment bond acts

Assessment acts are the laws which set forth the procedures for accomplishing the work of a local improvement and for levying the assessment to pay for such work. The assessment acts available and in common use are the Municipal Improvement Act of 1913 (Division 12 of the Streets and Highways Code of the State of California) and the Improvement Act of 1911 (Division 7 of the Streets and Highways Code of the State of California).

Assessment acts are the laws which set forth the procedures for accomplishing the work of a local improvement, and for levying the assessment to pay for such work. The assessment acts available and in common use are the Municipal Improvement Act of 1913 (Division 12 of the Streets and Highways Code

Improvement Bond Act of 1915 (Division 10 of the Streets and Highways Code of the State of California) and Part 5 of the Improvement Act of 1911 (Division 7 of the Streets and Highways Code of the State of California).

The Improvement Act of 1911 provides for the construction of improvements together with limited acquisition of property necessary therefor, the levy of assessments and the issuance of bonds.

The Municipal Improvement Act of 1913 provides for the acquisition or construction of improvements and the acquisition of property necessary therefore and the levy of assessments for the costs thereof. It has no bond procedure.

The Improvement Bond Act of 1915 is solely a bond act. Bonds may be issued under it to represent assessments levied under any assessment act.

These acts may be used in various combinations. There can be a 1911 Act assessment with a 1911 Act or a 1915 Act bond; or there may be a 1913 Act assessment with a 1911 Act or 1915 Act bond. There is no such thing as a 1913 Act bond or a 1915 Act assessment.

Before work may be ordered in any assessment proceeding under either of the assessment acts, it is necessary that proceedings be taken or the necessity for such taking avoided under the Special Assessment Investigation, Limitation and Majority Protest Act of 1931 (Division 4 of the Streets and Highways Code of the State of California). The most commonly used method for avoiding the Division 4 report and hearing is by a petition of the property owners requesting the entity undertake the proceedings.

A noticed public hearing is held on the engineer's report which contains the plans and specifications of the proposed improvements, map and description of land and easements necessary to be acquired, itemized estimate of costs of the improvements, acquisitions and incidental expenses, a diagram of the assessment district showing lots and parcels and a proposed assessment of the estimated costs and expenses against the properties benefitted. The hearing on the engineer's report is in the nature of a quasi-judicial proceeding. Thus, it is necessary to present at the hearing evidence to provide a basis for the Board of Director's action. In particular, extensive evidence must be advanced on the question of benefit. At the conclusion of the hearing, the Board of Directors would have jurisdiction to issue assessment bonds. The end result of such proceedings is the providing of the required public improvements financed by special assessment bonds secured by a lien in a specific amount against each parcel of property benefiting therefrom. Hidden Valley Lake Community Services District has undertaken assessment proceedings and has authority to issue some $11 million in assessment bonds.

with service. However, in Hidden Valley's case, a good reclamation project, which offsets the need for purchasing irrigation area may be cost-effective without the "true cost" being passed through to users.

B. FINANCING PLANS

In order to arrive at the best apparent project alternative for Hidden Valley, it is important to understand how the various construction and operating costs relate to each other over the anticipated life of the project. Because subsidized loan programs like the SRF or Farmers Home help to defray the actual annual cost paid by users, the best apparent project is often not immediately obvious. In addition, an aggressive reclamation program, which costs more initially, may more than pay for itself in long-term revenue from water sales and savings to the District in land and operations.

This section will develop several financing plans for the most and least cost-effective projects developed in Chapter VII. This will serve to give a range of possible costs to the user. Financing methods under consideration are:

Financing Option A—Entire project funded with conventional public financing. (Table VIII-2)

Financing Option B—A portion of the project ($5 million) funded at Farmers Home Administration's intermediate rate, $6^1/_4$ percent for 40 years. The remaining project funded with conventional public financing. (Table VIII-3)

Financing Option C—Eligible project funded under SRF with a 4% loan for 30 years. Ineligible project costs funded with conventional public financing at 8% for 20 years. (Table VIII-4)

Financing Option D—Eligible project funded by a combination of SRF and SCG. Ineligible project costs funded with conventional public financing at 8% for 20 years. (Table VIII-5)

The following assumptions are used in the financing plan calculations:

- Median Household Income for Hidden Valley Lake is $23,400
- Small Community Grant cap is $2,000,000
- Annual user charge must exceed 7.25% of MHI before grant funds are considered.
- Capital Recovery Factor for SRF loans is 0.07358
- Capital Recovery Factor for conventional financing is 0.10185
- Capital Recovery Factor for FmHA financing is 0.06860
- Treatment Plant Costs are an "average" of those costs developed in Chapter VII plus the "common facilities" associated with the collection system

TABLE VIII-3
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
WATER POLLUTION CONTROL PROJECT

FINANCING OPTION (B) - CONVENTIONAL FINANCING W/FARMER'S HOME PARTICIPATION

Project: 90-815-D02	6.50 % FmHA Financing	9.00 % Bond Reserve *
File: 90815D00	40.00 Years	2.00 % Bond Discount *
Date: JUNE 06 1991	0.07069 (Cap Recov Factor)	

CONSTRUCTION COSTS	ESTIMATES	ELIGIBLE	INELIGIBLE
Treatment Plant	$4,580,100.00	$0.00	$4,580,100.00
Collection System:			
Golf Course - Unsewered	2,613,500.00	0.00	2,613,500.00
Ridge Area - Unsewered	928,100.00	0.00	928,100.00
Lake Area - Sewered	192,400.00	0.00	192,400.00
Lake Area - Unsewered	2,601,000.00	0.00	2,601,000.00
SubTotal:	$10,915,100.00	$0.00	$10,915,100.00
Contingency:	$350,000.00	$0.00	$350,000.00
ACQUISITIONS			
Lands/Easements/Facilities:			
Treatment Plant	$800,000.00	$0.00	$800,000.00
Collection System	50,000.00	0.00	50,000.00
SubTotal:	$850,000.00	$0.00	$850,000.00
INCIDENTALS			
Administration/Legal	$110,000.00	$0.00	$110,000.00
Planning	100,000.00	0.00	100,000.00
Legal Public./Posting /Mailing	15,000.00	0.00	15,000.00
Right-of-Way	30,000.00	0.00	30,000.00
Surveys	95,000.00	0.00	95,000.00
Design	600,000.00	0.00	600,000.00
Soils Investigations	60,000.00	0.00	60,000.00
Inspect/Construct Mgmt	900,000.00	0.00	900,000.00
Assessment Mapping & Report	70,000.00	0.00	70,000.00
Assessment Legal Fees	315,000.00	0.00	315,000.00
Bond Printing & Supply	10,000.00	0.00	10,000.00
Bond Registration	75,000.00	0.00	75,000.00
* Bond Reserve (9.00) % of Ineligible	946,300.00	0.00	946,300.00
* Bond Discount (2.00) % of Ineligible	210,300.00	0.00	210,300.00
SubTotal:	$3,536,600.00	$0.00	$3,536,600.00
TOTAL COST:	**$15,651,700.00**	**$0.00**	**$15,651,700.00**
FARMER'S HOME LOAN		$5,000,000.00	($5,000,000.00)
BALANCE TO ASSESSMENT:			$10,615,700.00
		FmHA Terms	Conventional
ANNUAL DEBT SERVICE		$353,470.00	$1,084,900.00
TOTAL ANNUAL DEBT SERVICE			$1,438,400.00

TABLE VIII-4
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
WATER POLLUTION CONTROL PROJECT

FINANCING OPTION (C) - STATE REVOLVING FUND LOAN

Project: 90-815-D02 | 4.00 % SRF Financing | 9.00 % Bond Reserve *
File: 90815D00 | 20.00 Years | 2.00 % Bond Discount *
Date: JUNE 06 1991 | 0.07358 (Cap Recov Factor)

CONSTRUCTION COSTS	ESTIMATES	ELIGIBLE	INELIGIBLE
Treatment Plant	$4,580,100.00	$4,122,090.00	$458,010.00
Collection System:			
Golf Course - Unsewered	2,613,500.00	2,352,150.00	261,350.00
Ridge Area - Unsewered	928,100.00	835,290.00	92,810.00
Lake Area - Sewered	192,400.00	173,160.00	19,240.00
Lake Area - Unsewered	2,601,000.00	2,340,900.00	260,100.00
SubTotal:	$10,915,100.00	$9,826,590.00	$1,091,510.00
Contingency:	$350,000.00	$315,000.00	$35,000.00
ACQUISITIONS			
Lands/Easements/Facilities:			
Treatment Plant	$800,000.00	$0.00	$800,000.00
Collection System	50,000.00	0.00	50,000.00
SubTotal:	$850,000.00	$0.00	$850,000.00
INCIDENTALS			
Administration/Legal	$110,000.00	$98,236.00	$11,764.00
Planning	100,000.00	100,000.00	0.00
Legal Public./Posting /Mailing	15,000.00	15,000.00	0.00
Right-of-Way	30,000.00	30,000.00	0.00
Surveys	95,000.00	0.00	95,000.00
Design	600,000.00	573,843.00	26,157.00
Soils Investigations	60,000.00	0.00	60,000.00
Inspect/Construct Mgmt	900,000.00	896,186.00	3,814.00
Assessment Mapping & Report	70,000.00	0.00	70,000.00
Assessment Legal Fees	315,000.00	0.00	315,000.00
Bond Printing & Supply	10,000.00	0.00	10,000.00
Bond Registration	75,000.00	0.00	75,000.00
* Bond Reserve (9.00) % of Ineligible	266,000.00	0.00	266,000.00
* Bond Discount (2.00) % of Ineligible	59,100.00	0.00	59,100.00
SubTotal:	$2,705,100.00	$1,713,265.00	$991,835.00
TOTAL COST:	**$14,820,200.00**	**$11,851,855.00**	**$2,968,345.00**
BALANCE TO ASSESSMENT:		$11,851,855.00	$2,968,345.00
		SRF Terms	Conventional
ANNUAL DEBT SERVICE		$872,060.00	$302,300.00
TOTAL ANNUAL DEBT SERVICE			$1,174,400.00

TABLE VIII-5
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
WATER POLLUTION CONTROL PROJECT

FINANCING OPTION (D) - STATE REVOLVING FUND / SMALL COMMUNITY GRANT

Project: 90-815-D02 | 4.00 % SRF Financing | 9.00 % Bond Reserve *
File: 90815D00 | 20.00 Years | 2.00 % Bond Discount *
Date: JUNE 06 1991 | 0.07358 (Cap Recov Factor)

CONSTRUCTION COSTS		ESTIMATES	ELIGIBLE	INELIGIBLE
Treatment Plant		$4,580,100.00	$4,122,090.00	$458,010.00
Collection System:				
Golf Course - Unsewered		2,613,500.00	2,352,150.00	261,350.00
Ridge Area - Unsewered		928,100.00	835,290.00	92,810.00
Lake Area - Sewered		192,400.00	173,160.00	19,240.00
Lake Area - Unsewered		2,601,000.00	2,340,900.00	260,100.00
SubTotal:		$10,915,100.00	$9,823,590.00	$1,091,510.00
Contingency:		$350,000.00	$315,000.00	$35,000.00
ACQUISITIONS				
Lands/Easements/Facilities:				
Treatment Plant		$800,000.00	$0.00	$800,000.00
Collection System		50,000.00	0.00	50,000.00
SubTotal:		$850,000.00	$0.00	$850,000.00
INCIDENTALS				
Administration/Legal		$110,000.00	$98,236.00	$11,764.00
Planning		100,000.00	100,000.00	0.00
Legal Public./Posting /Mailing		15,000.00	15,000.00	0.00
Right-of-Way		30,000.00	30,000.00	0.00
Surveys		95,000.00	0.00	95,000.00
Design		600,000.00	573,843.00	26,157.00
Soils Investigations		60,000.00	0.00	60,000.00
Inspect/Construct Mgmt		900,000.00	896,186.00	3,814.00
Assessment Mapping & Report		70,000.00	0.00	70,000.00
Assessment Legal Fees		315,000.00	0.00	315,000.00
Bond Printing & Supply		10,000.00	0.00	10,000.00
Bond Registration		75,000.00	0.00	75,000.00
* Bond Reserve	(9.00) % of Ineligible	164,800.00	0.00	164,800.00
* Bond Discount	(2.00) % of Ineligible	36,600.00	0.00	36,600.00
SubTotal:		$2,581,400.00	$1,713,265.00	$868,135.00
TOTAL COST:		**$14,696,500.00**	**$11,851,855.00**	**$2,844,645.00**
SMALL COMMUNITY GRANT		($2,000,000.00)	($1,000,000.00)	($1,000,000.00)
BALANCE TO ASSESSMENT:			$10,851,855.00	$1,844,645.00
			SRF Terms	Conventional
ANNUAL DEBT SERVICE			$798,480.00	$219,960.00
TOTAL ANNUAL DEBT SERVICE				$1,018,440.00

C. INDIVIDUAL USER COSTS

Individual user costs in Hidden Valley Lake will contain two components. Each customer will pay their share of the debt service, developed in subsection B above, as well as a share of the operations and maintenance costs for the project.

1. Operations and Maintenance

Operations and maintenance consists of the treatment plant operations and maintenance developed in Chapter VII as well as collection system operations and maintenance, insurance, office rent, administrative salaries, etc. Table VIII-6 below develops a tentative operations and maintenance budget for Hidden Valley Lake Community Services District. This budget is spread over the approximately 700 existing homes in the project area resulting in an average monthly bill of $34.50. While this cost is not excessive, the District may possibly be able to contract with Lake County Sanitation District to provide some operational service and further reduce cost.

TABLE VIII-6
Operations and Maintenance Cost

Item	Cost
Office Salaries	$30,000
Field Salaries	100,000
Office Supplies	5,000
Office Utilities	1,500
Power	
Collection System	12,000
Treatment Plant	50,000
Auto and Travel	6,000
Chemicals	14,000
Insurance	10,000
Agents and Professional Fees	20,000
Lab Testing	8,000
Equipment Rental	8,000
Contingency Reserve	15,000
Capital Reserve	10,000
Total:	$289,500
Annual Cost per Connection	$414
Monthly Cost per Connection	$34.50

2. Debt Service

The debt service costs developed in the preceding subsection will be spread amongst all the benefitting properties (whether or not an actual residence exists at this time). The costs will be spread on a formula of benefit with each collection system subarea paying for its collection system. Common collection system facilities, and all treatment plant, land acquisition, and incidental costs are spread equally among all lots. This is the same formula of benefit utilized in the 1988 Engineers Report developed in conjunction with the formation of an assessment district.

Table VIII-7, following, develops the annual debt service per connection within each of the subareas. The last row of this table includes the operations and maintenance cost of $34.50 per month and then presents an estimated total monthly cost per connection. Clearly, the residents of HVLCSD benefit greatly from subsidized financing.

TABLE VIII-7
Estimated Cost Per User

	Financing Option			
Item	Conventional	FmHA	SRF	SRF/SCG
Annual Debt Service for Collection System Golf Course Facilities				
Golf Course	266,185	266,195	199,690	199,690
Lake Sewered	19,596	19,596	14,700	14,700
Lake Unsewered	264,912	264,192	198,735	198,735
Ridge Area	94,526	94,526	70,913	70,913
Annual Debt Service for "Common" Facilities				
Golf Course	538,621	422,186	367,423	267,394
Lake Sewered	179,174	140,441	122,224	88,949
Lake Unsewered	192,365	150,780	131,222	95,498
Ridge Area	101,678	79,698	69,360	50,477
Total Annual Debt Service				
Golf Course	804,806	688,371	567,114	467,084
Lake Sewered	198,770	160,037	136,924	103,649
Lake Unsewered	457,277	415,692	329,957	297,233
Ridge Area	196,204	174,224	140,273	121,390
Total Annual Cost (including O & M)				
Golf Course (980)*	821	702	579	477
Lake Sewered (326)*	610	490	420	318
Lake Unsewered (350)*	1,307	1,188	943	849
Ridge Area (185)*	1,061	942	758	656
Monthly Cost per Connection (includes O & M)				
Golf Course	103.00	93.00	83.00	72.00
Lake Sewered	85.00	75.00	69.50	61.00
Lake Unsewered	143.00	133.50	113.00	105.00
Ridge Area	123.00	113.00	97.50	89.00

* Number of connections within subarea.

Appendices

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT,
CALIFORNIA

FINANCIAL STATEMENTS
TOGETHER WITH
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED
JUNE 30, 2013

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Annual Financial Report
For the Year Ended June 30, 2013

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INTRODUCTORY SECTION

- **List of Officials**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Board of Directors
For the Year Ended June 30, 2013

Judy Mirbegian	President
James Freeman	Vice President
Linda Herndon	Director
Carolyn Graham	Director
James Lieberman	Director

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FINANCIAL SECTION

- Independent Auditor's Report
- Management's Discussion and Analysis
- Basic Financial Statements
- Required Supplementary Information
- Combining Fund Statements

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INDEPENDENT AUDITOR'S REPORT

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and each major fund of the Hidden Valley Lake Community Services District, Middeltown, California (District), as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

950 THARP ROAD, SUITE 502 YUBA CITY, CA 95993 TEL: (530) 673-9790 FAX: (530) 673-1305 SMITHNEW@SBCGLOBAL.NET

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of the District as of June 30, 2013, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 1M to the financial statements, in 2013, the District implemented Governmental Accounting Standards Board (GASB) Statements No. 60, 61, 62, 63 and 66 and implemented GASB 65 in advance during the fiscal year 2013. Among these new GASB Statements, GASB Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position; and GASB Statement No. 65, Items Previously Reported as Assets and Liabilities, have significant impact over Hidden Valley Lake Community Services District's financial statements. Our opinion is not modified with respect to these matters.

Other Matters

Required Supplementary Information
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The introductory section and combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated February 5, 2014 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

Smith & Newell, CPAs
Yuba City, California
February 5, 2014

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Management's Discussion and Analysis
(Unaudited)

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2013

This section of the Annual Financial Report contains a narrative overview and analysis of the Hidden Valley Lake Community Services District (District) financial activities for the year ended June 30, 2013. Readers are encouraged to consider the information presented here in conjunction with the Annual Financial Statements.

Overview of the Financial Statements

The financial section of this report consists of five parts.

Independent Auditor's Report
Management Discussion and Analysis (Required Supplementary Information)
Basic Financial Statements, which include:
    Government-Wide Financial Statements
    Fund Financial Statements
    Notes to Basic Financial Statements
Required Supplementary Information
Supplementary Information, which include:
    Combining Fund Statements

Financial Highlights

Entity-wide:

- The District's total net position was $5,764,025 as of June 30, 2013. Of this total, $2,399,137 was the net investment in capital assets.
- The District's total revenues include operating program revenues of $3,466,045, and general revenues of $182,702 for a total of $3,648,747.
- District expenses were $3,859,500.

The Basic Financial Statements for the District are presented as "Government Wide" and Enterprise Fund financial statements.

Government Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private sector business. The government-wide financial statements can be found on pages 7 and 8 of this report.

Fund Financial Statements

A "fund" is a group of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has four proprietary funds: Sewer Operations, Water Operations, Flood Control, and FEMA. The fund financial statements can be found on pages 9 through 14 of this report. Proprietary funds distinguish operating revenues and expenses from non-operating items.

Notes to Financial Statements

The notes provide additional information that is essential to fully understanding the data provided in the financial statements. The notes to the financial statements can be found on pages 15 through 32 of this report.

Statement of Net Position

	Total	
	2013	2012
Assets		
Current and other assets	$ 3,880,664	$ 4,603,089
Capital assets	11,119,685	12,201,754
Total Assets	15,000,349	16,804,843
Liabilities		
Current and other liabilities	1,090,386	1,210,619
Noncurrent liabilities	8,145,938	9,619,446
Total Liabilities	9,236,324	10,830,065
Net Position		
Net investment in capital assets	2,399,137	1,790,380
Restricted for debt service	1,969,278	2,717,704
Restricted for capital facilities	481,752	435,228
Unrestricted	913,858	1,031,466
Total Net Position	$ 5,764,025	$ 5,974,778

Net position represents the difference between the District's resources and its obligations. At June 30, 2013, a significant portion of the District's total net position, 16%, reflects the unrestricted net position. Unrestricted net position is considered the residual component of net position, meaning they are not restricted or a part of the net investment in capital assets. Additionally, the District had 34% of its net position restricted for debt service and 8% restricted for capital facilities. Finally, 42% of the District's net position represents the net investment in capital assets. These capital assets are used by the District to provide services to citizens. Additional capital asset information can be found in the Capital Assets and Debt Administration section of this MD&A.

Statement of Changes in Net Position

	Total	
	2013	2012
Program Revenues		
Charges for service	$ 2,350,368	$ 2,196,958
Operating grants and contributions	1,115,677	1,107,054
Capital grants and contributions	-	872,192
Total Program Revenues	3,466,045	4,176,204
General Revenues		
Interest and investment earnings	23,788	8,439
Miscellaneous	158,914	140,322
Total General Revenues	182,702	148,761
Total Revenues	3,648,747	4,324,965
Program Expenses		
Sewer	2,312,754	2,269,110
Water	1,532,804	1,535,911
Flood Control	1,468	5,723
FEMA	12,474	-
Total Program Expenses	3,859,500	3,810,744
Change in Net Position	(210,753)	514,221
Total Net Position - Beginning	5,974,778	5,460,557
Total Net Position - Ending	$ 5,764,025	$ 5,974,778

Capital Asset Administration

The District's net capital assets decreased from $12,201,754 to $11,119,685 for the year ended June 30, 2013. The total decrease was $1,082,069 including additions and adjustment to capital assets of $187,488 and additions to accumulated depreciation of $1,269,557. Details of the capital asset transactions can be found on page 24, Note 4.

Debt Administration

The District's long-term debt was for the infrastructure of water lines, sewer lines, pump stations and processing plant. At year end June 30, 2013 the long-term debt decreased from $10,625,508 to $9,019,600 due to payments. Details of the debt outstanding can be found on pages 25 through 27, Note 6.

Economic Factors and Next Year's Budget

National and local foreclosures continue to flood the market affecting projected revenues. For fiscal year 2012/2013, Hidden Valley Lake Community Services District had only three new water connections and three new sewer connections (compared to one water and one sewer hookup for 2011-2012, two water and one sewer hookup in 2010/2011, two water and two sewer hookups in 2009/2010, and three water and three sewer hookups in 2008/2009). Foreclosures are expected to continue through calendar year 2013 and beyond.

Requests for Information

This financial report is designed to provide a general overview of the finances of the District. This report does not reflect the overall finances of operations. For that information, please refer to the separate audit reports. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Hidden Valley Lake Community Services District, 19400 Hartman Road, Hidden Valley Lake, CA 95467.

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Basic Financial Statements

- **Government-Wide Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
June 30, 2013

	Business-Type Activities
ASSETS	
Cash and investments	$ 3,178,105
Receivables:	
Accounts	401,529
Interest	1,452
Assessments	241,560
Delinquent assessments	5,298
Prepaid costs	52,720
Capital assets:	
Non-depreciable assets	603,050
Depreciable assets, net of depreciation	10,516,635
Total capital assets	11,119,685
Total Assets	15,000,349
LIABILITIES	
Accounts payable	70,569
Salaries and benefits payable	18,798
Interest payable	127,357
Long-term liabilities:	
Due within one year	873,662
Due in more than one year	8,145,938
Total Liabilities	9,236,324
NET POSITION	
Net investment in capital assets	2,399,137
Restricted for debt service	1,969,278
Restricted for capital facilities	481,752
Unrestricted	913,858
Total Net Position	$ 5,764,025

The notes to the basic financial statements are an integral part of this statements.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Activities
For the Year Ended June 30, 2013

Functions/Programs:	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Changes in Net Position: Business-Type Activities
Business-type activities:					
Sewer	$ 2,312,754	$ 1,039,433	$ 1,115,677	$ -	$ (157,644)
Water	1,532,804	1,310,935	-	-	(221,869)
Flood Control	1,468	-	-	-	(1,468)
FEMA	12,474	-	-	-	(12,474)
Total Business-Type Activities	3,859,500	2,350,368	1,115,677	-	(393,455)
Total	$ 3,859,500	$ 2,350,368	$ 1,115,677	$ -	(393,455)
General revenues:					
Interest and investment earnings					23,788
Miscellaneous					158,914
Total General Revenues					182,702
Change in Net Position					(210,753)
Net Position - Beginning					5,974,778
Net Position - Ending					$ 5,764,025

The notes to the basic financial statements are an integral part of this statements.

Basic Financial Statements

- **Fund Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2013

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
ASSETS					
Current Assets:					
Cash and investments	$ 2,687,393	$ 442,570	$ -	$ 48,142	$ 3,178,105
Receivables:					
Accounts	168,367	233,162	-	-	401,529
Interest	1,122	330	-	-	1,452
Assessments	241,560	-	-	-	241,560
Due from other funds	542,928	2,422	-	-	545,350
Prepaid costs	25,053	27,667	-	-	52,720
Total Current Assets	3,666,423	706,151	-	48,142	4,420,716
Noncurrent Assets:					
Advances to other funds	366,085	-	-	-	366,085
Delinquent assessments receivable	5,298	-	-	-	5,298
Capital assets, net	7,046,575	4,071,649	1,461	-	11,119,685
Total Noncurrent Assets	7,417,958	4,071,649	1,461	-	11,491,068
Total Assets	11,084,381	4,777,800	1,461	48,142	15,911,784
LIABILITIES					
Current Liabilities:					
Accounts payable	25,089	45,454	26	-	70,569
Salaries and benefits payable	9,898	8,899	1	-	18,798
Interest payable	94,594	32,763	-	-	127,357
Due to other funds	540,507	-	4,843	-	545,350
Compensated absences	14,888	13,308	-	-	28,196
Bonds	105,000	-	-	-	105,000
Loans	639,839	86,627	-	-	726,466
Certificates of participation	14,000	-	-	-	14,000
Total Current Liabilities	1,443,815	187,051	4,870	-	1,635,736
Noncurrent Liabilities:					
Advances from other funds	25,085	341,000	-	-	366,085
Compensated absences	4,586	3,720	-	-	8,306
Bonds	4,125,000	-	-	-	4,125,000
Loans	949,380	2,192,202	-	-	3,141,582
Certificates of participation	608,500	-	-	-	608,500
Net OPEB obligation	109,225	153,325	-	-	262,550
Total Noncurrent Liabilities	5,821,776	2,690,247	-	-	8,512,023
Total Liabilities	7,265,591	2,877,298	4,870	-	10,147,759

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2013

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
NET POSITION					
Net investment in capital assets	604,856	1,792,820	1,461	-	2,399,137
Restricted for debt service	1,794,348	174,930	-	-	1,969,278
Restricted for capital facilities	425,159	56,593	-	-	481,752
Unrestricted	994,427	(123,841)	(4,870)	48,142	913,858
Total Net Position	$ 3,818,790	$ 1,900,502	$ (3,409)	$ 48,142	$ 5,764,025

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2013

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
OPERATING REVENUES					
Assessments	$ 1,115,677	$ -	$ -	$ -	$ 1,115,677
Permits and inspections	36,058	-	-	-	36,058
Charges for services	1,003,375	1,310,935	-	-	2,314,310
Miscellaneous	133,734	25,180	-	-	158,914
Total Operating Revenues	2,288,844	1,336,115	-	-	3,624,959
OPERATING EXPENSES					
Salaries and benefits	566,024	589,560	347	-	1,155,931
Insurance	8,937	11,047	-	-	19,984
Office expenses	15,446	15,637	-	-	31,083
Contract services	56,381	-	-	-	56,381
Continuing education	9,245	9,933	-	-	19,178
Dues and subscriptions	5,670	16,159	-	-	21,829
Postage	1,796	1,796	-	-	3,592
Repairs and maintenance	89,236	82,501	12	-	171,749
Gas, fuel and oil	13,271	12,599	-	-	25,870
Supplies	11,548	3,391	-	-	14,939
Professional services	78,661	227,088	-	-	305,749
Travel	698	1,968	-	-	2,666
Telephone	11,295	11,289	-	-	22,584
Power	17,172	166,963	940	-	185,075
Depreciation	1,037,295	232,093	169	-	1,269,557
Other operating	824	811	-	12,474	14,109
Office and safety equipment	5,669	2,612	-	-	8,281
Director's compensation	-	1,307	-	-	1,307
Environmental monitoring	35,078	10,902	-	-	45,980
Water conservation	-	9,600	-	-	9,600
Water rights	-	15,265	-	-	15,265
Annual operating fees	2,846	29,305	-	-	32,151
Total Operating Expenses	1,967,092	1,451,826	1,468	12,474	3,432,860
Operating Income (Loss)	321,752	(115,711)	(1,468)	(12,474)	192,099

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2013

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
NON-OPERATING REVENUES (EXPENSES)					
Interest income	22,575	1,189	(1)	25	23,788
Interest expense	(345,662)	(80,978)	-	-	(426,640)
Total Non-Operating Revenue (Expenses)	(323,087)	(79,789)	(1)	25	(402,852)
Income (Loss) Before Transfers	(1,335)	(195,500)	(1,469)	(12,449)	(210,753)
Transfers in	1,725,368	173,018	-	-	1,898,386
Transfers out	(1,725,368)	(173,018)	-	-	(1,898,386)
Change in Net Position	(1,335)	(195,500)	(1,469)	(12,449)	(210,753)
Total Net Position - Beginning	3,820,125	2,096,002	(1,940)	60,591	5,974,778
Total Net Position - Ending	$ 3,818,790	$ 1,900,502	$ (3,409)	$ 48,142	$ 5,764,025

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Enterprise Funds
For the Year Ended June 30, 2013

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from customers	$ 2,244,770	$ 1,318,627	$ -	$ -	$ 3,563,397
Cash paid to suppliers	(376,361)	(636,682)	(927)	(12,474)	(1,026,444)
Cash paid to employees	(526,039)	(541,234)	(347)	-	(1,067,620)
Net Cash Provided (Used) by Operating Activities	1,342,370	140,711	(1,274)	(12,474)	1,469,333
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Transfers from other funds	1,712,634	173,018	-	-	1,885,652
Transfers to other funds	(1,712,634)	(173,018)	-	-	(1,885,652)
Interfund loans made	(2,217,340)	(637)	-	-	(2,217,977)
Interfund loans received	2,216,703	-	1,274	-	2,217,977
Net Cash Provided (Used) by Non-Capital Financing Activities	(637)	(637)	1,274	-	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Principal paid on debt	(1,082,349)	(83,714)	-	-	(1,166,063)
Interest paid on debt	(346,596)	(82,095)	-	-	(428,691)
Miscellaneous adjustments to capital assets	359	-	-	-	359
Acquisition of capital assets	(181,046)	(6,801)	-	-	(187,847)
Net Cash Provided (Used) by Capital and Related Financing Activities	(1,609,632)	(172,610)	-	-	(1,782,242)
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest on investments	22,882	1,045	-	25	23,952
Net Cash Provided (Used) by Investing Activities	22,882	1,045	-	25	23,952
Net Increase (Decrease) in Cash and Cash Equivalents	(245,017)	(31,491)	-	(12,449)	(288,957)
Balances - Beginning	2,932,410	474,061	-	60,591	3,467,062
Balances - Ending	$ 2,687,393	$ 442,570	$ -	$ 48,142	$ 3,178,105

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Enterprise Funds
For the Year Ended June 30, 2013

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES					
Operating income (loss)	$ 321,752	$ (115,711)	$ (1,468)	$ (12,474)	$ 192,099
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation/amortization	1,037,295	232,093	169	-	1,269,557
Decrease (increase) in:					
Accounts receivable	810	(16,774)	-	-	(15,964)
Assessments receivable	(44,884)	-	-	-	(44,884)
Prepaid costs	(16,145)	(16,649)	-	-	(32,794)
Increase (decrease) in:					
Accounts payable	3,557	10,140	25	-	13,722
Salaries and benefits payable	2,413	980	-	-	3,393
Unearned revenue	-	(714)	-	-	(714)
Compensated absences payable	(1,733)	(2,678)	-	-	(4,411)
Net OPEB obligation	39,305	50,024	-	-	89,329
Net Cash Provided (Used) by Operating Activities	$ 1,342,370	$ 140,711	$ (1,274)	$ (12,474)	$ 1,469,333

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

Basic Financial Statements

- Notes to Basic Financial Statements

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NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of Hidden Valley Lake Community Services District (District) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental agencies. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the District's accounting policies are described below.

A. Reporting Entity

The Hidden Valley Lake Community Services District is a public corporation formed in 1984 under the provisions of the Community Services District Law, Division 3 of Title 6 (commencing with Section 61000) of the Government Code of the State of California. The District was formed for the purposes of providing for the collection of sewage, waste and storm water of the District and of its residents as well as the supply of water to the residents of the District. On January 1, 1993, Stonehouse Mutual Water Company merged with Hidden Valley Lake Community Services District. Stonehouse Mutual Water Company was a mutual water company which had been organized in June 1968 to provide water and sewer services to the owners of Hidden Valley Lake Association lots. The merger was approved by the shareholders with authorization to transfer all assets and liabilities to the District as of December 31, 1992, and dissolve Stonehouse Mutual Water Company. Notification was received from the Franchise Tax Board that the Certificate of Dissolution was filed as a conditional dissolution on January 21, 1993. Upon the issuance of a Tax Clearance Certificate by the Franchise Tax Board, the corporation was dissolved.

The activities of the District are governed by a Board of Directors each of whom is elected to office for a term of four years by the registered voters of the District.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

Reporting for component units on the District's financial statements can be blended or discretely presented. Blended component units are, although legally separate entities, in substance part of the District's operations and, therefore, data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, would be reported in a separate column in the government-wide financial statements to emphasize it is legally separate from the government.

Component Units

Based on the application of the criteria set forth by the Governmental Accounting Standards Board, management has determined that there are no component units of the District.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

A. Reporting Entity (Continued)

Joint Agencies

The District is a participant in the Special District Risk Management Authority (SDRMA), which is a joint powers agency organized for the purpose of pooled joint-protection coverage to member entities. SDRMA operates public entity pool's for auto and general liability coverage, plus workers compensation and errors and omissions coverage and pool purchases excess insurance for members. Complete audited financial statements of SDRMA can be obtained at 1481 River Park Drive, Suite 110, Sacramento, CA 95815. The District is not financially accountable for this organization and therefore it is not a component unit under Statement Nos. 14, 39, and 61 of the Governmental Accounting Standards Board.

B. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the combined operations of the District. Eliminations have been made to minimize the double counting of internal activities. These statements present the business-type activities of the District, which rely to a significant extent on assessments and fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the District's business-type activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Program revenues include (1) charges paid by the recipients of goods and services offered by the program and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, are presented instead as general revenues.

Fund Financial Statements

The fund financial statements provide information about the District funds. Funds are organized into the proprietary fund type. The operations of the District are organized on a basis of a series of sub-funds consolidated into four major proprietary funds which account for the total water and sewer operations as well as Flood Control and FEMA. An emphasis is placed on major funds within the proprietary category; each is displayed in a separate column.

The District reports the following major proprietary funds:

- The Sewer Operations fund is an enterprise fund used to account for activity related to providing customers with sewer service and billing for service provided by the District.

- The Water Operations fund is an enterprise fund used to account for activity related to providing customers with water service and billing for service provided by the District.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation (Continued)

Fund Financial Statements (Continued)

- The Flood Control fund is an enterprise fund used to account for activity related to flood control activities.

- The FEMA fund is an enterprise fund used to account for activity related to FEMA revenues and expenditures.

C. Basis of Accounting and Measurement Focus

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include grants, entitlements, and donations. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

D. Cash, Cash Equivalents, and Investments

The District pools cash and investments of all funds except for imprest cash. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments. Interest income from pooled investments is allocated to all funds in the pool. Interest is allocated on the basis of average month end cash balance amounts for each fund as a percentage of the total balance.

Investments are reported in the accompanying statements of net position at fair value which is determined using selected bases annually. Short term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Cash deposits are reported at carrying amount which reasonably estimates fair value. Managed funds not listed on an established market are reported at the estimated fair value as determined by the respective fund managers based on quoted sales prices of the underlying securities.

For purposes of the accompanying Statement of Cash Flows, the District considers all highly liquid investments with original maturity of three months or less and amounts held in the District's investment pool, to be cash equivalents.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

E. Receivables

Receivables for business-type activities and proprietary funds consist mainly of user fees, assessments, and interest. Management believes its receivables are fully collectible and, accordingly, no allowance for doubtful accounts is required.

Assessments receivable are recognized when billed. Assessments receivable shown in the financial statements include only those assessments currently due or delinquent.

F. Other Assets

Inventory

Inventory items are recorded as expenses at the time inventory is purchased rather than when consumed. Records are not maintained of inventory and supplies on hand, although these amounts are not considered material.

Prepaid Costs

Certain payments to vendors reflects costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenses when consumed rather than when purchased.

G. Capital Assets

Capital assets, including public domain (infrastructure such as roads, bridges, sidewalks, sewer and similar items) are defined by the District as assets with a cost of $1,000 or more. Capital assets are recorded at historical cost or estimated historical cost if actual historical cost is unavailable. Contributed capital assets are valued at their estimated fair market value at the time of donation.

Capital assets used in operations are depreciated or amortized using the straight-line method over the assets estimated useful life. The range of estimated useful lives by type of asset is as follows:

Depreciable Asset	Estimated Lives
Equipment	5-30 years
Structures and Improvements	5-30 years
Infrastructure	20-75 years

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is to be included in the results of operations.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

H. Assessment Revenue

The District levies special assessments on the property owners within the District boundaries. The special assessments are collected along with property taxes by the County of Lake.

Lake County assesses properties, bills, collects, and distributes the assessments to the District.

Assessments are due in two installments (secured roll) on November 1 and March 12 and become delinquent after December 10 and April 10, respectively.

I. Interfund Transactions

Interfund transactions are reflected as either loans, services provided or used, reimbursements or transfers.

Loans reported as receivables and payables are referred to as either "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation.

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses. These services provide information on the net cost of each government function and therefore are not eliminated in the process of preparing the government-wide statement of activities.

Reimbursements occur when the funds responsible for particular expenditures or expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenses in the reimbursing fund and reductions to expenses in the reimbursed fund.

All other interfund transactions are treated as transfers. Transfers between funds are netted as part of the reconciliation to the government-wide presentation.

J. Compensated Absences

The District's policy regarding compensated absences is to permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as long-term debt in the government-wide and proprietary fund financial statements. The current portion of this debt is estimated based on historical trends.

K. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. At June 30, 2013, the District did not have any deferred outflows of resources.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. Deferred Outflows/Inflows of Resources (Continued)

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. At June 30, 2013, the District did not have any deferred inflows of resources.

L. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

M. Implementation of Governmental Accounting Standards Board Statements (GASB)

The following Governmental Accounting Standards Board (GASB) Statements have been implemented, if applicable to Hidden Valley Lake Community Services District, in the current financial statements.

Statement No. 60, Accounting and Financial Reporting for Service Concession Arrangements. This statement improves financial reporting by addressing issues related to service concession arrangements.

Statement No. 61, The Financial Reporting Entity: Omnibus - an amendment of GASB Statements No. 14 and No. 34. The statement clarifies the reporting of equity interest in legally separate organizations and requires the primary government to report its equity interest in a component unit as an asset.

Statement No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements. This statement improves reporting by contributing to GASB's efforts to codify all sources of generally accepted accounting principles for state and local governments so that they derive from a single source.

Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position. This statement provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources.

Statement No. 65, Items Previously Reported as Assets and Liabilities. This statement establishes accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities.

Statement No. 66, Technical Corrections - 2012 - an amendment of GASB Statements No. 10 and No. 62. This statement improved accounting and financial reporting for a governmental financial reporting entity by resolving conflicting guidance that resulted from the issuance of GASB Statements No. 54 and No. 62.

NOTE 2: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Deficit Net Position

The following enterprise funds had deficit net position at June 30, 2013:

Sewer Operations:	
1995-2 Bond Redemption	$3,469,878
State Revolving Fund	$1,528,236
USDA Solar Loan	$ 633,284
Water Operations:	
CIEDB Loan Redemption	$2,450,259

Most of these deficits will be eliminated in future years through loan and bond repayment.

NOTE 3: CASH AND INVESTMENTS

A. Financial Statement Presentation

As of June 30, 2013, the District's cash and investments consisted of the following:

Cash:	
Cash on hand	$ 600
Deposits (less outstanding checks)	1,624,455
Total Cash	1,625,055
Investments:	
Local Agency Investment Fund (LAIF)	1,553,050
Total Investments	1,553,050
Total Cash and Investments	$ 3,178,105

B. Cash

At year end, the carrying amount of the District's cash deposits (including amount in checking accounts, money market accounts and certificates of deposit) was $1,624,455 and the bank balance was $1,668,806. The difference between the bank balance and the carrying amount represents outstanding checks and deposits in transit. In addition, the District had cash on hand of $600.

Custodial Credit Risk for Deposits - Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. The District complies with the requirements of the California Government Code. Under this code, deposits of more than $250,000 must be collateralized at 105 percent to 150 percent of the value of the deposit to guarantee the safety of the public funds. The first $250,000 of the District's deposits are insured by the Federal Deposit Insurance Corporation (FDIC). Deposits of more than the $250,000 insured amount are collateralized.

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments

The investment policy provides the basis for the management of a prudent, conservative investment program. Funds are invested to provide the maximum security of principal with secondary emphasis on achieving the highest return, while meeting daily cash flow needs. All investments are made in accordance with the Government Code and, in general, the investment policy is more restrictive than state law. Under the provisions of the District's investment policy the District may invest or deposit in the following:

Banker's Acceptances
Commercial Paper
Local Agency Investment Fund (LAIF)
Negotiable Certificates of Deposit
Repurchase Agreements/Reverse Repurchase Agreements
Securities of the Federal Government or its Agencies

Interest Rate Risk - Interest rate risk is the risk of loss due to the fair value of an investment falling due to interest rates rising. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. To limit exposure to fair value losses resulting from increases in interest rates, the District's investment policy limits investment maturities to a term appropriate to the need for funds so as to permit the District to meet all projected obligations. Any investments that mature more than five years from the date of purchase cannot occur without prior approval of the Board of Directors.

As of June 30, 2013, the District had the following investments, all of which had a maturity of 5 years or less:

		Maturities			
Investment Type	Interest Rates	0-1 year	1-5 years	Fair Value	Weighted Average Maturity (Years)
Local Agency Investment Fund (LAIF)	Variable	$ 1,553,050	$ -	$ 1,553,050	-
Total		$ 1,553,050	$ -	$ 1,553,050	-

Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The District's investment policy sets specific parameters by type of investment to be met at the time of purchase. Presented below is the minimum rating required (where applicable) by the District's investment policy, and the actual rating as of year end for each investment type.

Investment Type	Minimum Legal Rating	Standard & Poor's Rating	Moody's Rating	% of Portfolio
LAIF	N/A	Unrated	Unrated	100.00%
Total				100.00%

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments (Continued)

Custodial Credit Risk for Investments- Custodial credit risk for investments is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. To mitigate the custodial credit risk the District's investment policy requires that all of its managed investments be held in the name of the District in safekeeping by a third party bank trust department.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of the District's investment in a single issuer of securities. When investments are concentrated in one issuer, this concentration presents a heightened risk of potential loss. The District's investment policy contains limitations on the amount that can be invested in any one issuer.

D. Investment in External Investment Pools

Investment in Local Agency Investment Fund - The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code and is managed by the Treasurer of the State of California. The Local Investment Advisory Board (LAIF Board) has oversight responsibility for LAIF. The LAIF Board consists of five members as designed by State statute.

Investments in LAIF are available on demand and are stated at amortized cost, which approximates fair value. The fair value of the District's position in the pool is the same as the value of the pooled shares. At June 30, 2013 the District's investment position in LAIF was $1,553,050. The total amount invested by all public agencies in LAIF on that day was $58,828,474,533. Of that amount, 98.04% is invested in non-derivative financial products and 1.96% in structured notes and asset-backed securities.

NOTE 4: CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2013, was as follows:

	Balance July 1, 2012	Additions	Adjustments	Balance June 30, 2013
Capital Assets, Not Being Depreciated:				
Land	$ 603,050	$ -	$ -	$ 603,050
Total Capital Assets, Not Being Depreciated	603,050	-	-	603,050
Capital Assets, Being Depreciated:				
Structures and improvements	4,108,053	-	(45,267)	4,062,786
Equipment	1,217,115	175,335	44,908	1,437,358
Infrastructure	25,167,677	12,512	-	25,180,189
Total Capital Assets, Being Depreciated	30,492,845	187,847	(359)	30,680,333
Less Accumulated Depreciation for:				
Structures and improvements	(818,537)	(146,962)	31,816	(933,683)
Equipment	(1,086,056)	(62,662)	(31,816)	(1,180,534)
Infrastructure	(16,989,548)	(1,059,933)	-	(18,049,481)
Total Accumulated Depreciation	(18,894,141)	(1,269,557)	-	(20,163,698)
Total Capital Assets, Being Depreciated, Net	11,598,704	(1,081,710)	(359)	10,516,635
Total Capital Assets, Net	$ 12,201,754	($ 1,081,710)	($ 359)	$ 11,119,685

Depreciation

Depreciation expense was charged to the business-type functions as follows:

Sewer	$ 1,037,295
Water	232,093
Flood Control	169
Total Depreciation Expense - Business-Type Functions	$ 1,269,557

NOTE 5: INTERFUND TRANSACTIONS

Due To/From Other Funds

During the course of operations, transactions occur between funds to account for goods received or services rendered. These receivables and payables are classified as due from or due to other funds. In addition, when funds overdraw their share of pooled cash, the receivables and payables are also classified as due from or due to other funds. The following are due to and due from balances as of June 30, 2013:

	Due from Other funds	Due to Other funds
Sewer Operations	$ 542,928	$ 540,507
Water Operations	2,422	-
Flood Control	-	4,843
Total	$ 545,350	$ 545,350

NOTE 5: INTERFUND TRANSACTIONS (CONTINUED)

Advances To/From Other Funds

Advances to/from other funds are non-current interfund loans. The following are advances to/from other funds as of June 30, 2013:

	Advances to Other funds	Advances from Other funds
Sewer Operations	$ 366,085	$ 25,085
Water Operations	-	341,000
Total	$ 366,085	$ 366,085

Transfers

Transfers are indicative of funding for capital projects, lease payments or debt service, subsidies of various District operations and re-allocations of special revenues. The following are interfund transfers for the fiscal year ended June 30, 2013:

	Transfer In	Transfer Out
Sewer Operations	$ 1,725,368	$ 1,725,368
Water Operations	173,018	173,018
Total	$ 1,898,386	$ 1,898,386

NOTE 6: LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2013:

Type of Indebtedness	Balance July 1, 2012	Additions	Adjustments/ Retirements	Balance June 30, 2013	Amounts Due Within One Year
Bonds	$ 4,853,763	$ -	($ 623,763)	$ 4,230,000	$ 105,000
Loans	4,917,611	-	(1,049,563)	3,868,048	726,466
Certificates of Participation	640,000	-	(17,500)	622,500	14,000
Compensated Absences	40,913	36,054	(40,465)	36,502	28,196
Net OPEB Obligation	173,221	100,848	(11,519)	262,550	-
Total Long-Term Liabilities	$ 10,625,508	$ 136,902	($ 1,742,810)	$ 9,019,600	$ 873,662

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

Individual issues of debt payable outstanding at June 30, 2013, are as follows:

Bonds:	
Improvements Bonds Series 1995-2 issued August 16, 1995 in the amount of $5,500,000, payable in annual installments of $11,000-$311,000 with an interest rate of 5.50% and maturity on September 2, 2034. The bonds were used to finance improvements to the sewer system.	$ 4,230,000
Total Bonds	4,230,000
Loans:	
State Water Resources Control Board Loan issued November 28, 1994 in the amount of $9,994,334, payable in annual installments of $144,721-$667,611 with an interest rate of 3.00% and maturity on May 1, 2016. The loan was used to finance the construction of a sewer treatment system.	1,589,218
California Infrastructure and Economic Development Bank Loan issued June 24, 2002 in the amount of $3,000,000, payable in annual installments of $61,530-$160,350 with an interest rate of 3.48% and maturity on February 1, 2032. The loan was used to finance the expansion and upgrade of the water system.	2,278,830
Total Loans	3,868,048
Certificates of Participation:	
2012 Series Certificate of Participation Water Reclamation Plant Energy Sustainability Project issued October 1, 2012 in the amount of $640,000 payable in annual installments of $14,000 to $31,500 with an interest rate of 3.00% and maturity on August 1, 2041. The Certificate of Participation was used to finance the sewer system solar project.	622,500
Total Certificates of Participation	622,500
Total	$ 8,720,548

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

Following is a schedule of debt payment requirements of business-type activities to maturity for long-term debt, excluding compensated absences that have indefinite maturities and net OPEB obligation, which is reported in Note 9.

Year Ended June 30	Bonds		
	Principal	Interest	Total
2014	$ 105,000	$ 229,763	$ 334,763
2015	111,000	223,822	334,822
2016	117,000	217,553	334,553
2017	123,000	210,952	333,952
2018	130,000	203,995	333,995
2019-2023	771,000	900,928	1,671,928
2024-2028	987,000	598,312	1,585,312
2029-2033	1,282,000	348,645	1,630,645
2034-2035	604,000	33,715	637,715
Total	$ 4,230,000	$ 2,967,685	$ 7,197,685

Year Ended June 30	Loans		
	Principal	Interest	Total
2014	$ 726,466	$ 126,980	$ 853,446
2015	748,675	104,770	853,445
2016	383,107	81,879	464,986
2017	95,990	69,941	165,931
2018	99,330	66,601	165,931
2019-2023	550,969	278,683	829,652
2024-2028	653,746	175,906	829,652
2029-2032	609,765	53,958	663,723
Total	$ 3,868,048	$ 958,718	$ 4,826,766

Year Ended June 30	Certificates of Participation		
	Principal	Interest	Total
2014	$ 14,000	$ 18,465	$ 32,465
2015	14,000	18,045	32,045
2016	14,500	17,617	32,117
2017	15,000	17,175	32,175
2018	15,500	16,718	32,218
2019-2023	85,000	76,200	161,200
2024-2028	98,000	62,505	160,505
2029-2033	114,000	46,620	160,620
2034-2038	132,000	28,200	160,200
2039-2042	120,500	7,358	127,858
Total	$ 622,500	$ 308,903	$ 931,403

NOTE 7: NET POSITION

The government-wide financial and proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted.

- Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

- Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

- Unrestricted net position - All other net position that does not meet the definition of "restricted" or "net investment in capital assets".

Net Position Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources, a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted net position is available, it is considered that restricted resources are used first, followed by the unrestricted resources.

NOTE 8: EMPLOYEES' RETIREMENT PLAN

A. Plan Description

The Hidden Valley Community Services District contributes to the California Public Employees Retirement System (PERS), an cost-sharing multiple-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by statute. Copies of PERS' annual financial report may be obtained from their executive office - 400 Q Street, Lincoln Plaza East, Sacramento, CA 95811.

B. Funding Policy

Participants are required to contribute 8 percent of their annual covered salary. The District is required to contribute the actuarial determined remaining amounts necessary to fund the benefits for its members. The actuarial methods and assumptions used are those adopted by the PERS Board of Administration. The required employer contribution rate for fiscal year 2012/2013 was 19.001% percent for miscellaneous employees. The contribution requirements of the plan are established by State statute and the employer contribution rate is established and may be amended by PERS. The District's contributions for the years ending June 30, 2013, 2012 and 2011 were $114,531, $110,075, and $85,195 respectively, which equaled the required contributions each year.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB)

A. Plan Description

The District provides a defined benefit healthcare plan (the "Retiree Health Plan") for eligible employees. The Retiree Health Plan provides lifetime healthcare insurance for eligible retirees through Special District Risk Management Authority (SDRMA), which covers both active and retired members. Spouses are also covered throughout the retiree's life. The District pays 50 percent of the healthcare premiums for all retirees.

B. Funding Policy

The District has elected to calculate the ARC and related information using the alternative measurement method permitted by GASB 45 for employers in plans with fewer than one hundred total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

GASB 45 does not require pre-funding of OPEB benefits. Therefore, the District's funding policy is to continue to pay healthcare premiums for retirees as they fall due. The District has elected not to establish an irrevocable trust at this time. The District Board reserves the authority to review and amend this funding policy annually.

C. Annual OPEB Cost and Net OPEB Obligation

The District's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45.

The following table shows the components of the District's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in its net OPEB obligation to the Retiree Health Plan:

Annual Required Contribution	$ 101,777
Interest on Net OPEB Obligation	8,661
Adjustment to Annual Required Contribution	(9,590)
Annual OPEB Cost	100,848
Contributions Made	(11,519)
Increase in Net OPEB Obligation	89,329
Net OPEB Obligation - Beginning of Year	173,221
Net OPEB Obligation - End of Year	$ 262,550

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

C. Annual OPEB Cost and Net OPEB Obligation (Continued)

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan and the net OPEB obligation for the year ended June 30, 2013 is as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2011	$ 68,400	17.32%	$ 109,804
June 30, 2012	71,867	14.12%	173,221
June 30, 2013	100,848	11.42%	262,550

D. Funding Status and Funding Progress

As of July 1, 2012, the actuarial accrued liability (AAL) for benefits was $815,015, all of which was unfunded. The covered payroll (annual payroll of employees covered by the plan) was $585,598 and the ratio of the UAAL to the covered payroll was 139.18 percent.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrences of events far into the future. Examples include assumptions about future employment, mortality and healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer as subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress, presented as supplementary information following the notes to the financial statements presents multi-year trend information (as it becomes available) about whether the actuarial value of plan assets are increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

E. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short term volatility in actuarial accrued liabilities and the actuarial vale of assets, consistent with the long-term prospective of the calculations.

The following simplifying assumptions were made:

Retirement age for active employees - Based on the historical average retirement age for the covered group, active plan members were assumed to retire at age 63, or at the first subsequent year in which the member would qualify for benefits.

Mortality - Life expectancies at the calculation date are based on the most recent mortality tables published by the National Center for Health Statistics website (www.cdc.gov). The calculation of OPEB liability for each year is based on the assumption that all participants will live until their expected age as displayed in the mortality tables.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

E. Actuarial Methods and Assumptions (Continued)

Turnover - The probability that an employee will remain employed until the assumed retirement age was determined using non-group-specific age-based turnover data provided in Table 1 in paragraph 35 of GASB Statement No. 45. In addition the expected future working lifetimes of employees were determined using Table 2 in paragraph 35c of GASB Statement No. 45.

Healthcare cost trend rate - Healthcare cost rend rates were selected based on a combination of national and state tend surveys as well as professional judgment. The ultimate trend rate was 3.5%.

Health insurance premiums - 2013 health insurance premiums for retirees were used as a basis for calculation of the present value of total benefits to be paid. An employee is assumed to continue with the same medical plan upon retirement. If an employee waived medical coverage, then such waiver is assumed to continue into retirement.

Payroll increase - Changes in the payroll for current employees are expected to increase at a rate of approximately 1% annually.

Discount rate - The calculation uses an annual discount rate of 5%. This is based on the assumed long-term return on plan assets or employer assets.

Actuarial cost method - The entry age actuarial cost method was used. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at July 1, 2012, was twenty-nine years.

NOTE 10: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District has joined together with other municipalities to participate in the Special District Risk Authority Management (SDRMA) for general liability, vehicle liability, and errors and omissions purposes. SDRMA is a public entity risk pool which serves as a common risk management and insurance program. The District pays an annual premium to SDRMA for its insurance coverage. The agreements with SDRMA provide that they will be self sustaining through member premiums and will reinsure through commercial companies for excess coverage.

There is no claims liability to be reported based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

There are no significant reductions in insurance coverage from prior years and there have been no settlements exceeding the insurance coverages for each of the past three fiscal years.

NOTE 11: OTHER INFORMATION

A. Subsequent Event

Management has evaluated events subsequent to June 30, 2013 through February 5, 2014, the date on which the financial statements were available for issuance. Management has determined no subsequent events requiring disclosure have occurred.

Required Supplementary Information
(Unaudited)

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
For the Year Ended June 30, 2013

SCHEDULE OF FUNDING PROGRESS - OTHER POSTEMPLOYMENT BENEFITS (OPEB)

The Schedule of Funding Progress - Other Postemployment Benefits (OPEB) provides a consolidated snapshot of the District's ability to meet current and future liabilities with the plan assets. Of particular interest to most is the funded status ratio. This ratio conveys a plan's level of assets to liabilities, an important indicator to determine the financial health of the OPEB plan. The closer the plan is to 100% funded status, the better position it will be in to meet all of its future liabilities.

The table below shows a two year analysis of the actuarial value of assets as a percentage of the actuarial accrued liability and the unfunded actuarial accrued liability as a percentage of the annual covered payroll for the District Other Postemployment Benefit Plan. As additional years are available, a three-year trend analysis will be presented.

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded Liability (UAAL)	Funded Ratio	Annual Covered Payroll	UAAL as a % of Covered Payroll
June 30, 2011	$ -	$ 1,240,847	$ 1,240,847	0.00%	$ 874,882	141.83%
July 1, 2012	-	815,015	815,015	0.00%	585,598	139.18%

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Combining Fund Statements

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2013

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
ASSETS				
Current Assets:				
Cash and investments	$ (128,797)	$ 744,527	$ 372,463	$ 507,234
Receivables:				
Accounts	153,521	-	-	14,846
Interest	-	481	33	107
Assessments	-	87,827	58,094	95,639
Due from other funds	2,422	-	540,506	-
Prepaid costs	25,053	-	-	-
Total Current Assets	52,199	832,835	971,096	617,826
Noncurrent Assets:				
Advances to other funds	25,085	-	-	-
Delinquent assessments receivable	-	3,151	2,147	-
Capital assets, net	7,046,575	-	-	-
Total Noncurrent Assets	7,071,660	3,151	2,147	-
Total Assets	7,123,859	835,986	973,243	617,826
LIABILITIES				
Current Liabilities:				
Accounts payable	25,089	-	-	-
Salaries and benefits payable	9,898	-	-	-
Interest payable	109	75,864	-	7,837
Due to other funds	-	-	-	540,507
Compensated absences	14,888	-	-	-
Bonds	-	105,000	-	-
Loans	-	-	-	639,839
Certificates of participation	-	-	-	-
Total Current Liabilities	49,984	180,864	-	1,188,183
Noncurrent Liabilities:				
Advances from other funds	-	-	-	8,499
Compensated absences	4,586	-	-	-
Bonds	-	4,125,000	-	-
Loans	-	-	-	949,380
Certificates of participation	-	-	-	-
Net OPEB obligation	109,225	-	-	-
Total Noncurrent Liabilities	113,811	4,125,000	-	957,879
Total Liabilities	163,795	4,305,864	-	2,146,062

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ -	$ 441,513	$ 398,042	$ 58,292	$ 148,027	$ 146,092	$ 2,687,393
-	-	-	-	-	-	168,367
-	232	184	-	19	66	1,122
-	-	-	-	-	-	241,560
-	-	-	-	-	-	542,928
-	-	-	-	-	-	25,053
-	441,745	398,226	58,292	148,046	146,158	3,666,423
-	-	-	-	-	341,000	366,085
-	-	-	-	-	-	5,298
-	-	-	-	-	-	7,046,575
-	-	-	-	-	341,000	7,417,958
-	441,745	398,226	58,292	148,046	487,158	11,084,381
-	-	-	-	-	-	25,089
-	-	-	-	-	-	9,898
10,784	-	-	-	-	-	94,594
-	-	-	-	-	-	540,507
-	-	-	-	-	-	14,888
-	-	-	-	-	-	105,000
-	-	-	-	-	-	639,839
14,000	-	-	-	-	-	14,000
24,784	-	-	-	-	-	1,443,815
-	16,586	-		-	-	25,085
-	-	-	-	-	-	4,586
-	-	-	-	-	-	4,125,000
-	-	-	-	-	-	949,380
608,500	-	-	-	-	-	608,500
-	-	-	-	-	-	109,225
608,500	16,586	-	-	-	-	5,821,776
633,284	16,586	-	-	-	-	7,265,591

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2013

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
NET POSITION				
Net investment in capital assets	7,046,575	(4,230,000)	-	(1,589,219)
Restricted for debt service	-	760,122	973,243	60,983
Restricted for capital facilities	-	-	-	-
Unrestricted	(86,511)	-	-	-
Total Net Position	$ 6,960,064	$ (3,469,878)	$ 973,243	$ (1,528,236)

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
(622,500)	-	-	-	-	-	604,856
-	-	-	-	-	-	1,794,348
-	425,159	-	-	-	-	425,159
(10,784)	-	398,226	58,292	148,046	487,158	994,427
$ (633,284)	$ 425,159	$ 398,226	$ 58,292	$ 148,046	$ 487,158	$ 3,818,790

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses
And Changes in Net Position
Sewer Operations
For the Year Ended June 30, 2013

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
OPERATING REVENUES				
Assessments	$ -	$ 340,426	$ 219,541	$ 555,710
Permits and inspections	8,698	-	-	-
Charges for services	1,003,375	-	-	-
Miscellaneous	25,352	17,739	11,811	-
Total Operating Revenues	1,037,425	358,165	231,352	555,710
OPERATING EXPENSES				
Salaries and benefits	566,024	-	-	-
Insurance	8,937	-	-	-
Office expenses	15,446	-	-	-
Contract services	45,498	-	-	-
Continuing education	9,245	-	-	-
Dues and subscriptions	5,670	-	-	-
Postage	1,796	-	-	-
Repairs and maintenance	89,236	-	-	-
Gas, fuel and oil	13,271	-	-	-
Supplies	11,548	-	-	-
Professional services	78,661	-	-	-
Travel	698	-	-	-
Telephone	11,295	-	-	-
Power	17,172	-	-	-
Depreciation	1,037,295	-	-	-
Other operating	824	-	-	-
Office and safety equipment	5,669	-	-	-
Environmental monitoring	35,078	-	-	-
Annual operating fees	2,846	-	-	-
Total Operating Expenses	1,956,209	-	-	-
Operating Income (Loss)	(918,784)	358,165	231,352	555,710

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ -	$ -	$ -	$ -	$ -	$ -	$ 1,115,677
-	27,360	-	-	-	-	36,058
-	-	-	-	-	-	1,003,375
-	-	-	58,126	20,706	-	133,734
-	27,360	-	58,126	20,706	-	2,288,844
-	-	-	-	-	-	566,024
-	-	-	-	-	-	8,937
-	-	-	-	-	-	15,446
-	-	-	-	10,883	-	56,381
-	-	-	-	-	-	9,245
-	-	-	-	-	-	5,670
-	-	-	-	-	-	1,796
-	-	-	-	-	-	89,236
-	-	-	-	-	-	13,271
-	-	-	-	-	-	11,548
-	-	-	-	-	-	78,661
-	-	-	-	-	-	698
-	-	-	-	-	-	11,295
-	-	-	-	-	-	17,172
-	-	-	-	-	-	1,037,295
-	-	-	-	-	-	824
-	-	-	-	-	-	5,669
-	-	-	-	-	-	35,078
-	-	-	-	-	-	2,846
-	-	-	-	10,883	-	1,967,092
-	27,360	-	58,126	9,823	-	321,752

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses
And Changes in Net Position
Sewer Operations
For the Year Ended June 30, 2013

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
NON-OPERATING REVENUES (EXPENSES)				
Interest income	(67)	2,434	16,393	985
Interest expense	-	(233,597)	(18,367)	(71,889)
Total Non-Operating Revenue (Expenses)	(67)	(231,163)	(1,974)	(70,904)
Income (Loss) before Transfers	(918,851)	127,002	229,378	484,806
Transfers in	12,734	-	-	-
Transfers out	(200,441)	-	-	-
Change in Net Position	(1,106,558)	127,002	229,378	484,806
Total Net Position - Beginning	8,066,622	(3,596,880)	743,865	(2,013,042)
Total Net Position - Ending	$ 6,960,064	$ (3,469,878)	$ 973,243	$ (1,528,236)

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
-	1,571	1,032	(192)	231	188	22,575
(21,809)	-	-	-	-	-	(345,662)
(21,809)	1,571	1,032	(192)	231	188	(323,087)
(21,809)	28,931	1,032	57,934	10,054	188	(1,335)
36,438	-	-	1,676,196	-	-	1,725,368
(1,512,193)	-	-	(12,734)	-	-	(1,725,368)
(1,497,564)	28,931	1,032	1,721,396	10,054	188	(1,335)
864,280	396,228	397,194	(1,663,104)	137,992	486,970	3,820,125
$ (633,284)	$ 425,159	$ 398,226	$ 58,292	$ 148,046	$ 487,158	$ 3,818,790

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2013

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash received from customers	$ 1,038,235	$ 338,090	$ 218,009	$ 544,244
Cash paid to suppliers	(365,478)	-	-	-
Cash paid to employees	(526,039)	-	-	-
Net Cash Provided (Used) by Operating Activities	146,718	338,090	218,009	544,244
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Transfers from other funds	-	-	-	-
Transfers to other funds	(200,441)	-	-	-
Interfund loans made	(637)	-	(540,506)	-
Interfund loans received	-	-	-	540,506
Net Cash Provided (Used) by Non-Capital Financing Activities	(201,078)	-	(540,506)	540,506
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Principal paid on debt	-	(99,000)	-	(965,849)
Interest paid on debt	109	(235,373)	(15,743)	(76,652)
Miscellaneous adjustments to capital assets	-	-	-	-
Acquisition of capital assets	(181,046)	-	-	-
Net Cash Provided (Used) by Capital and Related Financing Activities	(180,937)	(334,373)	(15,743)	(1,042,501)
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest on investments	(60)	2,216	16,458	882
Net Cash Provided (Used) by Investing Activities	(60)	2,216	16,458	882
Net Increase (Decrease) in Cash and Cash Equivalents	(235,357)	5,933	(321,782)	43,131
Balances - Beginning	106,560	738,594	694,245	464,103
Balances - Ending	$ (128,797)	$ 744,527	$ 372,463	$ 507,234

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ -	$ 27,360	$ -	$ 58,126	$ 20,706	$ -	$ 2,244,770
-	-	-	-	(10,883)	-	(376,361)
-	-	-	-	-	-	(526,039)
-	27,360	-	58,126	9,823	-	1,342,370
36,438	-	-	1,676,196	-	-	1,712,634
(1,512,193)	-	-	-	-	-	(1,712,634)
-	-	-	(1,676,197)	-	-	(2,217,340)
1,512,192	-	164,005	-			2,216,703
36,437	-	164,005	(1)	-	-	(637)
(17,500)	-	-	-	-	-	(1,082,349)
(18,937)	-	-	-	-	-	(346,596)
-	-	-	359			359
-	-	-	-	-	-	(181,046)
(36,437)	-	-	359	-	-	(1,609,632)
-	1,878	1,079	(192)	236	385	22,882
-	1,878	1,079	(192)	236	385	22,882
-	29,238	165,084	58,292	10,059	385	(245,017)
-	412,275	232,958	-	137,968	145,707	2,932,410
$ -	$ 441,513	$ 398,042	$ 58,292	$ 148,027	$ 146,092	$ 2,687,393

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2013

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES				
Operating income (loss)	$ (918,784)	$ 358,165	$ 231,352	$ 555,710
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation/amoritization	1,037,295	-	-	-
Decrease (increase) in:				
Accounts receivable	810	-	-	-
Assessments receivable	-	(20,075)	(13,343)	(11,466)
Prepaid costs	(16,145)	-	-	-
Increase (decrease) in:				
Accounts payable	3,557	-	-	-
Salaries and benefits payable	2,413	-	-	-
Compensated absences payable	(1,733)	-	-	-
Net OPEB obligation	39,305	-	-	-
Net Cash Provided (Used) by Operating Activities	$ 146,718	$ 338,090	$ 218,009	$ 544,244

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ -	$ 27,360	$ -	$ 58,126	$ 9,823	$ -	$ 321,752
-	-	-	-	-	-	1,037,295
-	-	-	-	-	-	810
-	-	-	-	-	-	(44,884)
-	-	-	-	-	-	(16,145)
-	-	-	-	-	-	3,557
-	-	-	-	-	-	2,413
-	-	-	-	-	-	(1,733)
-	-	-	-	-	-	39,305
$ -	$ 27,360	$ -	$ 58,126	$ 9,823	$ -	$ 1,342,370

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Water Operations
June 30, 2013

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
ASSETS					
Current Assets:					
Cash and investments	$ 193,941	$ 1,333	$ 190,738	$ 56,558	$ 442,570
Receivables:					
Accounts	233,162	-	-	-	233,162
Interest	161	-	134	35	330
Due from other funds	2,422	-	-	-	2,422
Prepaid costs	27,667	-	-	-	27,667
Total Current Assets	457,353	1,333	190,872	56,593	706,151
Noncurrent Assets:					
Capital assets, net	4,071,649	-	-	-	4,071,649
Total Noncurrent Assets	4,071,649	-	-	-	4,071,649
Total Assets	4,529,002	1,333	190,872	56,593	4,777,800
LIABILITIES					
Current Liabilities:					
Accounts payable	45,454	-	-	-	45,454
Salaries and benefits payable	8,899	-	-	-	8,899
Interest payable	-	32,763	-	-	32,763
Compensated absences	13,308	-	-	-	13,308
Loans	-	86,627	-	-	86,627
Total Current Liabilities	67,661	119,390	-	-	187,051
Noncurrent Liabilities:					
Advances from other funds	201,000	140,000	-	-	341,000
Compensated absences	3,720	-	-	-	3,720
Loans	-	2,192,202	-	-	2,192,202
Net OPEB obligation	153,325	-	-	-	153,325
Total Noncurrent Liabilities	358,045	2,332,202	-	-	2,690,247
Total Liabilities	425,706	2,451,592	-	-	2,877,298
NET POSITION					
Net investment in capital assets	4,071,649	(2,278,829)	-	-	1,792,820
Restricted for debt service	-	-	174,930	-	174,930
Restricted for capital facilities	-	-	-	56,593	56,593
Unrestricted	31,647	(171,430)	15,942	-	(123,841)
Total Net Position	$ 4,103,296	$ (2,450,259)	$ 190,872	$ 56,593	$ 1,900,502

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses
And Changes in Net Position
Water Operations
For the Year Ended June 30, 2013

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
OPERATING REVENUES					
Charges for services	$ 1,293,435	$ -	$ -	$ 17,500	$ 1,310,935
Miscellaneous	25,180	-	-	-	25,180
Total Operating Revenues	1,318,615	-	-	17,500	1,336,115
OPERATING EXPENSES					
Salaries and benefits	589,560	-	-	-	589,560
Insurance	11,047	-	-	-	11,047
Office expenses	15,637	-	-	-	15,637
Continuing education	9,933	-	-	-	9,933
Dues and subscriptions	16,159		-	-	16,159
Postage	1,796	-	-	-	1,796
Repairs and maintenance	82,501	-	-	-	82,501
Gas, fuel and oil	12,599	-	-	-	12,599
Supplies	3,391	-	-	-	3,391
Professional services	227,088	-	-	-	227,088
Travel	1,968	-	-	-	1,968
Telephone	11,289	-	-	-	11,289
Power	166,963	-	-	-	166,963
Depreciation	232,093	-	-	-	232,093
Other operating	811	-	-	-	811
Office and safety equipment	2,612	-	-	-	2,612
Director's compensation	1,307	-	-	-	1,307
Environmental monitoring	10,902	-	-	-	10,902
Water conservation	9,600	-	-	-	9,600
Water rights	15,265	-	-	-	15,265
Annual operating fees	22,217	7,088	-	-	29,305
Total Operating Expenses	1,444,738	7,088	-	-	1,451,826
Operating Income (Loss)	(126,123)	(7,088)	-	17,500	(115,711)
NON-OPERATING REVENUES (EXPENSES)					
Interest income	811	(322)	607	93	1,189
Interest expense	-	(80,978)	-	-	(80,978)
Total Non-Operating Revenue (Expenses)	811	(81,300)	607	93	(79,789)
Income (Loss) before Transfers	(125,312)	(88,388)	607	17,593	(195,500)
Transfers in	-	173,018	-	-	173,018
Transfers out	(173,018)	-	-	-	(173,018)
Change in Net Position	(298,330)	84,630	607	17,593	(195,500)
Total Net Position - Beginning	4,401,626	(2,534,889)	190,265	39,000	2,096,002
Total Net Position - Ending	$ 4,103,296	$ (2,450,259)	$ 190,872	$ 56,593	$ 1,900,502

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2013

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from customers	$ 1,301,127	$ -	$ -	$ 17,500	$ 1,318,627
Cash paid to suppliers	(629,594)	(7,088)	-	-	(636,682)
Cash paid to employees	(541,234)	-	-	-	(541,234)
Net Cash Provided (Used) by Operating Activities	130,299	(7,088)	-	17,500	140,711
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Transfers from other funds	-	173,018	-	-	173,018
Transfers to other funds	(173,018)	-	-	-	(173,018)
Interfund loans made	(637)	-	-	-	(637)
Net Cash Provided (Used) by Non-Capital Financing Activities	(173,655)	173,018	-	-	(637)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Principal paid on debt	-	(83,714)	-	-	(83,714)
Interest paid on debt	-	(82,095)	-	-	(82,095)
Acquisition of capital assets	(6,801)	-	-	-	(6,801)
Net Cash Provided (Used) by Capital and Related Financing Activities	(6,801)	(165,809)	-	-	(172,610)
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest on investments	667	(322)	642	58	1,045
Net Cash Provided (Used) by Investing Activities	667	(322)	642	58	1,045
Net Increase (Decrease) in Cash and Cash Equivalents	(49,490)	(201)	642	17,558	(31,491)
Balances - Beginning	243,431	1,534	190,096	39,000	474,061
Balances - Ending	$ 193,941	$ 1,333	$ 190,738	$ 56,558	$ 442,570

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2013

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES					
Operating income (loss)	$ (126,123)	$ (7,088)	$ -	$ 17,500	$ (115,711)
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation/amoritization	232,093	-	-	-	232,093
Decrease (increase) in:					
Accounts receivable	(16,774)	-	-	-	(16,774)
Prepaid costs	(16,649)	-	-	-	(16,649)
Increase (decrease) in:					
Accounts payable	10,140	-	-	-	10,140
Salaries and benefits payable	980	-	-	-	980
Unearned revenue	(714)	-	-	-	(714)
Compensated absences payable	(2,678)	-	-	-	(2,678)
Net OPEB obligation	50,024	-	-	-	50,024
Net Cash Provided (Used) by Operating Activities	$ 130,299	$ (7,088)	$ -	$ 17,500	$ 140,711

Continued (Page 2 of 2)

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OTHER REPORT AND SCHEDULES

- **Other Report**
- **Schedule of Findings and Recommendations**
- **Schedule of Prior Year Findings and Recommendations**

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of business-type activities and each major fund of Hidden Valley Lake Community Services District, Middletown, California (District) as of and for the year ended June 30, 2013, which collectively comprise the District's basic financial statements and have issued our report thereon dated February 5, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and recommendations that we consider to be significant deficiencies. (13-FS-01, 13-FS-02 and 13-FS-03)

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The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

District's Response to Findings

The District's response to the findings identified in our audit is described in the accompanying schedule of findings and recommendations. The District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Smith & Newell, CPAs
Yuba City, California
February 5, 2014

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Findings and Recommendations
For the Year Ended June 30, 2013

13-FS-01 Account Balances (Significant Deficiency)

Condition

During our audit, we noted that various balance sheet accounts had not been adjusted to reflect current year end balances. This is a repeat of a prior year finding.

Cause

We noted that assessments receivable and bonds payable were not adjusted as necessary to accurately reflect current balances.

Criteria

Generally accepted accounting principles require that account balances be adjusted as necessary to reflect current balances.

Effect of Condition

Accounts were not properly adjusted prior to the start of the annual audit.

Recommendation

We recommend that the District reconcile and adjust account balances in a timely manner.

Corrective Action Plan

We will implement in 2013-14.

13-FS-02 CIEDB Debt Service Coverage (Significant Deficiency)

Condition

We noted that the Water enterprise fund debt service coverage calculation as required by the California Infrastructure and Economic Development Bank for the fiscal year ended June 30, 2013 did not meet the requirements of section 5.06(b) of the loan document. This is a repeat of a prior year finding.

Cause

The District has been unable to increase revenues adequate to produce a net system revenue equal to 110 percent of the annual debt service.

Criteria

The California Infrastructure and Economic Development Bank loan requirements require that system revenues meet the requirement so that revenues are in an amount sufficient to be at least equal to 110 percent of the annual debt service.

13-FS-02 CIEDB Debt Service Coverage (Significant Deficiency) (Continued)

Effect of Condition

The District was required to establish a water rate stabilization account within the Water enterprise fund in the amount of $201,000 to comply with the requirements of section 5.06(b).

Recommendation

We recommend that the District analyze options to ensure full compliance with the loan requirements of the California Infrastructure and Economic Development Bank.

Corrective Action Plan

The District is contemplating a rate increase during 2014-15.

13-FS-03 Subsequent Collections (Significant Deficiency)

Condition

Subsequent to the audit fieldwork we became aware that collections received after the end of the fiscal year had not been deposited in a timely manner to the District bank accounts.

Cause

The District received collections which were filed in a folder and were not deposited.

Criteria

Good internal control requires that all collections be deposited in a timely manner to the District bank account.

Effect of Condition

Monies had been received by the District had not been deposited in a timely manner. The risk of errors or irregularities is increased when all deposits are not deposited timely.

Recommendation

We recommend that all collections be receipted and deposited in a timely manner to the District bank account.

Corrective Action Plan

The District will implement immediately.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Prior Year Findings and Recommendations
For the Year Ended June 30, 2013

Audit Reference	Status of Prior Year Recommendations
12-FS-01	**Account Balances**
	Recommendation
	We recommend that the District reconcile and adjust account balances in a timely manner.
	Status
	Not Implemented
12-FS-02	**Fund Equity Reserves**
	Recommendation
	We recommend that the District review the collection of connection fees in prior years and determine an appropriate carryover balance.
	Status
	Implemented
12-FS-03	**CIEDB Debt Service Coverage**
	Recommendation
	We recommend that the District analyze options to ensure full compliance with the loan requirements of the California Infrastructure and Economic Development Bank.
	Status
	Not Implemented
12-FS-04	**Year End Closing Process**
	Recommendation
	We recommend that the District develop more sufficient procedures for year-end closing processes and produce critical schedules and source documents in a timely manner so as to not delay the financial reporting of the District.
	Status
	Implemented

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Prior Year Findings and Recommendations
For the Year Ended June 30, 2013

Audit Reference	Status of Prior Year Recommendations
12-SA-01	**U.S. Department of Agriculture**
	Recommendation
	We recommend that the District establish internal controls to ensure it complies with the requirements of the Davis-Bacon Act. We further recommend that the District obtain certified weekly payrolls for the project to determine if Federal prevailing wages were paid.
	Status
	Not Applicable in 2012/2013
12-SA-02	**U.S. Department of Agriculture**
	Recommendation
	We recommend that the District only claim reimbursement from grant expenses based on actual amounts expended.
	Status
	Not Applicable in 2012/2013

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT,
CALIFORNIA

FINANCIAL STATEMENTS
TOGETHER WITH
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED
JUNE 30, 2014

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Annual Financial Report
For the Year Ended June 30, 2014

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INTRODUCTORY SECTION

- **List of Officials**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Board of Directors
For the Year Ended June 30, 2014

Judy Mirbegian	President
James Freeman	Vice President
Linda Herndon	Director
Carolyn Graham	Director
James Lieberman	Director

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FINANCIAL SECTION

- **Independent Auditor's Report**
- **Management's Discussion and Analysis**
- **Basic Financial Statements**
- **Required Supplementary Information**
- **Combining Fund Statements**

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INDEPENDENT AUDITOR'S REPORT

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and each major fund of the Hidden Valley Lake Community Services District, Middletown, California (District), as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

950 THARP ROAD, SUITE 502 YUBA CITY, CA 95993 TEL: (530) 673-9790 FAX: (530) 673-1305 SMITHNEW@SBCGLOBAL.NET

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of the District as of June 30, 2014, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 1M to the financial statements, in 2014, the District implemented Governmental Accounting Standards Board (GASB) Statement No. 70. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The introductory section and combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated June 22, 2015 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

Smith & Newell, CPAs
Yuba City, California
June 22, 2015

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Management's Discussion and Analysis
(Unaudited)

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2014

This section of the Annual Financial Report contains a narrative overview and analysis of the Hidden Valley Lake Community Services District (District) financial activities for the year ended June 30, 2014. Readers are encouraged to consider the information presented here in conjunction with the Annual Financial Statements.

Overview of the Financial Statements

The financial section of this report consists of five parts.

Independent Auditor's Report
Management Discussion and Analysis (Required Supplementary Information)
Basic Financial Statements, which include:
    Government-Wide Financial Statements
    Fund Financial Statements
    Notes to Basic Financial Statements
Required Supplementary Information
Supplementary Information, which include:
    Combining Fund Statements

Financial Highlights

Entity-wide:

- The District's total net position was $5,187,999 as of June 30, 2014. Of this total, $2,581,226 was the net investment in capital assets.
- The District's total revenues include operating program revenues of $3,219,919, and general revenues of $135,617 for a total of $3,355,536.
- District expenses were $3,931,562.

The Basic Financial Statements for the District are presented as "Government Wide" and Enterprise Fund financial statements.

Government Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private sector business. The government-wide financial statements can be found on pages 7 and 8 of this report.

Fund Financial Statements

A "fund" is a group of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has two proprietary funds: Sewer Operations and Water Operations. The fund financial statements can be found on pages 9 through 14 of this report. Proprietary funds distinguish operating revenues and expenses from non-operating items.

Notes to Financial Statements

The notes provide additional information that is essential to fully understanding the data provided in the financial statements. The notes to the financial statements can be found on pages 15 through 30 of this report.

Statement of Net Position

	Total	
	2014	2013
Assets		
Current and other assets	$ 3,185,173	$ 3,880,664
Capital assets	10,145,963	11,119,685
Total Assets	13,331,136	15,000,349
Liabilities		
Current and other liabilities	1,407,345	1,090,386
Noncurrent liabilities	6,735,792	8,145,938
Total Liabilities	8,143,137	9,236,324
Net Position		
Net investment in capital assets	2,581,226	2,399,137
Restricted for debt service	1,509,211	1,969,278
Restricted for capital facilities	461,856	481,752
Unrestricted	635,706	913,858
Total Net Position	$ 5,187,999	$ 5,764,025

Net position represents the difference between the District's resources and its obligations. At June 30, 2014, a significant portion of the District's total net position, 12%, reflects the unrestricted net position. Unrestricted net position is considered the residual component of net position, meaning they are not restricted or a part of the net investment in capital assets. Additionally, the District had 29% of its net position restricted for debt service and 9% restricted for capital facilities. Finally, 50% of the District's net position represents the net investment in capital assets. These capital assets are used by the District to provide services to citizens. Additional capital asset information can be found in the Capital Assets and Debt Administration section of this MD&A.

Statement of Changes in Net Position

	Total	
	2014	2013
Program Revenues		
Charges for service	$ 2,353,992	$ 2,350,368
Operating grants and contributions	865,927	1,115,677
Capital grants and contributions	-	-
Total Program Revenues	3,219,919	3,466,045
General Revenues		
Interest and investment earnings	5,976	23,788
Miscellaneous	129,641	158,914
Total General Revenues	135,617	182,702
Total Revenues	3,355,536	3,648,747
Program Expenses		
Sewer	2,401,922	2,312,754
Water	1,529,640	1,532,804
Flood Control	-	1,468
FEMA	-	12,474
Total Program Expenses	3,931,562	3,859,500
Change in Net Position	(576,026)	(210,753)
Total Net Position - Beginning	5,764,025	5,974,778
Total Net Position - Ending	$ 5,187,999	$ 5,764,025

Capital Asset Administration

The District's net capital assets decreased from $11,119,685 to $10,145,963 for the year ended June 30, 2014. The total decrease was $973,722 including additions to capital assets of $279,240 and additions and adjustments to accumulated depreciation of $1,252,962. Details of the capital asset transactions can be found on page 23, Note 4.

Debt Administration

The District's long-term debt was for the infrastructure of water lines, sewer lines, pump stations and processing plant. At year end June 30, 2014, the long-term debt decreased from $9,019,600 to $7,959,899 primarily due to payments. Details of the debt outstanding can be found on pages 24 through 26, Note 6.

Economic Factors and Next Year's Budget

The effects of slow economic recovery are being addressed through a comprehensive rate study and five year plan to increase water and sewer use charges. For fiscal year 2013/2014, Hidden Valley Lake Community Services District had only three new water connections and three new sewer connections. This is consistent with numbers throughout the economic downturn. Although the housing market appears to have stabilized, new construction remains slow.

Requests for Information

This financial report is designed to provide a general overview of the finances of the District. This report does not reflect the overall finances of operations. For that information, please refer to the separate audit reports. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Hidden Valley Lake Community Services District, 19400 Hartman Road, Hidden Valley Lake, CA 95467.

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Basic Financial Statements

- **Government-Wide Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
June 30, 2014

	Business-Type Activities
ASSETS	
Cash and investments	$ 2,576,044
Receivables:	
Accounts	402,475
Assessments	66,353
Delinquent assessments	80,097
Prepaid costs	60,204
Capital assets:	
Non-depreciable assets	603,050
Depreciable assets, net of depreciation	9,542,913
Total capital assets	10,145,963
Total Assets	13,331,136
LIABILITIES	
Accounts payable	40,036
Salaries and benefits payable	25,111
Interest payable	118,091
Long-term liabilities:	
Due within one year	1,224,107
Due in more than one year	6,735,792
Total Liabilities	8,143,137
NET POSITION	
Net investment in capital assets	2,581,226
Restricted for debt service	1,509,211
Restricted for capital facilities	461,856
Unrestricted	635,706
Total Net Position	$ 5,187,999

The notes to the basic financial statements are an integral part of this statements.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Activities
For the Year Ended June 30, 2014

Functions/Programs:	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Changes in Net Position: Business-Type Activities
Business-type activities:					
Sewer	$ 2,401,922	$ 1,042,219	$ 865,927	$ -	$ (493,776)
Water	1,529,640	1,311,773	-	-	(217,867)
Total Business-Type Activities	3,931,562	2,353,992	865,927	-	(711,643)
Total	$ 3,931,562	$ 2,353,992	$ 865,927	$ -	(711,643)
General revenues:					
Interest and investment earnings					5,976
Miscellaneous					129,641
Total General Revenues					135,617
Change in Net Position					(576,026)
Net Position - Beginning					5,764,025
Net Position - Ending					$ 5,187,999

The notes to the basic financial statements are an integral part of this statements.

Basic Financial Statements

- **Fund Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2014

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
ASSETS					
Current Assets:					
Cash and investments	$ 2,132,914	$ 443,130	$ -	$ -	$ 2,576,044
Receivables:					
Accounts	192,339	210,136	-	-	402,475
Assessments	66,353	-	-	-	66,353
Prepaid costs	30,102	30,102	-	-	60,204
Total Current Assets	2,421,708	683,368	-	-	3,105,076
Noncurrent Assets:					
Advances to other funds	366,085	-	-	-	366,085
Delinquent assessments receivable	80,097	-	-	-	80,097
Capital assets, net	6,230,737	3,915,226	-	-	10,145,963
Total Noncurrent Assets	6,676,919	3,915,226	-	-	10,592,145
Total Assets	9,098,627	4,598,594	-	-	13,697,221
LIABILITIES					
Current Liabilities:					
Accounts payable	4,329	35,707	-	-	40,036
Salaries and benefits payable	12,471	12,640	-	-	25,111
Interest payable	86,304	31,787	-	-	118,091
Compensated absences	19,207	21,923	-	-	41,130
Bonds	440,300	-	-	-	440,300
Loans	639,035	89,642	-	-	728,677
Certificates of participation	14,000	-	-	-	14,000
Total Current Liabilities	1,215,646	191,699	-	-	1,407,345
Noncurrent Liabilities:					
Advances from other funds	25,085	341,000	-	-	366,085
Compensated absences	2,705	330	-	-	3,035
Bonds	3,684,700	-	-	-	3,684,700
Loans	-	2,102,560	-	-	2,102,560
Certificates of participation	594,500	-	-	-	594,500
Net OPEB obligation	155,851	195,146	-	-	350,997
Total Noncurrent Liabilities	4,462,841	2,639,036	-	-	7,101,877
Total Liabilities	5,678,487	2,830,735	-	-	8,509,222

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2014

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
NET POSITION					
Net investment in capital assets	858,202	1,723,024	-	-	2,581,226
Restricted for debt service	1,334,281	174,930	-	-	1,509,211
Restricted for capital facilities	447,856	14,000	-	-	461,856
Unrestricted	779,801	(144,095)	-	-	635,706
Total Net Position	$ 3,420,140	$ 1,767,859	$ -	$ -	$ 5,187,999

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2014

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
OPERATING REVENUES					
Assessments	$ 865,927	$ -	$ -	$ -	$ 865,927
Permits and inspections	30,742	-	-	-	30,742
Charges for services	1,011,477	1,311,773	-	-	2,323,250
Miscellaneous	99,288	30,353	-	-	129,641
Total Operating Revenues	2,007,434	1,342,126	-	-	3,349,560
OPERATING EXPENSES					
Salaries and benefits	667,041	657,992	-	-	1,325,033
Insurance	57,742	23,102	-	-	80,844
Office expenses	19,962	20,331	-	-	40,293
Contract services	55,539	-	-	-	55,539
Continuing education	5,085	8,643	-	-	13,728
Dues and subscriptions	4,612	15,560	-	-	20,172
Postage	1,201	1,179	-	-	2,380
Repairs and maintenance	87,003	95,912	-	-	182,915
Gas, fuel and oil	13,094	11,551	-	-	24,645
Supplies	12,524	911	-	-	13,435
Professional services	17,573	147,107	-	-	164,680
Travel	731	1,051	-	-	1,782
Telephone	9,230	8,924	-	-	18,154
Power	18,453	171,940	-	-	190,393
Depreciation	1,047,111	205,843	-	-	1,252,954
Other operating	710	13,986	-	-	14,696
Office and safety equipment	3,424	8,159	-	-	11,583
Director's compensation	-	770	-	-	770
Environmental monitoring	31,471	15,530	-	-	47,001
Water conservation	-	3,750	-	-	3,750
Water rights	-	7,812	-	-	7,812
Annual operating fees	1,718	31,139	-	-	32,857
Total Operating Expenses	2,054,224	1,451,192	-	-	3,505,416
Operating Income (Loss)	(46,790)	(109,066)	-	-	(155,856)

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2014

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
NON-OPERATING REVENUES (EXPENSES)					
Interest income	4,412	1,564	-	-	5,976
Interest expense	(347,698)	(78,448)	-	-	(426,146)
Total Non-Operating Revenue (Expenses)	(343,286)	(76,884)	-	-	(420,170)
Income (Loss) Before Transfers	(390,076)	(185,950)	-	-	(576,026)
Transfers in	2,409,976	178,265	4,870	-	2,593,111
Transfers out	(2,418,550)	(124,958)	(1,461)	(48,142)	(2,593,111)
Change in Net Position	(398,650)	(132,643)	3,409	(48,142)	(576,026)
Total Net Position - Beginning	3,818,790	1,900,502	(3,409)	48,142	5,764,025
Total Net Position - Ending	$ 3,420,140	$ 1,767,859	$ -	$ -	$ 5,187,999

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Enterprise Funds
For the Year Ended June 30, 2014

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from customers	$ 2,083,869	$ 1,365,152	$ -	$ -	$ 3,449,021
Cash paid to suppliers	(365,881)	(599,539)	(26)	-	(965,446)
Cash paid to employees	(615,404)	(607,205)	-	-	(1,222,609)
Net Cash Provided (Used) by Operating Activities	1,102,584	158,408	(26)	-	1,260,966
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Transfers from other funds	2,409,976	178,265	4,870	-	2,593,111
Transfers to other funds	(2,418,550)	(124,958)	(1,461)	(48,142)	(2,593,111)
Interfund loans made	2,422	2,422	(4,844)	-	-
Net Cash Provided (Used) by Non-Capital Financing Activities	(6,152)	55,729	(1,435)	(48,142)	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Principal paid on debt	(1,069,184)	(86,627)	-	-	(1,155,811)
Interest paid on debt	(355,879)	(79,303)	-	-	(435,182)
Miscellaneous adjustments to capital assets	177	(1,630)	1,461	-	8
Acquisition of capital assets	(231,450)	(47,790)	-	-	(279,240)
Net Cash Provided (Used) by Capital and Related Financing Activities	(1,656,336)	(215,350)	1,461	-	(1,870,225)
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest on investments	5,425	1,773	-	-	7,198
Net Cash Provided (Used) by Investing Activities	5,425	1,773	-	-	7,198
Net Increase (Decrease) in Cash and Cash Equivalents	(554,479)	560	-	(48,142)	(602,061)
Balances - Beginning	2,687,393	442,570	-	48,142	3,178,105
Balances - Ending	$ 2,132,914	$ 443,130	$ -	$ -	$ 2,576,044

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Enterprise Funds
For the Year Ended June 30, 2014

	Sewer Operations	Water Operations	Flood Control	FEMA	Totals
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES					
Operating income (loss)	$ (46,790)	$ (109,066)	$ -	$ -	$ (155,856)
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation/amortization	1,047,111	205,843	-	-	1,252,954
Decrease (increase) in:					
Accounts receivable	4,105	22,313	-	-	26,418
Assessments receivable	72,330	-	-	-	72,330
Prepaid costs	(5,049)	(2,435)	-	-	(7,484)
Increase (decrease) in:					
Accounts payable	(20,760)	(9,747)	-	-	(30,507)
Salaries and benefits payable	2,573	3,741	(26)	-	6,288
Unearned revenue	-	713	-	-	713
Compensated absences payable	2,438	5,225	-	-	7,663
Net OPEB obligation	46,626	41,821	-	-	88,447
Net Cash Provided (Used) by Operating Activities	$ 1,102,584	$ 158,408	$ (26)	$ -	$ 1,260,966

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

Basic Financial Statements

- **Notes to Basic Financial Statements**

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NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of Hidden Valley Lake Community Services District (District) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental agencies. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the District's accounting policies are described below.

A. Reporting Entity

The Hidden Valley Lake Community Services District is a public corporation formed in 1984 under the provisions of the Community Services District Law, Division 3 of Title 6 (commencing with Section 61000) of the Government Code of the State of California. The District was formed for the purposes of providing for the collection of sewage, waste and storm water of the District and of its residents as well as the supply of water to the residents of the District. On January 1, 1993, Stonehouse Mutual Water Company merged with Hidden Valley Lake Community Services District. Stonehouse Mutual Water Company was a mutual water company which had been organized in June 1968 to provide water and sewer services to the owners of Hidden Valley Lake Association lots. The merger was approved by the shareholders with authorization to transfer all assets and liabilities to the District as of December 31, 1992, and dissolve Stonehouse Mutual Water Company. Notification was received from the Franchise Tax Board that the Certificate of Dissolution was filed as a conditional dissolution on January 21, 1993. Upon the issuance of a Tax Clearance Certificate by the Franchise Tax Board, the corporation was dissolved.

The activities of the District are governed by a Board of Directors each of whom is elected to office for a term of four years by the registered voters of the District.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

Component Units

Based on the application of the criteria set forth by the Governmental Accounting Standards Board, management has determined that there are no component units of the District.

Joint Agencies

The District is a participant in the Special District Risk Management Authority (SDRMA), which is a joint powers agency organized for the purpose of pooled joint-protection coverage to member entities. SDRMA operates public entity pool's for auto and general liability coverage, plus workers compensation and errors and omissions coverage and pool purchases excess insurance for members. Complete audited financial statements of SDRMA can be obtained at 1481 River Park Drive, Suite 110, Sacramento, CA 95815. The District is not financially accountable for this organization and therefore it is not a component unit under Statement Nos. 14, 39, and 61 of the Governmental Accounting Standards Board.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the combined operations of the District. Eliminations have been made to minimize the double counting of internal activities. These statements present the business-type activities of the District, which rely to a significant extent on assessments and fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the District's business-type activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Program revenues include (1) charges paid by the recipients of goods and services offered by the program and (2) operating grants and contributions, and (3) capital grants and contributions. Revenues that are not classified as program revenues, are presented instead as general revenues.

Fund Financial Statements

The fund financial statements provide information about the District funds. Funds are organized into the proprietary fund type. The operations of the District are organized as a series of sub-funds consolidated into four major proprietary funds which account for the total water and sewer operations as well as Flood Control and FEMA. An emphasis is placed on major funds within the proprietary category; each is displayed in a separate column.

The District reports the following major proprietary funds:

- The Sewer Operations fund is an enterprise fund used to account for activity related to providing customers with sewer service and billing for service provided by the District.
- The Water Operations fund is an enterprise fund used to account for activity related to providing customers with water service and billing for service provided by the District.
- The Flood Control fund is an enterprise fund used to account for activity related to flood control activities.
- The FEMA fund is an enterprise fund used to account for activity related to FEMA revenues and expenditures.

C. Basis of Accounting and Measurement Focus

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include grants, entitlements, and donations. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting and Measurement Focus (Continued)

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

D. Cash, Cash Equivalents, and Investments

The District pools cash and investments of all funds except for imprest cash. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments. Interest income from pooled investments is allocated to all funds in the pool. Interest is allocated on the basis of average month end cash balance amounts for each fund as a percentage of the total balance.

Investments are reported in the accompanying statements of net position at fair value which is determined using selected bases annually. Short term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Cash deposits are reported at carrying amount which reasonably estimates fair value. Managed funds not listed on an established market are reported at the estimated fair value as determined by the respective fund managers based on quoted sales prices of the underlying securities.

For purposes of the accompanying Statement of Cash Flows, the District considers all highly liquid investments with original maturity of three months or less and amounts held in the District's investment pool, to be cash equivalents.

E. Receivables

Receivables consist mainly of user fees, assessments, and interest. Management has established an allowance for doubtful accounts of $1,000 for the Sewer Operations fund, and $1,000 for the Water Operations fund. Accounts receivables are stated net of these amounts.

Assessments receivable are recognized when billed. Assessments receivable shown in the financial statements include only those assessments currently due or delinquent.

F. Other Assets

Inventory

Inventory items are recorded as expenses at the time inventory is purchased rather than when consumed. Records are not maintained of inventory and supplies on hand, although these amounts are not considered material.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. Other Assets (Continued)

Prepaid Costs

Certain payments to vendors reflects costs applicable to future accounting periods and are recorded as prepaid items. The cost of prepaid items is recorded as expenses when consumed rather than when purchased.

G. Capital Assets

Capital assets, including public domain (infrastructure such as roads, bridges, sidewalks, sewer and similar items) are defined by the District as assets with a cost of $1,000 or more. Capital assets are recorded at historical cost or estimated historical cost if actual historical cost is unavailable. Contributed capital assets are valued at their estimated fair market value at the time of donation.

Capital assets used in operations are depreciated or amortized using the straight-line method over the assets estimated useful life. The range of estimated useful lives by type of asset is as follows:

Depreciable Asset	Estimated Lives
Equipment	5-30 years
Structures and Improvements	5-30 years
Infrastructure	20-75 years

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is to be included in the results of operations.

H. Assessment Revenue

The District levies special assessments on the property owners within the District boundaries. The special assessments are collected along with property taxes by the County of Lake.

Lake County assesses properties, bills, collects, and distributes the assessments to the District.

Assessments are due in two installments (secured roll) on November 1 and March 12 and become delinquent after December 10 and April 10, respectively.

I. Interfund Transactions

Interfund transactions are reflected as either loans, services provided or used, reimbursements or transfers.

Loans reported as receivables and payables are referred to as either "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

I. Interfund Transactions (Continued)

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenses. These services provide information on the net cost of each government function and therefore are not eliminated in the process of preparing the government-wide statement of activities.

Reimbursements occur when the funds responsible for particular expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenses in the reimbursing fund and reductions to expenses in the reimbursed fund.

All other interfund transactions are treated as transfers. Transfers between funds are netted as part of the reconciliation to the government-wide presentation.

J. Compensated Absences

The District's policy regarding compensated absences is to permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as long-term debt in the government-wide and proprietary fund financial statements. The current portion of this debt is estimated based on historical trends.

K. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. At June 30, 2014, the District did not have any deferred outflows of resources.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. At June 30, 2014, the District did not have any deferred inflows of resources.

L. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

M. Implementation of Governmental Accounting Standards Board Statements (GASB)

The following Governmental Accounting Standards Board (GASB) Statement has been implemented, if applicable to Hidden Valley Lake Community Services District, in the current financial statements.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

M. Implementation of Governmental Accounting Standards Board Statements (GASB) (Continued)

Statement No. 70, Accounting and Financial Reporting for Nonexchange Financial Guarantees. This statement improves accounting and financial reporting by state and local governments that extend and receive nonexchange financial guarantees.

NOTE 2: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Deficit Net Position

The sub-funds within the following enterprise funds had deficit net position at June 30, 2014:

Sewer Operations:	
1995-2 Bond Redemption	$ 3,287,992
State Revolving Fund	$ 177,012
USDA Solar Loan	$ 568,889
Water Operations:	
CIEDB Loan Redemption	$ 2,444,164

Most of these deficits will be eliminated in future years through loan and bond repayment.

NOTE 3: CASH AND INVESTMENTS

A. Financial Statement Presentation

As of June 30, 2014, the District's cash and investments consisted of the following:

Cash:	
Cash on hand	$ 600
Deposits (less outstanding checks)	981,204
Total Cash	981,804
Investments:	
Local Agency Investment Fund (LAIF)	1,594,240
Total Investments	1,594,240
Total Cash and Investments	$ 2,576,044

B. Cash

At year end, the carrying amount of the District's cash deposits (including amount in checking accounts, money market accounts and certificates of deposit) was $981,204 and the bank balance was $1,011,295. The difference between the bank balance and the carrying amount represents outstanding checks and deposits in transit. In addition, the District had cash on hand of $600.

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

B. Cash (Continued)

Custodial Credit Risk for Deposits - Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. The District complies with the requirements of the California Government Code. Under this code, deposits of more than $250,000 must be collateralized at 105 percent to 150 percent of the value of the deposit to guarantee the safety of the public funds. The first $250,000 of the District's deposits are insured by the Federal Deposit Insurance Corporation (FDIC). Deposits of more than the $250,000 insured amount are collateralized.

C. Investments

The District has an investment policy, the purpose of which is to establish guidelines to assure the investment of all of its surplus funds with the Local Agency Investment Fund, administered by the Treasurer of the State of California, to assure in priority order; Safety, Liquidity and Yield with minimum risk and administrative cost. Upon a positive vote by the Board, the District may invest in other securities and instruments as noted below.

The investment policy provides the basis for the management of a prudent, conservative investment program. Funds are invested to provide the maximum security of principal with secondary emphasis on achieving the highest return, while meeting daily cash flow needs. All investments are made in accordance with the Government Code and, in general, the investment policy is more restrictive than state law. Under the provisions of the District's investment policy the District may invest or deposit in the following:

Repurchase Agreements
Local Agency Investment Fund
U.S. Treasury Bonds/Notes/Bills
U.S. Government Agency Obligations
Bankers' Acceptances
Commercial Paper
Negotiable Certificates of Deposit
Time Certificates of Deposit
Reverse Repurchase Agreements

Interest Rate Risk - Interest rate risk is the risk of loss due to the fair value of an investment falling due to interest rates rising. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. To limit exposure to fair value losses resulting from increases in interest rates, the District's investment policy limits investment maturities to a term appropriate to the need for funds so as to permit the District to meet all projected obligations. Any investments that mature more than five years from the date of purchase cannot occur without prior approval of the Board of Directors.

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments (Continued)

As of June 30, 2014, the District had the following investments, all of which had a maturity of 5 years or less:

		Maturities			
Investment Type	Interest Rates	0-1 year	1-5 years	Fair Value	Weighted Average Maturity (Years)
Local Agency Investment Fund (LAIF)	Variable	$ 1,594,240	$ -	$ 1,594,240	-
Total		$ 1,594,240	$ -	$ 1,594,240	-

Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The District's investment policy sets specific parameters by type of investment to be met at the time of purchase. Presented below is the minimum rating required (where applicable) by the District's investment policy, and the actual rating as of year end for each investment type.

Investment Type	Minimum Legal Rating	Standard & Poor's Rating	Moody's Rating	% of Portfolio
LAIF	N/A	Unrated	Unrated	100.00%
Total				100.00%

Custodial Credit Risk for Investments- Custodial credit risk for investments is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. To mitigate the custodial credit risk the District's investment policy requires that all of its managed investments be held in the name of the District in safekeeping by a third party bank trust department.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of the District's investment in a single issuer of securities. When investments are concentrated in one issuer, this concentration presents a heightened risk of potential loss. The District's investment policy contains limitations on the amount that can be invested in any one issuer.

D. Investment in External Investment Pools

Investment in Local Agency Investment Fund - The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code and is managed by the Treasurer of the State of California. The Local Investment Advisory Board (LAIF Board) has oversight responsibility for LAIF. The LAIF Board consists of five members as designed by State statute. Investments in LAIF are available on demand and are stated at amortized cost, which approximates fair value. The fair value of the District's position in the pool is the same as the value of the pooled shares. At June 30, 2014 the District's investment position in LAIF was $1,594,240. The total amount invested by all public agencies in LAIF on that day was $64,846,169,129. Of that amount, 98.14% is invested in non-derivative financial products and 1.86% in structured notes and asset-backed securities.

NOTE 4: CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2014, was as follows:

	Balance July 1, 2013	Additions	Adjustments	Balance June 30, 2014
Capital Assets, Not Being Depreciated:				
Land	$ 603,050	$ -	$ -	$ 603,050
Total Capital Assets, Not Being Depreciated	603,050	-	-	603,050
Capital Assets, Being Depreciated:				
Structures and improvements	4,062,786	-	-	4,062,786
Equipment	1,437,358	203,001	-	1,640,359
Infrastructure	25,180,189	76,239	-	25,256,428
Total Capital Assets, Being Depreciated	30,680,333	279,240	-	30,959,573
Less Accumulated Depreciation for:				
Structures and improvements	(933,683)	(136,835)	-	(1,070,518)
Equipment	(1,180,534)	(73,264)	(8)	(1,253,806)
Infrastructure	(18,049,481)	(1,042,855)	-	(19,092,336)
Total Accumulated Depreciation	(20,163,698)	(1,252,954)	(8)	(21,416,660)
Total Capital Assets, Being Depreciated, Net	10,516,635	(973,714)	(8)	9,542,913
Total Capital Assets, Net	$ 11,119,685	($ 973,714)	($ 8)	$ 10,145,963

Depreciation

Depreciation expense was charged to the business-type functions as follows:

Sewer	$ 1,047,111
Water	205,843
Total Depreciation Expense - Business-Type Functions	$ 1,252,954

NOTE 5: INTERFUND TRANSACTIONS

Advances To/From Other Funds

Advances to/from other funds are non-current interfund loans. The following are advances to/from other funds as of June 30, 2014:

	Advances to Other funds	Advances from Other funds
Sewer Operations	$ 366,085	$ 25,085
Water Operations	-	341,000
Total	$ 366,085	$ 366,085

NOTE 5: INTERFUND TRANSACTIONS (CONTINUED)

Transfers

Transfers are indicative of funding for capital projects, lease payments or debt service, subsidies of various District operations and re-allocations of special revenues. The following are interfund transfers for the fiscal year ended June 30, 2014:

	Transfer In	Transfer Out
Sewer Operations	$ 2,409,976	$ 2,418,550
Water Operations	178,265	124,958
Flood Control	4,870	1,461
FEMA	-	48,142
Total	$ 2,593,111	$ 2,593,111

NOTE 6: LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2014:

Type of Indebtedness	Balance July 1, 2013	Additions	Adjustments/ Retirements	Balance June 30, 2014	Amounts Due Within One Year
Bonds	$ 4,230,000	$ -	($ 105,000)	$ 4,125,000	$ 440,300
Loans	3,868,048	-	(1,036,811)	2,831,237	728,677
Certificates of Participation	622,500	-	(14,000)	608,500	14,000
Compensated Absences	36,502	41,131	(33,468)	44,165	41,130
Net OPEB Obligation	262,550	100,368	(11,921)	350,997	-
Total Long-Term Liabilities	$ 9,019,600	$ 141,499	($ 1,201,200)	$ 7,959,899	$ 1,224,107

Individual issues of debt payable outstanding at June 30, 2014, are as follows:

Bonds:

Improvements Bonds Series 1995-2 issued August 16, 1995 in the amount of $5,500,000, payable in annual installments of $11,000-$311,000 with an interest rate of 5.50% and maturity on September 2, 2034. The bonds were used to finance improvements to the sewer system.	$ 4,125,000
Total Bonds	4,125,000

Loans:

State Water Resources Control Board Loan issued November 28, 1994 in the amount of $9,994,334, payable in annual installments of $144,721-$667,611 with an interest rate of 3.00% and maturity on May 1, 2016. The loan was used to finance the construction of a sewer treatment system.	639,034

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

Loans: (Continued)	
California Infrastructure and Economic Development Bank Loan issued June 24, 2002 in the amount of $3,000,000, payable in annual installments of $61,530-$160,350 with an interest rate of 3.48% and maturity on February 1, 2032. The loan was used to finance the expansion and upgrade of the water system.	2,192,203
Total Loans	2,831,237
Certificates of Participation:	
2012 Series Certificate of Participation Water Reclamation Plant Energy Sustainability Project issued October 1, 2012 in the amount of $640,000 payable in annual installments of $14,000 to $31,500 with an interest rate of 3.00% and maturity on August 1, 2041. The Certificate of Participation was used to finance the sewer system solar project.	608,500
Total Certificates of Participation	608,500
Total	$ 7,564,737

Following is a schedule of debt payment requirements of business-type activities to maturity for long-term debt, excluding compensated absences that have indefinite maturities and net OPEB obligation, which is reported in Note 9.

Year Ended June 30	Bonds Principal	Bonds Interest	Bonds Total
2015	$ 440,300	$ 214,767	$ 655,067
2016	117,000	199,441	316,441
2017	123,000	192,841	315,841
2018	130,000	185,884	315,884
2019	137,000	178,541	315,541
2020-2024	810,000	766,893	1,576,893
2025-2029	1,043,000	514,030	1,557,030
2030-2034	1,324,700	186,403	1,511,103
Total	$ 4,125,000	$ 2,438,800	$ 6,563,800

Year Ended June 30	Loans Principal	Loans Interest	Loans Total
2015	$ 728,675	$ 95,460	$ 824,135
2016	92,762	73,169	165,931
2017	95,990	69,941	165,931
2018	99,330	66,601	165,931
2019	102,787	63,144	165,931
2020-2024	570,143	259,510	829,653
2025-2029	676,496	153,156	829,652
2030-2032	465,054	32,738	497,792
Total	$ 2,831,237	$ 813,719	$ 3,644,956

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

Year Ended June 30	Certificates of Participation		
	Principal	Interest	Total
2015	$ 14,000	$ 18,045	$ 32,045
2016	14,500	17,617	32,117
2017	15,000	17,175	32,175
2018	15,500	16,718	32,218
2019	16,000	16,245	32,245
2020-2024	87,500	73,613	161,113
2025-2029	101,000	59,520	160,520
2030-2034	117,500	43,148	160,648
2035-2039	136,000	24,180	160,180
2040-2042	91,500	4,178	95,678
Total	$ 608,500	$ 290,439	$ 898,939

NOTE 7: NET POSITION

The government-wide and proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted.

- **Net investment in capital assets** - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

- **Restricted net position** - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

- **Unrestricted net position** - All other net position that does not meet the definition of "restricted" or "net investment in capital assets".

Net Position Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources, a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted net position is available, it is considered that restricted resources are used first, followed by the unrestricted resources.

NOTE 8: EMPLOYEES' RETIREMENT PLAN

A. Plan Description

The Hidden Valley Community Services District contributes to the California Public Employees Retirement System (PERS), an cost-sharing multiple-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by statute. Copies of PERS' annual financial report may be obtained from their executive office - 400 Q Street, Lincoln Plaza East, Sacramento, CA 95811.

Effective January 1, 2013, the District added a retirement tier for the Miscellaneous Plan for new employees as required under the Public Employee Pension Reform Act (PEPRA). New employees hired on or after January 1, 2013 will be subject to new, lower pension formulas, caps on pensionable income levels and new definitions of pensionable income. In addition, new employees will be required to contribute half of the total normal cost of the pension benefit unless impaired by an existing Memorandum of Understanding.

B. Funding Policy

Participants are required to contribute 8 percent of their annual covered salary. The District is required to contribute the actuarial determined remaining amounts necessary to fund the benefits for its members. The actuarial methods and assumptions used are those adopted by the PERS Board of Administration. The required employer contribution rate for fiscal year 2013/2014 was 20.691% percent for miscellaneous employees. The contribution requirements of the plan are established by State statute and the employer contribution rate is established and may be amended by PERS. The District's contributions for the years ending June 30, 2014, 2013 and 2012 were $139,024, $114,531, and $110,075 respectively, which equaled the required contributions each year.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB)

A. Plan Description

The District provides a defined benefit healthcare plan (the "Retiree Health Plan") for eligible employees. The Retiree Health Plan provides lifetime healthcare insurance for eligible retirees through Special District Risk Management Authority (SDRMA), which covers both active and retired members. Spouses are also covered throughout the retiree's life. The District pays 50 percent of the healthcare premiums for all retirees.

B. Funding Policy

The District has hired a consultant to calculate the ARC and related information using the alternative measurement method permitted by GASB 45 for employers in plans with fewer than one hundred total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

GASB 45 does not require pre-funding of OPEB benefits. Therefore, the District's funding policy is to continue to pay healthcare premiums for retirees as they fall due. The District has elected not to establish an irrevocable trust at this time. The District Board reserves the authority to review and amend this funding policy annually.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

C. Annual OPEB Cost and Net OPEB Obligation

The District's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45.

The following table shows the components of the District's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in its net OPEB obligation to the Retiree Health Plan:

Annual Required Contribution	$ 101,776
Interest on Net OPEB Obligation	13,127
Adjustment to Annual Required Contribution	(14,535)
Annual OPEB Cost	100,368
Contributions Made	(11,921)
Increase in Net OPEB Obligation	88,447
Net OPEB Obligation - Beginning of Year	262,550
Net OPEB Obligation - End of Year	$ 350,997

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan and the net OPEB obligation for the year ended June 30, 2014 is as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2012	$ 71,867	14.12%	$ 173,221
June 30, 2013	100,848	11.42%	262,550
June 30, 2014	100,368	11.88%	350,997

D. Funding Status and Funding Progress

As of July 1, 2012, the actuarial accrued liability (AAL) for benefits was $815,015, all of which was unfunded. The covered payroll (annual payroll of employees covered by the plan) was $585,598 and the ratio of the UAAL to the covered payroll was 139.18 percent.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrences of events far into the future. Examples include assumptions about future employment, mortality and healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer as subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress, presented as supplementary information following the notes to the financial statements presents multi-year trend information (as it becomes available) about whether the actuarial value of plan assets are increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

E. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short term volatility in actuarial accrued liabilities and the actuarial vale of assets, consistent with the long-term prospective of the calculations.

The following simplifying assumptions were made:

Retirement age for active employees - Based on the historical average retirement age for the covered group, active plan members were assumed to retire at age 63, or at the first subsequent year in which the member would qualify for benefits.

Mortality - Life expectancies at the calculation date are based on the most recent mortality tables published by the National Center for Health Statistics website (www.cdc.gov). The calculation of OPEB liability for each year is based on the assumption that all participants will live until their expected age as displayed in the mortality tables.

Turnover - The probability that an employee will remain employed until the assumed retirement age was determined using non-group-specific age-based turnover data provided in Table 1 in paragraph 35 of GASB Statement No. 45. In addition the expected future working lifetimes of employees were determined using Table 2 in paragraph 35c of GASB Statement No. 45.

Healthcare cost trend rate - Healthcare cost rend rates were selected based on a combination of national and state tend surveys as well as professional judgment. The ultimate trend rate was 3.5%.

Health insurance premiums - 2013 health insurance premiums for retirees were used as a basis for calculation of the present value of total benefits to be paid. An employee is assumed to continue with the same medical plan upon retirement. If an employee waived medical coverage, then such waiver is assumed to continue into retirement.

Payroll increase - Changes in the payroll for current employees are expected to increase at a rate of approximately 1% annually.

Discount rate - The calculation uses an annual discount rate of 5%. This is based on the assumed long-term return on plan assets or employer assets.

Actuarial cost method - The entry age actuarial cost method was used. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at July 1, 2012, was twenty-nine years.

NOTE 10: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District has joined together with other municipalities to participate in the Special District Risk Authority Management (SDRMA) for general liability, vehicle liability, and errors and omissions purposes. SDRMA is a public entity risk pool which serves as a common risk management and insurance program. The District pays an annual premium to SDRMA for its insurance coverage. The agreements with SDRMA provide that they will be self sustaining through member premiums and will reinsure through commercial companies for excess coverage.

There is no claims liability to be reported based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

There are no significant reductions in insurance coverage from prior years and there have been no settlements exceeding the insurance coverages for each of the past three fiscal years.

NOTE 11: OTHER INFORMATION

A. Subsequent Event

Management has evaluated events subsequent to June 30, 2014 through June 22, 2015, the date on which the financial statements were available for issuance. Management has determined no subsequent events requiring disclosure have occurred.

Required Supplementary Information
(Unaudited)

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
For the Year Ended June 30, 2014

SCHEDULE OF FUNDING PROGRESS - OTHER POSTEMPLOYMENT BENEFITS (OPEB)

The Schedule of Funding Progress - Other Postemployment Benefits (OPEB) provides a consolidated snapshot of the District's ability to meet current and future liabilities with the plan assets. Of particular interest to most is the funded status ratio. This ratio conveys a plan's level of assets to liabilities, an important indicator to determine the financial health of the OPEB plan. The closer the plan is to 100% funded status, the better position it will be in to meet all of its future liabilities.

The table below shows a two year analysis of the actuarial value of assets as a percentage of the actuarial accrued liability and the unfunded actuarial accrued liability as a percentage of the annual covered payroll for the District Other Postemployment Benefit Plan. As additional years are available, a three-year trend analysis will be presented.

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded Liability (UAAL)	Funded Ratio	Annual Covered Payroll	UAAL as a % of Covered Payroll
June 30, 2011	$ -	$ 1,240,847	$ 1,240,847	0.00%	$ 874,882	141.83%
July 1, 2012	-	815,015	815,015	0.00%	585,598	139.18%

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Combining Fund Statements

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2014

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
ASSETS				
Current Assets:				
Cash and investments	$ 141,254	$ 790,589	$ -	$ 406,266
Receivables:				
Accounts	149,416	-	-	42,923
Assessments	-	54,383	-	11,970
Prepaid costs	30,102	-	-	-
Total Current Assets	320,772	844,972	-	461,159
Noncurrent Assets:				
Advances to other funds	25,085	-	-	-
Delinquent assessments receivable	-	67,661	-	12,436
Capital assets, net	6,230,737	-	-	-
Total Noncurrent Assets	6,255,822	67,661	-	12,436
Total Assets	6,576,594	912,633	-	473,595
LIABILITIES				
Current Liabilities:				
Accounts payable	4,329	-	-	-
Salaries and benefits payable	12,471	-	-	-
Interest payable	-	75,625	-	3,073
Compensated absences	19,207	-	-	-
Bonds	-	440,300	-	-
Loans	-	-	-	639,035
Certificates of participation	-	-	-	-
Total Current Liabilities	36,007	515,925	-	642,108
Noncurrent Liabilities:				
Advances from other funds	-	-	-	8,499
Compensated absences	2,705	-	-	-
Bonds	-	3,684,700	-	-
Certificates of participation	-	-	-	-
Net OPEB obligation	155,851	-	-	-
Total Noncurrent Liabilities	158,556	3,684,700	-	8,499
Total Liabilities	194,563	4,200,625	-	650,607

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 47,217	$ 464,442	$ 187,910	$ 35,250	$ -	$ 49,853	$ 10,133	$ 2,132,914
-	-	-	-	-	-	-	192,339
-	-	-	-	-	-	-	66,353
-	-	-	-	-	-	-	30,102
47,217	464,442	187,910	35,250	-	49,853	10,133	2,421,708
-	-	-	-	-	-	341,000	366,085
-	-	-	-	-	-	-	80,097
-	-	-	-	-	-	-	6,230,737
-	-	-	-	-	-	341,000	6,676,919
47,217	464,442	187,910	35,250	-	49,853	351,133	9,098,627
-	-	-	-	-	-	-	4,329
-	-	-	-	-	-	-	12,471
7,606	-	-	-	-	-	-	86,304
-	-	-	-	-	-	-	19,207
-	-	-	-	-	-	-	440,300
-	-	-	-	-	-	-	639,035
14,000	-	-	-	-	-	-	14,000
21,606	-	-	-	-	-	-	1,215,646
-	16,586	-	-		-	-	25,085
-	-	-	-	-	-	-	2,705
-	-	-	-	-	-	-	3,684,700
594,500	-	-	-	-	-	-	594,500
-	-	-	-	-	-	-	155,851
594,500	16,586	-	-	-	-	-	4,462,841
616,106	16,586	-	-	-	-	-	5,678,487

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2014

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
NET POSITION				
Net investment in capital assets	6,230,737	(4,125,000)	-	(639,035)
Restricted for debt service	-	837,008	-	462,023
Restricted for capital facilities	-	-	-	-
Unrestricted	151,294	-	-	-
Total Net Position	$ 6,382,031	$ (3,287,992)	$ -	$ (177,012)

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
(608,500)	-	-	-	-	-	-	858,202
-	-	-	35,250	-	-	-	1,334,281
-	447,856	-	-	-	-	-	447,856
39,611	-	187,910	-	-	49,853	351,133	779,801
$ (568,889)	$ 447,856	$ 187,910	$ 35,250	$ -	$ 49,853	$ 351,133	$ 3,420,140

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses
And Changes in Net Position
Sewer Operations
For the Year Ended June 30, 2014

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
OPERATING REVENUES				
Assessments	$ -	$ 386,925	$ -	$ 479,002
Permits and inspections	9,082	-	-	-
Charges for services	1,011,477	-	-	-
Miscellaneous	19,528	23,149	-	-
Total Operating Revenues	1,040,087	410,074	-	479,002
OPERATING EXPENSES				
Salaries and benefits	667,041	-	-	-
Insurance	57,742	-	-	-
Office expenses	19,962	-	-	-
Contract services	52,146	-	-	-
Continuing education	5,085	-	-	-
Dues and subscriptions	4,612	-	-	-
Postage	1,201	-	-	-
Repairs and maintenance	87,003	-	-	-
Gas, fuel and oil	13,094	-	-	-
Supplies	12,524	-	-	-
Professional services	17,573	-	-	-
Travel	731	-	-	-
Telephone	9,230	-	-	-
Power	18,453	-	-	-
Depreciation	1,047,111	-	-	-
Other operating	710	-	-	-
Office and safety equipment	3,424	-	-	-
Environmental monitoring	31,471	-	-	-
Annual operating fees	1,718	-	-	-
Total Operating Expenses	2,050,831	-	-	-
Operating Income (Loss)	(1,010,744)	410,074	-	479,002

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 865,927
-	21,660	-	-	-	-	-	30,742
-	-	-	-	-	-	-	1,011,477
56,611	-	-	-	-	-	-	99,288
56,611	21,660	-	-	-	-	-	2,007,434
-	-	-	-	-	-	-	667,041
-	-	-	-	-	-	-	57,742
-	-	-	-	-	-	-	19,962
-	-	-	-	-	3,393	-	55,539
-	-	-	-	-	-	-	5,085
-	-	-	-	-	-	-	4,612
-	-	-	-	-	-	-	1,201
-	-	-	-	-	-	-	87,003
-	-	-	-	-	-	-	13,094
-	-	-	-	-	-	-	12,524
-	-	-	-	-	-	-	17,573
-	-	-	-	-	-	-	731
-	-	-	-	-	-	-	9,230
-	-	-	-	-	-	-	18,453
-	-	-	-	-	-	-	1,047,111
-	-	-	-	-	-	-	710
-	-	-	-	-	-	-	3,424
-	-	-	-	-	-	-	31,471
-	-	-	-	-	-	-	1,718
-	-	-	-	-	3,393	-	2,054,224
56,611	21,660	-	-	-	(3,393)	-	(46,790)

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses
And Changes in Net Position
Sewer Operations
For the Year Ended June 30, 2014

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
NON-OPERATING REVENUES (EXPENSES)				
Interest income	(68)	1,335	185	1,868
Interest expense	-	(229,523)	(59,976)	(42,912)
Total Non-Operating Revenue (Expenses)	(68)	(228,188)	(59,791)	(41,044)
Income (Loss) before Transfers	(1,010,812)	181,886	(59,791)	437,958
Transfers in	441,168	-	-	1,910,495
Transfers out	(8,389)	-	(913,452)	(997,229)
Change in Net Position	(578,033)	181,886	(973,243)	1,351,224
Total Net Position - Beginning	6,960,064	(3,469,878)	973,243	(1,528,236)
Total Net Position - Ending	$ 6,382,031	$ (3,287,992)	$ -	$ (177,012)

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
8	1,037	465	-	21	174	(613)	4,412
(15,287)	-	-	-	-	-	-	(347,698)
(15,279)	1,037	465	-	21	174	(613)	(343,286)
41,332	22,697	465	-	21	(3,219)	(613)	(390,076)
23,063	-	-	35,250	-	-	-	2,409,976
-	-	(210,781)	-	(58,313)	(94,974)	(135,412)	(2,418,550)
64,395	22,697	(210,316)	35,250	(58,292)	(98,193)	(136,025)	(398,650)
(633,284)	425,159	398,226	-	58,292	148,046	487,158	3,818,790
$ (568,889)	$ 447,856	$ 187,910	$ 35,250	$ -	$ 49,853	$ 351,133	$ 3,420,140

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2014

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash received from customers	$ 1,044,192	$ 379,008	$ 60,241	$ 522,157
Cash paid to suppliers	(362,488)	-	-	-
Cash paid to employees	(615,404)	-	-	-
Net Cash Provided (Used) by Operating Activities	66,300	379,008	60,241	522,157
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Transfers from other funds	441,168	-	-	1,910,495
Transfers to other funds	(8,389)	-	(913,452)	(997,229)
Interfund loans made	2,422	-	540,506	(540,506)
Net Cash Provided (Used) by Non-Capital Financing Activities	435,201	-	(372,946)	372,760
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Principal paid on debt	-	(105,000)	-	(950,184)
Interest paid on debt	-	(229,762)	(59,976)	(47,676)
Miscellaneous adjustments to capital assets	177	-	-	-
Acquisition of capital assets	(231,450)	-	-	-
Net Cash Provided (Used) by Capital and Related Financing Activities	(231,273)	(334,762)	(59,976)	(997,860)
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest on investments	(177)	1,816	218	1,975
Net Cash Provided (Used) by Investing Activities	(177)	1,816	218	1,975
Net Increase (Decrease) in Cash and Cash Equivalents	270,051	46,062	(372,463)	(100,968)
Balances - Beginning	(128,797)	744,527	372,463	507,234
Balances - Ending	$ 141,254	$ 790,589	$ -	$ 406,266

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 56,611	$ 21,660	$ -	$ -	$ -	$ -	$ -	$ 2,083,869
-	-	-	-	-	(3,393)	-	(365,881)
-	-	-	-	-	-	-	(615,404)
56,611	21,660	-	-	-	(3,393)	-	1,102,584
23,063	-	-	35,250	-	-	-	2,409,976
-	-	(210,781)		(58,313)	(94,974)	(135,412)	(2,418,550)
-	-	-		-	-	-	2,422
23,063	-	(210,781)	35,250	(58,313)	(94,974)	(135,412)	(6,152)
(14,000)	-	-	-	-	-	-	(1,069,184)
(18,465)	-	-	-	-	-	-	(355,879)
-	-	-	-	-			177
-	-	-	-	-	-	-	(231,450)
(32,465)	-	-	-	-	-	-	(1,656,336)
8	1,269	649	-	21	193	(547)	5,425
8	1,269	649	-	21	193	(547)	5,425
47,217	22,929	(210,132)	35,250	(58,292)	(98,174)	(135,959)	(554,479)
-	441,513	398,042	-	58,292	148,027	146,092	2,687,393
$ 47,217	$ 464,442	$ 187,910	$ 35,250	$ -	$ 49,853	$ 10,133	$ 2,132,914

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2014

	Sewer	1995-2 Bond Redemption	1995-3 Bond Redemption	State Revolving Fund
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES				
Operating income (loss)	$ (1,010,744)	$ 410,074	$ -	$ 479,002
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation/amoritization	1,047,111	-	-	-
Decrease (increase) in:				
Accounts receivable	4,105	-	-	-
Assessments receivable	-	(31,066)	60,241	43,155
Prepaid costs	(5,049)	-	-	-
Increase (decrease) in:				
Accounts payable	(20,760)	-	-	-
Salaries and benefits payable	2,573	-	-	-
Compensated absences payable	2,438	-	-	-
Net OPEB obligation	46,626	-	-	-
Net Cash Provided (Used) by Operating Activities	$ 66,300	$ 379,008	$ 60,241	$ 522,157

USDA Solar Loan	Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	Sewer Reserve Improvement	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 56,611	$ 21,660	$ -	$ -	$ (3,393)	$ -	$ (46,790)
-	-	-	-	-	-	1,047,111
-	-	-	-	-	-	4,105
-	-	-	-	-	-	72,330
-	-	-	-	-	-	(5,049)
-	-	-	-	-	-	(20,760)
-	-	-	-	-	-	2,573
-	-	-	-	-	-	2,438
-	-	-	-	-	-	46,626
$ 56,611	$ 21,660	$ -	$ -	$ (3,393)	$ -	$ 1,102,584

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Water Operations
June 30, 2014

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
ASSETS					
Current Assets:					
Cash and investments	$ 339,202	$ (80,175)	$ 170,103	$ 14,000	$ 443,130
Receivables:					
Accounts	210,136	-	-	-	210,136
Prepaid costs	30,102	-	-	-	30,102
Total Current Assets	579,440	(80,175)	170,103	14,000	683,368
Noncurrent Assets:					
Capital assets, net	3,915,226	-	-	-	3,915,226
Total Noncurrent Assets	3,915,226	-	-	-	3,915,226
Total Assets	4,494,666	(80,175)	170,103	14,000	4,598,594
LIABILITIES					
Current Liabilities:					
Accounts payable	35,707	-	-	-	35,707
Salaries and benefits payable	12,640	-	-	-	12,640
Interest payable	-	31,787	-	-	31,787
Compensated absences	21,923	-	-	-	21,923
Loans	-	89,642	-	-	89,642
Total Current Liabilities	70,270	121,429	-	-	191,699
Noncurrent Liabilities:					
Advances from other funds	201,000	140,000	-	-	341,000
Compensated absences	330	-	-	-	330
Loans	-	2,102,560	-	-	2,102,560
Net OPEB obligation	195,146	-	-	-	195,146
Total Noncurrent Liabilities	396,476	2,242,560	-	-	2,639,036
Total Liabilities	466,746	2,363,989	-	-	2,830,735
NET POSITION					
Net investment in capital assets	3,915,226	(2,192,202)	-	-	1,723,024
Restricted for debt service	-	-	174,930	-	174,930
Restricted for capital facilities	-	-	-	14,000	14,000
Unrestricted	112,694	(251,962)	(4,827)	-	(144,095)
Total Net Position	$ 4,027,920	$ (2,444,164)	$ 170,103	$ 14,000	$ 1,767,859

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses
And Changes in Net Position
Water Operations
For the Year Ended June 30, 2014

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
OPERATING REVENUES					
Charges for services	$ 1,297,773	$ 3,500	$ -	$ 10,500	$ 1,311,773
Miscellaneous	30,353	-	-	-	30,353
Total Operating Revenues	1,328,126	3,500	-	10,500	1,342,126
OPERATING EXPENSES					
Salaries and benefits	657,992	-	-	-	657,992
Insurance	23,102	-	-	-	23,102
Office expenses	20,331	-	-	-	20,331
Continuing education	8,643	-	-	-	8,643
Dues and subscriptions	15,560		-	-	15,560
Postage	1,179	-	-	-	1,179
Repairs and maintenance	95,912	-	-	-	95,912
Gas, fuel and oil	11,551	-	-	-	11,551
Supplies	911	-	-	-	911
Professional services	147,107	-	-	-	147,107
Travel	1,051	-	-	-	1,051
Telephone	8,924	-	-	-	8,924
Power	171,940	-	-	-	171,940
Depreciation	205,843	-	-	-	205,843
Other operating	13,986	-	-	-	13,986
Office and safety equipment	8,159	-	-	-	8,159
Director's compensation	770	-	-	-	770
Environmental monitoring	15,530	-	-	-	15,530
Water conservation	3,750	-	-	-	3,750
Water rights	7,812	-	-	-	7,812
Annual operating fees	24,303	6,836	-	-	31,139
Total Operating Expenses	1,444,356	6,836	-	-	1,451,192
Operating Income (Loss)	(116,230)	(3,336)	-	10,500	(109,066)
NON-OPERATING REVENUES (EXPENSES)					
Interest income	1,394	(325)	435	60	1,564
Interest expense	-	(78,448)	-	-	(78,448)
Total Non-Operating Revenue (Expenses)	1,394	(78,773)	435	60	(76,884)
Income (Loss) before Transfers	(114,836)	(82,109)	435	10,560	(185,950)
Transfers in	41,908	88,204	-	48,153	178,265
Transfers out	(2,448)	-	(21,204)	(101,306)	(124,958)
Change in Net Position	(75,376)	6,095	(20,769)	(42,593)	(132,643)
Total Net Position - Beginning	4,103,296	(2,450,259)	190,872	56,593	1,900,502
Total Net Position - Ending	$ 4,027,920	$ (2,444,164)	$ 170,103	$ 14,000	$ 1,767,859

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2014

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from customers	$ 1,351,152	$ 3,500	$ -	$ 10,500	$ 1,365,152
Cash paid to suppliers	(592,703)	(6,836)	-	-	(599,539)
Cash paid to employees	(607,205)	-	-	-	(607,205)
Net Cash Provided (Used) by Operating Activities	151,244	(3,336)	-	10,500	158,408
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Transfers from other funds	41,908	88,204	-	48,153	178,265
Transfers to other funds	(2,448)	-	(21,204)	(101,306)	(124,958)
Interfund loans made	2,422	-	-	-	2,422
Net Cash Provided (Used) by Non-Capital Financing Activities	41,882	88,204	(21,204)	(53,153)	55,729
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Principal paid on debt	-	(86,627)	-	-	(86,627)
Interest paid on debt	-	(79,303)	-	-	(79,303)
Miscellaneous adjustments to capital assets	(1,630)	-	-	-	(1,630)
Acquisition of capital assets	(47,790)	-	-	-	(47,790)
Net Cash Provided (Used) by Capital and Related Financing Activities	(49,420)	(165,930)	-	-	(215,350)
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest on investments	1,555	(446)	569	95	1,773
Net Cash Provided (Used) by Investing Activities	1,555	(446)	569	95	1,773
Net Increase (Decrease) in Cash and Cash Equivalents	145,261	(81,508)	(20,635)	(42,558)	560
Balances - Beginning	193,941	1,333	190,738	56,558	442,570
Balances - Ending	$ 339,202	$ (80,175)	$ 170,103	$ 14,000	$ 443,130

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2014

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES					
Operating income (loss)	$ (116,230)	$ (3,336)	$ -	$ 10,500	$ (109,066)
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation/amoritization	205,843	-	-	-	205,843
Decrease (increase) in:					
Accounts receivable	22,313	-	-	-	22,313
Prepaid costs	(2,435)	-	-	-	(2,435)
Increase (decrease) in:					
Accounts payable	(9,747)	-	-	-	(9,747)
Salaries and benefits payable	3,741	-	-	-	3,741
Unearned revenue	713	-	-	-	713
Compensated absences payable	5,225	-	-	-	5,225
Net OPEB obligation	41,821	-	-	-	41,821
Net Cash Provided (Used) by Operating Activities	$ 151,244	$ (3,336)	$ -	$ 10,500	$ 158,408

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OTHER REPORT AND SCHEDULES

- Other Report
- Schedule of Findings and Recommendations
- Schedule of Prior Year Findings and Recommendations

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of business-type activities and each major fund of Hidden Valley Lake Community Services District, Middletown, California (District) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated June 22, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and recommendations, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and correctly on a timely basis. We consider the deficiency described in the accompanying schedule of findings and recommendations to be a material weakness. (2014-001)

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A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

District's Response to Findings

The District's response to the findings identified in our audit is described in the accompanying schedule of findings and recommendations. The District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Smith & Newell, CPAs
Yuba City, California
June 22, 2015

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Findings and Recommendations
For the Year Ended June 30, 2014

2014-001 Account Balances (Material Weakness)

Condition

During our audit, we noted that various balance sheet accounts had not been adjusted to reflect current year ending balances. This is a repeat of a prior year finding.

Cause

We noted that accounts receivable, accounts payable, salaries payable, interest payable, and debt payable were not adjusted as necessary to accurately reflect current balances.

Criteria

Generally accepted accounting principles require that account balances be adjusted as necessary to reflect current balances.

Effect of Condition

Accounts were not properly adjusted prior to the start of the annual audit.

Recommendation

We recommend that the District reconcile and adjust account balances in a timely manner.

Corrective Action Plan

Staff acknowledges this weakness and is reviewing its process for making closing entries.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Prior Year Findings and Recommendations
For the Year Ended June 30, 2014

Audit Reference	Status of Prior Year Audit Recommendation
13-FS-01	**Account Balances**
	Recommendation
	We recommend that the District reconcile and adjust account balances in a timely manner.
	Status
	Not Implemented
13-FS-02	**CIEDB Debt Service Coverage**
	Recommendation
	We recommend that the District analyze options to ensure full compliance with the loan requirements of the California Infrastructure and Economic Development Bank.
	Status
	Implemented
13-FS-03	**Subsequent Collections**
	Recommendation
	We recommend that all collections be receipted and deposited in a timely manner to the District bank account.
	Status
	Implemented

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT,
CALIFORNIA

FINANCIAL STATEMENTS
TOGETHER WITH
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED
JUNE 30, 2015

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Annual Financial Report
For the Year Ended June 30, 2015

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INTRODUCTORY SECTION

- **List of Officials**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Board of Directors
For the Year Ended June 30, 2015

Jim Freeman	President
Jim Lieberman	Vice President
Linda Herndon	Director
Carolyn Graham	Director
Judy Mirbegian	Director

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FINANCIAL SECTION

- Independent Auditor's Report
- Management's Discussion and Analysis
- Basic Financial Statements
- Required Supplementary Information
- Combining Fund Statements

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INDEPENDENT AUDITOR'S REPORT

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and each major fund of the Hidden Valley Lake Community Services District, Middletown, California (District), as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of the District as of June 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 1N to the financial statements, in 2015, the District implemented, if applicable, Governmental Accounting Standards Board (GASB) Statement Nos. 68, 69, and 71. The implementation of GASB 68 and 71 resulted in the restatement of beginning net position for the year ended June 30, 2015. Our opinion is not modified with respect to these matters.

As described in Note 8B, the net pension liability is measured as of June 30, 2014, and the pension expense is for the measurement period of 2013-14. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The introductory section and combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated December 17, 2015 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

Smith & Newell, CPAs
Yuba City, California
December 17, 2015

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Management's Discussion and Analysis
(Unaudited)

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This section of the Annual Financial Report contains a narrative overview and analysis of the Hidden Valley Lake Community Services District (District) financial activities for the year ended June 30, 2015. Readers are encouraged to consider the information presented here in conjunction with the Annual Financial Statements.

Overview of the Financial Statements

The financial section of this report consists of five parts.

Independent Auditor's Report
Management Discussion and Analysis (Unaudited)
Basic Financial Statements, which include:
    Government-Wide Financial Statements
    Fund Financial Statements
    Notes to Basic Financial Statements
Required Supplementary Information (Unaudited)
Supplementary Information, which include:
    Combining Fund Statements

Financial Highlights

Entity-wide:

- The District's total net position was $3,863,954 as of June 30, 2015. Of this total, $2,885,565 was net investment in capital assets.
- The District's total revenues include operating program revenues of $3,194,501, and general revenues of $141,309 for a total of $3,335,810.
- District expenses were $3,698,149.

The Basic Financial Statements for the District are presented as "Government Wide" and Enterprise Fund financial statements.

Government Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private sector business. The government-wide financial statements can be found on pages 7 and 8 of this report.

Fund Financial Statements

A "fund" is a group of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has two proprietary funds: Sewer Operations and Water Operations. The fund financial statements can be found on pages 9 through 14 of this report. Proprietary funds distinguish operating revenues and expenses from non-operating items.

Notes to Financial Statements

The notes provide additional information that is essential to fully understanding the data provided in the financial statements. The notes to the financial statements can be found on pages 15 through 35 of this report.

Table 1
Condensed Statement of Net Position
June 30,

	Total	
	2015	2014
Assets:		
Current and other assets	$ 2,593,880	$ 3,185,173
Capital assets	9,266,625	10,145,963
Total Assets	11,860,505	13,331,136
Deferred Outflows of Resources:		
Pension adjustments	169,935	-
Total Deferred Outflows of Resources	169,935	-
Liabilities:		
Current and other liabilities	210,422	183,238
Long-term liabilities	7,740,087	7,959,899
Total Liabilities	7,950,509	8,143,137
Deferred Inflows of Resources:		
Pension adjustments	215,977	-
Total Deferred Inflows of Resources	215,977	-
Net Position:		
Net nvestment in capital assets	2,885,565	2,581,226
Restricted	1,247,875	1,971,067
Unrestricted	(269,486)	635,706
Total Net Position	$ 3,863,954	$ 5,187,999

Net position represents the difference between the District's resources and its obligations. At June 30, 2015, a portion of the District's total net position, -7%, reflects the unrestricted net position. Unrestricted net position is considered the residual component of net position, meaning they are not restricted or a part of the net investment in capital assets. Additionally, the District had 20.13% of its net position restricted for debt service and 12.16% restricted for capital facilities. Finally, 74.68% of the District's net position represents the net investment in capital assets. These capital assets are used by the District to provide services to citizens. Additional capital asset information can be found in the Capital Assets and Debt Administration section of this MD&A.

Table 2
Condensed Statement of Activities
For the Year Ended June 30,

	Total	
	2015	2014
Program Revenues:		
Charges for services	$ 2,288,816	$ 2,353,992
Operating grants and contributions	905,685	865,927
Total Program Revenues	3,194,501	3,219,919
General Revenues:		
Interest and investment earnings	3,503	5,976
Miscellaneous	137,806	129,641
Total General Revenues	141,309	135,617
Total Revenues	3,335,810	3,355,536
Program Expenses:		
Sewer	2,297,037	2,401,922
Water	1,401,112	1,529,640
Total Expenses	3,698,149	3,931,562
Change in net position	(362,339)	(576,026)
Net Position - Beginning	5,187,999	5,764,025
Cumulative effect of change in accounting principal	(961,706)	-
Net Position - Beginning, Restated	4,226,293	5,764,025
Net Position - Ending	$ 3,863,954	$ 5,187,999

Capital Asset Administration

The District's net capital assets decreased from $10,145,963 to $9,266,625 for the year ended June 30, 2015. The total decrease was $878,538 including additions and adjustment to capital assets of $63,626 and additions to accumulated depreciation of $942,164. Details of the capital asset transactions can be found on pages 23 and 24, Note 4.

Debt Administration

The District's long-term debt was for the infrastructure of water lines, sewer lines, pump stations and processing plant. At year end June 30, 2015, the long-term debt decreased from $7,959,899 to $7,740,087 due to payments. Details of the debt outstanding can be found on pages 25 and 26, Note 6.

Economic Factors and Next Year's Budget

The effects of slow economic recovery are being addressed through a comprehensive rate study and five year plan to increase water and sewer use charges. For fiscal year 2014/2015, Hidden Valley Lake Community Services District had only four new water connections and two new sewer connections. This is consistent with numbers throughout the economic downturn. Although the housing market appears to have stabilized, new construction remains slow.

Requests for Information

This financial report is designed to provide a general overview of the finances of the District. This report does not reflect the overall finances of operations. For that information, please refer to the separate audit reports. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Hidden Valley Lake Community Services District, 19400 Hartman Road, Hidden Valley Lake, CA 95467.

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Basic Financial Statements

- **Government-Wide Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
June 30, 2015

	Business-Type Activities
ASSETS	
Cash and investments	$ 2,041,738
Receivables:	
Accounts (net of allowance)	321,934
Assessments	55,068
Delinquent assessments	71,494
Prepaid costs	103,646
Capital assets:	
Non-depreciable assets	605,586
Depreciable assets, net of depreciation	8,661,039
Total capital assets	9,266,625
Total Assets	11,860,505
DEFERRED OUTFLOWS OF RESOURCES	
Pension adjustment	169,935
Total Deferred Outflows of Resources	169,935
LIABILITIES	
Accounts payable	71,899
Salaries and benefits payable	33,064
Interest payable	105,459
Long-term liabilities:	
Due within one year	255,533
Due in more than one year	7,484,554
Total Liabilities	7,950,509
DEFERRED INFLOWS OF RESOURCES	
Pension adjustment	215,977
Total Deferred Inflows of Resources	215,977
NET POSITION	
Net investment in capital assets	2,885,565
Restricted for debt service	777,927
Restricted for capital facilities	469,948
Unrestricted	(269,486)
Total Net Position	$ 3,863,954

The notes to the basic financial statements are an integral part of this statements.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Activities
For the Year Ended June 30, 2015

Functions/Programs:	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Changes in Net Position: Business-Type Activities
Business-type activities:					
Sewer	$ 2,297,037	$ 1,023,633	$ 905,685	$ -	$ (367,719)
Water	1,401,112	1,265,183	-	-	(135,929)
Total Business-Type Activities	3,698,149	2,288,816	905,685	-	(503,648)
Total	$ 3,698,149	$ 2,288,816	$ 905,685	$ -	(503,648)
General revenues:					
Interest and investment earnings					3,503
Miscellaneous					137,806
Total General Revenues					141,309
Change in Net Position					(362,339)
Net Position - Beginning					5,187,999
Cumulative effect of a change in accounting principle					(961,706)
Net Position - Beginning, Restated					4,226,293
Net Position - Ending					$ 3,863,954

The notes to the basic financial statements are an integral part of this statements.

Basic Financial Statements

- **Fund Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2015

	Sewer Operations	Water Operations	Totals
ASSETS			
Current Assets:			
Cash and investments	$ 1,729,026	$ 312,712	$ 2,041,738
Receivables:			
Accounts (net of allowance)	141,947	179,987	321,934
Assessments	55,068	-	55,068
Prepaid costs	51,823	51,823	103,646
Due from other funds	-	65,134	65,134
Total Current Assets	1,977,864	609,656	2,587,520
Noncurrent Assets:			
Advances to other funds	366,085	-	366,085
Delinquent assessments receivable	71,494	-	71,494
Capital assets, net	5,359,344	3,907,281	9,266,625
Total Noncurrent Assets	5,796,923	3,907,281	9,704,204
Total Assets	7,774,787	4,516,937	12,291,724
DEFERRED OUTFLOWS OF RESOURCES			
Pension adjustments	81,285	88,650	169,935
Total Deferred Outflows of Resources	81,285	88,650	169,935

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2015

	Sewer Operations	Water Operations	Totals
LIABILITIES			
Current Liabilities:			
Accounts payable	17,793	54,106	71,899
Salaries and benefits payable	15,613	17,451	33,064
Interest payable	74,971	30,488	105,459
Due to other funds	-	65,134	65,134
Compensated absences	14,875	16,397	31,272
Bonds	117,000	-	117,000
Loans	-	92,761	92,761
Certificates of participation	14,500	-	14,500
Total Current Liabilities	254,752	276,337	531,089
Noncurrent Liabilities:			
Advances from other funds	25,085	341,000	366,085
Compensated absences	4,320	4,762	9,082
Bonds	3,567,000	-	3,567,000
Loans	-	2,009,799	2,009,799
Certificates of participation	580,000	-	580,000
Net pension liability	420,988	459,132	880,120
Net OPEB obligation	198,368	240,185	438,553
Total Noncurrent Liabilities	4,795,761	3,054,878	7,850,639
Total Liabilities	5,050,513	3,331,215	8,381,728
DEFERRED INFLOWS OF RESOURCES			
Pension adjustments	103,308	112,669	215,977
Total Deferred Inflows of Resources	103,308	112,669	215,977
NET POSITION			
Net investment in capital assets	1,080,844	1,804,721	2,885,565
Restricted for debt service	607,493	170,434	777,927
Restricted for capital facilities	463,931	6,017	469,948
Unrestricted	549,983	(819,469)	(269,486)
Total Net Position	$ 2,702,251	$ 1,161,703	$ 3,863,954

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses,
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2015

	Sewer Operations	Water Operations	Totals
OPERATING REVENUES			
Assessments	$ 905,685	$ -	$ 905,685
Permits and inspections	24,234	-	24,234
Charges for services	999,399	1,265,183	2,264,582
Miscellaneous	107,001	30,805	137,806
Total Operating Revenues	2,036,319	1,295,988	3,332,307
OPERATING EXPENSES			
Salaries and benefits	627,504	723,176	1,350,680
Insurance	66,502	(5,576)	60,926
Office expenses	19,407	19,631	39,038
Contract services	60,376	-	60,376
Continuing education	10,683	9,679	20,362
Dues and subscriptions	3,780	14,752	18,532
Postage	1,342	1,342	2,684
Repairs and maintenance	97,119	77,767	174,886
Gas, fuel and oil	9,203	9,203	18,406
Supplies	14,196	1,425	15,621
Professional services	115,810	220,431	336,241
Travel	516	3,167	3,683
Telephone	7,133	7,133	14,266
Power	18,537	147,205	165,742
Depreciation	926,232	15,932	942,164
Other operating	38,770	4,193	42,963
Office and safety equipment	5,346	5,435	10,781
Director's compensation	-	1,434	1,434
Environmental monitoring	33,063	17,456	50,519
Water conservation	-	8,693	8,693
Water rights	-	18,480	18,480
Annual operating fees	1,632	25,164	26,796
Total Operating Expenses	2,057,151	1,326,122	3,383,273
Operating Income (Loss)	(20,832)	(30,134)	(50,966)

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses,
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2015

	Sewer Operations	Water Operations	Totals
NON-OPERATING REVENUES (EXPENSES)			
Interest income	2,842	661	3,503
Interest expense	(239,886)	(74,990)	(314,876)
Total Non-Operating Revenue (Expenses)	(237,044)	(74,329)	(311,373)
Income (Loss) Before Transfers	(257,876)	(104,463)	(362,339)
Transfers in	388,859	7,987	396,846
Transfers out	(388,859)	(7,987)	(396,846)
Change in Net Position	(257,876)	(104,463)	(362,339)
Total Net Position - Beginning	3,420,140	1,767,859	5,187,999
Cumulative effect of a change in accounting principle	(460,013)	(501,693)	(961,706)
Total Net Position - Beginning, Restated	2,960,127	1,266,166	4,226,293
Total Net Position - Ending	$ 2,702,251	$ 1,161,703	$ 3,863,954

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Enterprise Funds
For the Year Ended June 30, 2015

	Sewer Operations	Water Operations	Totals
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	$ 2,106,599	$ 1,326,136	$ 3,432,735
Cash paid to suppliers	(511,672)	(590,336)	(1,102,008)
Cash paid to employees	(601,564)	(692,961)	(1,294,525)
Net Cash Provided (Used) by Operating Activities	993,363	42,839	1,036,202
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES			
Transfers from other funds	388,859	7,987	396,846
Transfers to other funds	(388,859)	(7,987)	(396,846)
Interfund loans received	-	65,134	65,134
Interfund loans made	-	(65,134)	(65,134)
Net Cash Provided (Used) by Non-Capital Financing Activities	-	-	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Principal paid on debt	(1,094,035)	(89,642)	(1,183,677)
Interest paid on debt	(251,219)	(76,289)	(327,508)
Acquisition of capital assets	(54,839)	(7,987)	(62,826)
Net Cash Provided (Used) by Capital and Related Financing Activities	(1,400,093)	(173,918)	(1,574,011)
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest on investments	2,842	661	3,503
Net Cash Provided (Used) by Investing Activities	2,842	661	3,503
Net Increase (Decrease) in Cash and Cash Equivalents	(403,888)	(130,418)	(534,306)
Balances - Beginning	2,132,914	443,130	2,576,044
Balances - Ending	$ 1,729,026	$ 312,712	$ 2,041,738

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Enterprise Funds
For the Year Ended June 30, 2015

	Sewer Operations	Water Operations	Totals
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES			
Operating income (loss)	$ (20,832)	$ (30,134)	$ (50,966)
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation/amortization	926,232	15,932	942,164
Decrease (increase) in:			
Accounts receivable	50,392	30,149	80,541
Assessments receivable	19,888	-	19,888
Prepaid costs	(21,721)	(21,721)	(43,442)
Pension adjustment - deferred outflows	(16,990)	(18,530)	(35,520)
Increase (decrease) in:			
Accounts payable	13,464	18,399	31,863
Salaries and benefits payable	3,142	4,811	7,953
Compensated absences payable	(2,717)	(1,094)	(3,811)
Net pension liability	(103,320)	(112,681)	(216,001)
Net OPEB obligation	42,517	45,039	87,556
Pension adjustment - deferred inflows	103,308	112,669	215,977
Net Cash Provided (Used) by Operating Activities	$ 993,363	$ 42,839	$ 1,036,202

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

Basic Financial Statements

- **Notes to Basic Financial Statements**

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NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Hidden Valley Lake Community Services District is a public corporation formed in 1984 under the provisions of the Community Services District Law, Division 3 of Title 6 (commencing with Section 61000) of the Government Code of the State of California. The District was formed for the purposes of providing for the collection of sewage, waste and storm water of the District and of its residents as well as the supply of water to the residents of the District. On January 1, 1993, Stonehouse Mutual Water Company merged with Hidden Valley Lake Community Services District. Stonehouse Mutual Water Company was a mutual water company which had been organized in June 1968 to provide water and sewer services to the owners of Hidden Valley Lake Association lots. The merger was approved by the shareholders with authorization to transfer all assets and liabilities to the District as of December 31, 1992, and dissolve Stonehouse Mutual Water Company. Notification was received from the Franchise Tax Board that the Certificate of Dissolution was filed as a conditional dissolution on January 21, 1993. Upon the issuance of a Tax Clearance Certificate by the Franchise Tax Board, the corporation was dissolved.

The activities of the District are governed by a Board of Directors each of whom is elected to office for a term of four years by the registered voters of the District.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

Component Units

Based on the application of the criteria set forth by the Governmental Accounting Standards Board, management has determined that there are no component units of the District.

Joint Agencies

The District is a participant in the Special District Risk Management Authority (SDRMA), which is a joint powers agency organized for the purpose of pooled joint-protection coverage to member entities. SDRMA operates public entity pool's for auto and general liability coverage, plus workers compensation and errors and omissions coverage and pool purchases excess insurance for members. Complete audited financial statements of SDRMA can be obtained at 1481 River Park Drive, Suite 110, Sacramento, CA 95815. The District is not financially accountable for this organization and therefore it is not a component unit under Statement Nos. 14, 39, and 61 of the Governmental Accounting Standards Board.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the combined operations of the District. Eliminations have been made to minimize the double counting of internal activities. These statements present the business-type activities of the District, which rely to a significant extent on assessments and fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the District's business-type activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Program revenues include (1) charges paid by the recipients of goods and services offered by the program and (2) operating grants and contributions, and (3) capital grants and contributions. Revenues that are not classified as program revenues, are presented instead as general revenues.

Fund Financial Statements

The fund financial statements provide information about the District funds. Funds are organized into the proprietary fund type. The operations of the District are organized as a series of sub-funds consolidated into four major proprietary funds which account for the total water and sewer operations. An emphasis is placed on major funds within the proprietary category; each is displayed in a separate column.

The District reports the following major proprietary funds:

- The Sewer Operations fund is an enterprise fund used to account for activity related to providing customers with sewer service and billing for service provided by the District.

- The Water Operations fund is an enterprise fund used to account for activity related to providing customers with water service and billing for service provided by the District.

C. Basis of Accounting and Measurement Focus

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include grants, entitlements, and donations. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Cash, Cash Equivalents, and Investments

The District pools cash and investments of all funds except for imprest cash. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments. Interest income from pooled investments is allocated to all funds in the pool. Interest is allocated on the basis of average month end cash balance amounts for each fund as a percentage of the total balance.

Investments are reported in the accompanying statements of net position at fair value which is determined using selected bases annually. Short term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Cash deposits are reported at carrying amount which reasonably estimates fair value. Managed funds not listed on an established market are reported at the estimated fair value as determined by the respective fund managers based on quoted sales prices of the underlying securities.

For purposes of the accompanying Statement of Cash Flows, the District considers all highly liquid investments with original maturity of three months or less and amounts held in the District's investment pool, to be cash equivalents.

E. Receivables

Receivables consist mainly of user fees, assessments, and delinquent assessments. Although Management believes all assessments are ultimately collective because they are collected with property taxes, management has established an allowance for doubtful accounts of $759 for the Sewer Operations fund, and $635 for the Water Operations fund. Accounts receivables are stated net of these amounts.

Assessments receivable are recognized when billed. Assessments receivable shown in the financial statements include only those assessments currently due or delinquent.

F. Other Assets

Inventory

Inventory items are recorded as expenses at the time inventory is purchased rather than when consumed. Records are not maintained of inventory and supplies on hand, although these amounts are not considered material.

Prepaid Costs

Certain payments to vendors reflects costs applicable to future accounting periods and are recorded as prepaid items. The cost of prepaid items is recorded as expenses when consumed rather than when purchased.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

G. Capital Assets

Capital assets, including public domain (infrastructure such as roads, bridges, sidewalks, sewer and similar items) are defined by the District as assets with a cost of $1,000 or more. Capital assets are recorded at historical cost or estimated historical cost if actual historical cost is unavailable. Contributed capital assets are valued at their estimated fair market value at the time of donation.

Capital assets used in operations are depreciated or amortized using the straight-line method over the assets estimated useful life. The range of estimated useful lives by type of asset is as follows:

Depreciable Asset	Estimated Lives
Equipment	5-30 years
Structures and Improvements	5-30 years
Infrastructure	20-75 years

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is to be included in the results of operations.

H. Assessment Revenue

The District levies special assessments on the property owners within the District boundaries. The special assessments are collected along with property taxes by the County of Lake.

Lake County assesses properties, bills, collects, and distributes the assessments to the District.

Assessments are due in two installments (secured roll) on November 1 and March 12 and become delinquent after December 10 and April 10, respectively.

I. Interfund Transactions

Interfund transactions are reflected as either loans, services provided or used, reimbursements or transfers.

Loans reported as receivables and payables are referred to as either "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation.

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenses. These services provide information on the net cost of each government function and therefore are not eliminated in the process of preparing the government-wide statement of activities.

Reimbursements occur when the funds responsible for particular expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenses in the reimbursing fund and reductions to expenses in the reimbursed fund.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

I. Interfund Transactions (Continued)

All other interfund transactions are treated as transfers. Transfers between funds are netted as part of the reconciliation to the government-wide presentation.

J. Compensated Absences

The District's policy regarding compensated absences is to permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as long-term debt in the government-wide and proprietary fund financial statements. The current portion of this debt is estimated based on historical trends.

K. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

L. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense) until then. The District has one item that qualifies for reporting in this category. This item relates to the pension adjustments and is reportable on the Statement of Net Position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The District has one item that qualifies for reporting in this category. This item relates to the pension adjustments and is reportable on the Statement of Net Position.

M. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

N. Implementation of Governmental Accounting Standards Board Statements (GASB)

The following Governmental Accounting Standards Board (GASB) Statements have been implemented, if applicable to Hidden Valley Lake Community Services District, in the current financial statements.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

N. Implementation of Governmental Accounting Standards Board Statements (GASB) (Continued)

Statement No. 68, Accounting and Financial Reporting for Pensions. This statement improves accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities.

Statement No. 69, Government Combinations and Disposals of Government Operations. This statement establishes accounting and financial reporting standards related to government combinations and disposals of government operations.

Statement No. 71, Pension Transition for Contributions Made Subsequent to the Measurement Date - an Amendment of GASB Statement No. 68. This statement addresses an issue regarding application of the transition provisions of Statement No. 68.

NOTE 2: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Restatement of Net Position

Adjustments resulting from errors or a change to comply with provisions of the accounting standards are treated as adjustments to prior periods. Accordingly, the District reports these changes as restatements of beginning net position. During the current year a prior period adjustment was made to reflect the prior period costs related to implementing the net pension liability as required by GASB Statement No. 68.

The impact of the restatement on the net position as previously reported is presented below:

	Sewer Operations	Water Operations	Business-Type Activities
Net Position, June 30, 2014, as previously reported	$ 3,420,140	$ 1,767,859	$ 5,187,999
Adjustment associated with:			
Net Pension Liability Adjustment	(460,013)	(501,693)	(961,706)
Total Adjustments	(460,013)	(501,693)	(961,706)
Net Position, July 1, 2014, as restated	$ 2,960,127	$ 1,266,166	$ 4,226,293

B. Deficit Net Position

The sub-funds within the following enterprise funds had deficit net position at June 30, 2015:

Sewer Operations:	
1995-2 Bond Redemption	$ 3,125,873
USDA Solar Loan	$ 524,319
Water Operations:	
CIEDB Loan Redemption	$ 2,299,170

These deficits will be eliminated in future years through loan and bond repayment.

NOTE 3: CASH AND INVESTMENTS

A. Financial Statement Presentation

As of June 30, 2015, the District's cash and investments consisted of the following:

Cash:	
Cash on hand	$ 600
Deposits (less outstanding checks)	888,212
Total Cash	888,812
Investments:	
Local Agency Investment Fund (LAIF)	1,152,926
Total Investments	1,152,926
Total Cash and Investments	$ 2,041,738

B. Cash

At year end, the carrying amount of the District's cash deposits (including amount in checking accounts, money market accounts and certificates of deposit) was $888,212 and the bank balance was $894,216. The difference between the bank balance and the carrying amount represents outstanding checks and deposits in transit. In addition, the District had cash on hand of $600.

Custodial Credit Risk for Deposits - Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. The District complies with the requirements of the California Government Code. Under this code, deposits of more than $250,000 must be collateralized at 105 percent to 150 percent of the value of the deposit to guarantee the safety of the public funds. The first $250,000 of the District's deposits are insured by the Federal Deposit Insurance Corporation (FDIC). Deposits of more than the $250,000 insured amount are collateralized.

C. Investments

The District has an investment policy, the purpose of which is to establish guidelines to assure the investment of all of its surplus funds with the Local Agency Investment Fund, administered by the Treasurer of the State of California, to assure in priority order; Safety, Liquidity and Yield with minimum risk and administrative cost. Upon a positive vote by the Board, the District may invest in other securities and instruments as noted below.

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments (Continued)

The investment policy provides the basis for the management of a prudent, conservative investment program. Funds are invested to provide the maximum security of principal with secondary emphasis on achieving the highest return, while meeting daily cash flow needs. All investments are made in accordance with the Government Code and, in general, the investment policy is more restrictive than state law. Under the provisions of the District's investment policy the District may invest or deposit in the following:

Repurchase Agreements
Local Agency Investment Fund
U.S. Treasury Bonds/Notes/Bills
U.S. Government Agency Obligations
Bankers' Acceptances
Commercial Paper
Negotiable Certificates of Deposit
Time Certificates of Deposit
Reverse Repurchase Agreements

Interest Rate Risk - Interest rate risk is the risk of loss due to the fair value of an investment falling due to interest rates rising. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. To limit exposure to fair value losses resulting from increases in interest rates, the District's investment policy limits investment maturities to a term appropriate to the need for funds so as to permit the District to meet all projected obligations. Any investments that mature more than five years from the date of purchase cannot occur without prior approval of the Board of Directors.

As of June 30, 2015, the District had the following investments, all of which had a maturity of 5 years or less:

		Maturities			
Investment Type	Interest Rates	0-1 year	1-5 years	Fair Value	Weighted Average Maturity (Years)
Local Agency Investment Fund (LAIF)	Variable	$ 1,152,926	$ -	$ 1,152,926	-
Total		$ 1,152,926	$ -	$ 1,152,926	-

Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The District's investment policy sets specific parameters by type of investment to be met at the time of purchase. Presented below is the minimum rating required (where applicable) by the District's investment policy, and the actual rating as of year end for each investment type.

Investment Type	Minimum Legal Rating	Standard & Poor's Rating	Moody's Rating	% of Portfolio
LAIF	N/A	Unrated	Unrated	100.00%
Total				100.00%

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments (Continued)

Custodial Credit Risk for Investments- Custodial credit risk for investments is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. To mitigate the custodial credit risk the District's investment policy requires that all of its managed investments be held in the name of the District in safekeeping by a third party bank trust department.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of the District's investment in a single issuer of securities. When investments are concentrated in one issuer, this concentration presents a heightened risk of potential loss. The District's investment policy contains limitations on the amount that can be invested in any one issuer.

D. Investment in External Investment Pools

Investment in Local Agency Investment Fund - The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code and is managed by the Treasurer of the State of California. The Local Investment Advisory Board (LAIF Board) has oversight responsibility for LAIF. The LAIF Board consists of five members as designed by State statute. Investments in LAIF are available on demand and are stated at amortized cost, which approximates fair value. The fair value of the District's position in the pool is the same as the value of the pooled shares. At June 30, 2015 the District's investment position in LAIF was $1,152,926. The total amount invested by all public agencies in LAIF on that day was $69,606,487,716. Of that amount, 97.92% is invested in non-derivative financial products and 2.08% in structured notes and asset-backed securities.

NOTE 4: CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2015, was as follows:

	Balance July 1, 2014	Additions	Adjustments	Balance June 30, 2015
Capital Assets, Not Being Depreciated:				
Land	$ 603,050	$ 2,536	$ -	$ 605,586
Total Capital Assets, Not Being Depreciated	603,050	2,536	-	605,586
Capital Assets, Being Depreciated:				
Structures and improvements	4,062,786	-	(37,152)	4,025,634
Equipment	1,640,359	42,511	(13,563)	1,669,307
Infrastructure	25,256,428	17,422	37,383	25,311,233
Total Capital Assets, Being Depreciated	30,959,573	59,933	(13,332)	31,006,174
Less Accumulated Depreciation for:				
Structures and improvements	(1,070,518)	(178,445)	(140,028)	(1,388,991)
Equipment	(1,253,806)	(31,197)	153,601	(1,131,402)
Infrastructure	(19,092,336)	(732,522)	116	(19,824,742)
Total Accumulated Depreciation	(21,416,660)	(942,164)	13,689	(22,345,135)
Total Capital Assets, Being Depreciated, Net	9,542,913	(882,231)	357	8,661,039
Total Capital Assets, Net	$ 10,145,963	($ 879,695)	$ 357	$ 9,266,625

NOTE 4: CAPITAL ASSETS (CONTINUED)

Depreciation

Depreciation expense was charged to the business-type functions as follows:

Sewer	$ 926,232
Water	15,932
Total Depreciation Expense - Business-Type Functions	$ 942,164

NOTE 5: INTERFUND TRANSACTIONS

Due To/From Other Funds

During the course of operations, transactions occur between funds to account for goods received or services rendered. These receivables and payables are classified as due from or due to other funds. In addition, when funds overdraw their share of pooled cash, the receivables and payables are also classified as due from or due to other funds. The following are due from and due to balances as of June 30, 2015:

	Due From Other funds	Due To Other funds
Water Operations	$ 65,134	$ 65,134
Total	$ 65,134	$ 65,134

Advances To/From Other Funds

Advances to/from other funds are non-current interfund loans. The following are advances to/from other funds as of June 30, 2015:

	Advances to Other funds	Advances from Other funds
Sewer Operations	$ 366,085	$ 25,085
Water Operations	-	341,000
Total	$ 366,085	$ 366,085

Transfers

Transfers are indicative of funding for capital projects, lease payments or debt service, subsidies of various District operations and re-allocations of special revenues. The following are interfund transfers for the fiscal year ended June 30, 2015:

	Transfer In	Transfer Out
Sewer Operations	$ 388,859	$ 388,859
Water Operations	7,987	7,987
Total	$ 396,846	$ 396,846

NOTE 6: LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2015:

Type of Indebtedness	Balance July 1, 2014	Additions	Adjustments/ Retirements	Balance June 30, 2015	Amounts Due Within One Year
Bonds	$ 4,125,000	$ -	($ 441,000)	$ 3,684,000	$ 117,000
Loans	2,831,237	-	(728,677)	2,102,560	92,761
Certificates of Participation	608,500	-	(14,000)	594,500	14,500
Compensated Absences	44,165	46,853	(50,664)	40,354	31,272
Net Pension Liability	-	1,096,121*	(216,001)	880,120	-
Net OPEB Obligation	350,997	87,556	-	438,553	-
Total Long-Term Liabilities	$ 7,959,899	$ 1,230,530	($ 1,450,342)	$ 7,740,087	$ 255,533

*In accordance with GASB 68, the net pension liability is recorded as a prior period adjustment of net position. The adjustment to long-term liabilities is the total adjustment less the adjustments to deferred outflows and deferred inflows.

Individual issues of debt payable outstanding at June 30, 2015, are as follows:

Bonds:	
Improvements Bonds Series 1995-2 issued August 16, 1995 in the amount of $5,500,000, payable in annual installments of $11,000-$311,000 with an interest rate of 5.50% and maturity on September 2, 2034. The bonds were used to finance improvements to the sewer system.	$ 3,684,000
Total Bonds	3,684,000
Loans:	
California Infrastructure and Economic Development Bank Loan issued June 24, 2002 in the amount of $3,000,000, payable in annual installments of $61,530-$160,350 with an interest rate of 3.48% and maturity on February 1, 2032. The loan was used to finance the expansion and upgrade of the water system.	2,102,560
Total Loans	2,102,560
Certificates of Participation:	
2012 Series Certificate of Participation Water Reclamation Plant Energy Sustainability Project issued October 1, 2012 in the amount of $640,000 payable in annual installments of $14,000 to $31,500 with an interest rate of 3.00% and maturity on August 1, 2041. The Certificate of Participation was used to finance the sewer system solar project.	594,500
Total Certificates of Participation	594,500
Total	$ 6,381,060

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

Following is a schedule of debt payment requirements of business-type activities to maturity for long-term debt, excluding compensated absences that have indefinite maturities, net pension liability which is reported in Note 8, and net OPEB obligation, which is reported in Note 9.

Year Ended June 30	Bonds		
	Principal	Interest	Total
2016	$ 117,000	$ 199,441	$ 316,441
2017	123,000	192,841	315,841
2018	130,000	185,884	315,884
2019	137,000	178,541	315,541
2020	145,000	170,786	315,786
2021-2025	851,000	721,215	1,572,215
2026-2030	1,102,000	455,043	1,557,043
2031-2034	1,079,000	120,282	1,199,282
Total	$ 3,684,000	$ 2,224,033	$ 5,908,033

Year Ended June 30	Loans		
	Principal	Interest	Total
2016	$ 92,762	$ 73,169	$ 165,931
2017	95,990	69,941	165,931
2018	99,330	66,601	165,931
2019	102,787	63,144	165,931
2020	106,364	59,567	165,931
2021-2025	589,984	239,669	829,653
2026-2030	700,039	129,613	829,652
2031-2032	315,304	16,554	331,858
Total	$ 2,102,560	$ 718,258	$ 2,820,818

Year Ended June 30	Certificates of Participation		
	Principal	Interest	Total
2016	$ 14,500	$ 17,617	$ 32,117
2017	15,000	17,175	32,175
2018	15,500	16,718	32,218
2019	16,000	16,245	32,245
2020	16,500	15,758	32,258
2021-2025	90,000	70,950	160,950
2026-2030	104,000	56,445	160,445
2031-2035	121,000	39,570	160,570
2036-2040	140,000	20,040	160,040
2041-2042	62,000	1,875	63,875
Total	$ 594,500	$ 272,393	$ 866,893

NOTE 7: NET POSITION

The government-wide and proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted.

- **Net investment in capital assets** - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

- **Restricted net position** - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

- **Unrestricted net position** - All other net position that does not meet the definition of "restricted" or "net investment in capital assets".

Net Position Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources, a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted net position is available, it is considered that restricted resources are used first, followed by the unrestricted resources.

NOTE 8: PENSION PLAN

A. General Information about the Pension Plans

Plan Description

All qualified permanent and probationary employees are eligible to participate in the District's Miscellaneous Employee Pension Plan, cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Effective January 1, 2013, the District added retirement tiers for the Miscellaneous Plan for new employees as required under the Public Employee Pension Reform Act (PEPRA). New employees hired on or after January 1, 2013 will be subject to new, lower pension formulas, caps on pensionable income levels and new definitions of pensionable income. In addition, new employees will be required to contribute half of the total normal cost of the pension benefit unless impaired by an existing Memorandum of Understanding. The cumulative effect of these PEPRA changes will ultimately reduce the District's retirement costs. As of the valuation date there were no Miscellaneous PEPRA employees.

NOTE 8: PENSION PLAN (CONTINUED)

A. General Information about the Pension Plans (Continued)

Summary of Plans and Eligible Participants

Open for New Enrollment	
Miscellaneous PEPRA	Miscellaneous members hired on or after January 1, 2013
Closed to New Enrollment	
Miscellaneous	Miscellaneous members hired before January 1, 2013

Benefits Provided

CalPers provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. Retirement benefits are paid monthly for life. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Each Plan's specific provisions and benefits in effect at June 30, 2015, are summarized as follows:

	Benefit Formula	Retirement Age	Monthly Benefits as a % of Eligible Compensation
Miscellaneous	2.0% @ 55	50-55	1.426% to 2.418%
Miscellaneous PEPRA	2.0% @ 62	50-62	1.000% to 2.500%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for all Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

	Employer Contribution Rates	Employee Contribution Rates	Employer Paid Member Contribution Rates
Miscellaneous	21.929%	8.000%	0.000%

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended June 30, 2015, the contributions recognized as part of pension expense for each Plan were as follows:

	Contributions-Employer	Contributions-Employee (Paid by Employer)
Miscellaneous	$ 134,415	$ -

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2014, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2013 rolled forward to June 30, 2014 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The District's proportionate share of the net pension liability for the Plan as of June 30, 2013 and 2014 was as follows:

	Proportion June 30, 2013	Proportion June 30, 2014	Change - Increase (Decrease)
Miscellaneous	.01360%	.01414%	(.00054)%

As of June 30, 2015, the District reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous	$ 880,120
Total Net Pension Liability	$ 880,120

For the year ended June 30, 2015, the District recognized pension expense of ($96,887). At June 30, 2015, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	$ 132,131	$ -
Differences between projected and actual earnings on pension plan investments	-	(211,106)
Difference between District contributions and proportionate share of contributions	37,804	-
Adjustment due to differences in proportions	-	(4,871)
Total	$ 169,935	($ 215,977)

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

$132,131 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	
2016	($ 41,016)
2017	(41,016)
2018	(43,366)
Thereafter	(52,775)
Total	($ 178,173)

Actuarial Assumptions

The total pension liabilities in the June 30, 2013 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2013
Measurement Date	June 30, 2014
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.5%
Inflation	2.75%
Payroll Growth	3.00%
Projected Salary Increase	3.30% to 14.2% (1)
Investment Rate of Return	7.5% (2)
Mortality	Derived using CalPERS membership data for all funds

(1) Depending on age, service, and type of employment
(2) Net of pension plan investment and administrative expenses, including inflation

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2013 valuation were based on the results of a January 2014 actuarial experience study for the period 1997 to 2011. Further details of the Experience Study can be found on the CalPERS website.

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.50% for the Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of asset. Therefore, the current 7.50% discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.50% is applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at the CalPERS website under the GASB 68 section.

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.50% investment return assumption used in this accounting valuation is net of administrative expenses. Administrative expenses are assumed to be 15 basis points. An investment return excluding administrative expenses would have been 7.65%. Using this lower discount rate has resulted in a slightly higher Total Pension Liability and Net Pension Liability. CalPERS checked the materiality threshold for the difference in calculation and did not find it to be a material difference.

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management (ALM) review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require Board action and proper stakeholder outreach. For these reasons, CalPERS expects to continue using a discount rate net of administrative expenses for GASB 67 and 68 calculations through at least the 2017-18 fiscal year. CalPERS will continue to check the materiality of the difference in calculation until such time as we have changed our methodology.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Discount Rate (Continued)

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	New Strategic Allocation	Real Return Years 1 - 10(a)	Real Return Years 11+(b)
Global Equity	47.0%	5.25%	5.71%
Global Fixed Income	19.0%	0.99%	2.43%
Inflation Sensitive	6.0%	0.45%	3.36%
Private Equity	12.0%	6.83%	6.95%
Real Estate	11.0%	4.50%	5.13%
Infrastructure and Forestland	3.0%	4.50%	5.09%
Liquidity	2.0%	-0.55%	-1.05%
Total	100%		

(a) An expected inflation of 2.5% used for this period
(b) An expected inflation of 3.0% used for this period

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability for the Plan as of the measurement date, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	1% Decrease 6.50%	Discount Rate 7.50%	1% Increase 8.50%
Miscellaneous	$ 1,404,604	$ 880,120	$ 444,848

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB)

A. Plan Description

The District provides a defined benefit healthcare plan (the "Retiree Health Plan") for eligible employees. The Retiree Health Plan provides lifetime healthcare insurance for eligible retirees through Special District Risk Management Authority (SDRMA), which covers both active and retired members. Spouses are also covered throughout the retiree's life. The District pays 50 percent of the healthcare premiums for all retirees.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

B. Funding Policy

The District has hired a consultant to calculate the ARC and related information using the alternative measurement method permitted by GASB 45 for employers in plans with fewer than one hundred total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

GASB 45 does not require pre-funding of OPEB benefits. Therefore, the District's funding policy is to continue to pay healthcare premiums for retirees as they fall due. The District has elected not to establish an irrevocable trust at this time. The District Board reserves the authority to review and amend this funding policy annually.

C. Annual OPEB Cost and Net OPEB Obligation

The District's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45.

The following table shows the components of the District's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in its net OPEB obligation to the Retiree Health Plan:

Annual Required Contribution	$ 101,776
Interest on Net OPEB Obligation	17,550
Adjustment to Annual Required Contribution	(19,431)
Annual OPEB Cost	99,895
Contributions Made	(12,339)
Increase in Net OPEB Obligation	87,556
Net OPEB Obligation - Beginning of Year	350,997
Net OPEB Obligation - End of Year	$ 438,553

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan and the net OPEB obligation for the year ended June 30, 2015 is as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2013	$ 100,848	11.42%	$ 262,550
June 30, 2014	100,368	11.88%	350,997
June 30, 2015	99,895	12.35%	438,553

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

D. Funding Status and Funding Progress

As of July 1, 2012, the actuarial accrued liability (AAL) for benefits was $815,015, all of which was unfunded. The covered payroll (annual payroll of employees covered by the plan) was $585,598 and the ratio of the UAAL to the covered payroll was 139.18 percent.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrences of events far into the future. Examples include assumptions about future employment, mortality and healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer as subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress, presented as supplementary information following the notes to the financial statements presents multi-year trend information (as it becomes available) about whether the actuarial value of plan assets are increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

E. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short term volatility in actuarial accrued liabilities and the actuarial vale of assets, consistent with the long-term prospective of the calculations.

The following simplifying assumptions were made:

Retirement age for active employees - Based on the historical average retirement age for the covered group, active plan members were assumed to retire at age 63, or at the first subsequent year in which the member would qualify for benefits.

Mortality - Life expectancies at the calculation date are based on the most recent mortality tables published by the National Center for Health Statistics website (www.cdc.gov). The calculation of OPEB liability for each year is based on the assumption that all participants will live until their expected age as displayed in the mortality tables.

Turnover - The probability that an employee will remain employed until the assumed retirement age was determined using non-group-specific age-based turnover data provided in Table 1 in paragraph 35 of GASB Statement No. 45. In addition the expected future working lifetimes of employees were determined using Table 2 in paragraph 35c of GASB Statement No. 45.

Healthcare cost trend rate - Healthcare cost rend rates were selected based on a combination of national and state tend surveys as well as professional judgment. The ultimate trend rate was 3.5%.

Health insurance premiums - 2013 health insurance premiums for retirees were used as a basis for calculation of the present value of total benefits to be paid. An employee is assumed to continue with the same medical plan upon retirement. If an employee waived medical coverage, then such waiver is assumed to continue into retirement.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

E. Actuarial Methods and Assumptions (Continued)

Payroll increase - Changes in the payroll for current employees are expected to increase at a rate of approximately 1% annually.

Discount rate - The calculation uses an annual discount rate of 5%. This is based on the assumed long-term return on plan assets or employer assets.

Actuarial cost method - The entry age actuarial cost method was used. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at July 1, 2012, was twenty-nine years.

NOTE 10: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District has joined together with other municipalities to participate in the Special District Risk Authority Management (SDRMA) for general liability, vehicle liability, and errors and omissions purposes. SDRMA is a public entity risk pool which serves as a common risk management and insurance program. The District pays an annual premium to SDRMA for its insurance coverage. The agreements with SDRMA provide that they will be self sustaining through member premiums and will reinsure through commercial companies for excess coverage.

There is no claims liability to be reported based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

There are no significant reductions in insurance coverage from prior years and there have been no settlements exceeding the insurance coverages for each of the past three fiscal years.

NOTE 11: OTHER INFORMATION

A. Subsequent Event

Management has evaluated events subsequent to June 30, 2015 through December 17, 2015, the date on which the financial statements were available for issuance. Management has determined no subsequent events requiring disclosure have occurred.

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Required Supplementary Information
(Unaudited)

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District Pension Plan
Schedule of Proportionate Share of the Net Pension Liability
For the Year Ended June 30, 2015
Last 10 Years*

	2015
Miscellaneous Plan	
Proportion of the net pension liability	0.01414%
Proportionate share of the net pension liability	$ 880,120
Covered employee payroll	641,041
Proportionate share of the net pension liability as a percentage of covered employee payroll	137.30%
Plan's fiduciary net position	3,073,394
Plan fiduciary net position as a percentage of the total pension liability	77.74%

* The District implemented GASB 68 for fiscal year June 30, 2015, therefore only one year is shown.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District Pension Plan
Schedule of Contributions
For the Year Ended June 30, 2015
Last 10 Years*

	2015
Miscellaneous Plan	
Contractually required contribution (actuarially determined)	$ 134,415
Contributions in relation to the actuarially determined contributions	(134,415)
Contribution deficiency (excess)	$ -
Covered employee payroll	641,041
Contributions as a percentage of covered employee payroll	20.97%

* The District implemented GASB 68 for fiscal year June 30, 2015, therefore only one year is shown.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
Notes to District Pension Plan
For the Year Ended June 30, 2015

NOTE 1: SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

There were no changes in assumptions or benefits in calculating the net pension liability.

NOTE 2: SCHEDULE OF CONTRIBUTIONS

Methods and assumptions used to determine the contribution rates were as follows:

Actuarial cost method	Entry Age Normal
Amortization method	Level percentage of payroll, closed
Remained amortization period	15 years
Asset valuation method	5-year smoothed market
Inflation	2.75%
Salary increases	3.3% to 14.2% depending on age, service and type of employment
Investment rate of return	7.75%, net of pension plan investment expense, including inflation
Retirement age	57 years
Mortality	Derived using CalPERS membership data for all funds

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District OPEB Plan
Schedule of Funding Progress
For the Year Ended June 30, 2015

SCHEDULE OF FUNDING PROGRESS

The Schedule of Funding Progress - Other Postemployment Benefits (OPEB) provides a consolidated snapshot of the District's ability to meet current and future liabilities with the plan assets. Of particular interest to most is the funded status ratio. This ratio conveys a plan's level of assets to liabilities, an important indicator to determine the financial health of the OPEB plan. The closer the plan is to 100% funded status, the better position it will be in to meet all of its future liabilities.

The table below shows a two year analysis of the actuarial value of assets as a percentage of the actuarial accrued liability and the unfunded actuarial accrued liability as a percentage of the annual covered payroll for the District Other Postemployment Benefit Plan. As additional years are available, a three-year trend analysis will be presented.

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded Liability (UAAL)	Funded Ratio	Annual Covered Payroll	UAAL as a % of Covered Payroll
June 30, 2011	$ -	$ 1,240,847	$ 1,240,847	0.00%	$ 874,882	141.83%
July 1, 2012	-	815,015	815,015	0.00%	585,598	139.18%

Combining Fund Statements

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2015

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
ASSETS				
Current Assets:				
Cash and investments	$ 67,113	$ 536,527	$ 10	$ 77,612
Receivables:				
Accounts	141,947	-	-	-
Assessments	-	29,768	10,450	-
Prepaid costs	51,823	-	-	-
Total Current Assets	260,883	566,295	10,460	77,612
Noncurrent Assets:				
Advances to other funds	25,085	-	-	-
Delinquent assessments receivable	-	59,372	12,122	-
Capital assets, net	5,359,344	-	-	-
Total Noncurrent Assets	5,384,429	59,372	12,122	-
Total Assets	5,645,312	625,667	22,582	77,612
DEFERRED OUTFLOWS OF RESOURCES				
Pension adjustments	81,285	-	-	-
Total Deferred Outflows of Resources	81,285	-	-	-
LIABILITIES				
Current Liabilities:				
Accounts payable	17,793	-	-	-
Salaries and benefits payable	15,613	-	-	-
Interest payable	-	67,540	-	7,431
Compensated absences	14,875	-	-	-
Bonds	-	117,000	-	-
Certificates of participation	-	-	-	14,500
Total Current Liabilities	48,281	184,540	-	21,931
Noncurrent Liabilities:				
Advances from other funds	-	-	8,499	-
Compensated absences	4,320	-	-	-
Bonds	-	3,567,000	-	-
Certificates of participation	-	-	-	580,000
Net pension liability	420,988	-	-	-
Net OPEB obligation	198,368	-	-	-
Total Noncurrent Liabilities	623,676	3,567,000	8,499	580,000
Total Liabilities	671,957	3,751,540	8,499	601,931
DEFERRED INFLOWS OF RESOURCES				
Pension adjustments	103,308	-	-	-
Total Deferred Inflows of Resources	103,308	-	-	-

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 480,517	$ 475,400	$ 35,283	$ 46,431	$ 10,133	$ 1,729,026
-	-	-	-	-	141,947
-	14,850	-	-	-	55,068
-	-	-	-	-	51,823
480,517	490,250	35,283	46,431	10,133	1,977,864
-	-	-	-	341,000	366,085
-	-	-	-	-	71,494
-	-	-	-	-	5,359,344
-	-	-	-	341,000	5,796,923
480,517	490,250	35,283	46,431	351,133	7,774,787
-	-	-	-	-	81,285
-	-	-	-	-	81,285
-	-	-	-	-	17,793
-	-	-	-	-	15,613
-	-	-	-	-	74,971
-	-	-	-	-	14,875
-	-	-	-	-	117,000
-	-	-	-	-	14,500
-	-	-	-	-	254,752
16,586	-	-	-	-	25,085
-	-	-	-	-	4,320
-	-	-	-	-	3,567,000
-	-	-	-	-	580,000
-	-	-	-	-	420,988
-	-	-	-	-	198,368
16,586	-	-	-	-	4,795,761
16,586	-	-	-	-	5,050,513
-	-	-	-	-	103,308
-	-	-	-	-	103,308

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2015

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
NET POSITION				
Net investment in capital assets	5,359,344	(3,684,000)	-	(594,500)
Restricted for debt service	-	558,127	14,083	-
Restricted for capital facilities	-	-	-	-
Unrestricted	(408,012)	-	-	70,181
Total Net Position	$ 4,951,332	$ (3,125,873)	$ 14,083	$ (524,319)

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
-	-	-	-	-	1,080,844
-	-	35,283	-	-	607,493
463,931	-	-	-	-	463,931
-	490,250	-	46,431	351,133	549,983
$ 463,931	$ 490,250	$ 35,283	$ 46,431	$ 351,133	$ 2,702,251

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses, And Changes in Net Position
Sewer Operations
For the Year Ended June 30, 2015

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
OPERATING REVENUES				
Assessments	$ -	$ 348,677	$ 535,668	$ -
Permits and inspections	9,034	-	-	-
Charges for services	999,399	-	-	-
Miscellaneous	20,608	19,424	-	62,378
Total Operating Revenues	1,029,041	368,101	535,668	62,378
OPERATING EXPENSES				
Salaries and benefits	627,215	-	-	-
Insurance	66,502	-	-	-
Office expenses	19,407	-	-	-
Contract services	57,124	-	-	-
Continuing education	10,683	-	-	-
Dues and subscriptions	3,780	-	-	-
Postage	1,342	-	-	-
Repairs and maintenance	97,119	-	-	-
Gas, fuel and oil	9,203	-	-	-
Supplies	14,196	-	-	-
Professional services	115,810	-	-	-
Travel	516	-	-	-
Telephone	7,133	-	-	-
Power	18,537	-	-	-
Depreciation	926,232	-	-	-
Other operating	38,770	-	-	-
Office and safety equipment	5,346	-	-	-
Environmental monitoring	33,063	-	-	-
Annual operating fees	1,632	-	-	-
Total Operating Expenses	2,053,610	-	-	-
Operating Income (Loss)	(1,024,569)	368,101	535,668	62,378

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ -	$ 21,340	$ -	$ -	$ -	$ 905,685
15,200	-	-	-	-	24,234
-	-	-	-	-	999,399
-	-	-	50	4,541	107,001
15,200	21,340	-	50	4,541	2,036,319
-	-	-	289	-	627,504
-	-	-	-	-	66,502
-	-	-	-	-	19,407
-	-	-	3,252	-	60,376
-	-	-	-	-	10,683
-	-	-	-	-	3,780
-	-	-	-	-	1,342
-	-	-	-	-	97,119
-	-	-	-	-	9,203
-	-	-	-	-	14,196
-	-	-	-	-	115,810
-	-	-	-	-	516
-	-	-	-	-	7,133
-	-	-	-	-	18,537
-	-	-	-	-	926,232
-	-	-	-	-	38,770
-	-	-	-	-	5,346
-	-	-	-	-	33,063
-	-	-	-	-	1,632
-	-	-	3,541	-	2,057,151
15,200	21,340	-	(3,491)	4,541	(20,832)

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses,
And Changes in Net Position
Sewer Operations
For the Year Ended June 30, 2015

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
NON-OPERATING REVENUES (EXPENSES)				
Interest income	200	671	576	62
Interest expense	-	(206,653)	(15,363)	(17,870)
Total Non-Operating Revenue (Expenses)	200	(205,982)	(14,787)	(17,808)
Income (Loss) before Transfers	(1,024,369)	162,119	520,881	44,570
Transfers in	54,083	-	-	-
Transfers out	(400)	-	(329,786)	-
Change in Net Position	(970,686)	162,119	191,095	44,570
Total Net Position - Beginning	6,382,031	(3,287,992)	(177,012)	(568,889)
Cumulative effect of a change in accounting principle	(460,013)	-	-	-
Total Net Position - Beginning, Restated	5,922,018	(3,287,992)	(177,012)	(568,889)
Total Net Position - Ending	$ 4,951,332	$ (3,125,873)	$ 14,083	$ (524,319)

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
875	306	33	69	50	2,842
-	-	-	-	-	(239,886)
875	306	33	69	50	(237,044)
16,075	21,646	33	(3,422)	4,591	(257,876)
-	334,776	-	-	-	388,859
-	(54,082)	-	-	(4,591)	(388,859)
16,075	302,340	33	(3,422)	-	(257,876)
447,856	187,910	35,250	49,853	351,133	3,420,140
-	-	-	-	-	(460,013)
447,856	187,910	35,250	49,853	351,133	2,960,127
$ 463,931	$ 490,250	$ 35,283	$ 46,431	$ 351,133	$ 2,702,251

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2015

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash received from customers	$ 1,036,510	$ 401,005	$ 580,425	$ 62,378
Cash paid to suppliers	(508,420)	-	-	-
Cash paid to employees	(601,275)	-	-	-
Net Cash Provided (Used) by Operating Activities	(73,185)	401,005	580,425	62,378
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Transfers from other funds	54,083	-	-	-
Transfers to other funds	(400)	-	(329,786)	-
Net Cash Provided (Used) by Non-Capital Financing Activities	53,683	-	(329,786)	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Principal paid on debt	-	(441,000)	(639,035)	(14,000)
Interest paid on debt	-	(214,738)	(18,436)	(18,045)
Acquisition of capital assets	(54,839)	-	-	-
Net Cash Provided (Used) by Capital and Related Financing Activities	(54,839)	(655,738)	(657,471)	(32,045)
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest on investments	200	671	576	62
Net Cash Provided (Used) by Investing Activities	200	671	576	62
Net Increase (Decrease) in Cash and Cash Equivalents	(74,141)	(254,062)	(406,256)	30,395
Balances - Beginning	141,254	790,589	406,266	47,217
Balances - Ending	$ 67,113	$ 536,527	$ 10	$ 77,612

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 15,200	$ 6,490	$ -	$ 50	$ 4,541	$ 2,106,599
-	-	-	(3,252)	-	(511,672)
-	-	-	(289)	-	(601,564)
15,200	6,490	-	(3,491)	4,541	993,363
-	334,776	-	-	-	388,859
-	(54,082)	-	-	(4,591)	(388,859)
-	280,694	-	-	(4,591)	-
-	-	-	-	-	(1,094,035)
-	-	-	-	-	(251,219)
-	-	-	-	-	(54,839)
-	-	-	-	-	(1,400,093)
875	306	33	69	50	2,842
875	306	33	69	50	2,842
16,075	287,490	33	(3,422)	-	(403,888)
464,442	187,910	35,250	49,853	10,133	2,132,914
$ 480,517	$ 475,400	$ 35,283	$ 46,431	$ 10,133	$ 1,729,026

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2015

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES				
Operating income (loss)	$ (1,024,569)	$ 368,101	$ 535,668	$ 62,378
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation/amoritization	926,232	-	-	-
Decrease (increase) in:				
Accounts receivable	7,469	-	42,923	-
Assessments receivable	-	32,904	1,834	-
Prepaid costs	(21,721)	-	-	-
Pension adjustment - deferred outflows	(16,990)	-	-	-
Increase (decrease) in:				
Accounts payable	13,464	-	-	-
Salaries and benefits payable	3,142	-	-	-
Compensated absences payable	(2,717)	-	-	-
Net pension liability	(103,320)	-	-	-
Net OPEB obligation	42,517	-	-	-
Pension adjustment - deferred inflows	103,308	-	-	-
Net Cash Provided (Used) by Operating Activities	$ (73,185)	$ 401,005	$ 580,425	$ 62,378

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 15,200	$ 21,340	$ -	$ (3,491)	$ 4,541	$ (20,832)
-	-	-	-	-	926,232
-	-	-	-	-	50,392
-	(14,850)	-	-	-	19,888
-	-	-	-	-	(21,721)
-	-	-	-	-	(16,990)
-	-	-	-	-	13,464
-	-	-	-	-	3,142
-	-	-	-	-	(2,717)
-	-	-	-	-	(103,320)
-	-	-	-	-	42,517
-	-	-	-	-	103,308
$ 15,200	$ 6,490	$ -	$ (3,491)	$ 4,541	$ 993,363

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Water Operations
June 30, 2015

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
ASSETS					
Current Assets:					
Cash and investments	$ 142,278	$ -	$ 170,434	$ -	$ 312,712
Receivables:					
Accounts	147,036	32,951	-	-	179,987
Prepaid costs	51,823	-	-	-	51,823
Due from other funds	59,095	-	-	6,039	65,134
Total Current Assets	400,232	32,951	170,434	6,039	609,656
Noncurrent Assets:					
Capital assets, net	3,907,281	-	-	-	3,907,281
Total Noncurrent Assets	3,907,281	-	-	-	3,907,281
Total Assets	4,307,513	32,951	170,434	6,039	4,516,937
DEFERRED OUTFLOWS OF RESOURCES					
Pension adjustments	88,650	-	-	-	88,650
Total Deferred Outflows of Resources	88,650	-	-	-	88,650
LIABILITIES					
Current Liabilities:					
Accounts payable	54,106	-	-	-	54,106
Salaries and benefits payable	17,451	-	-	-	17,451
Interest payable	-	30,488	-	-	30,488
Due to other funds	6,039	59,073	-	22	65,134
Compensated absences	16,397	-	-	-	16,397
Loans	-	92,761	-	-	92,761
Total Current Liabilities	93,993	182,322	-	22	276,337
Noncurrent Liabilities:					
Advances from other funds	201,000	140,000	-	-	341,000
Compensated absences	4,762	-	-	-	4,762
Loans	-	2,009,799	-	-	2,009,799
Net pension liability	459,132	-	-	-	459,132
Net OPEB obligation	240,185	-	-	-	240,185
Total Noncurrent Liabilities	905,079	2,149,799	-	-	3,054,878
Total Liabilities	999,072	2,332,121	-	22	3,331,215
DEFERRED INFLOWS OF RESOURCES					
Pension adjustments	112,669	-	-	-	112,669
Total Deferred Inflows of Resources	112,669	-	-	-	112,669

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Water Operations
June 30, 2015

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
NET POSITION					
Net investment in capital assets	$ 3,907,281	$ (2,102,560)	$ -	$ -	$ 1,804,721
Restricted for debt service	-	-	170,434	-	170,434
Restricted for capital facilities	-	-	-	6,017	6,017
Unrestricted	(622,859)	(196,610)	-	-	(819,469)
Total Net Position	$ 3,284,422	$ (2,299,170)	$ 170,434	$ 6,017	$ 1,161,703

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses, And Changes in Net Position
Water Operations
For the Year Ended June 30, 2015

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
OPERATING REVENUES					
Charges for services	$ 1,038,482	$ 226,701	$ -	$ -	$ 1,265,183
Miscellaneous	30,805	-	-	-	30,805
Total Operating Revenues	1,069,287	226,701	-	-	1,295,988
OPERATING EXPENSES					
Salaries and benefits	723,176	-	-	-	723,176
Insurance	(5,576)	-	-	-	(5,576)
Office expenses	19,631	-	-	-	19,631
Continuing education	9,679	-	-	-	9,679
Dues and subscriptions	14,752		-	-	14,752
Postage	1,342	-	-	-	1,342
Repairs and maintenance	77,767	-	-	-	77,767
Gas, fuel and oil	9,203	-	-	-	9,203
Supplies	1,425	-	-	-	1,425
Professional services	220,431	-	-	-	220,431
Travel	3,167	-	-	-	3,167
Telephone	7,133	-	-	-	7,133
Power	147,205	-	-	-	147,205
Depreciation	15,932	-	-	-	15,932
Other operating	4,193	-	-	-	4,193
Office and safety equipment	5,435	-	-	-	5,435
Director's compensation	1,434	-	-	-	1,434
Environmental monitoring	17,456	-	-	-	17,456
Water conservation	8,693	-	-	-	8,693
Water rights	18,480	-	-	-	18,480
Annual operating fees	18,587	6,577	-	-	25,164
Total Operating Expenses	1,319,545	6,577	-	-	1,326,122
Operating Income (Loss)	(250,258)	220,124	-	-	(30,134)

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses,
And Changes in Net Position
Water Operations
For the Year Ended June 30, 2015

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
NON-OPERATING REVENUES (EXPENSES)					
Interest income	$ 466	$ (140)	$ 331	$ 4	$ 661
Interest expense	-	(74,990)	-	-	(74,990)
Total Non-Operating Revenue (Expenses)	466	(75,130)	331	4	(74,329)
Income (Loss) before Transfers	(249,792)	144,994	331	4	(104,463)
Transfers in	7,987	-	-	-	7,987
Transfers out	-	-	-	(7,987)	(7,987)
Change in Net Position	(241,805)	144,994	331	(7,983)	(104,463)
Total Net Position - Beginning	4,027,920	(2,444,164)	170,103	14,000	1,767,859
Cumulative effect of a change in accounting principle	(501,693)	-	-	-	(501,693)
Total Net Position - Beginning, Restated	3,526,227	(2,444,164)	170,103	14,000	1,266,166
Total Net Position - Ending	$ 3,284,422	$ (2,299,170)	$ 170,434	$ 6,017	$ 1,161,703

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2015

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from customers	$ 1,132,386	$ 193,750	$ -	$ -	$ 1,326,136
Cash paid to suppliers	(583,759)	(6,577)	-	-	(590,336)
Cash paid to employees	(692,961)	-	-	-	(692,961)
Net Cash Provided (Used) by Operating Activities	(144,334)	187,173	-	-	42,839
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Transfers from other funds	7,987	-	-	-	7,987
Transfers to other funds	-	-	-	(7,987)	(7,987)
Interfund loans received	6,039	59,073	-	22	65,134
Interfund loans made	(59,095)	-	-	(6,039)	(65,134)
Net Cash Provided (Used) by Non-Capital Financing Activities	(45,069)	59,073	-	(14,004)	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Principal paid on debt	-	(89,642)	-	-	(89,642)
Interest paid on debt	-	(76,289)	-	-	(76,289)
Acquisition of capital assets	(7,987)	-	-	-	(7,987)
Net Cash Provided (Used) by Capital and Related Financing Activities	(7,987)	(165,931)	-	-	(173,918)
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest on investments	466	(140)	331	4	661
Net Cash Provided (Used) by Investing Activities	466	(140)	331	4	661
Net Increase (Decrease) in Cash and Cash Equivalents	(196,924)	80,175	331	(14,000)	(130,418)
Balances - Beginning	339,202	(80,175)	170,103	14,000	443,130
Balances - Ending	$ 142,278	$ -	$ 170,434	$ -	$ 312,712

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2015

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES					
Operating income (loss)	$ (250,258)	$ 220,124	$ -	$ -	$ (30,134)
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation/amoritization	15,932	-	-	-	15,932
Decrease (increase) in:					
Accounts receivable	63,100	(32,951)	-	-	30,149
Prepaid costs	(21,721)	-	-	-	(21,721)
Pension adjustment - deferred outflows	(18,530)	-	-	-	(18,530)
Increase (decrease) in:					
Accounts payable	18,399	-	-	-	18,399
Salaries and benefits payable	4,811	-	-	-	4,811
Compensated absences payable	(1,094)	-	-	-	(1,094)
Net pension liability	(112,681)				(112,681)
Net OPEB obligation	45,039	-	-	-	45,039
Pension adjustment - deferred inflows	112,669				112,669
Net Cash Provided (Used) by Operating Activities	$ (144,334)	$ 187,173	$ -	$ -	$ 42,839

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OTHER REPORT AND SCHEDULES

- **Other Report**
- **Schedule of Findings and Recommendations**
- **Schedule of Prior Year Findings and Recommendations**

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of business-type activities and each major fund of Hidden Valley Lake Community Services District, Middletown, California (District) as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated December 17, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and recommendations, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and correctly on a timely basis. We consider the deficiency described in the accompanying schedule of findings and recommendations to be a material weakness. (2015-001)

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

950 THARP ROAD, SUITE 502 YUBA CITY, CA 95993 TEL: (530) 673-9790 FAX: (530) 673-1305 SMITHNEW@SBCGLOBAL.NET

The Board of Directors
Hidden Valley Lake Community Services District
Middletown, California

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

District's Response to Findings

The District's response to the findings identified in our audit is described in the accompanying schedule of findings and recommendations. The District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Smith & Newell, CPAs
Yuba City, California
December 17, 2015

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Findings and Recommendations
For the Year Ended June 30, 2015

2015-001 Account Balances (Material Weakness)

Condition

During our audit, we noted that numerous balance sheet accounts had not been adjusted to reflect current year ending balances. This is a repeat of a prior year finding.

Cause

We noted that accounts receivable, accounts payable, salaries payable, interest payable, and debt payable were not adjusted as necessary to accurately reflect current balances.

Criteria

Generally accepted accounting principles require that account balances be adjusted as necessary to reflect current balances.

Effect of Condition

Accounts were not properly adjusted prior to the start of the annual audit.

Recommendation

We recommend that the District reconcile and adjust account balances in a timely manner.

Corrective Action Plan

The accounting practices are being reviewed and updated to reflect more stringent review and account reconciliation. A number of the closing account balances made for this fiscal year were made after the auditor's review.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Prior Year Findings and Recommendations
For the Year Ended June 30, 2015

Audit Reference	Status of Prior Year Audit Recommendation
2014-001	**Account Balances**

Recommendation

We recommend that the District reconcile and adjust account balances in a timely manner.

Status

In Progress

Fiscal Year 2013-2014

Budget

Adopted July 17, 2013

Board of Directors:

Judy Mirbegian, President

Jim Freeman, Vice President

Carolyn Graham

Linda Herndon

Jim Lieberman

General Manager:

Roland Sanford

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Introduction

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

Mission Statement

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

History

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

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

Board of Directors

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

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

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

Revenue and Expense Trends and Forecast

Water Fund

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

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

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

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

Sewer Fund

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

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

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

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2013-2014 BUDGET
DRAFT VERSION 8

SEWER ENTERPRISE FUND

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

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2013-2014 BUDGET

DRAFT VERSION 8

WATER ENTERPRISE FUND

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

Projects

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

Rate Study

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

Cloud Service

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

Phone System

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

Habitat Survey

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

Summary Descriptions

Revenue

Permits and Inspections: new connections

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

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

Expenditures

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

Insurance: liability insurance

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

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

Dues and Subscriptions: membership fees and subscriptions

Postage: postage

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

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

Supplies: general supplies

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

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

Telephone: landline and mobile telephone service

Power: electricity

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

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

Environmental Monitoring: lab samples

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

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

Significant Changes

Salaries and Benefits

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

Insurance

The 13/14 insurance premium reflects a significant increase in the number of property and liability claims filed against the District. In fiscal years 11/12 and12/13, the District had eight claims filed. Between fiscal years 03/04 and 10-11, there were only three claims.

Contractual Services

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

Repairs and Maintenance

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

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

Professional Services

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

Other Operating

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

Office and Safety Equipment

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

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2013-2014 BUDGET
CAPITAL ADDITIONS

SEWER

SEWER UNRESTRICTED RESERVES (JULY 9, 2013)	504,000
TOTAL SEWER FUNDS AVAILABLE FOR CAPITAL PROJECTS	**504,000**

2013-2014 CAPITAL PROJECTS

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

WATER

WATER UNRESTRICTED RESERVES (JULY 9, 2013)	46,000
TOTAL WATER FUNDS AVAILABLE FOR CAPITAL PROJECTS	**46,000**

2013-2014 CAPITAL PROJECTS

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

Capital Additions

Sewer

Generators ($90,000)

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

Replace/Refurbish Pumps ($25,000)

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

SCADA System Upgrades ($25,000)

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

Video inspection of sewer laterals ($20,000)

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

Repair sewer lateral leaks ($20,000)

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

Prepare Sewer Capital Improvement Plan ($25,000)

Contractor to prepare Capital Improvement Plan.

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

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

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

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

Gravel access road repair ($12,500)

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

Water

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

Contractor to revise 2001 Water Master Plan

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

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

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

Repair leaks

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2013-2014 BUDGET

NON-OPERATING BUDGET

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

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

Debt

Sewer Expansion and Wastewater Treatment Plant

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

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

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

Water Infrastructure Project

In 2002 the District upgraded the existing water infrastructure to meet increasing demands and ensure continuity of services. The Water Infrastructure Project included the addition of two 500,000 gallon storage tanks and the replacement of two pump stations. Additionally, pressure reducing valves were replaced throughout the District to ensure adequate water pressure was provided to all customers. The District's supervisory control and data acquisition (SCADA) system was also upgraded to allow for remote control of the water and wastewater systems.

The Water Infrastructure project was funded by the California Infrastructure and Economic Development Bank (CIEDB) via a low interest loan. The District borrowed $3,000,000 on June

24, 2002 at 3.48%. The loan is set to mature in 2032, and the remaining balance is $2,278,829. Loan payments were intended to be funded by new connections the water system, but with the economic downturn, and subsequent decline in new construction, annual loan payments are now made from the operating budget.

Solar Project

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

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

Fiscal Year 2014-2015

Budget

Adopted June 17, 2014

Board of Directors:

Judy Mirbegian, President

Jim Freeman, Vice President

Carolyn Graham

Linda Herndon

Jim Lieberman

General Manager:

Roland Sanford

Description of Hidden Valley Lake CSD

Overview

The Hidden Valley Lake Community Services District (District) is an independent special district serving the Hidden Valley Lake Community in southern Lake County, California. The District, which consists of 12 full-time employees, provides municipal water to approximately 2,400 homes and 20 businesses, and sewer services to approximately 1,600 connections within its three square mile service area.

Mission Statement

The mission of the Hidden Valley Lake Community Services District is to provide, maintain and protect our community's water.

History

The Hidden Valley Lake Community Services District was established in 1984, initially to provide sewer service to a portion of the Hidden Valley Lake community. At that time the community's municipal water supply was provided by the Stonehouse Mutual Water Company, which began operations in 1968. In 1993 the District and Stonehouse Mutual Water Company merged and the District assumed responsibility for the community's water and sewer service.

Board of Directors

The Board of Directors (Board) of the Hidden Valley Lake CSD consists of five elected officials who live in the District and are elected "at large". Each member serves a four year term. Elections are held in November of odd numbered years.

The Board establishes goals and policies to guide District operations, and appoints a General Manager to oversee day- to-day operations in accordance with Board's the goals and policies. In addition to the General Manager, the Board appoints District Counsel and financial auditors.

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

Operations

For accounting purposes the District's operations are divided into two funds – Water, and Sewer. Each fund is treated as a separate independent fiscal entity.

Revenue and Expense Trends and Forecast

Water Fund

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

Most if not all of the revenue decline is attributable to changing water use patterns. Prior to the economic recession, total District water use was approximately 25 percent higher than today. Water usage, particularly outdoor use, plummeted as homes fell into foreclosure and landscaping withered. Although the number of residential water connections has rebounded and returned to pre-recession numbers (approximately 2400 connections), the amount of water used by each connection has declined.

Over the last 10 years annual Water Fund operating expenses have increased by an average of three percent. In FY 2014-2015 Water Fund operating expenses are projected to exceed revenues by approximately $200,000.

Sewer Fund

The Sewer Fund has also experienced a fiscal reversal – from negative to positive. Sewer Fund revenues were blunted by the recent economic downturn, but not nearly to the extent experienced by the Water Fund. Unlike Water Fund revenues, which are determined by the number of water connections and quantity of water delivered to each connection, sewer revenues are currently based on the number of connections, without regard to the quantity of sewage generated. Accordingly, a homeowner can reduce water use and their associated water costs, but as long as they occupy their house – irrespective of economic conditions - they will continue to pay the same rate for sewer service.

Over the last 10 years annual Sewer Fund operating expenses have increased by an average of 2.5 percent. In FY 2014-2015 Water Fund operating expenses are projected to be equal to or slightly less than the corresponding revenue.

Water and Sewer Operating Budgets

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2014-2015 BUDGET

WATER ENTERPRISE FUND

	2013-2014 BUDGET	2014-2015 PROPOSED
REVENUE		
130-4035 RECONNECT FEES	13,000	10,000
130-4038 COMM WATER CONNECTIONS	-	-
130-4039 WATER METER INSTALLATION	300	300
130-4040 RECORDING FEE INCOME	100	100
130-4045 AVAILABILITY FEES	37,800	40,000
130-4110 COMMERCIAL WATER USE	13,800	14,000
130-4112 GOVERNMENT WATER USE	900	800
130-4115 WATER USE CHARGES	1,036,000	863,000
130-4117 WATER OVERAGE USE FEE	161,200	167,000
130-4118 WATER OVERAGE COMMERCIAL	11,200	11,000
130-4119 WATER OVERAGE GOV'T	-	-
130-4210 LATE FEE 10%	23,000	22,000
130 4215 RETURNED CHECK FEE	700	800
130-4300 MISC INCOME	200	100
130-4310 OTHER INCOME	-	-
130-4505 LEASE INCOME	-	4,200
130-4550 INTEREST INCOME	-	800
130-4591 INCOME APPL TO PRIOR YRS	-	-
TOTAL REVENUE	**1,298,200**	**1,134,100**

	2013-2014 BUDGET	2014-2015 PROPOSED
EXPENSES		
130-5010 SALARY & WAGES	412,000	449,553
130-5020 EMPLOYEE BENEFITS	122,400	99,398
130-5021 RETIREMENT BENEFITS	74,700	77,261
130-5025 RETIREE HEALTH BENEFITS	5,400	5,027
130-5030 DIRECTOR HEALTH BENEFITS	39,700	42,022
130-5040 ELECTION EXPENSE	2,500	-
130-5060 GASOLINE, OIL & FUEL	11,800	12,500
130-5061 VEHICLE MAINT	12,000	12,500
130-5062 TAXES & LICENSE	800	1,600
130-5063 CERTIFICATIONS		800
130-5074 INSURANCE	19,800	21,100
130-5075 BANK FEES	6,800	7,000
130-5080 MEMBERSHIP & SUBSCRIPTIONS	18,600	17,200
130-5090 OFFICE SUPPLIES	6,100	6,600
130-5092 POSTAGE & SHIPPING	100	1,500
130-5110 CONTRACTUAL SERVICES	43,500	49,650
130-5121 LEGAL SERVICES	11,700	12,500
130-5122 ENGINEERING SERVICES	18,000	15,000
130-5123 OTHER PROFESSIONAL SERVICE	97,000	144,750
130-5124 WATER RIGHTS	10,000	10,000
130-5130 PRINTING & PUBLICATION	200	500
130-5135 NEWSLETTER	2,000	1,000
130-5145 EQUIPMENT RENTAL	2,100	-
130-5148 OPERATING SUPPLIES	1,900	10,000
130-5150 REPAIR & REPLACE	52,000	52,000
130-5155 MAINT BLDG & GROUNDS	4,400	5,300
130-5156 CUSTODIAL SERVICES		9,450
130-5157 SECURITY		2,000
130-5170 TRAVEL & MEETINGS	2,100	1,300
130-5175 EDUCATION/SEMINARS	7,300	7,500
130-5176 DIRECTOR TRAINING	1,100	200
130-5179 ADM MISC EXPENSE	500	500
130-5191 TELEPHONE	11,100	9,000
130-5192 ELECTRICITY	150,800	165,000
130-5193 OTHER UTILITIES		1,800
130-5195 ENV/MONITORING	7,100	25,000
130-5196 RISK MANAGEMENT		-
130-5198 ANNUAL OPERATING FEES	26,700	27,000
130-5310 EQUIPMENT - FIELD	-	1,000
130-5311 EQUIPMENT - OFFICE	10,900	2,200
130-5312 TOOLS - FIELD	1,400	800
130-5315 SAFETY EQUIPMENT	-	4,100
130-5505 WATER CONSERVATION	7,600	15,000
130-5545 RECORDING FEES	300	160
130-5580 TRANSFERS OUT	173,000	-
130-5585 FLOOD CONTROL	100	-
130-5650 CAPITAL RESERVES	20,000	-
TOTAL EXPENDITURES	**1,395,500**	**1,326,771**

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2014-2015 BUDGET

SEWER ENTERPRISE FUND

	2013-2014 BUDGET	2014-2015 PROPOSED
REVENUE		
120-4020 PERMIT & INSPECTION FEES	-	**300**
120-4036 DEVELOPER SEWER FEES	-	**-**
120-4045 AVAILABILITY FEES	6,000	**10,200**
120-4050 SALES OF RECLAIMED WATER	106,500	**95,000**
120-4111 COMMERCIAL SEWER USE	20,500	**18,400**
120-4112 GOVERNMENT SEWER USE	600	**600**
120-4116 SEWER USE CHARGES	867,100	**862,000**
120-4210 LATE FEE 10%	15,500	**15,500**
120 4300 MISC INCOME	600	**100**
120-4505 LEASE INCOME	8,400	**4,200**
120-4550 INTEREST INCOME	-	**-**
TOTAL REVENUE	**1,025,200**	**1,006,300**

	2013-2014 BUDGET	2014-2015 PROPOSED
EXPENSES		
120-5010 SALARY & WAGES	416,000	421,213
120-5020 EMPLOYEE BENEFITS	104,300	99,398
120-5021 RETIREMENT BENEFITS	75,900	77,261
120-5025 RETIREE HEALTH BENEFITS	5,400	5,027
120-5030 DIRECTOR HEALTH BENEFITS	39,700	42,022
120-5040 ELECTION EXPENSE	2,500	-
120-5060 GASOLINE, OIL & FUEL	12,600	14,200
120-5061 VEHICLE MAINT	8,000	10,357
120-5062 TAXES & LICENSE	400	1,100
120-5063 CERTIFICATIONS		800
120-5074 INSURANCE	19,800	21,100
120-5075 BANK FEES	6,800	7,000
120-5080 MEMBERSHIP & SUBSCRIPTIONS	6,000	6,000
120-5090 OFFICE SUPPLIES	6,200	6,600
120-5092 POSTAGE & SHIPPING	100	1,500
120-5110 CONTRACTUAL SERVICES	47,600	36,210
120-5121 LEGAL SERVICES	11,700	12,500
120-5122 ENGINEERING SERVICES	12,000	15,000
120-5123 OTHER PROFESSIONAL SERVICE	25,000	27,750
120-5130 PRINTING & PUBLICATION	200	500
120-5135 NEWSLETTER	2,000	1,000
120-5145 EQUIPMENT RENTAL	-	-
120-5148 OPERATING SUPPLIES	12,000	12,000
120-5150 REPAIR & REPLACE	52,500	50,452
120-5155 MAINT BLDG & GROUNDS	5,300	5,300
120-5156 CUSTODIAL SERVICES		9,450
120-5157 SECURITY		2,000
120-5160 SLUDGE DISPOSAL	23,900	23,000
120-5170 TRAVEL & MEETINGS	600	1,100
120-5175 EDUCATION/SEMINARS	10,800	6,600
120-5176 DIRECTOR TRAINING	300	200
120-5179 ADM MISC EXPENSE	500	500
120-5191 TELEPHONE	11,100	9,000
120-5192 ELECTRICITY	20,000	18,400
120-5193 OTHER UTILITIES		1,800
120-5195 ENV/MONITORING	31,000	25,000
120-5196 RISK MANAGEMENT		17,800
120-5198 ANNUAL OPERATING FEES	3,400	3,000
120-5310 EQUIPMENT - FIELD	-	1,000
120-5311 EQUIPMENT - OFFICE	11,500	2,800
120-5312 TOOLS - FIELD	2,200	1,100
120-5315 SAFETY EQUIPMENT	-	4,100
120-5510-SEWER OUTREACH		5,000
120-5545 RECORDING FEES	200	160
120-5585 FLOOD CONTROL	200	-
120-5590 NON-OPERATING OTHER	37,500	-
120-5600 CONTINGENCY	-	-
TOTAL EXPENDITURES	**1,025,200**	**1,006,300**

Significant Changes from Prior Year

The FY 2014-2015 water and sewer operating budgets are very similar to their 2013-2014 counterparts. The principle differences being the creation of a new line item within the sewer operating budget: "Risk Management", and significant increases in the water operating budget's "Other Professional Services", "Env/Monitoring" and "Water Conservation" line items. In recent years, funding for Risk Management was included in the "Repair and Replace" line item of the sewer operating budget. Risk Management is now identified and funded as a separate line item ($17,800) and the remaining Repair and Replace line item within the sewer operating budget increased by $15,000.

The FY 2014-2015 water operating budget includes a substantial increase in funding for the ongoing Water Rights Petition for Change Project (a total of $75,000 within the Other Professional Services line item), additional funding – approximately $18,000 – within the Env/Monitoring line item for hexavalent chromium water quality sampling, and additional funding – approximately $8,000 – with the Water Conservation line item for water conservation/water stewardship public education and outreach.

Water and Sewer Capital Additions Budgets

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2014-2015 BUDGET

CAPITAL ADDITIONS

SEWER	
SEWER UNRESTRICTED RESERVES (JULY 9, 2014)	180,000
TOTAL SEWER FUNDS AVAILABLE FOR CAPITAL PROJECTS	**100,000**
2014-2015 CAPITAL PROJECTS	
VIDEO INSPECTION OF SEWER LATERALS	35,000
REPAIR SEWER LATERAL LEAKS	35,000
PREPARE SEWER CAPITAL IMPROVEMENT PLAN	20,000
INSTALL SECURITY FENCING AT LIFT STATIONS 1 & 4	10,000
TOTAL SEWER CAPITAL ADDITIONS	**100,000**
WATER	
WATER UNRESTRICTED RESERVES (JULY 9, 2014)	0
TOTAL WATER FUNDS AVAILABLE FOR CAPITAL PROJECTS	**0**

Debt Service Budget

NON-OPERATING FUNDS

DEBT SERVICE INCOME	FUND	
TAXES, ASSESSMENTS, BONDS	215	450,153
STATE REVOLVING FUND LOAN	217	299,056
CIEDB LOAN	218	172,507
USDA RUS LOAN (SOLAR)	219	46,045
TOTAL INCOME		967,761

DEBT SERVICE EXPENDITURE		
1995-2 BOND REDEMPTION (PRINCIPAL)	215	111,000
1995-2 BOND REDEMPTION (INTEREST)	215	334,823
STATE REVOLVING LOAN (PRINCIPAL)	217	290,346
STATE REVOLVING LOAN (INTEREST)	217	8,710
CIEDB (PRINCIPAL)	218	89,642
CIEDB (INTEREST)	218	76,288
CIEDB (ANNUAL FEE)	218	6,577
USDA RUS LOAN (PRINCIPAL)	219	14,000
USDA RUS LOAN (INTEREST)	219	32,045
BOND ADMINISTRATION	711	4,330
RESERVES (ALL REQUIRED BALANCES MET)		N/A
TOTAL DEBT SERVICE EXPENDITURES		967,761

Sewer Expansion and Wastewater Treatment Plant

In 1994, the District expanded its sewer collection system and relocated the wastewater treatment plant near Grange Road. The project was financed through the combination of four bonds and a low interest loan from the State Revolving Fund. Three of four bonds have been paid off early to minimize interest payments. The remaining bond - the "1995-2 series bond" - is scheduled to mature in 2034, while the State Revolving Fund loan will be paid off in 2015. The principal and interest payments for these debts are collected annually on the property tax roll.

Water Infrastructure Project

In 2002 the District upgraded the existing water infrastructure to meet increasing water demands and ensure continuity of services. The Water Infrastructure Project included the addition of two 500,000 gallon storage tanks and the replacement of two pump stations, as well as the installation of pressure reducing valves, and additional SCADA (supervisory control and data acquisition) equipment to facilitate remote control of the District's water and wastewater systems.

The Water Infrastructure project was financed through a loan from the California Infrastructure and Economic Development Bank (CIEDB) that is scheduled to mature in 2032. At the time that the loan was made it was anticipated that repayment would occur from the revenue generated by new water connections. However, due to the recent economic downturn and subsequent decline in housing construction, hence revenue generated through new water connections, annual loan payments are now obtained from the Water Fund's operating revenue.

Solar Project

In an effort to minimize electrical energy costs, the District installed a photovoltaic (PV) project at the Wastewater Treatment Plant near Grange Road. The PV project can produce up to 420,000 kw per year. The PV began operation in December 2011 and was financed in part through a grant and a loan from the United States Department of Agriculture. Loan payments are obtained from the Sewer Fund's operating budget.

Fiscal Year 2015-2016

Budget

Adopted June 16, 2015

Board of Directors:

Jim Freeman, President

Jim Lieberman, Vice President

Linda Herndon

Judy Mirbegian

Carolyn Graham

General Manager:

Roland Sanford

Introduction

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

Mission Statement

The mission of the Hidden Valley Lake Community Services District is to provide, maintain and protect our community's water.

History

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

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

Board of Directors

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

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

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

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2015-2016 BUDGET

SEWER ENTERPRISE FUND

	2014-2015 BUDGET	2015-2016 PROPOSED
REVENUE		
120-4020 PERMIT & INSPECTION FEES	300	**300**
120-4036 DEVELOPER SEWER FEES	-	**-**
120-4045 AVAILABILITY FEES	10,200	**8,800**
120-4050 SALES OF RECLAIMED WATER	95,000	**90,000**
120-4111 COMMERCIAL SEWER USE	18,400	**19,370**
120-4112 GOVERNMENT SEWER USE	600	**580**
120-4116 SEWER USE CHARGES	862,000	**969,100**
120-4210 LATE FEE 10%	15,500	**19,093**
120 4300 MISC INCOME	100	**39,600**
120-4505 LEASE INCOME	4,200	**2,600**
120-4550 INTEREST INCOME	-	**-**
120-4591 INCOME APPLICABLE TO PRIOR	-	
TOTAL REVENUE	**1,006,300**	**1,149,443**
EXPENSES		
120-5010 SALARY & WAGES	421,213	**458,725**
120-5020 EMPLOYEE BENEFITS	99,398	**119,078**
120-5021 RETIREMENT BENEFITS	77,261	**76,462**
120-5022 CLOTHING ALLOWANCE	2,000	**1,300**
120-5024 WORKERS' COMP INSURANCE	4,815	**21,700**
120-5025 RETIREE HEALTH BENEFITS	5,027	**7,211**
120-5030 DIRECTOR HEALTH BENEFITS	42,022	**34,793**
120-5040 ELECTION EXPENSE	-	**-**
120-5060 GASOLINE, OIL & FUEL	14,200	**8,790**
120-5061 VEHICLE MAINT	10,357	**11,012**
120-5062 TAXES & LICENSE	1,100	**619**

120-5063 CERTIFICATIONS	800	**400**
120-5074 INSURANCE	16,285	**14,735**
120-5075 BANK FEES	7,000	**12,750**
120-5080 MEMBERSHIP & SUBSCRIPTIONS	6,000	**4,520**
120-5090 OFFICE SUPPLIES	6,600	**7,540**
120-5092 POSTAGE & SHIPPING	1,500	**1,300**
120-5110 CONTRACTUAL SERVICES	36,210	**40,000**
120-5121 LEGAL SERVICES	12,500	**9,500**
120-5122 ENGINEERING SERVICES	15,000	**34,000**
120-5123 OTHER PROFESSIONAL SERVICE	27,750	**51,000**
120-5130 PRINTING & PUBLICATION	500	**1,500**
120-5135 NEWSLETTER	1,000	**1,000**
120-5145 EQUIPMENT RENTAL	-	**990**
120-5148 OPERATING SUPPLIES	12,000	**11,699**
120-5150 REPAIR & REPLACE	50,452	**53,614**
120-5155 MAINT BLDG & GROUNDS	5,300	**8,400**
120-5156 CUSTODIAL SERVICES	9,450	**9,600**
120-5157 SECURITY	2,000	**460**
120-5160 SLUDGE DISPOSAL	23,000	**13,660**
120-5170 TRAVEL & MEETINGS	1,100	**1,880**
120-5175 EDUCATION/SEMINARS	6,600	**8,000**
120-5176 DIRECTOR TRAINING	200	**200**
120-5179 ADM MISC EXPENSE	500	**300**
120-5191 TELEPHONE	9,000	**6,960**
120-5192 ELECTRICITY	18,400	**17,291**
120-5193 OTHER UTILITIES	1,800	**2,600**
120-5195 ENV/MONITORING	25,000	**33,000**
120-5196 RISK MANAGEMENT	17,800	**15,000**
120-5198 ANNUAL OPERATING FEES	3,000	**1,600**
120-5310 EQUIPMENT - FIELD	1,000	**1,149**
120-5311 EQUIPMENT - OFFICE	2,800	**1,271**
120-5312 TOOLS - FIELD	1,100	**524**
120-5315 SAFETY EQUIPMENT	4,100	**1,874**
120-5510-SEWER OUTREACH	5,000	**-**
120-5545 RECORDING FEES	160	**200**
120-5585 FLOOD CONTROL	-	**-**
120-5591 EXPENSES APPLICABLE TO P/Y		**-**
120-5600 CONTINGENCY		**40,636**
120-5650 OPERATING RESERVES		
TOTAL EXPENDITURES	**1,008,300**	**1,148,843**

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2015-2016 BUDGET

WATER ENTERPRISE FUND

	2014-2015 BUDGET	2015-2016 PROPOSED
REVENUE		
130-4035 RECONNECT FEES	10,000	**13,000**
130-4038 COMM WATER CONNECTIONS	-	**-**
130-4039 WATER METER INSTALLATION	300	**300**
130-4040 RECORDING FEE INCOME	100	**110**
130-4045 AVAILABILITY FEES	40,000	**35,000**
130-4110 COMMERCIAL WATER USE	14,000	**27,400**
130-4112 GOVERNMENT WATER USE	800	**844**
130-4115 WATER USE CHARGES	863,000	**970,200**
130-4117 WATER OVERAGE USE FEE	167,000	**53,900**
130-4118 WATER OVERAGE COMMERCIAL	11,000	**5,200**
130-4119 WATER OVERAGE GOV'T	-	**-**
130-4210 LATE FEE 10%	22,000	**25,014**
130 4215 RETURNED CHECK FEE	800	**700**
130-4300 MISC INCOME	100	**1,100**
130-4310 OTHER INCOME	-	
130-4505 LEASE INCOME	4,200	**5,800**
130-4550 INTEREST INCOME	800	**-**
130-4591 INCOME APPL TO PRIOR YRS		
TOTAL REVENUE	**1,134,100**	**1,138,568**

EXPENSES		
130-5010 SALARY & WAGES	447,553	**458,725**
130-5020 EMPLOYEE BENEFITS	99,398	**119,078**
130-5021 RETIREMENT BENEFITS	77,261	**76,462**
130-5022 CLOTHING ALLOWANCE	2,000	**1,900**
130-5024 WORKERS' COMP INSURANCE	4,815	**21,700**

130-5025 RETIREE HEALTH BENEFITS	5,027	**7,211**
130-5030 DIRECTOR HEALTH BENEFITS	42,022	**34,793**
130-5040 ELECTION EXPENSE	-	**-**
130-5060 GASOLINE, OIL & FUEL	12,500	**8,788**
130-5061 VEHICLE MAINT	12,500	**3,521**
130-5062 TAXES & LICENSE	1,600	**1,153**
120-5063 CERTIFICATIONS	800	**220**
130-5074 INSURANCE	16,285	**14,735**
130-5075 BANK FEES	7,000	**12,750**
130-5080 MEMBERSHIP & SUBSCRIPTIONS	17,200	**17,641**
130-5090 OFFICE SUPPLIES	6,600	**7,540**
130-5092 POSTAGE & SHIPPING	1,500	**1,300**
130-5110 CONTRACTUAL SERVICES	49,650	**43,650**
130-5121 LEGAL SERVICES	12,500	**9,445**
130-5122 ENGINEERING SERVICES	15,000	**37,500**
130-5123 OTHER PROFESSIONAL SERVICE	144,750	**73,200**
130-5124 WATER RIGHTS	10,000	**10,428**
130-5130 PRINTING & PUBLICATION	500	**1,500**
130-5135 NEWSLETTER	1,000	**1,000**
130-5145 EQUIPMENT RENTAL	-	**-**
130-5148 OPERATING SUPPLIES	10,000	**1,107**
130-5150 REPAIR & REPLACE	52,000	**62,888**
130-5155 MAINT BLDG & GROUNDS	5,300	**8,400**
130-5156 CUSTODIAL SERVICES	9,450	**10,000**
130-5157 SECURITY	2,000	**460**
130-5170 TRAVEL & MEETINGS	1,300	**2,835**
130-5175 EDUCATION/SEMINARS	7,500	**8,000**
130-5176 DIRECTOR TRAINING	200	**800**
130-5179 ADM MISC EXPENSE	500	**300**
130-5191 TELEPHONE	9,000	**6,958**
130-5192 ELECTRICITY	165,000	**132,166**
130-5193 OTHER UTILITIES	1,800	**2,627**
130-5195 ENV/MONITORING	25,000	**24,000**
130-5196 RISK MANAGEMENT	-	**300**
130-5198 ANNUAL OPERATING FEES	27,000	**22,400**
130-5310 EQUIPMENT - FIELD	1,000	**1,149**
130-5311 EQUIPMENT - OFFICE	2,200	**1,271**
130-5312 TOOLS - FIELD	800	**1,681**
130-5315 SAFETY EQUIPMENT	4,100	**1,531**
130-5505 WATER CONSERVATION	15,000	**10,000**
130-5545 RECORDING FEES	160	**200**
130-5580 TRANSFERS OUT	-	**-**
130-5585 FLOOD CONTROL	-	**-**
130-5591 EXPENSES APPLICABLE TO P/Y	-	**-**
130-5600 CONTINGENCY		**50,000**
130-5650 OPERATING RESERVES	-	**-**
TOTAL EXPENDITURES	**1,326,771**	**1,313,313**

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

December, 2016

FINANCIAL REPORT

CAPITAL EXPENDITURES

2016-2017 BUDGET

Sewer	Budget	Yr to Date Actual
Repair Sewer Lateral Leaks	76,100.00	0.00
Complete Revised Sewer System Management Plan	9,000.00	0.00
Install Security Fencing at Lift Station 1 & 4	10,000.00	0.00
New Roof for Admin Building	40,000.00	6,710.00
Preliminary Design-Chlorine Disinfection Facility	45,006.00	0.00
Crazy Creek Land Purchase	0.00	11,765.50
WWTP Sand Filters	25,000.00	0.00
Chlorine Tank Auto shut-off	32,000.00	0.00
Total	**237,106.00**	**18,475.50**

Water		Yr to Date Actual
New Roof for Admin Building (not from Capital)		2,110
$4,600 trsf from 5505 - Water Conservation, $2,110 fr Operating		4,600
(No planned capital expenditures in FY 2015-2019)		-
Total		6,710

STATE OF CALIFORNIA

AMENDMENT TO THE

DOMESTIC WATER SUPPLY PERMIT

Hidden Valley Lake Community Services District

1710015

ORIGINAL PERMIT NO. **02-03-06P1710015** DATE OF ISSUE: **April 10, 2006**

PERMIT AMENDMENT NO. **5** EFFECTIVE DATE: **June 6, 2013**

WHEREAS:

1. Section 116525(c) of the California Health and Safety Code (CHSC) authorizes the California Department of Public Health to renew, reissue, revise or amend any domestic water supply permit whenever the department deems it to be necessary for the protection of public health whether or not an application has been filed.

2. The California Department of Public Health (Department) evaluated the Well Field Capacity Test Report for Hidden Valley Lake Community Services District (District) Grange Road Well Field prepared by GHD, Inc. submitted on December 26, 2012. The Department evaluated the District's water rights summary submitted on January 7, 2013.

3. The Department deems that a permit amendment is necessary to ensure the protection of public health.

THEREFORE:

Condition No. 2 of Domestic Water Supply Permit No. 02-03-06P1710015 is hereby amended to read:

2. The only sources approved for potable water supply are:

Source	PS Code	Status	Estimated Capacity (Gallons per minute)
Grange Well-02	1710015-002	Active	715
Grange Well-03	1710015-003	Standby	338
Grange Well-04	1710015-004	Active	1,260

The stated source capacity is based on a vineyard well located less than 100 feet to the east of Grange Well-04 not interrupting normal operations. The above capacity is subject to reduction pending how the vineyard well operations impact the capacity at Grange Well-04.

Condition No. 28 of Domestic Water Supply Permit 02-03-06P1710015 is added:

28. Prior to exceeding 2,500 connections in the distribution system, the District shall submit a completed, and Department approved, source capacity planning study in accordance with Section 64558, Title 22 of the California Code of Regulations. Active service connections are considered any service connection that is utilized at least six months of the year. The source capacity planning study must include an evaluation or assessment of how the vineyard well impacts Grange Well-04's capacity.

This amendment shall be appended to and shall be considered to be an integral part of the Domestic Water Supply Permit Number 02-03-06P1710015, issued on April 10, 2006.

FOR THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

Michelle F. Frederick

Michelle F. Frederick, P.E.
District Engineer
Mendocino District

June 6, 2013
Date

1710015 / Permit
2013June_Permit Amendment No5.docx / AJL

State of California—Health and Human Services Agency
California Department of Public Health
DRINKING WATER FIELD OPERATIONS BRANCH
50 D STREET, SUITE 200, SANTA ROSA, CA 95404
PHONE: (707) 576-2145 / FAX: (707) 576-2722
INTERNET ADDRESS: www.cdph.ca.gov

Ron Chapman, MD, MPH
Director & State Health Officer

EDMUND G. BROWN JR.
Governor

June 6, 2013

Hidden Valley Lake Community Services District
c/o Mr. Roland Sanford, General Manager
19400 Hartmann Road
Hidden Valley Lake, CA 95467

Well Field Capacity Test Report and Water Rights Summary

Dear Mr. Sanford,

This letter is in regards to the report entitled Well Field Capacity Test Report (Report) for Hidden Valley Lake Community Services District (District) Grange Road Well Field prepared by GHD, Inc. submitted on December 26, 2012 and the District's water rights summary submitted on January 7, 2013, as requested by the Department of Public Health (Department) during an inspection. Thank you for this submittal. The Department of Public Health (Department) has reviewed the report and has the following comments:

1. Based on the water rights summary, the District must discharge to Putah Creek to ensure Median Daily Discharge (1954-1975) is maintained. Based on discussions with District staff, the Department understands that Well 03 and Ag Well are reserved for Putah Creek supplementation during the period of July 1 – October 31 for each year. If the District shifts its operations during this period such that Well 03 is available to its public water system, please notify the Department.

2. The pumping duration and recovery periods during the Well Field Capacity Test are considered adequate for wells in alluvial soils.

3. The District indicates that the vineyard well does not disrupt operations of the District's well field but this was not included in the well capacity evaluation. Given Well 04 and the Vineyard Well are located within respective cone of influences, the change in water elevation observed at the Vineyard Well during pumping and the similar screening of Well 04 (50 – 188 feet) and Vineyard Well (80 – 180 feet), the Department believes that the vineyard well could potentially impact Well-04 operations.

4. Given the District's maximum day demand is 1,060 gallons per day per connection (based on 2005 Annual Report) and there are 2,444 active service

connections, the District is required to ensure the wells have at least 2.6 MGD capacity. With the wells operating at capacity for 22 hours per day, the District is capable of producing 2.6 MGD and currently has adequate source capacity.

5. Based on the report findings, vineyard well operation and the District's operations, the total well capacity is as follows:

Uninterrupted by Vineyard Well Operations:

Period	**Wells available**	**Total capacity (gpm)**
July 1 – October 31	Well 02 and Well 04	715 + 1,260 = **1,975**
November 1 – June 30	Well 02, Well 03 & Well 04	715 + 388 + 1,260 = **2,363**

The Department encourages the District measure the vineyard well capacity and its impacts prior to performing significant expansion of the distribution system. Permit amendment No. 5 is enclosed to address the new capacity demonstrated in the Report and requirements associated with an increase of the District's number of active service connections. Please, read the permit amendment carefully as it is legally binding.

If you have any questions about this letter, please contact Amy Little at (707) 576-2147.

Sincerely,

Michelle F. Frederick

Michelle F. Frederick, P.E.
District Engineer
Mendocino District

Enclosure: Permit Amendment No. 5 to Domestic Water Supply Permit 02-03-06P1710015

c: Lake County Planning Department

Lake County Environmental Health

1710015/Permit
130516 well capacity.doc/AJL

STATE OF CALIFORNIA
CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
STATE WATER RESOURCES CONTROL BOARD

DIVISION OF WATER RIGHTS

License for Diversion and Use of Water

APPLICATION 30049 A
Page 1 of 6

PERMIT 20770 B

LICENSE 13527 A

THIS IS TO CERTIFY, That

Hidden Valley Lake Community Services District
19400 Hartman Road
Middletown, CA 95461-8371

has made proof as of **September 11, 1996** (the date of inspection) to the satisfaction of the State Water Resources Control Board (SWRCB) of a right to the use of the waters of **Putah Creek Underflow** in **Lake County**

tributary to **Yolo Bypass**

for the purpose of **Municipal Use**

under **Permit 20770** of the SWRCB; that the right to the use of this water has been perfected in accordance with the laws of California, the Regulations of the SWRCB, and the permit terms; that the priority of this right dates from **December 16, 1991**; and that the amount of water to which this right is entitled and hereby confirmed is limited to the amount actually beneficially used for the stated purposes and shall not exceed **1.5 cubic feet per second (cfs) to be diverted from January 1 to December 31 of each year. The maximum amount diverted under this license shall not exceed 651 acre-feet per year.**

The equivalent of such continuous flow allowance for any 30-day period may be diverted in a shorter time provided there will be no interference with other rights and instream beneficial uses and provided further that all terms or conditions protecting instream beneficial uses are observed.

(0000027)

THE POINTS OF DIVERSION OF SUCH WATER ARE LOCATED:

(1) By California Coordinate System of 1927, Zone 2, North 406,150 feet and East 1,841,700 feet, being within NW ¼ of NW ¼ of projected Section 29, T11N, R6W, MDB&M.

(2) By California Coordinate System of 1927, Zone 2, North 406,500 feet and East 1,841,900 feet, being within NW ¼ of NW ¼ of projected Section 29, T11N, R6W, MDB&M.

(3) By California Coordinate System of 1927, Zone 2, North 407,100 feet and East 1,842,200 feet, being within NW ¼ of NW ¼ of projected Section 29, T11N, R6W, MDB&M.

A DESCRIPTION OF THE LANDS OR THE PLACE WHERE SUCH WATER IS PUT TO BENEFICIAL USE IS AS FOLLOWS:

Within Units 1-3 and 6-11 of Hidden Valley Lake Subdivision within W ½ of T11N, R6W, MDB&M, and projected Section 12, T11N, R7W, MDB&M, as shown on map filed with the SWRCB.

During the season specified in this license, the total quantity and rate of water diverted and used under this license and under licensee's claimed existing right for the place of use specified in the license shall not exceed the quantity and rate of diversion and use specified in the license. If the licensee's claimed existing right is quantified at some later date as a result of an adjudication or other legally binding proceeding, the quantity and rate of diversion and use allowed under this license shall be the net of the face value of the license less the amounts of water available under the existing right.

Licensee shall forfeit all rights under this licensee if licensee transfers all or any part of the claimed existing right for the place of use covered by this license to another place of use without the prior approval of the SWRCB.

Licensee shall take and use water under the existing right claimed by licensee only in accordance with law.

(0000021B)

If it is determined after license issuance that the as-built conditions of the project are not correctly represented by the map(s) prepared to accompany the application, licensee shall, at his expense have the subject map(s) updated or replaced with equivalent as-built map(s). Said revision(s) or new map(s) shall be prepared by a civil engineer or land surveyor registered of licensed in the State of California and shall meet the requirements prescribed in section 715 and sections 717 through 723 of the California Code of Regulations, Title 23. Said revision(s) or map(s) shall be furnished upon request of the Chief, Division of Water Rights.

(0000030)

Licensee shall implement the provisions of the Groundwater Monitoring plan prepared by consultant James C. Hanson, dated February 1997, and approved by the Chief, Division of Water Rights by letter dated April 25, 1997. Licensee shall prepare an annual report summarizing the information collected under the plan and demonstrating compliance with the terms and conditions of this license. The report shall display in tabular or graphical form daily flow records from the Guenoc gage (or twice monthly Putah Creek flows if this gage is discontinued), amount of supplemental water provided for each intervening period, and any instantaneous flow measurements made during periods when target flows are not achieved. The annual report shall also list static water levels at all points of diversion, as well as water levels in other monitoring wells or piezometers specified in the Groundwater Monitoring Plan. A copy of the annual report shall be submitted to the Chief of the Division of Water Rights by December 31 of each year.

(0110700)

Licensee shall continue the joint funding agreement between licensee, Callayomi County Water District, and Solano County Water Agency for operation of the Putah Creek near Guenoc gaging station by the U.S. Geological Survey (USGS), posting of real time discharge measurements on the USGS Internet website, and publishing of data in the annual Water-Data Report.

In the event funding of this gage is no longer feasible, licensee shall either install and properly maintain a device, acceptable to the Chief, Division of Water Rights, which is capable of measuring the flow of Putah Creek at the Guenoc gage site, or otherwise make instantaneous measurements of flow at this point. Such devices or measurements shall employ instrumentation and methodology comparable with USGS streamflow measurement standards.

Licensee shall make and record flow measurements twice a month, on or about the first and fifteenth of each month, starting on July 15 and ending on October 15 of each year

(0060500)
(0090500)

Licensee shall provide supplemental water downstream from the points of diversion to augment low flows in Putah Creek. Said supplemental water shall be introduced at a point on Putah Creek located approximately North 406,600 feet and East 1,848,100 feet, California Coordinate System, Zone 2, being within the NW ¼ of the NW ¼ of projected Section 28, T11N, R6W, MDB&M, as shown on the map

entitled "Hidden Valley Lake Community Services District – Supplemental Water Release Location". The point of supplemental water discharge may be changed upon written approval of the Chief, Division of Water Rights.

For the period July 15 to October 31 of each year, licensee shall make-up the difference between actual discharge, as measured at the site of the former Guenoc USGS gaging station on Putah Creek at Guenoc as shown on the 1958 USGS 7.5 minute series quadrangle map for Middletown, California, and the median daily discharge listed below:

Median Daily Discharge for Putah Creek at Guenoc, 1954-1975, (all amounts in cfs)

July	August	September	October
4.7	1.7	0.9	0.6

Licensee shall not be required to provide supplemental water at a rate greater than two cubic feet per second.

Licensee shall maintain a measuring device, acceptable to the Chief of the Division of Water Rights, which is capable of measuring both the instantaneous rate and the total amounts of supplemental water discharged to Putah Creek.

(0260900)
(0100500)

The SWRCB has continuing authority to modify the terms and conditions of this license should monitoring of the water levels in the Coyote Valley groundwater basin indicate that long term overdraft of the basin is occurring. Action by the SWRCB will be taken only after notice to interested parties and opportunity for hearing.

(0000600)

Licensee shall comply with the following provisions which are derived from the Condition 12 Settlement Agreement dated March 10, 1995 (Agreement) pursuant to the Sacramento County Superior Court, Judicial Council Coordination Proceeding No. 2565:

(1) Licensee is hereby put on notice that the Sacramento County Superior Court, Judicial Council Coordination Proceeding No. 2565, has retained jurisdiction over the parties and, upon application by the watermaster, has the right to temporarily enjoin the diversion of water under this licensee for noncompliance with the terms of the Agreement.

(2) Diversion of water under this license shall be subject to the watermaster appointed by the court to enforce the terms of the Agreement. The licensee shall be responsible for partial payment of the watermaster costs in accordance with the terms of the Agreement.

(3) Licensee may employ existing methods or means of measurement (or alternatively any other standard means of measurement normally acceptable or satisfactory to the SWRCB in its administration of appropriative water rights) for determining the amount of water directly diverted under this license, unless otherwise specified by the Agreement. Measurements of the diversions shall be made at the cost of the licensee or determined to the satisfaction of the watermaster.

(4) Licensee shall install at licensee's own cost such additional or other measurement devices as are necessary to measure actual depletions, if the watermaster determines that additional measures are necessary, consistent with paragraph 3.A.3 (Measuring Devices) of the Agreement.

(5) Licensee shall report to the watermaster annually, on or about September 1, the amount of water directly diverted under this license. Such annual reports shall be made in writing on forms approved by the watermaster.

(6) Licensee shall allow the watermaster reasonable access to the project covered by this licensee to inspect measuring equipment and to observe compliance with these license terms and

conditions, upon 48-hour prior notice and upon such reasonable conditions as licensee may prescribe.

(7) Licensee is hereby put on notice that there may be years when diversion of water under this license will not be within the reservation of water established for the Putah Creek watershed upstream of Monticello Dam, as set forth in the Agreement and that in those years no water may be available under this license.

(8) In the event Allowable Depletion is exceeded in any year, licensee shall curtail direct diversions of water during ensuing seasons until the amount of the exceedence is paid back consistent with the repayment provisions of the Agreement. (Agreement pp. 9, 10, and 11)

(9) In any year in which Annual Depletion exceeds Allowable Depletion, if Lake Berryessa: (1) does not drop below 640,000 acre-feet in storage as of May 1, licensee shall have three years, starting in the next Accumulation Season, to make up or repay licensee's excess diversions; or (2) does not reach 640,000 acre-feet of storage as of May 1, licensee shall have one year, starting in the next Accumulation Season, to make up or repay licensee's excess diversions. In the event that Lake Berryessa spills at any time prior to full payback of excess depletion, licensee shall be excused from any further obligation for repayment of the overage.

(10) Licensee shall provide watermaster prior notice of any repayment. Repayment may be made either by releases from storage, curtailment of direct diversion, or by the provision of water from other sources.

(11) Licensee shall notify the watermaster of any change in ownership of land, changes in the water right, or changes in address related to the license.

(12) Licensee is hereby put on notice of licensee's right, upon reasonable prior notice, to inspect and to copy, at licensee's own expense, all records and reports of the watermaster.

Inclusion in the license of certain provisions of this Agreement shall not be construed as disapproval of other provisions of the Agreement or as affecting the enforceability, as between the parties, of such other provisions insofar as they are not inconsistent with the terms of this license.

(0000024)

The SWRCB shall have continuing authority under Article X, Section 2 of the California Constitution, Water Code Sections 100 and 275, and the common law public trust doctrine over this licensee to delete, revise, amend, or adopt new terms or conditions to: (1) implement the March 10, 1995, Condition 12 Settlement Agreement and any amendments to the agreement and (2) make the terms or conditions consistent with any order of the superior court. No action shall be taken pursuant to this paragraph unless the SWRCB provides notice to affected parties and provides an opportunity for a hearing.

(0000012)
(0220086)

This license is specifically subject to the prior right of Magoon Estate Limited under appropriation issued pursuant to Application 24296.

(0160800)

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The right hereby confirmed to the diversion and use of water is restricted to the point or points of diversion herein specified and to the lands or place of use herein described.

Reports shall be filed promptly by the licensee on the appropriate forms which will be provided for the purpose from time to time by the SWRCB.

Licensee shall allow representatives of the SWRCB and other parties, as may be authorized from time to time by the SWRCB, reasonable access to project works to determine compliance with the terms of this license.

Pursuant to Water Code sections 100 and 275 and the common law public trust doctrine, all rights and privileges under this license, including method of diversion, method of use, and quantity of water diverted, are subject to the continuing authority of the SWRCB in accordance with law and in the interest of the public welfare to protect public trust uses and to prevent waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion of said water.

The continuing authority of the SWRCB may be exercised by imposing specific requirements over and above those contained in this license with a view to eliminating waste of water and to meeting the reasonable water requirements of licensee without unreasonable draft on the source. Licensee may be required to implement a water conservation plan, features of which may include but not necessarily be limited to: (1) reusing or reclaiming the water allocated; (2) using water reclaimed by another entity instead of all or part of the water allocated; (3) restricting diversions so as to eliminate agricultural tailwater or to reduce return flow; (4) suppressing evaporation losses from water surfaces; (5) controlling phreatophytic growth; and (6) installing, maintaining, and operating efficient water measuring devices to assure compliance with the quantity limitations of this license and to determine accurately water use as against reasonable water requirement for the authorized project. No action will be taken pursuant to this paragraph unless the SWRCB determines, after notice to affected parties and opportunity for hearing, that such specific requirements are physically and financially feasible and are appropriate to the particular situation.

The continuing authority of the SWRCB also may be exercised by imposing further limitations on the diversion and use of water by the licensee in order to protect public trust uses. No action will be taken pursuant to this paragraph unless the SWRCB determines, after notice to affected parties and opportunity for hearing, that such action is consistent with California Constitution article X, section 2; is consistent with the public interest and is necessary to preserve or restore the uses protected by the public trust.

The quantity of water diverted under this license is subject to modification by the SWRCB if, after notice to the licensee and an opportunity for hearing, the SWRCB finds that such modification is necessary to meet water quality objectives in water quality control plans which have been or hereafter may be established or modified pursuant to division 7 of the Water Code. No action will be taken pursuant to this paragraph unless the SWRCB finds that: (1) adequate waste discharge requirements have been prescribed and are in effect with respect to all waste discharges which have any substantial effect upon water quality in the area involved, and (2) the water quality objectives cannot be achieved solely through the control of waste discharges.

This license does not authorize any act which results in the taking of a threatened or endangered species or any act which is now prohibited, or becomes prohibited in the future, under either the California Endangered Species Act (Fish and Game Code sections 2050 to 2097) or the federal Endangered Species Act (16 U.S.C.A. sections 1531 to 1544). If a "take" will result from any act authorized under this water right, the licensee shall obtain authorization for an incidental take prior to construction or operation of the project. Licensee shall be responsible for meeting all requirements of the applicable Endangered Species Act for the project authorized under this license.

If construction or rehabilitation work is required for the diversion works covered by this license within the bed, channel, or bank of the affected water body, the licensee shall enter into a streambed or lake alteration agreement with State Department of Fish and Game. Licensee shall submit a copy of the agreement, or waiver thereof, to the Division of Water Rights prior to commencement of work. Compliance with the terms and conditions of the agreement is the responsibility of the licensee.

This license is granted and the licensee accepts all rights herein confirmed subject to the following provisions of the Water Code:

Section 1625. Each license shall be in such form and contain such terms as may be prescribed by the SWRCB.

Section 1626. All licenses shall be under the terms and conditions of this division (of the Water Code).

Section 1627. A license shall be effective for such time as the water actually appropriated under it is used for a useful and beneficial purpose in conformity with this division (of the Water Code) but no longer.

Section 1628. Every license shall include the enumeration of conditions therein which in substance shall include all of the provisions of this article (of the Water Code) and the statement that any appropriator of water to whom a license is issued takes the license subject to the conditions therein expressed.

Section 1629. Every licensee, if he accepts a license, does so under the conditions precedent that no value whatsoever in excess of the actual amount paid to the State therefor shall at any time be assigned to or claimed for any license granted or issued under the provisions of this division (of the Water Code), or for any rights granted or acquired under the provisions of this division (of the Water Code), in respect to the regulation by any competent public authority of the services or the price of the services to be rendered by any licensee or by the holder of any rights granted or acquired under the provisions of this division (of the Water Code) or in respect to any valuation for purposes of sale to or purchase, whether through condemnation proceedings or otherwise, by the State or any city, city and county, municipal water district, irrigation district, lighting district, or any political subdivision of the State, of the rights and property of any licensee, or the possessor of any rights granted, issued, or acquired under the provisions of this division (of the Water Code).

Section 1630. At any time after the expiration of twenty years after the granting of a license, the State or any city, city and county, municipal water district, irrigation district, lighting district, or any political subdivision of the State shall have the right to purchase the works and property occupied and used under the license and the works built or constructed for the enjoyment of the rights granted under the license.

Section 1631. In the event that the State, or any city, city and county, municipal water district, irrigation district, lighting district, or political subdivision of the State so desiring to purchase and the owner of the works and property cannot agree upon the purchase price, the price shall be determined in such manner as is now or may hereafter be provided by law for determining the value of property taken in eminent domain proceedings.

STATE WATER RESOURCES CONTROL BOARD

Edward C. Anton, Chief
Division of Water Rights

Dated: 4/29/01

STATE OF CALIFORNIA
CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
STATE WATER RESOURCES CONTROL BOARD

DIVISION OF WATER RIGHTS

PERMIT FOR DIVERSION AND USE OF WATER

AMENDED PERMIT 20770B

Application 30049B of Hidden Valley Community Services District
19400 Hartman Road
Middletown, CA 95461-8371

filed on December 16, 1991, has been approved by the State Water Resources Control Board (SWRCB) SUBJECT TO PRIOR RIGHTS and to the limitations and conditions of this permit.

Permittee is hereby authorized to divert and use water as follows:

1. Source of water

Source:	Tributary to:
Putah Creek Underflow	Yolo Bypass

within the County of Lake

2. Location of point of diversion

By California Coordinate System of 1927 in Zone 2	40-acre subdivision of public land survey or projection thereof	Section (Projected)*	Township	Range	Base and Meridian
(1) North 406,150 feet and East 1,841,700 feet	NW¼ of NW ¼	29*	11N	6W	MD
(2) North 406,500 feet and East 1,841,900 feet	NW ¼ of NW ¼	29*	11N	6W	MD
(3) North 407,100 feet and East 1,842,200 feet	NW ¼ of NW ¼	29*	11N	6W	MD
(4) North 407,700 feet and East 1,842,500 feet	SW ¼ of SW ¼	20	11N	6W	MD
(5) North 406,050 feet and East 1,841,150 feet	NE ¼ of NE ¼	30	11N	6W	MD

3. Purpose of use	4. Place of use	Section (Projected)*	Township	Range	Base and Meridian	Acres
Municipal	Units 1-3 and 6-11 of Hidden Valley Lake Subdivision within the W ½ of T11N, R6W and projected Sections 12 and 13, T11N, R7W and sewage treatment plant within SW ¼ of SE ¼ of projected Section 30, T11N, R6W				MD	
Fish and Wildlife Preservation	Putah Creek in the vicinity of the former U.S. Geological Survey Guenoc streamflow gage site.					

The place of use is shown on map filed with the SWRCB.

5. The water appropriated shall be limited to the quantity which can be beneficially used and shall not exceed 4.4 cubic feet per second (cfs) to be diverted from January 1 to December 31 of each year. The maximum amount diverted under this permit shall not exceed 1,649 acre-feet per year (afa).

The total quantity of water diverted under this permit and License 13527A issued pursuant to Application 30049 shall not exceed 2,300 afa.

(0000005A)
(0000114)

6. Construction work and complete application of the water to the authorized use shall be prosecuted with reasonable diligence and completed by December 31, 2011.

(0000009)

7. During the season specified in this permit, the total quantity and rate of water diverted and used under this permit and under permittee's claimed existing right for the place of use specified in the permit shall not exceed the quantity and rate of diversion and use specified in this permit. If the permittee's claimed existing right is quantified at some later date as a result of an adjudication or other legally binding proceeding, the quantity and rate of diversion and use allowed under this permit shall be the net of the face value of the permit less the amounts of water available under the existing right.

Permittee shall forfeit all rights under this permit if permittee transfers all or any part of the claimed existing right for the place of use covered by this permit to another place of use without the prior approval of the SWRCB.

Permittee shall take and use water under the existing right claimed by permittee only in accordance with law.

(0000021B)

8. The equivalent of the authorized continuous flow allowance for any 30-day period may be diverted in a shorter time, provided there is no interference with other rights and instream beneficial uses, and provided further that all terms and conditions protecting instream beneficial uses are observed.

(0000027)

9. Permittee shall consult with the Division of Water Rights (Division) and develop and implement a water conservation plan or actions. The proposed plan or actions shall be presented to the SWRCB for approval within one year from the date of this permit or such further time as, for good cause shown, may be allowed by the Board. A progress report on the development of a water conservation program may be required by the Board at any time within this period.

All cost-effective measures identified in the water conservation program shall be implemented in accordance with the schedule for implementation found therein.

(0000029B)

10. If it is determined after permit issuance that the as-built conditions of the project are not correctly represented by the map(s) prepared to accompany the application, permittee shall, at his expense have the subject map(s) updated or replaced with equivalent as-built map(s). Said revision(s) or new map(s) shall be prepared by a civil engineer or land surveyor registered of licensed in the State of California and shall meet the requirements prescribed in section 715 and sections 717 through 723 of the California Code of Regulations, Title 23. Said revision(s) or map(s) shall be furnished upon request of the Chief, Division of Water Rights.

(0000030)

11. Permittee shall implement the provisions of the Groundwater Monitoring plan prepared by consultant James C. Hanson, dated February 1997, and approved by the Chief, Division of Water Rights by letter dated April 25, 1997. Permittee shall prepare an annual report summarizing the information collected under the plan and demonstrating compliance with the terms and conditions of this permit. The report shall display in tabular or graphical form daily flow records from the Guenoc gage (or twice monthly Putah Creek flows if this gage is discontinued), amount of supplemental water provided for each intervening period, and any instantaneous flow measurements made during periods when target flows are not achieved. The annual report shall also list static water levels at all points of diversion, as well as water levels in other monitoring wells or piezometers specified in the Groundwater Monitoring Plan. A copy of the annual report shall be submitted to the Chief of the Division of Water Rights by December 31 of each year.

(0110700)

12. The SWRCB reserves jurisdiction to modify the terms and conditions of this permit should monitoring of the water levels in the Coyote Valley groundwater basin indicate that long-term overdraft of the basin is occurring. Action by the Board will be taken only after notice to interested parties and opportunity for hearing.

(0000600)

13. Permittee shall continue the joint funding agreement between permittee, Callayomi County Water District, and Solano County Water Agency for operation of the Putah Creek near Guenoc gaging station by the U.S. Geological Survey (USGS), posting of real time discharge measurements on the USGS Internet website, and publishing of data in the annual Water-Data Report.

In the event funding of this gage is no longer feasible, permittee shall either install and properly maintain a device, acceptable to the Chief, Division of Water Rights, which is capable of measuring the flow of Putah Creek at the Guenoc gage site, or otherwise make instantaneous measurements of flow at this point. Such devices or measurements shall employ instrumentation and methodology comparable with USGS streamflow measurement standards.

Permittee shall make and record flow measurements twice a month, on or about the first and fifteenth of each month, starting on July 15 and ending on October 15 of each year.

(0060500)
(0090500)

14. Permittee shall provide supplemental water downstream from the points of diversion to augment low flows in Putah Creek. Said supplemental water shall be introduced at a point on Putah Creek located approximately North 406,600 feet and East 1,848,100 feet, California Coordinate System, Zone 2, being within the NW ¼ of the NW ¼ of projected Section 28, T11N, R6W, MDB&M, as shown on the map entitled "Hidden Valley Lake Community Services District – Supplemental Water Release Location". The point of supplemental water discharge may be changed upon written approval of the Chief, Division of Water Rights.

For the period July 15 to October 31 of each year, permittee shall make-up the difference between actual discharge, as measured at the site of the former Guenoc USGS gaging station on Putah Creek at Guenoc as shown on the 1958 USGS 7.5 minute series quadrangle map for Middletown, California, and the median daily discharge listed below:

Median Daily Discharge for Putah Creek at Guenoc, 1954-1975, (all amounts in cfs)

July	August	September	October
4.7	1.7	0.9	0.6

Permittee shall not be required to provide supplemental water at a rate greater than two cubic feet per second.

Permittee shall maintain a measuring device, acceptable to the Chief of the Division of Water Rights, which is capable of measuring both the instantaneous rate and the total amounts of supplemental water discharged to Putah Creek.

(0260900)
(0100500)

15. The SWRCB reserves jurisdiction to modify the terms and conditions should monitoring of the water levels in the Coyote Valley groundwater basin indicate that long term overdraft of the basin is occurring. Action by the Board will be taken only after notice to interested parties and opportunity for hearing.

(0000600)

16. Permittee shall comply with the following provisions which are derived from the Condition 12 Settlement Agreement dated March 10, 1995 (Agreement) pursuant to the Sacramento County Superior Court, Judicial Council Coordination Proceeding No. 2565:

(1) Permittee is hereby put on notice that the Sacramento County Superior Court, Judicial Council Coordination Proceeding No. 2565, has retained jurisdiction over the parties and, upon application by the watermaster, has the right to temporarily enjoin the diversion of water under this permit for noncompliance with the terms of the Agreement.

(2) Diversion of water under this permit shall be subject to the watermaster appointed by the court to enforce the terms of the Agreement. The permittee shall be responsible for partial payment of the watermaster costs in accordance with the terms of the Agreement.

(3) Permittee shall maintain a device, satisfactory to the SWRCB, which is capable of measuring water directly diverted under this permit. A satisfactory device includes: For Pumping Stations: (1) In-line flow meter having instantaneous and total flow reading capability, or (2) Proof of a pump test performed within the last 5 years together with official monthly power consumption records for the electric meter serving the pump. For Gravity

Diversions: A weir, flume, or other flow measuring device that is properly installed, or a flow-rating curve established by volumetric measurements.

(4) Permittee shall maintain monthly records of direct diversion from March 1 to July 15 of each year, or such other period as may be specified with written notice to the permittee by the watermaster.

(5) Permittee shall report to the watermaster annually, all diversions under this permit by September 1 of each year on forms approved by the watermaster.

(6) Permittee shall allow the watermaster reasonable access to the project covered by this permit to inspect measuring equipment and to observe compliance with these permit terms and conditions, upon 48-hour prior notice and upon such reasonable conditions as permittee may prescribe.

(7) Permittee is hereby put on notice that there may be years when diversion of water under this permit will not be within the reservation of water established for the Putah Creek watershed upstream of Monticello Dam, as set forth in the Agreement and that in those years no water may be available under this permit, and that releases of stored water may be required.

(8) Permittee is hereby put on notice that the waiver of priority granted by Reclamation and Solano County Water Agency provides that in the event Allowable Depletion is exceeded in any year, water diverted to storage that year shall be released and/or direct diversions shall be curtailed during the ensuing season(s), when applicable, to the extent necessary to bring the Allowable Depletion into compliance, in the following order:

a. All amounts directly diverted and/or diverted to storage by holders of Post-Reservation Water Rights in excess of 120 percent of that water right holder's previous five-year average, in reverse order of water right priority.

b. All amounts directly diverted and/or diverted to storage by holders of Post-Reservation Water Rights above the previous five-year average diversion, in reverse order of priority.

c. All remaining water directly diverted and/or diverted to storage that year by holders of Post-Reservation Water Rights in reverse order of priority.

(9) In any year in which Annual Depletion exceeds Allowable Depletion, if Lake Berryessa: (1) does not drop below 640,000 acre-feet in storage as of May 1, permittee shall have three years, starting in the next Accumulation Season, to make up or repay permittee's excess diversions; or (2) does not reach 640,000 acre-feet of storage as of May 1, permittee shall have one year, starting in the next Accumulation Season, to make up or repay permittee's excess diversions. In the event that Lake Berryessa spills at any time prior to full payback of excess depletion, permittee shall be excused from any further obligation for repayment of the overage.

(10) Permittee shall provide watermaster prior notice of any repayment. Repayment may be made either by releases from storage, curtailment of direct diversion, or by the provision of water from other sources.

(11) Permittee shall notify the watermaster of any change in ownership of land, changes in the water right, or changes in address related to the permit.

(12) Permittee is hereby put on notice of permittee's right, upon reasonable prior notice, to inspect and to copy, at permittee's own expense, all records and reports of the watermaster.

(13) Solely for purposes of administering Post-Reservation Depletion, the average annual depletion assigned to this project is 1,148 acre-feet per annum as calculated by the watermaster using information described in Exhibit C of the Condition 12 Settlement Agreement. Permittee shall notify the watermaster of any change in crop type, acreage irrigated, and irrigation method. Any change in water usage which results in an increase in average annual depletion of more than 10 percent for non-weather related reasons, as determined by the watermaster, will require filing a new water right application. (Agreement pp. 13-15, Exhibit E)

Inclusion in the permit of certain provisions of this Agreement shall not be construed as disapproval of other provisions of the Agreement or as affecting the enforceability, as between the parties, of such other provisions insofar as they are not inconsistent with the terms of this permit.

(0000024)

The SWRCB shall have continuing authority under Article X, Section 2 of the California Constitution, Water Code Sections 100 and 275, and the common law public trust doctrine over this permit to delete, revise, amend, or adopt new terms or conditions to: (1) implement the March 10, 1995, Condition 12 Settlement Agreement and any amendments to the agreement and (2) make the terms or conditions consistent with any order of the superior court. No action shall be taken pursuant to this paragraph unless the SWRCB provides notice to affected parties and provides an opportunity for a hearing.

(0000012)
(0220086)

17. No water shall be used under this permit until permittee has filed a report of waste discharge with the California Regional Water Quality Control Board, Central Valley Region, pursuant to Water Code Section 13260, and the Regional Board or SWRCB has prescribed waste discharge requirements or has indicated that waste discharge requirements are not required. Thereafter, water may be diverted only during such times as all requirements prescribed by the Regional Board or State Board are being met. No point source discharges of waste to surface water shall be made unless waste discharge requirements are issued by a Regional Board or the State Board. A discharge to ground water without issuance of a waste discharge requirement may be allowed if, after filing the report pursuant to Section 13260:

(1) the Regional Board issues a waiver pursuant to Section 13269, or

(2) the Regional Board fails to act within 120 days of the filing of the report.

No permittee shall be required to file a report of waste discharge pursuant to Section 13260 of the Water Code for percolation to ground water of water resulting from the irrigation of crops.

(0290101)

18. This permit is specifically subject to the prior right of Magoon Estate Limited under appropriation issued pursuant to Application 24296.

(0160800)

19. Should any buried archeological materials be uncovered during project activities, such activities shall cease within 100 feet of the find. Prehistoric archeological indicators include: obsidian and chert flakes and chipped stone tools; bedrock outcrops and boulders with mortar cups; and locally darkened midden soils containing some of the previously listed items plus fragments of bone and fire affected stones. Historic period site indicators generally include: fragments of glass, ceramic and metal objects; milled and split lumber; old trails; and structure and feature remains such as building foundations and dumps. The Chief of the Division of Water Rights shall be notified of the discovery and a professional archeologist shall be retained by the applicant to evaluate the find and recommend appropriate mitigation. Project related activities in the area of the find shall resume only after the completion of the recommended mitigation, as approved by the Chief of the Division of Water Rights.

(0000215)

ALL PERMITS ISSUED BY THE SWRCB ARE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

A. The amount authorized for appropriation may be reduced in the license if investigation warrants.

(0000006)

B. Progress reports shall be submitted promptly by permittee when requested by the SWRCB until a license is issued.

(0000010)

C. Permittee shall allow representatives of the SWRCB and other parties, as may be authorized from time to time by said SWRCB, reasonable access to project works to determine compliance with the terms of this permit.

(0000011)

D. Pursuant to California Water Code sections 100 and 275, and the common law public trust doctrine, all rights and privileges under this permit and under any license issued pursuant thereto, including method of diversion, method of use, and quantity of water diverted, are subject to the continuing authority of SWRCB in accordance with law and in the interest of the

public welfare to protect public trust uses and to prevent waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion of said water.

The continuing authority of the SWRCB may be exercised by imposing specific requirements over and above those contained in this permit with a view to eliminating waste of water and to meeting the reasonable water requirements of permittee without unreasonable draft on the source. Permittee may be required to implement a water conservation plan, features of which may include but not necessarily be limited to (1) reusing or reclaiming the water allocated; (2) using water reclaimed by another entity instead of all or part of the water allocated; (3) restricting diversions so as to eliminate agricultural tailwater or to reduce return flow; (4) suppressing evaporation losses from water surfaces; (5) controlling phreatophytic growth; and (6) installing, maintaining, and operating efficient water measuring devices to assure compliance with the quantity limitations of this permit and to determine accurately water use as against reasonable water requirements for the authorized project. No action will be taken pursuant to this paragraph unless the SWRCB determines, after notice to affected parties and opportunity for hearing, that such specific requirements are physically and financially feasible and are appropriate to the particular situation.

The continuing authority of the SWRCB also may be exercised by imposing further limitations on the diversion and use of water by the permittee in order to protect public trust uses. No action will be taken pursuant to this paragraph unless the SWRCB determines, after notice to affected parties and opportunity for hearing, that such action is consistent with California Constitution Article X, Section 2; is consistent with the public interest; and is necessary to preserve or restore the uses protected by the public trust.

(0000012)

E. The quantity of water diverted under this permit and under any license issued pursuant thereto is subject to modification by the SWRCB if, after notice to the permittee and an opportunity for hearing, the SWRCB finds that such modification is necessary to meet water quality objectives in water quality control plans which have been or hereafter may be established or modified pursuant to Division 7 of the Water Code. No action will be taken pursuant to this paragraph unless the SWRCB finds that (1) adequate waste discharge requirements have been prescribed and are in effect with respect to all waste discharges which have any substantial effect upon water quality in the area involved, and (2) the water quality objectives cannot be achieved solely through the control of waste discharges.

(0000013)

F. This permit does not authorize any act which results in the taking of a threatened or endangered species or any act which is now prohibited, or becomes prohibited in the future, under either the California Endangered Species Act (Fish and Game Code sections 2050 to 2097) or the federal Endangered Species Act (16 U.S.C.A. sections 1531 to 1544). If a "take" will result from any act authorized under this water right, the permittee shall obtain authorization for an incidental take prior to construction or operation of the project. Permittee shall be responsible

for meeting all requirements of the applicable Endangered Species Act for the project authorized under this permit.

(0000014)

G. Permittee shall maintain records of the amount of water diverted and used to enable the SWRCB to determine the amount of water that has been applied to beneficial use pursuant to Water Code Section 1605.

(0000015)

H. No work shall commence and no water shall be diverted, stored or used under this permit until a copy of a stream or lake alteration agreement between the State Department of Fish and Game (DFG) and the permittee is filed with the Division. Compliance with the terms and conditions of the agreement is the responsibility of the permittee. If a stream or lake agreement is not necessary for this permitted project, the permittee shall provide the Division a copy of a waiver signed by DFG.

(0000063)

This permit is issued and permittee takes it subject to the following provisions of the Water Code:

Section 1390. A permit shall be effective for such time as the water actually appropriated under it is used for a useful and beneficial purpose in conformity with this division (of the Water Code), but no longer.

Section 1391. Every permit shall include the enumeration of conditions therein which in substance shall include all of the provisions of this article and the statement that any appropriator of water to whom a permit is issued takes it subject to the conditions therein expressed.

Section 1392. Every permittee, if he accepts a permit, does so under the conditions precedent that no value whatsoever in excess of the actual amount paid to the State therefor shall at any time be assigned to or claimed for any permit granted or issued under the provisions of this division (of the Water Code), or for any rights granted or acquired under the provisions of this division (of the Water Code), in respect to the regulation by any competent public authority of the services or the price of the services to be rendered by any permittee or by the holder of any rights granted or acquired under the provisions of this division (of the Water Code) or in respect to any valuation for purposes of sale to or purchase, whether through condemnation proceedings or otherwise, by the State or any city, city and county, municipal water district, irrigation district, lighting district, or any political subdivision of the State, of the rights and property of any permittee, or the possessor of any rights granted, issued, or acquired under the provisions of this division (of the Water Code).

STATE WATER RESOURCES CONTROL BOARD

Edward C. Anton, Chief
Division of Water Rights

Dated: 11/29/07

STATE OF CALIFORNIA
STATE WATER RESOURCES CONTROL BOARD

DIVISION OF WATER RIGHTS

Amended License for Diversion and Use of Water

APPLICATION 22033 PERMIT 15152 LICENSE **9674**

THIS IS TO CERTIFY, That

Hidden Valley Lake Community Service District
19400 Hartman Road
Middletown, CA 95491-8371

Has the right to use waters of Coyote Creek in Lake County tributary to Putah Creek thence Yolo By-Pass thence Sacramento River

for the following purposes: Recreational, Fire Protection

Amended License 9674 supersedes the license originally issued 03/30/1971, which was perfected in accordance with the laws of California, the regulations of the State Water Resources Control Board (SWRCB) or its predecessor, and the terms of Permit 15152. The priority of this right dates from 01/22/1965. Proof of maximum beneficial use of water pursuant to Application 22033 was made as of 10/22/1970 (the date of inspection).

The amount of water that may be used under this license is limited to the amount actually beneficially used for the stated purposes and shall not exceed 2500 acre-feet per annum to be collected from October 1 of each year to May 30 of the succeeding year

After the initial filling of the reservoir, licensee's right under this license extends only to water necessary to keep the storage reservoir full by replacing water beneficially used and water lost by evaporation and seepage, and to refill if emptied for necessary maintenance or repair.

Unless a change is approved by the SWRCB, water used under this license may be diverted, rediverted, stored and used only as specified below:

THE POINT OF DIVERSION OF SUCH WATER IS LOCATED:

South 68° 08' 54" West 4,044.93 feet from NE corner of Projected Section 18, T11N, R6W, MDB&M, being within SW¼ of NW¼ of said Section 18.

A DESCRIPTION OF THE LANDS OR THE PLACE WHERE SUCH WATER IS PUT TO BENEFICIAL USE IS AS FOLLOWS:

At reservoir within Projected Section 18, T11N, R6W, MDB&M, as shown on map on file with SWRCB.

Licensee shall maintain an outlet pipe of adequate capacity in his/her dam as near as practicable to the bottom of the natural stream channel, or provide other means satisfactory to the SWRCB, in order that water entering the reservoir or collected in the reservoir during and after the current storage season may be released into the downstream channel to the extent necessary to satisfy downstream prior rights.

Licensee shall comply with the following provisions which are derived from the Condition 12 Settlement Agreement dated March 10, 1995 (Agreement) pursuant to the Sacramento County Superior Court, Judicial Council Coordination Proceeding No. 2565:

(1) Licensee is hereby put on notice that the Sacramento County Superior Court, Judicial Council Coordination Proceeding No. 2565, has retained jurisdiction over the parties and, upon application by the

watermaster, has the right to temporarily enjoin the diversion of water under this license for noncompliance with the terms of the Agreement.

(2) The Court has appointed a Watermaster to implement the provisions of the Agreement. The licensee shall be responsible for partial payment of the Watermaster costs in accordance with the terms of the Agreement.

(3) Licensee shall measure reservoir storage at the beginning and end of the Accumulation Season. Contribution to Annual Depletion shall be determined to be the change in storage during the Accumulation Season. The licensee shall pay for the cost of installing and maintaining any water level measuring device required by the SWRCB.

(4) Licensee shall install at licensee's own cost such additional or other measurement devices as are necessary to measure actual depletions, if the watermaster determines that additional measures are necessary, consistent with Section 3.A.3 (Measuring Devices) of the Agreement.

(5) Licensee shall report to the watermaster annually, on or about September 1, the amount of water diverted to storage under this license at the beginning and end of the Accumulation Season as required by the watermaster. Such annual reports shall be made in writing on forms approved by the watermaster.

(6) The watermaster shall have the right to enter property to inspect measuring equipment and to observe compliance with the terms and conditions of this license, upon 48-hour prior notice and upon such reasonable conditions as licensee may prescribe.

(7) Licensee is hereby put on notice that there may be years when diversion of water under this license will not be within the reservation of water established for the Putah Creek watershed upstream of Monticello Dam, as set forth in the Agreement and that in those years no water may be available under this license.

(8) In the event Allowable Depletion is exceeded in any year, licensee shall release water diverted to storage to the extent necessary to bring the Allowable Depletion into compliance. Licensee's obligation to release water from storage shall be governed by the repayment provisions of the Agreement. (Agreement pp. 9, 10, and 11).

(9) In any year in which Annual Depletion exceeds Allowable Depletion, if Lake Berryessa: (1) does not drop below 640,000 acre-feet in storage as of May 1, licensee shall have three years, starting in the next Accumulation Season, to make up or repay licensee's excess diversion (2) does not reach 640,000 acre-feet of storage as of May 1, licensee shall have one year, starting in the next Accumulation Season, to make up or repay licensee's excess diversions. In the event that Lake Berryessa spills at any time prior to full payback of excess depletion, licensee shall be excused from any further obligation for repayment of the overage.

(10) Licensee shall provide watermaster prior notice of any repayment. Repayment may be made either by releases from storage, curtailment of direct diversion, or by the provision of water from other sources.

(11) Licensee shall notify the watermaster of any change in ownership of land, changes in the water right, or changes in address related to the license.

(12) Licensee is hereby put on notice of licensee's right, upon reasonable prior notice, to inspect and to copy, at licensee's own expense, all records and reports of the watermaster.

Inclusion in the license of certain provisions of this Agreement shall not be construed as disapproval of other provisions of the Agreement or as affecting the enforceability, as between the parties, of such other provisions insofar as they are not inconsistent with the terms of this license.

(0000024)

The State Water Resources Control Board (SWRCB) shall have continuing authority under Article X, Section 2 of the California Constitution, Water Code Sections 100 and 275, and the common law public trust doctrine over this license to delete, revise, amend, or adopt new terms or conditions to: (1) implement the March 10, 1995, Condition 12 Settlement Agreement and any amendments to the agreement and (2) make the terms or conditions consistent with any order of the superior court. No action shall be taken pursuant to this paragraph unless the SWRCB provides notice to affected parties and provides an opportunity for a hearing. (0000012)

This license is subject to the continuing authority of the SWRCB to reduce the amount of water named in the license upon a finding by the Board that the amount is in excess of that reasonably needed to be held in storage for the authorized use. No action will be taken by the Board without prior notice to the owner and an opportunity for hearing.

Licensee shall allow representatives of the Board and other parties, as may be authorized from timeto time by the Board, reasonable access to project works to determine compliance with the terms of this license.

All rights and privileges under this license including method of diversion, method of use and quantity of water diverted are subject to the continuing authority of the SWRCB in accordance with law and in the interest of the public welfare to prevent waste, unreasonable use, unreasonable method of use or unreasonable method of diversion of said water.

Pursuant to California Water Code Sections 100 and 275 and the common law public trust doctrine, all rights and privileges under this license, including method of diversion, method of use, and quantity of water diverted, are subject to the continuing authority of the SWRCB in accordance with law and in the interest of the public welfare to protect public trust uses and to prevent waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion of said water.

The continuing authority of the SWRCB may be exercised by imposing specific requirements over and above those contained in this license with a view to eliminating waste of water and to meeting the reasonable water requirements of licensee without unreasonable draft on the source. Licensee may be required to implement a water conservation plan, features of which may include but not necessarily be limited to: (1) reusing or reclaiming the water allocated; (2) using water reclaimed by another entity instead of all or part of the water allocated; (3) restricting diversions so as to eliminate agricultural tailwater or to reduce return flow; (4) suppressing evaporation losses from water surfaces; (5) controlling phreatophytic growth; and (6) installing, maintaining, and operating efficient water measuring devices to assure compliance with the quantity limitations of this license and to determine accurately water use as against reasonable water requirement for the authorized project. No action will be taken pursuant to this paragraph unless the SWRCB determines, after notice to affected parties and opportunity for hearing, that such specific requirements are physically and financially feasible and are appropriate to the particular situation.

The continuing authority of the SWRCB also may be exercised by imposing further limitations on the diversion and use of water by the licensee in order to protect public trust uses. No action will be taken pursuant to this paragraph unless the SWRCB determines, after notice to affected parties and opportunity for hearing, that such action is consistent with California Constitution Article X, Section 2; is consistent with the public interest and is necessary to preserve or restore the uses protected by the public trust.

This license is subject to the continuing authority of the SWRCB to reduce the amount of water named in the permit upon a finding by the Board that the amount is in excess of that reasonably needed to be held in storage for the authorized use. No action will be taken by the Board without prior notice to the owner and an opportunity for hearing.

Reports shall be filed promptly by licensee on appropriate forms which will be provided for the purpose from time to time by the SWRCB.

The right hereby confirmed to the diversion and use of water is restricted to the point or points of diversion herein specified and to the lands or place of use herein described.

This license is granted and licensee accepts all rights herein confirmed subject to the following provisions of the Water Code:

Section 1625. Each license shall be in such form and contain such terms as may be prescribed by the SWRCB.

Section 1626. All licenses shall be under the terms and conditions of this division (of the Water Code).

Section 1627. A license shall be effective for such time as the water actually appropriated under it is used for a useful and beneficial purpose in conformity with this division (of the Water Code) but no longer.

Section 1628. Every license shall include the enumeration of conditions therein which in substance shall include all of the provisions of this article (of the Water Code) and the statement that any appropriator of water to whom a license is issued takes the license subject to the conditions therein expressed.

Section 1629. Every licensee, if he accepts a license, does so under the conditions precedent that no value whatsoever in excess of the actual amount paid to the State therefor shall at any time be assigned to or claimed for any license granted or issued under the provisions of this division (of the Water Code), or for any rights granted or acquired under the provisions of this division (of the Water Code), in respect to the regulation by any competent

public authority of the services or the price of the services to be rendered by any licensee or by the holder of any rights granted or acquired under the provisions of this division (of the Water Code) or in respect to any valuation for purposes of sale to or purchase, whether through condemnation proceedings or otherwise, by the State or any city, city and county, municipal water district, irrigation district, lighting district, or any political subdivision of the State, of the rights and property of any licensee, or the possessor of any rights granted, issued, or acquired under the provisions of this division (of the Water Code).

Section 1630. At any time after the expiration of twenty years after the granting of a license, the State or any city, city and county, municipal water district, irrigation district, lighting district, or any political subdivision of the State shall have the right to purchase the works and property occupied and used under the license and the works built or constructed for the enjoyment of the rights granted under the license.

Section 1631. In the event that the State, or any city, city and county, municipal water district, irrigation district, lighting district, or political subdivision of the State so desiring to purchase and the owner of the works and property cannot agree upon the purchase price, the price shall be determined in such manner as is now or may hereafter be provided by law for determining the value of property taken in eminent domain proceedings.

Dated: FEB 2 3 2002

STATE WATER RESOURCES CONTROL SWRCB

David R. Bunger

for *Chief, Division of Water Rights*

State Water Resources Control Board

Division of Water Rights
1001 I Street, 14th Floor • Sacramento, California 95814 • (916) 341-5300
Mailing Address: P.O. Box 2000 • Sacramento, California • 95812-2000
FAX (916) 341-5400 • Web Site Address: http://www.swrcb.ca.gov
Division of Water Rights: http://www.waterrights.ca.gov

Winston H. Hickox
Secretary for Environmental Protection

Gray Davis
Governor

RECEIVED MAR 7 2002

FEB 22 2002

In Reply Refer
to:334:BRC:22033

Hidden Valley Lake Community Service District
19400 Hartman Road
Middletown, CA 94561

Ladies and Gentlemen:

LICENSE 9674 (APPLICATION 22033) COYOTE CREEK TRIBUTARY TO PUTAH CREEK IN LAKE COUNTY

This letter is to inform you that as a result of the Putah Creek Adjudication, your license has been amended to include certain terms and conditions as required by State Water Resources Control Board (SWRCB) Order WR 96-002. Order WR 96-002 addressed Condition 12 of the United States Bureau of Reclamation's permits to divert water from Putah Creek. Condition 12 reserved a certain amount of water for development in the Putah Creek Watershed above Monticello Dam.

Order WR 96-002 required that specified terms and conditions be included in the permits and licenses of signatories to the settlement agreement in order to conform the permits and licenses to the agreement. Order WR 96-002 also required that specified terms and conditions be added to the permits and licenses of persons who did not sign the agreement.

Enclosed you will find an amended copy of your license, which incorporates the terms and conditions that were added by Order WR 96-002. The amended copy of your license also incorporates any orders of the SWRCB that apply to your license. As such, the enclosed license supercedes the license currently in your possession. The issuance of an amended copy of your license in no way changes the priority dates of your water right.

Please retain the enclosed license for your records. Should you have any questions or concerns, I can be reached at (916) 341-5389.

Sincerely,

Mark Stretars, Chief
State Water Resources Control Board
Petitions and Transfers Unit

Enclosure

Bill Payment Options:

Hidden Valley Lake CSD offers a wide variety of convenient payment options for our customers. Simply choose the option that best suits your needs.

Credit Card Payments

You may pay your bill via credit card in our office and online for no addition fee. We accept Visa, Master Card and American Express.

Drop Box

You may pay your bill by simply depositing your payment in our drop box located in the circular drive way at our Administrative Office, located at 19400 Hartmann Rd Hidden Valley Lake, CA 95467. We ask that you clearly write your account number on your payment.

Please DO NOT put CASH in the drop box.

Online Payments and Account Access

You may pay your bill online through our District website. Please click the PAY YOUR BILL button and create a customer account or use the friendly QUICK PAY button to make a onetime payment. Note: You will be required to have your customer account number for both methods.

Payment by Mail

If paying by mail, please send all payments with your payment coupon to 19400 Hartmann Rd Hidden Valley Lake, Ca 95467. To avoid late fees, please mail your payment at least five-seven business days before the due date specified on your bill, as payments are posted on the day they are received not by postmark date.

Payment in Office

You may pay your bill in person at our Administrative office. We accept cash, check, credit cards or money orders. Our lobby hours are Monday – Friday from 8:00 am to 5:00 pm.

Payment through Financial Institution

Online Bill Pay

Many financial institutions such as major banks offer their customers the ability to pay their bills via an online bill payment service (through your bank's website). If you wish to pay your bill through this option please contact your bank or other financial institution for further information. Please note: these payments are mailed to our office and may take seven to ten business days to arrive at our office. Please account for this delay when choosing your payment dates.

Hidden Valley Lake CSD Board of Directors

Jim Freeman	President
Jim Lieberman	Vice President
Judy Mirbegian	Director
Linda Herndon	Director
Carolyn Graham	Director

Hidden Valley Lake
Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467

Phone: 707-987-9201
Fax: 707-987-3237
Website: hiddenvalleylakecsd.com

"Promoting Water Awareness"

Miscellaneous Fees and Charges

Fees and Charges are effective
July 1, 2016 through June 30, 2017

"The mission of the Hidden Valley Lake Community Services District is to provide, maintain and protect our community's water"

Hidden Valley Lake
Community Services District

707-987-9201

New Construction Fees and Charges

Residential Fees for New Construction and Existing Homes

Water Fees

Water meter fee……$ 170.00

Water meter new install ……...$ 130.00

Water hookup fee ……$ 3,500.00

Sewer Fees

Sewer inspection fee……..$ 100.00

Sewer Capital Facilities Fee within District……...$ 7,600.00

(Applies to properties within the 1987 Winzler & Kelly Engineers report, Sewer Assessment District #1, as receiving capacity as part of Sewer Assessment District #1.)

Sewer Capital Facilities Fee outside District…….$ 9,317.76 (per *HEU)

Applies to properties *not identified* within the 1987 Winzler & Kelly Engineers report, Sewer Assessment District #1, as receiving capacity as part of Sewer Assessment District #1.

Commercial Fees for New Construction

Commercial water hookup fee 3/4" meter……..$ 3,500.00

Commercial water hookup fee 2" meter……. ..$ 10,350.00

Capacity connection fee per *HEU…….. $ 9,317.00

(Applies to properties *not identified* within the 1987 Winzler & Kelly Engineers report, Sewer Assessment District #1, as receiving capacity as part of Sewer Assessment District #1.)

Sewer inspection……$ 100.00

*HEU - House Equivalent Unit

Hidden Valley Lake Community Services District

Monthly Fees Residential, Commercial/Government

Monthly Billing Charges for Residential and Commercial/Government

Water

Monthly **water fixed charges** based on meter size:

Meter size	Residential	Commercial
5/8"	$30.57	$ 30.57
3/4"	$30.57	$ 44.81
1"	$73.30	$ 73.30
1.5"	-	$144.52
2"	-	$229.99

Monthly **water volumetric fee**: $2.07(per 100 cubic feet)

Monthly Drought Water Rates

Volumetric Charges (per 100 cubic feet)

Drought Stage 1 (10% use reduction)	$ 2.59
Drought Stage 2 (20% use reduction)	$ 2.90
Drought Stage 3 (30% use reduction)	$ 3.10
Drought Stage 4 (40% use reduction)	$ 3.45

Due to State mandated water conservation requirements during drought conditions, the District is using "drought rates" to offset revenue shortfall resulting from State imposed mandates. Drought rates will be implemented at the District Board of Directors discretion, and will remain in effect no longer than the corresponding State Imposed mandate.

Reclaimed Water

Reclaimed Water: $291.75 (per acre foot)

Sewer

Monthly **sewer fixed charge**: $ 42.03

Volumetric Residential: $2.23 (per 100 cubic foot)

Volumetric Commercial: $2.43 (per 100 cubic foot)

Monthly sewer volumetric charge is based on average water use during Jan- April and is adjusted July 1.

Miscellaneous Fees

Miscellaneous Fees

New account transfer fee (tenants) ……..$ 55.00

Lock off/disconnect (processing) fee……...…..$ 45.00

Unlock fee……..$ 45.00

Lock fee ……$ 45.00

3-Day Notice fee ……...$ 2.50

After hours service call..…….$205.00

Leak check (no charge first time)……...$ 45.00

Flow test on water meter……..$ 45.00

Tampering with meter fine…….$300.00

Cut lock/replace lock port……..$100.00

Water Meter reinstall/uninstall ……...$80-$130

Illegal water/sewer connection fine (per day)…$ 50.00

Check return charge……...$ 50.00

Copies Black/white copy……...$ .10

Color copy……..$ .20

Fax (per fax)……...$ 1.00

A 10% penalty for a delinquent bill will be charged the first month and 1/2 % penalty charge thereafter until paid. A bill is delinquent after the given due date printed on your bill.

Special sewer bond assessments are applied to properties located in the sewer district. Please call the District Office for these assessments.

Fees and Charges are subject to change.

ORDINANCE NO. 57

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

AN ORDINANCE ADOPTING SEWER USER FEES

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Section 1: The owner of property which is located within District boundaries and which is receiving sewer services from the District shall pay a monthly user fee consisting of a “fixed” and “volumetric” charge as set in Exhibit A, attached hereto.

Section 2: The District’s bill for sewer service shall be due and payable when issued to the property owner, and such other person as designed by the property owner as set forth below. A bill for water service is delinquent if not paid within 30 days of the date of bill. For any delinquent bill, the property owner shall be liable for a penalty of 10% for nonpayment of the monies due and an additional penalty of ½% per subsequent month for nonpayment of the charges and basic penalty.

Section 3: This ordinance and the various sections thereof are hereby declared to be severable. To the extent the terms and provisions of this ordinance are in conflict or otherwise are inconsistent with the terms and provisions of any prior District ordinances, resolutions, rules, and other actions, the terms and provisions of this ordinance shall prevail with respect thereto.

Section 4: If any section or provision of this ordinance shall be found unenforceable, unlawful, or invalid, then the other sections and provisions of this ordinance shall be considered valid and enforceable, notwithstanding the partial invalidity of such portion(s) of the ordinance.

Section 5: The establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by this ordinance are for the purpose of meeting operating expenses, including employees’ wage rates and fringe benefit; purchasing or leasing supplies, equipment, or materials; meeting financial reserve needs and requirements; and obtaining funds for capital projects necessary to maintain service within existing service areas.

Section 6: Pursuant to California Government Code section 54954.6, the District has provided notice of the required public information meeting and of the public hearing to adopt this ordinance. Within ten days of adoption, this ordinance shall be published in a newspaper of general circulation within the Hidden Valley area. The ordinance shall take effect no earlier than the 30th day of its adoption. The charges imposed by this ordinance shall take effect July 1, 2015.

PASSED AND ADOPTED ON April 21, 2015 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Jim Freeman, President of the Board of Directors
Hidden Valley Lake Community Services District

ATTEST:

_____
Secretary to the Board
Roland Sanford

EXHIBIT A

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

SEWER RATES BY FISCAL YEAR

	FY 2015/2016	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2019/2020
"Fixed" Charge by Meter Size					
Residential*	$38.92	$42.03	$45.39	$49.02	$51.96
Commercial & Government (per HEU)	$38.92	$42.03	$45.39	$49.02	$51.96
"Volumetric" Charge per 100 cubic feet of water used					
Residential*	$2.07	$2.23	$2.41	$2.60	$2.76
Commercial & Government	$2.25	$2.43	$2.62	$2.83	$3.00

*Includes single and multifamily, multifamily assessed per HEU (1 HEU = 187 gallons per day)

Sewer charges will be adjusted on July 1 of each year. The volumetric charge will be based on actual average monthly water usage for the preceding months of January through April.

ORDINANCE NO. 2015-56

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

AN ORDINANCE ADOPTING AMENDED WATER USE FEES FOR EXTENDED OPERATIONS OF WATER SERVICES

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

Section 1: The owner of property receiving water service from the District shall pay a monthly user fee consisting of a "fixed" and "volumetric" charge as set forth in Exhibit A, attached hereto.

Section 2: The District's bill for water service shall be due and payable when issued to the property owner, and such other person as designed by the property owner as set forth below. A bill for water service is delinquent if not paid by 5:00 p.m. on the 20th of each month. If the 20th falls on the weekend, the due date will be on the following Monday. For any delinquent bill, the property owner shall be liable for a penalty of 10% for nonpayment of the monies due and an additional penalty of ½% per subsequent month for nonpayment of the charges and basic penalty.

Section 3: The District may, if so requested by the property owner in writing, send bills for water service to the person residing at the property receiving District service, if such person is other than the property owner. However, the District sending the bills to such person shall not relieve or otherwise limit in any way the obligation of the property owner to pay for such service in a timely manner and the availability and use of District procedures to collect any monies due from the property owner.

Section 4: The establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by this ordinance are for the purpose of meeting operating expenses, including employees' wage rates and fringe benefits; purchasing or leasing supplies, equipment or materials; meeting financial reserve needs and requirements; obtaining funds for capital projects necessary to maintain service within existing service areas.

Section 5: If any section or provision of this ordinance shall be found unenforceable, unlawful, or invalid, then the other sections and provisions of this ordinance shall be considered valid and enforceable, notwithstanding the partial invalidity of such portion(s) of the ordinance.

Section 6: Pursuant to California Government Code section 54954.6, the District has provided notice of the required public information meeting and of the public hearing to adopt this ordinance. Within ten days of adoption, this ordinance shall be published in a newspaper of general circulation within the Hidden Valley Lake areas. The ordinance shall take effect no earlier than the 30th day of its adoption. The charges imposed by this ordinance shall take effect September 1, 2015.

PASSED AND ADOPTED ON July 21, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Jim Freeman, President of the Board of Directors
Hidden Valley Lake Community Services District

ATTEST:

_____
Roland Sanford
Secretary to the Board of Directors

EXHIBIT A

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

WATER RATES BY FISCAL YEAR

The District's monthly water rates consist of two components, a "fixed" charge and a "volumetric charge". The fixed charge is determined by the size of the meter, while the volumetric charge is determined by the amount of water used. A fixed charge will be assessed on every installed meter, whether or not water is used. In order to avoid the fixed charge the meter must be physically removed from the property by the District. The "standard" monthly fixed and volumetric water charges for fiscal years 2015-2016 through 2019-2020 are as follows:

Standard Water Rates					
	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20
Fixed Service Charge					
Monthly Service Charge by Meter Size:					
5/8 - inch	$27.54	$30.57	$33.93	$36.65	$39.58
3/4 - inch	$40.37	$44.81	$49.74	$53.72	$58.02
1 - inch	$66.04	$73.30	$81.37	$87.88	$94.91
1 1/2 - inch	$130.20	$144.52	$160.42	$173.25	$187.11
2 - inch	$207.19	$229.99	$255.28	$275.71	$297.75
Volumetric Charges					
Uniform Rate ($/100 Cubic Feet	$1.86	$2.07	$2.30	$2.48	$2.68

The District, at the Board of Director's discretion, may implement "drought" water rates to offset revenue shortfalls resulting from State imposed mandates – most notably, State imposed water conservation mandates . Drought water rates, when implemented, will remain in effect no longer than the corresponding State imposed mandate responsible for the revenue shortfall. The monthly fixed charges associated with the drought water rates are identical to those of the standard water rates. However, the volumetric charges differ from those of the standard water rates and vary, depending upon the projected severity of the revenue shortfall.

The volumetric charges associated with the drought water rates consists of four "stages". The first drought stage (Drought Stage 1) may be implemented when State imposed mandates are expected to result in at least a 10 percent reduction in potable water use. Similarly, the Drought Stage 2 rate may be implemented when State imposed mandates are expected to result in at least a 20 percent reduction in potable water use, the Drought Stage 3 rate may be implemented when State imposed mandates are expected to result in at least a 30 percent reduction in potable water use, and the Drought Stage 4 rate may be implemented when State imposed mandates are expected to result in at least a 40 percent reduction in potable water use. The drought monthly fixed and volumetric water charges for fiscal years 2015-2016 through 2019-2020 are as follows:

Drought Water Rates					
	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20
Fixed Service Charge					
Monthly Service Charge by Meter Size:					
5/8 - inch	$27.54	$30.57	$33.93	$36.65	$39.58
3/4 - inch	$40.37	$44.81	$49.74	$53.72	$58.02
1 - inch	$66.04	$73.30	$81.37	$87.88	$94.91
1 1/2 - inch	$130.20	$144.52	$160.42	$173.25	$187.11
2 - inch	$207.19	$229.99	$255.28	$275.71	$297.75
Volumetric Charge—drought Rates ($/100 Cubic Feet)					
Drought Stage 1 (10% use reduction)	$2.33	$2.59	$2.87	$3.10	$3.35
Drought Stage 2 (20% use reduction)	$2.61	$2.90	$3.22	$3.47	$3.75
Drought Stage 3 (30% use reduction)	$2.80	$3.10	$3.45	$3.72	$4.02
Drought Stage 4 (40% use reduction)	$3.11	$3.45	$3.83	$4.14	$4.47

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: MAY 20, 2014

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

Director Judy Mirbegian, President
Director Jim Freeman, Vice President
Director Jim Lieberman
Director Carolyn Graham
Director Linda Herndon
Tami Ipsen, Administrative Services Officer
Roland Sanford, General Manager
Mike Merrill, District Counsel

CALL TO ORDER

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

APPROVAL OF AGENDA

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

CONSENT CALENDAR

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

(A) MINUTES: Approval of the Minutes of the Board of Directors meeting of April 15, 2014

(B) DISBURSEMENTS: Approval of check #022633 - #031890 for a total of $1,127,444.12 (includes unposted, voided checks and payroll)

BOARD COMMITTEE REPORTS

Personnel Committee: Neither Director Herndon or Mirbegian had anything to add to the written summary included in the Board packet.
Finance Committee: No report (no committee meeting since last Board meeting).
Security and Disaster Preparedness Program Committee: No report (no committee meeting since last Board meeting). Director Mirbegian reminded staff and the Board that the title of the Security and Disaster Preparedness Program Committee has been changed to “Emergency Preparedness Committee”.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 Board: Director Mirbegian reported planning is underway for the ACWA Region 1Board's forthcoming conference to be held in Humboldt County, in July.

ACWA State Legislative Committee: Director Herndon summarized on going committee discussions regarding proposed water bond legislation and legislation proposed by assemblywoman Yamada, which if adopted, would provide financial assistance to low income individuals and families – assistance with the payment of their municipal water bills.

County OES: No report (no County OES meeting since last Board meeting)

STAFF REPORTS

General Manager's Report: In addition to his written report, General Manager Roland Sanford updated the Board on the status of the District's Temporary Urgency Petition before the State Water Resources Control Board, as well as the status of the California Department of Public Health's recently adopted hexavalent chromium drinking water standard, and the probable time frame in which the District's water supply must comply with the hexavalent chromium drinking water standard.

DISCUSSION AND POSSIBLE ACTION: Resolution 2014-7 adopting the Westside Sacramento Valley Integrated Regional Water Management Plan (Westside Sac IRWM)

On a motion made by Director Herndon and second by Director Graham the Board unanimously approved Resolution 2014-07, a Resolution of the Hidden Valley Lake Community Services District Board of Directors Adopting the Westside Sacramento Valley Integrated Water Management Plan (Westside Sac IRWM).

PUBLIC HEARING: Public Hearing to hear public comments on Capital Facilities Fee

The public hearing was opened at 7:46 p.m. There were no public comments, the hearing was subsequently closed at 7:49 p.m. by Board President Mirbegian.

DISCUSSION AND POSSIBLE ACTION: Adoption of Ordinance 2014-54 Amending Capital Facilities Fee

On a motion made by Director Freeman and second by Director Herndon the Board unanimously approved Ordinance #2014-54 of the Hidden Valley Lake Community Services District (An Ordinance Amending Capital Facilities Fees).

DISCUSSION AND POSSIBLE ACTION: Protocols for issuing letters of support

The Board discussed current protocols for issuing letters of support but took no action.

DISCUSSION AND POSSIBLE ACTION: Mission Statement

On a motion made by Director Herndon and second by Director Graham the Board unanimously approved the following Mission Statement:

"The mission of the Hidden Valley Lake Community Services District is to provide, maintain and protect our community's water"

Director Graham requested the Board consider adopting a Vision Statement to accompany the Mission Statement. After discussion, Director Mirbegian asked staff to assist Director Graham in drafting a Mission Statement, for Board review and possible adoption at the June 2014 Board meeting.

PUBLIC COMMENT

There were no public comments.

BOARD MEMBER COMMENT

There were no Board member comments

CLOSED SESSION: Consultation and advice from legal counsel regarding pending litigation (one case/multiple claims). California Government Code Section 54956.9(a)

The Board went into closed session at 8:20 p.m. and returned to open session at 8:59 p.m. There was no reportable action taken in Closed Session.

ADJOURNMENT

On a motion made by Director Freeman and second by Director Herndon the Board voted unanimously to adjourn the meeting at 9:00 p.m.

Judy Mirbegian Date	Roland Sanford Date
President of the Board	General Manager/Secretary to the Board

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

LIEN POLICY

I. PURPOSE

The purpose of the Lien Policy/Procedure is to provide clear direction and a repeatable process that allows Hidden Valley Lake Community Services District (HVLCSD) to consistently collect default balances on accounts in accordance with California Government Code 61115.

II. POLICY

Within the framework identified in Resolution 2016-14, HVLCSD will begin the lien process once the defaulting bill reaches $500.00. The lien process will be imposed at a frequency of no less than 6 months.

The method by which HVLCSD applies the lien against real property (regular District lien or tax assessment roll) will be at the discretion of the General Manager.

III. PROCEDURE

A. Review accounts

Run the "Account Balance Report" in Incode.

B. Courtesy Lien Notification.

The lien notification letter should be mailed to the customer no less than 30 days before the lien is recorded. The fee of $13.13 will be applied to the customer's account. (Lien notification is NOT required in Ca Gov Code 61115.) See Appendix A, Figure 1

**Original liens should never be removed; additional liens should be added to the properties.

District Lien

C. Apply Fees:

The costs for the Certificate, Lien Recording (filing costs, staff time and mileage), and Lien Release (filing costs, notary, staff time and mileage) will be applied to the customer's account. See Fees section for more details.

D. Certificate.

Complete the Certificate of unpaid water and/or sewer service form declaring the delinquent amount of the charges and penalties due, the name and last known address of the person liable for those charges and penalties. Notary is not required on the Certificate See Appendix A, Figure 2

E. Lien Recording.

A lien may be recorded for the full amount of the Default Balance with the county assessor by submitting an original completed Certificate (item 2). The County will send a recorded copy of the Certificate to whoever is listed in the upper left hand corner of the Certificate.

F. Lien Release.

Within 30 days of receipt of payment for all amounts due, including the recordation fees paid by the district, the district shall record an original, notarized release of the lien. See Appendix A, Figure 3

Tax Assessment Roll Lien

C. Prior to Public Hearing

(1) Staff Report to Set Public Hearing.

A staff report will be issued to the Board of Directors setting a public hearing to determine the Default Balances to be imposed on the respective real property. See Fees section for more details. A summary of costs for all Defaulting Bills shall be attached to the notice. This item needs to be placed on the official agenda of the next board meeting. See Appendix B, Figure 4

(2) Mailed Notice of Public Hearing.

Notice shall be mailed to each individual noticing the potential lien against their real property on the tax roll in the same manner as property taxes and the time and place of the public hearing to discuss/protest any Default Balance after the public hearing date has been set. Mail no later than 2 1/2 weeks prior to hearing date. See Appendix B, Figure 5

(3) Published Notice of Public Hearing.

Notice of the public hearing will be published once a week for two successive weeks as required by Section 6066 of the California Government Code, in a newspaper published once a week or more often, with at least five days intervening between the respective publication dates not counting such publication dates. The period of notice commences upon the first day of publication and terminates at the end of the 14th day, including the first day published. You should request an affidavit from the newspaper after the publication, which certifies that the notice was published. (email public hearing notice to the Record Bee – advertising@record-bee.com. Submit dates to be published in email.) See Appendix B, Figure 6

D. Public Hearing

The Board of Directors will hold a public hearing on the Default Balances on the date provided in the mailed and public notices, with all protests to any Default Balance being heard and considered by the Board prior to the close of the public hearing. Place on the agenda of the hearing date. This is usually placed at the beginning of the agenda items.

(1) Staff Report to Confirm Lien.

For the public hearing, a staff report to the Board of Directors shall be prepared to confirm the Default Balance against the respective real property. The Certification of Mailing, Evidence of Publications, and the respective resolution will be attached. See Appendix B, Figure 7

(2) Resolution Confirming a Default Balance.

The confirmation of the Lien shall be in the form of a resolution. See Appendix B, Figure 8

(3) Certificate of Mailing.

A certificate is to be completed by the person responsible for mailing the notices to the property owners, which includes a list of the owner's information as an attachment. This is not required by Cal Gov Code 61115 (b), but is an additional step that we recommend. See Appendix B, Figure 9

E. Post Public Hearing

(1) Recordation of Default Balance Lien.

Upon confirmation of the Default Balance, a lien may be recorded for the full amount of the Default Balance and addition fees with the county assessor. See Appendix B, Figure 10

(2) Lien Release.

Upon satisfaction of the amount due under the Default Balance Lien, the HVLCSD shall record a lien release against the affected parcel within 30 days of payment. See Appendix B, Figure 11

FEE SCHEDULE:

As referenced in Resolution 2016-14, Section 1B, "For each Defaulting Bill, the District may collect all charges, fees, costs and penalties (collectively, a "Default Balance") associated with the default."

*Weighted cost/hr, mileage rate, recording and notary fee, all of which comprise the following table, are subject to change.

*Cost calculated on six liens

These fees are itemized as follows:

Category	Cost	Description	Details (subject to change)
Courtesy Letter	$13.13	1 hr. run report, 1 hr. prepare letters, postage. Weighted cost of staff time, avg. of 6 letters.	((39.15 * 2) + .47)/6
Certificate Form	$6.53	1 hr. prepare certificates. Weighted cost of staff time, avg. of 6 forms.	39.15/6
Lien Recordation	$25.77	1.5 hr. staff time, 67.4 miles round trip, $10 for a two-paged lien. Weighted cost of staff time, avg. of 6 liens.	((39.15 * 1.5) + (67.4 * .53))/6 + 10
Lien Release	$35.77	1.5 hr. staff time, 67 miles round trip, $10 for a two-paged lien. $10 notary. Weighted cost of staff time, avg. of 6 liens.	((39.15 * 1.5) + (67.4 * .53))/6 + 10 + 10
Total	**$81.20**		

IV. Appendix A – District Lien

Figure 1 - Courtesy Lien Notification

Hidden Valley Lake
Community Services District

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

Date

Customer Name
Address
City, State Zip

Dear Customer,

This letter is to inform you of a past due balance in the amount of $xxxx on your account with Hidden Valley Lake Community Services District (District) related to your property at xxxxxxxxxxxxxxxxxxxxxxxxxx.

Should the balance remain outstanding on xx/xx/xxxx , the District will begin the lien against real property process per California Government Code Section 61115(c). The property will continue to accumulate monthly charges and may incur additional fees if payments to the District are not received by the due date.

If you have any questions, or believe we have sent this letter in error, please contact the District Office at (707) 987-9201 between the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday (excluding holidays.)

Thank you,

Staff

Hidden Valley Lake CSD

Figure #1

Figure 2 - Lien Certification

Recording requested by and when recorded, return to: **Hidden Valley Lakes Community Services District** **Attn:** **Address** **City, State, Zip**	

Record without fee pursuant to Government Code § 27383

Certificate of Unpaid Water and Sewer Service Charges
and
Notice of Lien therefor

HIDDEN VALLEY LAKES COMMUNITY SERVICES DISTRICT (HVLCSD), a local government agency in the State of California, hereby declares that payment for water and sewer services is in default by the customer at the address below.

This action is based on the non-payment or late payment of water and/or sewer service, pursuant to Hidden Valley Lake CSD Resolution 2016-14 and as authorized by California Government Code section 61115(c).

NOTICE IS HEREBY GIVEN that, should the current property owner attempt to sell, or otherwise transfer the property there are past due water and sewer service charges that constitute a lien on the land, which need to be paid in full before ownership thereof can change hands.

Property Information:

HVLCSD Account #
Amount Past Due (as of): $

Service Address Address
C,S Z

Owner Name Name
Owner Address Address 1
Address 2

Signature:_____
HVLCSD Representative

Figure #2 - Complete Item #4

Figure 3 - Lien Release

RECORDING REQUESTED BY:

Hidden Valley Lake Community Services District
19400 Hartmann Road
Hidden Valley Lake, CA 95467
Attn: Secretary of the Board of Directors

(Space above this line for Recorder's use)

HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT
19400 HARTMANN ROAD
HIDDEN VALLEY LAKE, CA 95467

RELEASE OF LIEN

I, Jim Freeman, President of the Board of the Hidden Valley Lake Community Services District, State of California, hereby release and certify that there has been released all property from any lien imposed thereon by filing and recording that certain DEFAULT BALANCE LIEN for the unpaid Default Balance adopted by the Board of Directors on _____, 20__ Resolution No. 20___- __, for the following:

ADDRESSEE	PARCEL	AMOUNT

As recorded on _____, 20__, as Document No. _____ in the Office of the Recorder of Lake County.

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

_____
Jim Freeman
President of the Board of Directors

State of California

County of Lake

On _____ before me,_____Notary Public, personally appeared Jim Freeman

who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in her authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

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

WITNESS my hand and official seal. (Notary Seal)

_____

Figure # 3

V. Appendix B – Tax assessment roll lien

Figure 4 - Staff Report

Hidden Valley Lake
Community Services District

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

TO: Board of Directors

FROM:

MEETING DATE:

REPORT PREPARATION DATE:

SUBJECT: Setting Public Hearing to Confirm the Default Balance and Lien Amount

---

I. RECOMMENDATION: That the Board of Directors set the date for a public hearing to confirm the Default Balance associated with a Defaulting Bill for _____[address]_____, A.P.N. _____, and to direct the County Clerk to file a lien on said property.

II. BACKGROUND: The District previously cited the properties listed in Exhibit A.

III. DISCUSSION: In accordance with Resolution 2016-14 and Section 6066 of the California Government Code, the property owner(s) shall be notified of the Default Balance associated with the Defaulting Bill for which they are liable. In accordance with Section 61115 of the California Government Code, the Board of Directors are to hold a public hearing for protests or objections to the Default Balance. After such hearing, the Board of Directors may confirm or modify the Default Balance and, may then place a lien on the property.

IV. FISCAL IMPACT: Recovery of $ _____.__ to the District.

V. ALTERNATIVES: To not set a public hearing on the Default Balance.

VI. SUGGESTED HEARING DATE: _____

VII. ATTACHMENTS: Summary of Default Balance and Affected Address.

Figure #4

Figure 5 - Notice of Public Hearing

Hidden Valley Lake
Community Services District

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

NOTICE OF HEARING TO CONFIRM A LIEN AGAINST REAL PROPERTY FOR A DEFAULT BALANCE

PLEASE TAKE NOTICE that the Secretary of the Board of Directors of Hidden Valley Lake Community Services District has filed a report with the District setting forth a public hearing to place a lien on the real property of individuals that have a Default Balance payable to the District. The purpose of the lien is to allow the District to recover funds due to it for services and facilities provided.

NOTICE IS HEREBY GIVEN that the Board of Directors of the Hidden Valley Lake Community Services District, California, will, on the __ day of _____, 20__, in the Boardroom at 19400 Hartmann Road, Hidden Valley Lake, California, beginning at the hour of 7:00 p.m. of said day, hold a public hearing to confirm a lien against the real property, for a Default Balance owed to the District by you, located at:

_____[Street]_____,

_____[City & State]_____

A.P.N. _____

At that time and place, any interested person, including all persons owning property in the District, may appear and be heard on any matter relating to a Default Balance.

Prior to the hearing, if you have any questions or would like to obtain copies of any public information pertaining to this matter, please contact the District Office at (707) 987-9201.

Dated this ___ day of _____, 20__.

_____

Secretary to the Board of Directors

Figure #5

Figure 6 - Published Notice of Public Hearing

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

NOTICE OF PUBLIC HEARING ON DEFAULT BALANCES PAYABLE TO THE DISTRICT

PLEASE TAKE NOTICE that the Secretary of the Board of Directors of Hidden Valley Lake Community Services District has filed a report with the District setting forth a public hearing to place a lien on the real property of individuals that have a Default Balance payable to the District. The purpose of the lien is to allow the District to recover funds due to it for payments owed to the District.

Prior to placing a lien on the real property of the individuals associated with a Default Balance, the District will hold a public hearing to give any interested person, including all property owners in the District, an opportunity to comment on, or protest any Default Balance. The public hearing will occur on _____ __, 20__, at 7:00 p.m. at 19400 Hartmann Road, Boardroom, Hidden Valley Lake, California. If you oppose any Default Balance, you may protest to the District prior to the close of the public hearing orally or in writing. At the public hearing, the District Board of Directors will consider the protests in determining the final amount of each Default Balance.

Written protests must be received prior to the close of the public hearing. They must include the name, address and signature of the drafter, and should be sent to:

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

Please contact the District Office at (707) 987-9201 regarding any questions or concerns, or to receive any public information relating to this matter.

Published: _____, 20__
_____, 20__

Posted: _____, 20__

Figure #6

Figure 7 - Staff report to confirm lien

Hidden Valley Lake Community Services District

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

TO: Board of Directors

FROM:

MEETING DATE:

REPORT PREPARATION DATE:

SUBJECT: Confirming the Default Balance and Lien Amount from Exhibit A

I. RECOMMENDATION: That the Board of Directors adopt a resolution confirming the Default Balances and direct the County Clerk to file a lien on said property.

II. BACKGROUND: On_____, 2016, at 7:00 p.m. at 19400 Hartmann Road, Boardroom, Hidden Valley Lake, California, the Board of Directors held a public hearing on the Default Balances owed by property owners listed in Exhibit A and the recommendation by the staff to place a Default Balance Lien on those real property.

III. DISCUSSION: In accordance with Resolution No. 2016-14 and Section 6066 of the California Government Code, the property owner(s) has be notified of the Default Balances associated with the Defaulting Bill for which they are liable. In accordance with Section 61115 of the California Government Code, the Board of Directors are to hold a hearing for protests or objections to the Default Balances. After such hearing, the Board of Directors may confirm or modify the Default Balances. The Default Balances may then be made a lien against the real property of the individual liable for the Defaulting Bill.

IV. FISCAL IMPACT: Recovery of $_____ in costs, fees, expenses and penalty charges.

V. ALTERNATIVES: To modify the Default Balances herein, or take other action.

VI. LEGAL REVIEW:

VII. ATTACHMENTS:

a. Certificate of Mailing

b. Evidence of Publication

c. Resolution Confirming a Default Balance

Figure #7

Figure 8 - Resolution confirming a default balance

RESOLUTION NO. 20___-___

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

WHEREAS, the Hidden Valley Lake Community Services District (the "District") previously cited the properties identified in Exhibit A for a Defaulting Bill (as defined in Resolution No. 2016-14); and

WHEREAS, notice of a public hearing to determine the amount of the Default Balance (as defined in Resolution No. 2016-14) under a Defaulting Bill was mailed to the property owners listed in Exhibit A; and

WHEREAS, notice of said public hearing was published in accordance with Section 6066 of the California Government Code; and

WHEREAS, in accordance with Resolution No. 2016-14, said public hearing was conducted on _____,____ at 7:00 p.m. at 19400 Hartmann Road, Boardroom, Hidden Valley Lake, California; and

WHEREAS, it is necessary for the District to recover the Default Balance; and

WHEREAS, the District has satisfied all notice and hearing requirements under Section 61115 of the California Government Code; and

NOW, THEREFORE, BE IT RESOLVED, the District Board of Directors hereby adopts Resolution No. 20___-__ confirming the Default Balance in the amount of $_____; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, the District does direct the staff to file a lien for the unpaid Default Balances listed in exhibit A in the amount of $_____.

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced and adopted by the Board of Directors of the Hidden Valley Lake Community Services District, County of Lake, State of California, on the _____ of _____, 20__, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of said District this ____ of _____, 20__.

_____ _____

Jim Freeman
President of the Board of Directors

Secretary to the Board of Directors

PROPERTY LIENS - _____(month and year)

EXHIBIT A

NAME	ADDRESS	APN	AMOUNT

Figure #8

Figure 9 - Certificate of Mailing

Hidden Valley Lake
Community Services District

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

CERTIFICATE OF MAILING

(Notice to Property Owners)

I, _____, whose business address is _____, do hereby certify that I mailed a copy of the attached NOTICE OF HEARING TO CONFIRM A LIEN AGAINST REAL PROPERTY FOR THE DEFAULT BALANCE DUE UNDER A DEFAULTING BILL (the "Notice") to each individual associated with a Defaulting Bill within the Hidden Valley Lake Community Services District, according to the list of such individuals and their addresses attached to this Certificate, and that I personally mailed such Notice by depositing a copy of same, addressed to each such listed last known individual, first-class mail, postage prepaid, in the United States mail at Middletown, California, on _____ __, 20__.

I declare under penalty of perjury that the foregoing is true and correct.

DATED: _____, 20__ _____
(Signature)

_____
(Title)

Hidden Valley Lake, California

Figure #9

Figure 10 - Recordation of default balance lien

RECORDING REQUESTED BY AND

Hidden Valley Lake Community Services District
19400 Hartmann Road
Hidden Valley Lake, CA 95467
Attn: Secretary to the Board of Directors

(Space above this line for Recorder's use)

DEFAULTING BALANCE LIEN
DEBTOR:

_____

A.P.N.: _____

RESOLUTION NO. _____

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 THE COUNTY CLERK TO FILE A LIEN ON SAID PROPERTY

WHEREAS, the Hidden Valley Lake Community Services District (the "District") previously cited the properties in Exhibit A for a Defaulting Bill (as defined in Resolution No. 2016-14); and

WHEREAS, notice of a public hearing to determine the amount of the Default Balance (as defined in Resolution No. 2016-14) under a Defaulting Bill was mailed to property owners listed in Exhibit A ; and

WHEREAS, notice of said public hearing was published in accordance with Section 6066 of the California Government Code; and

WHEREAS, in accordance with Resolution No. 2016-14, said public hearing was conducted on _____, at 7:00 p.m. at 19400 Hartmann Road, Boardroom, Hidden Valley Lake, California; and

WHEREAS, it is necessary for the District to recover the Default Balance; and

WHEREAS, the District has satisfied all notice and hearing requirements under Section 61115 of the California Government Code; and

NOW, THEREFORE, BE IT RESOLVED, the District Board of Directors hereby adopts Resolution No. _____ confirming the Default Balance in the amount of $_____; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, the District does direct the County Clerk to file a lien for the unpaid Default Balances listed in Exhibit A in the amount of $_____.

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced and adopted by the Board of Directors of the Hidden Valley Lake Community Services District, County of Lake, State of California, on the _____ day of _____, _____, by the following vote:

AYES: Directors
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of said District this _____ day of _____, _____.

_____
Jim Freeman President to the Board of Directors

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which

Figure 11 - Lien release

RECORDING REQUESTED BY:

Hidden Valley Lake Community Services District
19400 Hartmann Road
Hidden Valley Lake, CA 95467
Attn: Secretary of the Board of Directors

(Space above this line for Recorder's use)

HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT
19400 HARTMANN ROAD
HIDDEN VALLEY LAKE, CA 95467

RELEASE OF LIEN

I, Jim Freeman, President of the Board of the Hidden Valley Lake Community Services District, State of California, hereby release and certify that there has been released all property from any lien imposed thereon by filing and recording that certain DEFAULT BALANCE LIEN for the unpaid Default Balance adopted by the Board of Directors on _____, 20__ Resolution No. 20___- __, for the following:

ADDRESSEE	PARCEL	AMOUNT

As recorded on _____, 20__, as Document No. _____ in the Office of the Recorder of Lake County.

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

_____
Jim Freeman
President of the Board of Directors

State of California

County of Lake

On _____ before me, xxx Notary Public, personally appeared Jim Freeman

who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in her authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

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

WITNESS my hand and official seal. (Notary Seal)

_____

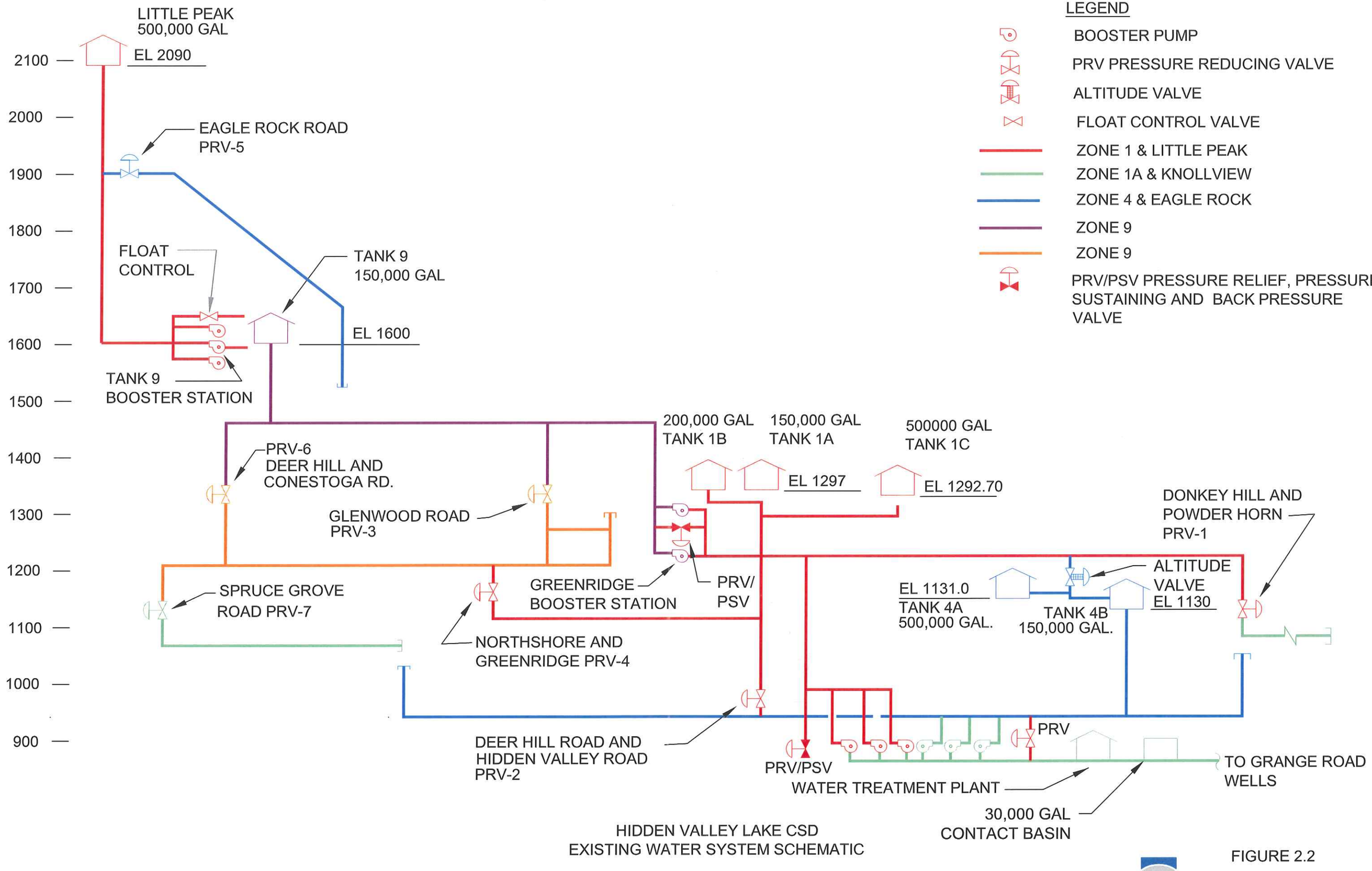
Figure #11

N

Jerusalem Grade
Nicholas Way
Tinilyn Rd
Jacklyn Dr
2000 ft
1600 ft
Dallas Ct
Sandy Rd
Stinson Rd
Gallagher Creek
Bowcher Ln
Dale Ct
Honey Hill Dr
Rim
Hidden Vally Lake
Hidden Valley Lake Golf & CC
Coyote Creek
Putah Creek
COYOTE VALLEY
Hartmann Rd
Putah Ln
Grange Rd
CA-29
S State Highway 29
Spruce Rd Ext
29

Legend

- Manholes
- Valves
- Pumps
- Liftstations
- PRVs
- Tanks



HIDDEN VALLEY LAKE CSD
EXISTING WATER SYSTEM SCHEMATIC

FIGURE 2.2

GHD
2235 Mercury Way Suite 150 Santa Rosa California 95407 USA
T 1 707 523 1010 F 1 707 527 8679
W www.ghd.com

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
CENTRAL VALLEY REGION

ORDER NO. 5-00-019

WASTE DISCHARGE REQUIREMENTS
FOR
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
HIDDEN VALLEY LAKE ASSOCIATION
HIDDEN VALLEY LAKE WATER RECLAMATION FACILITY
LAKE COUNTY

The California Regional Water Quality Control Board, Central Valley Region, (hereafter Board) finds that:

1. Hidden Valley Lake Community Services District (District) submitted a Report of Waste Discharge, dated 28 May 1999, requesting approval to reuse stabilized sludge (biosolids) from its wastewater treatment plant. Supplemental information, including a Draft Supplemental Environmental Impact Report, was received on 23 August 1999.

2. The Hidden Valley Lake Association uses treated effluent to spray irrigate the community golf course within the Hidden Valley Lake Subdivision. The golf course is approximately 135 acres, and is owned, operated, and maintained by the Hidden Valley Lake Association.

3. Hidden Valley Lake Community Services District and the Hidden Valley Lake Association are hereafter jointly referred to as "Discharger".

4. The Board, on 20 May 1994, adopted Order No. 94-138 which prescribed requirements for the District's activated sludge-extended aeration treatment plant and recycled water spray irrigation practices.

5. Order No. 94-138 does not specifically prescribe requirements for the application of biosolids to a supplemental spray irrigation field owned by the District, and is not consistent with current plans and policies of the Board.

6. The existing wastewater collection system, activated sludge-extended aeration treatment facility, recycled water spray irrigation and biosolid application areas (Assessor's Parcel Nos. 14-270-10 and 14-280-16) are owned by the Discharger in Lake County. As shown in Attachment A, these areas are found within the projected Section 30, T11N, R6W, MDB&M. The golf course disposal area is in projected Sections 17, 18, 19, 20 & 21, T11N, R6W, MDB&M. Local surface waters, the treatment facility, and the recycled water, biosolids application and wastewater disposal areas and are shown in Attachment B. Attachments A and B are attached hereto and part of the Order by reference.

7. The existing treatment facility became operational on 15 February 1996 and includes an activated sludge-extended aeration plant with an average dry weather flow of 0.350 million gallons per day (mgd), and a peak wet weather flow of 0.894 mgd. The facility processes include primary screening, secondary treatment through an activated sludge and clarification process, chemical addition, direct tertiary filtration, chlorination, six sludge-drying beds, a concrete-lined equalization basin and an effluent storage basin. Treated effluent is stored in the 412-acre-feet, clay-lined, effluent storage basin during periods when irrigation is prohibited. Monitoring wells are in place at the treatment site to measure any potential effect of the impounded wastewater to groundwater.

8. The Discharger uses treated effluent to spray irrigate the community golf course located within the Hidden Valley Lake Subdivision, as well as a supplemental spray irrigation field (supplemental field) located between the treatment plant site and Grange Road. The supplemental field contains approximately 45 acres of suitable area for reuse. The Discharger will also use the 45-acre supplemental field for the application of up to 200 tons of biosolids per year.

9. A ground water study was conducted by the Discharger to model the occurrence of nitrates in the ground water as the result of seepage from the bottom of the storage pond. The study concluded that an effluent storage pond liner of 18" thickness and $1x10^{-6}$ cm/sec permeability, or equivalent thickness and permeability, would have minimal impact on ground water quality. The ground water study was based upon conservative assumptions regarding various aspects affecting the potential for ground water contamination. These assumptions included: 1) using 100-year storm event data modeled for 30 consecutive years, 2) neglecting biological denitrification processes at the pond bottom, 3) assuming that background nitrate levels in ground water are negligible, and 4) using $1x10^{-6}$ cm/sec as overall permeability, whereas actual constructed liner permeabilities should be less than $1x10^{-6}$ cm/sec in some areas.

10. Recycled water is delivered from the effluent storage basin to two irrigation ponds located on the golf course. Irrigation flows are proposed to reach a maximum of 1.3 mgd, weather permitting.

11. According to the 28 May 1999 Report of Waste Discharge, at an ultimate design capacity of 0.350 mgd, up to 200 tons of biosolids will be produced from the treatment plant per year. Waste solids generated from the biological and filtration processes are dewatered in sludge drying beds and will be applied to the designated supplemental field. Due to required setbacks and buffer zones, the available application area will be limited to approximately 45-acres. The setback distances are incorporated in this Order.

12. As described in the Discharger's 26 January 1993 Report of Waste Discharge, characteristics of the treated wastewater are:

Constituents	Concentrations
BOD_5	30 mg/l
Total Suspended Solids	30 mg/l
Total Coliform	2.2 MPN/100ml Median
Turbidity	2 NTU

13. Local annual precipitation averages 40 to 45 inches. The mean evaporation rate is approximately 45 inches per year. The treatment facility and the adjacent supplemental field are partially within the 100-year floodplain.

14. The United States Environmental Protection Agency (USEPA) has promulgated biosolids reuse regulations in 40 CFR 503, *Standard for the Use or Disposal of Sewage Sludge*, which establishes management criteria for protection of ground and surface waters, sets application rates for heavy metals, and establishes stabilization and disinfection criteria.

15. The Board is using the Standards in 40 CFR 503 as guidelines in establishing this Order, but the Board is not the implementing agency for 40 CFR 503 regulations. The Discharger may have separate and/or additional compliance, reporting, and permitting responsibilities to USEPA, which are not covered by this Order.

16. The following are the Discharger's metals concentrations in the biosolids as reported in the 28 May 1999 Report of Waste Discharge:

Constituents	Concentrations	Units[1]
Arsenic	<0.5	mg/kg
Cadmium	<10	mg/kg
Chromium	90	mg/kg
Copper	680	mg/kg
Lead	<25	mg/kg
Mercury	<0.1	mg/kg
Molybdenum	<25	mg/kg
Nickel	29	mg/kg
Selenium	<0.1	mg/kg
Zinc	306	mg/kg

[1]Results are reported in dry weight

17. The Discharger reports that acceptable biosolids will have been treated to meet the standards for a process to significantly reduce pathogens as defined by 40 CFR 503.

18. The biosolids application rates will vary but will be established based on crop utilization and limitations imposed by annual and/or cumulative metal loading criteria. Biosolids/soil mixture will not be allowed to exceed maximum soluble metal concentrations to protect groundwater. Metals concentration in the recycled water will also have to be evaluated and taken into account in calculating the total metals loading and soluble metal loading to the soil. Crops will be limited to pasture grasses for livestock grazing and fodder crops.

19. The application of biosolids will occur annually on approximately 45 acres of the designated supplemental field. Biosolids will be applied using spreading equipment and will be incorporated into the soil within 24 hours of initial biosolids application. Any new application site in conjunction with the Discharger's submittal of an updated Biosolids Management Plan will have to be approved by the Executive Officer prior to application.

20. Based on a Soil Conservation Service Soil Survey, the soil in the proposed application area is underlain by the Lupoyoma silt-loam on the north end, and the Maxwell and Yorkville Variant clay-loams on the south side. Permeability rate for the clay and clay loam soils encountered at the site were below 6.0 inches/hour.

21. The treatment plant and supplemental field site are sensitive due to the proximity to both individual and the Discharger's domestic water supply wells, and to within 1000 feet of residential homes. Ground water has been observed as shallow as 4.5 feet below existing grade throughout the Dischargers property. The Discharger's three drinking water wells are located just north of Grange Road, near the wastewater treatment and disposal facility and the supplemental field. These wells draw water from the deeper zones of 80 and 170 feet. A drainage ditch extends in an easterly direction across the supplemental field. Drainage from this area flows south to Crazy Creek, then north and east in Crazy Creek to Putah Creek.

22. Surface water drainage is to Crazy Creek, then to Putah Creek and ultimately to Lake Berryessa.

23. The State Water Resources Control Board adopted Order No. 97-03-DWQ (General Permit No. CAS000001) specifying waste discharge requirements for discharges of storm water associated with industrial activities, excluding construction activities, and requiring

submittal of a Notice of Intent by industries to be covered under the permit. However, this Order incorporates specific limitations and prohibitions to mitigate potential water quality problems associated with storm water runoff.

24. The Board adopted a Water Quality Control Plan, Fourth Edition, for the Sacramento River and San Joaquin River Basins (hereafter Basin Plan), which contains water quality objectives for all waters of the Basin. These requirements implement the Basin Plan.

25. The beneficial uses of Lake Berryessa and Putah Creek are municipal, industrial, and agricultural supply; recreation; aesthetic enjoyment; ground water recharge; fresh water replenishment; hydroelectric power generation; and preservation and enhancement of fish, wildlife and other aquatic resources.

26. The beneficial uses of the underlying groundwater are municipal, industrial, and agricultural supply.

27. The California Department of Health Services has established statewide reclamation criteria in Title 22, California Code of Regulations, Section 60301, et seq. (hereafter Title 22) for the use of recycled water and has developed guidelines for biosolids reuse in the *Manual of Good Practices for Landspreading of Sewage Sludge*, April 1993. The Discharger's operation and management of its biosolids program will be consistent with these guidelines as well as the USEPA's biosolids reuse regulations in 40 CFR 503, *Standard for the Use or Disposal of Sewage Sludge.*

28. Prior to the issuance of Order No. 94-138, the Discharger adopted a final environmental impact report (EIR) in accordance with the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000, et seq.) and the State CEQA Guidelines. The EIR indicated that the wastewater treatment facility, recycled water irrigation and biosolids application practices may have the following significant impacts on water quality:

    a. Increase in turbidity of surface water and streams during and after construction.

    b. Water quality effects from force main rupture or pump station failure.

    c. Potential for contamination of surface water by sewage during flooding or damage to treatment plant and disposal facilities from flooding.

    d. Pollution of groundwater by infiltration of storage pond effluent.

    e. Potential for contamination of ground water with excess nutrients, particularly

nitrogen, from irrigation with recycled water at the supplemental irrigation field located between the treatment plant site and Grange Road.

29. In 1994, the Board has reviewed the EIR and determined that compliance with the waste discharge requirements will mitigate or avoid the significant impacts on air and water quality listed in Finding No. 28. Specific mitigation measures correspond to the alphabetically listed impacts in Finding No. 28 and are as follows:

a. i. Control increased turbidity of surface water by using standard erosion control measures.

b. i. The pump station and transmission main system should be designed for leak detection and early warning to hasten necessary repairs.

ii. The transmission main crossing of Putah Creek should be encased in concrete to minimize the potential for rupture.

iii. The terminal pump station and treatment plant shall be provided with emergency power supplies.

c. i. Irrigation systems located in the floodplain shall be valved to isolate those areas in the floodplain from irrigation.

ii. All pumps and facilities shall be flood-proofed to one foot above the 100-year floodplain.

iii. The facility will be equipped with a portable generator as a source of power in the event of an emergency.

d. i. The effluent storage pond will be fitted with the proper liner as geotechnical/engineering studies of the site indicate that a liner is necessary to mitigate nitrate leakage into the ground water.

e. i. The treatment process will be modified to reduce nitrate concentrations that may adversely affect the water quality in wells located along Grange Road when the supplemental field is in use.

ii. When use of the supplemental field commences, ongoing monitoring studies will be conducted to demonstrate that no domestic water supply

quality is being degraded. Should a potential for degradation of potable water supplies be demonstrated, the treatment/storage/disposal process will be modified to eliminate the potential for degradation.

30. This discharge is exempt from the requirements of Consolidated Regulations for Treatment, Storage, Processing, or Disposal of Solid Waste, as set forth in Title 27, California Code of Regulations (CCR), Division 2, Subdivision 1, Section 20005, et seq. (hereafter Title 27). The exemption, pursuant to Section 20090 (b), is based on the following:

a. The Board is issuing waste discharge requirements, and

b. The discharge complies with the Basin Plan, and

c. The biosolids to be applied are a non-hazardous, decomposable waste applied as a soil amendment pursuant to best management practices, and

d. The wastewater does not need to be managed according to CCR, Title 22, Division 4.5, Chapter 11, as a hazardous waste.

31. The Board has notified the Discharger and interested agencies and persons of its intent to prescribe waste discharge requirements for this discharge and has provided them with an opportunity for a public hearing and an opportunity to submit their written views and recommendations.

32. The Board, in a public meeting, heard and considered all comments pertaining to the discharge.

IT IS HEREBY ORDERED that Order No. 94-138 is rescinded and Hidden Valley Lake Community Services District and Hidden Valley Lake Association, its agents, successors, and assigns, in order to meet the provisions contained in Division 7 of the California Water Code and regulations adopted thereunder, shall comply with the following:

A. Discharge Prohibitions:

1. Discharge of wastes to surface waters or surface water drainage courses is prohibited.

2. Bypass or overflow of untreated or partially treated waste is prohibited.

3. The discharge of waste classified as 'hazardous' under CCR, Title 23, Chapter 15, Section 2521, or 'designated', as defined in Section 13173 of the California Water Code, is prohibited.

4. The application of biosolids at rates in excess of the nitrogen requirements of the vegetation, or at rates that would cause the excess nitrogen or metals to leach to groundwater, is prohibited.

5. The application of biosolids shall be confined to the designated application areas, as stated in Finding Nos. 6, 8 and 11 of this Order and shown on Attachment B.

6. The grazing of milking animals used for producing unpasteurized milk for human consumption is prohibited on the designated recycled water irrigation or biosolids application areas.

7. The off-site discharge of storm water, and/or irrigation runoff, from fields on which biosolids have been applied, is prohibited for 30 days following the application of biosolids.

8. The application of biosolids during rainfall events is prohibited.

9. The application of biosolids with pollutant concentrations greater than those shown below is prohibited.

Constituents	Ceiling Concentration mg/kg dry weight
Arsenic	75
Cadmium	85
Chromium	3000
Copper	4300
Lead	840
Mercury	57
Molybdenum	75
Nickel	420
Selenium	100
Zinc	7500

B. Discharge Specifications:

Treatment Plant and Wastewater Storage Facilities

1. The average monthly dry weather discharge from the treatment plant shall not exceed 0.350 mgd.

2. The maximum wet weather discharge from the treatment plant shall not exceed 0.894 mgd.

3. Objectionable odors originating at this facility shall not be perceivable beyond the limits of the wastewater treatment, recycled water irrigation, biosolids application or wastewater disposal areas.

4. As a means of discerning compliance with Discharge Specification No. 3, the dissolved oxygen content in the upper zone (1 foot) of wastewater in ponds shall not be less than 1.0 mg/l.

5. The treatment and storage facilities shall be designed, constructed, operated and maintained to prevent inundation or washout due to floods with a 100-year return frequency.

6. The effluent from the treatment facility shall not exceed the following limits:

Constituent	Units	Monthly Average	Daily Maximum
BOD_5[1]	mg/l	30	60
Suspended Solids	mg/l	30	60
Settleable Solids	ml/l	-	0.5
Coliform	MPN/100ml	2.2 Median	23
Turbidity	NTU	2	5

[1]Five-day, 20°C biochemical oxygen demand (BOD).

7. Treatment plant effluent shall not have a pH less than 6.5 or greater than 8.5.

8. The storage pond shall have a clay liner a minimum of 18" thick, installed at a relative compaction of at least 90%, with a maximum permeability of $1x10^{-6}$ cm/sec, or equivalent.

9. Ponds shall be managed to prevent breeding of mosquitoes. In particular,

   a. An erosion control program should assure that small coves and irregularities are not created around the perimeter of the water surface.

   b. Weeds shall be minimized through control of water depth, harvesting, or herbicides.

   c. Dead algae, vegetation, and debris shall not accumulate on the water surface.

10. Public contact with wastewater shall be precluded through such means as fences, signs, and other acceptable alternatives.

11. Ponds shall have sufficient capacity to accommodate allowable wastewater flow, design seasonal precipitation and ancillary inflow and infiltration during the nonirrigation season. Design seasonal precipitation shall be based on total annual precipitation using a return period of 100 years, distributed monthly in accordance with historical rainfall patterns. Freeboard shall never be less than two feet (measured vertically).

12. On or about **1 October each year**, available pond storage capacity shall at least equal the volume necessary to comply with Discharge Specification No. 11.

Recycled Water Irrigation

13. A maximum of 1.3 mgd may be discharged to the golf course and supplemental field, weather permitting.

14. There shall be no standing water in the disposal area 48 hours after wastewater is applied.

15. Areas irrigated with recycled water shall be managed to prevent breeding of mosquitoes. More specifically,

a. Tail water must be returned, and applied irrigation water must infiltrate completely within a 48-hour period.

b. Ditches not serving as wildlife habitat should be maintained free of emergent, marginal, and floating vegetation.

c. Low-pressure and unpressurized pipelines and ditches accessible to mosquitoes shall not be used to store recycled water.

16. Recycled water for irrigation shall be managed to minimize erosion, runoff, and movement of aerosols from the disposal areas.

17. Direct or windblown spray shall be confined to the designated recycled water spray irrigation areas (appropriate portions of the golf course and the supplemental field) and prevented from contacting drinking water facilities.

18. The Discharger may not spray irrigate recycled water during periods of precipitation and for at least 24 hours after cessation of precipitation, or when winds exceed 30 mph.

19. The discharge shall remain within designated disposal areas at all times.

20. Signs with proper wording of sufficient size shall be placed at areas of access and around the perimeter of all areas used for effluent disposal to alert the public of the use of recycled water.

21. Golf course scorecards should indicate that recycled water is being used for irrigation purposes.

22. Storm water runoff from the irrigation areas shall not be discharged to any surface water drainage course within 48 hours of the last application of recycled water.

23. Recycled water irrigation practices shall be in accordance with Winzler and Kelly Consulting Services' September 1993 *Engineering Report on the Production Distribution and Use of Reclaimed Water*. Application of recycled water to the reclamation areas shall be at reasonable rates considering the crop, soil, climate, and irrigation management system. The nutrient loading of the reclamation areas, including the nutritive value of organic and chemical fertilizers and of the recycled water shall not exceed the crop demand.

24. There shall be no impoundment of recycled water, recycled water irrigation or biosolids application within 500 feet of any domestic water well, or within 100 feet of any irrigation well unless it is demonstrated to the satisfaction of the Executive Officer that less distance is justified.

Biosolids Application

25. Collected screenings, sludges, and other solids removed from liquid wastes shall be disposed of in a manner that is consistent with CCR, Title 27, and approved by the Executive Officer.

26. Prior to biosolids application, the Discharger shall submit a Biosolids Management Plan for approval by the Executive Officer. The Discharger shall maintain and operate under this approved Biosolids Management Plan.

27. Biosolids shall comply with either Class A or Class B pathogen standards as listed in Appendix B of 40 CFR 503.

28. Biosolids shall comply with one of the vector attraction reduction standards as listed in 40 CFR 505.33.

29. Biosolids shall be landspread and incorporated into the soil within 24 hours of arrival at the disposal fields. If the Vector Attraction Reduction alternative 40 CFR 503.33 (b)(10)(i) is used, the biosolids must be incorporated into the ground within six (6) hours of landspreading.

30. Biosolids application rates shall not exceed crop utilization rates, or rates which cause specific constituents to exceed single, annual, or lifetime application limits based on:

    a. 40 CFR 503, Standard for the Use or Disposal of Sewage Sludge;

    b. Soil Cation Exchange Rates;

    c. Soil pH;

    d. Nitrogen demand of the crop; and

    e. Phytotoxicity.

31. Biosolids shall not be applied to soil with a pH of less than 6.5

32. Biosolids shall not be applied to water-saturated, snow-covered or frozen ground.

33. Biosolids shall not be applied to slopes exceeding 10 degrees, unless a certified agronomist provides sufficient information in the Pre-Application report outlining site conditions that justify application on steeper slopes. Furthermore, application to slopes exceeding 10 degrees shall not be allowed from **30 October through 30 April**. Biosolids applied to slopes 10 degrees or greater shall be incorporated immediately. Contour tilling shall be required on slopes greater than 10 degrees. In no case shall biosolids application be made on slopes exceeding 28 degrees.

34. Objectionable odors originating at this facility, as a result of applying biosolids, shall not be perceivable beyond the limits of the property owned by the Discharger.

35. Biosolids shall not be applied to land in amounts which cause the following cumulative loading rates to be exceeded:

Constituents	Cumulative Loading Rate (kg per hectare)
Arsenic	41
Cadmium	39
Chromium	3000
Copper	1500
Lead	300
Mercury	17
Molybdenum	18
Nickel	420
Selenium	100
Zinc	2800

36. To protect groundwater, the application of biosolids shall not cause the biosolids/soil mixture to exceed the following soluble levels (mg/l) when extracted with distilled water using the Waste Extraction Test (WET) described in the CCR, Title 22, Division 4, Chapter 30:

Concentrations in Biosolids/Soil Mixture Not to be Exceeded

Metal	Limitation (mg/l)
Cadmium	0.1
Copper	20.0
Lead	0.5
Nickel	0.134
Zinc	200.0

37. After the last application of biosolids in the supplemental field, the Discharger shall ensure the following:

a. For at least 30 days:

1) Public access to the application site is restricted for land with a low potential for public exposure;

2) Food, feed, and fiber crops are not harvested; and

3) Grazing by animals is prevented.

b. For at least 14 months:

1) Public access to the site is restricted for land with a high potential for public exposure;

2) Turf is not to be harvested if the harvested turf is to be placed on land with a high degree of public exposure; and

3) Grazing of milking animals used in the production of unpasteurized milk for human consumption is prevented.

c. For at least 14 months:

Food crops with harvested parts that touch the biosolids/soil mixture and are completely above the land surface are not harvested.

d. For at least 36 months:

Prevent planting of unprocessed food chain crops.

e. For at least 38 months:

Food crops with harvested parts below the land surface are not harvested, unless the biosolids remained exposed on the ground surface for at least four months prior to incorporation into the soil.

38. Staging areas, storage areas, and biosolids application shall be at least:

    a. 25 feet from property lines;

    b. 500 feet from water supply wells or occupied dwellings;

    c. 50 feet from public roads;

    d. 100 feet from surface waters, including rivers, creeks, ponds, lakes, marshes, and their tributaries;

    e. 10 feet from agricultural dwellings; and

    f. 100 feet from residential developments.

39. Any proposed change in sludge use or disposal practice shall be reported to the Executive Officer at least 90 days in advance of the change.

C. Biosolids Storage Specifications:

Biosolids shall be considered "stored" if they are placed on the ground or in non-mobile containers (i.e., not in truck or trailer) at the application site or an intermediate storage location away from the generator/processing site prior to application. "Storage" does not include biosolids placed on the ground for brief periods of time solely to facilitate transfer the biosolids between transportation and application vehicles.

1. Biosolids shall not be stored for more than seven consecutive days prior to application.

2. Biosolids containing free liquids shall not be placed on the ground prior to application on an approved site.

3. Sites for the storage of biosolids shall be located, designed, and maintained to restrict public access to the biosolids.

4. Biosolids shall not be stored directly on the ground at any one location for more than seven days in any 60-day period.

5. Biosolids storage sites which contain biosolids between 1 October and 30 April shall be designed and maintained to prevent washout or inundation from a storm or flood with a return frequency of 100-year.

6. Biosolids storage facilities which contain biosolids between 1 October and 30 April shall be designed and maintained to contain all storm water falling from a 10-year, 24-hour storm.

7. Biosolids storage facilities shall be designed, maintained, and operated to minimize the generation of leachate.

8. If biosolids are to be stored at the site, a plan describing the storage program and means of complying with this Order shall be submitted for Executive Officer approval no later than 60-days prior to the storage of biosolids. The storage of biosolids shall not commence until after approval of the plan.

9. The Discharger shall operate the biosolids storage facilities in accordance with the approved Biosolids Management Plan required in Discharge Specification B.26.

D. Groundwater Limitations:

The discharge, in combination with other sources, shall not cause underlying groundwater to contain waste constituents in concentrations statistically greater than background water quality, except for coliform. For coliform, increases shall not cause the most probable number of total coliform organisms to exceed 2.2/100 ml over any 7-day period.

E. Provisions:

1. The Discharger shall not allow pollutant-free wastewater to be discharged into the collection, treatment, and disposal system in amounts that significantly diminish the system's capability to comply with this Order. Pollutant-free wastewater means rainfall, groundwater, cooling waters, and condensates that are essentially free of pollutants.

2. The Discharger shall use the best practical cost-effective control technique currently available to limit mineralization to no more than a reasonable increment.

3. The Discharger shall implement the necessary legal authorities, programs, and controls to ensure that the following incompatible wastes are not introduced to the treatment system, where incompatible wastes are:

   a. Wastes which create a fire or explosion hazard in the treatment works;

   b. Wastes which will cause corrosive structural damage to treatment works, but in no case wastes with a pH lower than 5.0, unless the works is specially designed to accommodate such wastes;

   c. Solid or viscous wastes in amounts which cause obstruction to flow in sewers, or which cause other interference with proper operation or treatment works;

   d. Any waste, including oxygen demanding pollutants (BOD, etc.) released in such volume or strength as to cause inhibition or disruption in the treatment works, and subsequent treatment process upset and loss of treatment efficiency;

   e. Heated in amounts that inhibit or disrupt biological activity in the treatment works, or that raise influent temperatures above 40°C (104°F), unless the treatment works is designed to accommodate such heat;

   f. Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through;

   g. Pollutants which result in the presence of toxic gases, vapors, or fumes within the treatment works in a quantity that may cause acute worker health and safety problems; and

   h. Trucked or hauled pollutants, unless predesignated by the Discharger.

4. For the purposes of this Order, "spray irrigation" means application of recycled water to crops by sprinklers.

5. Recycled water controllers, valves, quick couplers, sprinkler heads etc., shall be affixed with recycled water warning signs and shall be of a type, or secured in a manner, that permits operation by authorized personnel only.

6. Piping, valves and outlets shall be marked to differentiate recycled water from domestic water supply.

7. Supplementing recycled water by connection with a domestic drinking water source or irrigation or industrial wells requires an air gap device.

8. A contingency plan, including notification of the Board and health agencies, and outlining action to be taken when effluent quality fails to meet required standards, shall be submitted within 60 days of adoption of this Order.

9. If the Discharger intends to use recycled water on crops other than those specified in an accepted land management plan, it shall first submit a written report demonstrating, to the satisfaction of the Executive Officer, that management of recycled water and irrigated properties will assure compliance with the terms of this Order.

10. Neither the distribution or application of biosolids shall cause a nuisance or condition of pollution as defined by the California Water Code, Section 13050.

11. The Discharger shall comply with the Monitoring and Reporting Program No. 5-00-019, which is part of this Order, and any revisions thereto as ordered by the Executive Officer.

12. The Discharger shall submit a report with an updated Biosolids Management Plan prior to the biosolids application to the designated 45-acre supplemental field. The report must demonstrate Discharger's ability to comply with this Order. In addition, this report will include, but not be limited to, a monitoring program for the ditches and stream for the proposed application site. This report may also be included with the Pre-Application Report required in Monitoring and Reporting Program No. 5-00-019.

13. The Discharger shall not apply biosolids until all permitting requirements for Lake County have been satisfied.

14. Biosolids reuse authorized by this Order is limited to stabilized wastewater treatment plant biosolids approved of by the Executive Officer. The biosolids must be treated as described in Finding No. 17.

15. The Discharger shall comply with the "Standard Provisions and Reporting Requirements for Waste Discharge Requirements", dated 1 March 1991, which are attached hereto and by reference a part of this Order. This attachment and its individual paragraphs are commonly referenced as "Standard Provision(s)."

16. In the event of any change in control or ownership of land or waste discharge facilities described herein, the Discharger shall notify the succeeding owner or operator of the existence of this Order by letter, a copy of which shall be immediately forwarded to this office.

17. At least **90 days** prior to termination or expiration of any lease, contract, or agreement involving disposal or application areas or off-site reuse of effluent, used to justify the capacity authorized herein and assure compliance with this Order, the Discharger shall notify the Board in writing of the situation and of what measures have been taken or are being taken to assure full compliance with this Order.

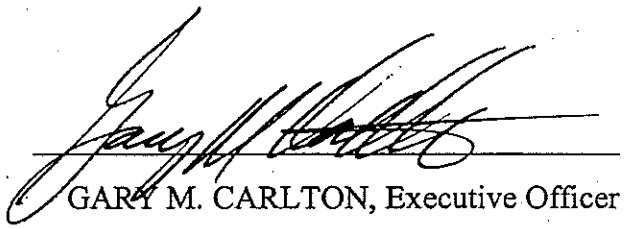
18. The Discharger must comply with all conditions of this Order, including timely submittal of technical and monitoring reports as directed by the Executive Officer. Violations may result in enforcement action, including Regional Board or court orders requiring corrective action or imposing civil monetary liability, or in revision or rescission of this Order.

19. A copy of this Order shall be kept at the discharge facility for reference by operating personnel. Key operating personnel shall be familiar with its contents.

20. If recycled water is used for construction purposes, it shall comply with the most current edition of "Guidelines for Use of Reclaimed Water for Construction Purposes". Other uses of recycled water not specifically authorized herein shall be subject to the approval of the Executive Officer and shall comply with CCR, Title 22, Division 4.

21. The Board will review this Order periodically and will revise requirements when necessary.

I, GARY M. CARLTON, Executive Officer, do hereby certify the foregoing is a full, true, and correct copy of an Order adopted by the California Regional Water Quality Control Board, Central Valley Region, on 28 January 2000.



GARY M. CARLTON, Executive Officer

AMENDED

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CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
CENTRAL VALLEY REGION

MONITORING AND REPORTING PROGRAM NO. 5-00-019

FOR
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
HIDDEN VALLEY LAKE ASSOCIATION
HIDDEN VALLEY LAKE WATER RECLAMATION FACILITY
LAKE COUNTY

Specific sample station locations shall be established under direction of the Board's staff and a description of the stations shall be attached to this Order.

EFFLUENT MONITORING

Effluent samples shall be collected at the point of discharge from the chlorine contact basin. Effluent samples should be representative of the volume and nature of the discharge. Samples collected from the outlet structure of the chlorine contact basin will be considered adequately composited. Time of collection of a grab sample shall be recorded. Effluent monitoring shall include at least the following:

Constituents	Units	Type of Sample	Sampling Frequency
Flow	mgd	Cumulative	Daily
Turbidity	NTU	Grab	Daily
20°C BOD_5	mg/l	Grab	Weekly
Suspended Matter	mg/l	Grab	Weekly
Settleable Matter	ml/l	Grab	Weekly
pH	pH Units	Grab	Weekly
Total Coliform Organisms	MPN/100 ml	Grab	Weekly
Nitrates as N	mg/l	Grab	Monthly
Total Dissolved Solids	mg/l	Grab	Quarterly
Specific Conductivity	µmhos/cm	Grab	Quarterly
Standard Minerals	mg/l	Grab	Quarterly

SLUDGE MONITORING

A representative composite sample of sludge shall be collected annually in accordance with EPA's POTW Sludge Sampling and Analysis Guidance Document, August 1989, and tested for the following metals:

Arsenic	Mercury
Cadmium	Molybdenum
Chromium	Nickel
Copper	Selenium
Lead	Zinc

Sampling records shall be retained for a minimum of five years. A log shall be kept of sludge quantities generated and of handling and disposal activities. The frequency of entries is discretionary; however, the log should be complete enough to serve as a basis for part of the annual report.

PRE-APPLICATION REPORT

A Pre-Application Report shall be submitted for Board staff approval **at least 30 days prior to each application** of biosolids to the supplemental field. Soil samples shall be composites of each application area. If composite sampling indicate constituent concentrations exceeding the loading shown in Discharge Specification B.35., individual soil samples must be completed to determine if there is unsuitable soil within the test area. A Pre-Application Report shall include, but not be limited to, the following:

1. A sampling and analysis plan detailing sampling locations, sampling methods, and analytical procedures to be used to assure compliance with this Order. The sampling and analysis plan shall be subject to review and approval by Board Staff.

2. Proposed loading rates based on agronomic and metal loading criteria, including justification and calculations shall be submitted.

3. Results of a representative composite sample of background soil for each 45-acre area, analyzed for pH, cation exchange capacity (CEC), and tested for soluble metals (cadmium, copper, lead, nickel, and zinc, all in mg/l) using the Waste Extraction Test (WET) described in the California Code of Regulations (CCR) Title 22, Division 4, Chapter 30, using distilled water to extract. The soil samples shall be collected prior to biosolids application.

4. Sludge characteristics including: percent nitrogen, percent solids, pH, soluble metals (cadmium, copper, lead, nickel, and zinc, all in mg/l) using the Waste Extraction Test (WET) described in CCR Title 22, Division 4, Chapter 30 using distilled water to extract, and results of monitoring indicating whether the sludge meets the standards for a process to significantly reduce pathogens

per 40 CFR 503, Appendix B, the standards for vector attraction reduction per 40 CFR 503.33, and the maximum allowable pollutant concentrations found in Discharge Prohibition A.9. A representative sample of the biosolids shall also be analyzed annually for PCBs by EPA Method 8080 and reported as mg/kg on a wet weight basis.

5. Field characterization, including: proposed crops, tillage practices, erosion controls and locations, sludge staging locations, and distance to any nearby surface water, wells, residences, etc. Field characteristics and pertinent distances may be shown on a map of appropriate scale.

6. Verification of classification of biosolids as nonhazardous per CCR, Title 22, Division 4.5, Chapter 11, Criteria for Identification and Listing of Hazardous Waste.

7. Verification that the application of biosolids will not exceed the maximum soluble metal concentrations (mg/l) to protect groundwater (to prevent metals from leaching to groundwater), and will not exceed the maximum cumulative loading rates required for the 45-acre area on which biosolids are applied.

8. Verification that the biosolids have been treated to meet the standards for a process to significantly reduce pathogens as defined by 40 CFR 503, and the Vector Attraction Reduction requirement in 40 CFR 503.33.

POST-APPLICATION REPORT

A Post-Application Report shall be submitted by **30 January** of each year following application of biosolids to the supplemental field. The Post-Application Report shall provide information on the previous year's biosolids application and include, but not be limited to, the following:

1. Volume (cubic yards) and weight (dry tons) of biosolids applied.

2. Location of the field receiving biosolids clearly shown on a map.

3. Tons of wet biosolids per acre and tons of dry biosolids per acre applied.

4. Total loading of heavy metals (kilograms per hectare) and pounds per acre of nitrogen for each site applied. Include a comparison of these loadings to the allowable loading standards (including calculations).

5. Cumulative application of each constituent (kilograms/hectare) listed in Discharge Specifications No. B.35 for all biosolids applied to each site and a comparison to the allowable cumulative loading standards (include calculations).

6. Biosolids/soil mixture monitoring with a comparison to the allowable standards to protect groundwater. A representative composite sample of biosolids/soil mixture from each parcel shall be analyzed for cation exchange capacity and pH, and tested for nitrogen and for soluble metals (cadmium, copper, lead, nickel, and zinc, all in mg/l) using the Waste Extraction Test (WET) described in CCR, Title 22, Division 4.5, Chapter 11, Appendix II, using deionized water as the extractant. Include a verification that the biosolids/soil mixture has not exceeded the maximum soluble metal concentration (mg/l) to protect the groundwater and the cumulative loading criteria found in Discharge Specification No. B.35. This analysis is required only once per area per biosolids application, after a given biosolids application to that area is completed.

7. Any variations from Pre-Application Report.

8. The type of crops being grown on each parcel.

9. A statement of compliance or non-compliance with the land use restrictions identified in Discharge Prohibitions No. A.5 and Discharge Specification Nos. B.37 and B.38.

BIOSOLIDS MONITORING

Representative samples of biosolids to be applied to land shall be collected twice per year. Samples for the Pre-Application Report shall be collected within **30 days** of the application season. Samples shall be analyzed for the following:

Constituent	Units[1]
Percent Solids	%
Nitrogen	
Ammonia	mg/kg
Nitrate	mg/kg
Total Kjeldahl	mg/kg
Organic	mg/kg
Phosphorous	mg/kg
Potassium	mg/kg
pH	pH Units
Heavy Metals[2]	mg/kg
Boron	mg/kg
Fecal Coliform	MPN/gram dry weight

[1] To be reported as dry weight corrected for percent moisture

[2] Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Molybdenum, Nickel, Selenium, and Zinc

WATER SUPPLY MONITORING

A sampling station shall be established where a representative sample of the municipal water supply can be obtained. Water supply monitoring shall include at least the following:

Constituents	Units	Sampling Frequency
Electrical Conductivity @ 25°C	µmhos/cm	Annual
Nitrates as N	mg/l	Annual

GROUNDWATER MONITORING

The Discharger has developed a system of groundwater monitoring wells to define groundwater impacts from the effluent storage pond. The Discharger shall also develop a system of groundwater monitoring wells to define shallow groundwater impacts from the supplemental spray irrigation and biosolids application field. One well shall be established upgradient of the facilities to monitor background levels. The number (minimum of 2) and location of wells downgradient of the facilities shall be sufficient to determine groundwater impacts.

Constituents	Units	Type of Sample	Sampling Frequency
Depth to groundwater	feet/inches	Grab	Quarterly
Specific Conductivity	µmhos/cm	Grab	Quarterly
Nitrate as Nitrogen	mg/l	Grab	Quarterly

ANNUAL LAND MANAGEMENT AND MONITORING REPORT

The Discharger shall submit a summary report on the land management operation after the conclusion of each calendar year. The report shall discuss total water application over the season; the total volume of wastewater applied; the total nutrient loading from wastewater, sludges, and chemical fertilizers; and amount of nutrients removed through harvest of the crop. In short, the report shall present a mass balance relative to pollutants of concern and hydraulic loading.

In reporting the effluent, groundwater and water supply monitoring data, the Discharger shall arrange the data in tabular form so that the data, the constituents, and the concentrations are readily discernible. The

data shall be summarized in a manner that illustrates clearly whether the Discharger is in compliance with waste discharge requirements, including calculation of all averages, etc. In addition, the Discharger shall discuss the compliance record and the corrective actions taken or planned which may be needed to bring the discharge into full compliance with the waste discharge requirements.

The report is due by **30 January of each calendar year.**

REPORTING

Monthly effluent and quarterly groundwater monitoring reports shall be submitted to the Regional Board by the **20th day** of the following month.

The Biosolids Pre-Application Report shall be submitted at least **30 days prior to application** for staff approval, and the Post-Application Report shall be submitted by **30 January** for all biosolids applications for the preceding calendar year.

The Discharger shall submit a Annual Land Management and Monitoring Report to the Board by **30 January** of each year.

If the Discharger monitors any constituent more frequently than is required by this Order, the results of such monitoring shall be included in the discharge monitoring report.

All reports submitted in response to this Order shall comply with signatory requirements of Standard Provision B.3, General Reporting Requirements. The Discharger shall implement the above monitoring program as of the date of this Order.

Ordered by :

GARY M. CARLTON, Executive Officer

28 January 2000
(Date)

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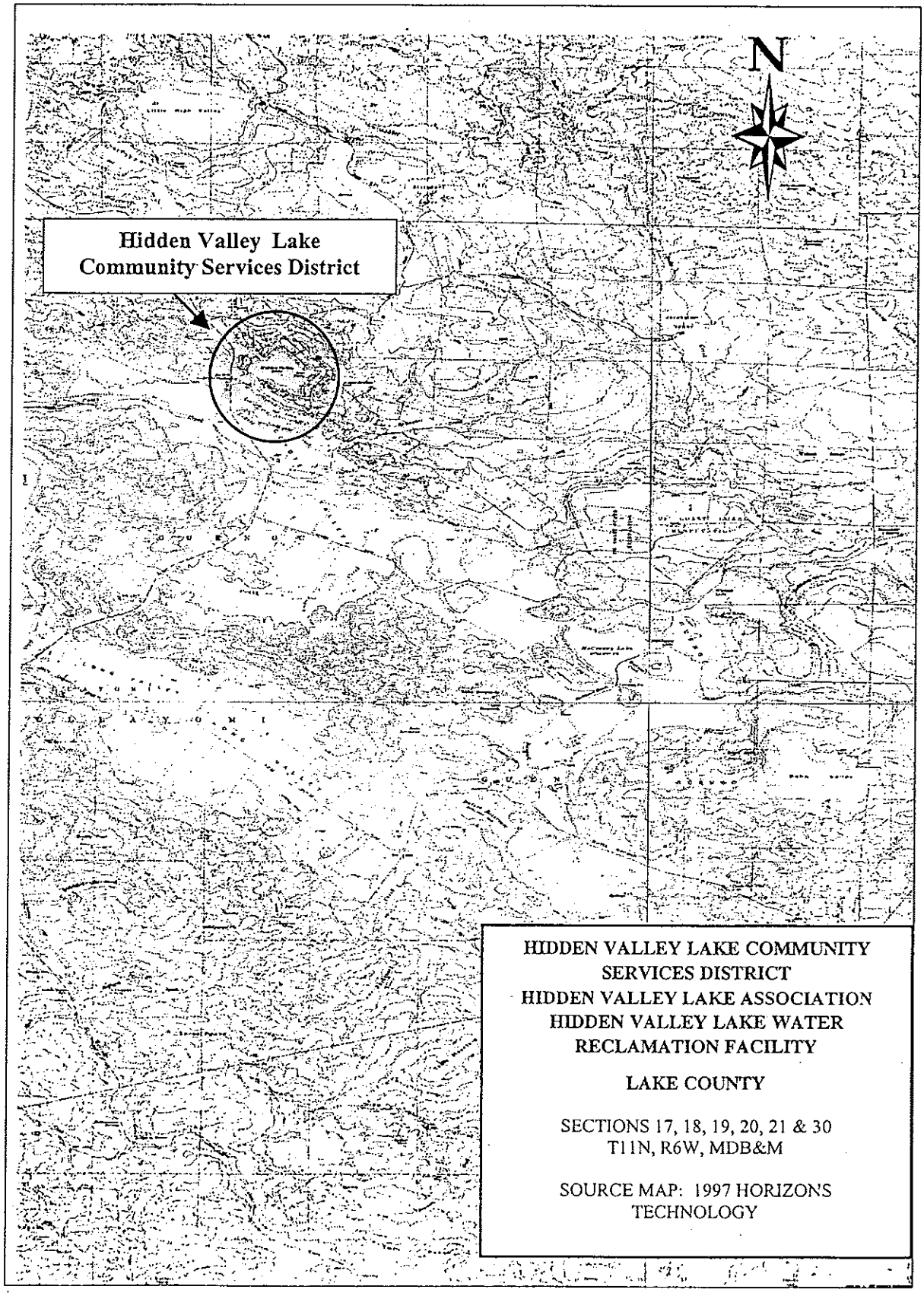
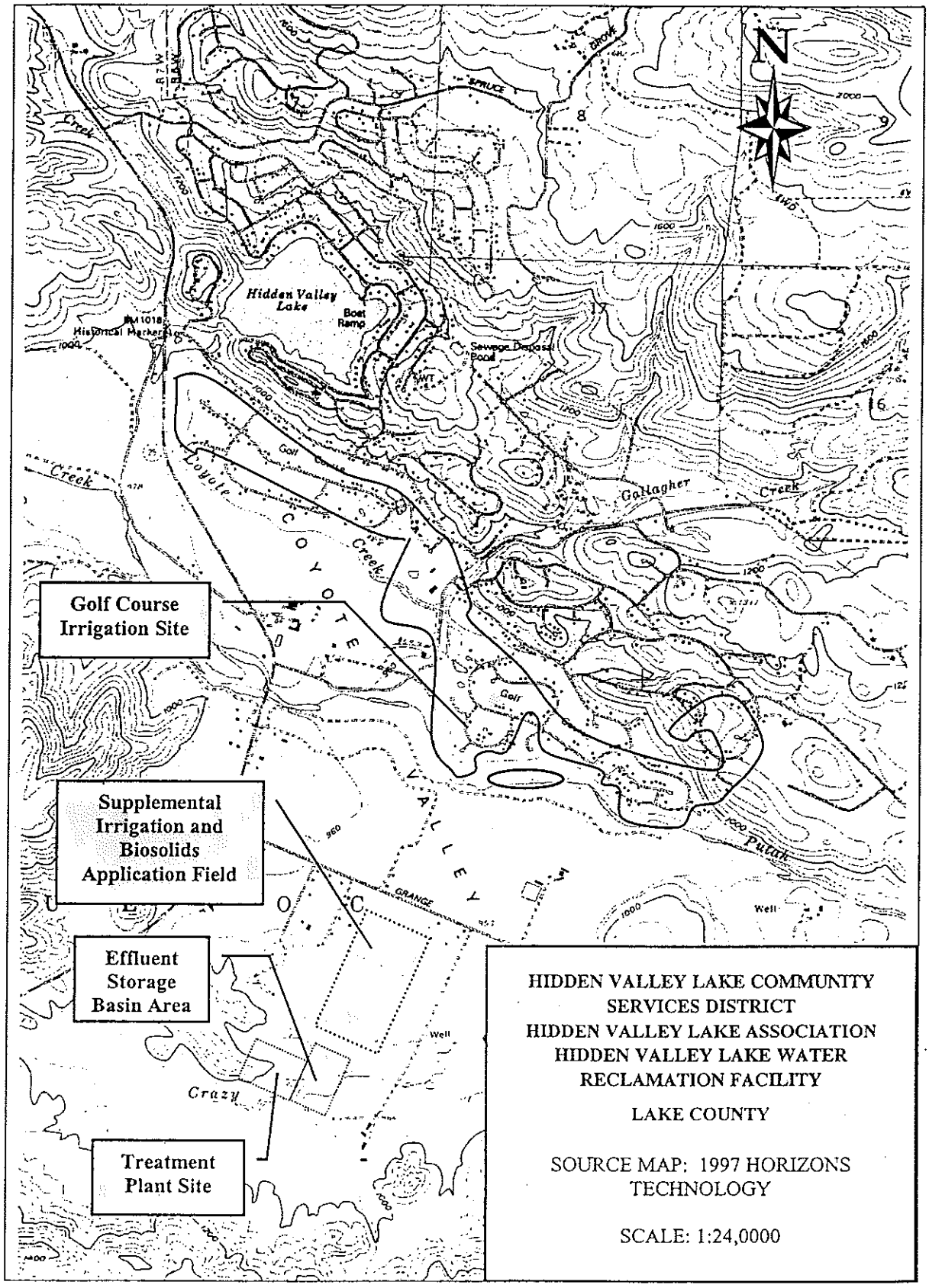
WASTE DISCHARGE REQUIREMENTS ORDER NO. 5-00-019
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
HIDDEN VALLEY LAKE ASSOCIATION
HIDDEN VALLEY LAKE WATER RECLAMATION FACILITY
LAKE COUNTY

ATTACHMENT A



WASTE DISCHARGE REQUIREMENTS ORDER NO. 5-00-019
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
HIDDEN VALLEY LAKE ASSOCIATION
HIDDEN VALLEY LAKE WATER RECLAMATION FACILITY
LAKE COUNTY

ATTACHMENT B



INFORMATION SHEET

WASTE DISCHARGE REQUIREMENTS ORDER NO. 5-00-019
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
HIDDEN VALLEY LAKE ASSOCIATION
HIDDEN VALLEY LAKE WATER RECLAMATION FACILITY
LAKE COUNTY

The Board, on 25 October 1985, adopted Order No. 85-289 which prescribed requirements for a discharge from a package treatment plant to a leachfield for Treatment Plant No. 1 and discharge from a treatment pond and chlorinator to three spray fields for Treatment Plant No. 2. Stonehouse Mutual Water Company was the named Discharger in Order No. 85-289, but transferred legal ownership of Treatment Plant Nos. 1 and 2 to Hidden Valley Lake Community Services District (hereafter, Discharger).

The Discharger submitted a Report of Waste Discharge, dated 26 January 1993, and supplemental information dated 22 February 1994, proposing to replace Treatment Plant Nos. 1 and 2 with an activated sludge-extended aeration treatment plant. The proposed plant would provide sewerage service to the Hidden Valley Lake Subdivision.

The existing facility began operation on 15 February 1996 to replace the inadequately sized Treatment Plant No. 1 and Treatment Plant No. 2, which had been discharging chlorinated effluent into a tributary of Gallagher Creek, Coyote Creek and Putah Creek during wet weather.

The existing treatment system is an extended aeration process that includes primary screening, secondary treatment by extended aeration activated sludge, secondary clarification, chemical addition (chlorine, alum and polymer), direct tertiary filtration, chlorination, six sludge drying beds, a concrete-lined equalization basin and an effluent storage basin. Denitrification can be operationally accomplished in the aeration basin through the establishment of oxic and anoxic conditions. Fully treated, recycled water is impounded in a 412-acre-feet, clay-lined effluent storage pond adjacent to the reclamation plant. A ground water study was conducted for the storage pond in order to determine a liner permeability and thickness that would protect underlying ground water from possible nitrate contamination. Monitoring wells are in place at the treatment site to measure any potential effect of the impounded wastewater to groundwater.

Recycled water is delivered from the 412-acre-feet impoundment for storage in two irrigation ponds on the golf course. Ultimate disposal of the recycled water is through spray irrigation onto a golf course located within the Hidden Valley Lake Subdivision and an 80-acre supplemental spray irrigation field adjacent to the wastewater treatment facility. The irrigated golf course area has a high degree of public contact. The tertiary treatment meets the effluent standards required by Title 22 for reclamation purposes. Irrigation flows are proposed to reach a maximum of 1.3 mgd, weather permitting.

Stabilized biosolids will also be applied to the supplemental field. Due to required setbacks resulting from the proximity of both individual and the Discharger's domestic water supply wells, only approximately 45 acres of the 80-acre supplemental field can be used for spray

irrigation and/or biosolids application. On an individual basis, the Regional Board Executive Officer has previously approved of numerous requests by the Discharger to land spread biosolids to its property, provided that the land spreading operation was performed in accordance with WDRs Order No. 94-138, the Dischargers sludge management plan and best management practices. This Order will serve to formalize the sludge disposal process.

The facility will have a maximum wet weather discharge of 0.894 mgd and an average dry weather discharge of 0.35 mgd. Surface waters in the vicinity of the area include Crazy Creek and Putah Creek which eventually drain into Lake Berryessa.

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CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
CENTRAL VALLEY REGION

STANDARD PROVISIONS AND REPORTING REQUIREMENTS
FOR
WASTE DISCHARGE REQUIREMENTS

1 March 1991

A. General Provisions:

1. The requirements prescribed herein do not authorize the commission of any act causing injury to the property of another, or protect the discharger from liabilities under federal, state, or local laws. This Order does not convey any property rights or exclusive privileges.

2. The provisions of this Order are severable. If any provision of this Order is held invalid, the remainder of this Order shall not be affected.

3. After notice and opportunity for a hearing, this Order may be terminated or modified for cause, including, but not limited to:

   a. Violation of any term or condition contained in this Order;

   b. Obtaining this Order by misrepresentation, or failure to disclose fully all relevant facts;

   c. A change in any condition that results in either a temporary or permanent need to reduce or eliminate the authorized discharge;

   d. A material change in the character, location, or volume of discharge.

4. Before making a material change in the character, location, or volume of discharge, the discharger shall file a new Report of Waste Discharge with the Regional Board. A material change includes, but is not limited to, the following:

   a. An increase in area or depth to be used for solid waste disposal beyond that specified in waste discharge requirements

   b. A significant change in disposal method, location or volume, e.g., change from land disposal to land treatment.

   c. The addition of a major industrial, municipal or domestic waste discharge facility.

   d. The addition of a major industrial waste discharge to a discharge of essentially domestic sewage, or the addition of a new process or product by an industrial facility resulting in a change in the character of the waste.

A. General Provisions (continued)

5. Except for material determined to be confidential in accordance with California law and regulations, all reports prepared in accordance with terms of this Order shall be available for public inspection at the offices of the Board. Data on waste discharges, water quality, geology, and hydrogeology shall not be considered confidential.

6. The discharger shall take all reasonable steps to minimize any adverse impact to the waters of the state resulting from noncompliance with this Order. Such steps shall include accelerated or additional monitoring as necessary to determine the nature and impact of the noncompliance.

7. The discharger shall maintain in good working order and operate as efficiently as possible any facility, control system, or monitoring device installed to achieve compliance with the waste discharge requirements.

8. The discharger shall permit representatives of the Regional Board (hereafter Board) and the State Water Resources Control Board, upon presentation of credentials, to:

   a. Enter premises where wastes are treated, stored, or disposed of and facilities in which any records are kept,

   b. Copy any records required to be kept under terms and conditions of this Order,

   c. Inspect at reasonable hours, monitoring equipment required by this Order, and

   d. Sample, photograph and video tape any discharge, waste, waste management unit or monitoring device.

9. For any electrically operated equipment at the site, the failure of which could cause loss of control or containment of waste materials, or violation of this Order, the discharger shall employ safeguards to prevent loss of control over wastes. Such safeguards may include alternate power sources, standby generators, retention capacity, operating procedures, or other means.

10. The fact that it would have been necessary to halt or reduce the permitted activity in Order to maintain compliance with this Order shall not be a defense for the discharger's violations of the Order.

11. Neither the treatment nor the discharge shall create a condition of nuisance or pollution as defined by the California Water Code, Section 13050.

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California Regional Water Quality Control Board

Central Valley Region

Steven T. Butler, Chair

.on H. Hickox
Secretary for Environmental Protection

Gray Davis
Governor

Sacramento Main Office
Internet Address: http://www.swrcb.ca.gov/~rwqcb5
3443 Routier Road, Suite A, Sacramento, California 95827-3003
Phone (916) 255-3000 • FAX (916) 255-3015

3 February 2000

CERTIFIED MAIL
Z 100 456 394

Mr. Mel Aust, General Manager
Hidden Valley Lake CSD
19400 Hartman Road
Middletown, CA 95461-8371

CERTIFIED MAIL
Z 100 456 395

Mr. William Stewart, General Manager
Hidden Valley Lake Association
18174 Hidden Valley Road
Middletown, CA 95461

NOTICE OF ADOPTION
OF
REVISED WASTE DISCHARGE REQUIREMENTS
FOR
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
HIDDEN VALLEY LAKE ASSOCIATION
HIDDEN VALLEY LAKE WATER RECLAMATION FACILITY
LAKE COUNTY

Waste Discharge Requirements Order No. 5-00-019 for the above named discharger was adopted by the California Regional Water Quality Control Board, Central Valley Region, at the 28 January 2000 meeting.

WILLIAM A. CROYLE, Chief
Waste Discharge to Land Unit
Lower Sacramento River Watershed

Enclosures (Adopted Order and Standard Provisions)

cc w/o encl: Ms. Frances McChesney, Office of Chief Counsel, State Water Resources Control Board, Sacramento
Division of Water Quality, State Water Resources Control Board, Sacramento
Department of Health Services, Environmental Management Branch, Sacramento
Department of Health Services, Office of Drinking Water, Santa Rosa
Department of Fish and Game, Region III, Yountville
Lake County Department of Environmental Health, Lakeport
Lake County Planning Department, Lakeport
Lake County Public Works, Lakeport
Lake County Special Districts Administration, Lakeport
Lake County Mosquito Abatement, Lakeport

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Steve

A. General Provisions (continued)

12. The discharge shall remain within the designated disposal area at all times.

B. General Reporting Requirements 916 464-3291

1. In the event the discharger does not comply or will be unable to comply with any prohibition or limitation of this Order for any reason, the discharger shall notify the Board by telephone at (916) 255-3000 as soon as it or its agents have knowledge of such noncompliance or potential for noncompliance, and shall confirm this notification in writing within two weeks. The written notification shall state the nature, time and cause of noncompliance, and shall describe the measures being taken to prevent recurrences and shall include a timetable for corrective actions. Correlate to CWQS Report Certification

2. The discharger shall have a plan for preventing and controlling accidental discharges, and for minimizing the effect of such events.

   This plan shall:

   a. Identify the possible sources of accidental loss or leakage of wastes from each waste management, treatment, or disposal facility.

   b. Evaluate the effectiveness of present waste management/treatment units and operational procedures, and identify needed changes or contingency plans.

   c. Predict the effectiveness of the proposed changes in waste management/treatment facilities and procedures and provide an implementation schedule containing interim and final dates when changes will be implemented.

   The Board, after review of the plan, may establish conditions that it deems necessary to control leakages and minimize their effects.

3. All reports shall be signed by persons identified below:

   a. For a corporation: by a principal executive officer of at least the level of senior vice-president.

   b. For a partnership or sole proprietorship: by a general partner or the proprietor.

   c. For a municipality, state, federal or other public agency: by either a principal executive officer or ranking elected or appointed official.

B. General Reporting Requirements (continued)

d. A duly authorized representative of a person designated in 3a, 3b or 3c of this requirement if;

(1) the authorization is made in writing by a person described in 3a, 3b, or 3c of this provision;

(2) the authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity, such as the position of plant manager, operator of a waste management unit, superintendent, or position of equivalent responsibility. (A duly authorized representative may thus be either a named individual or any individual occupying a named position); and

(3) the written authorization is submitted to the Board

Any person signing a document under this Section shall make the following certification:

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."

4. Technical and monitoring reports specified in this Order are requested pursuant to Section 13267 of the Water Code. Failing to furnish the reports by the specified deadlines and falsifying information in the reports, are misdemeanors that may result in assessment of civil liabilities against the discharger.

5. The discharger shall mail a copy of each monitoring report and any other reports required by this Order to:

California Regional Water Quality Control Board
Central Valley Region
3443 Routier Road, Suite A
Sacramento, CA 95827-3098

or the current address if the office relocates.

C. Provisions for Monitoring

1. All analyses shall be made in accordance with the latest edition of: (1) "Methods for Organic Chemical Analysis of Municipal and Industrial Wastewater" (EPA 600 Series) and (2) "Test Methods for Evaluating Solid Waste" (SW 846-latest edition). The test method may be modified subject to application and approval of alternate test procedures under the Code of Federal Regulations (40 CFR 136).

2. Chemical, bacteriological, and bioassay analyses shall be conducted at a laboratory certified for such analyses by the State Department of Health Services. In the event a certified laboratory is not available to the discharger, analyses performed by a noncertified laboratory will be accepted provided a Quality Assurance-Quality Control Program is instituted by the laboratory. A manual containing the steps followed in this program must be kept in the laboratory and shall be available for inspection by Board staff. The Quality Assurance-Quality Control Program must conform to EPA guidelines or to procedures approved by the Board.

   Unless otherwise specified, all metals shall be reported as Total Metals.

3. The discharger shall retain records of all monitoring information, including all calibration and maintenance records, all original strip chart recordings of continuous monitoring instrumentation, copies of all reports required by this Order, and records of all data used to complete the application for this Order. Records shall be maintained for a minimum of three years from the date of the sample, measurement, report, or application. This period may be extended during the course of any unresolved litigation regarding this discharge or when requested by the Regional Board Executive Officer.

   Record of monitoring information shall include:

   a. the date, exact place, and time of sampling or measurements,
   b. the individual(s) who performed the sampling of measurements,
   c. the date(s) analyses were performed,
   d. the individual(s) who performed the analyses,
   e. the laboratory which performed the analysis,
   f. the analytical techniques or methods used, and
   g. the results of such analyses.

4. All monitoring instruments and devices used by the discharger to fulfill the prescribed monitoring program shall be properly maintained and calibrated at least yearly to ensure their continued accuracy.

C. Provisions For Monitoring (continued)

5. The discharger shall maintain a written sampling program sufficient to assure compliance with the terms of this Order. Anyone performing sampling on behalf of the discharger shall be familiar with the sampling plan.

6. The discharger shall construct all monitoring wells to meet or exceed the standards stated in the State Department of Water Resources Bulletin 74-81 and subsequent revisions, and shall comply with the reporting provisions for wells required by Water Code Sections 13750 through 13755.22

D. Standard Conditions for Facilities Subject to California Code of Regulations, Title 23, Division 3, Chapter 15 (Chapter 15)

1. All classified waste management units shall be designed under the direct supervision of a California registered civil engineer or a California certified engineering geologist. Designs shall include a Construction Quality Assurance Plan, the purpose of which is to:

   a. demonstrate that the waste management unit has been constructed according to the specifications and plans as approved by the Board.

   b. provide quality control on the materials and construction practices used to construct the waste management unit and prevent the use of inferior products and/or materials which do not meet the approved design plans or specifications.

2. Prior to the discharge of waste to any classified waste management unit, a California registered civil engineer or a California certified engineering geologist must certify that the waste management unit meets the construction or prescriptive standards and performance goals in Chapter 15, unless an engineered alternative has been approved by the Board. In the case of an engineered alternative, the registered civil engineer or certified engineering geologist must certify that the waste management unit has been constructed in accordance with Board-approved plans and specifications.

3. Materials used to construct liners shall have appropriate physical and chemical properties to ensure containment of discharged wastes over the operating life, closure, and post-closure maintenance period of the waste management units.

4. Closure of each waste management unit shall be performed under the direct supervision of a California registered civil engineer or California certified engineering geologist.

E. Conditions Applicable to Discharge Facilities Exempted From Chapter 15 Under Section 2511

1. If the discharger's wastewater treatment plant is publicly owned or regulated by the Public Utilities Commission, it shall be supervised and operated by persons possessing certificates of appropriate grade according to California Code of Regulations, Title 23, Division 4, Chapter 14.

2. By-pass (the intentional diversion of waste streams from any portion of a treatment facility, except diversions designed to meet variable effluent limits) is prohibited. The Board may take enforcement action against the discharger for by-pass unless:

a. (1) By-pass was unavoidable to prevent loss of life, personal injury, or severe property damage. (Severe property damage means substantial physical damage to property, damage to the treatment facilities that causes them to become inoperable, or substantial and permanent loss of natural resources that can reasonably be expected to occur in the absence of a by-pass. Severe property damage does not mean economic loss caused by delays in production); and

(2) There were no feasible alternatives to by-pass, such as the use of auxiliary treatment facilities or retention of untreated waste. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a by-pass that would otherwise occur during normal periods of equipment downtime or preventive maintenance; or

b. (1) by-pass is required for essential maintenance to assure efficient operation; and

(2) neither effluent nor receiving water limitations are exceeded; and

(3) the discharger notifies the Board ten days in advance.

The permittee shall submit notice of an unanticipated by-pass as required in paragraph B.1. above.

3. A discharger that wishes to establish the affirmative defense of an upset (see definition in E.6 below) in an action brought for noncompliance shall demonstrate, through properly signed, contemporaneous operating logs, or other evidence, that:

a. an upset occurred and the cause(s) can be identified;

E. Dischargers Exempt from Chapter 15 (continued)

b. the permitted facility was being properly operated at the time of the upset;

c. the discharger submitted notice of the upset as required in paragraph B.1., above; and

d. the discharger complied with any remedial measures required by waste discharge requirements.

In any enforcement proceeding, the discharger seeking to establish the occurrence of an upset has the burden of proof.

4. A discharger whose waste flow has been increasing, or is projected to increase, shall estimate when flows will reach hydraulic and treatment capacities of its treatment, collection, and disposal facilities. The projections shall be made in January, based on the last three years' average dry weather flows, peak wet weather flows and total annual flows, as appropriate. When any projection shows that capacity of any part of the facilities may be exceeded in four years, the discharger shall notify the Board by 31 January.

5. Effluent samples shall be taken downstream of the last addition of wastes to the treatment or discharge works where a representative sample may be obtained prior to disposal. Samples shall be collected at such a point and in such a manner to ensure a representative sample of the discharge.

6. Definitions

a. Upset means an exceptional incident in which there is unintentional and temporary noncompliance with effluent limitations because of factors beyond the reasonable control of the Discharger. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper action.

b. The monthly average discharge is the total discharge by volume during a calendar month divided by the number of days in the month that the facility was discharging. This number is to be reported in gallons per day or million gallons per day.

Where less than daily sampling is required by this Order, the monthly average shall be determined by the summation of all the measured discharges by the number of days during the month when the measurements were made.

E. Dischargers Exempt from Chapter 15 (continued)

c. The monthly average concentration is the arithmetic mean of measurements made during the month.

d. The "daily maximum" discharge is the total discharge by volume during any day.

e. The "daily maximum" concentration is the highest measurement made on any single discrete sample or composite sample.

f. A "grab" sample is any sample collected in less than 15 minutes.

g. Unless otherwise specified, a composite sample is a combination of individual samples collected over the specified sampling period;

(1) at equal time intervals, with a maximum interval of one hour

(2) at varying time intervals (average interval one hour or less) so that each sample represents an equal portion of the cumulative flow.

The duration of the sampling period shall be specified in the Monitoring and Reporting Program. The method of compositing shall be reported with the results.

7. Annual Pretreatment Report Requirements:

Applies to dischargers required to have a Pretreatment Program as stated in waste discharge requirements.)

The annual report shall be submitted by 28 February and include, but not be limited to, the following items:

a. A summary of analytical results from representative, flow-proportioned, 24-hour composite sampling of the influent and effluent for those pollutants EPA has identified under Section 307(a) of the Clean Water Act which are known or suspected to be discharged by industrial users.

The discharger is not required to sample and analyze for asbestos until EPA promulgates an applicable analytical technique under 40 CFR (Code of Federal Regulations) Part 136. Sludge shall be sampled during the same 24-hour period and analyzed for the same pollutants as the influent and effluent sampling and analysis. The sludge analyzed shall be a composite sample of a minimum of 12 discrete samples taken at equal time intervals over the 24-hour period. Wastewater and sludge sampling and analysis shall be

E. Dischargers Exempt from Chapter 15 (continued)

performed at least annually. The discharger shall also provide any influent, effluent or sludge monitoring data for nonpriority pollutants which may be causing or contributing to Interference, Pass Through or adversely impacting sludge quality. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto.

b. A discussion of Upset, Interference, or Pass Through incidents, if any, at the treatment plant which the discharger knows or suspects were caused by industrial users of the system. The discussion shall include the reasons why the incidents occurred, the corrective actions taken and, if known, the name and address of the industrial user(s) responsible. The discussion shall also include a review of the applicable pollutant limitations to determine whether any additional limitations, or changes to existing requirements, may be necessary to prevent Pass Through, Interference, or noncompliance with sludge disposal requirements.

c. The cumulative number of industrial users that the discharger has notified regarding Baseline Monitoring Reports and the cumulative number of industrial user responses.

d. An updated list of the discharger's industrial users including their names and addresses, or a list of deletions and additions keyed to a previously submitted list. The discharger shall provide a brief explanation for each deletion. The list shall identify the industrial users subject to federal categorical standards by specifying which set(s) of standards are applicable. The list shall indicate which categorical industries, or specific pollutants from each industry, are subject to local limitations that are more stringent than the federal categorical standards. The discharger shall also list the noncategorical industrial users that are subject only to local discharge limitations. The discharger shall characterize the compliance status through the year of record of each industrial user by employing the following descriptions:

(1) Complied with baseline monitoring report requirements (where applicable);

(2) Consistently achieved compliance;

(3) Inconsistently achieved compliance;

(4) Significantly violated applicable pretreatment requirements as defined by 40 CFR 403.8(f)(2)(vii);

E. Dischargers Exempt from Chapter 15 (continued)

(5) Complied with schedule to achieve compliance (include the date final compliance is required);

(6) Did not achieve compliance and not on a compliance schedule;

(7) Compliance status unknown.

A report describing the compliance status of any industrial user characterized by the descriptions in items (d)(3) through (d)(7) above shall be submitted quarterly from the annual report date to EPA and the Board. The report shall identify the specific compliance status of each such industrial user. This quarterly reporting requirement shall commence upon issuance of this Order.

e. A summary of the inspection and sampling activities conducted by the discharger during the past year to gather information and data regarding the industrial users. The summary shall include but not be limited to, a tabulation of categories of dischargers that were inspected and sampled; how many and how often; and incidents of noncompliance detected.

f. A summary of the compliance and enforcement activities during the past year. The summary shall include the names and addresses of the industrial users affected by the following actions:

(1) Warning letters or notices of violation regarding the industrial user's apparent noncompliance with federal categorical standards or local discharge limitations. For each industrial user, identify whether the apparent violation concerned the federal categorical standards or local discharge limitations;

(2) Administrative Orders regarding the industrial user's noncompliance with federal categorical standards or local discharge limitations. For each industrial user, identify whether the violation concerned the federal categorical standards or local discharge limitations;

(3) Civil actions regarding the industrial user's noncompliance with federal categorical standards or local discharge limitations. For each industrial user, identify whether the violation concerned the federal categorical standards or local discharge limitations;

E. Dischargers Exempt from Chapter 15 (continued)

(4) Criminal actions regarding the industrial user's noncompliance with federal categorical standards or local discharge limitations. For each industrial user, identify whether the violation concerned the federal categorical standards or local discharge limitations.

(5) Assessment of monetary penalties. For each industrial user identify the amount of the penalties;

(6) Restriction of flow to the treatment plant; or

(7) Disconnection from discharge to the treatment plant.

g. A description of any significant changes in operating the pretreatment program which differ from the discharger's approved Pretreatment Program, including, but not limited to, changes concerning: the program's administrative structure; local industrial discharge limitations; monitoring program or monitoring frequencies; legal authority or enforcement policy; funding mechanisms; resource requirements; and staffing levels.

h. A summary of the annual pretreatment budget, including the cost of pretreatment program functions and equipment purchases.

i. A summary of public participation activities to involve and inform the public.

j. A description of any changes in sludge disposal methods and a discussion of any concerns not described elsewhere in the report.

Duplicate signed copies of these reports shall be submitted to the Board and:

Regional Administrator
U.S. Environmental Protection Agency W-5
75 Hawthorne Street
San Francisco, CA 94105

and

State Water Resources Control Board
Division of Water Quality
P.O. Box 944213
Sacramento, CA 94244-2130

Revised March 1993 to update phone number of Central Valley Regional Board.

STATE OF CALIFORNIA
WATER RESOURCES CONTROL BOARD
ORDER NO. WQ 2013-0058-EXEC

AMENDING MONITORING AND REPORTING PROGRAM
FOR
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR
SANITARY SEWER SYSTEMS

The State of California, Water Resources Control Board (hereafter State Water Board) finds:

1. The State Water Board is authorized to prescribe statewide general Waste Discharge Requirements (WDRs) for categories of discharges that involve the same or similar operations and the same or similar types of waste pursuant to Water Code section 13263(i).

2. Water Code section 13193 *et seq.* requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) to gather Sanitary Sewer Overflow (SSO) information and make this information available to the public, including but not limited to, SSO cause, estimated volume, location, date, time, duration, whether or not the SSO reached or may have reached waters of the state, response and corrective action taken, and an enrollee's contact information for each SSO event. An enrollee is defined as the public entity having legal authority over the operation and maintenance of, or capital improvements to, a sanitary sewer system greater than one mile in length.

3. Water Code section 13271, *et seq.* requires notification to the California Office of Emergency Services (Cal OES), formerly the California Emergency Management Agency, for certain unauthorized discharges, including SSOs.

4. On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ, "Statewide Waste Discharge Requirements for Sanitary Sewer Systems"[1] (hereafter SSS WDRs) to comply with Water Code section 13193 and to establish the framework for the statewide SSO Reduction Program.

5. Subsection G.2 of the SSS WDRs and the Monitoring and Reporting Program (MRP) provide that the Executive Director may modify the terms of the MRP at any time.

6. On February 20, 2008, the State Water Board Executive Director adopted a revised MRP for the SSS WDRs to rectify early notification deficiencies and ensure that first responders are notified in a timely manner of SSOs discharged into waters of the state.

7. When notified of an SSO that reaches a drainage channel or surface water of the state, Cal OES, pursuant to Water Code section 13271(a)(3), forwards the SSO notification information[2] to local government agencies and first responders including local public health officials and the applicable Regional Water Board. Receipt of notifications for a single SSO event from both the SSO reporter

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[1] Available for download at:
http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf

[2] Cal OES Hazardous Materials Spill Reports available Online at:
http://w3.calema.ca.gov/operational/malhaz.nsf/$defaultview and http://w3.calema.ca.gov/operational/malhaz.nsf

and Cal OES is duplicative. To address this, the SSO notification requirements added by the February 20, 2008 MRP revision are being removed in this MRP revision.

8. In the February 28, 2008 Memorandum of Agreement between the State Water Board and the California Water and Environment Association (CWEA), the State Water Board committed to re-designing the CIWQS[3] Online SSO Database to allow "event" based SSO reporting versus the original "location" based reporting. Revisions to this MRP and accompanying changes to the CIWQS Online SSO Database will implement this change by allowing for multiple SSO appearance points to be associated with each SSO event caused by a single asset failure.

9. Based on stakeholder input and Water Board staff experience implementing the SSO Reduction Program, SSO categories have been revised in this MRP. In the prior version of the MRP, SSOs have been categorized as Category 1 or Category 2. This MRP implements changes to SSO categories by adding a Category 3 SSO type. This change will improve data management to further assist Water Board staff with evaluation of high threat and low threat SSOs by placing them in unique categories (i.e., Category 1 and Category 3, respectively). This change will also assist enrollees in identifying SSOs that require Cal OES notification.

10. Based on over six years of implementation of the SSS WDRs, the State Water Board concludes that the February 20, 2008 MRP must be updated to better advance the SSO Reduction Program[4] objectives, assess compliance, and enforce the requirements of the SSS WDRs.

IT IS HEREBY ORDERED THAT:

Pursuant to the authority delegated by Water Code section 13267(f), Resolution 2002-0104, and Order 2006-0003-DWQ, the MRP for the SSS WDRs (Order 2006-0003-DWQ) is hereby amended as shown in Attachment A and shall be effective on September 9, 2013.

8/6/13
Date

Thomas Howard
Executive Director

[3] California Integrated Water Quality System (CIWQS) publicly available at http://www.waterboards.ca.gov/ciwqs/publicreports.shtml

[4] Statewide Sanitary Sewer Overflow Reduction Program information is available at: http://www.waterboards.ca.gov/water_issues/programs/sso/

ATTACHMENT A

STATE WATER RESOURCES CONTROL BOARD
ORDER NO. WQ 2013-0058-EXEC

AMENDING MONITORING AND REPORTING PROGRAM
FOR
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR
SANITARY SEWER SYSTEMS

This Monitoring and Reporting Program (MRP) establishes monitoring, record keeping, reporting and public notification requirements for Order 2006-0003-DWQ, "Statewide General Waste Discharge Requirements for Sanitary Sewer Systems" (SSS WDRs). This MRP shall be effective from September 9, 2013 until it is rescinded. The Executive Director may make revisions to this MRP at any time. These revisions may include a reduction or increase in the monitoring and reporting requirements. All site specific records and data developed pursuant to the SSS WDRs and this MRP shall be complete, accurate, and justified by evidence maintained by the enrollee. Failure to comply with this MRP may subject an enrollee to civil liabilities of up to $5,000 a day per violation pursuant to Water Code section 13350; up to $1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. The State Water Resources Control Board (State Water Board) reserves the right to take any further enforcement action authorized by law.

A. SUMMARY OF MRP REQUIREMENTS

Table 1 – Spill Categories and Definitions

CATEGORIES	DEFINITIONS [see Section A on page 5 of Order 2006-0003-DWQ, for Sanitary Sewer Overflow (SSO) definition]
CATEGORY 1	Discharges of untreated or partially treated wastewater of **any volume** resulting from an enrollee's sanitary sewer system failure or flow condition that: • Reach surface water and/or reach a drainage channel tributary to a surface water; or • Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
CATEGORY 2	Discharges of untreated or partially treated wastewater of **1,000 gallons or greater** resulting from an enrollee's sanitary sewer system failure or flow condition that **do not** reach surface water, a drainage channel, or a MS4 unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
CATEGORY 3	All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.
PRIVATE LATERAL SEWAGE DISCHARGE (PLSD)	Discharges of untreated or partially treated wastewater resulting from blockages or other problems **within a privately owned sewer lateral** connected to the enrollee's sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be voluntarily reported to the California Integrated Water Quality System (CIWQS) Online SSO Database.

Table 2 – Notification, Reporting, Monitoring, and Record Keeping Requirements

ELEMENT	REQUIREMENT	METHOD
NOTIFICATION **(see section B of MRP)**	• Within two hours of becoming aware of any Category 1 SSO **greater than or equal to 1,000 gallons discharged to surface water or spilled in a location where it probably will be discharged to surface water**, notify the California Office of Emergency Services (Cal OES) and obtain a notification control number.	Call Cal OES at: **(800) 852-7550**
REPORTING **(see section C of MRP)**	• Category 1 SSO: Submit draft report within three business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date. • Category 2 SSO: Submit draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of the SSO end date. • Category 3 SSO: Submit certified report within 30 calendar days of the end of month in which SSO the occurred. • SSO Technical Report: Submit within 45 calendar days after the end date of any Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters. • "No Spill" Certification: Certify that no SSOs occurred within 30 calendar days of the end of the month or, if reporting quarterly, the quarter in which no SSOs occurred. • Collection System Questionnaire: Update and certify every 12 months.	Enter data into the CIWQS Online SSO Database (http://ciwqs.waterboards.ca.gov/), certified by enrollee's Legally Responsible Official(s).
WATER QUALITY MONITORING **(see section D of MRP)**	• Conduct water quality sampling **within 48 hours** after initial SSO notification for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.	Water quality results are required to be uploaded into CIWQS for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.
RECORD KEEPING **(see section E of MRP)**	• SSO event records. • Records documenting Sanitary Sewer Management Plan (SSMP) implementation and changes/updates to the SSMP. • Records to document Water Quality Monitoring for SSOs of 50,000 gallons or greater spilled to surface waters. • Collection system telemetry records if relied upon to document and/or estimate SSO Volume.	Self-maintained records shall be available during inspections or upon request.

B. NOTIFICATION REQUIREMENTS

Although Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) staff do not have duties as first responders, this MRP is an appropriate mechanism to ensure that the agencies that have first responder duties are notified in a timely manner in order to protect public health and beneficial uses.

1. For any Category 1 SSO greater than or equal to 1,000 gallons that results in a discharge to a surface water or spilled in a location where it probably will be discharged to surface water, either directly or by way of a drainage channel or MS4, the enrollee shall, as soon as possible, but not later than two (2) hours after (A) the enrollee has knowledge of the discharge, (B) notification is possible, and (C) notification can be provided without substantially impeding cleanup or other emergency measures, notify the Cal OES and obtain a notification control number.

2. To satisfy notification requirements for each applicable SSO, the enrollee shall provide the information requested by Cal OES before receiving a control number. Spill information requested by Cal OES may include:

    i. Name of person notifying Cal OES and direct return phone number.
    ii. Estimated SSO volume discharged (gallons).
    iii. If ongoing, estimated SSO discharge rate (gallons per minute).
    iv. SSO Incident Description:
        a. Brief narrative.
        b. On-scene point of contact for additional information (name and cell phone number).
        c. Date and time enrollee became aware of the SSO.
        d. Name of sanitary sewer system agency causing the SSO.
        e. SSO cause (if known).
    v. Indication of whether the SSO has been contained.
    vi. Indication of whether surface water is impacted.
    vii. Name of surface water impacted by the SSO, if applicable.
    viii. Indication of whether a drinking water supply is or may be impacted by the SSO.
    ix. Any other known SSO impacts.
    x. SSO incident location (address, city, state, and zip code).

3. Following the initial notification to Cal OES and until such time that an enrollee certifies the SSO report in the CIWQS Online SSO Database, the enrollee shall provide updates to Cal OES regarding substantial changes to the estimated volume of untreated or partially treated sewage discharged and any substantial change(s) to known impact(s).

4. PLSDs: The enrollee is strongly encouraged to notify Cal OES of discharges greater than or equal to 1,000 gallons of untreated or partially treated wastewater that result or may result in a discharge to surface water resulting from failures or flow conditions within a privately owned sewer lateral or from other private sewer asset(s) if the enrollee becomes aware of the PLSD.

C. REPORTING REQUIREMENTS

1. **CIWQS Online SSO Database Account:** All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS. These accounts allow controlled and secure entry into the CIWQS Online SSO Database.

2. **SSO Mandatory Reporting Information:** For reporting purposes, if one SSO event results in multiple appearance points in a sewer system asset, the enrollee shall complete one SSO report in the CIWQS Online SSO Database which includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that caused the SSO, and provide descriptions of the locations of all other discharge points associated with the SSO event.

3. **SSO Categories**

   i. **Category 1** – Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:

      a. Reach surface water and/or reach a drainage channel tributary to a surface water; or

      b. Reach a MS4 and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).

   ii. **Category 2** – Discharges of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from an enrollee's sanitary sewer system failure or flow condition that does not reach a surface water, a drainage channel, or the MS4 unless the entire SSO volume discharged to the storm drain system is fully recovered and disposed of properly.

   iii. **Category 3** – All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.

4. **Sanitary Sewer Overflow Reporting to CIWQS - Timeframes**

   i. **Category 1 and Category 2 SSOs** – All SSOs that meet the above criteria for Category 1 or Category 2 SSOs shall be reported to the CIWQS Online SSO Database:

      a. Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO Database within three (3) business days of the enrollee becoming aware of the SSO. Minimum information that shall be reported in a draft Category 1 SSO report shall include all information identified in section 8.i.a. below. Minimum information that shall be reported in a Category 2 SSO draft report shall include all information identified in section 8.i.c below.

      b. A final Category 1 or Category 2 SSO report shall be certified through the CIWQS Online SSO Database within 15 calendar days of the end date of the SSO. Minimum information that shall be certified in the final Category 1 SSO report shall include all information identified in section 8.i.b below. Minimum information that shall be certified in a final Category 2 SSO report shall include all information identified in section 8.i.d below.

ii. **Category 3 SSOs** – All SSOs that meet the above criteria for Category 3 SSOs shall be reported to the CIWQS Online SSO Database and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30). Minimum information that shall be certified in a final Category 3 SSO report shall include all information identified in section 8.i.e below.

iii. **"No Spill" Certification** – If there are no SSOs during the calendar month, the enrollee shall either 1) certify, within 30 calendar days after the end of each calendar month, a "No Spill" certification statement in the CIWQS Online SSO Database certifying that there were no SSOs for the designated month, or 2) certify, quarterly within 30 calendar days after the end of each quarter, "No Spill" certification statements in the CIWQS Online SSO Database certifying that there were no SSOs for each month in the quarter being reported on. For quarterly reporting, the quarters are Q1 - January/ February/ March, Q2 - April/May/June, Q3 - July/August/September, and Q4 - October/November/December.

If there are no SSOs during a calendar month but the enrollee reported a PLSD, the enrollee shall still certify a "No Spill" certification statement for that month.

iv. **Amended SSO Reports** – The enrollee may update or add additional information to a certified SSO report within 120 calendar days after the SSO end date by amending the report or by adding an attachment to the SSO report in the CIWQS Online SSO Database. SSO reports certified in the CIWQS Online SSO Database prior to the adoption date of this MRP may only be amended up to 120 days after the effective date of this MRP. After 120 days, the enrollee may contact the SSO Program Manager to request to amend an SSO report if the enrollee also submits justification for why the additional information was not available prior to the end of the 120 days.

5. **SSO Technical Report**

The enrollee shall submit an SSO Technical Report in the CIWQS Online SSO Database within 45 calendar days of the SSO end date for any SSO in which 50,000 gallons or greater are spilled to surface waters. This report, which does not preclude the Water Boards from requiring more detailed analyses if requested, shall include at a minimum, the following:

i. **Causes and Circumstances of the SSO:**

a. Complete and detailed explanation of how and when the SSO was discovered.

b. Diagram showing the SSO failure point, appearance point(s), and final destination(s).

c. Detailed description of the methodology employed and available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.

d. Detailed description of the cause(s) of the SSO.

e. Copies of original field crew records used to document the SSO.

f. Historical maintenance records for the failure location.

ii. **Enrollee's Response to SSO:**

a. Chronological narrative description of all actions taken by enrollee to terminate the spill.

b. Explanation of how the SSMP Overflow Emergency Response plan was implemented to respond to and mitigate the SSO.

c. Final corrective action(s) completed and/or planned to be completed, including a schedule for actions not yet completed.

iii. **Water Quality Monitoring:**

a. Description of all water quality sampling activities conducted including analytical results and evaluation of the results.

b. Detailed location map illustrating all water quality sampling points.

6. **PLSDs**

Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or from other private sanitary sewer system assets may be voluntarily reported to the CIWQS Online SSO Database.

i. The enrollee is also encouraged to provide notification to Cal OES per section B above when a PLSD greater than or equal to 1,000 gallons has or may result in a discharge to surface water. For any PLSD greater than or equal to 1,000 gallons regardless of the spill destination, the enrollee is also encouraged to file a spill report as required by Health and Safety Code section 5410 et. seq. and Water Code section 13271, or notify the responsible party that notification and reporting should be completed as specified above and required by State law.

ii. If a PLSD is recorded in the CIWQS Online SSO Database, the enrollee must identify the sewage discharge as occurring and caused by a private sanitary sewer system asset and should identify a responsible party (other than the enrollee), if known. Certification of PLSD reports by enrollees is not required.

7. **CIWQS Online SSO Database Unavailability**

In the event that the CIWQS Online SSO Database is not available, the enrollee must fax or e-mail all required information to the appropriate Regional Water Board office in accordance with the time schedules identified herein. In such event, the enrollee must also enter all required information into the CIWQS Online SSO Database when the database becomes available.

8. **Mandatory Information to be Included in CIWQS Online SSO Reporting**

All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS which can be reached at CIWQS@waterboards.ca.gov or by calling (866) 792-4977, M-F, 8 A.M. to 5 P.M. These accounts will allow controlled and secure entry into the CIWQS Online SSO Database. Additionally, within thirty (30) days of initial enrollment and prior to recording SSOs into the CIWQS Online SSO Database, all enrollees must complete a Collection System Questionnaire (Questionnaire). The Questionnaire shall be updated at least once every 12 months.

i. **SSO Reports**

At a minimum, the following mandatory information shall be reported prior to finalizing and certifying an SSO report for each category of SSO:

a. **Draft Category 1 SSOs**: At a minimum, the following mandatory information shall be reported for a draft Category 1 SSO report:

1. SSO Contact Information: Name and telephone number of enrollee contact person who can answer specific questions about the SSO being reported.
2. SSO Location Name.
3. Location of the overflow event (SSO) by entering GPS coordinates. If a single overflow event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the SSO appearance point explanation field.
4. Whether or not the SSO reached surface water, a drainage channel, or entered and was discharged from a drainage structure.
5. Whether or not the SSO reached a municipal separate storm drain system.
6. Whether or not the total SSO volume that reached a municipal separate storm drain system was fully recovered.
7. Estimate of the SSO volume, inclusive of all discharge point(s).
8. Estimate of the SSO volume that reached surface water, a drainage channel, or was not recovered from a storm drain.
9. Estimate of the SSO volume recovered (if applicable).
10. Number of SSO appearance point(s).
11. Description and location of SSO appearance point(s). If a single sanitary sewer system failure results in multiple SSO appearance points, each appearance point must be described.
12. SSO start date and time.
13. Date and time the enrollee was notified of, or self-discovered, the SSO.
14. Estimated operator arrival time.
15. For spills greater than or equal to 1,000 gallons, the date and time Cal OES was called.
16. For spills greater than or equal to 1,000 gallons, the Cal OES control number.

b. **Certified Category 1 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 1 SSO report, in addition to all fields in section 8.i.a :

1. Description of SSO destination(s).
2. SSO end date and time.
3. SSO causes (mainline blockage, roots, etc.).
4. SSO failure point (main, lateral, etc.).
5. Whether or not the spill was associated with a storm event.
6. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the overflow; and a schedule of major milestones for those steps.
7. Description of spill response activities.
8. Spill response completion date.
9. Whether or not there is an ongoing investigation, the reasons for the investigation and the expected date of completion.

10. Whether or not a beach closure occurred or may have occurred as a result of the SSO.
11. Whether or not health warnings were posted as a result of the SSO.
12. Name of beach(es) closed and/or impacted. If no beach was impacted, NA shall be selected.
13. Name of surface water(s) impacted.
14. If water quality samples were collected, identify parameters the water quality samples were analyzed for. If no samples were taken, NA shall be selected.
15. If water quality samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA shall be selected.
16. Description of methodology(ies) and type of data relied upon for estimations of the SSO volume discharged and recovered.
17. SSO Certification: Upon SSO Certification, the CIWQS Online SSO Database will issue a final SSO identification (ID) number.

c. **Draft Category 2 SSOs**: At a minimum, the following mandatory information shall be reported for a draft Category 2 SSO report:

1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO.

d. **Certified Category 2 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 2 SSO report:

1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-9, and 17 in section 8.i.b above for Certified Category 1 SSO.

e. **Certified Category 3 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 3 SSO report:

1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-5, and 17 in section 8.i.b above for Certified Category 1 SSO.

ii. **Reporting SSOs to Other Regulatory Agencies**

These reporting requirements do not preclude an enrollee from reporting SSOs to other regulatory agencies pursuant to state law. In addition, these reporting requirements do not replace other Regional Water Board notification and reporting requirements for SSOs.

iii. **Collection System Questionnaire**

The required Questionnaire (see subsection G of the SSS WDRs) provides the Water Boards with site-specific information related to the enrollee's sanitary sewer system. The enrollee shall complete and certify the Questionnaire at least every 12 months to facilitate program implementation, compliance assessment, and enforcement response.

iv. **SSMP Availability**

The enrollee shall provide the publicly available internet web site address to the CIWQS Online SSO Database where a downloadable copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP is posted. If all of the SSMP documentation listed in this subsection is not publicly available on the Internet, the enrollee shall comply with the following procedure:

a. Submit an **electronic** copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP to the State Water Board, within 30 days of that approval and within 30 days of any subsequent SSMP re-certifications, to the following mailing address:

State Water Resources Control Board
Division of Water Quality
Attn: SSO Program Manager
1001 I Street, 15th Floor, Sacramento, CA 95814

D. WATER QUALITY MONITORING REQUIREMENTS:

To comply with subsection D.7(v) of the SSS WDRs, the enrollee shall develop and implement an SSO Water Quality Monitoring Program to assess impacts from SSOs to surface waters in which 50,000 gallons or greater are spilled to surface waters. The SSO Water Quality Monitoring Program, shall, at a minimum:

1. Contain protocols for water quality monitoring.

2. Account for spill travel time in the surface water and scenarios where monitoring may not be possible (e.g. safety, access restrictions, etc.).

3. Require water quality analyses for ammonia and bacterial indicators to be performed by an accredited or certified laboratory.

4. Require monitoring instruments and devices used to implement the SSO Water Quality Monitoring Program to be properly maintained and calibrated, including any records to document maintenance and calibration, as necessary, to ensure their continued accuracy.

5. Within 48 hours of the enrollee becoming aware of the SSO, require water quality sampling for, at a minimum, the following constituents:
   i. Ammonia
   ii. Appropriate Bacterial indicator(s) per the applicable Basin Plan water quality objective or Regional Board direction which may include total and fecal coliform, enterococcus, and e-coli.

E. RECORD KEEPING REQUIREMENTS:

The following records shall be maintained by the enrollee for a minimum of five (5) years and shall be made available for review by the Water Boards during an onsite inspection or through an information request:

1. General Records: The enrollee shall maintain records to document compliance with all provisions of the SSS WDRs and this MRP for each sanitary sewer system owned including any required records generated by an enrollee's sanitary sewer system contractor(s).

2. SSO Records: The enrollee shall maintain records for each SSO event, including but not limited to:
   i. Complaint records documenting how the enrollee responded to all notifications of possible or actual SSOs, both during and after business hours, including complaints that do not

result in SSOs. Each complaint record shall, at a minimum, include the following information:

a. Date, time, and method of notification.

b. Date and time the complainant or informant first noticed the SSO.

c. Narrative description of the complaint, including any information the caller can provide regarding whether or not the complainant or informant reporting the potential SSO knows if the SSO has reached surface waters, drainage channels or storm drains.

d. Follow-up return contact information for complainant or informant for each complaint received, if not reported anonymously.

e. Final resolution of the complaint.

ii. Records documenting steps and/or remedial actions undertaken by enrollee, using all available information, to comply with section D.7 of the SSS WDRs.

iii. Records documenting how all estimate(s) of volume(s) discharged and, if applicable, volume(s) recovered were calculated.

3. Records documenting all changes made to the SSMP since its last certification indicating when a subsection(s) of the SSMP was changed and/or updated and who authorized the change or update. These records shall be attached to the SSMP.

4. Electronic monitoring records relied upon for documenting SSO events and/or estimating the SSO volume discharged, including, but not limited to records from:

i. Supervisory Control and Data Acquisition (SCADA) systems

ii. Alarm system(s)

iii. Flow monitoring device(s) or other instrument(s) used to estimate wastewater levels, flow rates and/or volumes.

F. CERTIFICATION

1. All information required to be reported into the CIWQS Online SSO Database shall be certified by a person designated as described in subsection J of the SSS WDRs. This designated person is also known as a Legally Responsible Official (LRO). An enrollee may have more than one LRO.

2. Any designated person (i.e. an LRO) shall be registered with the State Water Board to certify reports in accordance with the CIWQS protocols for reporting.

3. Data Submitter (DS): Any enrollee employee or contractor may enter draft data into the CIWQS Online SSO Database on behalf of the enrollee if authorized by the LRO and registered with the State Water Board. However, only LROs may certify reports in CIWQS.

4. The enrollee shall maintain continuous coverage by an LRO. Any change of a registered LRO or DS (e.g., retired staff), including deactivation or a change to the LRO's or DS's contact information, shall be submitted by the enrollee to the State Water Board within 30 days of the change by calling (866) 792-4977 or e-mailing help@ciwqs.waterboards.ca.gov.

5. A registered designated person (i.e., an LRO) shall certify all required reports under penalty of perjury laws of the state as stated in the CIWQS Online SSO Database at the time of certification.

CERTIFICATION

The undersigned Clerk to the Board does hereby certify that the foregoing is a full, true, and correct copy of an order amended by the Executive Director of the State Water Resources Control Board.

7/30/13
Date

Jeanine Townsend
Clerk to the Board

COYOTE VALLEY CONCEPT INFRASTRUCTURE PLAN

Prepared for:

Hidden Valley Lake Community Services District

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GLOSSARY AND REFERENCES

GLOSSARY

°F	Degrees Fahrenheit
ADWF	Average Dry Weather Flow
AWWA	American Water Works Association
AWWF	Average Wet Weather Flow
cfs	Cubic Feet per Second
CSD	Community Service District
d/D	depth of flow divided by diameter of pipe
DHS	California Department of Health Services
District	Hidden Valley Lake Community Service District
gpd	Gallons Per Day
gpm	Gallons Per Minute
h.p.	Horsepower
HVL	Hidden Valley Lake
I/I	Inflow and Infiltration
LS	Lift Station
MG	Million Gallon
MGD	Million Gallons per Day
NPDES	National Pollutant Discharge Elimination System
PWWF	Peak Wet Weather Flow
RWQCB	Regional Water Quality Control Board
SWRCB	California State Water Resources Control Board
WDR	Waste Discharge Requirement

REFERENCES

California Code of Regulations, Title 22, Section 64500 et. seq.

Wastewater Engineering, Metcalf & Eddy, 1970.

Hidden Valley Lake Community Services District Water Reclamation Facility Sewer Surcharge Study, Winzler & Kelly, 1998.

Water Master Plan Update, Winzler & Kelly, 2001

EXECUTIVE SUMMARY

ES.1 Purpose and Background

Hidden Valley Lake Community District (District) is the owner, operator, and maintainer of the potable and recycled water distribution and sewer collection systems. The original District boundaries were set by the Hidden Valley Lake subdivision boundaries, which was subdivided in the late 1960s. As commercial growth has occurred adjacent to these boundaries, the District boundaries have slightly expanded to provide water and some sewer service to this commercial development and a school, very minor growth.

In 2008, the Lake County's updated General Plan will be adopted. The General Plan outlines the proposed land use and projects anticipated growth over the next 20 years. During the County General Plan update, there became an interest by the County and the District to expand the sphere of influence of the District to allow planned growth of the utilities and to protect the groundwater watershed. The projected densities and land uses are determined by County Planners and public input. By extending the sphere of influence to the Coyote Valley, the District will be better able to protect the existing water supply from possible water pollution of their water supply from upstream land use. The Infrastructure Concept Plan develops plans to provide water, sewer, and recycled water throughout this planned sphere of influence.

Lake County's proposed General Plan has detailed the anticipated growth and densities throughout Coyote Valley for the next 20 years. Developers have met with the District to discuss possible developments in the last few years, when the housing market was rapidly expanding. These developments were in the very preliminary stage and are not included in the County's General Plan. As a result of proposed developments not being reflected in the County's General Plan, this Infrastructure Concept Plan is modified to include these proposed developments. These developments include Crazy Creek, Johnson Ranch, and Valley Oaks.

This Infrastructure Concept Plan is intended to evaluate the District's system based on projected growth and outlines a plan for providing services to meet the increased growth that will need to be addressed in the future. This plan calculates projected water demand and sewer flows based on land usage presented in Lake County's General Plan and gives a generalized layout and sizing of trunk piping, well, tank and booster station locations, and plant upsizing. However, this plan does not get into the specifics of routing, being that the layout of future developments will determine the actual network routing. All of the increased growth beyond the existing boundaries will be financed by the future development being constructed. The District adapted a Water System Master Plan in 2001 on the existing boundaries that outlined deficiencies in the water system requiring District expenditure; these items will be paid for by grants or the existing users within the District being served.

The items that were identified by the Water System Master Plan that were deficient for full build-out of the existing District include additional well for redundancy, a tank to serve the Ravenhill area located within Zone 9, plus some additional pump station improvements.

The District has prepared a Master Development Agreement to be executed prior to any work to be completed by the District that outlines the requirements by the developer including funding any work that the District will partake in the reviewing and construction of the development. The Master Development Agreement is included in the Appendix.

The District currently has approximately 300,000 linear feet of piping, four potable water booster pump stations, seven storage tanks, three ground wells, chlorine contact basin, seven sewage booster pump stations, and one wastewater treatment plant.

The Ranchos are low-density residential developments (approximately 5-acre parcels) located in Zone 5 of the land usage map (Figure 1.2). The District had originally intended not to include the Ranchos in the sphere of influence, but due to County Council concerns for the future possibility of pollution, the Ranchos are included in the sphere of influence. Although the Ranchos are located within the project study area, service to the Ranchos will only be pursued if requested by the homeowners in the area or if the existing water sources become contaminated. The report addresses the requirements of the Ranchos and has split out the costs to provide the water and sewer service. The costs for addition of water and sewer service would be paid for from grants or an assessment district by the property owners served.

ES.2 Use of this Document

This Infrastructure Concept Plan is to be used by the District to evaluate demands and system expansion as development occurs throughout the District and to assist in evaluating the next steps in engineering and policy development. Future actions that could occur include:

- Refine evaluation of future water demand, sewer, and recycled water discharge quantities
- Develop policies related to recycled water and responsible parties for storage and disposal
- Design and construction of transmission, distribution, and storage facilities for sewer, recycled and potable water

Furthermore, this plan can be used to assist in monitoring and maintaining existing and proposed future lines using the GIS maps developed for the various systems.

Chapter 1 provides general information on Hidden Valley Lake, the District's sphere of influence, and the planning and population projections. Chapters 2, 3, and 4 outline the projected water demands and storage, wastewater disposal, and recycled water disposal quantities. These projected values can be used to evaluate system expansion and begin the next step in engineering.

ES.3 Recommendations

Potable Water System

Chapter 2 evaluates the existing system and projects demands based on buildout within the District's future sphere of influence. The existing distribution system is limited to the current

District boundary and will require approximately 37,000 feet of additional mains for distribution when buildout occurs. This number excludes the improvements to the Ranchos.

The analysis limits the pumping from wells and pump stations during PG&E off-peak rate times (11 hours), which increases the sizing of pumping facilities compared to pumping over a 24-hour period. Since the implementation of the water SCADA system, the District has fine tuned the operation of the wells and pumping systems and has seen a significant decrease in their power consumption by pumping during off peak and partial peak times. The existing annual savings is approximately $70,000 per year and will only grow with the increase in expansion of the District and rising energy prices. The existing systems' pipe sizes do not economically allow for only pumping during off peak times within the current District boundaries.

Currently, the District's wells are capable of supplying approximately 2.7 MGD in a 24-hour period. This reduces to 1.2 MGD when pumping is limited to off-peak hours. Peak demand at full buildout is estimated to be 6.21 MGD. To meet this demand, the District will need to expand their current supply by the addition of wells. This study identifies four potential locations for well field expansion. These will need to be evaluated based on quantity and quality of source.

Studies of the watershed indicate that there is approximately 9,000 acre-feet/year of water available without artificial discharge. At full build out, annual usage is estimated to vary from 3,700 acre-feet/year (based on average day use) and 7,000 acre-feet/year (based on peak day use).

The District's current storage will be deficient by approximately 3.8 MG for anticipated buildout conditions. This document evaluates the storage requirements using a larger fire flow condition than used in the 2001 Updated Master Plan. An additional six reservoirs are shown to provide for this deficiency; four to serve the valley floor where primary commercial development is to occur, one to serve the Ranchos and the valley floor, and one to meet pressure Zone 9 demands.

The estimated cost for expansion of the system is approximately $37,000,000.

Sanitary Sewer System

Chapter 3 evaluates the existing system and projects' demands based on buildout within the District's future sphere of influence. Within the current District boundaries, the existing collection system is limited to areas in the vicinity of the lake and golf course, while the remaining residences and businesses utilize on-site septic/leach field treatment systems. Expansion of the system will require approximately 150,000 feet of additional mains for collection when buildout occurs. Sizes for the expanded collection system were calculated using a d/D of 0.7 to allow for additional capacity for I/I.

Currently, the District's treatment plant is capable of treating a peak wet weather flow rate (PWWF) of 0.894 MGD of sewage; however, the plant is designed for two additional treatment trains resulting in a total of 2.68 MGD of sewage influent into the plant. However, the plant has treated 1 MGD of effluent during rain events; therefore, benchmark testing should be performed to determine the actual treatment plant capacity. Based on the buildout conditions projected at

3.72 MGD, an additional treatment plant train will be required. To meet the additional treatment demands, the plant will need to be expanded. This can be accomplished by a couple of different alternatives and these are outlined in Chapter 3.

The estimated cost for expansion of the system is approximately $49,000,000.

Recycled Water System

Chapter 4 evaluates the District's recycled water system based on buildout within the District's future sphere of influence. Currently, the District's recycled water is disposed of by irrigation of the golf course located within the subdivision. All wastewater treatment is stored in the existing pond and pumped to the golf course for irrigation. Based on buildout, the recycled water required for storage and disposal will total 3.72 MGD. The current storage pond has a capacity of 400 acre-feet of recycled water storage and at buildout a projected 1,200 acre-feet capacity of storage will be required. The District will need to establish recycled water policies in order to provide storage and disposal for the additional recycled water. One policy option is to require developers to pay for connection fees, allocate storage and areas for disposal (possibly parks, golf courses, or greenways) of the increased burden that has occurred by the development. Another option is for the District to establish a fund that developers are required to pay into based on the size of development and additional treatment load. This fund is then used to allocate land for storage and disposal.

CHAPTER 1 – Study Area Characteristics

1.1 Introduction

This chapter describes the general characteristics of the Study Area for the Hidden Valley Lake Infrastructure Plan as well as background on the Study Area including land use and population information.

1.2 Background and Study Area Description

The Study Area is bounded by the Sphere of Influence for the Hidden Valley Lake Community Services District (District) and includes existing development, areas proposed for new development, and potential areas for future development. The Study Area has been subdivided into 10 zones to facilitate analysis and description (refer to Figure 1.1). Zones that are currently served by the District include Zones 1, 3, 4, and 6.

Within the District, two primary geographical design considerations exist. These include Highway 29 and Putah Creek. Although this analysis does not specifically analyze the design considerations regarding locations and methods for crossing these features, alternatives will be presented within the respective utility sections.

Planning Horizon

Lake County's proposed land usage for Hidden Valley provides projected 20-year development and is anticipated to be adopted in 2008. The County-proposed land usage has been modified as described below and is based on additional developments that have been proposed within the Sphere of Influence. These developments are assumed to occur within the same timeframe as the County-proposed land usage and were used to provide a conservative evaluation of the water and sewer system requirements.

1.3 Land Use, Population, and Location Description

Land Use

Established in 1984, the District maintained and operated the wastewater facilities. With the merger of Stonehouse Mutual Water Company in 1993, the District has evolved into one utility that maintains the sewer, potable, and recycled water systems. The District's current boundary comprises an area of approximately 1,400 acres. However, the proposed future Sphere of Influence, which is used in evaluating future demands for this study, comprises an area of approximately 23 square miles. The majority of the additional area is zoned General Agricultural and will be designated as watershed protection zones by the District's sphere of application.

Within the current District boundary, there are 2,391 residential lots and 34 commercial lots that are supplied water by the District. The District considers full buildout of this area to be 3,281 active service connections.

Currently, the area along Highway 29 near Grange Road, as well as Hartmann Road, has the majority of commercial and industrial uses. A few other commercial properties are scattered throughout the area. At full buildout, the commercial properties will make up approximately 4 percent of the developed land within the expanded Sphere of Influence, while the residential properties make up approximately 31 percent of developed land and the remaining 65 percent is agricultural or open space rural land.

Future population densities within the study area were determined using the County's proposed land use map. However, there currently are a number of developments in the planning stage that, if adopted, would require modification of the proposed land use. Included in these potential future developments are:

- Johnson Ranch – assumed 1,100 residences
- Crazy Creek – assumed 1,500 residences
- Raven Hill – assumed 3 to 6 parcels of low-density residences

These areas are considered to be low- to medium-density residential developments (three to six homes per acre). The system demands in this study are based on this modified, yet more simplified and conservative, buildout scenario as indicated in Figure 1.2.

The number and type of businesses established on commercial and industrial parcels were based on the County-established land usage and assumptions on sustainable growth for a community of this size. Based on the current size of the community and growth rates, medium- and high-density commercial developments are unlikely. Areas listed as high-density would differ from high-density developments within major urban centers such as San Francisco or Santa Rosa. As these areas develop, the assumptions made in this plan will require modification as necessary to recalculate demands.

Climatic and Hydrologic Features

The District is located in the Coyote Valley, generally within the Coyote Creek and Crazy Creek watersheds. The climate and hydrology of these watersheds directly affect the District because water consumption is supplied via wells along the southern side of Putah Creek. Approximately 98 percent of the total precipitation falls between October and May. Summers are warm with temperatures average in the 90s (F) and winters are cool with temperatures averaging in the 40s (F) (refer to Figure 1.3). The average annual precipitation is 43.3 inches. Figure 1.4 illustrates the Study Area in the context of the major hydrological features.

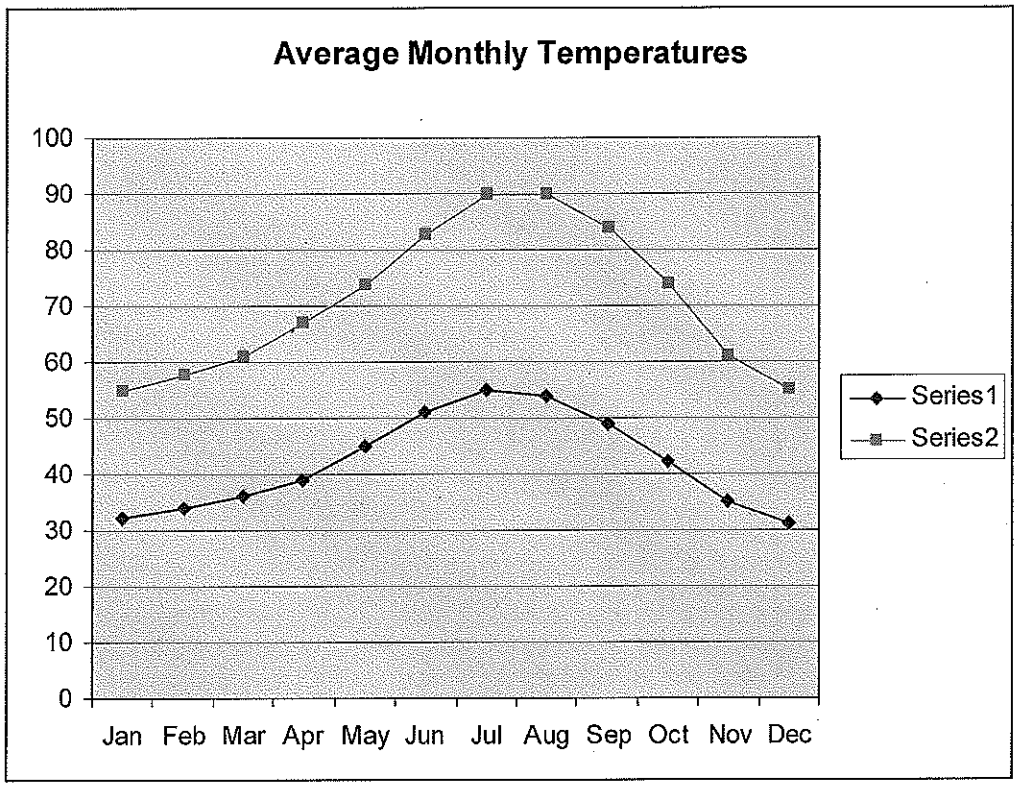


Figure 1.3 Average Monthly Temperatures

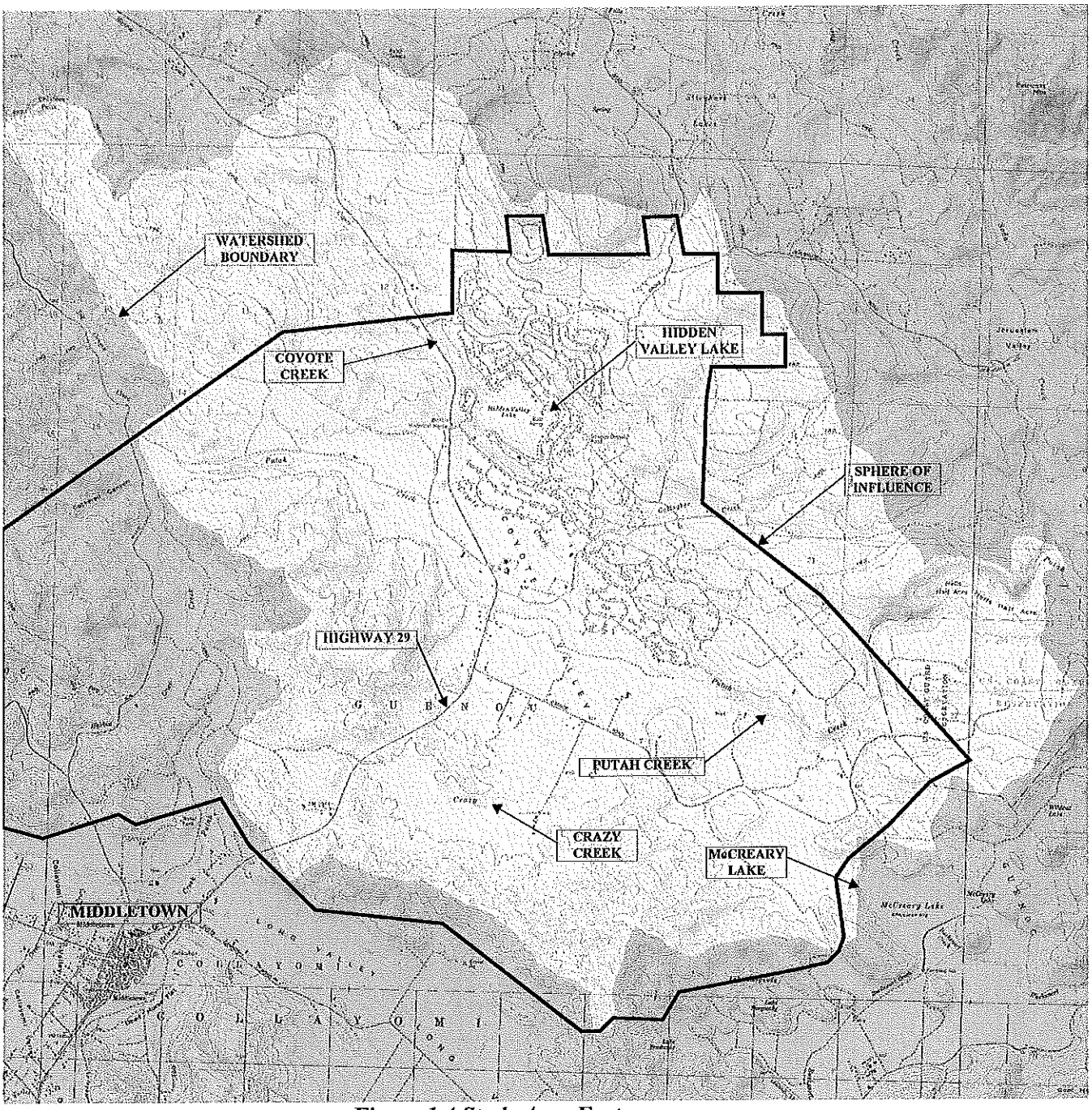
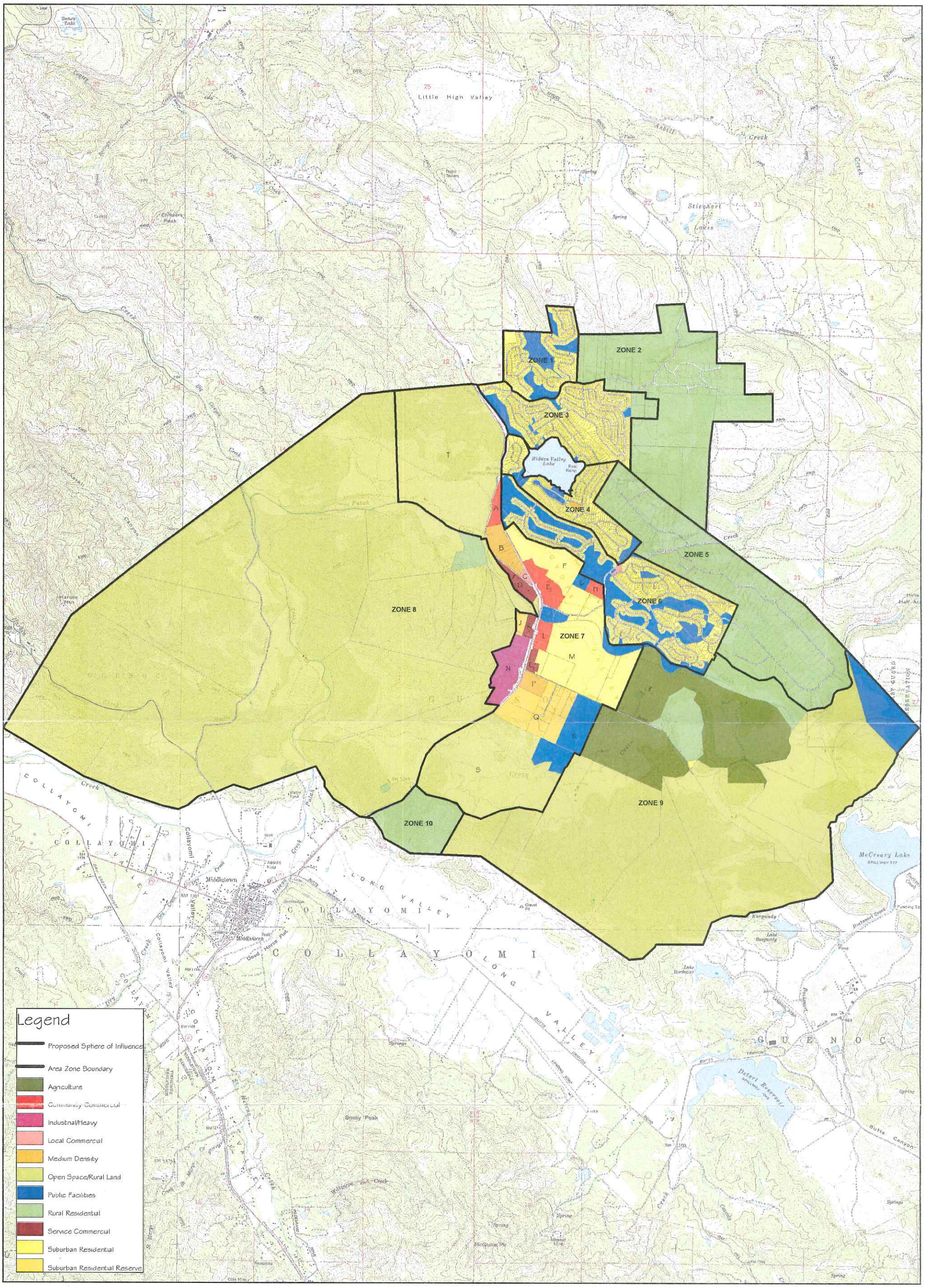


Figure 1.4 Study Area Features



COUNTY PROPOSED LAND USAGE

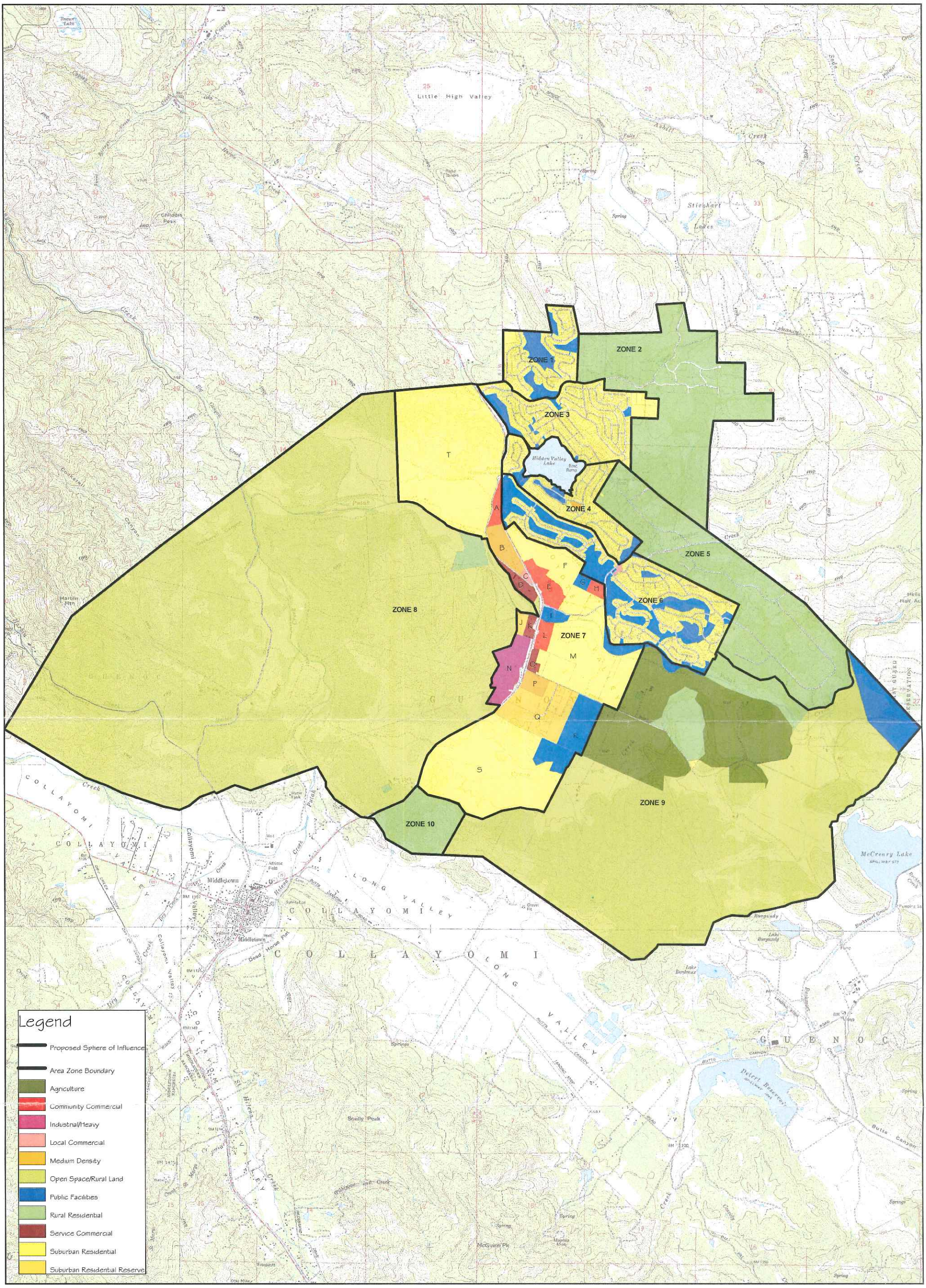
Hidden Valley Lake Community Services District

WINZLER & KELLY CONSULTING ENGINEERS

495 Tesconi Circle
Santa Rosa, CA 95401

0205307002
October 2007

Figure No. 1.1



MODIFIED LAND USAGE

Hidden Valley Lake Community Services District

WINZLER & KELLY CONSULTING ENGINEERS

495 Tesconi Circle
Santa Rosa, CA 95401

0205307002
October 2007

Figure No. 1.2

CHAPTER 2 - Potable Water System

2.1 Introduction

This chapter provides design criteria used to size water system facilities, estimate projected water demand, and develop a schematic water system layout to provide water service to the study area, including potential reservoir and well sites and trunk mains.

2.2 Summary of Existing Facilities within Study Area

The District currently utilizes local groundwater to supply water to consumers under permit for the State of California, Department of Health Services (DHS). This is obtained through three domestic wells on the south side of Putah Creek, East of Highway 29. Table 2.1 outlines the District's current well capacities.

Table 2.1: Well Source Production Capacities

Well Status	Well 2 in gpm (MGD)	Well 3 (gpm) (MGD)	Well 4 (gpm) (MGD)	TOTAL (gpm) (MGD)
Well 2 on	702 (1.01)	0	0	702 (1.01)
Well 3 on	0	614 (0.88)	0	614 (0.88)
Well 4 on	0	0	1390 (2.00)	1390 (2.00)
Well 2 & 3	664 (0.96)	465 (0.67)	0	1129 (1.63)
Well 2 & 4	540 (0.78)	0	1251 (1.80)	1791 (2.58)
Well 3 & 4	0	259	1336 (1.92)	1595 (2.30)
Well 2, 3 & 4	521 (0.75)	155 (0.22)	1216 (1.75)	1892 (2.72)

Information in this table is from the *Well Field Capacity Analysis Technical Memorandum* by Winzler & Kelly, 2/15/05.

The current system is broken down into seven distinct pressure zones, which is supplied by approximately 165,000 feet of pipe (ranging from 4 to 12 inches in diameter). There are 2,425 service connections, 2,391 residential connections, and 34 commercial connections.

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

- Water Treatment Plant Booster Pumps:
  - Zone 1: three 490-gpm pumps.
  - Zone 4: two 380-gpm pumps.
- Greenridge Booster Station: two 415-gpm pumps used to boost water from Zone 1 to Tank 9.
- Tank 9/Eagle Rock Booster Station: three 130-gpm pumps used to boost water from Tank 9 to the Little Peak Tank.

Booster pumps used for providing storage supply should attempt to operate during off-peak hours to take advantage of the cost savings in lower PG&E power rates. The pump stations were upgraded during the 2003 Water System Improvement Projects and sized to pump the current peak day with spaces for additional pumps to ultimately pump the estimated peak day at buildout within the current District boundary during off-peak and partial-peak PG&E rate periods (assumed to be 18 hours). At the time, it was considered infeasible to attempt pumping only during off-peak hours (11 hours) as the pump station capacities would far exceed the well capacities and the existing pipe network is undersized for these higher peak flows.

The District currently maintains six storage reservoirs totaling 2 MG. The 2001 Water Master Plan Update detailed deficiencies in the system that have since been addressed. The existing system storage is summarized in Table 2.2.

Table 2.2: Existing Storage and Source per Individual Pressure Zone

Pressure Zone	Number and Size of Tanks	Source	Storage Capacity (MG)
Little Peak	Little Peak - 0.5 MG	Zone 9 via three 130 gpm pump	0.5
Eagle Rock		Little Peak via PRV	
Zone 9	Tank 9 – 0.15 MG	Zone 1 via two 415 gpm pumps and Little Peak Zone via gravity.	0.15
Zone 9A		Zone 9 via 2 PRVs	
Knollview		Zone 9A via PRV	
Zone 1	Tank 1C – 0.5 MG Tank 1B – 0.2 MG Tank 1A – 0.15 MG	Three 490 gpm pumps at chlorination facility and Zone 9A via PRV	0.85
Zone 4	Tank 4 – 0.15 MG Tank 4A – 0.5 MG	Two 380 gpm pumps at chlorination facility and Zone 1 via PRV	0.65
		Totals:	*2.15*

As described in Section 2.5 of this document it is assumed that higher zones may transfer water to the neighboring lower zone for increased storage capacity (which is not reflected in the above table).

2.3 Water Distribution Design Criteria

Water Distribution System Minimum Design Criteria

Extensions of the District's water distribution system should be constructed of either plastic (C900) or ductile iron, with a minimum diameter of 8 inches. The system design should include valving at all mainline tees and crossings and should avoid dead-end piping wherever practical. Minimum pressure should not be less than 25 psi in the main. Mainline velocities should be maintained at 4 to 6 fps during peak domestic flows but can exceed these velocities during fire flows. Hydrant laterals shall be 6-inch.

The current system consists of approximately 165,000 feet of pipe, of which approximately 3,000 feet is 4-inch main and 115,000 feet is 6-inch main. All replacement pipe should be installed as 8-inch minimum. Hydrant laterals should be standard 6-inch with isolation valves.

Individual service laterals should be minimum ¾-inch copper piping to and from the meter. The District has standards for construction that were adapted in 1997 that detail these specific materials and construction.

Minimum Fire Flow Requirements

Minimum fire flows utilized in the study are 1,500 gpm for a two-hour duration (equivalent to 180,000 gallons) for residential areas and 3,000 gpm for a three-hour duration (equivalent to 540,000 gallons) for commercial/industrial areas. The 2001 Water Master Plan Update assumed fire flows of 1,500 gpm for a two-hour duration for residential areas and 2,250 gpm for a two-hour duration for commercial/industrial/school development. Communities have been pushing for increased fire flows for commercial/industrial development, which is reflected in the higher flow rates selected in this study.

Hydrant spacing on all new distribution lines should conform to AWWA Manual M31 – *Distribution Requirements for Fire Protection.* Fire Department use normally calls for maximum lineal distance between hydrants along streets in congested areas of 300 feet and 600 feet for light residential districts. Good practice calls for hydrants at intersections, in the middle of long blocks, and near the end of long, dead-end streets. Hydrants should be required within large properties accessible to fire department equipment. The planning of hydrant locations should be a cooperative effort between the water utility and the fire department.

Minimum Storage Volume

The District's available water storage is intended to provide adequate volume for system peaking and emergencies such as power outages or fires (when demand on the water supply is very high). This study looks at storage necessary to maintain fire flows for two hours for residential areas and three hours for commercial/industrial areas.

The 2001 Master Plan Update looked at three methods for evaluating storage. Method 1 was used in the 1992 Water Master Plan and considered the required storage to be the greater of the maximum daily demand or the average daily demand plus fire flow. Method 2 involved the Waterworks Standards, which looks at the system size and the average monthly temperature. Method 3, which is utilized for this study and for the 2001 Master Plan Update, used the California Department of Health Services (DHS) method of calculating required storage. The formula is:

Required Storage = Average day demand + 25% Peak day demand + Fire flow (3-hr duration)

Minimum Source Supply

Water supply sources are generally considered to be sufficient if they are able to meet the peak daily demand of the water system without having to rely upon storage supplies. For planning purposes, it is assumed that pumping will occur only during off-peak PG&E rate times (11 hours) with no pumping occurring during peak times. All current water is supplied by three domestic wells located north of Grange Road and south of Putah Creek. Additional wells in other locations would be beneficial in potential draw down and better redundancy.

2.4 Projected Water Demands

The project study area water demands based on the modified land usage map are summarized in Table 2.3. It is projected that future water demands will average 3.24 MGD and have a peak of 6.21 MGD. Residential usage numbers are based on current water usage records. There is little existing commercial usage and in order to estimate commercial/industrial usage, values for types of development on the individual parcels were determined using *Wastewater Engineering: Collection, Treatment, Disposal* by Metcalf & Eddy. A more detailed summary of predicted water demands is shown in Appendix A.

Table 2.3: Predicted Water Demand

Land Use Zone	Land Usage	Size (Acres)	Numbers of Connections	Water Demand per Unit (gal/u/day)		Water Demand (gal/day)	
				Average	Peak	Average	Peak
1	Residential	225.0	425	368	703	156400	298724
2	Rural Residential	925.0	36	368	703	13248	25304
3	Residential	325.0	1362	368	703	501216	957323
4	Residential	210.0	482	368	703	177376	338788
5[1]	Rural Residential	845.0	179	368	703	65872	125816
6	Residential	625.0	1291	368	703	475088	907418
7	Miscellaneous	2264.4	4924	Varies	Varies	1849006	3556351
8	Agriculture	6240.0	-	-	-	-	-
9	Agriculture.	4120.0	-	-	-	-	-
10	Rural Residential	200.0	-	-	-	-	-
Total		**15979.4**				**3238206**	**6209723**

1 – Land use zone 5 represents the Ranchos

(625 Ranchos)

Individual Pressure Zone Demands

The existing distribution system consists of seven pressure zones that are hydraulically separated by pressure reducing valves (PRVs) and altitude valves. However, because three of the seven zones are gravity fed from a higher zone as opposed to "pump fed", these three zones may be considered part of the larger zones from which they are supplied. Also, these three zones have limited future development and the current capacities are capable of supplying future projected demands. Therefore, for purposes of evaluating storage requirements, only the four larger zones will be considered. As described previously, the storage in upper zones will be assumed available for domestic use and fire flow in the lower zones based on the pipe size and PRVs connecting the system.

The majority of proposed expansion within the Coyote Valley area all falls in pressure Zone 4. This zone will serve the entire valley floor. Minor expansion is also indicated in the Raven Hill area, pressure Zone 9 and northeast of the golf course, pressure Zone 1.

2.5 Recommended Improvements

Figures 2.1 and 2.2 summarize proposed water system facility improvements including storage reservoirs, potential well site locations, pump stations, and trunk distribution mains.

The proposed layout is based on several key considerations. Highway 29 and Putah Creek will both be very expensive and time consuming to cross with any utilities and any such crossings should be kept to a minimum. However, it is important to have available storage as well as available water sources (wells) on both sides of these impediments.

Although crossings of Highway 29 are considered expensive, a crossing is indicated tying the proposed Johnson Ranch reservoir to the existing water system near the main gate to improve storage and pressures in the Knollville area. In addition, a second crossing of Highway 29 at Hartman Road, just north of Putah Creek, a crossing of Putah Creek on the west side of Highway 29, and two additional crossings of Highway 29 south of Putah Creek are indicated. These crossings give redundancy to the west side of Highway 29 and south of Putah Creek. Crossing of Highway 29 will be via jack and bore installation of the main in a casing, while two options are available for crossing Putah Creek. This includes jack and bore under the creek or constructing the water main on the Highway 29 bridge crossing Putah Creek.

The Ranchos are low-density residential developments (approximately five-acre parcels) located in Zone 5 of the land usage map (Figure 1.2). These are shown within the proposed development boundary within pressure Zone 1 and Zone 4 and can be served with a trunk main and one proposed reservoir. This service to the Ranchos will only be pursued if requested by the homeowners in the area or if the existing water sources become contaminated. The estimated quantity of 12-inch mains needed for the proposed system is approximately 67,000 feet, including piping necessary to serve the Ranchos. Excluding the Ranchos, the estimated 12-inch trunk mains is approximately 37,000 feet.

Recommended Well Expansion

The current well capacity with all three wells operating is 2.72 MGD (1,890 gpm). However, this assumes operation over 24 hours. Based on the recommendations of pumping only during off peak periods, the existing well capacity is 1.25 MGD. Table 2.3 indicates a peak demand of 6.21 MGD to be pumped over an 11-hour period, which equates to 9,409 gpm. This would indicate that perhaps as many as 12 additional wells with similar capacities as the current wells may be required to meet full build-out conditions. Four additional well field sites have been proposed in the following locations:

- Near existing well field south of Grange Road and north of the treatment plant
- South of existing well field south of Crazy Creek
- North of Putah Creek east of Highway 29
- North of Putah Creek west of Highway 29 near the proposed Johnson Ranch Development

Exploratory wells should be used to determine if these locations are suitable both for quality (contamination) and source. Addition of wells will require connection to the existing chlorine

contact basin, which may require expansion to meet future demands, or construction of separate treatment facilities for providing the treatment and chlorine residual required. This study does not include the piping network for source distribution/treatment. Additional wells that are located outside of the existing well field will require booster pumps and chlorine contact tanks.

Recommended Pump Station Expansion

As described above in section 2.2, the existing pump stations were sized to operate during off-peak and partial-peak periods to supply the peak demands. All pump stations will require significant upsizing to meet pumping demands if operated only during off-peak periods. In addition, the pump station serving pressure Zone 4 needs to serve a significantly larger population outside the existing District boundary. Original peak demands within the Zone 4 District boundary were estimated at 0.81 MGD. With the addition of much of the valley floor, the estimated peak demand is 4.4 MGD. Table 2.4 summarizes the pump station upsizing required.

Table 2.4: Pump Station Expansion[1]

Booster Pump Station	Existing Capacity (gpm)	Future Capacity[2] (gpm)	Required Expansion (gpm)
Unit 9	128	209	81
Greenridge	831	1,359	528
Zone 1[1]	1,458	2,590	1,132
Zone 4	752	6,764	6,012

1 – Pump Stations sized to pump only during off-peak hours
2 – Pump Station needs to pump water to Zone 1, Greenridge Pump Station and Unit 9 Pump Station

Recommended Storage Expansion

Current available storage would not be sufficient to serve buildout conditions for Zones 9, 1 and 4 (Table 2.5).

Table 2.5: Predicted Storage Requirements per Individual Pressure Zone and Current Storage Conditions

Pressure Zone	Average Daily Demand (MG)	Peak Daily Demand (MG)	Required Fire Flow[1] (MG)	Required Storage[2] (MG)	Existing Available Storage (MG)	Storage Deficiency or Excess (MG)
Little Peak (includes Eagle Rock)	0.07	0.14	0.18	0.29	0.5	0.21 excess
Zone 9 (includes Zone 9A & Knollview)	0.46	0.87	0.18	0.86	0.27	0.59 deficiency
Zone 1[3]	0.43 (0.36)	0.81 (0.68)	0.54	1.10 (1.07)	0.97	0.13 (0.10) deficiency
Zone 4	2.28	4.37	0.54	3.91	0.92	2.99 deficiency

1 - Only Zones 1 & 4 contain commercial connections –Commercial based on revised fire flows.
2 - Required Storage = Average day demand + 25% peak day demand + Fire flow (2-hr duration)
3 - Zone 1 includes the Ranchos. Numbers in parentheses exclude the Ranchos demands

Table 2.5 takes into account that through PRVs and altitude valves, water may be transferred from higher pressure zones to lower pressure zones as needed. This results in an additional:

- 1,000 gpm from Little Peak to Zone 9 – at 2-hr fire flow for residential developments would result in 0.12 MG available to lower zone
- 1,000 gpm from Zone 9 to Zone 1 – at 2-hr fire flow for residential developments would result in 0.12 MG available to lower zone
- 1,500 gpm from Zone 1 to Zone 4 – at 3-hr fire flow for commercial developments (governing flow for zone) would result in 0.27 MG available to lower zones

Based upon the predicted demands and the current available storage shown in Table 2.5, deficiencies in three of the zones would occur without additional storage reservoirs being constructed. Tanks are proposed in the following locations to support the future demands:

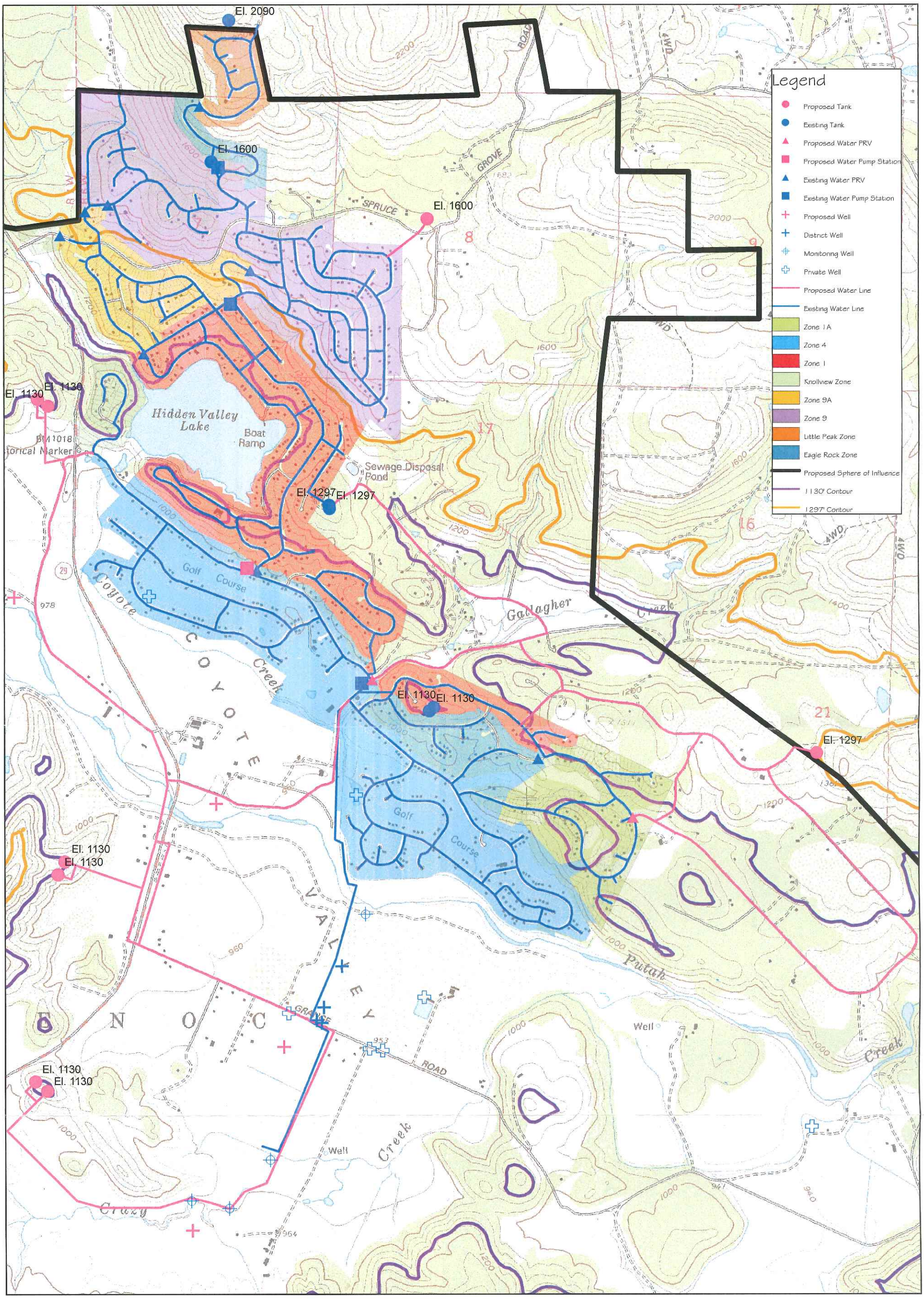
- Zone 9 – an additional 0.6 MG of storage to be added via one additional tank
  - Near Raven Hill
- Zone 1 – an additional 0.5 MG of storage to be added via one additional tank
  - North east of Ranchos development
- Zone 4 – an additional 3.0 MG of storage to be added via six additional tanks
  - Two tanks west of Highway 29 and north of Putah Creek near the proposed Johnson Ranch development
  - Two tanks west of Highway 29 and south of Putah Creek near existing and future commercial developments
  - Two tanks east of Highway 29 and south of Putah Creek near the proposed Crazy Creek development

2.6 Cost Estimates

Cost estimates for construction of the improvements have been developed and are presented herein. The estimate was developed using Means Construction Cost Data and discussions with various contractors and manufacturers. Costs shown are total project costs and include appropriate allowances for engineering and contingencies. The following items have been considered in the cost of each project:

- General Conditions (25%)
- Administration & Engineering (25%)
- Contingency (30%)

The opinion of probable construction costs for the improvements range from $37,000,000 without improvements to the Ranchos to $51,000,000 with the Ranchos included. Refer to Appendix A for cost breakdown.



POTABLE WATER SYSTEM
Proposed and Existing Lines
With Pressure Zones

Hidden Valley Lake Community Services District

WINZLER & KELLY
CONSULTING ENGINEERS
495 Tesconi Circle
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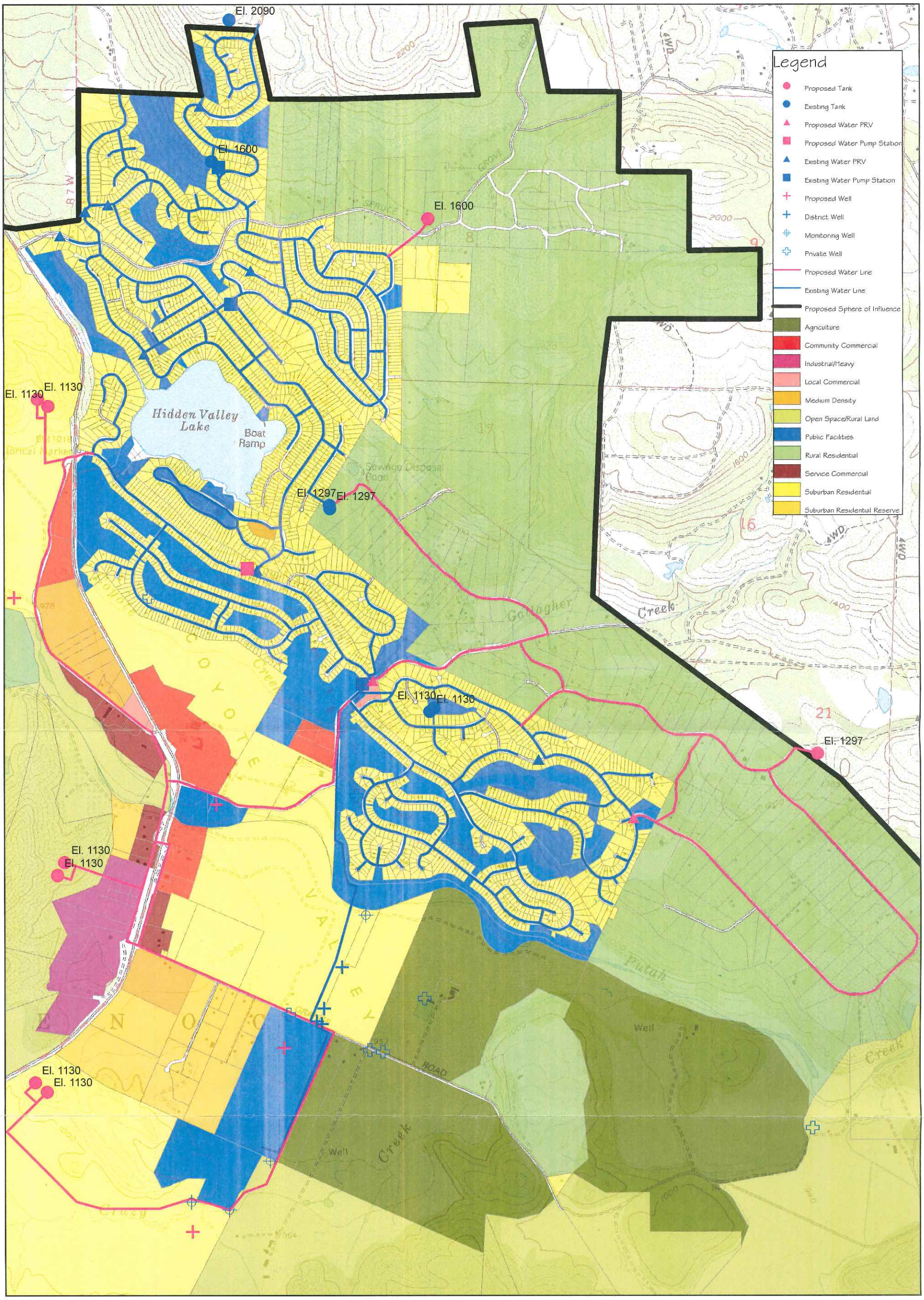
0205307002
October 2007

Figure No. 2.1



POTABLE WATER SYSTEM
Proposed and Existing Lines
With Land Usage

Hidden Valley Lake Community Services District

WINZLER & KELLY
CONSULTING ENGINEERS

495 Tesconi Circle
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0205307002
October 2007

Figure No. 2.2

CHAPTER 3 – Sanitary Sewer System

3.1 Introduction

This chapter describes the design criteria and methodology used to evaluate the sanitary sewer system, including contributing flows, pipe sizing and pump stations.

3.2 Summary of Existing Facilities Within Study Area

The Hidden Valley Community Services District currently has 1,401 residential connections and 28 commercial connections to the existing sanitary sewer system. The system is comprised of approximately 85,000 feet of gravity and 16,000 feet of force main pipe that vary in size from 4 inches to 15 inches and serve Zones 3, 4, and 6. Although the treatment plant is within Zone 10, treatment outside of these zones occurs via on-site septic and leach field systems. Table 3.1 summarizes the approximate quantities of given diameter pipes for force main and gravity applications.

Table 3.1 Estimated Piping Quantities for Existing System

Type	Diameter (inches)	Length (ft)
Force Main	6	4300
	8	1700
	10	3100
	12	7200
	Total	*16,300*
Gravity	4	12,100
	6	49,600
	8	13,600
	10	1800
	12	2700
	15	4500
	Total	*84,300*

Seven existing pump stations serve to transport sewage to the treatment plant. These are listed in Table 3.2 with their respective pumping capacities.

Table 3.2: Existing Pump Station Capacities

Pump Station	No. Pumps	Current Capacity (gpm/feet)
#1 - Horseshoe Drive	2	750/120
#2 - Mountain Meadow South	2	300/38
#3 - Green Point Drive	2	300/38
#4 - Marine View Drive	2	320/96
#5 - North Shore Drive	2	290/51
#6 - Plant	2	300/62
#7 - Sludge Drying Beds	2	300/38

Sewerage converges to a single 10-inch force main crossing Putah Creek for treatment at the District's plant. Treatment is through one activated sludge train capable of treating 0.89 MGD (wet weather), which is then stored in a 400-acre-foot detention pond for distribution into the recycled water system. The plant has two flow expansion increments equal to the existing treatment train. Therefore, the total plant capacity at fully expanded conditions results in a total capacity of 2.67 MGD.

3.3 Sewerage Design Criteria

Distribution System

Extension of the District's sewerage system should be constructed of PVC, with a minimum diameter of 8 inches for gravity systems and PVC or ductile iron for force main applications sized to accommodate flows. Gravity lines should be sized using the relationship $Q = V*A$ while maintaining a minimum velocity of 2 fps with an average d/D of 0.7. This represents the minimum "flushing" velocity required to maintain a clean system when flowing seventy percent full.

Daily contributing flows for residential connections were established using the District's average daily discharge of 190 gpd per connection. Other connections, such as commercial and industrial, were typically established using values provided in *Wastewater Engineering: Collection, Treatment, Disposal* by Metcalf & Eddy. Using this information, land usage values for zones, upstream contribution, and the minimum design velocity, the minimum pipe diameter were calculated.

Inflow and Infiltration Unit Flows

Inflow and infiltration (I/I) are terms used to describe extraneous stormwater and groundwater that enters into a system due to defects in materials, improper construction, and aging of the system. I/I within the District's collection system typically occur within sections of the older system where different standards were used in construction and deterioration has occurred.

Infiltration is the portion of water entering the system through cracking or leaking pipes, joints, and connections. Infiltration typically occurs in wet weather conditions when saturated soil

conditions or high groundwater occurs. Infiltration is typically the more difficult of the two to determine and repair.

Inflow is the portion of water that enters the system during storm events directly through manhole covers and improperly connected storm drains. Inflow sources are typically easier to determine and repair.

Depending upon the extent of the system affected and the rate of I/I, the overall capacity of a system can be greatly reduced. The potential for overloading the treatment plant process and surcharging of the system is greatly increased if large I/I rates exist.

In August 1998, a report titled *Sewer Surcharge Study* evaluated capacity problems of the collection system by monitoring flow of specific manholes throughout the system and inspection of manholes. The results of the surcharge study concluded that infiltration rates are in the 240 gallons per day/per inch diameter/per mile range. For this study, pipe sizing of the sanitary sewer system was calculated for the determined dry weather flows with the pipe flowing 70 percent full (d/D = 0.7) allowing for additional I/I that may result from future degradation of the system.

3.4 Projected Treatment Demands

Projected treatment demands based on the buildout condition shown in Figure 1.2 will average 1.69 MGD and have a peak of 3.72 MGD. Individual zone averages and peak flows are summarized in Table 3.3. This represents the total contributing flow for an individual zone. More detailed information regarding flows can be found in Appendix B.

Table 3.3 Estimated Sewer Flows

Zone	Land Usage	Size (Acres)	Numbers of Connections	Sewer Demand per Unit (gal/u/day)		Sewer Demand (gal/day)	
				ADWF	PWWF	ADWF	PWWF
1	Residential	225.0	425	190	416	80,750	176,597
2	Rural Residential	925.0	36	190	416	6,840	14,958
3	Residential	325.0	1362	190	416	258,780	565,939
4	Residential	210.0	482	190	416	91,580	200,281
5[1]	Rural Residential	845.0	179	190	416	34,010	74,378
6	Residential	625.0	1291	190	416	245,290	536,437
7	Miscellaneous	2264.4	4924			973,715	2,152,148
8	Agriculture	6240.0	-	-	-	0	0
9	Agriculture.	4120.0	-	-	-	0	0
10	Rural Residential	200.0	-	-	-	0	0
Total		**15979.4**				**1,690,965**	**3,720,738**

1 – Land use zone 5 represents the Ranchos

These values in Zone 7 were compared against a recent 2006 Sewer Master Plan for the City of Santa Rosa that estimated water usage per acre for developed commercial/industrial sites. The Santa Rosa study resulted in higher, more conservative numbers and was not adopted for this

study due to the greater density of buildout within Santa Rosa that is less likely to occur in the Study Area.

3.5 Recommended Improvements

As previously mentioned in the water recommendations, the proposed layout is primarily governed by minimizing crossings of Highway 29 and Putah Creek. Crossing of these two features are both costly and more difficult to install and maintain. Figures 3.1 and 3.2 illustrates the proposed sanitary sewer system improvements including gravity lines and their sizes, force mains and pump stations. In locations where an existing line is shown and a new line is proposed, the proposed larger line would meet the flows of the existing and future contributions. Actual routing and pump station locations are dependent upon localized site topography and proposed development layouts.

As described above, the Ranchos are low-density residential developments (approximately 5-acre parcels) located in Zone 5 of the land usage map. Since they are within the current zone of influence, a potential sewer layout is shown on Figures 3.1 and 3.2. However, as for the water system, service to the Ranchos will only be pursued if requested by the homeowners in the area or if the existing water sources become contaminated requiring that a sewer system be installed.

Sizing of mains for system expansion is based on the calculated zone flow rates and the upstream contributing flow rates. Although the existing system has locations where 4-inch and 6-inch lines were installed, future expansion will use a minimum pipe diameter of 8 inches. Existing lines where development occurs upstream and contributing flows exceed the capacity of the line will require replacement with the appropriate diameter pipe. These are shown in Figures 3.1 and 3.2 as a proposed line next to an existing line. Estimated quantities of piping for system expansion are shown in Table 3.4.

Table 3.4 Estimated Piping Quantities for Proposed System

Type	Diameter (inches)	Length (ft)
Force Main[1]	-	6,500
	Total	*6,500*
Gravity[1]	8	61,200 (46,800)
	10	9,200
	12	3,600
	15	6,300
	18	5,000
	Total	*85,300 (132,100)*

1 - Numbers in parentheses excludes the Ranchos demands

The buildout conditions were then evaluated to determine if existing pump stations were sufficient for the additional flows. The results are summarized in Table 3.5.

Table 3.5: Pump Station Capacities

Pump Station	No. Pumps	Current Capacity (gpm/ft)	Future Demands (gpm)	
			Average	Peak
#1 - Horseshoe Drive	2	750/120	570.13	1098.11
#2 - Mountain Meadow South	2	300/38	72.53	138.52
#3 - Green Point Drive	2	300/38	300/38	500/27
#4 - Marine View Drive	2	320/96	240.53	459.42
#5 - North Shore Drive	2	290/51	101.00	192.92
#6 - Plant	2	300/62	-	-
#7 - Sludge Drying Beds	2	300/38	-	-

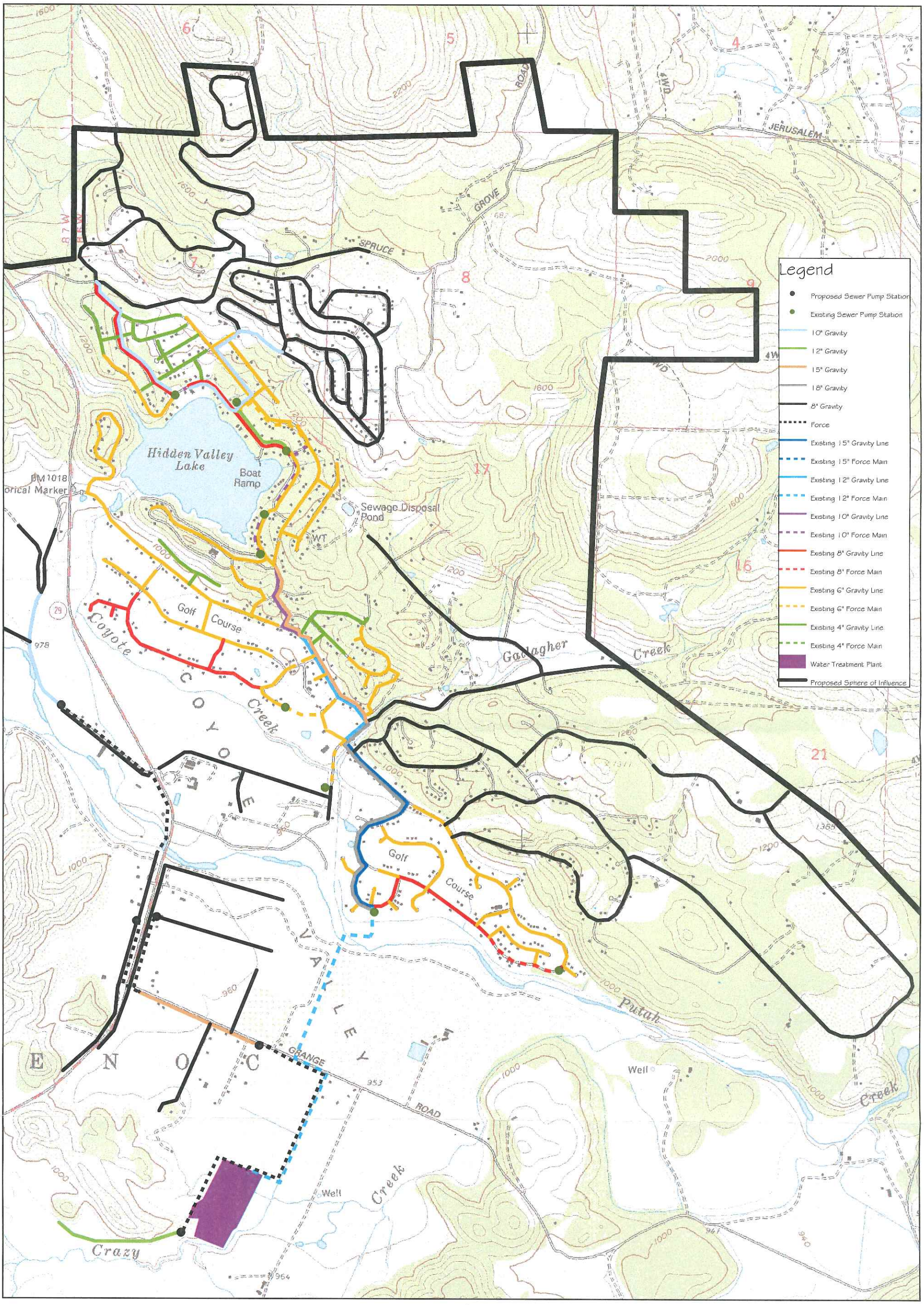
Expanding the existing plant for use of all three trains would result in total treatment capacity of 2.7 – 3 MGD. Section 3.4 projected buildout sewer flows of 1.69 MGD average and 3.72 MGD peak. There would be a deficiency of 0.7-1.0 MGD. It may be possible to expand the existing plant beyond its current expansion limits utilizing improved treatment methodologies or expanding the plant footprint. An option would be to construct a treatment plant in another location closer to some of the valley development reducing the transmission main requirements.

3.6 Cost Estimate

Cost estimates for construction of the improvements have been developed and are presented herein. The estimate was developed using Means Construction Cost Data and discussions with various contractors and manufacturers. Costs shown are total project costs and include appropriate allowances for engineering and contingencies. The following items have been considered in the cost of each project:

- General Conditions (25%)
- Administration & Engineering (25%)
- Contingency (30%)

The opinion of probable construction costs for the improvements range from $49,000,000 without improvements to the Ranchos to $72,000,000 with the Ranchos included. Refer to Appendix B for cost breakdown.



SANITARY SEWER SYSTEM
Proposed and Existing Lines

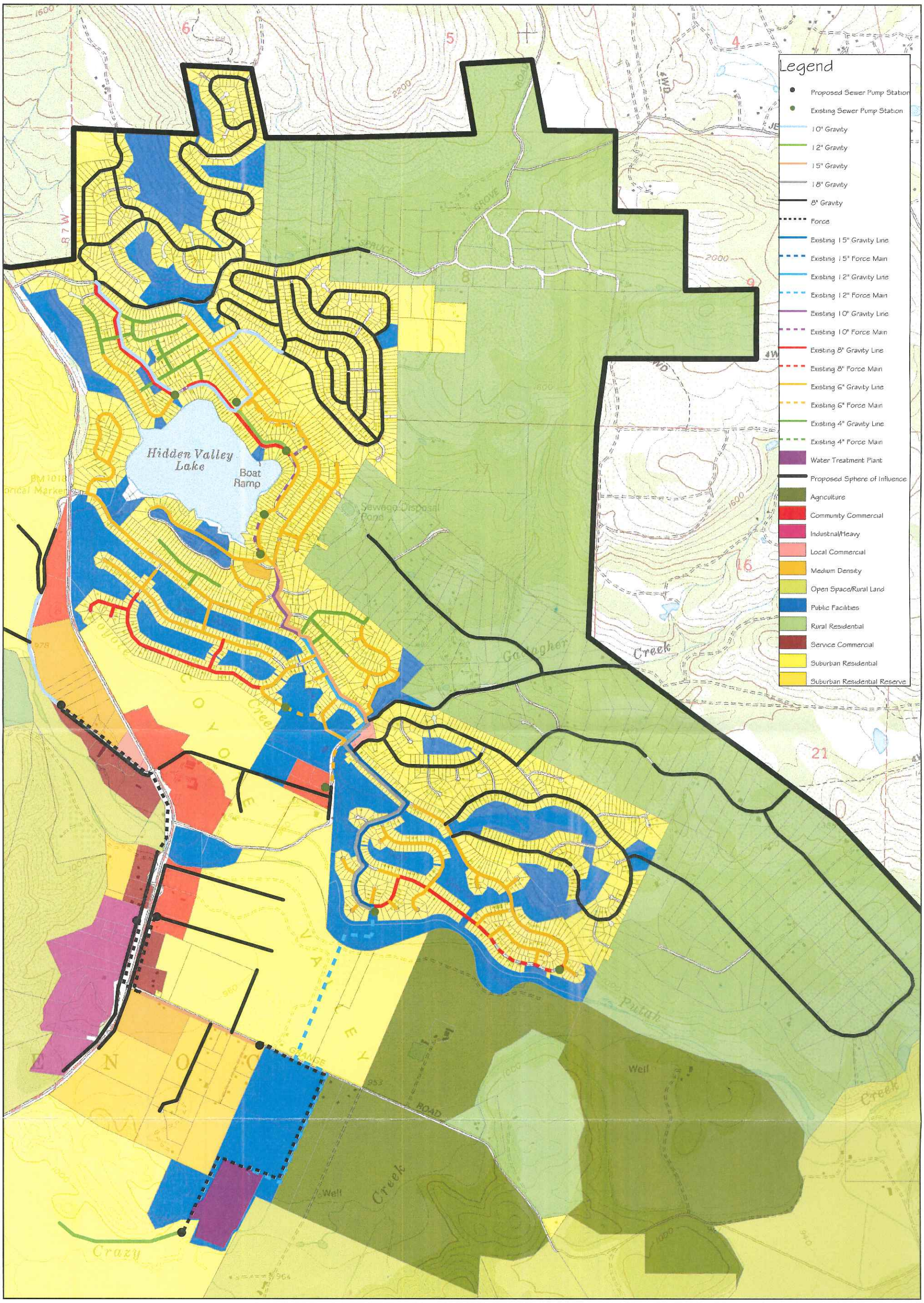
Hidden Valley Lake Community Services District

WINZLER & KELLY
CONSULTING ENGINEERS

495 Tesconi Circle
Santa Rosa, CA 95401

0205307002
October 2007

Figure No. 3.1



SANITARY SEWER SYSTEM
Proposed and Existing Lines
with Land Usage

Hidden Valley Lake Community Services District

WINZLER & KELLY
CONSULTING ENGINEERS

495 Tesconi Circle
Santa Rosa, CA 95401

0205307002
October 2007

Figure No. 3.2

CHAPTER 4 – Recycled Water System

4.1 Introduction

This chapter describes the design criteria and methodology used to evaluate the recycled water system, including contributing flows, pond sizing, necessary piping, and pump stations.

4.2 Summary of Existing Facilities within Study Area

The Hidden Valley Lake Community Services District (District) currently has 1,401 residential connections and 28 commercial connections to the existing sanitary sewer system. All flows are pumped to the existing treatment plant facilities described in Chapter 3. Regulations require that all sewage be collected and held in ponds prior to land irrigation application. No outflow is allowed to adjacent water bodies. As described above, the current peak wet weather flows can approach 1 MGD. The existing pond located at the treatment plant is approximately 400 acre-feet and is sized to store current flows from October through May with land irrigation to the golf course during the balance of the year.

4.3 Recycled Water Design Criteria

Chapter 3 estimates peak wet weather flows (PWWF) of 3.72 MGD. This flow will need to be stored during the winter and spring with land irrigation application in the summer months. The District will need to establish recycled water policies in order to provide storage and disposal for the additional recycled water. One policy option is to require developers to pay for connection fees and allocate storage and areas for disposal (possibly parks, golf courses, or greenways) of the increased burden that has occurred by the development. Another option is for the District to establish a fund that developers are required to pay into based on the size of development and additional treatment load. This fund is then used to allocate land for storage and disposal.

4.4 Projected Treatment Demands

Based on Table 3.3, at full buildout, the estimated average daily flow is 1.29 MGD and PWWF is estimated at 3.72 MGD. This sewerage will need to be stored in ponds and land irrigated.

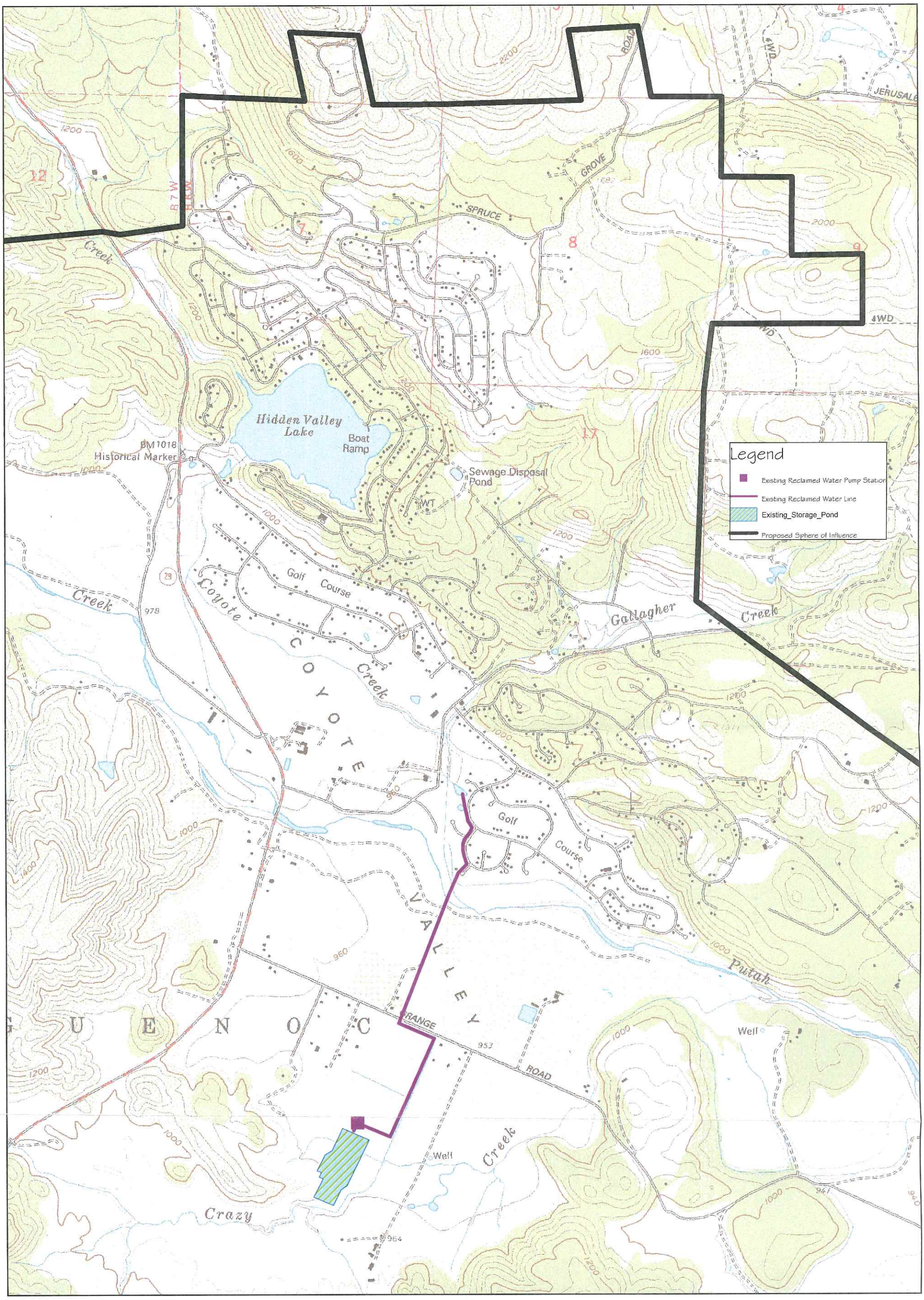
4.5 Recommended Improvements

As is described in Section 4.3, a method of storing the additional recycled water generated from future construction will be necessary. The current 400-acre-foot pond can handle existing flows. It is anticipated that an additional 1,200 to 1,400 acre feet of storage will be required to store all recycled water at full buildout.

In addition to additional storage ponds, additional areas for land irrigation will also need to be developed. This could include greenbelts in various developments or new golf courses. Pumping

facilities and force mains will also be required to pump from the storage ponds to the new irrigation locations.

As mentioned above, the District will need to establish recycled water policies in order to provide storage and disposal for the additional recycled water. One policy option is to require developers to pay for connection fees and allocate storage and areas for disposal (possibly parks, golf courses, or greenways) of the increased burden that has occurred by the development. Another option is for the District to establish a fund that developers are required to pay into based on the size of development and additional treatment load. This fund is then used to allocate land for storage and disposal.



0 0.5 1 Miles

RECYCLED WATER SYSTEM
Existing Lines

Hidden Valley Lake Community Services District

WINZLER & KELLY CONSULTING ENGINEERS
495 Tesconi Circle
Santa Rosa, CA 95401

0205307002
October 2007

Figure No. 4.1

Appendix A
Water System

Predicted Water Demand

		Project	Coyote Valley Infrastructure Plan					Prepared by:		Deniz Lowe			
		Client	Hidden Valley Lake Community Services District					Checked by:		Jim Winter			
		Project No.	02053-07002-32010					Date:		11/22/2007			
Zone	Region	Land Usage	Occupancy	Size (Acres)	Numbers of Connections	Connection Units		Water Use per Unit (gal/u/day)		Water Use (gal/day)		Water Use (gal/acre)	
								Average	Peak	Average	Peak	Average	Peak
1		Residential		225.0	425			368	703	156400	298724	695	1328
2		Rural Residential		925.0	36			368	703	13248	25304	14	27
3		Residential		325.0	1362			368	703	501216	957323	1542	2946
4		Residential		210.0	482			368	703	177376	338788	845	1613
5		Rural Residential		845.0	179			368	703	65872	125816	78	149
6	A	Residential		415.0	1291			368	703	475088	907418	1145	2187
	B	Golf Course		210.0	1			0	0	-	-	-	-
7	A	Community Commercial	8	17.3						4075	9711	236	561
			Offices		4	10	People	150	390	600	1560		
			Retail Store		1	50'	Frontage	850	1326	850	1326		
			Restaurant		1	75	People	35	91	2625	6825		
	B	Medium Density	6 Homes/Acre	47.4	284			368	703	104512	199618	2205	4211
	C	Local Commercial		4.1						3525	9165	860	2235
			Stores		2	25'	Frontage	450	1170	900	2340		
			Restaurant		1	75	People	35	91	2625	6825		
	D	Service Commercial		43.3						5400	9360	125	216
			Gas Station		1	6	Pumps	500	650	3000	3900		
			Stores		4	25'	Frontage	450	1170	1800	4680		
			Car Service Center		2	30	Cars	10	13	600	780		
	E	Community Commercial		45.9						18750	44850	408	977
			Offices		5	10	People	150	390	750	1950		
			Stores		10	25'	Frontage	450	1170	4500	11700		
			Restaurants		4	75	People	35	91	10500	27300		
			Gas Station		1	6	Pumps	500	650	3000	3900		
	F	Suburban Residential	3 Homes/Acre	131.5	395			368	703	145360	277638	1105	2111
	G	Public Facilities	School	9.6	1	200	People	15	17	3000	3480	313	363
	H	Community Commercial		11.5						14100	36660	1226	3188
			Stores		8	25'	Frontage	450	1170	3600	9360		
			Restaurants		4	75	People	35	91	10500	27300		
	I	Public Facilities	Offices	24.4	6	10	People	150	390	900	2340	37	96
	J	Suburban Residential Reserve	3 Homes/Acre	13.7	41			368	703	15088	28818	1101	2104
	K	Service Commercial	Stores	8.7	3	25'	Frontage	450	1170	1350	3510	155	403
	L	Community Commercial		20.8						7125	18525	343	891
			Stores		10	25'	Frontage	450	1170	4500	11700		
			Restaurant		1	75	People	35	91	2625	6825		
	M	Suburban Residential	3 Homes/Acre	309.9	930			368	703	342240	653678	1104	2109
	N	Industrial/Heavy		81.4						6575	10595	81	130
			Ready Mix Concrete		1	10	Trucks	500	650	5000	6500		
			Septic Tank Supply		1	5	People	75	195	75	195		
			Offices		3	10	People	150	390	450	1170		
			Wharehouse		1	5	People	75	195	75	195		
			Storage Units		1	5	People	75	195	75	195		
			Stores		2	25'	Frontage	450	1170	900	2340		
	O	Service Commercial	Stores	11.0	3	25'	Frontage	450	1170	1350	3510	123	319
	P	Medium Density	6 homes/acre	23.7	142			368	703	52256	99809	2205	4211
	Q	Suburban Residential Reserve	3 homes/acre	149.8	450			368	703	165600	316296	1105	2111
	R	Public Facilities	Treatment Plant	124.4	1			1000	1300	1000	1300	8	10
	S	Suburban Residential	Crazy Creek Development	508.4	1500			368	703	552000	1054320	1086	2074
	T	Suburban Residential	Johnson Ranch	677.6	1100			368	703	404800	773168	597	1141
		*Total**			*4924*					*1849006*	*3556351*	*12740*	*26248*
8		Agriculture		6240.0					0		0		
9		Agriculture		4120.0						0	0	0	0
10		Rural Residential		200.0						0	0	0	0
Total				15979.4						3238206	6209723	17059	34498

Estimate of Probable Construction Cost
Water System Improvements

Project:	Coyote Valley Infrastructure Plan	Prepared by:	Rick Jorgensen
Client:	Hidden Valley Lake Community Services District		
Project No.:	02053-07002-32010	Checked by:	Jim Winter
		Date:	10/12/2007

Description	Quantity		Estimated Cost	
	Number	Units	Unit Cost	Total
Site Work				
Mobilization/Demobilization	1	LS	600,000	600,000
500,000 Steel Reservoir	7	LS	800,000	5,600,000
Well Installation	12	LS	250,000	3,000,000
Water Pump Station	4	LS	450,000	1,800,000
Water Main, C900, 12-inch	37,000	LF	200	7,400,000
Jack & Bore - Highway 29 (24" casing)	400	LF	800	320,000
Jack & Bore - Putah Creek (30" casing)	300	LF	850	255,000
SCADA System	1	LS	150,000	150,000
SUBTOTAL				**$19,125,000**
General Conditions/Contractor OH&P	25	%		4,781,250
Administration & Engineering	25	%		4,781,250
SUBTOTAL				**$28,687,500**
Contingency	30	%		8,606,250
TOTAL				**$37,293,750**
Ranchos				
500,000 Steel Reservoir - Serving Ranchos	1	LS	800,000	800,000
Water Main, C900, 12-inch - Serving Ranchos	30,400	LF	200	6,080,000
SUBTOTAL - Additive Items				**$6,880,000**
General Conditions/Contractor OH&P	25	%		1,720,000
Administration & Engineering	25	%		1,720,000
SUBTOTAL				**$10,320,000**
Contingency	30	%		3,096,000
TOTAL				**$13,416,000**
SUBTOTAL -Combined				**$50,709,750**

Appendix B
Sewer System

Predicted Sewer Demand

		Project	Coyote Valley Infrastructure Plan					Prepared by:		Deniz Lowe			
		Client	Hidden Valley Lake Community Services District					Checked by:		Jim Winter			
		Project No.	02053-07002-32010					Date:		11/22/2007			
Zone	Region	Land Usage	Occupancy	Size (Acres)	Numbers of Connections	Connection Units		Sewer Demand per Unit (gal/u/day)		Sewer Demand (gal/day)		Sewer Demand (gpd/acre)	
								Average	Peak	ADWF	PWWF	ADWF	PWWF
1		Residential		225.0	425			190	363	80750	176596	359	785
2		Rural Residential		925.0	36			190	363	6840	14959	7	16
3		Residential		325.0	1362			190	363	258780	565939	796	1741
4		Residential		210.0	482			190	363	91580	200281	436	954
5		Rural Residential		845.0	179			190	363	34010	74378	40	88
6	A	Residential		415.0	1291			190	363	245290	536437	591	1293
	B	Golf Course		210.0	1			0	0	-	-	-	-
7	A	Community Commercial		17.3						3260	8895	188	514
			Offices		4	10	People	120	312	480	1248		
			Stores		1	50'	Frontage	680	1061	680	1061		
			Restaurant		1	75	People	28	73	2100	5460		
	B	Medium Density	6 Homes/Acre	47.4	284			190	363	53960	118008	1138	2490
	C	Local Commercial		4.1						2820	8395	688	2048
			Stores		2	25'	Frontage	360	936	720	1872		
			Restaurant		1	75	People	28	73	2100	5460		
	D	Service Commercial		43.3						4320	8574	100	198
			Gas Station		1	6	Pumps	400	520	2400	3120		
			Stores		4	25'	Frontage	360	936	1440	3744		
			Car Service Center		2	30	Cars	8	10	480	624		
	E	Community Commercial		45.9						15000	41083	327	895
			Offices		5	10	People	120	312	600	1560		
			Stores		10	25'	Frontage	360	936	3600	9360		
			Restaurants		4	75	People	28	73	8400	21840		
			Gas Station		1	6	Pumps	400	520	2400	3120		
	F	Suburban Residential	3 Homes/Acre	131.5	395			190	363	75050	164131	571	1248
	G	Public Facilities	School	9.6	1	200	People	12	14	2400	3188	250	332
	H	Community Commercial		11.5						11280	33581	981	2920
			Stores		8	25'	Frontage	360	936	2880	7488		
			Restaurants		4	75	People	28	73	8400	21840		
	I	Public Facilities	Offices	24.4	6	10	People	120	312	720	2143	30	88
	J	Suburban Residential Reserve	3 Homes/Acre	13.7	41			190	363	7790	17036	569	1244
	K	Service Commercial	Stores	8.7	3	25'	Frontage	360	936	1080	3215	124	370
	L	Community Commercial		20.8						5700	16969	274	816
			Stores		10	25'	Frontage	360	936	3600	9360		
			Restaurant		1	75	People	28	73	2100	5460		
	M	Suburban Residential	3 Homes/Acre	309.9	930			190	363	176700	386434	570	1247
	N	Industrial/Heavy		81.4						5275	9750	65	120
			Ready Mix Concrete		1	10	Trucks	400	520	4000	5200		
			Septic Tank Supply		1	5	People	75	195	75	195		
			Offices		3	10	People	120	312	360	936		
			Wharehouse		1	5	People	60	156	60	156		
			Storage Units		1	5	People	60	156	60	156		
			Stores		2	25'	Frontage	360	936	720	1872		
	O	Service Commercial	Stores	11.0	3	25'	Frontage	360	936	1080	3215	98	292
	P	Medium Density	6 homes/acre	23.7	142			190	363	26980	59004	1138	2490
	Q	Suburban Residential Reserve	3 homes/acre	149.8	450			190	363	85500	186984	571	1248
	R	Public Facilities	Treatment Plant	124.4	1			800	1040	800	1191	6	10
	S	Suburban Residential	Crazy Creek Development	508.4	1500			190	363	285000	623281	561	1226
	T	Suburban Residential	Johnson Ranch	677.6	1100			190	363	209000	457073	308	675
		*Total***								*973715*	*2152148*	*8557*	*20468*
8		Agriculture		6240.0									
9		Agriculture		4120.0						0	0	0	0
10		Rural Residential		200.0						0	0	0	0
Total				15979.4						1690965	3720738	10787	25345

Estimate of Probable Construction Cost
Sewer System Improvements

Project:	Coyote Valley Infrastructure Plan	Prepared by:	Rick Jorgensen
Client:	Hidden Valley Lake Community Services District		
Project No.:	02053-07002-32010	Checked by:	Jim Winter
		Date:	10/12/2007

Description	Quantity		Estimated Cost	
	Number	Units	Unit Cost	Total
Site Work				
Mobilization/Demobilization	1	LS	3,200,000	3,200,000
Sewer Pump Station	5	LS	450,000	2,250,000
Sewer Main, C900 Force Main or SDR-26 Gravity, 12-inch and less	80,400	LF	200	16,080,000
Sewer Main, SDR-26 Gravity, greater than 12-inch	11,300		250	2,825,000
Jack & Bore - Highway 29 (24" casing)	400	LF	800	320,000
Jack & Bore - Putah Creek (30" casing)	300	LF	850	255,000
SCADA System	1	LS	150,000	150,000
SUBTOTAL				**$25,080,000**
General Conditions/Contractor OH&P	25	%		6,270,000
Administration & Engineering	25	%		6,270,000
SUBTOTAL				**$37,620,000**
Contingency	30	%		11,286,000
TOTAL				**$48,906,000**
Ranchos				
Sewer Main, C900 Force Main or SDR-26 Gravity, 12-inch and less	46,800	LF	200	9,360,000
SUBTOTAL - Additive Items				**$9,360,000**
General Conditions/Contractor OH&P	25	%		2,340,000
Administration & Engineering	25	%		2,340,000
SUBTOTAL				**$14,040,000**
Contingency	30	%		4,212,000
TOTAL				**$22,932,000**
SUBTOTAL -Combined				**$71,838,000**

Appendix C
Master Service Agreement

SERVICE AGREEMENT BY AND BETWEEN THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT AND [PROJECT]

THIS SERVICE AGREEMENT ("Agreement") is made and entered into on _____, 200_, by and between the Hidden Valley Lake Community Services District, a public agency, ("District") and _____, a _____ ("Developer") with respect to the matters hereinafter stated.

1. Intent

A. This Agreement is intended to assure adequate water and sewer public facilities at the time of development.
B. This Agreement will provide for the orderly growth of water and sewer systems by the District.
C. The Agreement furthers the public health, safety and general welfare of the community.
D. The Agreement helps to reduce uncertainties in planning and provide for the orderly development of water and sewer facilities for the Project, as described below.

2. Ownership and Location of the Project Site

Developer represents and warrants that it owns certain real property consisting of that certain __ acre parcel of unimproved real property located at the ____ corner of __ Road and __ Avenue in the County of Lake, State of California, consisting of all of Assessor's Parcel Number _____, all as legally described in Exhibit A attached hereto (the "Project Site"). The Project Site is located inside/outside the District's boundaries and inside/outside the District's sphere of influence.

3. Description of the [Project name] Project

Developer understands that the District is entering into this Agreement in reliance on the description of the Project set forth herein. Any material change in the Project, as determined by the District, may result in the District modifying or terminating this Agreement.

4. Reimbursement Payments

A. Developer is willing to provide funds to District to evaluate the proposed Project (the "Project Evaluation") using the services of various professionals who are or may be retained by the District for that purpose, including without limited CEQA professionals, economic consultants, engineering consultants, planning consultants, and legal consultants (collectively, "the Consultants").

B. The standard fees charged by the District for processing the Entitlements ("Processing") do not adequately reimburse the District for its costs for providing such services by the Consultants. In addition, those fees do not include funds to reimburse the District for the additional staff costs that the District will incur in administering the Project Evaluation by the Consultants, in administering the Processing by the Consultants, or conducting its own analysis of the Project. To assist District in funding its out-of-

pocket costs for the services of Consultants, Developer is willing to provide funds to District to defray District's expenses for both Project Evaluation and Processing.

C. The District will use the Reimbursement Payments by Developer to reimburse the District for its expenses incurred in providing and administering the services necessary and relating to the Project Evaluation and Processing. These services may include, but not be limited to,

(1) An analysis of public infrastructure needs for the Project and the possible sources of funding available to District and Developer to finance construction of such public infrastructure;

(2) An analysis of District, County, LAFCO, State and Federal regulatory requirements that may apply to the Project;

(3) An environmental analysis in accordance with the requirements of the California Environmental Quality Act including both an assessment of the likely major external impacts of the Project such as traffic, air quality, noise, lighting, waste disposal, biological and visual impacts, and an evaluation of feasible mitigation measures; and

(4) Such other analyses or similar matters which the District may deem reasonably related to the Project Evaluation and/or Processing.

All of the analytical and processing services referenced above are referred to herein collectively as the "Project Services."

D. Developer acknowledges the Reimbursement Payments do not include any additional fees and charges required by law, ordinance or resolution to be paid to District by Developer, such as application fees, inspection fees, connection and/or tap fees, and other processing fees for land use entitlements or permits that may be required for this Project, or any other project and also do not include the costs for the facilities and infrastructure necessary to provide services to the Project.

5. Computation of Required Reimbursement for Services of Consultants.

District and Developer agree that the funds to be paid to District by Developer to reimburse District for its costs incurred for Consultants will be based upon the District's out-of-pocket costs for obtaining such services, plus fifteen (15%) percent to reimburse District for its costs of administering the Consultants. This amount shall be in addition to the amount paid by the Developer as Reimbursement Payments, but may be included in the same account as the Reimbursement Payments.

6. Initial Payment to the District.

Developer shall, concurrently with its execution of this Agreement, pay to the District _____ dollars ($_____), which payment will be held by District in a separate account (the "_____ Project Services Account" or "the Account") and used by District to defray the District's expenses incurred for the services provided to Developer by District under this Agreement.

Developer acknowledges that the nature and scope of the services to be performed by the Consultants in connection with matters of this nature are dependent upon factors that may be largely

outside of the control of the District. Accordingly, Developer acknowledges and agrees that the amount of the initial Reimbursement Payment made by Developer to the District for deposit in the Account does not represent an estimate of the actual final costs of such services that may need to be rendered by District in the performance of its duties under this Agreement.

7. Additional Payments to District.

If the District believes that its actual or potential payments from the Account will totally deplete the amount of unencumbered funds in the Account, the District will so promptly advise Developer, will provide Developer with an estimate of the additional Reimbursement Payment(s) that the District determines to be reasonably necessary for the payment of expenses from the Account in the future, and will request Developer to pay the additional Reimbursement Payment(s) to the District. If Developer fails to make the Reimbursement Payment(s) within fifteen (15) days of the notice, or within such greater periods of time as may be provided in the notice, then the District may direct that all work performed by the Consultants or District staff be suspended until the Developer has made such additional Reimbursement Payment(s). Developer agrees that the District may suspend any processing until such Developer makes such additional payments and that such record of suspension shall not be counted in considering any time deadlines for processing whether under the Permit Streamlining Act, local ordinance or other applicable law. Failure by Developer to make such additional Reimbursements Payments for ninety (90) days from the date of the notice shall constitute Developer's withdrawal of its application and termination of this Agreement pursuant to the terms hereof.

8 Authority and Obligations of District.

Developer fully understands and agrees to each of the following:

(a) Subject only to the limitation of Section 1, District, in the exercise of the sole discretion of its officials, agents, or employees, will decide how it spends the Reimbursement Payments for the provision of Project Services under this Agreement. Except as provided in Section 1, District makes no promise, representation, or warranty, express or implied, as to manner in which the District will use the Reimbursement Payments.

(b) Except as provided herein, District makes no promise, representation, or warranty, express or implied, that the District or Consultants will provide the Project Services referenced in this Agreement by a date certain; or that the progress of the providing of Project Services under this Agreement, or any portion or phase thereof will be at a specific rate.

(c) District agrees that it will exert its reasonable best efforts in providing Project Services under this Agreement in an expeditious manner consistent with the obligations imposed by law.

(d) District shall have no fiduciary duty to Developer or to any other person with respect to the expenditure of the Reimbursement Payment(s), The District shall exercise due care and use the funds for the purposes designated in the Agreement. District shall not be required, nor shall District have a duty to give Developer any prior notice of any expenditure of the Reimbursement Payments under this Agreement or to seek Developer's approval of such expenditure.

(e) Subject to the provisions of this Agreement, District reserves sole and absolute discretion as to the following:

(1) Determining which persons District will retain to provide the Project Services except that the persons so retained will have the same or similar credentials of others retained to perform substantially similar work.

(2) Establishing the compensation to be paid to the persons retained by District to perform the Project Services except that the compensation to be paid will be similar to, in kind and amount, the compensation received by individuals or firms similarly situated for substantially the same work.

(f) District shall have no fiduciary duty or obligation to Developer or any other person with respect to providing Project Services under this Agreement. The persons retained by District to provide Project Services under this Agreement shall be an agent or employee of the District in reference to providing of the Project Services under this Agreement, and shall have no duties or obligations of any nature owing to Developer or any other third party in connection with Project Services under this Agreement.

g) The Reimbursement Payments under this Agreement shall in no way influence the actions of District in respect to the review, processing or approval of agreements, permits or entitlements for the project or projects which may result from Project Services. Neither Developer nor any other person providing funding for the provision of Project Services under this Agreement shall, because of such payments under this Agreement, have any expectation as to the results of the District's review of and subsequent approval or denial of such approvals, permits, agreement or entitlements. Developer is expressly prohibited from directly or indirectly exercising any supervision or control over the work of the officers, employees, agents, and Consultants used by District to provide Project Services. This prohibition shall not be construed to preclude District, its agents, employees and Consultants from consulting with Developer concerning matters affecting the provision of Project Services under this Agreement. No promises, representations, or warranties have been made, expressly or implicitly, by District, its officials, agents, or employees and, it is specifically agreed no person has any authority to make any such representation, promise, or warranty, to Developer or any other person that the Reimbursement Payments will in any way influence the actions of District in respect to the approval or denial of such approvals, agreements, permits or entitlements.

9. Authority and Obligation of Developer

Developer agrees:

a. To make timely payments, whether the initial payment or subsequent payment(s) to the Fund, as requested by the District.

b. To cooperate fully in the implementation of this Agreement including, but not limited to, allowing the District reasonable access to the Project for studies, analyses, and other matters relating to this Agreement.

c. To execute any documents, the execution of which is reasonably necessary or related to the effectuation of this Agreement.

d. To pay all District fees, assessments, and other levies including, but not limited to, connection fees, capacity fees, inspection fees, user fees, and any and all other fees which the District may adopt which are applicable to this Project., at the rate in effect at the time the fee is paid to and accepted by the District

e. To design and construct, or pay the District for the cost thereof at the District's discretion, all water and sewer facilities, consistent with District standards, which may be necessary or reasonably related to the District providing service to the Project. These project related water and sewer system improvements will be identified by the Project Evaluation.

f. To comply fully with all applicable District, local, regional, state, and federal rules, regulations, resolutions, ordinances, and laws, as they may exist now or in the future.

10. Assignment

Developer shall not transfer, subcontract, or assign neither this Agreement nor any right hereunder, without the prior written consent of District, which shall not be unreasonably withheld. Any attempted assignment or transfer of this Agreement, or any portion thereof, which is not in compliance with this Article shall be deemed null and void as of the date of the purported assignment, and shall confer no rights, benefits, or entitlements upon the assignee or transferee.

11. Amendment

This Agreement, including any exhibits hereto, may be amended only by mutual written agreement of the parties...

12. Cooperation in the Event of Legal Challenges

(a) In the event of any administrative, legal or equitable action or other proceeding instituted by any person not a party to this Agreement challenging the validity of any provision of the Agreement or any Condition of Approval, the parties shall cooperate in defending such action or proceeding. The parties shall use best efforts to select mutually agreeable legal counsel to defend such action. In the event District and Developer are unable to select mutually agreeable legal counsel to defend such action or proceeding, each party may select its own legal counsel, although Developer shall be responsible for District's attorneys fees, District staff time, damages, consultants, and all other costs or expenses incurred by the District in relation to the proceeding.

(b) The parties agree that this Section 9 shall constitute a separate agreement entered into concurrently and that, if any other provision of this Agreement, or the Agreement as a whole, is invalidated, terminated, rendered null, or set aside by a court of competent jurisdiction, the parties agree to be bound by the terms of this Section, which shall survive such invalidation, termination, nullification or setting aside.

13. No Agency, Joint Venture or Partnership

It is specifically understood and agreed to by and between the parties hereto that: (i) the subject development is a private development; (ii) District has no interest or responsibilities for, or duty to, third parties concerning any improvements until such time, and only until such time, that District accepts the same pursuant to the provisions of this Agreement or in connection with the.Conditions of Approval;

(iii) Developer shall have full power over and exclusive control of the Project herein described, subject only to the limitations and obligations of Developer under this Agreement, the Conditions of Approval and any other project-related approvals; and (iv) District and Developer hereby renounce the existence of any form of agency relationship, joint venture or partnership between District and Developer and agree that nothing contained herein or in any document executed in connection herewith shall be construed as creating any such relationship between District and Developer.

14. District Provision of Water and Sewer Service

Developer estimates that the Project will generate the need for approximately ____ household equivalent unit ("HEUs") for water and sewer service. Based solely on that estimate, the District has sufficient capacity to provide service to Developer's project. As long as Developer complies with all terms and conditions of this Agreement, and all other rules and regulations of the District, as well as of local, regional, state and federal authorities, District agrees to provide water and sewer service to the Project, subject to available capacity and Developer complying fully with provisions of this Agreement. However, this shall not be construed as a guarantee of service.

15. Water Rights

Developer and/or the property on which the Project will be located may have water rights, or other entitlements to water, whether by appropriative, riparian, or prescriptive rights or claims. Developer agrees that, if the District approves the Project and provides services to it, Developer shall convey, transfer, or otherwise cooperate in whatever way is reasonably necessary to transfer such water rights or other entitlements to water as a prerequisite to District annexing the Project and/or providing water and/or sewer service to the Project.

16. Dedications to the District

A. Developer shall offer to the District easements, in a form acceptable to the District, for any real property in which the sewer and water facilities are located where the facilities are not located in a dedicated public street. Any easement processing fee and costs of a policy of title insurance insuring clear title to the easement in the District shall be paid by the Developer.

B. Developer shall provide to the District an offer of dedication, in a form acceptable to the District, of those water and sewer facilities to be owned and operated by the District upon Developer's completion of the Project. Developer shall also provide with such offer a warranty bond, in a form acceptable to the District, for a period of one year after the District's acceptance of the facilities.

17. Return of Unexpended Funds

If, upon the completion of the Project Services, termination of the Agreement, or Developer's written request to withdraw ifs application, any part of the Reimbursement Payments have not been expended or committed for expenditures authorized by this Agreement for the Project Services, District, upon request, shall return to Developer such unexpended or uncommitted funds within 90 days of such completion, termination, or withdrawal. Developer will not be entitled to interest on the funds returned.

18. Termination of Agreement by District

District may terminate this Agreement at any time if Developer fails to comply with the terms of this Agreement. Before terminating this Agreement for any reason, District shall give Developer not less than fifteen (15) days written notice of District's intent to do so and shall afford Developer the right to cure any default in its performance during this period.

19. Termination of Agreement by Developer

Developer may terminate this Agreement at any time by (a) giving District written notice that Developer is entirely withdrawing Developer's proposed Project; and (b) giving District written notice of its election to terminate this Agreement. The termination of this Agreement by Developer shall not relieve Developer of any obligation to make the Reimbursement Payments to District for reimbursable costs and liabilities that District has incurred before the latter of the effective date of termination or the District's receipt of notice thereof. Developer shall reimburse District for all such obligations; provided, however, that District shall not incur additional liabilities for such services after receiving notice from Developer of its election to terminate this Agreement.

Any termination of this Agreement by the Developer shall constitute a withdrawal of any then pending application for approval of the Entitlements. District may immediately cease processing of any such application.

20. Indemnification

Developer agrees to indemnify, hold harmless, and defend (with legal counsel selected by the District) the District, its officers, its officials, its employees, and its agents from any and all claims, damages, losses, fines, or liabilities stemming from or otherwise relating to this Agreement or the District's actions or inactions thereunder, except for such claims, damages, losses, fines, or liabilities which are caused by the sole negligence or gross misconduct of the District.

21. Actions

Any action by any party to this Agreement shall be brought in the appropriate court of competent jurisdiction within the County of Lake, State of California, notwithstanding any other provision of law which may provide that such action may be brought in some other location.

22. Entire Agreement

Each party acknowledges that this Agreement sets forth all covenants, promises, conditions and understanding between the parties regarding the matters set forth herein, and there are no promises, conditions, or understanding either oral or in writing between the parties other than as set forth herein. No subsequent alteration, amendment, change or addition to this Agreement shall be binding upon the parties unless reduced to writing and signed by them.

23. Notices

Any notice or communication required hereunder between District and Developer must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail) by

registered or certified mail (return receipt requested), or by Federal Express or other similar courier promising overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by the receiving party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day or on a Saturday, Sunday or holiday shall be deemed to have been given and received on the next normal business day. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (i) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, or (ii) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any party hereto may at any time, by giving ten (10) days written notice to the other party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Notices, demands, correspondence, and other communication to District and Developer shall be deemed given if dispatched to the following address:

Notice to Developer shall be given to the attention of:

_____
_____
_____
_____

With Copies to:

_____
_____
_____
_____

Notice to District shall be given to the attention of:

Mel Aust, General Manager
Hidden Valley Lake Community Services District
19400 Hartman Road
Hidden Valley Lake, CA 95467

With Copies to:

_____
_____
_____
_____

Either party may advise the other party in writing of any other mailing address to which such notices shall be given. Nothing contained in this Paragraph prevents the parties from effecting delivery by personal service.

24. Applicable Law

This Agreement shall be construed and enforced in accordance with the laws of the State of California.

25. Effect of Waiver

No waiver by a party of any provision of this Agreement shall be considered a waiver of any other provision or any subsequent breach of the same or any other provision, including the time for performance of any such provision. The exercise by a party of any remedy provided in this Agreement or at law shall not prevent the exercise by that party of any other remedy provided in this Agreement or at law.

26. Interpretation of Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior discussion, negotiations, and agreements whether oral or written. Any amendment to this Agreement, including an oral modification supported by new consideration, must be reduced to writing and signed by both parties before it will be effective. Both parties have had an equal opportunity to participate in the drafting of this Agreement. The usual construction of an agreement as to the drafting party shall not apply to this Agreement.

Date: _____ HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

By _____

Date: _____ DEVELOPER

By _____

Risk Management Plan for the Wastewater Reclamation Plant (Program 3)

Prepared for Hidden Valley Lake Community Services District

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Record of Revisions

[Reference CalARP Regulation 19 CCR 2745.10]

This Risk Management Plan (RMP) will be revised at least once every five years from the date of its initial submission or most recent revision. The RMP will be revised within six-months of a process modification that requires a Process Hazard Analysis or Offsite Consequence Analysis. More details on what can trigger an RMP update are discussed in Title 19 of the California Code of Regulations, Section 2745.10. The following table will be completed to track revisions to this document.

Revision Number	Date of Change	Date Entered	Signature of Person Entering Change
Description of Changes:			
Description of Changes:			
Description of Changes:			
Description of Changes:			

Acronyms and Abbreviations

The following is a list of acronyms and abbreviations that have been used in this document:

CalARP	California Accidental Release Prevention
Cal/OSHA	California Occupational Safety and Health Administration
CAS Number	Chemical Abstract Service Number
CCR	California Code of Regulations
CFR	Code of Federal Regulations
CSD	Community Services District
CUPA	Certified Unified Program Agency
District	Hidden Valley Lake Community Services District
O&M	Operations and Maintenance
OSHA	Federal Occupational Safety and Health Administration
PPM	Parts of Contaminant per Million Parts of Air
RMP	Risk Management Plan
TQ	Threshold Quantity
USC	United States Code
USEPA	United States Environmental Protection Agency

Definitions

[Reference CalARP Regulation 19 CCR 2735.3]

"Stationary source" means any buildings, structures, equipment, installations, or substance emitting stationary activities which belong to the same industrial group, which are located on one or more contiguous properties, which are under the control of the same person (or persons under common control), and from which an accidental release may occur. The term stationary source does not apply to transportation, including storage incident to transportation, of any regulated substance or any other extremely hazardous substance under the provisions of this chapter. A stationary source includes transportation containers used for storage not incident to transportation and transportation containers connected to equipment at a stationary source for loading or unloading. Transportation includes, but is not limited to, transportation subject to oversight or regulations under Part 192, 193, or 195 of Title 49 of CFR, or a state natural gas or hazardous liquid program for which the state has in effect a certification to DOT under Section 60105 of Title 49 of USC. A stationary source does not include naturally occurring hydrocarbon reservoirs. Properties shall not be considered contiguous solely because of a railroad or pipeline right-of-way.

Introduction

The Hidden Valley Lake Community Services District (District) operates a Wastewater Reclamation Plant that treats domestic wastewater from the community of Hidden Valley Lake, California. The stationary source covered by this Risk Management Plan (RMP) is the Wastewater Reclamation Plant operated by the Hidden Valley Lake Community Services District (District). The only substance used at the Wastewater Reclamation Plant that is regulated by the RMP requirements is chlorine gas. The process that uses the regulated substance is the chlorine gas storage and distribution system that adds chlorine to the treated wastewater effluent. Regulated substances are listed pursuant to Section 25532(g)(2) of the Health and Safety Code and can be found in Table 3 of CalARP Regulation 19 CCR.

The following regulations were either used to provide guidance or complied with during the development of this RMP:

- California Accidental Release Prevention (CalARP) Program pursuant to California Code of Regulations (CCR) Title 19, Division 2, Chapter 4.5.
- Federal Occupational Safety and Health Administration (OSHA) Process Safety Management requirements pursuant to 29 CFR 1910.119.
- California Occupational Safety and Health Administration (Cal/OSHA) Process Safety Management requirements pursuant to 8 CCR 5189.

The District provided the requested information on the processes and programs discussed in this RMP. This RMP is representative of the facility and programs overseen by the District.

This RMP is a standalone document that meets the requirements found in Title 19 of the California Code of Regulations.

Section 1 Registration

[Reference CalARP Regulation 19 CCR 2740.1(d)]

1.1 Stationary Source Identification

a) Source Name: Hidden Valley Lake Community Services District
Wastewater Reclamation Plant
b) Address: 18896 Grange Road
Middletown, California 95461
c) County: Lake County
d) Latitude: 38° 46’ 20.05” N
e) Longitude: -122° 33’ 57.48” W
f) Method: Google Earth was used to obtain latitude and longitude
g) Description: The latitude and longitude represent the location of the chlorine storage and use.

1.2 Stationary Source Dun and Bradstreet Number

024132875

1.3 Corporate Parent Company Information

a) Name of Corporate Parent Company: N/A (No Parent Company)
b) Dun and Bradstreet Number of Parent Company: N/A

1.4 Owner or Operator Information

a) Name: Hidden Valley Lake Community Services District
b) Phone: 707-987-9201
c) Mail Address: 19400 Hartmann Road, Hidden Valley Lake, CA 95467-8371

1.5 Position with Overall Responsibility for RMP Elements and Implementation

a) Name: Kirk Cloyd
b) Title: General Manager
c) e-mail Address: kcloyd@hiddenvalleylakecsd.com

1.6 Emergency Contact

a) Name & Title: On-Call Operator
b) Telephone Number: 707- 987-9201
c) 24-hour Telephone Number: 707-355-9368
d) e-mail Address (non-emergency): http://www.hiddenvalleylakecsd.com (Click on “Contact us”)

1.7 Regulated Substance

a) Chemical Name: Chlorine
b) CAS Number: 7782-50-5
c) Maximum Quantity: 4,000 lbs (two 1-ton Cylinders)
d) NAICS Code: 221310
e) Program Level: 3

1.8 Stationary Source USEPA Identifier

CAL000297773

1.9 Number of Full-Time Employees

There are a maximum of seven full-time employees located at this stationary source. Six of the employees are with operations and one is with administration. The operations employees typically report to the site at the beginning of their shift, but later leave the site to perform their assigned duties at other locations. The administrative employee is at the site part-time.

1.10 Code Applicability

The Wastewater Reclamation Plant has a maximum storage capacity of 4000 pounds of chlorine gas which is greater than the 1500-pound threshold amount that triggers Title 8 of the California Code of Regulations, Section 5189 requirements.

The Wastewater Reclamation Plant has a maximum storage capacity of 4,000 pounds of chlorine gas which is greater than the 100-pound threshold quantity that triggers the emergency planning required by Title 40 of the Code of Federal Regulations, Part 355.

The Wastewater Reclamation Plant does not trigger Title V of the Clean Air Act requirements.

1.11 Date of Last Safety Inspection by a Regulatory Agency and Name of Inspecting Entity

a) Date of Last Inspection: October 2007
b) Inspecting Entity: Lake County Environmental Health Division

Note: To comply with the Cal/OSHA requirements, the overhead crane in the chlorine storage area was tested by Crane Equipment Regulatory Training & Services LLC, on December 2, 2008.

1.12 Consultant that Prepared the RMP

a) Name: Coastland Civil Engineering, Inc.
b) Mailing Address: 1400 Neotomas Avenue, Santa Rosa, CA 95405
c) Telephone Number:707.571.8005

1.13 Miscellaneous Source Contact Information

- Source E-Mail Address: http://www.hiddenvalleylakecsd.com (Click on “Contact us”)
- Source Homepage Address: www.hiddenvalleylakecsd.com
- Phone Number for Public Inquiries: 707-987-9201
- Local Emergency Planning Committee:
  Lake County Emergency Preparedness Committee
  Lake County Water Purveyor’s Emergency Response Group
- OSHA Voluntary Protection Program (VPP) Status: Hidden Valley Lake Community Services District does not participate in the OSHA VPP program.

1.14 Type and Reason for Changes to a Previously Submitted RMP:

This is the third submittal of the RMP. Changes were made to address the Completeness Review comments by County of Lake Environmental Health staff.

Section 2 Executive Summary

2.1 The Accidental Release Prevention and Emergency Response Policies

[Reference CalARP Regulation CCR 2745.3(a)]

The District's goal is to prevent accidental releases of chlorine gas. The District's accidental release prevention strategy incorporates operator training, periodic audits, standard operating procedures, regularly scheduled maintenance, management practices, continuous system monitoring, and current technology to achieve its goals. Additionally, applicable provisions of Federal, State, and Local regulations are followed to ensure compliance and prevention of accidental releases.

In the unlikely event of a release, this plan addresses the response to emergencies by the District and coordination with response agencies that may be involved. In addition, the District has prepared an Emergency Response Plan to address an alarm scenario. Training includes instruction on using emergency response equipment and following proper procedures in the event of a chlorine release. A copy of the Emergency Response Plan is included as Appendix A.

2.2 The Stationary Source and Regulated Substances Handled

[Reference CalARP Regulation 19 CCR 2745.3(b)]

The Hidden Valley Lake Community Services District (District) operates a Wastewater Reclamation Plant that treats domestic wastewater from the community of Hidden Valley Lake, California. The only substance used at the Wastewater Reclamation Plant (stationary source) that is regulated by the RMP requirements is chlorine gas.

As a final step in the treatment process, chlorine gas is added to the treated wastewater as a disinfectant. The chlorination distribution system and chlorine gas storage used for disinfection are located in the Wastewater Reclamation Plant's Control Room. The chlorine storage area stores full and empty chlorine cylinders and contains the equipment and piping that controls and supplies the chlorine gas to the wastewater reclamation operation.

The maximum number of one-ton chlorine gas cylinders stored on site is two which contain a maximum total of 4,000 pounds of chlorine gas. However, in practice the amount of chlorine stored on site will be less than 4,000 pounds, because the gas is continuously being used. Both one-ton cylinders are connected to the chlorination system, with one of cylinders feeding chlorine to the system and the other cylinder in reserve. When the pressure in the active cylinder falls below 20 pounds per square inch gauge (psig), an automatic switchover system places the reserve cylinder on line while allowing the first cylinder to depressurize to ambient pressure. Then the empty one-ton cylinder is replaced with a reserve cylinder delivered to the site by the chlorine vendor.

Chlorine gas under pressure in the cylinder flows through the cylinder valve and directly into the chlorinator.

Note: There is no pressurized piping between the cylinder valve and the chlorinator.

The chlorinator reduces the chlorine gas pressure to less than atmospheric and regulates the chlorine gas flow rate. Chlorine gas under a negative air pressure flows through piping passing through the automatic switchover system, a gas flow measuring device, and to the ejector where it is mixed with untreated wastewater.

Note: A more detailed description of the process with diagrams is provided in the Chlorine System Operating Procedures included as Appendix E.

2.3 The General Accidental Release Prevention Program and Specific Prevention Steps

[Reference CalARP Regulation 19 CCR 2745.3(c)]

The District has in place the following general strategies to help prevent the release of chlorine gas:

- Regularly scheduled maintenance of the chlorine systems;
- A defined management system that defines roles and responsibilities;
- Written operating and emergency procedures;
- Readily available information to plant operators;
- Training for gas handling and use of emergency repair kits;
- Continuous system monitoring;
- A proactive incident investigation process.

2.4 The Five-Year Accident History

[Reference CalARP Regulation 19 CCR 2745.3(d)]

No accidental chlorine releases have occurred at the Wastewater Reclamation Plant in the past five-years that have resulted in any of the following:

- Deaths
- Injuries
- Significant Property Damage
- Evacuations
- Sheltering in Place
- Environmental Damage

2.5 The Emergency Response Program

[Reference CalARP Regulation 19 CCR 2745.3(e)]

The District has developed an Emergency Response Plan for chlorine gas releases to ensure adequate preparedness with rapid and appropriate response to emergencies. This Plan provides an organizational and procedural framework for the management of emergency incidents that may affect the District. The Emergency Response Plan also describes the coordination of the District with outside agencies for the further protection of District employees and property, as well as the surrounding community and environment. The Emergency Response Plan may be found in Appendix A.

2.6 Planned Changes to Improve Safety

[Reference CalARP Regulation 19 CCR 2745.3(f)]

The following recommendations were identified during the Process Hazard Analysis discussed in Section 5.2 of this RMP to improve the safety of the chlorination system:

1. An evaluation needs to be conducted of the feasibility of using sodium hypochlorite as a substitute for chlorine gas. (Expected completion by spring of 2018.)
2. The prevention of chlorine gas releases from the chlorination system is dependent on the proper operation of the chlorinator valve that is attached to the one-ton cylinders. Because of this, the chlorinator valve needs to receive regularly scheduled maintenance according to the manufacturer's recommendations by a factory trained and authorized repair person using factory authorized replacement parts. (Ongoing maintenance requirement.)
3. Similarly, other components of the chlorination system also need to be maintained on a regular basis according to manufacturer recommendations and procedures. (Ongoing maintenance requirement.)
4. The maintenance of the chlorinator valve and other system components needs to be tracked using a system that continues to provide reminders until the maintenance is completed. (Ongoing maintenance requirement.)
5. Maintenance of the detector needs to be performed according to manufacturer's recommendations. (Ongoing maintenance requirement.)
6. The feasibility of installing additional chlorine detectors around the perimeter of the chlorination area needs to be evaluated. The additional external detectors could provide data on the chlorine plume if chlorine gas were to escape the chlorine storage area. (Expected completion by June 2019.)
7. For contractors that will be working on or near the chlorine system or for vendors providing chlorine gas, ensure that their contracts require them to take the necessary precautions to prevent accidents that could result in a chlorine

release and also require training of their employees on appropriate actions to take in the event of a chlorine alarm or release. This training may need to be provided by the District. Contractor safety procedures are listed in Section 5.12 of this RMP. (Ongoing.)

8. Install seismic hold-down straps on 1-ton chlorine cylinders. (Expected completion by July 2017.)
9. Conduct periodic inspections (with documentation) of chlorine storage and use areas for leaks, system damage or corrosion, chlorine leak detection system proper operation, stored items around and above chlorine system components that could fall and cause damage, proper storage of chlorine gas cylinders, proper maintenance and storage to prevent fires, etc. (Ongoing.)
10. Conduct inspections before loading and unloading chlorine cylinders. (Ongoing.)

Section 3 Offsite Consequence Analyses

[Reference CalARP Regulation 19 CCR 2745.4)]

For facilities that must prepare an RMP, the Federal and State regulations require that a hazard assessment be performed to determine the effects on public and environmental receptors from the accidental release of chlorine gas. The Wastewater Reclamation Plant meets the requirements for a Program 3 RMP and therefore is required to perform offsite consequence analyses for both a Worst-Case and an Alternative Case chlorine gas release.

These analyses were performed by California Industrial Hygiene Services, Inc under the professional direction and review of William J. Cornils in May 2009 and are updated herein.

3.1 Applicability

[Reference CalARP Regulation 19 CCR 2750.1]

The Wastewater Reclamation Plant uses and stores quantities of chlorine gas contained within two one-ton cylinders for a maximum total of 4,000 pounds. The potential total amount of chlorine gas onsite is greater than the 1,500-pound Threshold Quantity (TQ) established by United States Environmental Protection Agency (USEPA) and is in excess of the 100-pound TQ established by the California Accidental Release Prevention (CalARP) Program. This means that an RMP is required by both agencies. To satisfy the requirements of the CalARP program, this RMP will be submitted to the local Certified Unified Program Agency (CUPA) which is the Lake County Division of Environmental Health. The information in this RMP will also be submitted to the USEPA using their electronic submittal process called RMP*eSubmit.

Even though there have not been any accidental releases of chlorine from this facility, it is not eligible as a Program 1 because the distance to a toxic endpoint for a worst-case release is greater than the distance to a public receptor. However, it does meet Program 3 eligibility requirements, because the potential maximum storage of 4,000 pounds of chlorine gas is greater than the 1,500-pound threshold that triggers the California Occupational Safety and Health Administration (Cal/OSHA) process safety management standards. Additionally, the Lake County Division of Environmental Health has determined that this facility requires a Program 3 RMP.

3.2 Offsite Consequence Analysis Parameters

[Reference CalARP Regulation 19 CCR 2750.2]

3.2.1 Toxic Endpoints

As listed in the Table of Toxic Endpoints from Appendix A of the CalARP regulations, the toxic endpoint for chlorine is 0.0087 milligrams of chlorine per liter of air (0.0087 mg/L) or 0.0087 parts chlorine per million parts of air (0.0087 ppm).

The 0.0087 ppm toxic endpoint required by the CalARP regulations is from the Emergency Response Planning Guidelines, tier 2 (EPRG-2). ERPGs estimate the concentrations at which most people will begin to experience health effects if they are exposed to a toxic chemical for one hour. An EPRG-2 is the maximum airborne concentration below which it is believed nearly all individuals could be exposed for up to one hour without experiencing or developing irreversible or other serious health effects or symptoms that could impair their abilities to take protective action.

3.2.2 Meteorological Conditions

The meteorological conditions used for both the Worst-Case and Alternative Case scenarios are given in Table 1. The Worst-Case values are the default atmospheric parameters required by CalARP if ambient meteorological conditions are not available for the facility. The Alternative Case Scenario values were those provide in the Risk Management Program Guidance for Offsite Consequence Analysis, from the Environmental Protection Agency, dated April 15, 1999.

Table 1: Characteristics of the Atmosphere for the Worst-Case and the Alternative Scenarios

Parameters	Worst-Case	Alternative Case
Ambient Dry-bulb Temperature	77 °F (25 °C)	77 °F (25 °C)
Humidity	50%	50%
Atmospheric Stability Class	F	D
Wind Velocity	3.36 miles/hour (1.5 meters/second)	6.7 miles/hour (3 meters/second)

3.2.3 Height of Release

A ground level (0 feet) release was assumed for both scenarios.

3.2.4 Surface Roughness

A ground surface roughness consistent with rural topography (open country that is generally flat with no buildings or other obstructions) was selected.

3.3 Worst-Case Release Scenario Analysis

[Reference CalARP Regulation 19 CCR 2750.3]

Please note that this case is considered highly unlikely to occur because of the procedures, training, and safeguards that are present at the Wastewater Reclamation Plant.

The Worst-Case Release scenario considered for this site is a release of the entire contents of a one-ton chlorine gas cylinder within 10 minutes. To be conservative, no administrative controls or passive mitigation measures that would limit the off-site consequence distance were considered for this scenario. Also, the hills surrounding the facility, which would limit the distance the chlorine gas would travel, were also not considered in this scenario. Additionally, this scenario does not consider that the containers are kept in a closed building and assumes the chlorine was released directly to the air outside the Wastewater Reclamation Plant.

3.3.1 Dispersion Modeling

The RMP*Comp computer model was used to perform the off-site consequence analyses for the Worst-Case scenario. This is one of the models suggested by the USEPA for conducting off-site consequence analyses. Parameters used for this analysis are listed in Table 2.

Table 2: Worst-Case Consequence Analysis Parameters (RMP*Comp Ver. 1.07)

Chemical Name	Chlorine (CAS # 7782-50-5)
Percent of Mixture	100%
Physical State	Liquefied (Under Pressure)
Basis of Results	RMP*Comp Ver. 1.07
Scenario	Toxic Gas Release
Quantity Released	2000 pounds
Release Rate	200 pounds per minute
Release Duration	10 minutes
Category	Toxic Gas
Toxic Endpoint	0.0087 mg/L ; Basis: ERPG-2

3.3.2 Dispersion Modeling Results

The modeling indicated that the 0.0087 mg/L toxic endpoint extended 3.0 miles (4.8-kilometers) from the point of release for the Worst-Case scenario. Figure 1 is an aerial photo showing the 3-mile radius from the Wastewater Reclamation Plant that would be impacted under this scenario.

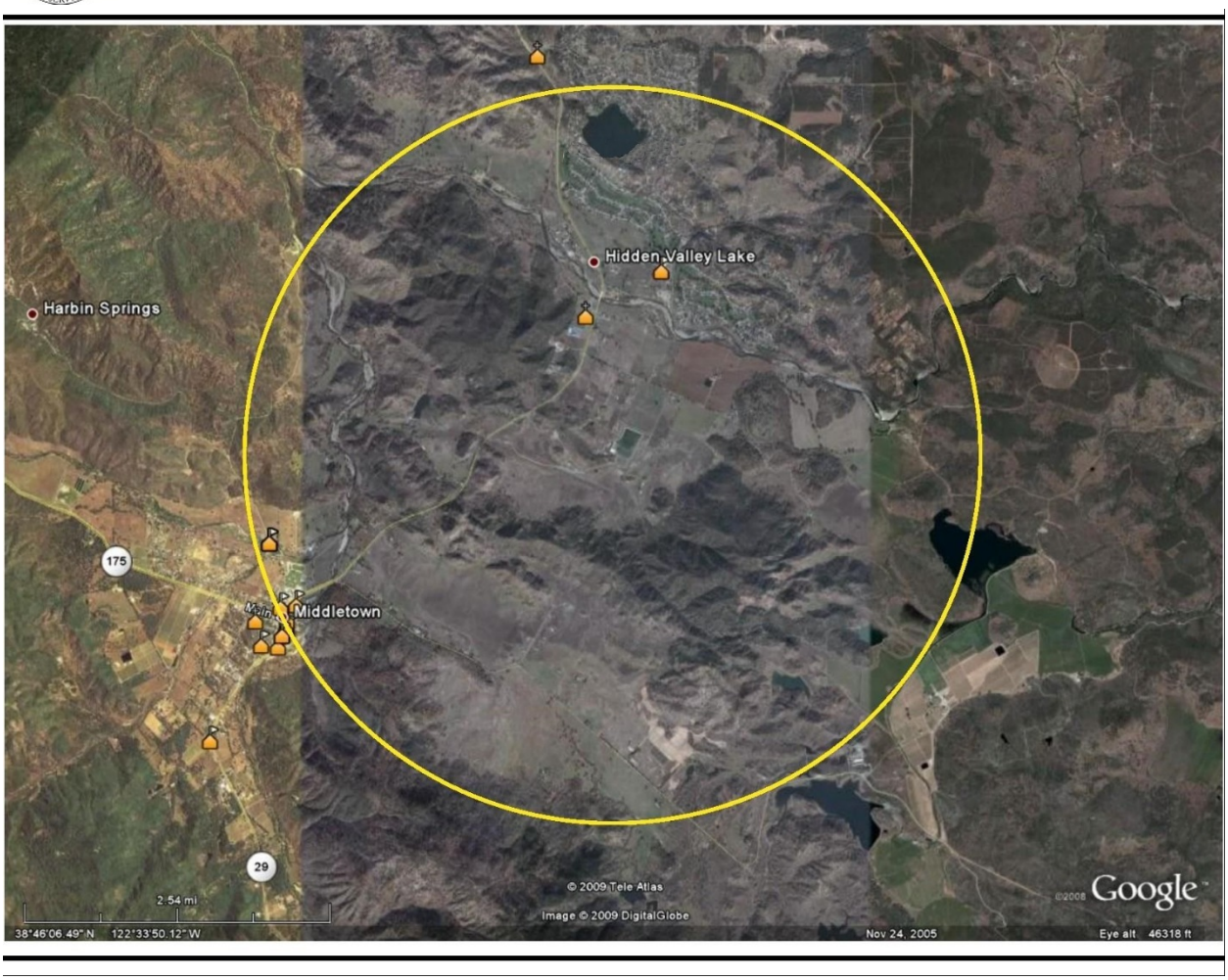


Figure 1 Aerial Photo Showing results of the Offsite Consequence Analysis for the Worst Case Scenario

3.4 Alternative Release Scenario Analysis

[Reference CalARP Regulation 19 CCR 2750.4]

Please note that this case is considered unlikely to occur because of the procedures, training, and safeguards that are present at the Wastewater Reclamation Plant.

The alternative release scenario modeled a one-ton cylinder that had a failure of a fuse plug with a fuse diameter of 5/16-inch located 4 inches from the bottom of the horizontal cylinder. This results in a release rate of 87.1 pounds of chlorine per minute assuming a total failure of the 5/16-inch diameter fuse. The release from the container continues for 60 minutes until the liquid contents left in the tank solidify due to the withdrawal of the Heat of Vaporization by the escaping chlorine vapor or the leak is fixed. To be conservative, no administrative controls or active mitigation measures that would limit the off-site consequence distance were considered for this scenario. Also, the hills surrounding the facility, which would limit the distance the chlorine gas would travel, were also not considered in this scenario.

3.4.1 Dispersion Modeling

The RMP*Comp computer model was used to perform the off-site consequence analyses for the Alternative-Case scenario. This scenario considers that the container is inside a building with direct contact with outside air. Parameters used for this analysis are listed in Table 3.

Table 3: Alternative Release Scenario Consequence Analysis Parameters (RMP*Comp Ver. 1.07)

Chemical Name	Chlorine (CAS # 7782-50-5)
Percent of Mixture	100%
Physical State	Liquefied (Under Pressure)
Basis of Results	RMP*Comp Ver. 1.07
Scenario	Failure of a Fuse Plug
Quantity Released	2000 pounds
Release Rate	87.1 pounds per minute
Release Duration	60 minutes
Category	Toxic Gas
Toxic Endpoint	0.0087 mg/L; Basis: ERPG-2

3.4.2 Dispersion Modeling Results

The modeling indicated that the 0.0087 mg/L toxic endpoint extended 0.3 miles (0.5 kilometers) from the point of release for the Alternative scenario. Figure 2 is an aerial photo showing the 0.3-mile radius from the Wastewater Reclamation Plant that would be impacted under this scenario.

Figure 2 Aerial Photo Showing results of the Offsite Consequence Analysis for the Alternative Scenario

3.5 Offsite Impacts to the Population

[Reference CalARP Regulation 19 CCR 2750.5]

The population estimates calculated for this section were based on United States Bureau of Census 2,010 data. Estimates of receptors were based on information found in recent aerial photos.

3.5.1 Worst-Case Release Scenario

For the Worst-Case Release scenario, the estimated population within the 3.0-mile radius from the point of release to the endpoint is approximately 2,950 individuals. The offsite receptors within the 3.0-mile radius circle are listed in Table 4.

Table 4: Offsite Receptors Located within a 3.0-Mile Radius from Point of Release

Receptor	Estimated Count
Schools – Elementary, Middle, & High School	4
Colleges	None
Hospitals	None
Long Term Healthcare Facilities	None
Library	None
Churches	1
Child Care Centers	None
Prisons	None
Private Residences	1,900
District Employees	12
Community Swimming Pool	1
Athletic Field	1
Museums	None
Major Shopping Areas	None
Golf Course	1
Major Highway	1
Community Parks	None
River & Lake front Beach Areas	6
Soft Ball, Soccer Fields, and Tourist Attractions	2

3.5.2 Alternative Release Scenario

For the Alternative release scenario, the estimated population within the 0.3-mile radius from the point of release to the endpoint is less than 49 including the maximum staff of eight employees at the Wastewater Reclamation Plan. The offsite public and environmental receptors within the 0.3-mile radius circle are provided in Table 5.

Table 5: Offsite Receptors Located within a 0.3-Mile Radius from Point of Release

Receptor	Estimated Count
Schools – Elementary, Middle, & High School	None
Colleges	None
Hospitals	None
Long Term Healthcare Facilities	None
Library	None
Churches	None
Child Care Centers	None
Prisons	None
Private Residences	4
District Employees	7
Community Swimming Pool	None
Athletic Fields	None
Museums	None
Major Shopping Areas	None
Golf Course	None
Major Highway	None
Community Parks	None
River & Lake front Beach Areas	None
Soft Ball, Soccer Fields, and Tourist Attractions	None

3.6 Offsite Impacts to the Environment

[Reference CalARP Regulation 19 CCR 2750.6]

Environmental receptors are defined as natural areas such as national or state parks, forests, or monuments; officially designated wildlife areas, sanctuaries, preserves, or refuges; and Federal wilderness areas that can be identified on local United States Geological Survey (USGS) maps. After reviewing available USGS maps it was determined that there were no environmental receptors in the Alternative or Worst-Case Scenario areas of impact.

3.7 Offsite Consequence Analysis Review and Update

[Reference CalARP Regulation 19 CCR 2750.7]

The offsite consequence analysis will be reviewed at least once every five years from the date of this RMP and updated as necessary. If changes in the chlorine system, the quantities stored, the manner in which chlorine is handled, or any other aspect of the stationary source might reasonably be expected to increase or decrease the distance to the endpoint by a factor two or more, the District will complete a revised analysis within six months of the change and submit a revised RMP.

Section 4 Five-Year Accident History

[Reference CalARP Regulation 19 CCR 2745.5, 2750.9(a), and 2750.9(b)]

No accidental chlorine releases have occurred at the Wastewater Reclamation Plant in the past five-years that have resulted in any of the following:

- Onsite and Offsite Deaths
- Onsite and Offsite Injuries
- Significant Onsite and Offsite Property Damage
- Offsite Evacuations
- Offsite Sheltering in Place
- Offsite Environmental Damage

Section 5 Prevention Program: Program 3

5.1 General Safety Information for Chlorine and the Wastewater Reclamation Plant

[Reference CalARP Regulation 19 CCR 2745.7 and 2760.1]

The following safety information will be updated if a major change is made to the chlorination system or building that makes the following information inaccurate.

5.1.1 Material Safety Data Sheet for Chlorine

Information pertaining to the hazards of Chlorine is found in the Material Safety Data Sheet (MSDS) included as Appendix B. The MSDS for chlorine is also available onsite in the control room for the Wastewater Reclamation Plant. The MSDS are filed alphabetically by chemical name in a three-ring binder that is clearly marked as to its contents. This binder is kept in a wall mounted rack in plain view and accessible to all employees. The safety information was last reviewed in March 2017 and is reviewed quarterly.

The MSDS includes information on toxicity, permissible exposure limit (PEL), physical data, reactivity data, corrosivity data, thermal and chemical stability data, and hazardous effects of inadvertent mixing with different materials.

The following are some basic toxicity data on chlorine:

- Cal/OSHA Permissible Exposure Limit (PEL): 0.5 ppm
- Cal/OSHA Short Term Exposure Limit (STEL): 1 ppm
- Concentration specified by the National Institute of Occupational Safety and Health (NIOSH) which is Immediately Dangerous to Life and Health (IDLH): 10 ppm

5.1.2 Technology of the Chlorination Process

Detailed information concerning the technology of the process is included in the Operating Procedures that are located in the Wastewater Reclamation Plant's control room. A copy of the Operating Procedures can also be found in Appendix E. Such information includes a simplified process flow diagram; pertinent details concerning the process chemistry; maximum intended inventory; the safe upper and lower limits for such items as temperatures, pressures, and flows; and an evaluation of the consequences of deviations. The following is some general information concerning the technology of the process:

Maximum Inventory: The maximum inventory of chlorine gas is 4,000 pounds (two, one-ton cylinders). This assumes that both cylinders are full. It should be noted that the actual amount of chlorine stored at the facility is typically less than 4,000 pounds.

Safe Upper and Lower Operating Limits: The safe upper and lower operating limits are discussed in the Operating Procedures.

5.1.3 Information Pertaining to the Equipment in the Chlorination Process

The District uses an NXT 3000 Vacuum Regulator. Appendix E, Operating Procedures contains detailed information pertaining to the equipment.

The codes and standards used in the construction of the chlorination facility were those specified in the California Uniform Building Code (CA/UBC) in effect at the time of the construction. Equipment was manufactured in accordance with industry standards (i.e., Chlorine Institute) and installed in accordance with manufacturer's recommendations.

Detailed information pertaining to the equipment used in the chlorination process including materials of constructions, piping and instrument diagrams, electrical classifications, relief system design, ventilation system design, design codes and standards employed, and safety systems can be found in the design documents for the facility. These documents are kept in the Wastewater Reclamation Plant control room. Reduced plans pertinent to the chlorine system may be found in Appendix C.

5.2 Process Hazard Analysis (PHA)

[Reference CalARP Regulation 19 CCR 2760.2]

A "What-If/Checklist" hazards review was conducted in November 2008 for the Wastewater Reclamation Plant. The analysis team consisted of management, operations and maintenance personnel, the consulting engineer that designed the facility, and a team leader (serving as scribe). The analysis commenced with training of the team by the team leader in the purpose and elements of a Risk Management Plan and the "What-If/Checklist" analysis method. A site walk of the facility was conducted to familiarize all the team members with the system.

The "What-If/Checklist" method combines the creative, brainstorming features of the "What-If" analysis method with the systematic features of the "Checklist" method. The results of this hazard review are listed in Section 2.6 of this RMP along with expected dates of completion, if applicable. Tables from the analysis showing major hazards and safeguards that include process controls, mitigation systems and monitoring systems may be found in Appendix D. The hazards review was examined in August 2015 for this revised RMP and will be re-examined after major changes to a process or at least every five years and updated as necessary.

PHA findings and recommendations shall be promptly addressed with resolution measures fully documented. Upon PHA findings being brought to the District Manager's attention, the District Manager will document the problem, list corrective actions to be taken, and develop a written schedule of when corrective actions will be completed. Corrective actions that may affect employee operations and performance will be communicated to employees. PHAs and updates to PHAs as well as documented resolutions to findings and recommendations shall be maintained by the District for the life of the chlorine system.

Since the PHA was performed in 2008, the following changes have been made:

- A lockout/tagout program was developed by the District
- Battery backup for the chlorine detector was installed.
- The location of the emergency respirators, personal protective equipment (PPE) and chlorine repair kit needs was evaluated to see if it should be located further away from the chlorine storage area.
- Implementation and employee training on the Chlorine Emergency Response Plan. The Plan was completed in February 2017 and is included in Appendix A.
- Preparation of written procedures for handling chlorine cylinders. (Completed in March 2016.)
- New rotameter was installed
- The Cl2 Analyzer was repaired and calibrated
- Injector was rebuilt

The PHA also included a recommendation that on-call operators be equipped with handheld portable chlorine monitors in case they are called to respond to a chlorine gas alarm; however, the on-call operators are not the first responders in the event of a chlorine alarm, so this recommendation is no longer applicable. The District purchased one portable chlorine monitor as a precautionary measure.

A Project Performance Certification Report was done in 1997 by Winzler & Kelly at which time field verification confirming that equipment is installed and maintained as designed was included. No previous incidents occurred that had a likelihood for catastrophic consequences.

5.3 Operating Procedures

[Reference CalARP Regulation 19 CCR 2760.3]

The Chlorine System Operating Procedures have been prepared in a clear and concise format. They provide detailed procedures for various operating phases, discuss operating limits including consequences of deviation, they incorporate safety and health considerations, and discuss safety systems. The procedures are dated to show their latest revision and old copies of the procedures are discarded. The Chlorine System Operating Procedures are kept in the Wastewater Reclamation Plant control room. A copy of the Chlorine System Operating Procedures can also be found in Appendix E. The Operating Procedures were most recently reviewed in April 2016.

5.4 Training

Reference CalARP Regulation [19 CCR 2760.4]

5.4.1 General

A key element of the prevention program is employee training. Properly trained employees have fewer accidents, damage less equipment, and improve operational efficiency. Employees are trained in the treatment process overview and applicable operating and maintenance procedures. Training consists of review of written materials and an apprenticeship under the

direction and supervision of a skilled, experienced operator. Training is provided by a combination of vendor provided instruction and in-house on the job instruction by skilled operators. Additionally, the operators are certified by the State Water Resources Control Board. The training covers all parts of the operating procedures, including information on the consequences of deviations and steps needed to address deviations.

The training program is defined by training checklists and was most recently reviewed in March 2017 and consists of:

- Initial and awareness training
- Annual refresher training
- Training following changes to the process
- Training following any incident that warrants additional training
- Documentation of the training (checklist)
- Testing or senior operator oversight to verify the employees competence

5.4.2 Employee Training Checklist

A training checklist is completed for each employee. A copy of the checklist is maintained by the Assistant to Field Operations. An example blank checklist is provided in Appendix F and details training element subject matter. Columns are included on the checklist to note dates, type of training (i.e. annual, refresher, etc.), and employee initials acknowledging the training was received. Training checklists are maintained in the employees' files and reviewed annually.

5.5 Mechanical Integrity

[Reference CalARP Regulation 19 CCR 2760.5]

The mechanical integrity program at the Wastewater Reclamation Plant applies to the chlorine treatment process equipment and appurtenances including the following:

- Cylinders
- Piping Systems, Including Components
- Relief Valves/Venting
- Emergency Shutdown Systems
- Controls Including Monitoring Devices, Sensors, Alarms
- Pumps
- SCADA system

Operators, as applicable, perform basic day-to-day type maintenance. The operators also perform chlorine system maintenance beyond basic day-to-day maintenance including the rebuilding of the chlorinators.

5.5.1 Routine Maintenance & Inspection of the Wastewater Plant Chlorination System

The preventive maintenance program includes appropriate checks and inspections to keep equipment in satisfactory condition and to aid in detecting and correcting malfunctions before they develop into major problems.

The preventive maintenance schedule is a reminder of which routine maintenance operation is to be done. An example schedule of routine maintenance activities is reproduced as a checklist in Appendix G. The checklist is used as a guide for operators in the appropriate maintenance schedule and to create a written record of maintenance activities. The Manager of the Wastewater Reclamation Plant will audit the process and the records on a quarterly basis. That audit is documented in writing and any deficiencies or omissions are noted with a date for correction and the name of the employee responsible for completing the action item(s).

The maintenance procedures for each major piece of equipment of the chlorination system can be found in the Operating Procedures. In conjunction with safe operating and maintenance procedures, the District ensures the following:

- All District employees involved in maintenance of the chlorination system are trained in the hazards of the process, in how to avoid or correct unsafe conditions, and in the procedures applicable to the employee's job tasks.
- All contractors involved in maintenance work on and around the Wastewater Reclamation Plant chlorination equipment are trained to perform the assigned maintenance work.
- Regularly scheduled inspections and tests are performed on the chlorination equipment in accordance with manufacturers' recommendations, industry standards and codes, good engineering practices, and knowledge gained through prior operating experience to assure that equipment is installed properly and consistent with design specifications and manufacturer’s instructions.

For the chlorination system, the essential inspection and maintenance procedures are as follows:

- Periodic inspections, calibrations, and replacement of chlorine leak detection system components.
- Periodic inspection of the chlorination equipment for deteriorated, corroded, worn, or cracked piping, fittings, and hold-downs.
- Pre-startup safety reviews following extensive maintenance activity.
- Documentation of each inspection and test that has been performed on chlorine equipment. Said documentation shall include the date of inspection or test, the name of the person performing the work, a description of the equipment and test/inspection performed, and the results of the inspection/test.

An example maintenance checklist is provided in Appendix G. The preventative maintenance program was most recently reviewed in March 2017. The date of the most recent equipment inspection/test was in March 2017 for all the items on the Maintenance Schedule and Checklist.

5.5.2 Leak Sensors in the Chlorination Room

The presence of chlorine gas in the chlorination areas of the control building, resulting from a chlorine container or system leak, will be detected by the chlorine detector. The model of the detector is a Foxcroft FX-1502 Guardian II dual channel gas detector with 2 sensors. The display unit that contains the alarms and digital readout is mounted outside the entrance to the chlorination areas of the control building. The sensors are located in the cylinder storage room and the adjacent chlorinator room. The warning alarm on the detector is set for 1.0 ppm, and the danger alarm is set for 3.0 ppm. Once the warning alarm is activated, it can only be manually reset.

If chlorine is detected by either sensor at 1.0 ppm or greater, an audible alarm is sounded from the display unit. The display unit also shows what sensor has exceeded the 1.0 ppm trigger, if it is a warning or danger alarm, and a digital readout of the chlorine gas concentration. There is also an audible alarm on the sensors. Additionally, an alarm goes through the SCADA system to inform on-call operators that a chlorine leak has occurred.

Note: A Self Contained Breathing Apparatus will be worn whenever the sensors detect chlorine or whenever a leak is even remotely suspected.

During routine inspections, the display unit will be checked for a “cell failure” alarm to help ensure there are no problems with the sensors or wiring to the sensors. The test button on the sensors will be activated to ensure the audible alarm of the sensor is working correctly. The alarms are tested annually with a known concentration of chlorine to see if they are working correctly. See Appendix G for a Maintenance Schedule and Checklist.

5.5.3 Locating Small Chlorine Leaks

Small chlorine leaks may be located by using a strong ammonia solution. An unstopped bottle or saturated swab of strong ammonia solution will cause wisps of white fumes to appear near the chlorine. Ammonia resistant gloves and eye protection must be worn when using this method of leak detection. The open bottle or the ammonia wetted swab may be slowly passed over pipes, connections and fittings to pinpoint the leak.

Depending on the severity of the leak, it may be prudent to shut the system down, ventilate the area, then partially open the main shut-off valve and proceed with leak detection. The system will be checked for leaks after every change of containers, after any system maintenance, and after repair of any leaks.

5.5.4 Special Problems

As part of the chlorination system there is a “loss of vacuum/high vacuum” switch, manufactured by Ecometrics Inc. If there is a loss of vacuum, the switch sends a low pressure signal to the SCADA system. If the low pressure signal persists for 2 minutes or more, an alarm is activated in the control room. The loss of vacuum could be caused by an over pressure from the chlorine container due to a malfunctioning chlorinator or a leak in the chlorine system. The alarm also indicates a loss of injector vacuum that would have been caused by the loss of water pressure.

If the alarm was caused by an over pressurization of the system, the operator must act quickly, but carefully, to avoid any personal injuries to himself, other employees, or to the surrounding community by following the procedures in the Emergency Response Plan and Respiratory Protection Program. Copies of these documents can be found in Appendix A

5.5.5 Repairs

Basic repairs to correct any found deficiencies will be performed by trained operators to assure that maintenance materials, spare parts, and equipment are suitable for the chlorination system. Only manufacturers’ components will be used for any repair and maintenance work on the chlorine systems, its components, alarms, containers, sensors, and pumps.

5.5.6 Lockout/Tagout

In order to prevent unwanted releases of chlorine and to protect worker safety, the District has implemented Lockout/Tagout (LOTO) procedures. A copy of the procedure is located in the Wastewater Reclamation Plant control room and may be found in Appendix H.

5.6 Management of Change

[Reference CalARP Regulation 19 CCR 2760.6]

The District has established and implemented procedures to manage changes to processes, equipment, and procedures that affect the chlorination system. Management of Change applies to the following conditions:

- Changes or expansions of the chlorine system.
- Changes to the operating conditions beyond the limits given in process flow diagrams or in equipment specifications.
- Changes to operating and maintenance procedures.

It is necessary to assure that the changes are at least as safe as the original intent and that any new hazards are identified and mitigated. The District’s Management of Change Form is completed by District staff to document proposed changes, the technical basis for the change, and impacts to health and safety. All changes, except "replacement in kind” to equipment, procedures, chemicals used, will be reviewed by the General Manager. Complete review must take place before the change is approved. Employees involved in operating and maintaining the

chlorine system will be informed of, and trained in, the change prior to start-up. If a change is made to the chlorine system that results in a change to the process safety information or Operating Procedures, that information will be updated accordingly. Employee training and document update is also tracked on the Management of Change Form.

An example form is provided in Appendix I for conducting the review. The procedures to manage changes were most recently reviewed in October 2015. No recent changes have triggered management of change procedures.

5.7 Pre-Startup Review

[Reference CalARP Regulation 19 CCR 2760.7]

The District will conduct a pre-startup safety review of the Wastewater Reclamation Plant chlorination system in the following circumstances:

1. At the time of commissioning the system into service; and
2. After each modification that affects any process safety parameters including the following:
    - The piping and instrumentation;
    - The high- and low-level, and high- and low-pressure, shut down or alarm devices and their set points; and
    - The operating instructions, including safe operating limits.

The pre-startup review shall confirm the following:

- Construction and equipment is in accordance with design specifications.
- Safety, operating, maintenance, and emergency procedures are in place and are adequate.
- Modifications meet the “Management of Change” requirements noted in the previous subsection.
- Employee training has been completed.

The most recent pre-startup review occurred at the time of commissioning the system into service. No modifications have occurred to warrant a new pre-startup safety review.

5.8 Compliance Audits

[Reference CalARP Regulation 19 CCR 2760.8]

This section provides a written auditing and inspection procedure designed to ensure that the District has evaluated compliance with all Program 3 RMP requirements and that all administrative actions are implemented in a timely manner and are maintained as required.

The compliance audit will be conducted by at least one person knowledgeable with the process. Typically the General Manager or designee will use an audit checklist (like the example checklist

in Appendix J) to verify compliance with the RMP requirements and to verify that all required actions have been/are being performed. The audit will include a review of the documents or specifications to ensure that actions and procedures are current and are being appropriately implemented.

The audit will be conducted at least once every three years, and may be conducted more frequently if the General Manager determines that additional inspections are required. If the audit finds deficiencies in the procedures and/or practices, a report of the findings shall be developed and appropriate responses shall be determined with corrective actions documented. The two most recent completed and signed copies of the Audit Checklist and any report of findings shall be maintained by the District. A compliance audit is scheduled for May 2017.

5.9 Incident Investigation

[Reference CalARP Regulation 19 CCR 2760.9]

Incidents are investigated that involve injuries to personnel or catastrophic or potentially catastrophic chlorine release. A catastrophic release is one that presents an imminent and substantial endangerment to the public and the environment. If an incident meets the criteria for including in the five-year accident history section of this RMP, it automatically warrants an incident investigation. Immediately following a reportable event, the operator is to notify their supervisor, who will in turn make additional notifications. An investigation is initiated as promptly as possible, but not later than 48 hours following the incident. Investigations would include the following:

- Interviews with staff involved.
- Interview with others who may be involved or who may have relevant information.
- Documentation of the physical environment with photographs.
- Review of electronic records, as applicable.
- Conducting an incident review with staff and management.
- A physical examination of the process.
- A written record of appropriate corrective measures or actions to be taken to prevent reoccurrence, with assignment of duties and completion dates.
- Creation of a written record of an incident that results in injuries to personnel. The record will include the following:
    1) The date of the event;
    2) The date the investigation begins;
    3) A description of the event;
    4) Factors contributing to the event;
    5) Root cause of the incident; and
    6) Recommendations resulting from the investigation.
- Creation of a written record of an incident that results in catastrophic or potentially catastrophic chlorine release. The record will include the following:

1) Date, time, and approximate duration of the release;
2) Regulated substance(s) released;
3) Estimated quantity released in pounds;
4) The type of release event and its source;
5) Weather conditions, if known;
6) On-site impacts;
7) Known offsite impacts;
8) Initiating event and contributing factors if known;
9) Root cause of the incident;
10) Whether offsite responders were notified if known; and
11) Operational or process changes that resulted from the investigation.

The report findings will be reviewed with District staff and others that were involved in the incident. Any necessary operational or process changes found from the investigation shall be addressed promptly with resolutions and corrective actions fully documented. The written report will be kept in the General Manager's office for at least five-years. An incident investigation has never been performed or warranted.

5.10 Employee Participation

[Reference CalARP Regulation 19 CCR 2760.10]

The District has developed an Employee Training Checklist to document employee participation in the prevention program (See Appendix F). The District recognizes that employee participation is crucial to the success of the Prevention Program. The employees' knowledge of the chlorination system is essential to ensure identification of associated hazards and to develop workable corrective actions.

A limited number of the District's employees are involved with the chlorination system. The General Manager and senior operators hold the primary responsibility for the system. The operators and maintenance personnel hold secondary responsibility. These employees participated in the prevention program development process by:

- Participating in the process hazard analysis (What-If/Checklist) study session held for the chlorination system; and/or
- Reviewing the completed process hazard analysis study; and
- Reviewing this document; and
- Receiving regular training

This document is available to all employees for review. Any written employee suggestions regarding elements of this prevention program are required to be addressed by the management. Written justification will be given for not implementing any suggestion regarding

elements of this program. The Employee Training Checklist used to document employee participation was most recently reviewed in March 2017.

5.11 Hot Work Permit

[Reference CalARP Regulation 19 CCR 2760.11]

Hot work is not performed on or near the Wastewater Reclamation Plant chlorination system. If in the future, hot work needs to be performed, the District will develop a hot work program that complies with Cal/OSHA regulations.

5.12 Contractors

[Reference CalARP Regulation 19 CCR 2760.12]

Periodically the District may use contractors for construction, modification, maintenance, repair and other work on or near the chlorination system. The responsibilities of the District towards these contractors are as follows:

- The District will obtain and evaluate information regarding the contractor's safety performance and programs.
- The District will inform the contractor of the known potential hazards related to the contractor's work.
- The District will inform the contractor of the relevant sections of the District's Emergency Response Plan as applicable to the work being performed by the contractor.
- The District will ensure that the contractor is provided with safe work conditions and entrance/exits during the duration of the contract work.
- To prevent the release of chlorine gas, the contractor will follow safe work practices such as lockout/tagout, confined space entry, and controlling access to chlorine equipment and storage areas.
- Any unsafe conditions noticed by the District employees or contract employees are to be addressed by the District.
- The District will periodically evaluate the performance of the contactor to ensure they are fulfilling their responsibilities as discussed below.
- The responsibilities of the contractor are as follows:
    - The contractor will ensure that each contract employee is trained in the work practices necessary to safely perform their job. Training records should contain the identity of the contract employee, the date of training, and the means used to verify that the employee understood the training.

- The contractor will inform each contract employee of the known potential hazards related to the contractor's work and of the applicable provisions of the District's Emergency Response Plan.
- The contractor will assure that their employees follow the safety requirements established by the District for working at or around the chlorination system.
- The contractor will inform each contract employee to advise the District of any unique hazards presented by the contract work, or of any hazards found by the contract employee, so that work can proceed in a safe manner.

Contractor safety procedures were most recently reviewed in March 2017. Evaluation of contractor safety performance occurred in March 2017.

Section 6 Emergency Response Program

[Reference CalARP Regulations 19 CCR 2745.8 and 2765.2]

The District is not the first responder for chlorine emergencies. Therefore, the District's emergency response program includes a callout alarm, a call to 911, and assembly to designated areas. The emergency response program consists of an Emergency Response Plan, emergency response equipment, employee training, and procedures to ensure the program is up-to-date.

The emergency response program includes the following:

- A written Emergency Response Plan that includes procedures and measures for emergency response.
- A written Respiratory Protection Program.

Copies of the written Emergency Response Plan are kept at the Wastewater Reclamation Plant, the control room of the Wastewater Reclamation Plant, and offsite at the administration offices. Additionally, a copy of the Emergency Response Plan along with the Respiratory Protection Program can be found in Appendix A of this RMP.

Employee training relevant to procedures and various aspects of the Emergency Response Plan is detailed in Subsection 1.3.4 of the Emergency Response Plan.

Review of the Emergency Response Plan will occur with the RMP audit at 3-year intervals, when changes to the chlorine system are made that would affect the Plan, or more frequently if determined by the General Manager. Employee training will include any revisions made to the Emergency Response Plan and/or Respiratory Protection Program.

The Emergency Response Plan was last updated in February 2017. The most recent Emergency Response Plan employee training occurred in March 2017.

Section 7 Management System

[Reference CalARP Regulations 19 CCR 2735.6]

The District has developed a management system to oversee the implementation of this RMP document (the prevention program elements). The District has assigned a qualified person (or position) that has the overall responsibility for the development, periodic review, implementation, and integration of the RMP elements. When responsibility for implementing individual requirements is assigned to another person, it must be documented.

The District General Manager has been assigned as a qualified person with overall responsibility for the development, periodic review, implementation, and integration of the RMP elements.

Section 8 Owner or Operator Certification

[Reference CalARP Regulation 19 CCR 2745.2(a)(1) and 19 CCR 2745.9]

To the best of the signer's knowledge, information, and belief formed after reasonable inquiry, the information submitted is true, accurate, and complete.

Owner or Operator:

Kirk Cloyd — Signature

3-14-17 — Date

Kirk Cloyd — Print Name

General Manager — Title

Hidden Valley Lake CSD — Company

Section 9 Preparer's Certification

[Reference CalARP Regulation 19 CCR 2745.2(a)(1)]

This Risk Management Plan was prepared by Coastland Civil Engineering, Inc. under the professional direction and review of the person whose name and seal are provided below.

The professional services provided by Coastland Civil Engineering, Inc. were performed within the limits prescribed by the client and in accordance with generally accepted industry practices. The findings and recommendations presented herein reflect the professional opinions of Coastland Civil Engineering, Inc. No warranties, either express or implied, or guarantees, are made as to the sole benefit of client and shall not be construed to create benefits to, responsibilities to, or rights in any third party.

Qualified Person

Signature

3/14/17

Date

Vanessa Apodaca

Print Name

Supervising Engineer

Title

Coastland Civil Engineering, Inc.

Company

REGISTERED PROFESSIONAL ENGINEER
VANESSA APODACA
No. 74824
Exp. 12/31/17
CIVIL
STATE OF CALIFORNIA

Appendix A - Emergency Response Plan & Respiratory Protection Program

Hidden Valley Lake CSD
Chlorine Emergency Response Plan

1. CALL FOR HELP:

FOR EMERGENCIES DIAL 911

South Lake County Fire Department Non-Emergency 707-987-3089

Lake County Sheriff's Department Non-Emergency 707-263-2690

Chlorine Supplier – Sierra Chemical Co. 1-775-358-0888

Cal/OSHA 415-703-4341

Chem-Trec 800-424-9300

KEY PLANT PERSONNEL

Position	Name	Cellular
Field Operations Lead	Dennis White	(707) 533-3498
General Manager	Kirk Cloyd	(707) 533-5893

UTILIZE SOUTHLAKE COUNTY FIRE DEPARTMENT TO MOBILIZE THE HAZMAT TEAM FOR ALL CHLORINE LEAKS RECEIVING AN ALARM CONDITION (GREATER THAN 10 PPM).

2. ASSESS THE SITUATION & PLAN YOUR RESPONSE AND COMMUNICATION TO 911:

- Where is the emergency incident located?
- Are there any injuries?
- Is there a chemical release?
- Is there a fire?
- Are chemicals entering the water?
- Are vehicles involved?
- Are emergency vehicles at the scene?

3. WHILE CALLING 911

1. SECURE THE FACILITY
2. SECURE SUPPLY LINES
3. MOVE TOWARD DESIGNATED ASSEMBLY AREA AS SHOWN IN THE FOLLOWING DIAGRAMS[1] OR AS DIRECTED BY THE 911 DISPATCHER.

4. STATE THE FOLLOWING TO 911 DISPATCH:
    1. My Name is _____
    2. I want to report a _____
    3. I am calling from HVLCSD Wastewater Reclamation Plant.
    4. The Plant is located at 18896 Grange Road, Middletown, CA 95461 and phone number is (707) 987-1018.
    5. Wait for 911 operator's instructions.

4. DESCRIBE WHAT HAPPENED – YOU MAY BE ASKED THE FOLLOWING:

Are there any injuries, and if so, how many need attention?

Where is the emergency incident located?

Is there a chemical release?

Is there a fire?

Are chemicals entering the fire?

Are vehicles involved?

Are emergency vehicles at the scene?

5. STAY ON THE PHONE UNTIL THE DISPATHER SAYS IT'S OKAY TO HANG UP!!

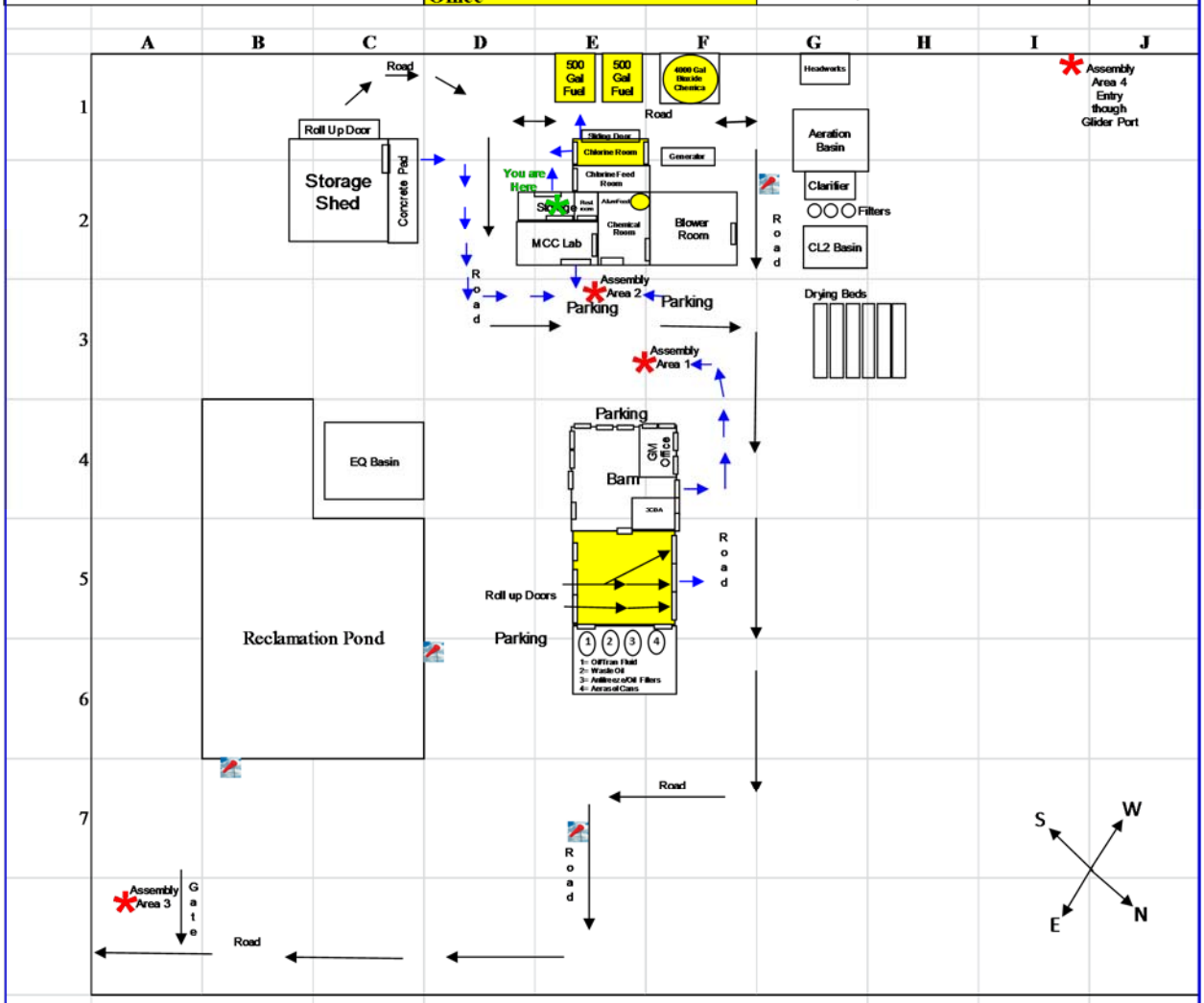
If possible, tell the dispatcher you will have an employee at the intersection of HWY 29 & Grange Road in order to help emergency response crews find entrance.

6. FOLLOW THE CHAIN OF COMMAND WHEN NOTIFYING SUPERVISION AND MANAGEMENT OF AN EMERGENCY SITUATION. THIS CHAIN IS AS FOLLOWS:

Field Operations Lead	Dennis White	(707) 533-3498
General Manager	Kirk Cloyd	(707) 533-5893

1. Designated assembly areas are posted in multiple areas of the Wastewater Treatment Plant. Please see attached diagrams.

CALIFORNIA ANNOTATED MAP	Wastewater Treatment Plant Lab Office	Site Address:18896 Grange Road Middletown, CA 95461	



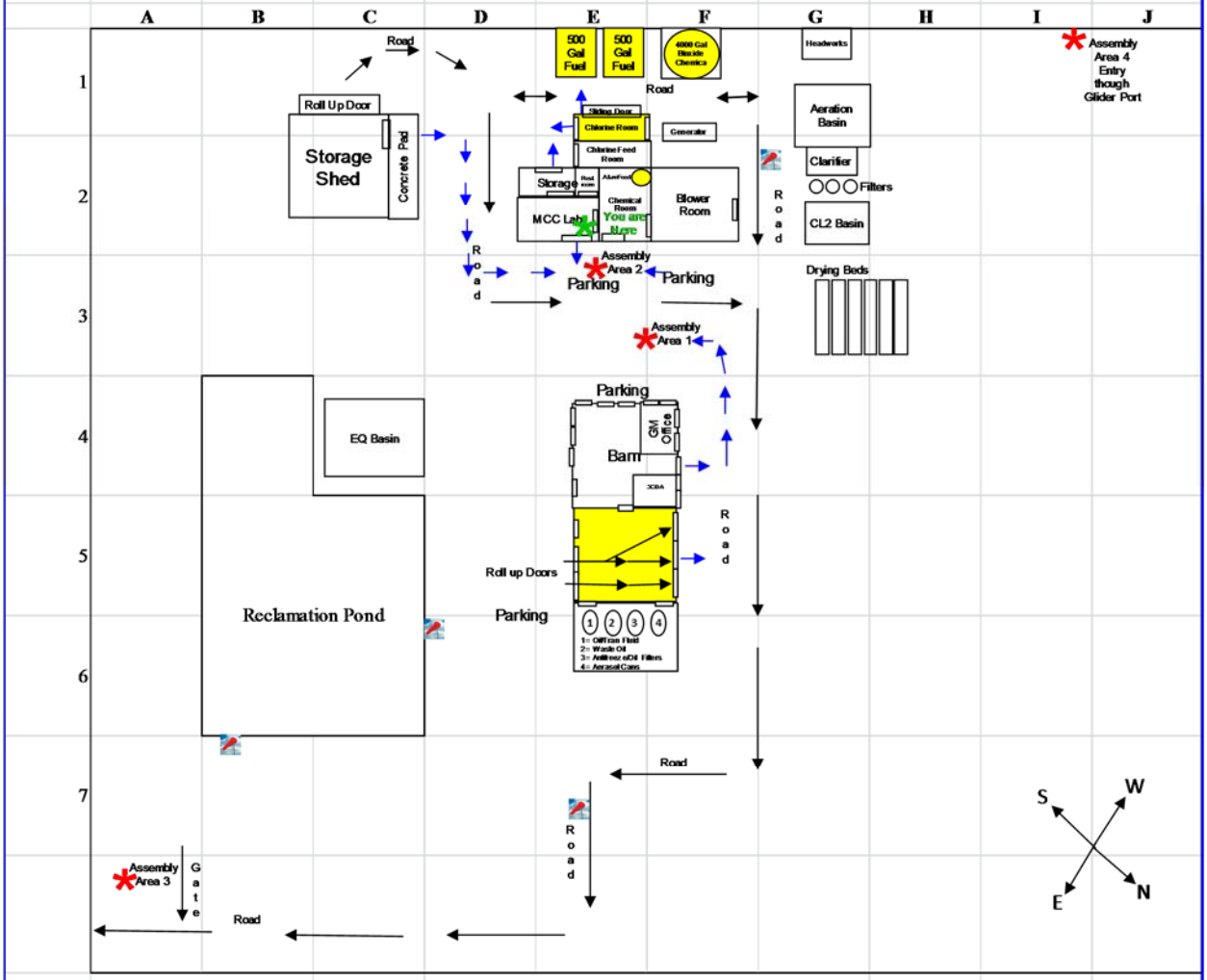
CCLIX.

YX ®

Assembly area is based on situation or circumstance.

Wind Sock

CALIFORNIA ANNOTATED MAP	Wastewater Treatment Plant Lab	Site Address:18896 Grange Road Middletown, CA 95461	



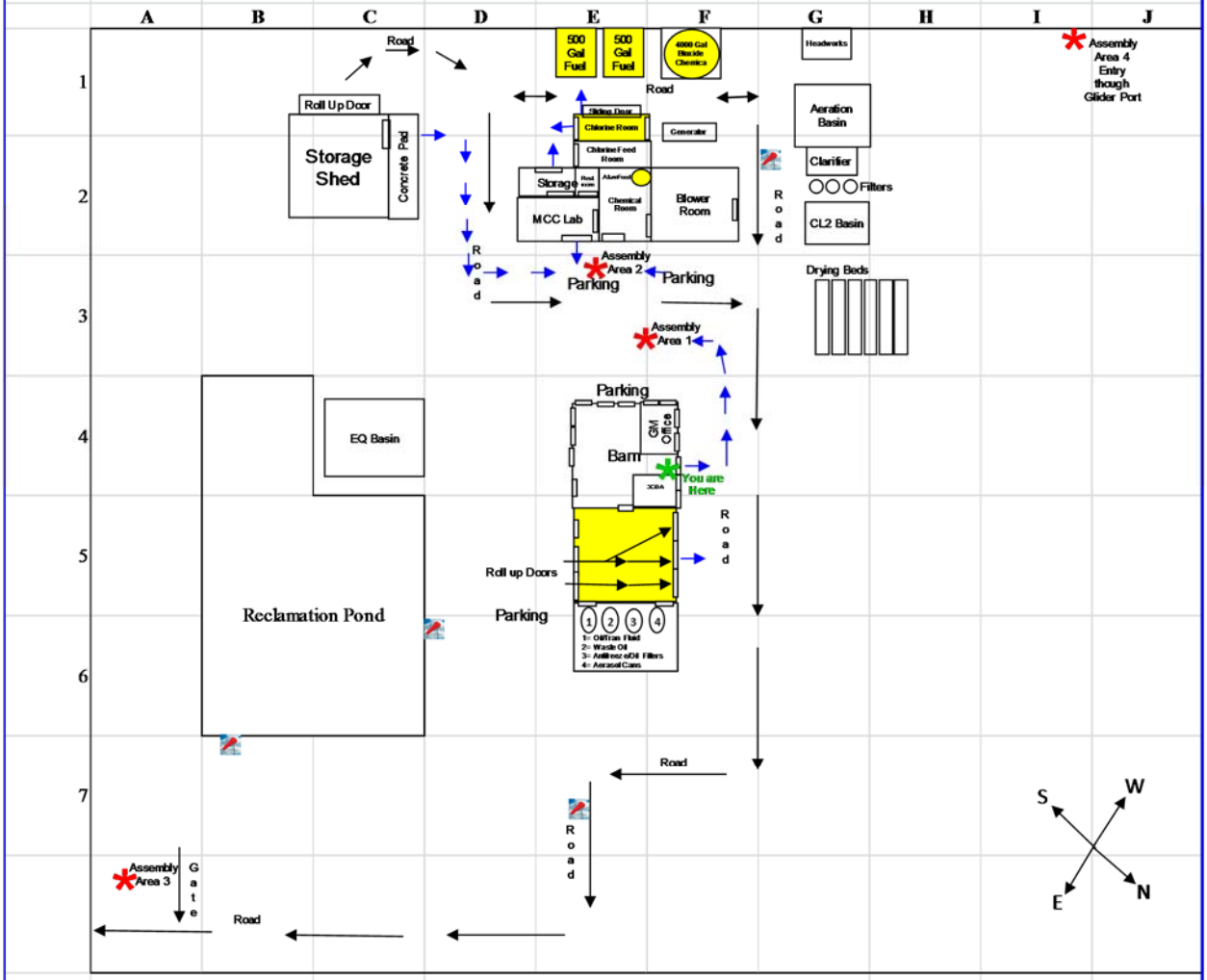
CCLIX.

YX ®

Assembly area is based on situation or circumstance.

Wind Sock

CALIFORNIA ANNOTATED MAP	Wastewater Treatment Plant Office	Site Address:18896 Grange Road Middletown, CA 95461	



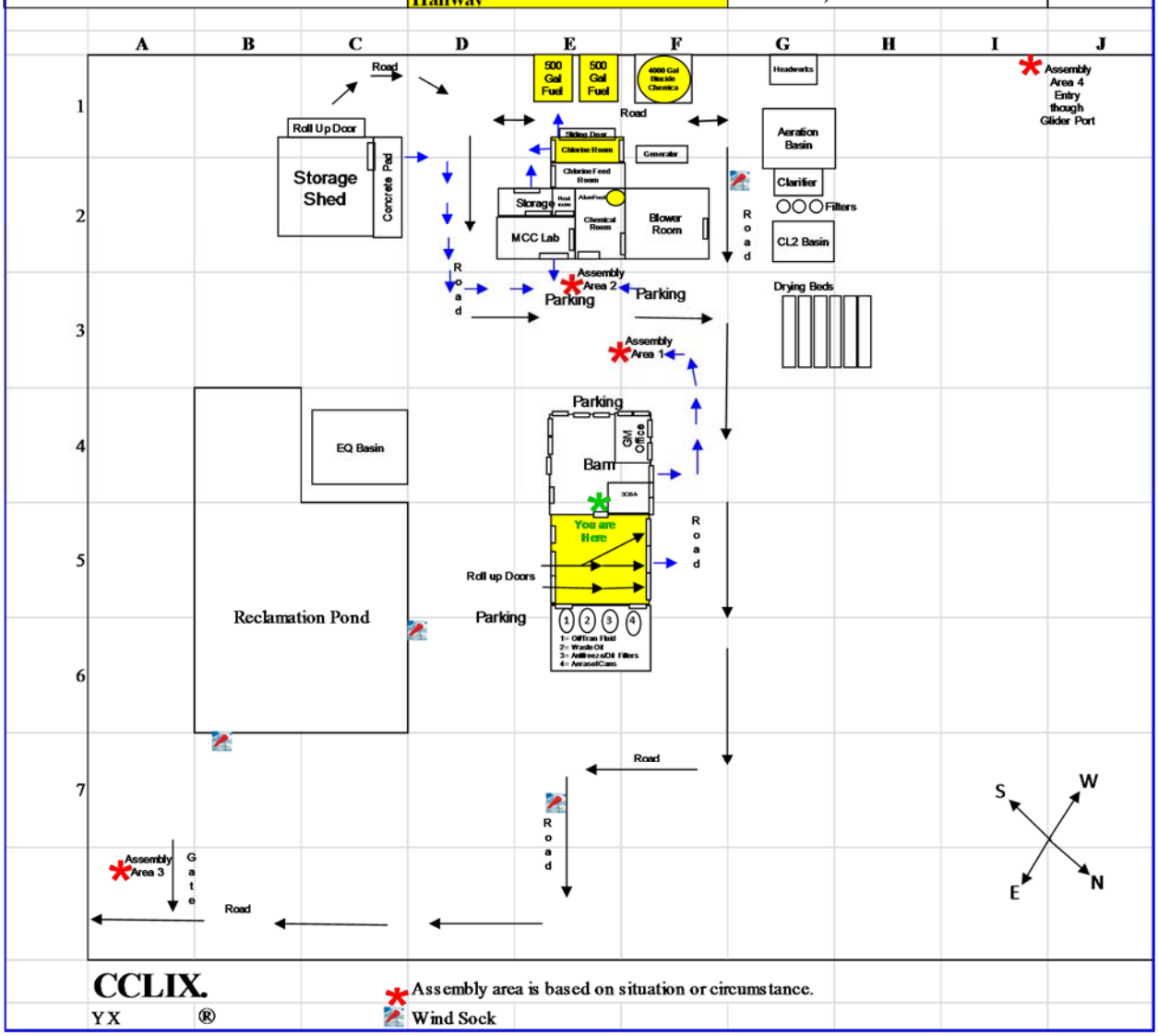
CCLIX.

YX ®

Assembly area is based on situation or circumstance.

Wind Sock

CALIFORNIA ANNOTATED MAP	Wastewater Treatment Plant Hallway	Site Address:18896 Grange Road Middletown, CA 95461	Map #: 2



CCLIX.
YX ®

Assembly area is based on situation or circumstance.
Wind Sock

1.1 Quick Reference Information

1.1.1 General Information

1.1.1.1 Date of Most Recent Review or Update:
February 2017

1.1.1.2 Other Pertinent Plans and Programs:

- District Respiratory Protection Program for Protection against Chlorine Gas during Accidental Releases and Emergencies
- Lake County Emergency Response Plan

1.1.1.3 Primary Local Emergency Contact Response Assistance
Call 911

1.1.1.4 Emergency Contacts and Phone Numbers
See "Emergency Contact List" on previous page.

1.1.1.5 Emergency Health Care
See "Emergency Contact List" on previous page.

1.1.2 General Emergency Response Procedures – Major or Unknown Release

Note: Response procedures to incidental releases are not covered by this Plan. Minor releases of a known origin which presents potential exposure of 10 parts chlorine per million parts of air (ppm) or less and can be responded to using a full face air purifying respirator. Incidental releases are such that operators can remediate the leak or release with the tools readily available. If at any time the release meets the criteria outlined below; affected personnel will evacuate the area and this Emergency Response Plan will be initiated.

1.1.2.1 Response to Major Release

Major release requires calling 911 under the following conditions:

1. Indications through chlorine leak alarms, or any other source or operator, indicating chlorine concentrations of 10ppm or more at any location.
2. Any chlorine leak detected outside the building by the chlorine alarm system.
3. Any uncontrolled release or release for which the source is unknown.
4. Any report of leak or detection of a leak by the chlorine detection system when the site is not manned.
5. Public report of a leak.

1.1.2.2 Notification Procedures

A chlorine alarm triggers a call out to the on-call operator. The on-call operator contacts 911 as soon as the alarm call is received.

After calling 911 and evacuating to the designated assembly areas (if applicable), see the "Emergency Contact List" and notify all appropriate agencies and people.

1.2 Emergency Response Regulatory Framework and Coordinating Agencies

1.2.1 Regulatory Framework

Due to the nature of the chlorine gas, the quantities on site, and the potential for accidental release, an Emergency Response Plan is required.

The District has developed the Emergency Response Plan and Respiratory Protection Program for chlorine gas releases to ensure adequate preparedness and rapid response to chlorine leaks. The purpose is to protect District employees, the surrounding community, and the environment in the event of a chlorine gas release.

The Emergency Response Plan provides an organizational and procedural framework for handling emergency incidents.

1.2.2 Outside Agency Organizational Roles

The extent of involvement, if any, by government agencies and/or private organizations in emergencies will depend upon the type and magnitude of the incident.

Lake County Fire Department will be contacted for immediate assistance as the Incident Commander in accordance with the Lake County Response Plan. Lake County Fire Department will also provide in the initial care of medical victims. As the Incident Commander, Lake County Fire Department will determine when to contact and how to coordinate outside agencies according to the Lake County Emergency Response Plan.

1.3 Detailed Procedures for Chlorine Emergencies

1.3.1 District Emergency Organizational Structure

1.3.1.1 Purpose

The District's emergency organizational structure ensures proper response by its employees to situations that require an emergency response or evacuation of the facilities due to accidental release of chlorine gas. The District employees are trained in proper use of personal protective equipment and responding procedures in an event of an emergency release of chlorine gas.

1.3.1.2 Roles and Responsibilities

The roles and responsibilities of various individuals are as follows:

Emergency Coordinator – Generally the District General Manager or Senior Operator. The Emergency Coordinator is available to respond to all the Incident Commander's inquiries within a short period of time. They must be familiar with all aspects of the operations and activities at the facility, the location and characteristics of chlorine, the location of applicable records within the facility, and the facility layout. They also are the liaison with response agencies, such as South Lake County Fire Department.

Incident Commander – A representative of South Lake County Fire Department or as determined by the 911 dispatcher. The Emergency Coordinator shall cooperate with and assist the Incident Commander as is appropriate to their level of training and experience.

Emergency Response Team – Consists of South Lake County Fire Department and other agency responders deemed necessary by the Incident Commander.

Employees – The District employees will cooperate fully with and support the Emergency Coordinator and Incident Commander as is appropriate to their levels of training and experience.

1.3.2 Chlorine Sensors and Alarms

A chlorine detector is located inside the chlorinator area. If the concentration of chlorine in the room reaches 10 ppm the sensor sends a signal to SCADA System and a callout alarm to the on-call operator is triggered. A light on the outside of the building is also activated to warn operators that there is a chlorine leak.

There are also sensors around the exterior of the building to detect chlorine that may be escaping from the building. The exterior chlorine sensors are equipped with a light and an alarm to alert personnel that the sensor has detected chlorine.

1.3.3 Training

The District has instituted a training program to ensure that employees are prepared to address emergency and routine operations involving chlorine. All training materials are maintained by the District's Record Keeper.

1.3.3.1 New Employees

All new field operation employees, including those who will operate or interface with equipment that uses chlorine, are trained on their first day of work. Specifically, employees are trained on the following subjects:

- Hazard communication
- Emergency phone access
- Emergency procedures
- Health and safety policies
- Location of fire extinguishers evacuation procedures
- Description of all evacuation alarms that may be heard in the work area
- Location of emergency exits
- Location of emergency assembly area
- Instructions to check in with their Supervisor once they reach the emergency assembly area
- Review of specifics to the different work areas

1.3.3.2 General Employee Training

The District will or has already trained all employees to assist in safe and orderly emergency evacuation as part of implementing the Risk Management Plan. Each employee will be advised of his/her responsibility under the RMP at the following times:

- Initially when the RMP was developed,
- Whenever employees' responsibilities or designated actions under the RMP may change,
- Whenever the RMP is changed.

The District will review with each employee upon initial assignment those parts in the RMP that the employee must know to protect the employee in the event of an emergency. Copies of the RMP document will be kept at the Wastewater Reclamation Plant and the Administration buildings.

1.3.3.3 Emergency Response Training

District employees are trained in all aspects of handling chlorine gas. The training includes instruction on the use of personal protective equipment as detailed in the Respiratory Protection Program and this Emergency Response

Plan. Coordination of periodic drills with South Lake County Fire Department ensures integrated organization structure during an emergency.

District employees are trained in the following areas:

- Implementation of the District's Emergency Response Plan.
- Selection and use of the proper chemical personal protective equipment available.
- Basic chemical and toxicological terminology and behavior.

1.3.4 First Aid and Emergency Medical Treatment

1.3.4.1 Initial Response

In the event of a medical emergency during accidental chlorine release, outside emergency medical care is provided by St. Helena Hospital, Clearlake (See the Emergency Contact List). When an employee observes a medical emergency, he/she will immediately notify 911, and will then notify the General Manager. The following information will be included:

- Nature of injury/illness
- Location of injured/ill person
- Name of the injured/ill person

If the injury is due to a chemical exposure, a copy of the MSDS will be provided to the EMS accompanying the victim to the hospital.

1.3.4.2 General Chlorine First –Aid

Any conscious person who has inhaled chlorine causing irritation should be assisted to an uncontaminated area and inhale fresh air. A person overcome by chlorine should immediately be carried to an uncontaminated area.

If breathing has ceased, artificial respiration must be started immediately by trained personnel using universal precautions and 911 contacted.

If contacted by chlorine, the eyes must be flushed immediately with large quantities of clean water. Speed is essential. Emergency Eye Washes should be used, but if not available, water may be poured over the eyes. In all cases, the eyelids must be held open and irrigation must continue for at least 15 minutes. The patient must receive medical treatment, preferably an ophthalmologist. Persons subject to chlorine exposure should not wear contact lenses.

If liquid chlorine contacts the skin, the area affected should immediately flooded with water. If no safety shower is available, immerse in any available water of acceptable temperature. Water will have the effect of thawing out clothing that may be frozen to the skin. Such clothing should be removed and flooded with water continued for at least 15 minutes. Do not apply salves or ointment or cover burns with dressing; however, protect the injured area with a clean cloth before medical care.

Ingestion is not likely route of exposure for gases.

1.3.4.3 Decontamination

According to the Agency of Toxic Substances and Disease Registry (ATSDR) victims exposed only to chlorine gas who have no skin or eye irritation do not need decontamination. Victims who do experience skin or eye irritation should have exposed skin and hair flushed with plain water to 2-3 minutes, washed twice with mild soap, and then rinsed thoroughly with water. Exposed or irritated eyes should be irrigated with plain water or saline for 15 minutes.

EMERGENCY CONTACT LIST

KEY PHONE NUMBER:
FOR ALL EMERGENCIES CALL 911

KEY PERSONNEL:

Position	Name	Cell #	Home #
General Manager	Kirk Cloyd	533-5893	533-5893
Field Operations Lead	Dennis White	533-3498	533-3498

Agency	Phone #
South Lake County Fire Department for non-emergencies	707-987-3089
Lake County Sheriff Department non-emergencies	707-263-2690
Cal Fire	707-967-1400
Emergency Command Center	707-963-2727
	707-963-9696
	707-963-9637
	707-963-9638
Chlorine Supplier – Sierra Chemical Co (Dennis Moore)	775-240-9244
Cal/OSHA in case of emergency (Kathy Garner, district Manager)	707-576-2388
Chem-Trec (Emergency Response Information Provider)	800-424-9300
St. Helena Hospital Clear Lake	707-994-6486
15630 18th Avenue, Clearlake, CA 95422	
St. Helena Hospital	707-963-6425
10 Woodland Road, St. Helena, CA 94574	
Clover Alarm (District facilities alarm system company)	707-894-3531
Hidden Valley Lake Association Security	707-987-3515
Fish & Game	800-358-2104
Department of Health	707-576-2147
State Water Resources Control Board	916-255-3000
Hazard Mitigation – Sacramento Office	916-845-1800
Office of Emergency Services (OES) – Sacramento Office	916-845-8510
Office of Emergency Services (OES) – County of Lake Office	707-263-2690
Raymond Ruminiski, Director of Environmental Health	
Lake County Local OES (main number)	707-262-4090
Dispatch number	707-263-2690
Willie Sepata, Fire Chief of Lake County	707-994-9515
Hazardous Materials – County of Lake	707-263-1164

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

RESPIRATORY PROTECTION PROGRAM

Hidden Valley Lake
Community Services District

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

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
RESPIRATORY PROTECTION PROGRAM

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PURPOSE

Hidden Valley Lake Community Services District (HVLCSD) has determined that employees in the Wastewater Treatment Plant (WWTP), Water treatment Plant (WTP), and Maintenance Departments can be exposed to respiratory hazards during routine operations. These hazards include dust, particulates, vapors, gases, and in some cases represent Immediately Dangerous to Life or Health (IDLH) conditions. The purpose of this program is to ensure that all HVLCSD employees are protected from exposure to these respiratory hazards.

In these situations, respirators and other protective equipment must be used. Respirators are also needed to protect employees' health during emergencies. The work processes requiring respirator use at HVLCSD are outlined in Table 1 in the Scope and Application section of this program.

If the use of respiratory protection in a specific case will not jeopardize the health or safety of the worker (s) HVLCSD will provide respirators for voluntary use. As outlined in the Scope and Application section of this program, voluntary respirator use is subject to certain requirements of this program.

SCOPE AND APPLICATION

This program applies to all employees who are required to wear respirators during normal work operations, and during some non-routine or emergency operations near a hazardous substance. This includes all employees working in these areas and engaged in certain processes or tasks (as outlined in the table below) must be enrolled in the company's respiratory protection program.

Employees who voluntarily wear filtering facepieces (dust masks) are not subject to the medical evaluation, cleaning, storage, and maintenance provisions of this program. Employee's participation in the respiratory protection program does so at no cost to them. The expense associated with training, medical evaluations and respiratory protection equipment will be borne by the company.

TABLE 1: Voluntary and Required Respirator Use @

Hidden Valley Lake CSD

Respirator	Department/Process
Filtering facepiece (dust mask)(N95 and/or P100 dust mask)	Voluntary use for warehouse, maintenance shop, & sludge bed workers

Half-facepiece APR with N95 Pre filter or P100 Low-profile cartridge	Voluntary use for warehouse, maintenance shop, & sludge bed workers
Full-facepiece Advantage 3000 or 3200	WWTP Chlorine Room WTP Chlorine Room

RESPONSIBILITIES

PROGRAM ADMINISTRATOR

The Program Administrator is responsible for administering the respiratory protection program.

Duties of the program administrator include:

- Identifying work areas, processes or tasks that require workers to wear respirators, and evaluating hazards.
- Selection of respiratory protection options.
- Monitoring respirator use to ensure that respirators are used in accordance with their certifications.
- Arranging for and/or conduction training.
- Ensuring proper storage and maintenance of respiratory protection equipment.
- Conduction qualitative or quantitative fit test.
- Administering the medical surveillance program.
- Maintaining records required by the program.
- Evaluating the program.
- Updating written program, as needed.

The Program Administrator for HVLCSD is Dennis White.

SUPERVISORS

Supervisors are responsible for ensuring that the respiratory protection program is implemented in their particular areas. In addition to being knowledgeable about the program requirements for their own protection, supervisors must also ensure that the program is understood and followed by the employees under their charge. Duties of the supervisor include:

- Ensuring that employees under their supervision (including new hires) have received appropriate training, fit testing and annual medical evaluation.
- Ensuring the availability of appropriate respirators and accessories.
- Being aware of tasks requiring the use of respiratory protection.
- Enforcing the proper use of preparatory protection when necessary.
- Ensuring that respirators are properly cleaned, maintained, and stored according to the respiratory protection plan.

- Ensuring that respirators fit well and do not cause discomfort.
- Continually monitoring work areas and operations to identify respiratory hazards.
- Coordination with the Program Administrator on how to address respiratory hazards or other concerns regarding the program.

EMPLOYEES

- Each employee has the responsibility to wear his or her respirator when and where required and in the manner in which they were trained. Employees must also:
- Care for and maintain their respirators as instructed, and store them in a clean sanitary location.
- Inform their supervisor if the respirator no longer fits well, and request a new one that fits properly.
- Inform their supervisor or the Program Administrator of any respiratory hazards that they feel are not adequately addressed in the workplace and of any other concerns that they have regarding the program.

PROGRAM ELEMENTS

MEDICAL EVALUATION

Employees who are either required to wear respirators, or who choose to wear an APR voluntarily, must pass a medical exam before being permitted to wear a respirator on the job. Employees are not permitted to wear respirators until a physician has determined that they are medically able to do so. Any employee refusing the medical evaluation will not be allowed to work in an area requiring respirator use.

A licensed physician at JobCare, St. Helena Hospital, will provide the medical evaluations. Medical evaluation procedures are as follows:

- The medical evaluation will be conducted using the questionnaire provided in Appendix C of the OSHA Respiratory Protection Standard 1910.134. The Program Administrator will provide a copy of this questionnaire to all employees requiring medical evaluations.
- All affected employees will be given a copy of the medical questionnaire to fill out, along with a stamped and addressed envelope for mailing the questionnaire to the JobCare physician. Employees will be permitted to fill out the questionnaire on company time.
- Follow-up medical exams will be granted to employees as required by the standard, and/or as deemed necessary by the JobCare physician.
- All employees will be granted the opportunity to speak with the physician about their medical evaluation, if they so request.
- The Program Administrator has provided the JobCare physician with a copy of this program, which references the OSHA Respiratory Protection Standard 1910.134, the list of hazardous substances by work area, and for each employee requiring evaluation: his or her work area or job title, proposed respirator type and weight, length of time required to wear respirator, expected physical work load (light, moderate, or heavy), potential temperature and humidity extremes, and additional protective clothing required.

- After an employee has received clearance and begun to wear his or her respirator, additional medical evaluations will be provided under the following circumstances:
    - Employee reports signs and/or symptoms related to their ability to use a respirator, such as shortness of breath, dizziness, chest pains, or wheezing.
    - The JobCare physician or supervisor informs the Program Administrator that the employee needs to be reevaluated;
    - A change occurs in the workplace conditions that may result in an increased physiological burden on the employee.

A list of employees currently included in the medical surveillance is provided in Table 2 of this program.

All examinations and questionnaires are to remain confidential between the employee and the physician.

FIT TESTING

Fit testing is required for employees wearing SCBA's in IDLH conditions, and employees who wear full-facepiece APRs in PEL conditions. Employees voluntarily wearing full or half-facepiece APRs, N95 or P100 cartridges for exposure to dust, particulates or vapors, may also be fit tested upon request.

Employees will be fit tested:

- Prior to being allowed to wear any respirator with a tight fitting facepiece.
- Annually.
- When there are changes in the employee's physical condition that could affect respiratory fit (e.g., obvious change in body weight, facial scarring, etc.).

Employees will be fit tested with the make, model, and size of respirator that they will actually wear. Employees will be provided with several models and sizes of respirators so that they may find an optimal fit.

The Program Administrator will conduct, or have fit tests conducted following the OSHA approved QLFT or QNFT Protocol in Appendix A of the Respiratory Protection Standard 1910.134.

RESPIRATOR USE

Respirator protection is required for the following personnel:

TABLE 2: Hidden Valley Lake CSD Personnel in Respiratory Protection Program

Name	Department	Job Description	Respirator
Dennis White	WWTP	Lead Operator	Full or Facepiece APR

	WTP		
Norman Rogers	WWTP WTP	Operator II	Full or Facepiece APR
Sam Garcia	WWTP WTP	Operator II	Full or Facepiece APR
Craig Shields	WWTP WTP	Operator I	Full or Facepiece APR
Stephen Amos	WWTP WTP	Utility Worker	Full or Facepiece APR
Harley Sells	WWTP WTP	Utility Worker, OIT	Full or Facepiece APR

General Use Procedures:

- Employees will use their respirators under conditions specified by this program, and in accordance with the training they received on the use of each particular model. In addition, the respirator shall not be used in a manner for which it is not certified by NIOSH or by its manufacturer.
- All employees shall conduct user seal checks each time that they wear their respirator. Employees shall use either the positive or negative pressure check (depending on which test works best for them) specified in Appendix B-1 of the OSHA Respiratory Protection Standard 1910.134.
- All employees shall be permitted to leave the work area to maintain their respirator for the following reasons: to clean their respirator if the respirator is impeding their ability to work, change filters or cartridges, replace parts, or to inspect respirator if it stops functioning as intended. Employees should notify their supervisor before leaving the area.

Emergency Procedures:

The following work areas have been identified as having foreseeable emergencies:

Wastewater Treatment Plant CL2 Room
Wastewater Treatment Plant CL2 Injection Room
Water Treatment Plant CL2 Room

Respiratory protection in these instances is for escape purposes only. HVLCSD employees are not trained as emergency responders, and are not authorized to act in such a manner. HVLCSD Emergency

Response Plan describes these procedures (including proper evacuation routes and rally points) in greater detail.

Emergency escape respirators are located:

Personal Lockers
HVLCSD Trucks
SCBA's in WWTP Control Room

Respirator Malfunction:

APR Respirator Malfunction:
For any malfunction of an APR (e.g., such as breakthrough, facepiece leakage, or improperly working valve), the respirator wearer should inform his/her supervisor that the respirator no longer functions as intended, and go to a safe area to maintain the respirator. The supervisor must ensure that the employee receives the needed parts to repair the respirator, or is provided with a new respirator.

IDLH Procedures:

The Program Administrator has identified the following areas as presenting the potential for IDLH conditions:

Water Treatment Plant CL2 Room and Wastewater Treatment Plant CL2 Room:

The Emergency Response Plan as listed in the HVLCSD Risk Management Program, Appendix A, will provide IDLH procedures.

CLEANING, MAINTAINING, CHANGE SCHEDULES AND STORAGE

Cleaning:
Respirators issued for the exclusive use of an employee shall be cleaned as often as necessary.

The following procedure is to be used when cleaning and disinfecting respirators.

- Disassemble respirator, removing any filters, canisters, or cartridges.
- Wash the facepiece and associated parts in a mild detergent with warm water. Do not use organic solvents.
- Rinse completely in clean warm water.
- Wipe the respirator with disinfectant wipes (70% Isopropyl Alcohol) to kill germs.
- Air dry in a clean area.
- Reassemble the respirator and replace any defective parts.
- Place in a clean, dry plastic bag or other air tight container.

Note: The Program Administrator will ensure an adequate supply of appropriate cleaning and disinfection material at the cleaning station. If supplies are low, employees should contact their supervisor, or Program Administrator.

Maintenance

Respirators are to be properly maintained at all times in order to ensure that they function properly and adequately protect the employee. Maintenance involves a thorough visual inspection for cleanliness and defects. Worn or deteriorated parts will be replaced prior to use. No components will be replaced or repairs made beyond those recommended by the manufactures.

The following checklist will be used when inspecting respirators:

- Facepiece:
  - Cracks, tears, or holes
  - Facemask distortion
  - Cracked or loose lenses/faceshield
- Head-straps:
  - Breaks or tears
  - Broken buckles
- Valves:
  - Residue or dirt
  - Crack or tears in valve material
- Filters/Cartridges:
  - Approval designation
  - Gaskets
  - Cracks or dents in housing
  - Proper cartridge for hazard
- Air Supply Systems:
  - Breathing air quality/grade
  - Condition of supply hoses
  - Hose connections
  - Settings on regulators and valves

Change Schedules

Employees wearing APRs with P100 or N95 filters for protection against dust and other particulates shall change the cartridges on their respirators when they first begin to experience difficulty breathing (i.e., resistance) while wearing their masks.

Storage

Respirators must be stored in a clean, dry area, and in accordance with the manufacturer's recommendations. Each employee will store their respirator in a plastic bag in their own locker. Each employee will have his/her name on the bag and that bag will only be used to store that employee's respirator.

The Program Administrator will store HVLCSD's supply of respirators and respirator components in their original manufacturer's packaging in the Program Administrator's office.

Defective Respirators

Respirators that are defective or have defective parts shall be taken out of service immediately. If during an inspection, an employee discovers a defect in a respirator; he/she is to bring the defect to the attention of his/her supervisor, or Program Administrator. The Program Administrator will decide whether to:

- Temporarily take the respirator out of service until it can be repaired.
- Perform a simple fix on the spot such as replacing a head-strap.
- Dispose of the respirator due to an irreparable problem or defect.

TRAINING

The Program Administrator will provide training to respirator users and their supervisors on the contents of the HVLCSD Respiratory Protection Program and their responsibilities under it, and on the OSHA Respiratory Protection Standard 1910.134. Workers will be trained prior to using a respirator in the workplace. Supervisors will also be trained prior to using a respirator in the workplace or prior to supervising employees that must wear respirators.

The training course will cover the following topics:

- The HVLCSD Respiratory Protection Program.
- The OSHA Respiratory Protection Standard 1910.134.
- Respiratory hazards encountered at HVLCSD and their health effects.
- Proper selection and use of respirators
- Limitations of respirators
- Respirator donning and user seal (fit) checks
- Fit testing
- Emergency use procedures
- Maintenance and storage
- Medical signs and symptoms limiting the effective use of respirators

Employees will be retrained annually or as needed. Employees must demonstrate their understanding of the topics covered in the training through hands-on exercises. Respirator training will be documented by the Program Administrator and the documentation will include the type, model, and size of respirator for which each employee has been trained and fit tested.

SELECTION PROCEDURES

The Program Administrator will select respirators to be used on site, based on the hazards to which workers are exposed and in accordance with all OSHA standards. The Program Administrator will conduct a hazard evaluation for each operation, process, or work area where airborne contaminants may be present in routine operations or during an emergency. The hazard evaluation will include:

- Identification and development of a list of hazardous substances used in the workplace, by department, or work process.

- Review of work processes to determine where potential exposures to these hazardous substances may occur. This review shall be conducted by surveying the workplace, reviewing process records, and talking with employees and supervisors.

The results of the current hazard evaluation are the following:

(Please refer to Table 3 at the end of this program for source sampling data.)

WWTP: Two 1 Ton Chlorine Cylinders are stored in the chlorine room that are used for disinfection of biologically treated wastewater. Operators are required to wear full face MSA Advantage respirators with GMC chemical cartridge when conducting inspections or maintenance.

WTP (Well 4): Five 150 lb Chlorine Cylinders are stored in the chlorine room and used for disinfection of potable water. Operators are required to where full face MSA Advantage respirators with GMC chemical cartridge when conducting inspections or maintenance.

Maintenance Shop: A variety of activities having results of paint vapor, mists, or airborne particulates and debris may warrant the use of a Full or Half face MSA Advantage respirator (discretionary if working with eye irritant) with GMC chemical cartridge in combination with an N95 pre-filter. If only airborne dust or particulates exist, a minimum N95 filter is required (dusk mask.

WWTP Sludge Beds: Mechanical means are used to help dry sludge in the drying beds and airborne dust and particulates can be created in the right conditions. Under these conditions, a dust mask will be advised.

Updating the Hazard Evaluation

The Program Administrator must revise and update the hazard evaluation as needed. If an employee feels that respiratory protection is needed during a particular activity, he/she is to contact his or her supervisor or the Program Administrator. The Program Administrator will evaluate the potential hazard, arranging for outside assistance as necessary. The Program Administrator will then communicate the results of that evaluation back to the employees. If it is determined that respiratory protection is necessary, all other elements of this program will be in effect for those talks and this program will be updated accordingly.

NIOSH Certification

All respirators must be certified by the National Institute for Occupational Safety and Health (NIOSH) and shall be used in accordance with the terms of that certification. Also, all filters, cartridges, and canisters must be labeled with the appropriate NIOSH approval label. The Label must not be removed or defaced while it is in use.

Voluntary Respirator Use

HVLCSD will provide respirators at no charge to employees for voluntary use for the following work:

- Half or Full-facepiece APR's with GMC or P100 cartridges while working around paint vapors or mists.
- Half-facepiece APR's with GMC cartridges and N95 pre-filters while grinding, and above.

- Filtering facepiece or dust mask with N95 rating while working around any airborne dusts or particulates.

The Program Administrator will provide all employees who voluntarily choose to wear any of the above respirators with a copy of the OSHA Respiratory Protection Standard 1910.134 Appendix D. (Appendix D details the requirements for voluntary use of respirators by employees.) Employees choosing to wear a half or full facepiece APR must comply with the procedures for Medical Evaluation, Respirator Use, and Cleaning, Maintenance and Storage.

The Program Administrator shall authorize voluntary use of respiratory protective equipment as requested by all other workers on a case-by-case basis, depending on specific workplace conditions and the results of the medical evaluations.

PROGRAM EVALUATION

The Program Administrator will conduct periodic evaluations of the workplace to ensure that the provisions of this program are being implemented. The evaluations will include regular consultations with employees who use respirators and their supervisor, site inspections, air monitoring and a review of records.

Problems identified will be noted in an inspection log and addressed by the Program Administrator. These findings will be reported to HVLCSD management, and the report will list plans to correct deficiencies in the respirator program and target dates for the implementation of those corrections.

DOCUMENTATION AND RECORDKEEPING

A written copy of this program and OSHA Respiratory Protection Standard 1910.134 is kept in the Program Administrator's office and is available to all employees who wish to review it.

Also maintained in the Program Administrator's office are copies of training and fit test records. These records will be updated as new employees are trained, as existing employees receive refresher training, and as new fit tests are conducted.

Human Resources will maintain JobCare employee summary sheets for all employees covered under the respirator program and/or maintain any confidential records that may apply. The completed medical questionnaire and the physician's documented findings are confidential and will remain at JobCare at St Helena Hospital. HVLCSD will only retain the physician's written recommendations regarding each employee's ability to wear a respirator. HVLCSD will retain records and evaluations in accordance with OSHA Standard 29 CFR 1910.1020.

TABLES AND FORMULAS

TABLE 3: Hidden Valley Lake CSD Hazard Evaluation					
Department	**Contaminants**	**Threshold Limit Valve (TLV)**	**Permissible Exposure Limit (PEL)**	**Controls**	**IDLH**
WWTP	Chlorine	.5 ppm 1.5 mg/m³	1 ppm 3 mg/m³ Ceiling	Local exhaust ventilation. Full facepiece APR SCADA alarm @ .2 ppm	10 ppm
WTP	Chlorine	.5 ppm 1.5 mg/m³	1 ppm 3 mg/m³ Ceiling	Local exhaust ventilation. Full facepiece APR SCADA alarm @ .2 ppm	10 ppm

TABLE 4: Assigned Protection Factors [5]					
Respirator Type [1,2]	**Quarter Mask**	**Half Mask**	**Full Face**	**Helmet/Hood**	**Loose-Fitting**
Air Purifying	5	[3]10	50	---	---
PAPR	---	50	1,000	[4] 25/1,000	25
SAR					
➢ Demand	---	10	50	---	---
➢ Continuous Flow	---	50	1,000	[4] 25/1,000	25
➢ Pressure Demand/other (+) Pressure	---	50	1,000	---	---

[1]May use respirators assigned for higher concentrations in lower concentrations or when required use is independent of concentrations.

[2]These APF's are only effective when employer has a continuing, effective respirator program per 1910.134.

[3]This APF category includes filtering facepieces and elastomeric facepieces.

[4]Must have manufacturers test evidence to support an APF of 1,000 or else these respirators receive and APF of 25.

[5]These APRs do not apply to escape-only respirators. Escape respirators must conform to 1910.134(d)(2)(ii) or OSHA's substance specific standards, if used with those substances.

Maximum Use Concentration (MUC)

- The maximum atmospheric concentration of a hazardous substance from which an employee can be expected to be protected when wearing a respirator, and is determined by the **assigned protection factor** of the respirator or class of respirators and the **exposure limit** of the hazardous substance
- **MUC=APFxOSHA Exposure Litmit[1]**

[1]When no OSHA exposure limit is available for a hazardous substance, the employer must determine an MUC on the basis of relevant available information and informed professional judgment.

Maximum Use Concentration Example

What is the MUC for an employee wearing a half-mask air purifying respirator (APF=10) in an atmosphere of Chlorine gas (PEL=1 ppm)?

MUC=APFxOSHA Exposure Limit

MUC=10x1ppm=10 ppm

NOTE that this calculated value does not exceed the IDLH level for chlorine (10 ppm), so the MUC for this example would be 10 ppm.

Appendix B - Material Safety Data Sheets (MSDS) for Chlorine

Sierra Chemical Co.

Material Safety Data Sheet

This MSDS has been prepared within the guidelines of the Federal OSHA Hazard Communication Standard, 29CFR 1910.1200.

Product Name: Chlorine

I. GENERAL INFORMATION

Supplier: Sierra Chemical Co.
Address: 2302 Larkin Cr.
Sparks, NV 89431

Emergency phone: (800) 424-9300
Information phone: (775) 358-0888
CHEMTREC phone: (800) 424-9300

Issue date: 03/18/2010

II. PRODUCT IDENTIFICATION

Product name: Chlorine **Synonyms:** None **Chemical family:** Halogen

Chemical formula: Cl_2

Product use description: Chlorinating and oxidizing agent, water treatment chemical, pharmaceutical, synthesis, disinfectants and general biocidal products and plastics.

III. HAZARDS IDENTIFICATION

HMIS Classification

Health Hazard	Flammability	Physical Hazards
3	0	0

NFPA Classification:

Health Hazard	Fire Hazard	Reactivity Hazard	Specific Hazards
4	0	0	OX

IV. EMERGENCY OVERVIEW

OSHA hazards: Corrosive. Toxic by inhalation. Compressed gas. Oxidizer.

Immediately dangerous to life or health: 10 PPM

Potential Heath Effects

Primary routes of entry: Ingestion, eyes, inhalation and skin absorption.

Potential Heath Effects

Primary routes of entry: Ingestion, eyes, inhalation and skin absorption.

Aggravated medical condition: Asthma, respiratory disorders and heart disease.

Inhalation: Toxic by inhalation. Inhalation of vapors is irritating to the respiratory system, may cause throat pain and cough. Inhaled corrosive substances can lead to a toxic oedema of the lungs. Higher exposure may cause lung oedema, circulatory collapse and unconsciousness. There is no evidence that acute inhalation of chlorine at low to moderate levels will cause permanent lung damage. At high levels, chlorine is corrosive to the respiratory tract and may cause lung damage.

Skin: May cause skin irritation and/or dermatitis. Contact with liquid chlorine may cause burns with prolonged contact causing destruction of the dermis with impairment of the skin at site of contact to regenerate.

Eyes: Causes serious eye irritation. Blurred vision. May cause permanent eye injury.

Ingestion: Ingestion or inhalation of high concentrations may cause injuries to gastrointestinal tract, liver, kidneys and central nervous system. Ingestion may cause gastrointestinal irritation, nausea, vomiting and diarrhea. Ingestion is not an applicable route of exposure for gases.

Chronic exposure: Effects from chronic skin exposure would be similar to those from single exposure except for effects secondary to tissue destruction.

NTP: No component of this product present at levels greater than or equal to 0.1% is identified as a known or anticipated carcinogen by NTP.

IARC: No component of this product present at levels greater than or equal to 0.1% is identified as probable, possible or confirmed human carcinogen by IARC.

OSHA: No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by OSHA.

ACGIH: No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by ACGIH.

V. COMPOSITION / INFORMATION ON INGREDIENTS

Hazardous Components

Component	CAS No.	Weight %
Chlorine	7782-50-5	98.00 – 100.00

VI. FIRST AID MEASURES

Eye contact: Immediately flush eyes with plenty of water holding eyelids apart for at least fifteen (15)

minutes. Remove contact lenses, if present, after the first five (5) minutes, then continue rinsing eye. Seek medical attention immediately.

Skin contact: Take off contaminated clothing. Rinse skin immediately with plenty of water for fifteen (15) to twenty (20) minutes. Call a poison control center or doctor for treatment advice.

Ingestion: Call a poison control center or doctor immediately for treatment advice. Have person sip a glass of water if able to swallow. Do not induce vomiting unless told to do so by the poison control center or doctor. Do not give anything by mouth to an unconscious person.

Inhalation: Move person (s) to fresh air. If person is not breathing, call 911 or an ambulance, then give artificial respiration, preferably by mouth-to-mouth, if possible. Call a physician or poison control center immediately.

General advice: Have the product container or label with you when calling a poison control center or doctor or going for treatment. Show this safety data sheet to the doctor in attendance.

Notes to Physician

Comments: Probable mucosal damage may contraindicate the use of gastric lavage.

VII. FIRE FIGHTING MEASURES

Flammable Properties

Flash point: N/A
Lower explosion limit: N/A
Upper explosion limit: N/A

Fire Fighting

Suitable extinguishing media: Use extinguishing measures that are appropriate to local circumstances and the surrounding environment.

Unsuitable extinguishing media: Direct water spray. Direct water spray jet.

Further information: Contact with reactive metals, e.g. aluminum, zinc and tin may result in the generation of flammable hydrogen gas. Cool containers / tanks with water spray. Water spray on active leak may produce accelerated corrosion of container and accelerate rate of leakage.

Protective equipment and precautions for firefighters

Specific hazards during fire fighting: Corrosive, compressed liquefied gas and poison.

Special protective equipment for firefighters: Additional protective clothing must be worn to prevent personal contact with this material. Those items include but are not limited to; boots, gloves, hard hat, splash-proof goggles, full face shield and impervious clothing, i.e. chemically impermeable suit. Compatible materials for response to this material are neoprene and butyl rubber. For response to Chlorine gas it is recommended to use as a minimum level "B" protection that is compatible to Chlorine. For liquid spills it is recommended to utilize as a minimum enhanced, level "B" (Enhanced Level "B" is the

addition of a splash hood). Responders can reference Chlorine Institute pamphlet No. 65 on PPE.

VIII. ACCIDENTAL RELEASE MEASURES

Personal precautions: Restrict access to affected area. Use personal protective equipment. Use NIOSH approved respiratory protection. Keep people away from and upwind of spill and/or leak. Vapors can accumulate in low areas. In the case of hazardous fumes, wear self-contained breathing apparatus.

Methods for containment / methods for clean-up: Do not allow material to contaminate ground water system. Try to prevent the material from entering drains or water sources. Prevent further leakage or spillage if safe to do so. Inform the responsible authorities in case of gas leakage, or of entry into waterways, soil or drains. The liquid form is heavier than water (will form hazardous reaction products). Pay attention to the spreading of gases especially at ground level (heavier than air) and to the direction of the wind. Retain and dispose of contaminated wash water.

Additional advice: Dispose of as hazardous waste in compliance with local, province, state and federal regulations. You are requested to contact the emergency numbers listed below before beginning any such operation.

FOR ALL ACCIDENTS, CALL CHEMTREC AT (800) 424-9300

IX. HANDLING AND STORAGE

Handling

Handling: Personnel working with this chemical should be properly trained on its hazards. Avoid inhalation, ingestion and contact with skin and eyes.

Storage

Requirements for storage areas and containers: Keep in a dry, cool and well ventilated place.

Store at temperatures not exceeding: 131°F (55°C)

Other data: For the above specified temperature the system pressure is 225 psig (15511kPa)

X. EXPOSURE CONTROLS AND PERSONAL PROTECTION

Exposure Guidelines

Components with workplace control parameters:

Components	CAS-No.	Value	Control parameters	Update	Basis
Chlorine	7782-50-5	TWA	0.5 ppm/1.5 mg/m3	1996-05-18	ACGIH
		STEL	1 ppm 2.9mg/m3	1996-05-18	ACGIH

CEIL	1 ppm 3mg/m3	1993-06-30	OSHA P1

Engineering Measures

Engineering measures: Use local exhaust ventilation to maintain levels to below the PEL.

Personal protective equipment

Eye protection: Ensure that eyewash stations and safety showers are close to the workstation location.

Skin and body protection: Wear as appropriate; full protective suit, hard hat with brim boots. Wear protective gloves and eye / face protection. Refer to Chlorine Institute pamphlet No. 65 for specific personal protection equipment requirements. When workers are facing concentrations above the exposure limit they must use appropriate certified respirators. Wear NIOSH approved full-face respirator equipped with chemical cartridges for chlorine gas.

Hygiene measures: General industrial hygiene practice.

Suitable Material

Boots: Neoprene or butyl rubber.

Gloves: Neoprene or butyl rubber.

Protective suit: Chemical resistant suit.

The listed materials are guidelines only and there are numerous PPE alternatives depending on the site specifics of where the chemical is used. You should always consult with your PPE supplier for the correct tested material. **Before using this chemical you should be aware of its hazards and be knowledgeable of emergency procedures in the event of a spill.**

XI. PHYSICAL AND CHEMICAL PROPERTIES

Appearance

Form: Compressed liquiefied gas **Color:** Yellow green **Odor:** Pungent

Safety Data

Flash point: N/A

Lower explosion limit: N/A

Upper explosion limit: N/A

Oxidizing properties: Yes

Autoignition temperature: N/A

Molecular weight: 71 g/mol

pH: N/A

Melting point/range: -150° F (-101°C) at 760 mmHg

Freezing point: No data

Boiling point/range: -29°F (-34°C) at 760 mmHg

Vapor pressure: 779 kPa at 77°F (25°C), 4,800 mmHg at 77°F (25°C), 113 psia at 77°F (25°C)

Density: 0.7632 lb/ft3 at 32°F (0°C) 53.51 psia

Bulk density: 88.76 lb/ft3 at 59.8°F (15.6°C)

Water solubility: Completely miscible

Specific gravity: N/A

Evaporation rate: Heat of vaporization; 123.9 BTU per pound

XII. STABILITY AND REACTIVITY

Conditions to avoid: Titanium will react vigorously, resulting in spontaneous ignition, when contacted by Dry Chlorine. Combustion will be supported in carbon steel systems and equipment containing a Chlorine environment at temperatures greater than 480°F. Properly purge systems and equipment PRIOR to conducting Hot Work.

Materials to avoid: Reducing agents, organic materials and alkalis.

Hazardous decomposition products: Hydrogen chloride, hypochlorous acid.

Thermal decomposition: Stable under normal conditions.

Hazardous polymerization: Does not occur.

XIII. TOXICOLOGICAL INFORMATION

Human Threshold Response

Odor threshold: Approximately 1.7 mg/m3 (0.3 ppm) **Irritation threshold:** Approximately 0.5 ppm

Immediately dangerous to life or health: 10 ppm

Animal Toxicology

Acute oral toxicity: LD50, not applicable. Product is a gas at room temperature.

Acute dermal toxicity: LD50, not applicable. Product is a gas at room temperature.

Acute inhalation toxicity: LD50 rat, exposure time is one (1) hour. Dose: 293 ppm

XIV. ECOLOGICAL INFORMATION

Acute Fish Toxicity

LC50 Bluegill sunfish: 0.44 mg/L, Exposure time: 96 hour

LC50 Perca flavescens (Yellow Perch): 0.88 mg/L, Exposure time: 1 hour

LC50 Ictalurus catus (catfish): 0.07 mg/L, Exposure time: 96 hours

LC50 Daphnia magna (Water flea): 0.017 mg/L, Exposure time: 46 hours

LC50 Crassostrea gigas (Pacific Oyster): 637.50 mg/L, Exposure time: 1 hour

LC50 Growth Myriophyllum spicatum (Water-milfoil): 20.00 mg/L, Exposure time: 2,304 hours

XV. DISPOSAL CONSIDERATIONS

Waste classification: If this product becomes a waste, it meets the criteria of a hazardous waste as defined under 40 CFR 261 and would have the following: D003, D001

Further information: If this product becomes a hazardous waste, it will be a hazardous waste which is subject to the Land Disposal Restrictions under 40 CFR 268 and must be managed accordingly. Dispose of as hazardous waste in compliance with local, province, state and federal regulations.

CARE MUST BE TAKEN TO PREVENT ENVIRONMENTAL CONTAMINATION FROM THE USE OF THIS MATERIAL. THE USER OF THIS MATERIAL HAS THE RESPONSIBILITY TO DISPOSE OF UNUSED MATERIAL, RESIDUES AND CONTAINERS IN COMPLIANCE WITH ALL RELEVANT LOCAL, PROVINCE, STATE AND FEDERAL REGULATIONS REGARDING TREATMENT, STORAGE AND DISPOSAL FOR HAZARDOUS AND NON HAZARDOUS WASTES.

XVI. TRANSPORT INFORMATION

DOT

Proper shipping name: Chlorine

UN-Number: UN1017

Class: 2.3

Hazards labels/placard: 2.3 (8, 5.1)

Emergency response: 124

Hazard Zone: B

Reportable quantity: 10lb, per 49 CFR 172.101

TDG CLR

Proper shipping name: Chlorine

UN-Number: UN1017

Class: 2.3

Hazard labels/placard: 2.3 (8)

IATA

UN-Number: UN-1017

Class: 2.3, not permitted for transport

IMDG

UN-Number: UN1017

Description of goods: Chlorine

Class: 2.3

IMDG-Labels: 2.3 (8)

Marine pollutant: YES

See regulations for further information.

FOR ALL ACCIDENTS, CALL CHEMTREC AT (800) 424-9300

XVII. REGULATORY INFORMATION

Canadian Classification

WHMIS Classification

A: Compressed gas
D1A: Very toxic material causing immediate and Serious Toxic Effects
D2A: Very toxic material causing other toxic effects
E: Corrosive material

NPRI components: Chlorine 7782-50-5

This product has been classified according to the hazard criteria of the CPR and the MSDS contains all of the information required by the CPR.

US Classification

OSHA hazards: Corrosive, toxic by inhalation. Compressed gas, oxidizer.

SARA 302 reportable quantities: 10 lbs.

SARA 311/312 hazards: Acute health hazard, chronic health hazard, fire hazard, sudden release of pressure hazard and reactivity hazard.

EPCRA – Emergency Planning Community Right-to-Know

SARA 302 components: Chlorine 7782-50-5

SARA 313 components: Chlorine 7782-50-5

US State Regulations

Massachusetts right to know components: Chlorine 7782-50-5
1991-07-01

Pennsylvania right to know components: Chlorine 7782-50-5
1991-07-01

New Jersey right to know components: Chlorine 7782-50-5
1991-07-01

Global Inventories

The components of this product are reported in the following inventories:

EINECS	On the inventory, or in compliance with the inventory
TCSA	On TSCA inventory
AICS	On the inventory, or in compliance with the inventory
DSL	All components of this product are on the Canadian DSL list
ENCS	On the inventory, or in compliance with the inventory
KECI	On the inventory, or in compliance with the inventory
PICCS	On the inventory, or in compliance with the inventory
IECSC	On the inventory, or in compliance with the inventory
NZIoC	On the inventory, or in compliance with the inventory

XVIII. OTHER INFORMATION

Disclaimer

Sierra Chemical Co. expressly disclaims all express or implied warranties of merchantibility and fitness for a particular purpose with respect to the product or information provided herein, and shall under no circumstances be liable for incidental or consequential damages.

Do not use ingredient information and/or ingredient percentages in this MSDS as a product specification. For product specification information, refer to a Product Specification Sheet and/or a Certificate of Analysis. These can be obtained from your local Sierra Chemical Co. Sales Office.

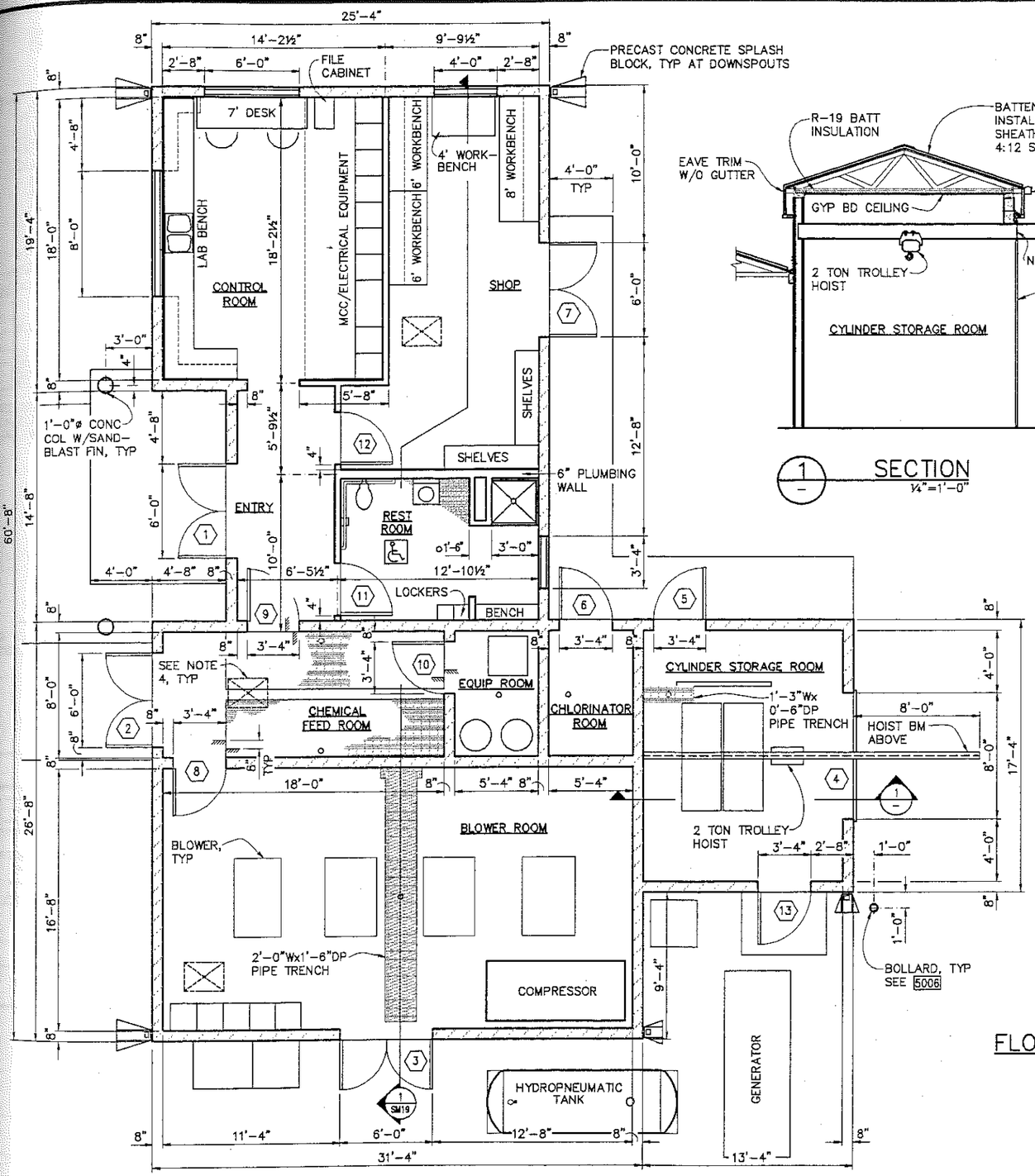
All information appearing herein is based upon data obtained from the manufacturer and/or recognized technical sources. While the information is believed to be accurate, Sierra Chemical Co. makes no representations as to its accuracy or sufficiency. Conditions of use are beyond Sierra Chemical's control. Therefore, users are responsible to verify this data under their own operating conditions to determine whether the product is suitable for their particular purposes, and they assume all risks of their use,

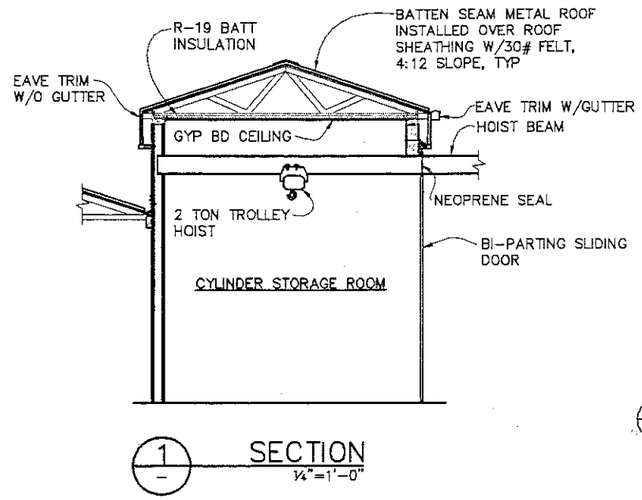
handling, and disposal of the product or from the publication or use of, or reliance upon, information contained herein. This information relates only to the product designated herein and does not relate to its use in combination with any other material or in any other process.

Appendix C - Wastewater Reclamation Facility Chlorine System Plans

GENERAL PLAN NOTES

1. REFERENCE FINISH FLOOR EL(+)0'-0"=DATUM ELEVATION 973.0
2. (#) INDICATES DOOR NUMBER, SEE DOOR SCHEDULE SHEET SM-19
3. ROOM FINISH SCHEDULE PER SHEET SM-19
4. 20"x30" ATTIC ACCESS OPENING, TYPICAL 3 PLACES. TRIM W/½"x1" WOOD MOLDING (MITER CORNERS, ROUND EDGES) PAINT TO MATCH CEILING





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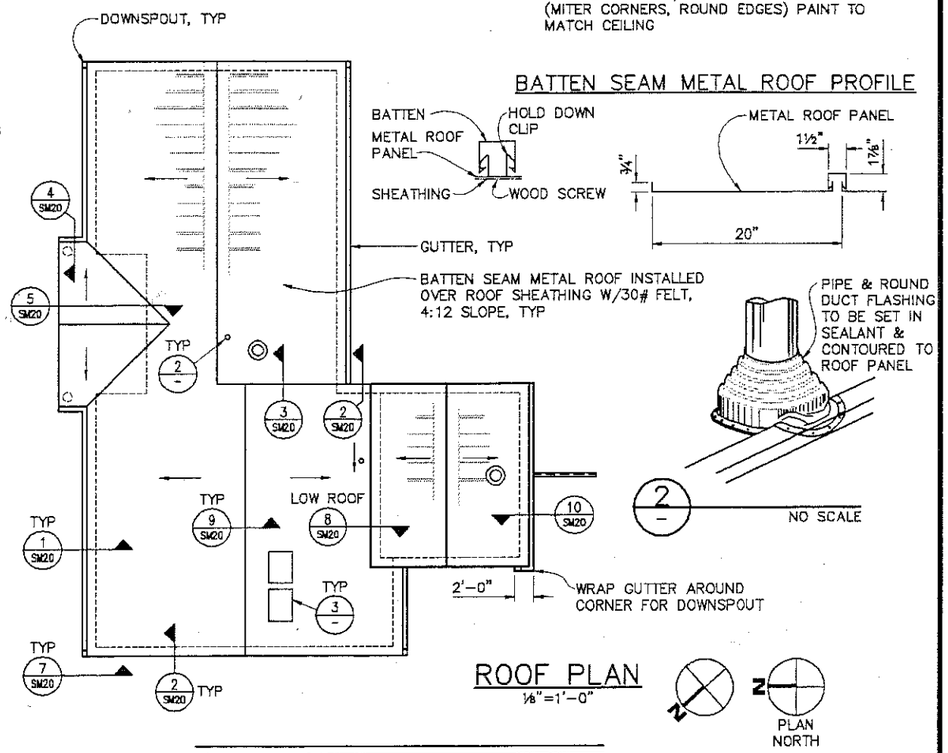
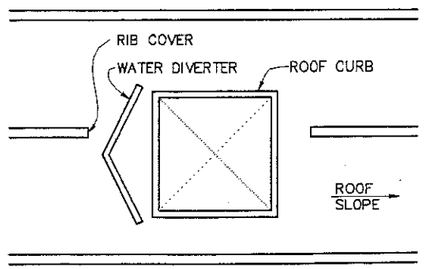


BATTEN SEAM METAL ROOF PROFILE

2 — NO SCALE

ROOF PLAN
⅛"=1'-0"

PLAN NORTH



3 — NO SCALE

FLOOR PLAN
¼"=1'-0"

PLAN NORTH

NO.	DATE	REVISIONS	BY	APPR.

REGISTERED PROFESSIONAL ENGINEER — STEPHEN JOHN CHRISTENSEN — C 048243 Exp. 3/31/96 — CIVIL — STATE OF CALIFORNIA

DSGN	SB	CHKD	SC
DRWN	SB	SCALE	SHOWN

approved ____ date ____

approved ____ date ____

BAR IS ONE INCH ON ORIGINAL DRAWING. 0 1"

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

WINZLER & KELLY
CONSULTING ENGINEERS
495 TESCONI CIRCLE, #8 PARK CENTER, SANTA ROSA, CA 95401 (707) 583-1010

HIDDEN VALLEY LAKE C.S.D.
WATER RECLAMATION PROJECT
PHASE I
STRUCTURAL/MECHANICAL
CONTROL BUILDING
FLOOR & ROOF PLANS

JOB NUMBER 90-815-D

DRAWING SM-18

46

CHEMICAL FEED ROOM

EQUIP ROOM

CHLORINATOR ROOM

CYLINDER STORAGE ROOM

6'-0"

6'-4"

6'-4"

2'-9"

18" PLUG

18" DIP

6" BLIND FLANGE

FUTURE

2'-6"

3'-1½"

18" AIR HEADER

BLOWER ROOM

CONC EQUIPMENT PAD, SEE 3012

PULL SECT	BLOWER NO. 3	BLOWER NO. 2	BLOWER NO. 1	COM-PRESSOR	FUTURE

PIPE TRENCH

NOTE:

THIS COMPRESSOR IS OWNER FURNISHED SEE SPECIFICATION SECTION 11088

AIR COMPRESSOR

CONDENSING UNIT

1'-0"

3" W3

2'-3"

3'-0"

GENERATOR PAD

2'-0"

3" W3

18"ALP FOR CONTINUATION SEE DWG C-7

¾" AHP TO HYDROPNEUMATIC TANK

¾" AHP TO FILTERS GSP

4'-0"

4" W3 FOR CONTINUATION SEE DWG C-7

W3 HYDROPNEUMATIC TANK, SEE 1/-

32 LF 8' CMU WALL

PER MFR'S REQUIREMENTS

6" TYP

GENERATOR

FINISH GRADE

NON-SHRINK GROUT

ANCHOR BOLT SEE DETAIL 3010

6"

2'-0"

3" CLR

1'-0" LAP, TYP

#4 @ 12 EA WAY

A/- SECTION

½"=1'-0"

CMU TO MATCH BUILDING

AIR LEVEL CONTROLS

4" FLANGED CONNECTION

PRESSURE RELIEF

#4 AT 24" EW

¾" SIGHT GLASS

1000 GALLON CAPACITY OPERATING PRESSURE 80 PSI DESIGN PRESSURE 150 PSI

1'-0"

STEEL SADDLE

DOWEL TO MATCH VERT WALL REINF SIZE &, SPACING

8'-0" FROM FG

FINISH GRADE

2" DRAIN W/ GATE VALVE

1'-0" MIN

8"

8"

12" THICKENED SLAB

2 #4 CONT

3" CLR

2'-0"

8'-0"

1'-0"

SLOT ONE SADDLE FOR AB MOVEMENT

4" W3

12'-1"± OVERALL LENGTH

ELEVATION

4"Φ

12"x16" MANWAY

STEEL SADDLE

2'-0"

5"

6"

3" CLR, TYP

6"

#5 @ 8" OC EW

2'-0"

END VIEW

1/- W3 HYDROPNEUMATIC TANK

¼"=1'-0"

BLOWER ROOM

INLET FILTER

INLET SILENCER

WEIGHTED PRESSURE RELIEF VALVE

BLOWER

6" CHECK VALVE

6" BUTTERFLY VALVE

DISCHARGE SILENCER

AT FUTURE PAD INSTALL BLIND FLANGE BEFORE ELBOW

12"

PRESSURE GUAGE

VIBRATION MOUNTING PADS

6" FLEX CONNECTOR

ANCHOR BOLTS

3'-0"

18" x 18" x 6" TEE

7'-8"

B/- SECTION

½"=1'-0"

NO.	DATE	REVISIONS	BY	APPR

JAMES G. [illegible] No. C 44258 Exp. 6-30-97 CIVIL STATE OF CALIFORNIA REGISTERED PROFESSIONAL ENGINEER

DSGN	JW	CHKD	JC
DRWN	RAC	SCALE	1/2"=1'-0"

approved date

approved date

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING.

0 1"

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WINZLER & KELLY CONSULTING ENGINEERS

405 TESCONI CIRCLE, #9 PARK CENTER, SANTA ROSA, CA 95401 (707) 523-1010

HIDDEN VALLEY LAKE C.S.D.

WATER RECLAMATION PROJECT PHASE I

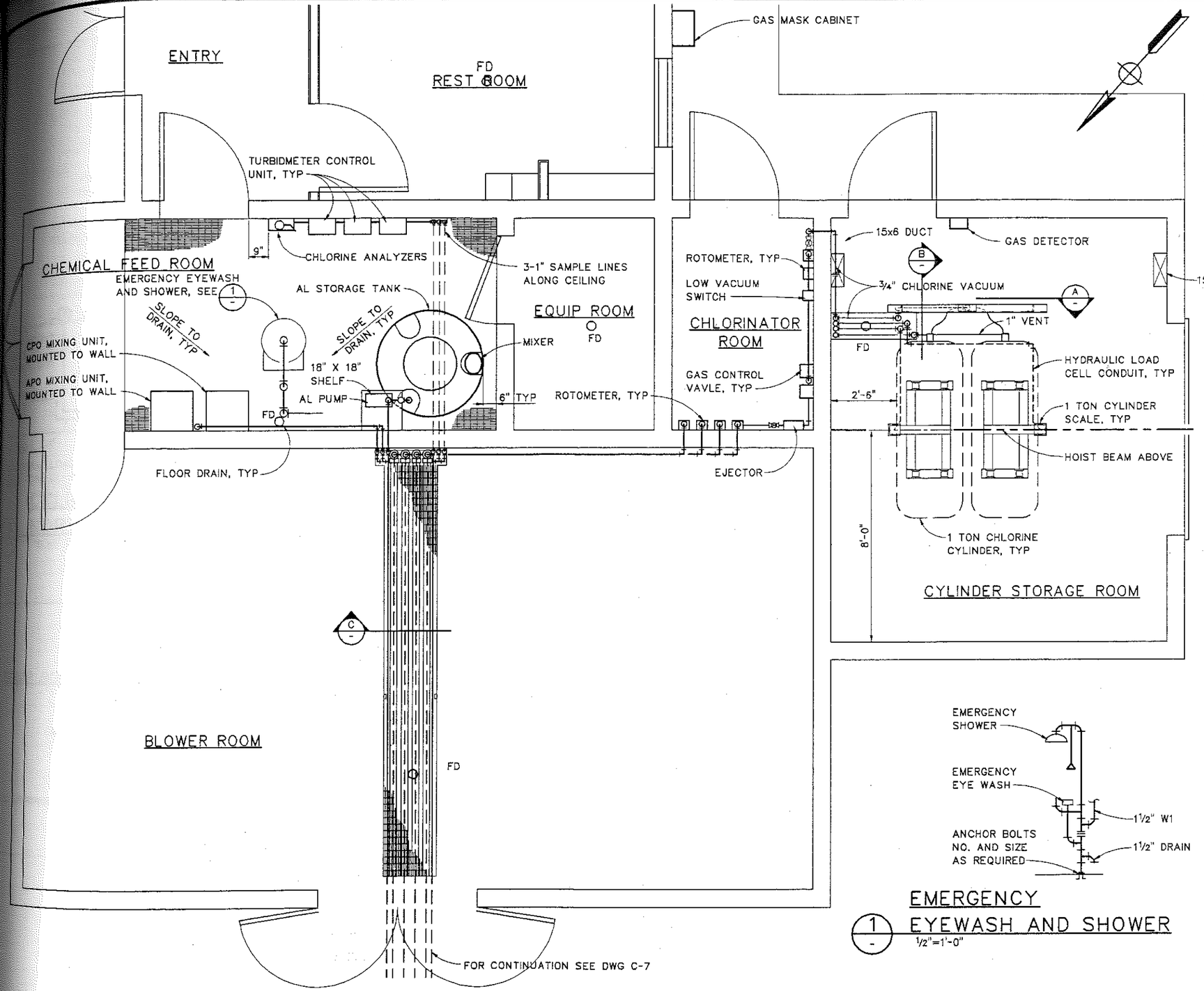
STRUCTURAL/MECHANICAL

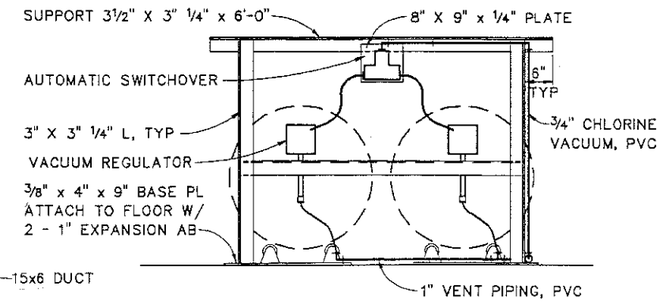
CONTROL BUILDING BLOWER ROOM PLAN

JOB NUMBER 90-815-D

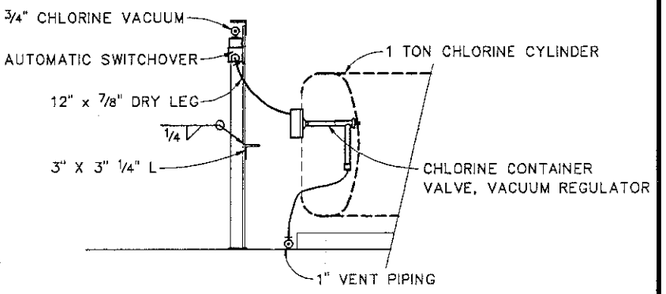
DRAWING SM-26

53

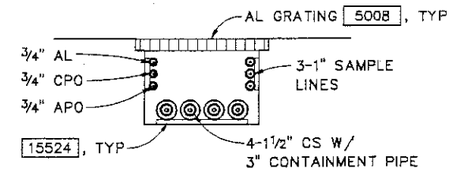




A/- SECTION
3/4"=1'-0"



B/- SECTION
3/4"=1'-0"



C/- SECTION
3/4"=1'-0"

1/- EMERGENCY EYEWASH AND SHOWER
½"=1'-0"

NO.	DATE	REVISIONS	BY	APPR.

REGISTERED PROFESSIONAL ENGINEER — JAMES G. WINZLER — No. C 44288 Exp. 6-30-97 — CIVIL — STATE OF CALIFORNIA

DSGN	JW	CHKD	JG
DRWN	RAC	SCALE	½"=1'-0"

approved ____ date ____

approved ____ date ____

VERIFY SCALE
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0 1"
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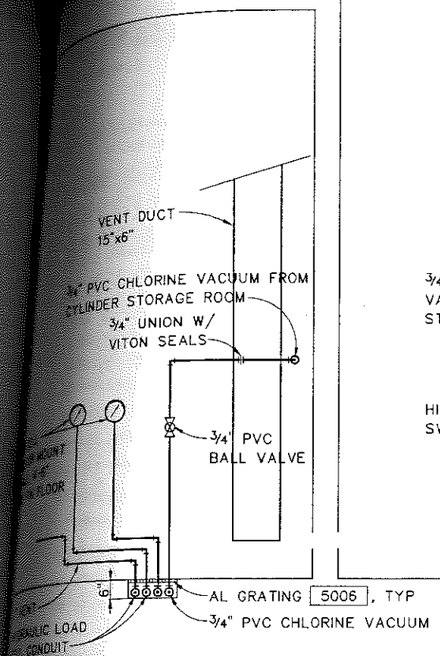
HIDDEN VALLEY LAKE C.S.D.
WATER RECLAMATION PROJECT
PHASE I
STRUCTURAL/MECHANICAL
CONTROL BUILDING
CHEMICAL FEED PLAN

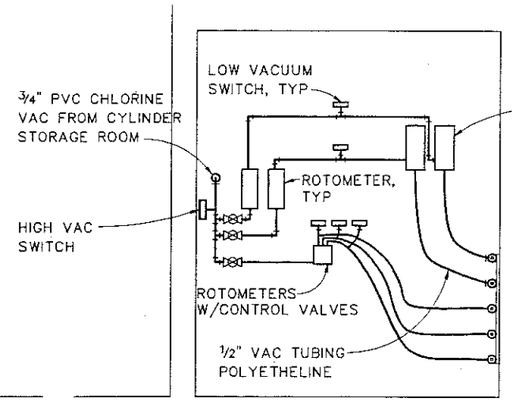
JOB NUMBER 90-815-D

DRAWING SM-27

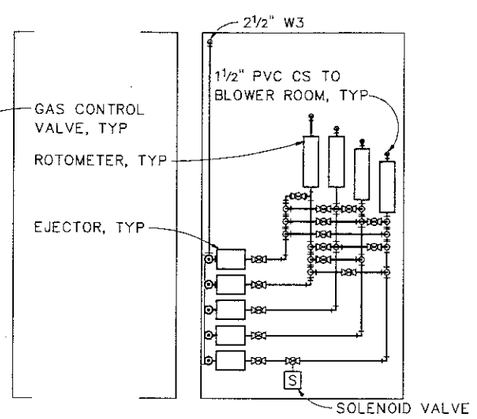
54



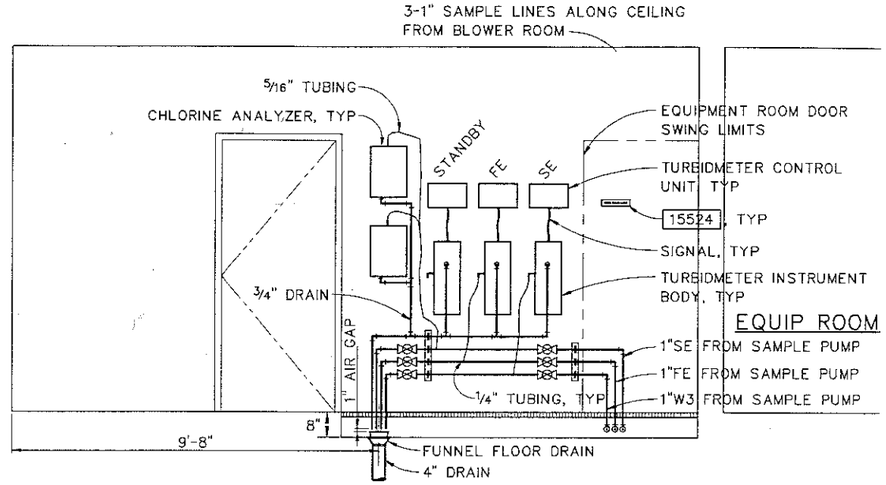
CYLINDER STORAGE ROOM
NORTH WALL ELEVATION
½"=1'-0"



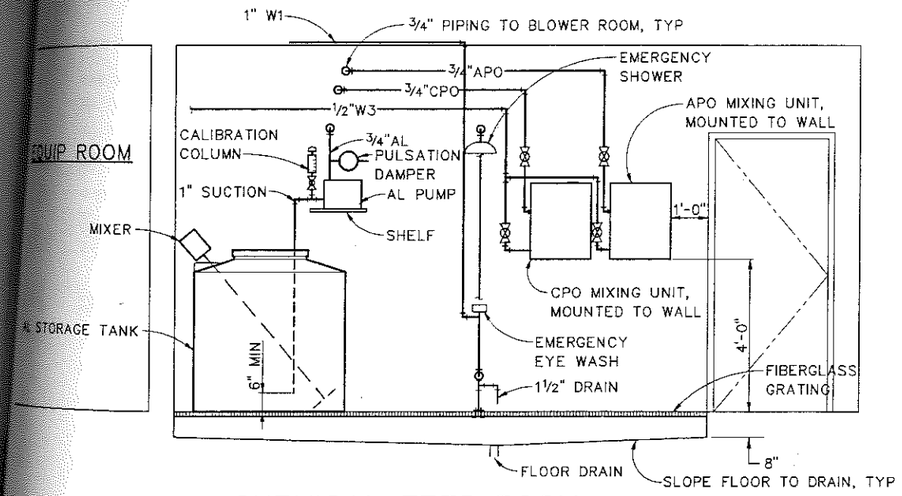
2 — CHLORINATOR ROOM
SOUTH WALL ELEVATION
½"=1'-0"



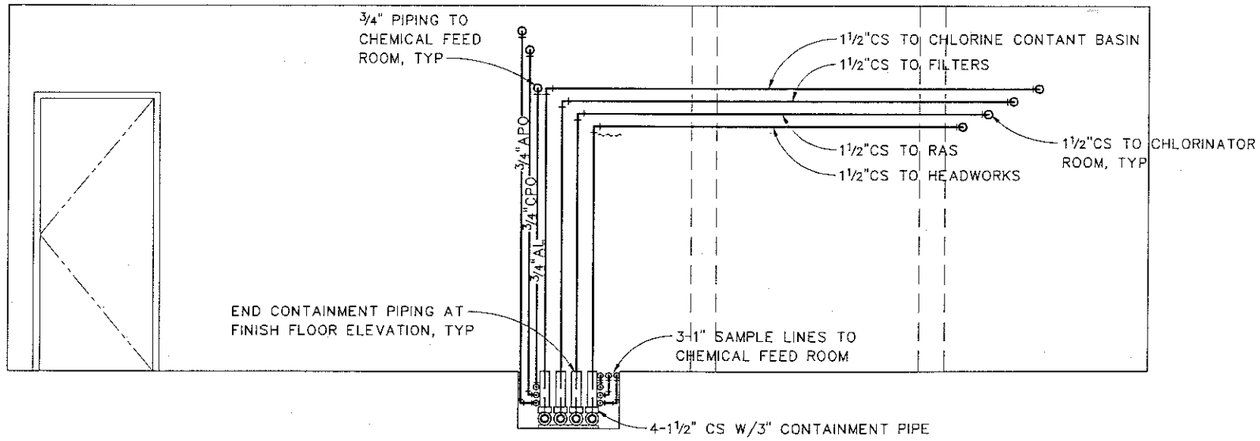
3 — CHLORINATOR ROOM
WEST WALL ELEVATION
½"=1'-0"



4 — CHEMICAL FEED ROOM
EAST WALL ELEVATION
½"=1'-0"



5 — CHEMICAL FEED ROOM
WEST WALL ELEVATION
½"=1'-0"



6 — BLOWER ROOM
EAST WALL ELEVATION
½"=1'-0"

NO.	DATE	REVISIONS	BY	APPR.

REGISTERED PROFESSIONAL ENGINEER — JAMES G. W... — No. C 44268 Exp. 6-30-97 — CIVIL — STATE OF CALIFORNIA

DSGN	JW	CHKD	JG
RAC		SCALE	½"=1'-0"

approved — date
approved — date

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0 — 1"
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

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CONSULTING ENGINEERS
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HIDDEN VALLEY LAKE C.S.D.
WATER RECLAMATION PROJECT
PHASE I
STRUCTURAL/MECHANICAL
CONTROL BUILDING
CHEMICAL FEED DETAILS

JOB NUMBER 90-815-D
DRAWING SM-28
55

Appendix D - Hazard Review Analysis Documentation

"What-If" Analysis Worksheet

Process: Wastewater Reclamation Plant **Date:** November 2008

Topic Investigated: Chlorine Gas Release **Team:** Mel Aust (General Manager), Dave Burns (Senior Operator), Jim Winter (Winzler & Kelly), William Cornils (CIH Services)

What If	Hazard	Consequence	Safeguards	Recommendations
External Events				
1. A full chlorine gas cylinder(s) falls off of the delivery truck during transit, while in the vicinity of the facility?	Ruptured cylinder.	A portion of the entire contents of one or several chlorine gas cylinders (1-ton) are released to the air.	• Reliable vendor who ensures cylinders are adequately secured to the transportation vehicle. • The cylinders are designed to withstand impacts without rupturing. • There is a County hazmat team trained to respond to chemical releases.	• Ensure that the vendor has an emergency response procedure in the event of a chlorine release during transport. Include this as a requirement within the vendor's contract.
2. Chlorine gas delivery truck is involved in a vehicular accident causing the full chlorine gas cylinders to fall off of the truck or be directly impacted during the accident?	Ruptured cylinder.	A portion of the entire contents of one or several chlorine gas cylinders (1-ton) are released to the air.	• Reliable vendor who employs defensive drivers. • The cylinders are designed to withstand impacts without rupturing. • There is a County hazmat team trained to respond to chemical releases.	• Ensure that vendor has a program to only employ defensive drivers. Include this as a requirement within the vendor's contract.

What If	Hazard	Consequence	Safeguards	Recommendations
3. Seismic event occurs near the facility?	Movement of chlorine gas cylinders and distribution piping causes a ruptured of the cylinder and/or connecting pipes containing chlorine gas.	A portion or the entire contents of one or several chlorine gas cylinders are released to the air.	• The cylinders are designed to withstand impacts without rupturing. • Piping connections to cylinders are flexible to absorb movement during seismic event. • Cylinders are fitted with valve protection caps when not connected to the piping system. • Distribution piping and installation was designed to comply with the building code. • Downstream of the chlorinator valve on the cylinder, the distribution piping pressure is negative relative to the ambient pressure. If the pressure in the piping goes to zero or becomes positive, the chlorinator valve closes. Therefore, any breaks in the system, downstream of the chlorinator will only release residual chlorine gas in the piping system.	• Install hold-down straps on 1-ton cylinders that keep the cylinders secure during a seismic event.

What If	Hazard	Consequence	Safeguards	Recommendations
4. Severe weather?	The severe weather causes damage to the chlorine gas storage building with subsequent damage to the gas cylinders and/or piping resulting in a release of chlorine gas.	A portion or the entire contents of one or several chlorine gas cylinders are released to the air.	• The cylinders are designed to withstand impacts without rupturing. • Piping connections to cylinders are flexible to absorb movement. • Cylinders are fitted with valve protection caps when not connected to the piping system. • The storage building, distribution piping, and installation of system was designed to comply with the building code. • Downstream of the chlorinator valve on the cylinder, the distribution piping pressure is negative relative to the ambient pressure. If the pressure in the piping goes to zero is becomes positive, the chlorinator valve closes. Therefore, any breaks in the system, downstream of the chlorinator will only release residual chlorine gas in the piping system.	• No recommendations.

What If	Hazard	Consequence	Safeguards	Recommendations
5. Power Failure?	Chlorine release detection systems do not function.	A portion or the entire contents of one or several chlorine gas cylinders are released into the air. The warning system would not be able to alert the operators of the situation. An employee could enter the chlorine storage and chlorination areas and be overcome by chlorine gas fumes. Similarly, a undetected chlorine gas release could affect the surrounding community.	• The chlorination system safe guards (except the leak detectors) do not depend on electrical power to function correctly.	• Provide a battery backup for the chlorine detectors.
6. Vandals, disgruntled employee, or terrorist damaged system?	Release of chlorine gas.	A portion or the entire contents of one or several chlorine gas cylinders are released into the air.	• The chlorine cylinders, controls, and piping are located inside locked structures. • The chlorine areas for the wastewater reclamation plant are within the secured area that is kept lock when employees are not present.	• Install intruder detection on the chlorine facilities.

What If	Hazard	Consequence	Safeguards	Recommendations
7. Fire?	Heat from fire melts fuse plugs on cylinder and causes release of chlorine gas.	A portion or the entire contents of one or several chlorine gas cylinders are released into the air.	• The chlorine areas of the wastewater reclamation facility are mainly constructed of non-combustible materials such as concrete and metal.	• During routine inspections check that there are no combustible materials being stored in the chlorine areas. • Ensure that local fire department is prepared to fight a fire involving chlorine gas.
8. Airplane from nearby airport directly impacts chlorine storage and use areas?	Impact causes rupture of cylinder or break in the distribution line.	A portion or the entire contents of one or several chlorine gas cylinders are released into the air.	• The cylinders are designed to withstand impacts without rupturing. • Cylinders are fitted with valve protection caps when not connected to the piping system. • Break in the distribution system only releases chlorine gas contained in the piping. • Emergency response system and plan to mitigate release and warn the surrounding community.	• No recommendations.

What If	Hazard	Consequence	Safeguards	Recommendations
On-Site Transportation and Delivery of Chlorine Cylinders				
9. A full chlorine gas cylinder(s) falls off of the delivery truck during transit, while transporting the chlorine gas on District Property?	Ruptured cylinder.	A portion or the entire contents of one or several chlorine gas cylinders (150-pound and 1-ton) are released into the air.	• Reliable vendor who ensures cylinders are adequately secured to the transportation vehicle. • The cylinders are designed to withstand impacts without rupturing.	• Incorporate such an event in the training of the District's emergency response team.
10. Chlorine gas delivery truck is involved in a vehicular accident causing the full chlorine gas cylinders to fall off of the truck or be directly impacted during the accident?	Ruptured cylinder.	A portion or the entire contents of one or several chlorine gas cylinders (150-pound and 1-ton) are released into the air.	• Reliable vendor who employs defensive drivers. • The cylinders are designed to withstand impacts without rupturing.	• Ensure that vendor has a program to only employ defensive drivers. Include this as a requirement within the vendor's contract. • Incorporate such an event in the training of the District's emergency response team.
11. A chlorine cylinder falls off of truck during the unloading process?	The cylinder is punctured or the cylinder valve is sheared off.	A portion or the entire contents of one or several chlorine gas cylinders (150-pound and 1-ton) are released into the air.	• Cylinders are fitted with valve protection caps when being moved. • The cylinders are designed to withstand impacts without rupturing	• Prepare a written chlorine cylinder handling procedure and train the operators involved in the process.

What If	Hazard	Consequence	Safeguards	Recommendations
12. Crane failure?	A 1-ton chlorine cylinder hits another cylinder or crashes onto the ground. The cylinder is punctured or the cylinder valve is sheared off.	A portion or the entire contents of one or several chlorine gas cylinders (1-ton) are released into the air.	• Cylinders are fitted with valve protection caps when being moved. • The cylinders are designed to withstand impacts without rupturing. • The crane is inspected in accordance with Cal/OSHA regulations.	• Add the crane inspection to the maintenance tracking system. • Add visual inspection of the crane to the periodic inspection conducted by the operators.
Cylinder Change Out with System				
13. Valve won't open because the packing is too tight?	Attempts to loosen packing so that the valve can be open result in a chlorine leak.	A portion or the entire contents of a 1-ton cylinder is released into the air.	• Return cylinders to vender if packing is too tight to open valve.	• Use a reliable chlorine gas vendor that supplies cylinders that are in good condition.

7

What If	Hazard	Consequence	Safeguards	Recommendations
14. Connection of the chlorine cylinder to the chlorinator is not tight?	When the valve on the cylinder is open, chlorine gas will leak into the air.	A portion or the entire contents of the cylinder is released into the air.	• Written instructions have been prepared which describes how the chlorine cylinders are attached to the system. • Operators who change out chlorine cylinders have been trained on the written procedures. • Emergency response system and plan to mitigate release and warn the surrounding community. • Use of a gas detector and alarm. • Connection inspected each hook up before valve is opened.	• No recommendations

8

What If	Hazard	Consequence	Safeguards	Recommendations
15. Cylinder valve packing leaks?	When the valve on the cylinder is open, chlorine gas will leak into the air.	A portion or the entire contents of the cylinder is released into the air.	• Written instructions have been prepared which describes possible leak scenarios and actions that operator must take. • Operators who change out chlorine cylinders have been trained on the written procedures. • Emergency response system and plan to mitigate release and warn the surrounding community. • Use of a gas detector and alarm. • Packing nut inspected each hook up.	• Use a reliable chlorine gas vendor that supplies cylinders that are in good condition.
Operation and Maintenance				
16. The cylinder valve develops a leak while the cylinder is in operation?	Gasket leak, packing nut leak, bad threads on valve, or connecting nut causes a chlorine release.	A portion or the entire contents of the cylinder is released into the air.	• Use of a gas detector and alarm. • Packing nut inspected each hook up. • Effective written procedures for cylinder changes and operation.	• No recommendations.

What If	Hazard	Consequence	Safeguards	Recommendations
17. The lower main cylinder valve (liquid) on the 1-ton cylinder develops a leak while the cylinder is in service?	The malfunction of the valve or a leak around the packing nut causes a chlorine release.	A portion or the entire contents of the cylinder is released into the air.	• Use of gas detector and alarm. • Written cylinder changing procedures.	• In contract with the vendor require cylinder inspections.
18. The chlorine gas pressure in the distribution system exceeds the normal working gas pressure?	A malfunction of the chlorinator valve causes a pressurization of the chlorine distribution system resulting in a chlorine release.	A portion or the entire contents of the cylinder is released into the air.	• Use of a gas detector and alarm. • Effective preventive maintenance program. • Emergency response system and plan to mitigate release and warn the surrounding community.	• No recommendations.
19. A chlorine gas leak develops at the connection from the cylinder valve to the chlorinator valve?	Corrosion or deterioration of the connection results in a release of chlorine gas.	A portion or the entire contents of the cylinder is released into the air.	• Use of a gas detector and alarm. • Effective preventive maintenance program. • Emergency response system and plan to mitigate release and warn the surrounding community.	• Conduct routine inspections of the distribution system.
20. A fusible plug opens on a cylinder releasing chlorine gas from the cylinder?	A leak develops around the threads of the fusible plug resulting in a release of chlorine gas.	A portion or the entire contents of the cylinder is released into the air.	• Use of a gas detector and alarm. • Emergency response system and plan to mitigate release and warn the surrounding community.	• In contract with the vendor require cylinder inspections.

What If	Hazard	Consequence	Safeguards	Recommendations
21. A leak develops in one of the chlorine distribution system components downstream of the chlorinator valve.	A deterioration of the components may result in a minimal release of chlorine gas if any.	Residual chlorine gas in the distribution system may be released into the air.	• Downstream of the chlorinator valve on the cylinder, the distribution piping pressure is negative relative to the ambient pressure. If the pressure in the piping goes to zero or becomes positive, the chlorinator valve closes. Therefore, any breaks in the system, downstream of the chlorinator valve will only release the volume of residual chlorine gas in the piping system. • Routine inspections of the system. • Routine maintenance of the system.	• No recommendations
22. A chlorine solution leak develops in a chlorine solution line in the Chlorine Building?	Deterioration of the piping may lead to the release of highly chlorinated water inside the building.	Possible off gassing of chlorine from the spilled solution.	• Leak enclosed in the building. • Effective inspection program. • Effective preventive maintenance program	• No recommendations

What If	Hazard	Consequence	Safeguards	Recommendations
23. A chlorine solution leak develops in a chlorine solution line outside the Chlorine Building or at a feed point location?	Deterioration of the piping may lead to the release of highly chlorinated water outside the building.	Possible off gassing of chlorine from the spilled solution.	• Effective inspection program. • Effective preventive maintenance program	• No recommendations

What If	Hazard	Consequence	Safeguards	Recommendations
24. A chlorine gas distribution line or connection is broken during work being performed on or near the system by District or contractor employees?	Work on or near the distribution lines causes a break in the system with the potential to release chlorine gas.	If the break is downstream of the chlorinator valve, there may be very little chlorine gas released. If the break occurs between the cylinder and the chlorinator valve a portion or the entire contents of the cylinder may be released into the air.	• Downstream of the chlorinator valve on the cylinder, the distribution piping pressure is negative relative to the ambient pressure. If the pressure in the piping goes to zero or becomes positive, the chlorinator valve closes. Therefore, any breaks in the system, downstream of the chlorinator valve will only release the volume of residual chlorine gas in the piping system. • Use of a gas detector and alarm. • Emergency response system and plan to mitigate release and warn the surrounding community.	• Train employees and contractors in the hazards of working around the chlorine system even if the work is unrelated to the system. • Before contractors are allowed to work on or near the system, they must be trained in the hazards of chlorine gas, consequences of a release, and what emergency actions they must take. • Any work on or around the system by contractors must be coordinated with the District's representative and precautions must be established to prevent a release. For example, work on the crane may require installation of a barrier to protect the valves on the cylinders from dropped objects.

13

What If	Hazard	Consequence	Safeguards	Recommendations
25. A chlorine solution line or connection is broken during work being performed on or near the system by District or contractor employees?	Work on or near the chlorine solution lines causes a break in the system with the potential to release chlorine gas.	Possible off gassing of chlorine from the spilled solution.	• Emergency response team to quickly cleanup spilled chlorine solution.	• Train employees and contractors in the hazards of working around the chlorine system even if the work is unrelated to the system. • Before contractors are allowed to work on or near the system, they must be trained in the hazards of chlorine gas, consequences of a release, and what emergency actions they must take. • Any work on or around the system by contractors must be coordinated with the District's representative and precautions must be established to prevent a release. For example, work on the crane may require installation of a barrier to protect the valves on the cylinders from dropped objects.
26. The chlorine gas sensor fails to signal a leak to the gas detector?	A malfunction of the sensor results in a chlorine gas leak not being detected in a timely manner.	Possible release of chlorine gas into the air.	• Sensor is tested periodically. • Sensor is replaced based on the manufacturer's recommendations.	• Include sensor replacement on automated maintenance schedule.

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What If	Hazard	Consequence	Safeguards	Recommendations
27. The gas detector fails to indicate a chlorine leak in the chlorine building?	A malfunction of the detector results in a chlorine gas leak not being detected in a timely manner.	Possible release of chlorine gas into the air.	• Detector is tested periodically.	• No recommendations.
28. The exhaust fan is operating when a chlorine leak occurs?	If a chlorine leak develops inside the storage area or chlorinator room, the contaminated air would be mechanically vented to the outside of the building circumventing the containment capabilities of the building.	Possible release of chlorine gas into the ambient air that could affect the surrounding community.	• Use of a gas detector and alarm. • Emergency response system and plan to mitigate release and warn the surrounding community.	• Evaluate the possibility of installing an interlocking system that would automatically shut the fan down and close-off any ventilation openings when chlorine gas is detected by the sensors.

"Checklist" Analysis Worksheet

Process: Wastewater Reclamation Plant
Date: November 2008
Topic Investigated: Chlorine Gas Release
Team: Mel Aust (General Manager), Dave Burns (Senior Operator), Jim Winter (Winzler & Kelly), William Cornils (CIH Services)

Item	Yes	No	NA	Comments
1. Process				
1.1 Is chlorination required?	✓			No comments (NC).
1.2 Is there a safer substitute chemical?		✓		NC
1.3 Is there a safer form of the chemical?	✓			Sodium hypochlorite can be used, but would require that the entire chlorination system to be redesigned.
1.4 Can a smaller amount of chlorine gas be stored at the site?		✓		The system requires that two 1-ton cylinders be connected to the system. Spare cylinders are not kept at the facility. Therefore, the smallest amount of chlorine is now being kept on site.
1.5 Can smaller cylinders be used?		✓		Smaller cylinders would require more handling of the chlorine because of increased cylinder replacements. Increased cylinder handling could increase the risk of a chlorine release.
2. Site				
2.1 Do storage, use, and transfer areas have easy access for emergency response?	✓			NC
2.2 Are storage, use, and transfer areas free of combustible or incompatible materials and isolated from hydrocarbons?	✓			This will be included on the inspection sheet to help ensure continued compliance.
2.3 Are storage, use, and transfer areas isolated from a source of corrosion, fire, and explosion and protected from vehicle impact?	✓			NC

1

Item	Yes	No	NA	Comments
3. General Conditions, Operation, and Maintenance				
3.1 Are work areas clean?	✓			This will be included on the inspection sheet to help ensure continued compliance.
3.2 Are adequate warning signs posted?	✓			NC
3.3 Is lighting sufficient for all operations?	✓			NC
3.4 Are the right tools provided and used?	✓			NC
3.5 Is PPE provided and adequate?	✓			NC
3.6 Are cylinders protected from vehicle traffic?	✓			NC
3.7 Are cylinders and feed line areas kept free of any objects that can fall on them (e.g., ladders, shelves)?	✓			This will be included on the inspection sheet to help ensure continued compliance.
3.8 Are leak detectors with local and remote audible and visible alarms present, operable, and tested?	✓			This will be included on the inspection sheet to help ensure continued compliance.
3.9 Are emergency repair kits available for each type of cylinder present?	✓			The location of the kits needs to be evaluated to ensure that they are in the best location for access.
3.10 Are appropriate emergency supplies and equipment present, including PPE and SCBAs?	✓			The location of the emergency response PPE needs to be evaluated.
3.11 Are written operating procedures available to the operators?	✓			The existing operating procedures are being updated.
3.12 Are preventative maintenance, inspections, and testing performed as recommended by the manufacturer and industry groups and are activities documented?	✓			Preventative maintenance is being performed, however to help ensure continued compliance a tracking system is being developed.

2

Item	Yes	No	NA	Comments
4. Human Factors				
4.1 Have operators been trained on the written operating procedures and the use of PPE in normal operations on the job?	✓			Annual training is performed. A system to track training records for each employee is being maintained by the Assistant to Field Operations. A method to automatically alert management when annual training is due needs to be evaluated.
4.2 Has the District certified that the operators have the required knowledge, skills, and ability to do their duties safely?	✓			Operators are certified by the SWRCB.
4.3 Do the operators follow the written operating procedures?	✓			NC
4.4 Do the operators understand the applicable operating limits on temperature, pressure, flow and level?	✓			The rewrite of the operating procedures will discuss the consequences of exceeding the operation limits.
4.5 Are controls accessible and easily understood?	✓			NC
4.6 Are labels adequate on instruments and controls?	✓			NC
4.7 Are all major components, valves, and piping clearly and unambiguously labeled?	✓			NC
4.8 Are all components mentioned in the procedures adequately labeled?	✓			NC
4.9 Have operators been trained on the correct response to alarms and conditions that exceed the operating limits of the system?	✓			NC
4.10 Are operators provided enough information to diagnose alarms?	✓			NC
4.11 Are safe work practices such as lockout/tagout, hot work, and line opening procedures followed?	✓			A lockout/tagout program is being developed.

Item	Yes	No	NA	Comments
4.12 Are personnel trained in the emergency response plan and the use of emergency kits, PPE, and SCBA's?		✓		Training will be a part of the implementation of the emergency response plan.
4.13 Are contractors used at the facility?	✓			NC
4.14 Are contractors made aware of the chlorine system hazards when working near the system?		✓		In the past there has not been a formal way of doing this. Future contracts will include a warning about working around the chlorine systems and a requirement that the contractor's employees be trained.
4.15 Are contractors briefed on the alarms and what actions they need to take?		✓		In the past there has not been a formal way of doing this. Future contracts will include a requirement that the contractor's employees be briefed on the alarms and what actions they need to take.
5. Hazard Recognition				
5.1 Are MSDS readily available to those operating and maintaining the chlorination system?	✓			NC
5.2 Do employees understand the toxicity, mobility, and ability of chlorine to sustain combustion?	✓			NC
5.3 Do employees understand the consequences of confining liquid chlorine without a thermal expansion device?	✓			NC
5.4 Do employees understand the effect of moisture on the corrosive potential of chlorine?	✓			NC
5.5 Do employees understand the effects of fire and elevated temperature on the pressure of confined chlorine and the potential for release?	✓			NC
6. Cylinder Shipment Unloading				
6.1 Is truck inspected for wheel chocks, proper position, and condition of crane?	✓			This will be included with the cylinder handling procedures.

Item	Yes	No	NA	Comments
6.2 Is the facility hoist used for chlorine cylinder transfer inspected in accordance with Cal/OSHA requirements?	✓			NC
6.3 Are adequate warning signs posted?	✓			Warning signs at the entrance to the storage and use areas needs to be installed.
6.4 Are cylinders inspected for leakage, general condition, currency of hydrostatic test, and valve protective housing before accepting shipment?	✓			This will be included with the cylinder handling procedures.
6.5 Are containers placed in the 6 o'clock/12 o'clock position for storage to reduce chance of liquid leak through valve?	✓			This will be included with the cylinder handling procedures.
7. Cylinder Storage				
7.1 If cylinders are stored outside, are they stored out of direct sunlight to prevent over pressure?			✓	NC
7.2 Are cylinders secured while in storage?		✓		Seismic hold-down straps will be installed.
7.3 Are cylinders stored away from standing water?	✓			This will be included on the inspection sheet to help ensure continued compliance.
7.4 Are cylinders stored so that objects cannot fall on them or strike them?	✓			This will be included on the inspection sheet to help ensure continued compliance.
7.5 Are cylinders stored so that a leak will not enter a lower elevation of a building or process area?	✓			NC
7.6 Are cylinders stored with the valve cover or cap secured in place?	✓			This will be included on the inspection sheet to help ensure continued compliance.
7.7 Is easy access provided to cylinders in storage?	✓			NC
8. Chlorine Buildings or Rooms				
8.1 Does the building conform with local building and fire codes?	✓			NC

Item	Yes	No	NA	Comments
8.2 Is the building constructed of noncombustible materials?	✓			NC
8.3 If flammable materials are stored or used in the same building, are they separated from the chlorine areas by a fire wall?			✓	NC
8.4 Are two or more exits provided from each chlorine storage and process area and building?		✓		NC
8.5 Is the ventilation system appropriately designed for indoor operations (and scrubbing, if required) by local codes in effect at the time of construction of major modification?	✓			NC
8.6 Are the exhaust ducts near floor level and the intake elevated?	✓			NC
8.7 Can the exhaust fan be remotely started and stopped?	✓			NC
9. Piping and Appurtenances				
9.1 Do piping specifications meet Chlorine Institute Pamphlet 6 requirements for the service?	✓			NC
9.2 Do you require suppliers to provide documentation that all piping and appurtenances are certified "for chlorine service" by the manufacturer?			✓	NC
9.3 Are piping systems properly supported, adequately sloped to allow drainage, and with a minimum of low spots?	✓			NC
9.4 Is all piping protected from all risks of excessive fire or heat?	✓			NC
9.5 Is an appropriate liquid expansion device or vapor pressure relief provided on every line segment or device that can be isolated?	✓			NC

Item	Yes	No	NA	Comments
10. Emergency Response				
10.1 Has the first responder been identified?	✓			The District will be the first responder.
10.2 Does the district have a written emergency response plan?	✓			The plan was recently developed.
10.3 Have employees been trained on the plan?		✓		Training needs to be conducted along with practice drills with other Count emergency response agencies.
10.4 Are there adequate detectors and methods to notify the District personnel of a chlorine release?		✓		The chlorine use and storage areas are equipped with chlorine detection systems. However, the feasibility of installing external detection systems needs to be evaluated. Such a system can provide an early warning for evacuation of nearby residences and also provide information on the extent of the leak for first responders.
10.5 Do the District personnel have adequate emergency response equipment?		✓		The District personnel do have emergency response PPE, but the on-call operators need to have a hand-held chlorine detection monitor when they are responding to a chlorine release alarm.
11. Voluntary Practices				
11.1 Have you avoided locating storage, use, and transfer areas uphill from adjacent operations?	✓			NC
11.2 Are storage, use, and transfer areas located away from sewer openings and other underground structures?	✓			NC
11.3 Are storage, use, and transfer areas downwind or separated from most operations and support areas and ventilation intakes based on prevailing wind direction?		✓		The storage and use is in the same building as the control room.
11.4 Are storage, use, and transfer areas located away from residences and facility boundaries?	✓			NC

Item	Yes	No	NA	Comments
11.5 Is ambient working area temperature normally comfortable?	✓			NC
11.6 Are windsocks provided in a visible location?	✓			NC
11.7 Are equipment and containers inspected daily?	✓			This will be added to the inspection sheet.
11.8 Is the system designed to operate at lowest practical temperatures and pressures?	✓			NC
11.9 If chlorine demand is low enough, is the system designed to feed gaseous chlorine from the storage container, rather than liquid?	✓			NC
11.10 Have the length of liquid chlorine lines been minimized (reduces quantity of chlorine in lines available for release)?	✓			NC
11.11 Are low-pressure alarms and automatic shut-off valve provided on chlorine feed lines?		✓		Low pressure alarm only.
11.12 Are vent-controlled spill collection sumps provided and floors sloped toward sumps for stationary cylinders?			✓	There are no stationary cylinders.
11.13 Are curbs, sumps and diking that minimize the surface of potential spills provided for stationary cylinders?			✓	There are no stationary cylinders.

Appendix E – Chlorine System Operating Procedures

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

OPERATIONS AND MAINTENANCE MANUAL
CHLORINE GAS

Hidden Valley Lake
Community Services District

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

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CHLORINATION SYSTEM

Purpose and Description

The chlorination system provides disinfection of the final effluent at the Hidden Valley Lake Water Reclamation Facility. Effluent disinfection with chlorine destroys the pathogenic bacteria that would otherwise make the effluent a hazard to the public health. Because the Hidden Valley facility utilizes direct filtration to produce tertiary treated water, the final chlorine residual can fluctuate to achieve disinfection compliance requirement of 2.2 mpn Coliform.

Chlorine, in the form of chlorine gas dissolved in water is used to disinfect the filter effluent. After is has been added to the filter effluent, it must be given ample time to disinfect before the effluent is discharged from the plant.

The filter effluent enters the chlorine contact basin in the southwest end of the basin. At this point a chlorine solution is added via a diffuser. Chlorine gas is stored in the control building. A gas feeder is used to create a chlorine solution and send the solution to the basin using vacuum pressure. The effluent flows over a weir into the mixing chamber. The turbulence introduced by the weir overflow provides a redundant mixing mechanism. Plant flow is measured with an ultrasonic flow meter. In the mixing chamber the effluent is further agitated using a 1/3-HP mechanical mixer.

The chlorine contact basin is a reinforced concrete structure constructed with a series of flow-reversing walls to produce a serpentine flow pattern. This creates a long flow path which provides detention and minimizes short-circuiting potential. The contact basin has a volume of 78,000 gallons. The volume allows for a theoretical contact time of 323 minutes at design ADWF and 126 minutes as design AWWF, the Title 22 requires at least 120 minutes of theoretical contact time.

Contact basin effluent can be automatically diverted to the flow equalization basin should the final chlorine residual be too low for reclamation standards. The automatic diversion is initiated by opening EV-400. The setting on this valve should remain in the AUTO position.

Effluent sample pumps SP 500, SP 501, SP 502 and SP 503 are located near the entrance to the chlorine contact basin. Three of these pumps are used to continuously sample secondary effluent for chemical process control, filter effluent for permit compliance and final effluent for permit compliance. One pump is a spare.

Two vertical turbine pumps are located at the end of the chlorine contact basin and supply the plant with W-3 system. The W-3 system delivers reclaimed water to the wastewater treatment building campus.

Following disinfection, the effluent flows by gravity to the effluent storage pond.

Figure 4-D-1 is a Flow Diagram for the Chlorination System.

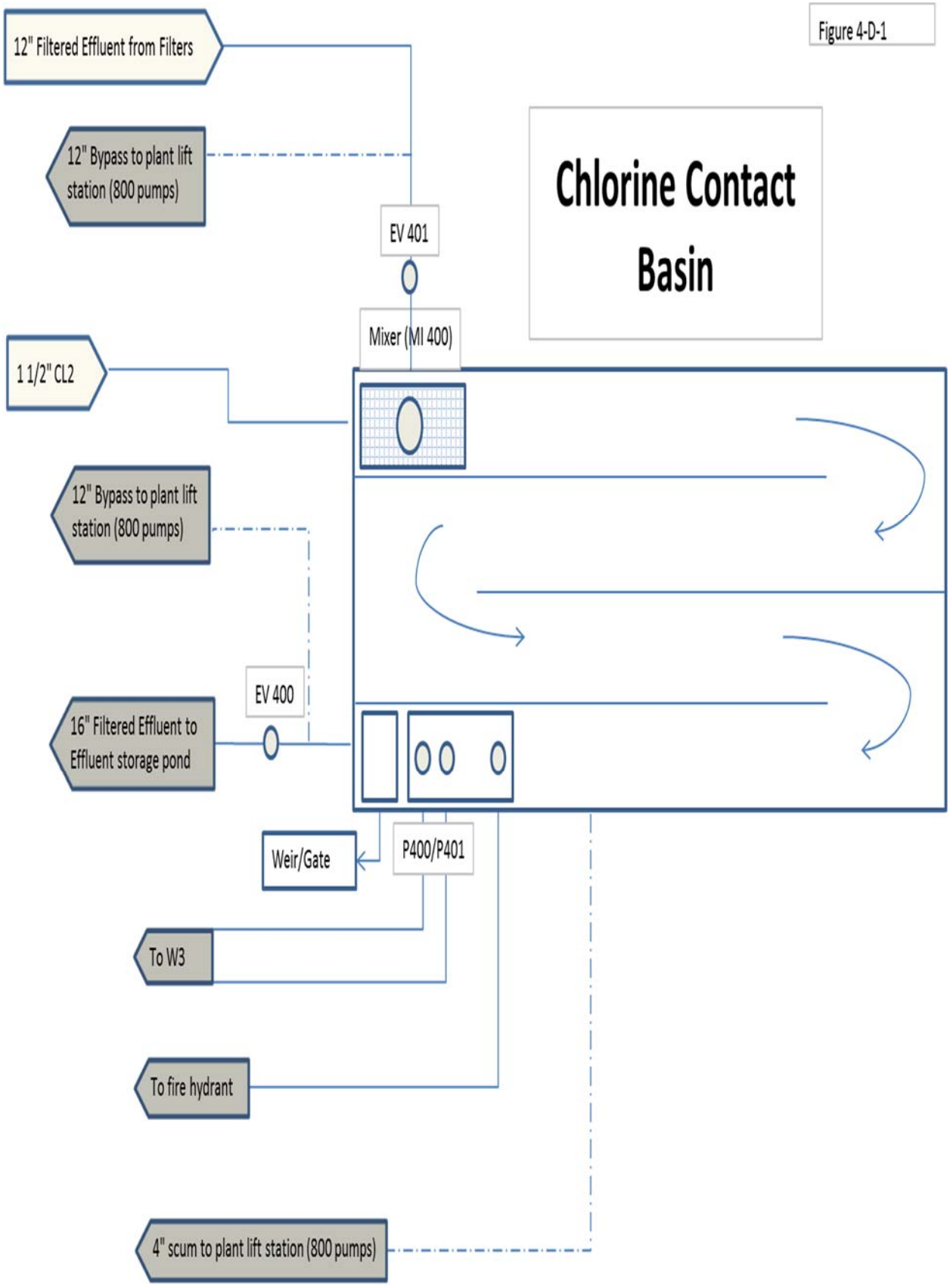


Figure 4-D-1
12" Filtered Effluent from Filters
12" Bypass to plant lift station (800 pumps)
Chlorine Contact Basin
EV 401
Mixer (MI 400)
1 1/2" CL2
12" Bypass to plant lift station (800 pumps)
EV 400
16" Filtered Effluent to Effluent storage pond
Weir/Gate
P400/P401
To W3
To fire hydrant
4" scum to plant lift station (800 pumps)

Chlorination System Design Criteria

Name	Equip No.	Characteristics
Contact Basin		Volume 78,000 gallons Contact Time 120 minutes(min)
Chlorine Gas System		20 mg/l max dosage/100 parts per day capacity. Vacuum Operation. Automatic Switchover.
Chlorine Bulk Storage		2, one ton cylinders

Chlorination System Component List

Name	Equip No.	Characteristics
Ultrasonic Flow Meter	FM 401	Sensing Range 1-20 feet
Mechanical Mixer	MI 400	1/3 HP Motor
Chlorine Gas Feeder		Rated at up to 100ppd Vacuum operation Automatic Switch over
Chlorine Scale		Two-one ton cylinder capacity
Residual Analyzer		0-20mg/l detection Continuous output to SCADA
Level Switch	LSH 400	Alarms high water level in contact basin
Electronic Valve	EV 400	Open— allows flow to storage pond. Closed— diverts flow to equalization basin.
Electronic Valve	EV 401	Open—diverts flow to flow equalization basin. Closed—allows flow to storage pond.
Gas Detector		Senses chlorine gas leak and activates alarm.
Hoist		Allows for loading and unloading of one ton chlorine cylinders .

Chlorination System Process Control

Filter effluent flows continuously into the chlorination system by gravity. Effluent can be diverted to the plant waste system by opening EV 401 if the filter effluent turbidity is too high. The chlorine feed rate is flow proportional. The gas control valve, located in the chlorinator room, is adjusted periodically by an operator as plant flow changes. The mechanical mixer can be controlled locally at the mixer or can be controlled from MCC-2.

The Chlorine Gas Feed system operates on a vacuum system. The ejector/check valve assembly develops a vacuum to allow the regulator to open an inlet valve in the unit and draw gas from the cylinder though the metering tube. The flow of gas is controlled and regulated by the rate valve, then through the vacuum tubing into the ejector and finally in the water to be treated.

A mechanical mixer provides agitation necessary to ensure complete dispersal of the chlorine solution in the filter effluent.

Chlorine residual is continuously monitored by a Residual Analyzer located in the chemical feed room. A sample pump feeds final effluent to the analyzer at a rate of 500cc/minute. A reagent is added to allow for measurement.

Start Up

Prior to starting up the chlorination system, clean the chlorine contact basin and remove all organic matter, dirt, scum or algae. This material can result in the growth of bacterial organisms which will consume the chlorine in the effluent resulting in heavy chemical use at the plant. The startup of each piece of equipment included in the chlorination system is described below.

Chlorine Gas Feeder

Each ejector must be installed properly and operating before the vacuum regulator can be adjusted. If the ejector is not working, the regulator will not work:

Check Ejectors

A. Disconnect vacuum tubing from ejector.
B. Open the water supply valve and turn on the water supply.
C. Put your finger over the injector's inlet and check the suction. If you do not feel suction, check to see if the valve is open and not clogged. Check the manufacturer's manual for other troubleshooting tips.
D. When the vacuum is attained, reconnect the tubing and leave the ejector running.
E. Repeat these steps for all ejectors.

Mounting the regulator

A. Remove cylinder valve protection cover by unscrewing counter-clockwise. With cylinder valve wrench, make sure cylinder valve is closed by tightening in a clockwise direction.
B. Unscrew the cylinder valve brass cover on the valve outlet
C. Remove tape and pater covering from the inlet capsule on the vacuum regulator inlet.
D. Check cylinder valve for any dirt in the valve face and check to see that the cylinder valve is smooth

E. Unscrew the yoke screw until the valve holder can be pushed all the way back.
F. Put a new lead gasket over the inlet capsule of the vacuum regulator and carefully mount the vacuum regulator on the cylinder valve and tighten the yoke screw.

Check the Vacuum Regulator

A. Fill a test tube bottle ¼ full with household ammonia to check for chlorine leaks.
B. With the ejector operating and the gas cylinder valve closed, the ball in the metering tube will drop to the bottom and remain there. If the ball does not drop, there is a leak at the lead gasket or a loose connection in the system. Check and correct.
C. Close the ejector water supply valve to stop the operation of the ejector.
D. Disconnect the vacuum tubing at the gas feeder to allow air to enter the system.
E. Reconnect the vacuum tubing.
F. Open the gas cylinder valve ¼ turn and close immediately.
G. Check the yoke and lead gasket valve connection for gas leaks by filing a squeeze bottle ¼ full of leak test solution and holding below the connection. Squeeze the bottle—if white smoke appears, there is a leak at the connection and it must be tightened or replaced.
H. Open the gas cylinder valve ¼ turn and leave open—recheck for leaks.
I. Turn on the water supply valve to the ejector and adjust the rate valve to desired gas flow rate. Flow rate in pounds/day is read on the meter scale at the center of the ball.

Mixer. The mechanical mixer is located in the chlorine contact basin, and is continuously operating. The controls for the mixer are in Panel 1 in MCC-2.

Chlorine Residual Analyzer. The chlorine residual analyzer is started by placing the reagent bottle into the feeder and starting the sample water flow. A flow of 500 cc/min must be maintained for proper analyzer function. Once the reagent and sample water have started, turn On the power. The analyzer will require approximately 24 hours to stabilize readings.

Operation

Operation of the chlorination system will require careful attention to chlorine dosing and attention to the mechanical equipment. Each plants disinfection requirement is unique and depends on controllable and non-controllable variables. The disinfectant dosage that must be applied is that which will consistently provide a biological quality that will meet the permit requirement. In the case of the Hidden Valley Lake Water Reclamation facility, this permit requirement is 2.2 mpn for coliform per month.

Dosage: Pathogen (microorganism) destruction is directly proportional to dose, contact time, mixing and temperature. Pathogen destruction is inversely proportional to suspended solids and pH.

Non-controllable variables	Controllable variables
Flow	Suspended solids and microorganism concentrations in the chlorine basin influent
Temperature	Chlorine Dose
pH	Chlorine Residual
Chlorine demand	

Calculation: The following is a sample calculation for the cl2 dose

Chlorine Dose = Chlorine Consumed + Residual
= Residual of 10mg/l
= Typical Consumption is 7 mg/l
= 17 mg/l

17 mg/l = Pounds of Chlorine (Dose)/ Million Pounds of Water
= Dose/ Plant Flow in MGD *(8.34 lbs/gal)

Dose = Plant Flow in MGD*(8.34)*(17)
= 142 Plant Flow in MGD

The Design Flow Rate at the Hidden Valley Lake Water Reclamation Facility is 350,000 gallons per day or .350 million gallons per day. Using this flow rate, an initial chlorine dosage can be calculated as follows:

Dose = 142 * .350 = 49.7 or 50 lbs/day of chlorine

The operator will need to regularly monitor the plant flow and chlorine residual in order to maintain the state requirement of equal to or less than 2.2 mpn Coliform

Chlorine Gas Feeder. Once started as described, the chlorine gas feeder will operate until the chlorine gas cylinder is empty. The ejector rate valve can be used to adjust dosage rate as necessary to comply with discharge requirements. The flow rate can be read directly on the scale on the ejector. When a cylinder is empty, the system will automatically switch over to a second cylinder. The operator should check the chlorine scales daily and replace empty cylinders when necessary.[1]

1. Please refer to “Chlorine Gas One ton Cylinder Procedures” for more details.

Mixer. The mechanical mixer operates continuously and is manually controlled by the operator. The operator can turn off the mixer at MCC-2 whenever alarm or

normal maintenance procedures cause there to be no flow in the chlorine contact basin. The mixer should be regularly inspected to assure that the motor is clean, dry and operating well.

Chlorine Residual Analyzer. Once started as described, the residual analyzer will operate until its reagent bottle is empty or the flow from the sample pump stops. The operator must monitor these conditions. The analyzer continuously displays chlorine residual and outputs to the SCADA system. SCADA set points are managed by the operator.

Extreme Conditions

In the event of wastewater inflow that surpasses the treatment plant's ability to process influent, including disinfection, the following steps will be taken to prevent overflow:

Turn off inflow

1. Turn off the plant lift station to prevent the recirculation of inadequately treated effluent
2. Shutdown AB chains
3. Close EV 400, Open EV 401
4. Turn off mixer
5. Shutdown the 400 pumps

Troubleshoot

1. Check filters, spear, verify results until resolved
2. Check chlorination system, ejectors, content of cylinders, adjust dosage, monitor

Turn on normal plant flow operations

1. Turn on the plant lift station
2. Place AB chains back on, in sequential groups
3. Open EV 400, Close EV 401
4. Turn on mixer
5. Turn on 400 pumps

The extreme condition of a chlorine leak > 10ppm is an emergency, which is detailed in the Emergency Response Plan.

Maintenance

Regular maintenance should be performed on the chlorination system, to avoid excessive chemical usage and costs. Regular maintenance includes cleaning the chlorine contract basin and maintaining the mechanical equipment. It also includes checking and maintaining the portable chlorine gas detector in accordance with the manufacturer's recommendations.

The contact basin is cleaned by using our trash pump with a pull vacuum that we push along the bottom of the CL2 basin. The discharge of the trash pump is routed to nearby manholes that take the flow to the 700 pumps. This in turn flows to the plant lift station (800 pumps).

This procedure should be performed on an annual basis, at a minimum. Performing the work in the summer when flows are low and the Equalization Basin is unlikely to be used, will minimize any negative effects caused by downtime on the disinfection cycle.

While the basin is off line, the operator should also perform any necessary maintenance on the chlorinators, the residual analyzer and the mixer as described in references 1 and 2.

The mechanical mixer has a motor that requires regular attention and maintenance. Bearings should be lubricated every six months. The gear drive lubricant does not need to be changed frequently (every 5 years). Reference 2 provides detailed information on maintenance and repair procedure for the mixer.

Safety

Chlorine gas is toxic and operators should always exercise caution working around it. Personal protective equipment must be utilized whenever a leak is suspected.

Basic safety precautions include:

- Observing the leak detection alarm on a regular basis
- Performing all regular leakage checks described under startup
- Performing regular service on the chlorination equipment
- Repairing cylinders with the cylinder repair kit promptly when needed
- Move cylinders only when the cylinder valve protection cover is screwed in place
- Store cylinders in a horizontal position
- Always use a new lead gasket, provided by the gas supplier when changing cylinders
- Never use the rate valve to shut off gas supply, use the cylinder valve
- Never remove the vacuum regulator from the cylinder without closing the cylinder valve
- Twice annually inspect personal protective equipment and replace as needed.

References

1. Process Control Instrumentation Service, “O&M manual for Chlorination System”.
2. Chemineer Inc. “Agitators Installation Operation & Maintenance Manual.”
3. Active Equipment Company, “Yale Electric Chain Hoist.”

4. Operation of Wastewater Treatment Plants, Volume 1 &2, U.S. Environmental Protection Agency.
5. “Safety Manual,” California Water Pollution Control Association.

HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT

CHLORINE GAS ONE TON CYLINDER CHANGING PROCEDURES

March 2016

ONE TON CYLINDER PROCEDURES:

1. NXT 3000 regulators are designed for auto switchover. There will always be two cylinders on line, one in the operating position and the other in the reserve position. When a cylinder is ready to be changed out it will move to the empty position and the cylinder that was in the reserve will auto switch to operating.

2. To change out cylinders, disable the open door alarm keypad to stop false alarm. Open the doors with care and allow space to fully ventilate prior to entry.

3. Appropriate PPE will be used at all times when changing out the cylinders. Three people must be on site while changing out chlorine cylinders.

4. The automatic transfer switch clears out the chlorine lines. Next, shut the empty tank off and close the ball valve that is attached to the empty One Ton cylinder. The lines to the empty cylinder will have already been purged due to the nature of this constant vacuum system.

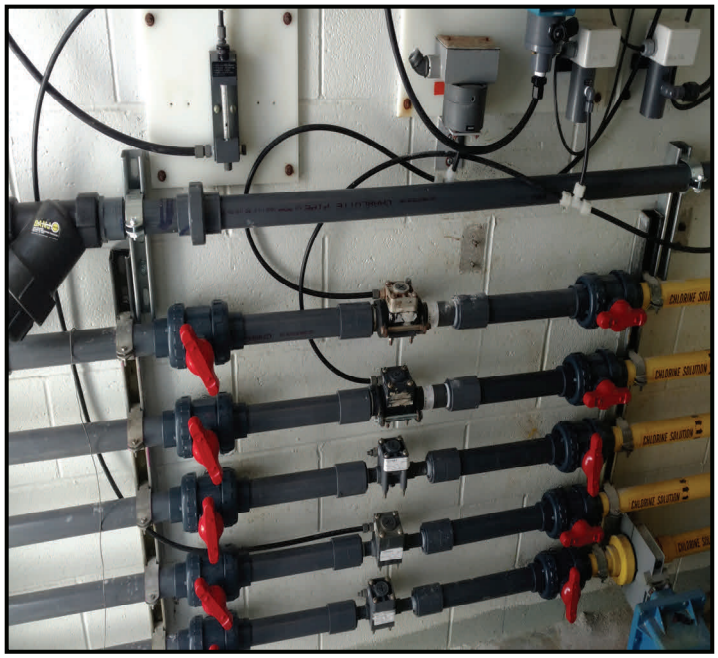
5. Remove regulator off empty One Ton cylinder, Put the cap back on the empty One Ton cylinder. Chalk the floor before using the crane to lift the empty One Ton cylinder off the scale and move it to the floor. After the empty One Ton is set on the floor and chalked, take the crane out of the building to the delivery truck which has the new One Ton cylinder. Hook up the crane and bring the new cylinder into the building, and place it on to the scale. After securing the One Ton cylinder on the scale, hook up the empty One Ton cylinder to the crane and guide it out of the building onto the delivery truck, and make sure it gets properly chained down.

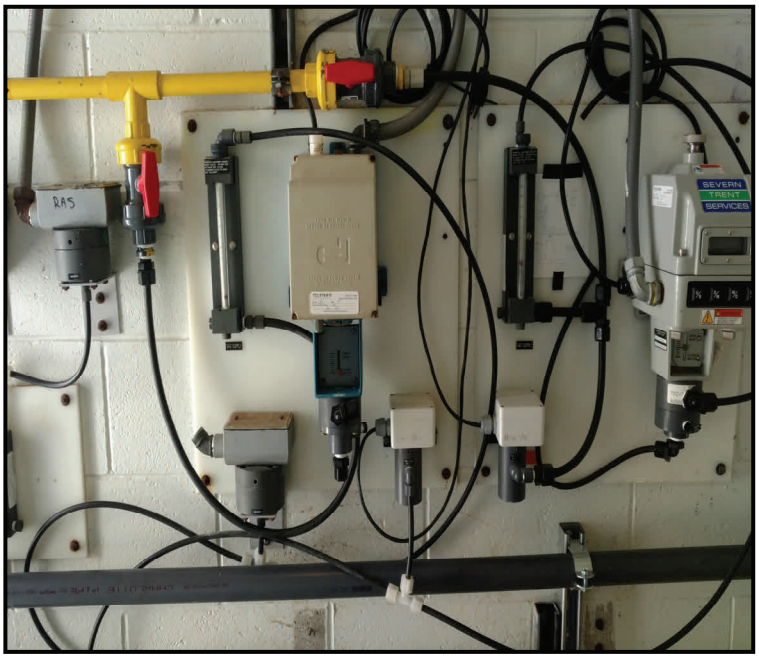
6. Set the scale to tier weight of the new cylinder. Remove the lead washer from the regulator and thoroughly brush clean washer seat area. Install regulator with new lead washer.

7. Set new cylinder to the reserve position and make sure the other cylinder is in the operating position. Using the short handled wrench, turn on tank supply valve ¼ turn and off to pressurize the line. Check with ammonia squeeze bottle for leaks along the line and at all fittings.

8. You have now successfully changed out a new One Ton chlorine cylinder.

9. Schedule Rebuilds for regulators, rotometers, and the five injectors every year in February. Change out Chlorine lines as needed. Every fifth year change out the Foxcroft chlorine gas sensor. All of which are manufactured recommended.

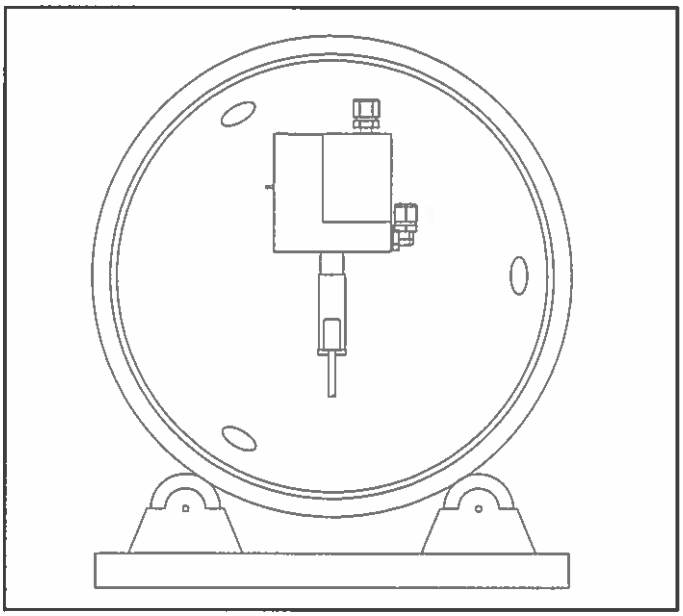




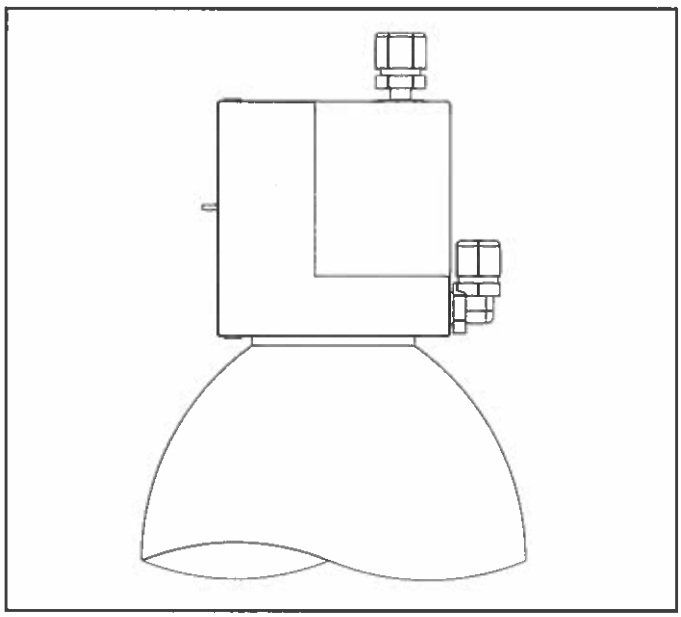
Instruction Bulletin - Series *NXT3000* Cylinder, Ton Container, or Wall Mounted Vacuum Regulator

SEVERN TRENT SERVICES

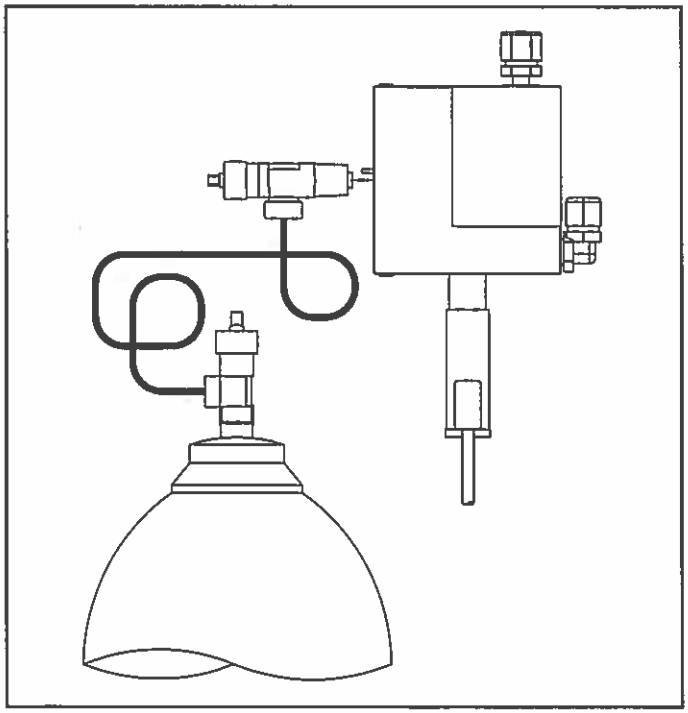
CAPITAL CONTROLS



500 PPD (10 kg/h) Ton Container Mounted



100 PPD (10 kg/h) Cylinder Mounted



Wall Mounted

These instructions describe the installation, operation and maintenance of the subject equipment. Failure to strictly follow these instructions can lead to an equipment rupture that may cause significant property damage, severe personal injury and even death. If you do not understand these instructions, please call Severn Trent Water Purification for clarification before commencing any work at 215-997-4000 and ask for a Field Service Manager. Severn Trent Water Purification, Inc. reserves the rights to make engineering refinements that may not be described herein. It is the responsibility of the installer to contact Severn Trent Water Purification, Inc. for information that cannot be answered specifically by these instructions.

Any customer request to alter or reduce the design safeguards incorporated into Severn Trent Water Purification equipment is conditioned on the customer absolving Severn Trent Water Purification from any consequences of such a decision.

Severn Trent Water Purification has developed the recommended installation, operating and maintenance procedures with careful attention to safety. In addition to instruction/operating manuals, all instructions given on labels or attached tags should be followed. Regardless of these efforts, it is not possible to eliminate all hazards from the equipment or foresee every possible hazard that may occur. It is the responsibility of the installer to ensure that the recommended installation instructions are followed. It is the responsibility of the user to ensure that the recommended operating and maintenance instructions are followed. Severn Trent Water Purification, Inc. cannot be responsible deviations from the recommended instructions that may result in a hazardous or unsafe condition.

Severn Trent Water Purification, Inc. cannot be responsible for the overall system design of which our equipment may be an integral part of or any unauthorized modifications to the equipment made by any party other that Severn Trent Water Purification, Inc.

Severn Trent Water Purification, Inc. takes all reasonable precautions in packaging the equipment to prevent shipping damage. Carefully inspect each item and report damages immediately to the shipping agent involved for equipment shipped "F.O.B. Colmar" or to Severn Trent Water Purification for equipment shipped "F.O.B Jobsite". Do not install damaged equipment.

SEVERN TRENT SERVICES, COLMAR OPERATIONS
COLMAR, PENNSYLVANIA, USA
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1 INTRODUCTION

1.1 General

The vacuum regulators are engineered and carefully tested to assure years of satisfactory operation. Correct installation and proper care will ensure continued trouble free operation. Read instructions carefully and save for future reference.

This instruction manual covers the *NXT3000* Series vacuum regulator and it's function within a gas feed system. The complete gas feed system consists of a vacuum regulator, a gas meter assembly with a manual or automatic rate valve and an ejector. Refer to the following instruction manuals for other system components:

Meter Assemblies 100.6702

Ejectors 122.6001, 122.6006, 122.6010, 122.6060

Also, the following literature is referenced throughout:

Changing Gas Cylinders Instruction Card 24563.1

Vacuum Line Size Requirements 100.4601

Chemical feed equipment technical information 010.3650

1.2 Warranty

See Bulletin 005.9001 for Severn Trent Services equipment warranty.

NOTE: The *NXT3000* vacuum regulator is designed for use in systems where the feed rate is manually or automatically set and operation is either continuous or start/stop. The Severn Trent Services equipment warranty and service policy is null and void, as it pertains to user protection, if the *NXT3000* Series vacuum regulator is misapplied.

1.3 Standard Equipment

The *NXT3000* Series gas feeder system consists of the following major components and accessories:

1.3.1 Vacuum regulator, which connects to the gas container valve or a gas manifold.

1.3.2 Ejector assembly. See Instruction Manuals 122.6001, 122.6006, 122.6010, 122.6060.

1.3.3 Metering or multiple feed points, separate meter assemblies. See Instruction Manual 100.6702.

1.3.4 Accessories

a. (1) - chlorine cylinder/container valve wrench.
b. (1) - O-ring lube
c. (1) - Poly leak detector squirt bottle
d. (6) - Inlet valve filter pads
e. (1) - Vent tubing insect screen
f. (4) - Lead valve gaskets
g. (1) - 1/2" NPT to 5/8" tubing elbow
h. 25 FT - 5/8" tubing
i. (2) - 1/2" NPT x 3/8" tubing connector
j. (1) - 1/4" NPT x 1/2" tubing connector
k. (1) - Bushing, 1/2" MNPT x 1/4" FNPT

NOTE: This instruction manual covers the vacuum regulator only. Since the vacuum regulator is one part of a gas feed system, references will be made within this bulletin to meter assemblies, ejectors and other ancillary equipment that complete the various systems. Installation of a complete system is covered within.

1.4 Specifications

Capacity:

Chlorine -	1 to 500 PPD (20 g/h to 6 g/h)
Sulfur Dioxide -	1 to 500 PPD (20g/h to 10 g/h)
Ammonia -	5 to 250 PPD (30 g/h to 5 g/h)
Carbon Dioxide -	0.75 to 375 PPD (15 g/h to 7 kg/h)

The maximum delivery capacity is dependent upon the mounting location of the vacuum regulator and the ambient temperature. These capacities are listed in Table A for an ambient temperature of 70°F to 5°F.

Gas Being Handled	Vacuum Regulator Mounting Location		
	Wall	Ton Container	Cylinder
Chlorine or Sulfur Dioxide	500 lb/d 10 kg/h	500 lb/d 10 kg/h	100 lb/d 2 kg/h
Ammonia	250 lb/d 5 kg/h	NA	NA
Carbon Dioxide*	375 lb/d 7 kg/h	NA	NA

*Due to the high gas pressure in the carbon dioxide storage cylinders, a two stage pressure regulator is required between the gas source and the vacuum regulator.

Temperature limits:	35° to 130°F (2° to 54°C)
Maximum inlet pressure:	300 PSIG
Manifold heater power:	25 Watt, 120 or 240 VAC, 50/60 Hz

2 OPERATION

2.1 General

A. Vacuum Regulator

The vacuum regulator serves to reduce the supply pressure in a gas cylinder or ton container to a regulated vacuum for safe transport of the gas to the point of application. A leak in any portion of the vacuum transport line simply allows air to be pulled into the system. A substantial vacuum line break will stop gas feed from taking place. The vacuum regulator is a spring opposed diaphragm type that resumes vacuum to operate the gas inlet valve. The vacuum regulator can control gas flow rates from 1 to 500PPD without any component changes.

For manually controlled systems, the flow rate of gas through the regulator is set and indicated by a meter assembly which contains a manually adjusted needle valve, called a rate valve. One or more meter assemblies may be furnished with each vacuum regulator and they may be either integrally mounted on the vacuum regulator or wall mounted, as required. The operating vacuum that pulls the gas through the system is created by a separately mounted ejector, one normally being required for each meter assembly.

Each vacuum regulator is equipped with a vacuum actuated, manually reset, three position, "status" lever marked RESERVE, OPERATING, and EMPTY. When a system is placed into operation, the lever is manually set to the operating position. When the gas in the cylinder or ton container is exhausted, or has been inadvertently interrupted, the lever automatically moves to the EMPTY position. The RESERVE position is used when a dual regulator type gas dispensing system is furnished, The RESERVE position indicates that the gas cylinder is full and is in stand-by condition. When the operating tank is exhausted, its status lever moves to EMPTY and the reserve tank status lever moves to the OPERATING position. This provides an automatic changeover of gas feed from the exhausted to the full gas supply container.

B. Meter-Rate Valve Assembly

The meter assembly is a variable area type meter and provides visual indication of the gas flow rate set by the rate valve.

The rate valve is located at the meter outlet (top) to provide manual selection of the desired gas flow rate.

The capacity range of each meter-rate valve assembly is clearly indicated by a calibrated scale, direct reading in pounds per day (lb/d) and grams per hour (g/h) or kilograms per hour (kg/h), etched on the meter assembly tube.

For systems requiring automatic feed control, an automatic valve is provided to be piped between the ejector and the meter assembly. The manual valve on the meter assembly is not supplied for this mode of operation.

C. Ejector

The ejector, operated by the flow of water or process liquid under sufficient pressure and velocity, creates the necessary vacuum to operate the regulator. In some instances, a booster pump is required to provide sufficient water pressure and flow rate.

2.2 Safety Features

The gas inlet valve of the vacuum regulator provides positive shut-off in the absence of operating vacuum. Therefore, the regulator is sealed off from the gas supply if a major leak should develop in the vacuum portion of the gas dispensing system during normal operation or at shutdown when the water supply to the ejector is shut off. This valve is protected by a mesh type filter located within the gas inlet connection.

A pressure relief valve, within the vacuum regulator, provides for venting gas, through a vent connection, to a remote and suitable location should gas at greater than atmospheric pressure enter the regulator. This abnormal condition could occur as liquid chemical enters the regulator; or, the gas inlet valve of the regulator does not close tightly due to the accumulation of foreign matter not removed by the filter.

The manifold assembly, supplied with wall and ton container mounted regulators, has a liquid chemical trap, an wrap-around type heater and a cartridge type filter. The trap catches any condensed gas vapors (liquid chemical) which may form in the gas supply line of a wall mounted unit or the small volume of liquid chemical discharged through the gas valve of a ton container each time a new container is placed in service to prevent its entrance into the regulator. The heater vaporizes any liquid chemical and prevents any gas from condensing in the manifold, thereby permitting only gas to enter the regulator. The filter cartridge serves to remove entrained foreign particles from the gas entering the manifold assembly, thereby reducing the solids loading on the mesh type filter located in the gas inlet connection of the regulator.

2.3 Principle of Operation

When the ejector is operating, gas enters the regulator, being reduced from supply pressure to a constantly regulated vacuum by the throttling action of the regulator, the meter assembly rate valve assembly and into the ejector. Within the ejector, the gas is thoroughly mixed with the water or process liquid to form a chemical solution which is delivered via solution hose or piping to the point of application.

WARNING
All components of the gas dispensing system are constructed of materials capable of withstanding the corrosive action of the particular gas for which the system has been specified. Never attempt to use any component for handling a gas different from that for which it has been purchased. Failure to observe this warning can result in equipment failure and bodily injury.

2.4 Capacity

Each vacuum regulator has the maximum feeding capacity of 500PPD of chlorine. The actual system maximum is determined by the flowmeter-rate valve combination and the commensurate ejector sizing. The capacity of an installed system may be changed by changing the meter assembly and/or ejector capacity components. Refer to the meter assembly parts list, 100.7602 and ejector parts lists, Section 122 for the specific part numbers associated with each ejector.

2.5 Typical Gas Feed Systems

Figure 1 illustrates several basic system arrangements. The meter-rate valve assembly may be mounted directly on the vacuum regulator or remotely on a wall. The meter assemblies have the ability of being ganged with the actual total gas flowrate limited by the 500PPD capacity of the vacuum regulator for up to five separate feed points. A mix of automatic and manual feed points are also possible as the gas feed processes dictate.

Automatic switchover may be achieved by adding a second vacuum regulator and connecting the outlets to a tee connected to the meter assemblies and following the procedures outlined further in this manual.

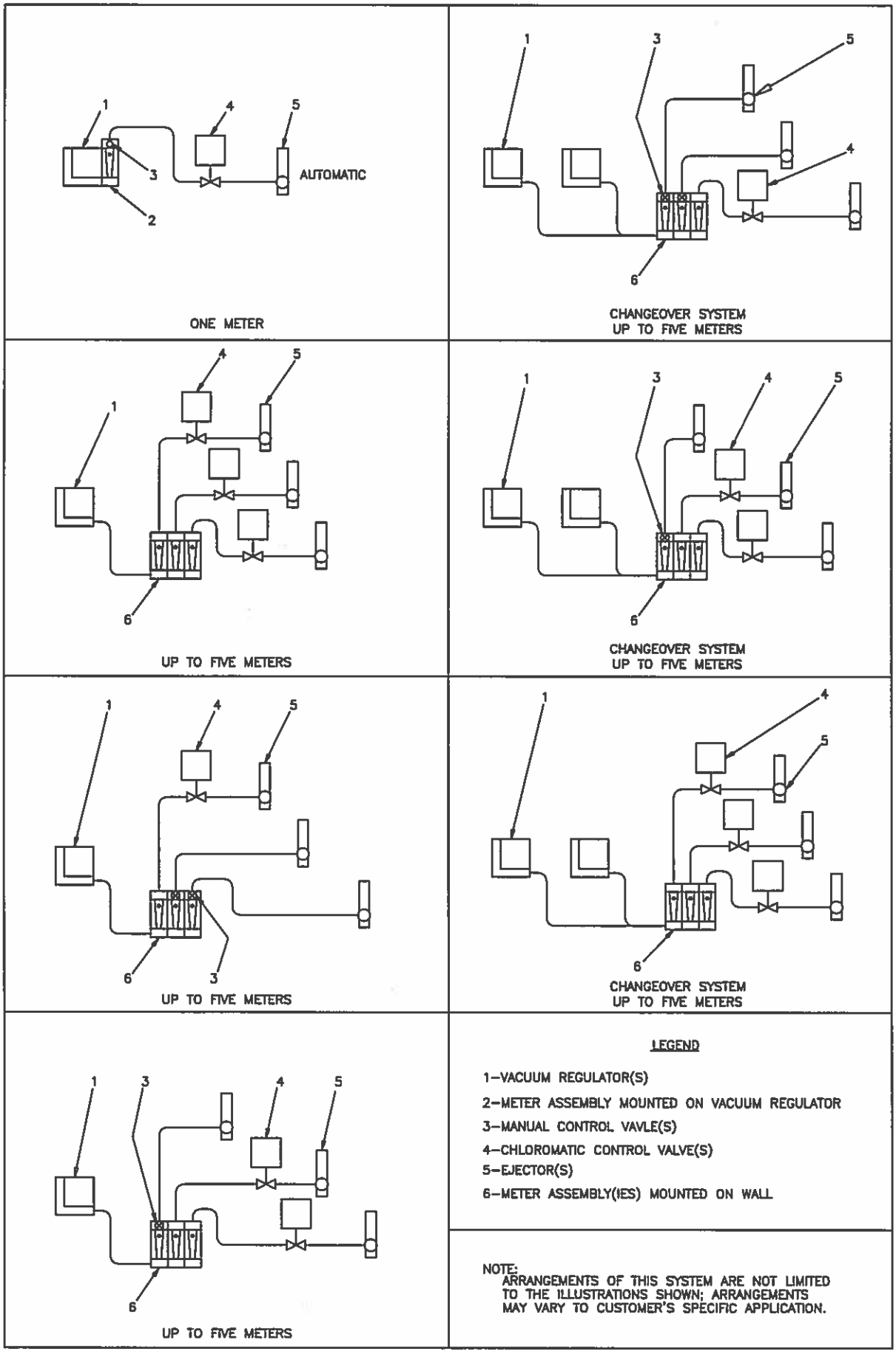


Figure 1 - Basic System Schematics

3 INSTALLATION

Select a location which can be isolated from unauthorized personnel. Outdoor installations for cylinder or ton container mounted regulators are permissible provided that the ambient temperature will not fall below 35°F (2°C) for chlorine and ammonia systems; or, 40°F (5°C) for sulfur dioxide systems. Outdoor installations for wall mounted regulators are not recommended (especially if the gas supply system consists of two or more containers) since a sudden decrease in ambient temperature will result in the formation of condensed gas vapors (liquid chemical) in the gas supply line. This liquid will be swept into the manifold and if sufficient in volume to exceed the vaporizing capacity of the manifold heater, will flood the manifold and enter the regulator.

CAUTION
The corrosion resistant plastics used in the construction of all regulators and meter-rate valve assemblies, regardless of the particular gas service for which they have been supplied, will soften and distort above 130°F (54°C). Therefore, the ambient temperature, in every instance, must never exceed this maximum allowable limit.

For outdoor installations, select an area which will provide natural protection for the gas supply against direct sunlight. If this is not possible, erect an open type structure to provide this protection. Observe the upper and lower temperature limits.

For indoor installations, select a well ventilated enclosure provided with a source of heat, if necessary, to maintain, a comfortable ambient temperature. Additionally, the enclosure should be of sufficient size to permit easy access for inspection and maintenance of the regulator and gas supply. And finally, to provide for maximum safety of operating personnel, the enclosure should be equipped and fitted as described under the Personnel Safety Section of Instruction Bulletin 010.3550.

The relative locations of the regulator(s); the remote mounted meter-rate valve assemblies, if used; and the ejector(s) must be chosen so that the length(s) of the vacuum line(s) does not exceed the value(s) shown in the appendix. Maximum gas flow to the point(s) of application will not be achieved if these limits are exceeded. Therefore, it will be necessary to refer to the appendix before locating the components of the system to verify that the length of each interconnecting vacuum line (and vent line) when the regulator is mounted on a cylinder valve or the gas valve of a ton container to permit easy transfer of the regulator from one cylinder or container to another. Arrange all vacuum lines to prevent crimping.

The vent line(s), one required for each regulator, must be extended to a suitable area (outside the building for indoor installations) where gas fumes cannot cause damage or endanger personnel. Although there is no restriction (within practical limits) to the distance over which the vent line(s) can be extended, each line, if applicable, must be run individually. Multiple vent lines cannot be manifolded. The end of the vent line(s) must be turned downward to prevent the entrance of water. The fine mesh plastic screen(s) (supplied in the accessory package) must be installed over the outlet(s) to prevent insects from entering the line(s).

When extending vent lines, eliminate low spots to prevent trapping condensed water vapor and arrange to prevent crimping.

All threaded plastic-to-plastic pipe joints must be lubricated to prevent galling of the threads, provide a perfect seal and to permit ease of disassembly. The recommended lubricating agent is Teflon (self lubricating) tape. Apply tape to the male pipe threads, one thread from the end, only to prevent it from entering the piping. Exercise care not to overtighten the joints as this may crack the plastic. Slightly more than hand tight is usually sufficient.

The vacuum regulator can be direct mounted to a 150 lb cylinder, ton, container wall mounted or mounted on a multi-container manifold.

Cylinder Mounting refer to Figure 4.

Ton Container Mounting refer to Figure 5.

Wall Mounting refer to Figure 6.

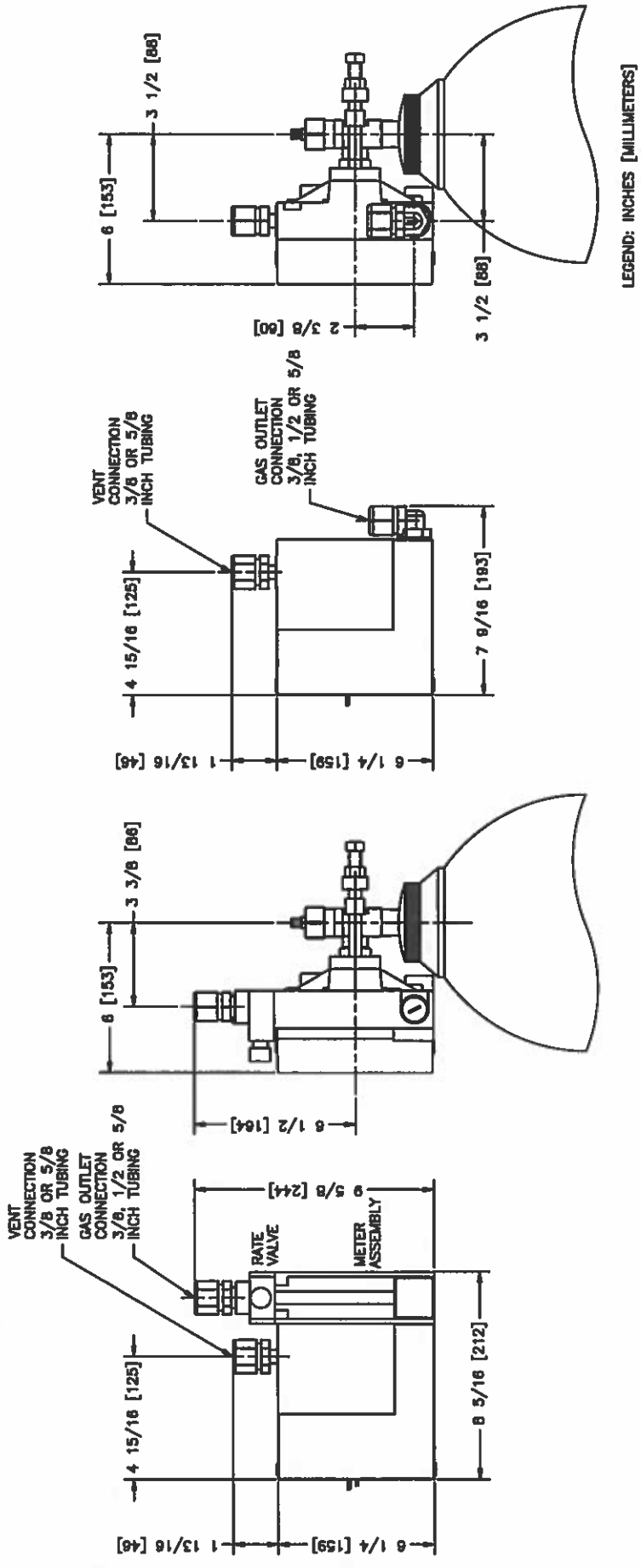
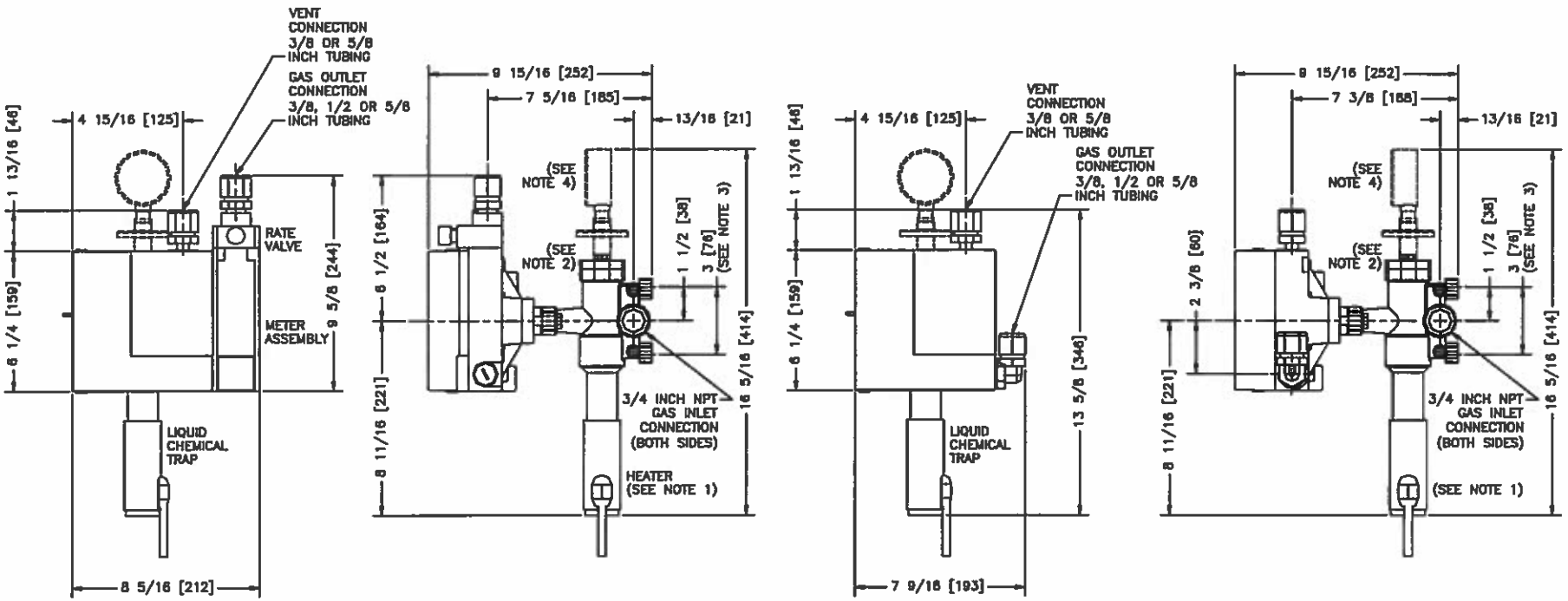


Figure 2 - Cylinder Mounted Vacuum Regulators



NOTES:

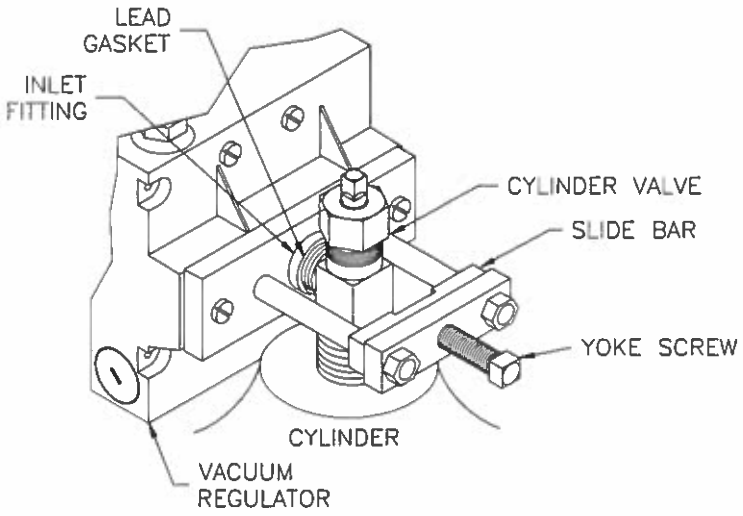
1. HEATER FURNISHED WITH 10 FOOT [3 m] CORD AND 3 PIN PLUG. 120 VOLT, 60 HZ, SINGLE PHASE REQUIRED TO OPERATE HEATER
2. FILTER ACCESS COVER
3. FOUR 5/16 [8] WIDE SLOTS PROVIDED FOR WALL MOUNTING. MOUNTING HOLE LOCATIONS ARE GIVEN IN THE INSTRUCTIONS BELOW.
4. OPTIONAL: TWO INCH [51] DIAL GAS PRESSURE GAUGE WITH CHEMICAL PROTECTOR

LEGEND: INCHES [MILLIMETERS]

WITH INTEGRALLY MOUNTED METER RATE VALVE ASSEMBLY

WITHOUT INTEGRALLY MOUNTED METER RATE VALVE ASSEMBLY

Figure 3 - Ton Container and Wall Mounted Vacuum Regulators



NOTE:
Ideally, a second full RESERVE cylinder should be positioned and secured close to the OPERATING cylinder. This will permit ease of transfer of the regulator to the RESERVE cylinder when the OPERATING cylinder becomes exhausted. If space limitations prevent this, install an ordinary coat hook (of suitable size) on a nearby wall. Then, when changing cylinders, hang the regulators on the wall by slipping its yoke over the hook.

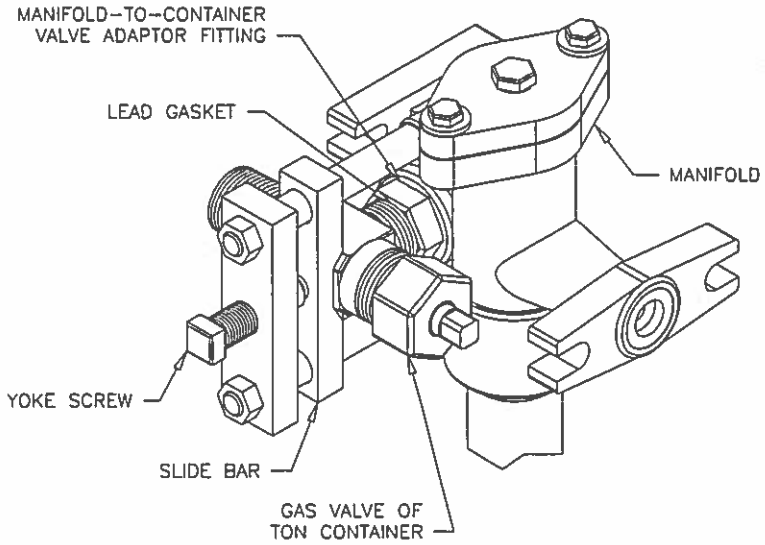
PROCEDURE FOR MOUNTING:

1. Place the cylinder in an upright position and secure by chaining or tying to a solid support to keep it from tipping or falling.
2. Remove the valve protective hood.
3. Remove the cap from the cylinder valve.
4. Loosen the yoke screw and move the slide bar to its full open position.
5. Install a new lead gasket in the inlet fitting of the regulator.

WARNING
Remove any used lead gaskets; only one gasket should be used at a time. DO NOT REUSE GASKETS. Gas is under pressure at this point and leaks could result in bodily injury.

6. Slip the yoke over the cylinder valve, seat the cylinder valve outlet in the inlet fitting and tighten the yoke screw securely using a wrench, but do not overtighten.
7. Check for leaks and retighten the connection as necessary or replace with a fresh washer.

Figure 4 - Mounting Cylinder Mounted Vacuum Regulators



NOTES:

1. If the gas valve outlet faces opposite to the direction illustrated, reverse the positions of the mounting yoke, adaptor fitting and plug. Reseal the threads of the adaptor and plug using teflon tape.
2. Ideally, a second full RESERVE ton container should be positioned and secured close to the OPERATING ton container. This will permit ease of transfer of the regulator to the RESERVE container when the OPERATING container becomes exhausted. If space limitations prevent this, install an ordinary coat hook (of suitable size) on a nearby wall. Then, when changing containers, hang the regulator on a nearby wall by slipping its yoke over the hook.

PROCEDURE FOR MOUNTING

1. Remove the protective hood to expose the valves.
2. Position the ton container so that the valves are in a vertical position, one above the other, and chock or cradle to prevent it from rolling.

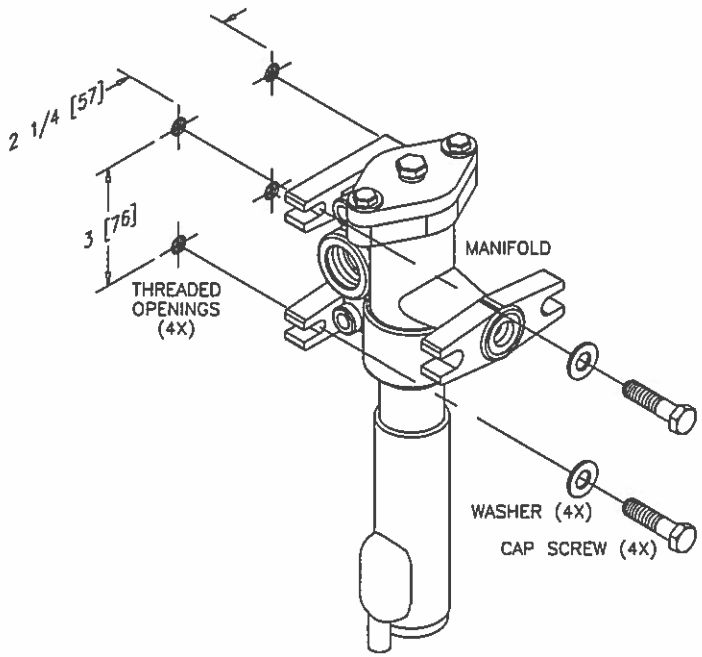
WARNING
In the mounting position described in step 2, the upper valve will discharge gas and is the connection to be used for the gas dispensing system. The lower valve (if opened) will discharge liquid chemical and could result in bodily injury.

3. Remove the cap from the upper (gas) valve.
4. Loosen the yoke screw and move the slide bar to its full open position.
5. Install a new lead gasket in the adaptor fitting in the manifold.

WARNING
Remove any used lead gaskets; only one gasket should be used at a time. Gas is under pressure at this point and leaks could result in bodily injury.

6. Slip the yoke over the gas valve, seat the gas valve outlet in the adaptor inlet and tighten the yoke screw securely using a wrench, but do not overtighten
7. Check from leaks and retighten the connection as necessary or replace with a fresh washer.

Figure 5 - Mounting - Ton Container Mounted Vacuum Regulators



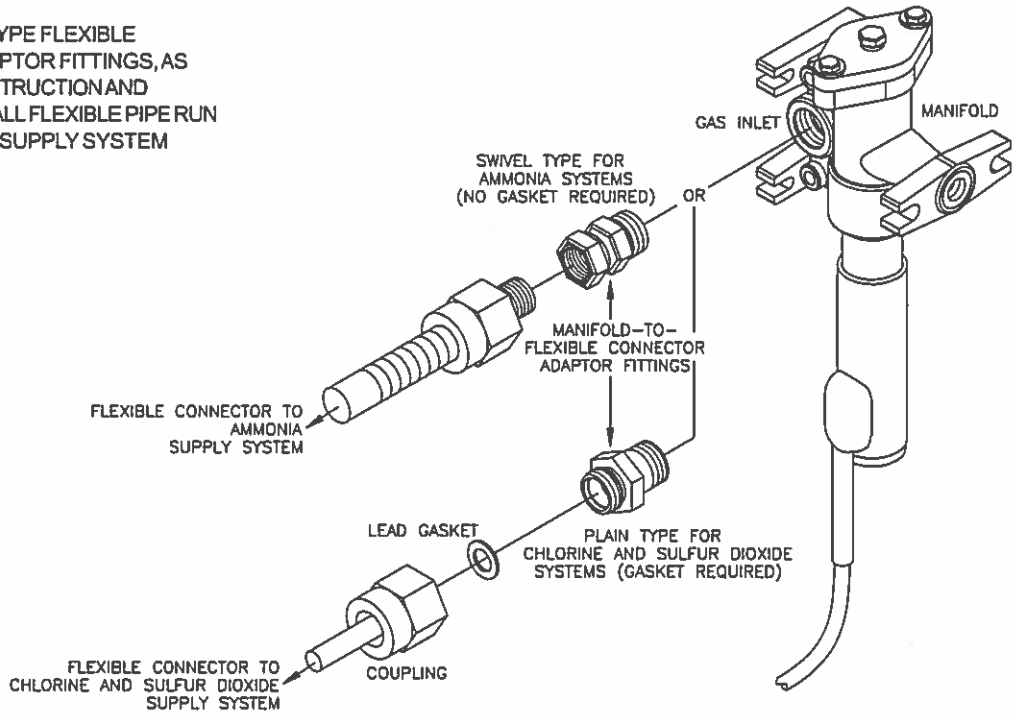
GENERAL

One of the gas inlet connection is fitted with a plug. The plug can be removed and installed in the opposite side if it is not convenient (when mounting on a wall) or possible (when mounting on the gas valve of a ton container) to use the open connection as supplied. If the plug is relocated, reseal the threads using teflon tape.

1. Mount vertically plumb on a wall (or other suitable surface) at a convenient height for setting the rate valve and reading the flowmeter if integrally mounted.
2. Provide four threaded openings to accept 1/4 - 20 hex head cap screws. Slip a washer over each screw and install the screws through the 5/16" wide mounting slots in the manifold.
3. Connect the gas supply to the manifold as illustrated and described in Figure 7.

Figure 6 - Mounting - Wall Mounted Vacuum Regulators

NOTE:
USE ONLY APPROVED TYPE FLEXIBLE CONNECTORS AND ADAPTOR FITTINGS, AS REQUIRED, IN THE CONSTRUCTION AND INTERCONNECTION OF ALL FLEXIBLE PIPE RUN PORTIONS OF THE GAS SUPPLY SYSTEM



PROCEDURE FOR CONNECTION TO THE GAS SUPPLY SYSTEM

1. The manifold is provided with an appropriate adaptor fitting for the intended gas service.

2. A second adaptor fitting may be added only in those instances where the gas supply system consists of two supply containers. It is installed (and sealed) in the alternate (normally plugged) gas inlet connection of the manifold. If isolation of the flexible connectors is desired, an isolating valve may be inserted into each of the manifold gas inlet ports in lieu of the manifold-to-flexible connector adaptors.

   For three or more container systems the manifold is installed (and sealed) in the outlet connection of a header, which serves to complete the interconnections to the multiple supply containers.

3. Install the gas supply system (and complete the inter-connection between the system and the gas inlet) only after becoming thoroughly familiar with the information provided in Instruction Bulletin 010.3650 concerning gas supply containers, gas supply lines and interconnection practices. The gas supply header, if required, must be constructed of Schedule 80 3/4" seamless steel pipe with 3000 lb forged steel fittings.

WARNING

Failure to observe these warnings can result in bodily injury.

Flexible connectors must be arranged in a smooth spiral to prevent kinking. Kinks cause mechanical damage which will result in immediate or eventual rupture. Connectors so damaged, either during shipment, handling or at time of installation must never be used.

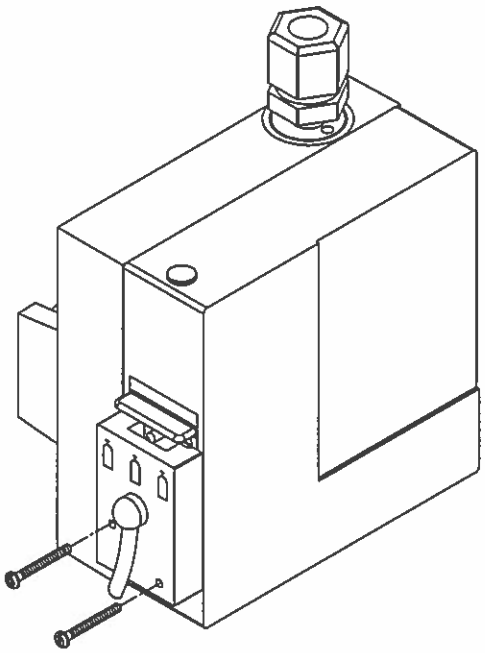
Cylinders must be placed in an upright position (with the valve at top) and secured by chaining or tying to a solid support to keep them from tipping or falling.

Ton containers must be positioned so that their valves are in a vertical position, one above the other, and chocked or cradled to prevent them from rolling. In this position, the upper valve will discharge gas; the lower valve will discharge liquid chemical. Therefore, be absolutely certain to connect to the upper (gas) valve.

CAUTION

Each flexible connector should be arranged in a smooth curving slope (avoiding traps) and pitched back toward the container(s). This arrangement will permit condensed gas vapors (liquid chemical) that may form in the connector(s), or gas supply header, if present, to flow back into the container(s).

Figure 7 -Connections - Wall Mounted Vacuum Regulators



An optional, field mountable, switch is available for remote indication of a loss of gas supply. The switch may be attached directly to the vacuum regulator body without disassembling the body. Refer to Instruction Bulletin100.6703 and parts list 100.7603 for further details. The kit P/N is 674B093U02

Figure 8 - Out-of-Gas Alarm Switch

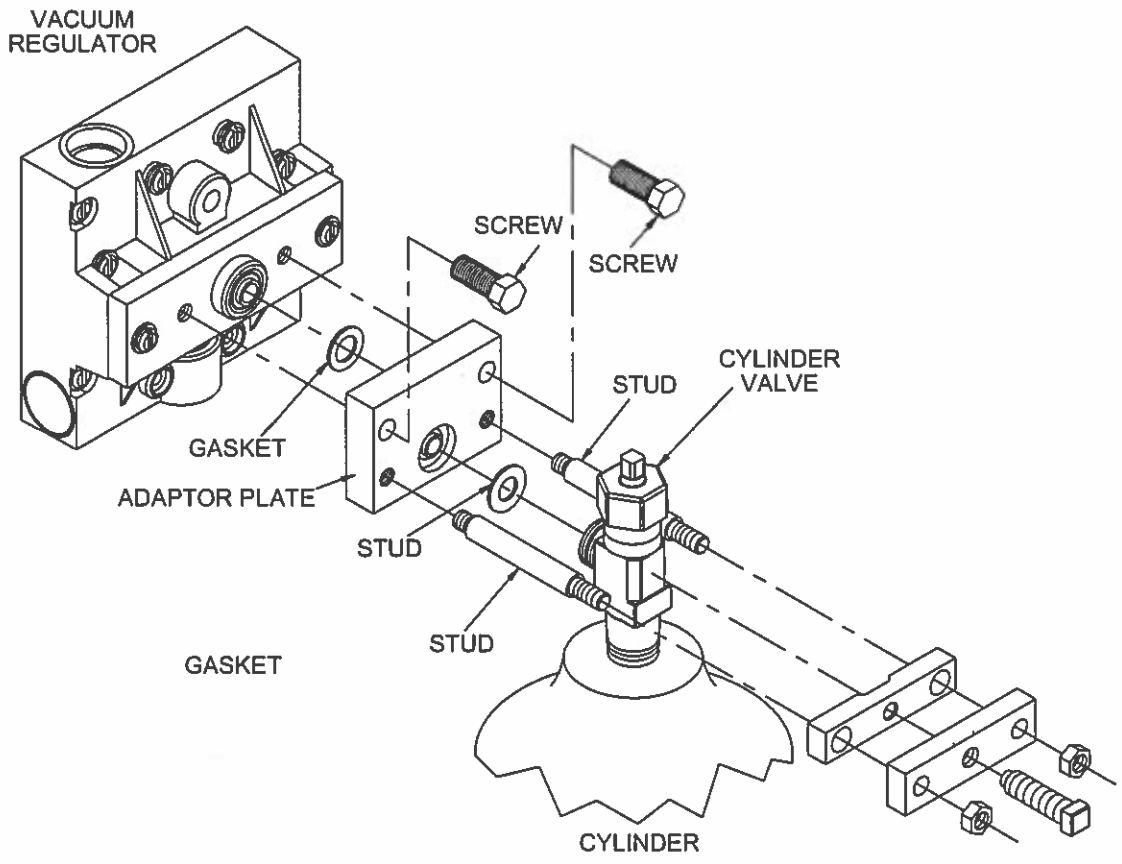


Figure 9 - SO_2 Cylinder Adaptor Plate

Accessories:

Manifold Adaptor Kits: Manifold adaptor kits are available to convert the cylinder mounted vacuum regulator to either ton container or wall mounting.

Wall mounting kit P/N 19558

Ton container mounting kit P/N 19560

Refer to parts list 100.7606 for detailed parts listing.

Wall Mounted Vacuum Switches

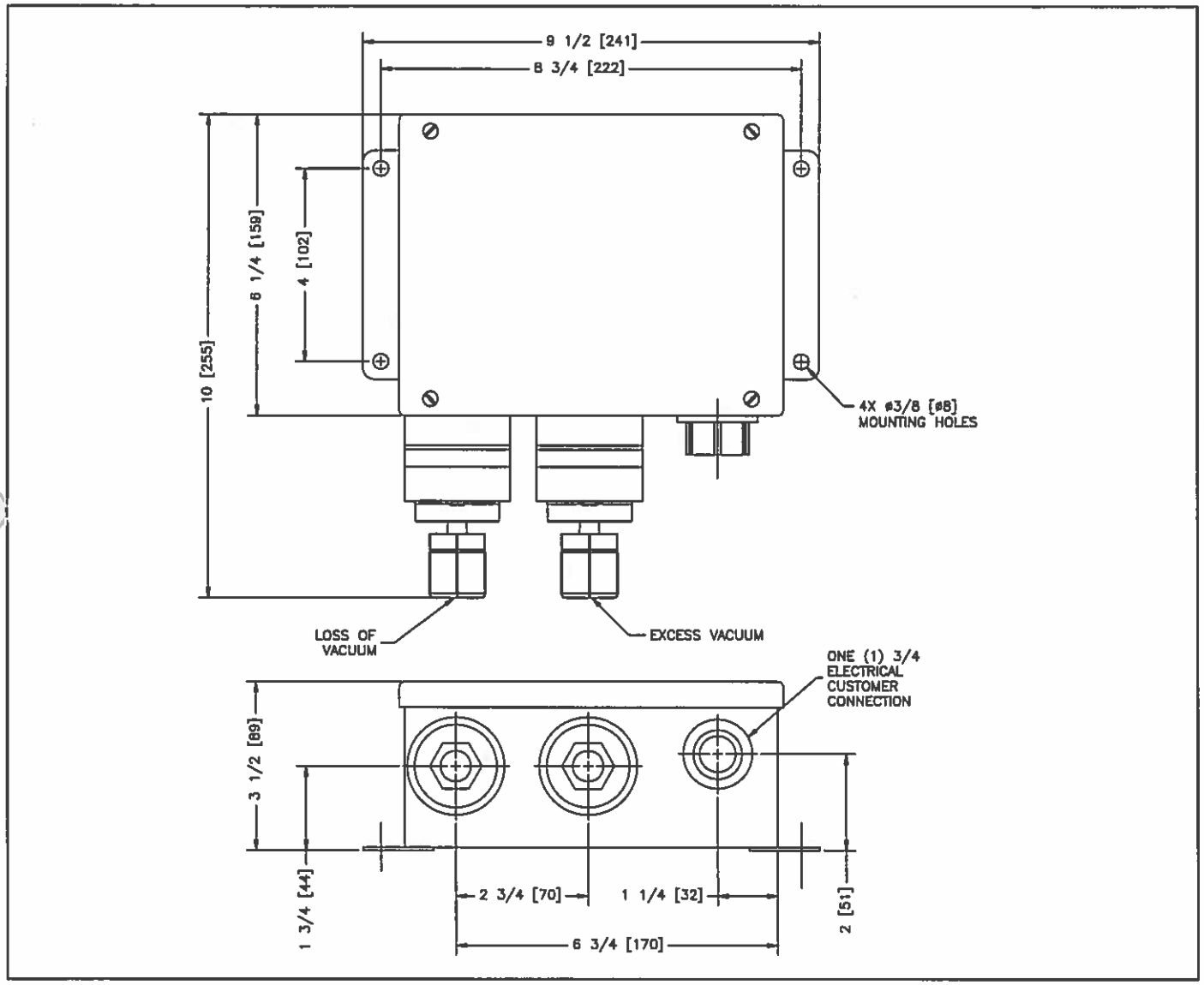


Figure 10 - Wall Mounted Vacuum Switches

Wall mounted Nema 4X vacuum switches are available for remote indication of out of spec vacuum conditions.
Low vacuum only (loss of ejector operation, break in vacuum line), P/N 806L051U02.
High vacuum only (out of gas, gas source valve closed), P/N 806L051U06.
Both high and low vacuum switches, P/N 806L051U03.
Note: Low vacuum is measured at the vacuum line coming from the ejector and high vacuum is measured at the vacuum line between the vacuum regulator and the meter assembly.

SafeTC Container Valve Shut-off System
An automatic emergency cylinder valve shut-off system is available. Refer to specification sheet 140.0005 for more details.

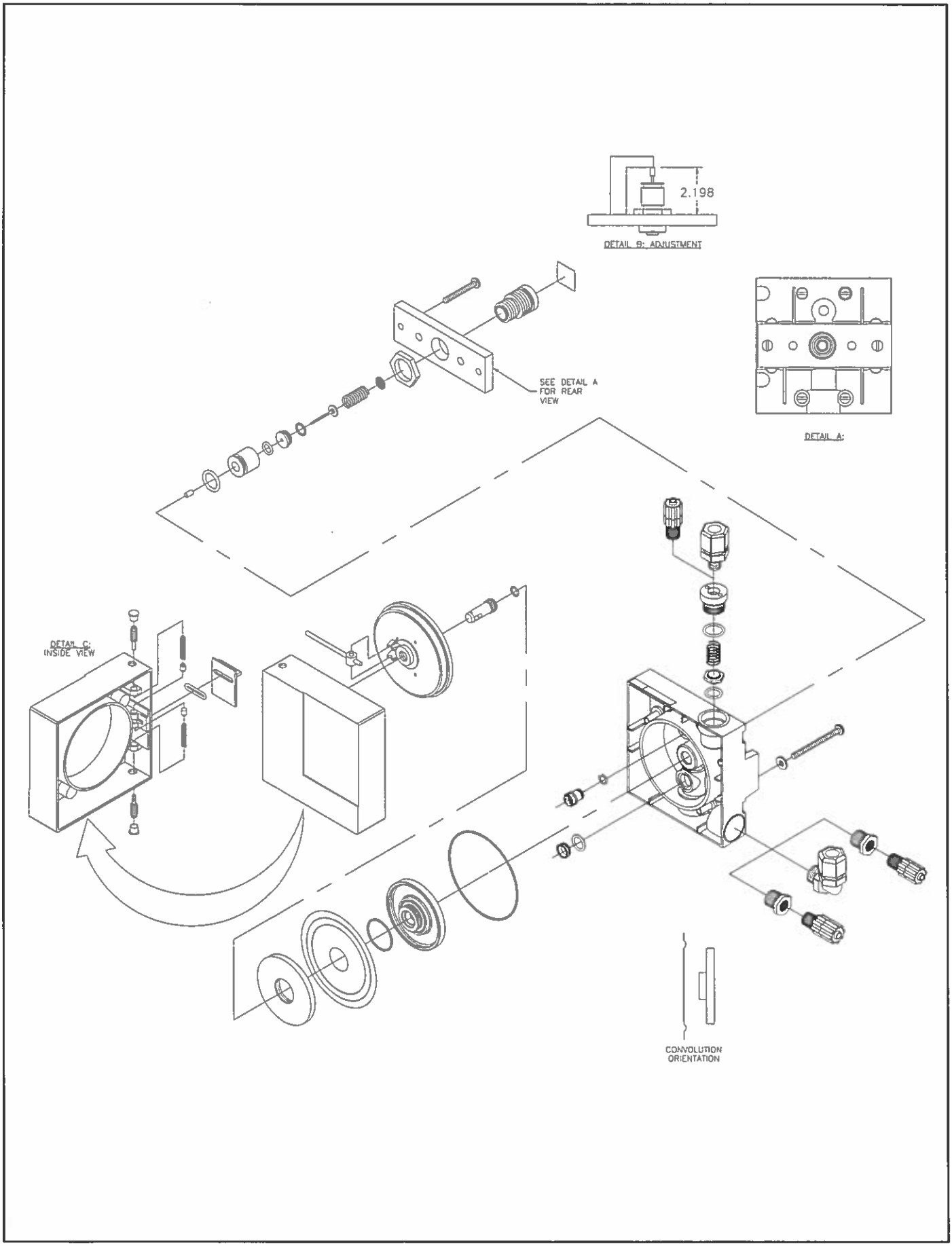


Figure 11 - Vacuum Regulator Exploded View

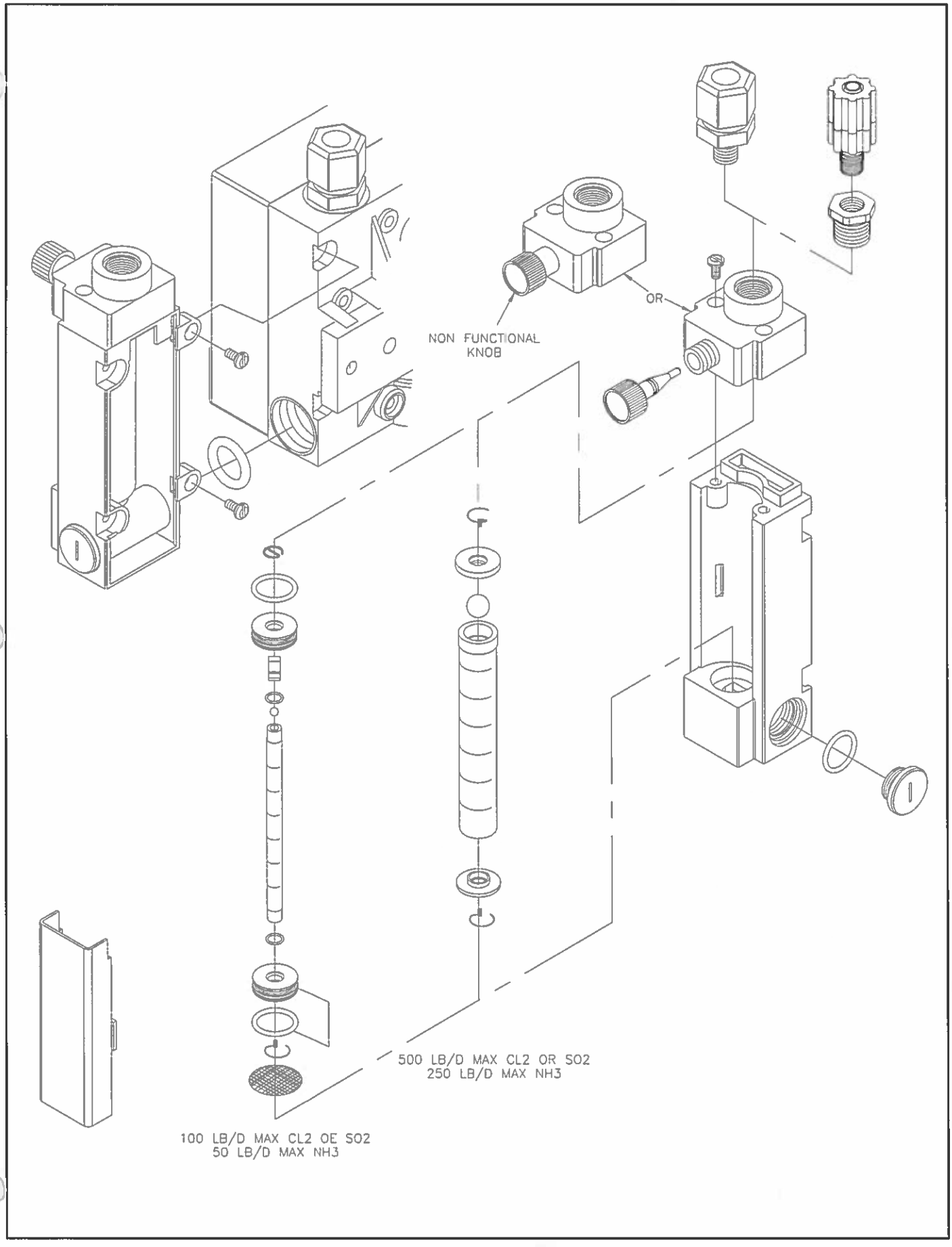


Figure 12 - Meter Exploded View

4 OPERATING INSTRUCTIONS

4.1 Initial Start-Up

Prior to start-up after an extended shutdown, inspect all lines and connections, making replacements as necessary. If lines are transparent, inspect for blockage. Disconnect any blocked line and clean by blowing down. If lines cannot be visually inspected, disconnect the lines and blow down to make certain no blockage exists. **DO NOT PRESSURE TEST THE VACUUM LINES AS EQUIPMENT DAMAGE WILL RESULT.**

A. Checking for Operating Vacuum

1. Remove the vent valve spring and flapper located on the top of the vacuum regulator.

   If the gas dispensing system is of the dual regulator type, perform this action on the furthest remote mounted regulator since one of the purposes of this procedure is to establish that the length of the vacuum line(s) do not exceed the maximum allowable transport distance.

2. Move the "status" lever located on the side of the regulator to its OPERATING position. Be sure that the valve on the gas container is closed during this procedure.

   If the gas dispensing system is of the dual regulator type, perform this action on both regulators since another purpose of this procedure is to establish that the connection(s) to or throughout the gas supply system(s) have been properly made and secured.

3. Open any shut-off valves in the chemical solution line between each ejector and its point of application.
4. Open the shut-off valve in the water supply line to each ejector and start up the booster pump(s), if used.
5. Gradually open the rate valve of each meter-rate valve assembly while observing the upward movement of the meter assembly float. On systems with an automatic valve, manually operate the valve while observing the meter assembly float.

   The gas dispensing system is now operating on air being drawn through the vent. Sufficient ejector operating vacuum to provide maximum operating capacity for the complete system is verified when each meter-valve assembly can be operated simultaneously on air at approximately; a) 50% or higher of max-scale position for chlorine and sulfur dioxide systems; and, b) 25% or higher of max-scale position for ammonia systems.

   If the meter assembly float does not rise or if the required air flow rate is not achieved in each assembly the first time, the gas dispensing system is placed in operation, refer to Trouble "A" in the troubleshooting chart to determine the probable cause(s) and corrective action(s) to be taken. If either of these conditions occur on subsequent start-ups (e.g.: following an extended period of servicing shutdown), refer to Trouble "B" in the troubleshooting chart to determine the probable cause(s) and corrective action(s) to be taken.

6. Replace the vent valve spring and flapper, sparingly lubricate the threads (if necessary) to provide a perfect seal. Do not apply any lubricants to the seat seal o-ring or the vent valve seat.
7. With the system dead-ended; a) the float of each meter-rate valve assembly should fall to zero, and b) the "status" lever located on the side of the regulator(s) should move to the EMPTY position (the closed valve shows the same response as an empty gas container).

   If either of these conditions do not occur, check that the connection(s) to or throughout the gas supply system, associated with the regulator(s) failing to exhibit the proper response, have been properly made as described and illustrated in Figures 4,5, or 7.

   If the occurrence of these conditions cannot be traced to a faulty connection, refer to Trouble "C" or Trouble "D". Trouble "C" in the troubleshooting chart can determine other probable cause(s) and corrective action(s) to be taken if this is placed in operation. Trouble "D" in the troubleshooting chart can determine other probable cause(s) and corrective action(s) to be taken on subsequent start-ups (e.g.: following an extended period or servicing shutdown).

8. When the system exhibits the requirements set forth in steps 5 and 7, shut off the water supply to the ejector(s).

B. Checking for Gas Leaks

1. General

The test solution to be used in each of the following procedures is dependent upon the gas being handled. Use a 26°Baume' (ammonium hydroxide, aqua ammonia) ammonia solution for chlorine and sulfur dioxide systems and a 10% hydrochloric (muriatic) acid solution for ammonia systems.

NOTE: Household ammonia is not strong enough to serve as a test solution.

If the gas dispensing system is of the dual regulator type, be certain to perform the "Checking for Gas Leaks" procedure(s), as applicable, and independently, on each of the associated gas supply systems in question.

WARNING

During the performance of the "Checking for Gas Leaks" procedure(s), as applicable, be certain to use plastic or rubber gloves to protect the hands against direct contact with the test solution. Avoid breathing fumes emitted from the test solution and the smoke formed (as a result of the chemical reaction which occurs between the fumes of the test solution and the gas in question) in the immediate vicinity of a leak as it may irritate the throat.

The gas inlet valve is functional when the "status" lever located on the side of the regulator is in its EMPTY position. The lever automatically assumes this position during the occurrence of a high vacuum condition within the regulator. For example, when the system is dead-ended at the conclusion of the "checking for operation vacuum" procedure; or, when the supply of gas becomes exhausted during the course of normal operation. Therefore, it is not necessary to move the lever to its operating position prior to, or during, the performance of the "Checking for Gas Leaks" procedure(s). In fact, it will be impossible to do so following the "Checking for Gas Leaks" procedure, at which time the lever becomes "vacuum locked" in its EMPTY position and will remain so until gas pressure is applied to the gas inlet connection of the regulator; i.e., either during or at the conclusion of the performance of each of the following procedures.

2. Cylinder Mounted Vacuum Regulators

a. Fill the plastic squirt bottle, supplied in the accessory kit, approximately 25-50% full with the appropriate test solution and replace the cap/nozzle.
b. Momentarily, partially open the cylinder valve to pressurize the connection and close the valve tightly. Direct the nozzle at the joint to be tested and squeeze the bottle to expose the joint to the test solution vapors. Do not squirt any *liquid* test solution on the process piping as this will produce corrosion damage to the piping.
c. If the connection leaks, turn on the water supply to the ejector(s) for several minutes to evacuate the small volume of entrapped gas, then shut off. Correct the leak by tightening the yoke screw and repeat the pressure test. If the leak persists, replace the gasket and repeat the pressure test.
d. When the connection is secured, close the cylinder valve and proceed to Section II. Operation.

CAUTION

Cylinder valves should not be opened more than one full turn. Opening beyond this point may result in valve damage. One full turn will permit maximum flow through the valve. Opening the cylinder valve less than one full turn may limit the flow and could frost the process piping.

3. Ton Container Mounted Vacuum Regulators

a. Fill the plastic squirt bottle, supplied in the accessory kit, approximately 25-50% full with the appropriate test solution and replace the cap/nozzle.

b. Connection of a vacuum regulator to a ton container requires additional care, at start-up time, as liquefied gas **will** be present in the gas eduction tube of the ton container. Plug in the manifold heater and be sure that the manifold is hot to the touch. Initially the container gas valve should be opened and closed quickly to pressurize the system in order to perform a leak test. Direct the nozzle of the squirt bottle at the joint to be tested and squeeze the bottle to expose the joint to the test solution vapors. Do not squirt any *liquid* test solution on the process piping as this will produce corrosion damage to the piping. A leak at this connection will be revealed by the formation of a dense white smoke.

c. If leaks are found, immediately turn on the water supply to the ejector(s) to evacuate the manifold, and at time of initial start-up or start-up following an extended shutdown period, plug in the heater to aid in the evacuation process.

Continue to operate the ejector(s) until the meter-rate valve assembly falls to zero, indicating that the manifold is evacuated. (It may take several or more minutes to complete the evacuation, since a small volume of liquid chemical trapped in the eduction pipe inside the container, will be blown into the manifold each time a full container is place in service.) When the manifold is evacuated, shut off the water supply to the ejector(s). Correct all leaks and repeat the pressure test. If a leak occurs around the gasket seal at the inlet to the manifold which cannot be corrected by simply tightening the yoke screw, it will be necessary to replace the gasket and repeat the pressure test.

d. When the connection is secured, open the container valve one full turn and proceed to Section II. Operation.

CAUTION
Cylinder valves should not be opened more than one full turn. Opening beyond this point may result in valve damage. One full turn will permit maximum flow through the valve. Opening the cylinder valve less than one full turn may limit the flow and could frost the process piping.

4. **Wall Mounted Vacuum Regulators**
   a. Fill the plastic squirt bottle, supplied in the accessory kit, approximately 25-50% full with the appropriate test solution and replace the cap/nozzle.
   b. Before performing any of the test procedures be sure that the manifold heater is plugged in and the heater/manifold is hot to the touch. Additional care should be exercised when ton containers are utilized as the gas source as liquefied gas **will** be present in the gas eduction tube. Initially the container gas valve should be opened and closed quickly to pressurize the system in order to perform a leak test. Direct the nozzle of the squirt bottle at the joint to be tested and squeeze the bottle to expose the joint to the test solution vapors. Do not squirt any *liquid* test solution on the process piping as this will produce corrosion damage to the piping.

CAUTION
Header valves and container isolating valves, which are simply container valves used as auxiliary shut-off valves, should not be opened more than one full turn. Opening beyond this point may result in valve damage. One full turn will permit maximum flow through these valves. Opening the cylinder valve less than one full turn may limit the flow and could frost the process piping.

   c. Turn off the water supply to the ejector and close the chlorinator rate valve, with the cylinder isolation valve or header valve closest to the supply container closed, open the remaining valve on the gas supply pipping to the vacuum regulator. These valves must be left open to allow for quick evacuation of the piping system, through the ejector, in the event of a leak.
   d. Turn on the water supply to the ejector and open the isolating valve or header valve (NOT THE CONTAINER VALVE) that was left closed in paragraph c) above.

e. Open the rate valve on the chlorinator and observe the rotameter. There will be an immediate indication of flow, but it should drop quickly to zero as the air in the piping system is withdrawn. If a major leak exists in the gas supply piping system the flow rate indication will not fall to zero. The source of the major leak must be found by listening to the pipe joints and/or by isolating sections of pipe by closing in-line valves. Repair all leaks and retest as above before any gas is introduced into the system.

f. When you are satisfied that all the leaks have been fixed, close the chlorinator rate valve and close the isolating valve closest to the gas container. Open and close the gas supply valve, on the container, quickly to charge the system.

g. Check all the pipe joints between the supply and the closed valve. If a leak is indicated, open the rate valve and the closed valve and evacuate the system through the ejector. Close the rate valve and repair the leak. Leaks around the valve stems may usually be eliminated by tightening the packing nut.

h. Repeat the test until you are satisfied that there are no leaks and move the testing procedure to the next in-line valve downstream from the gas container. If the gas supply consists of multiple gas cylinder/containers connected to a manifold, test each flexible connector and associated valve individually. Do one valve at a time and recheck all the connections previously checked as gas leaks can be insidious, especially on a new system.

i. Only one valve should be closed at any time between the gas supply and the gas feeder being used for evacuation. The purpose of this sequence is to pressurize small sections of the gas supply system at one time to enable a person to detect leaks quickly and minimize the potential for multiple leaks occurring during the start-up procedure. This procedure should be followed until the entire gas supply system is pressurized from the container to the vacuum regulator.

j. When you are satisfied that there are no leaks, a final leak test is advised. Turn on the ejector water supply, pressurize the system and adjust the feed rate control valve to approximately 25% to insure that the gas has filled the entire system. Open all valves one full turn. Turn off the water and then the valve on the gas supply container. Note the pressure on the gas pressure gauge, if present. Leave the system pressurized overnight. Check the vent lines for leaks and investigate the cause after evacuating the system. Upon your return to the system, examine the pressure gauge for pressure loss and again recheck each joint as well as the vent lines for leaks. NOTE: A pressure rise or fall can be caused by a change in the ambient temperature. Consult the temperature pressure curves in Instruction Bulletin 010.3650.

k. When all the leaks have been repaired and the required vacuum levels have been established, close the cylinder/container valves and proceed to place the system in operation.

C. Placing in Operation

1. If applicable, plug in the heater(s) and verify that the heater is operating by feeling the top of the manifold drip leg to confirm that it is warm.

2a. If the gas dispensing system is of the **single regulator type**, move the "status" lever located on the side of the regulator to its **OPERATING** position.

2b. If the gas dispensing system is of the **dual regulator type**, move the "status" lever located on the side of the regulator associated with that portion of the gas supply system that is to be used as the first system in service to its **OPERATING** position. Then move the "status" lever to the second regulator to the **RESERVE** position. This is the stand-by supply.

3. Turn on the water supply to the ejector(s). Open the appropriate cylinder/container, header and cylinder/container isolating valves.

CAUTION

Cylinder/container, header and cylinder/container isolating valves should not be opened more than one full turn. Opening beyond this point may result in valve damage. One full turn will permit maximum flow through the valves. Opening the valves less than one full turn may limit the gas flow and could frost the process piping.

WARNING

Using ton containers as the gas source requires additional care at start-up time, as liquefied gas will be present in the container gas eduction tube. Slowly open the container gas valve and stop when a cavitation noise is heard. This is the liquefied gas vaporizing to its gaseous state due to the pressure drop across the valve. When the noise stops, the container valve should then be opened a total of one full turn. Failing to follow this procedure may allow liquid chlorine to enter the vacuum regulator and meter assembly resulting in possible product damage and bodily injury.

4. Set the gas feed rate to the point(s) of application by adjusting the rate valve of the associated meter assembly until the float indicates the desired value; eg: that feed rate which is necessary to achieve the desired level of chemical residual in the water or process liquid being treated.

   The gas flowrate is read by aligning the center of the indicator ball with the appropriate line on the metering tube.

   The time required to achieve the desired level of chemical residual at the sampling point is dependent upon: a) the chemical demand of the overall system, which is greater at time of initial start-up and start-ups following an extended shut-down period; and b) the lag time in the system; i.e., the time required for the chemical solution application to the sampling point. Until these requirements are met, system equilibrium, and hence, chemical residual will not be achieved. The larger the body of water or process liquid being treated, the longer it will take to reach this equilibrium condition.

   If the desired level of chemical residual cannot be achieved the first time the Gas Dispensing System is placed in operation, contact the supplier from whom the system was purchased, since this is indicative that the associated components of the system may have been improperly sized.

4.2 Operation

A. General

Initially, and following an extended shutdown period, the gas dispensing system must be started up as described under the initial start-up procedure.

Gas feed rate to the point(s) of application can be changed by simply adjusting the rate valve of the associated meter assembly.

To shut down the system temporarily, shut off the water supply to the ejector(s). It is not necessary to close the cylinder or container valve(s) or any valve(s) in the chemical solution line(s) between the ejector(s) and the point(s) of application. Then, to restart the system, simply turn on the water supply to the ejector(s).

NOTE: Should gas continue to flow after the water to the ejector(s) is shut off, it usually indicates that a suction (vacuum) exists at the point of application. There are a couple of exceptions which may cause gas to continue to flow; such as long vacuum lines and/or low gas feed rates. For these exceptions, the gas flow will stop when the vacuum created by the air capacity of the pipeline decreases over a period of time.

In those instances where the exceptions do not apply, it will be necessary to close the valve in the solution line between the ejector and the point of application during this temporary shutdown. When restarting the system, remember to open the valve before turning on the water supply to the ejector.

WARNING

During a temporary shutdown period should gas be detected leaking from the vent outlet, this is evidence that the gas inlet valve of the regulator associated with the vent outlet in question has not closed tightly. Should this occur, immediately restart the system. Then, shut down the system as described under Part III, following, and remove and clean the gas inlet valve assembly. Failure to observe this warning may result in bodily injury.

CAUTION

1. **The rate valve is not designed to serve as a shut-off valve. Attempting to use it in this fashion may result in valve damage.**
2. **Never open cylinder, container or container type valves more than one full turn as further opening may result in valve damage.**

Refer to Instruction Bulletin 010.3650 for information pertaining to care of cylinders or ton containers and maintenance of gas tight seals at all coupling (and flange, if applicable) type connections.

Refer to the troubleshooting chart (troubles "E" through "K") to become familiar with the "troubles" (as well as their probable causes and corrective actions) which may be encountered during the operation of the gas dispensing system.

B. Single Regulator Systems Utilizing Cylinder or Ton Container Mounted Vacuum Regulators

The heater, if present, should be checked daily to make certain it is operating by feeling the **top** of the manifold drip leg to confirm that it is warm.

If during the course of normal operation the meter assembly float suddenly begins to bounce up and down rather violently, it usually indicates that the water supply pressure to the ejector is fluctuating over too wide a range. Should this condition occur, check the water supply pressure to the ejector.

If it is determined that this is the cause of the "trouble", take all necessary steps to eliminate the adverse pressure condition(s). If not, refer to trouble "E" in the troubleshooting chart to determine the other probable causes which may be responsible for the occurrence of float bounce.

When the supply of gas becomes exhausted, as evidenced by observing that the "status" lever of the regulator has moved from its **OPERATING** position to the **EMPTY** position, proceed as directed, to replenish the exhausted supply.

1. Close the cylinder or container valve.
2. Continue to operate the ejector(s) until the meter assembly float falls to zero, indicating that gas flow has stopped. Then, shut off the water supply to the ejector(s).
3. Loosen the yoke screw and disconnect the regulator from the empty cylinder or container.

CAUTION

Maintaining ejector operation with the regulator removed from the exhausted cylinder(s) or container(s) will allow moist atmospheric air to be drawn into the gas feed system. This moisture in the presence of chlorine or sulfur dioxide gas will result in the production of acids which will deteriorate the equipment. The resultant deterioration of the equipment and piping system may result in bodily injury.

Examine and replace the filter if it is dirty or covered with contamination or scale. The cartridge filter (located in the manifold) used with ton-container mounted vacuum regulators should also be replaced when necessary. This can be done by removing the two hex head screws from the top of the manifold and removing the manifold top plate.

If the system includes a pressure gauge, a low or erratic reading could indicate a contaminated cartridge filter.

4. Remove and **discard the lead gasket** from the cylinder or container connection. Connect the regulator to another full cylinder or container as illustrated and described in Figure 4 or 5, as applicable, **using a new lead gasket.**
5. Check the renewed connection for leaks as described under the initial start-up procedure. Then place the system back in operation by moving the "status" lever of the regulator to its OPERATING position and turning on the water supply to the ejector(s).

C. Single Regulator Systems Utilizing Wall Mounted Vacuum Regulators

The heater should be checked daily to make certain it is operating by feeling the **top** of the manifold drip leg to confirm that it is warm.

> **WARNING**
> **Flexible connectors must be arranged in a smooth spiral to prevent kinking. Kinks cause mechanical damage which will result in immediate or eventual rupture. Connectors so damaged through repeated handling must be renewed immediately. Renewal is also required at the first sign of internal or external corrosive attack and steps should be taken to eliminate the condition(s) which have caused this to occur. Failure to observe this warning may result in bodily injury.**

If during the course of normal operation the meter assembly float suddenly begins to bounce up and down rather violently, it usually indicates that either; a) The water supply pressure to the ejector(s) is fluctuating over too wide a range; or b) Liquid chemical is entering the regulator and "flashing off" as it is exposed to the vacuum being created by the ejector. Should this condition occur, first check the water supply pressure to the ejector. If it is determined that this is the cause of the trouble, take all necessary steps to eliminate the adverse pressure condition(s). If not, test the vent outlet for gas flow using a gas mask and test solution that applies to the gas being handled. If gas flow is found, immediately shut down the system as described under Section 5, and check the gas supply system to determine the condition(s) responsible for the formation of liquid chemical. Liquifaction may be caused by pressurized gas lines passing through two or more areas with temperature differentials. Should this be the case, then installation of a pressure reducing valve at the gas source is strongly recommended. Refer to Instruction Bulletin 010.3650 for information concerning this device. If gas flow is not found at the vent outlet, refer to trouble "E" in the troubleshooting chart to determine the other probable causes which may be responsible for the occurrence of float bounce.

When the supply of gas becomes exhausted, as evidenced by observing that the "status" lever of the regulator has moved from its OPERATING position to the EMPTY position, proceed as directed, following, to replenish the exhausted supply.

1. Close the container valve.
2. Continue to operate the ejector(s) until each meter assembly float falls to zero, indicating that gas flow has stopped. Then, proceed to; a) close each container isolating valve, if present, b) close each header valve, if present, and c) shut off the water supply to the ejector(s).

> **CAUTION**
> **Maintaining ejector operation with the flexible connectors removed from the exhausted cylinder(s) will allow moist atmospheric air to be drawn into the gas feed system. This moisture in the presence of chlorine or sulfur dioxide gas will result in the production of acids which will deteriorate the equipment. The resultant deterioration of the equipment and piping system may result in bodily injury.**

3. Disconnect the empty container(s), removing and **discarding the lead gasket(s).**
4. Connect he full container(s) **using a new lead gasket** in each connection and secure by tightening the coupling nut (or yoke screw) using a wrench.
5. Check each renewed connection for leaks as described under the initial start-up procedure. Then, return the system to operation by moving the "status" lever of the regulator to its OPERATING position and turning on the water supply to the ejector(s).

D. Dual Regulator Systems Utilizing Cylinder or Ton Container Mounted Vacuum Regulators

The heater, if present, should be checked daily to make certain it is operating by feeling the **top** of the manifold drip leg to confirm that it is warm.

If during the course of normal operation the meter assembly float suddenly begins to bounce up and down rather violently, it usually indicates that the water supply pressure to the ejector is fluctuating over too wide a range. Should this condition occur, first check the water supply pressure to the ejector. If it is determined that this is the cause of the trouble, take all necessary steps to eliminate the adverse pressure condition(s). If not, refer to trouble "E" in the troubleshooting chart to determine the other occurrence of float bounce.

When the supply of gas associated with the regulator in service is exhausted, its status lever moves from OPERATING to EMPTY. Proceed as directed, following, to replenish the exhausted supply.

1. Close the cylinder or container valve associated with the gas supply system of the EMPTY regulator. When the valve is closed, move the "status" lever of this regulator to the RESERVE position.

   NOTE: If the "status" lever cannot be moved to its RESERVE position, this indicates that the supply of gas for the other regulator has been exhausted. If this is the case, close the cylinder or container valve associated with the gas supply system of the other regulator. Then, shut off the water supply to the ejector(s). Replenish both supplies, and then restart the system in the usual manner.

2. Loosen the yoke screw and disconnect the regulator from the empty cylinder or container.

   Examine and replace the filter pad in the inlet valve assembly if dirty or coated with contamination or scale.

3. Remove and discard the lead gasket from the cylinder or container connection and connect the regulator to another full cylinder or container as illustrated and described in Figure 4 or 5, as applicable, **using a new gasket**.

   NOTE: The actions performed in Steps 4 and 5, following, are required to prepare the System for checking the renewed connection for leaks as directed in Step 6.

4. Shut off the water supply to the ejector(s).
5. Close the cylinder or container valve of the regulator presently in service. Then move the "status" lever to the regulator just placed on the replacement cylinder or container to it's OPERATING position.
6. Check the renewed connection for leaks as described under the initial start-up procedure. Then move the "status" lever of the regulator associated with the replacement cylinder or container to its RESERVE position to place this portion of the gas supply system on "standby".
7. Return the system to operation by moving the "status" lever of the regulator that was previously in service from the empty position to its OPERATING position, if necessary. Then, open the associated cylinder or container valve one full turn and turn on the water supply to the ejector(s).

E. Dual Regulator Systems Utilizing Wall Mounted Vacuum Regulators

The heater should be checked daily to make certain it is operating by feeling the top of the manifold to confirm that it is warm.

WARNING

Flexible connectors must be arranged in a smooth spiral to prevent kinking. Kinks cause mechanical damage which will result in immediate or eventual rupture. Connectors so damaged through repeated handling must be renewed immediately. Renewal is also required at the first sign of internal or external corrosive attack and steps should be taken to eliminate the condition(s) which have caused this to occur. Failure to observe this warning may result in bodily injury.

If during the course of normal operation the meter assembly float suddenly begins to bounce up and down rather violently, it usually indicates that either; a) the water supply pressure to the ejector is fluctuating over too wide a range; or b) liquid chemical is entering the "in service" regulator and "flashing off" as it is exposed to the vacuum being created by the ejector.

Should this condition occur, first check the water supply pressure to the ejector. If it is determined that this is the cause of the "trouble", take all necessary steps to eliminate the adverse pressure condition(s). If not, refer to trouble "E" in the troubleshooting chart to determine the other occurrence of float bounce. When the supply of gas associated with the OPERATING regulator for gas flow using a gas mask and test solution that applies to the gas being handled. If gas flow is found, immediately shut down the System as described under Section 5, and check the gas supply system associated with the regulator that was previously in service, now indicating EMPTY, to determine the condition(s) responsible for the formation of liquid chemical. Liquefaction may be caused by pressurized gas lines passing through two or more areas with temperature differentials. Should this be the case then installation of a pressure reducing valve at the gas source is strongly recommended. Refer to Instruction Bulletin 010.3650 for information concerning this device. If gas flow is not found at the vent outlet, refer to Trouble "E" in the Troubleshooting Chart to determine the other probably causes which may be responsible for the occurrence of float bounce.

When the supply of gas associated with the regulator in service is exhausted, its status lever will move from OPERATING to EMPTY. Proceed as directed, to replenish this exhausted supply.

1. Close each container valve associated with the gas supply system of the EMPTY regulator. When the valve is closed, move the "status" lever of this regulator to the RESERVE position.

   WARNING
   If the "status" lever cannot be moved to its reserve position, this indicates that the supply of gas for the other regulator has been exhausted. If this is the case, close the cylinder or container valve associated with the gas supply system of the other regulator. Then, shut off the water supply to the ejector(s). Replenish both supplies, and then restart the system in the usual manner.

2. Disconnect the empty container(s), removing and **discarding the lead gasket(s)**.
3. Connect the full container(s) using a new lead gasket in each connection and secure by tightening the coupling nut (or yoke screw) using a wrench.

   NOTE: The actions performed in steps 4 and 5, following, are required to prepare the System for checking the renewed connection for leaks as directed in step 6.

4. Shut off the water supply to the ejector(s).
5. Close each container valve associated with the regulator presently in the OPERATING mode. Then move the "status" lever to the regulator associated with the renewed or reserve container(s) to the OPERATING position.
6. Check each renewed connection for leaks as described under the initial start-up procedure. Then move the "status" lever of the regulator associated with the renewed container(s) to its RESERVE position to place this portion of the gas supply system on "standby".
7. Return the system to operation by moving the "status" lever of the regulator that was previously in service from the EMPTY position to its OPERATING position, if necessary. Then, open the associated container(s) valve one full turn and turn on the water supply to the ejector(s).

5 SHUTDOWN

5.1 Shutdown For Servicing

1a. If the gas dispensing system is of the **single regulator type**, close each cylinder and/or container valve associated with its gas supply system.

1b. If the gas dispensing system is of the **dual regulator type**, close each cylinder and/or container valve associated with the gas supply system of **both** regulators.

2. Continue to operate the ejector(s) until the meter assembly float(s) falls to zero, indicating that gas flow has stopped, or if applicable, that any liquid chemical that may be in the manifold and gas supply piping has been vaporized.

3. Remove the vacuum regulator from the gas source.

4. Continue to operate the ejector(s) for a few minutes to purge all gas from the system. Then, shut off the water supply to the ejector(s) and close any valves in the chemical solution line between each ejector and its point of application.

5. Before starting up the System after servicing, refer to the initial start-up procedure and perform any or all steps deemed necessary as related to the extent of servicing performed.

5.2 Shutdown for Extended Period

1a. If the gas dispensing system is of the **single regulator type**, close each cylinder and/or container valve associated with its gas supply system.

1b. If the gas dispensing system is of the **dual regulator type**, close each cylinder and/or container valve associated with the gas supply system of **both** regulators.

2. Continue to operate the ejector(s) until the meter assembly float(s) falls to zero, indicating that gas flow has stopped. Then, in turn, close each container isolating valve, if present, each header valve, if present, and shut off the water supply to the ejector(s).

3. Close any valves in the chemical solution line between each ejector and its point of application.

4. If applicable, unplug the heater(s).

Ideally, the gas supply system(s) should remain intact to prevent moisture from coming into contact with and corroding the surfaces normally exposed to the gas. If this is not possible, plug all open connections with a rubber or plastic stopper to protect against corrosion during the extended shut-down period.

If the installation is to be subjected to temperatures below freezing during the extended shutdown period, disconnect and drain all lines and components in the water supply and chemical solution distribution systems which will be exposed to freezing conditions.

6 SERVICING

WARNING
Before disconnecting or disassembling any component, shut down the gas dispensing system as described in Part III under operating instructions. Failure to observe this warning may result in operator bodily injury.

6.1 General

It is recommended that the Gas Dispensing System be inspected and serviced a minimum of once per year. More frequent service periods may be required due to: 1) the type, quality and quantity of the gas being handled, 2) the complexity of the gas supply system, 3) the quality and quantity of water or process liquid being used to operate the ejector(s), and 4) operation procedures.

More frequent service periods are especially indicated when venting of the VR is occurring during the one year operational period. This is usually indicative of foreign debris holding the inlet valve open or destruction of the inlet valve parts caused by the gas quality not up to industry purity standards.

Preventative maintenance kits for each of the assemblies are available from the factory. Each kit contains all the parts and detailed instructions that are required for complete maintenance. All resilient parts (O-ring, gaskets) that have been disturbed during the disassembly must be replaced during reassembly in order to insure safe, trouble free operation. Failure to replace these parts may result in bodily injury.

The maintenance kits for CL2 and SO2 are as follows:

Vacuum Regulator	614S090U01
Inlet Valve	668B130U01
Cylinder Mounted Vacuum Regulator 10 filters and 10 lead gaskets	614S091U01
Ejector	614S092U01 (EJ17), 14436, 14432 & 14433 Series (All Others)
Gas Manifold, 2 filters and 6 lead washers	614S095U01
Meter Assembly	614S096U01
25 Lead gaskets	BM-4901

The nature and extent of servicing is dependent upon: 1) the complexity of the gas supply system 2) the type, quality, and quantity of gas being handled, and 3) the quality and quantity of water or process liquid being used to operate the ejector(s). Therefore, servicing requirements for each gas dispensing system will be learned from experience. For Ammonia Service, refer to the parts list 100.7601 for recommended spare parts to be used for the periodic service.

The manner in which the components can be disassembled for servicing (and reassembled after servicing) becomes apparent by simply referring to their illustrated "exploded views" in the parts list furnished with these instructions or the instructions provided with the maintenance kits.

The optional gas pressure gauge (furnished with wall and ton container mounted regulators, requires no routine maintenance and should never be disassembled. Tampering with the seal results in loss of fill fluid and failure of the gauge.

CAUTION
During disassembly and cleaning of any component, inspect all parts thoroughly and replace any worn or damaged part immediately. When a part needs replacing, it is mandatory that the new part needs to be made of materials that will withstand the corrosive action of the gas being handled. Failure to use proper replacement parts as supplied by Severn Trent Services can result in bodily injury.

Only Severn Trent Services replacement parts, manufactured from materials selected for their proper corrosion-resistance properties, must be used. Factory approved parts are available from the supplier. When ordering parts, always note the complete model and serial number of the gas dispensing system as well as the gas service in which it is being used. If desired, the equipment in need of repair may be returned to Severn Trent Services , 3000 Advance Lane, Colmar, PA 18915 for servicing or complete overhaul.

6.2 Cleaning Agents

The preferred cleaning agent is a mild soap solution. More difficult organic residues can be removed with wood alcohol. The parts being cleaned may be wiped with a cloth wetted with the solvent. Do not flood the parts with alcohol.

Mineral deposits can be removed with dilute hydrochloric (muriatic) acid. The parts being cleaned should be soaked in the acid, being careful to prevent the acid from coming in contact with the skin or clothing.

After cleaning with any of the above agents, rinse with clean water (to remove all traces of the cleaning agent) and dry thoroughly (to remove all traces of water) before returning to service.

6.3 Lubricating Agents

The recommended lubricating agents are a graphite-petroleum mixture, included in the maintenance kits, or fluorolube. The use of lubricants is discussed in the maintenance kit instructions. Their use is only to allow the parts to be assembled with more ease. They are not to be used as a vacuum sealing grease and must be used very sparingly.

6.4 O-Rings

To seal perfectly, o-rings must be properly seated and be soft and pliable. Any o-ring disturbed or moved must be replaced to insure the integrity of the seal. The preventative maintenance kits contain all the required o-rings.

6.5 Diaphragms

Diaphragms should be inspected each time a component with diaphragms is disassembled for servicing. When disassembling the vacuum regulator, be sure to observe the orientation of the convolutions (ridges) on the diaphragms so that they may be reinstalled in the same position. Replace any diaphragm that shows signs of cracks or weak spots. A crack or potential crack line will appear as a milky white line. Upon reassembly, lubricant should be applied to the surfaces of the diaphragm which come in contact with the clamping surfaces of their backing plates or bolts. Lubricant should always be applied sparingly. If the diaphragm has convolutions, be certain to properly orient the diaphragm.

6.6 Check Valves

The sealing surfaces of check valves, eg: the ball and o-ring seat in ball types and the plug and seat in diaphragm types, must be clean and smooth to provide a perfect seal. **Use no lubricants on sealing surfaces.**

6.7 Hose Lines

Periodically inspect all hose lines for cracks or weak spots which may develop with aging. Faulty lines should be replaced. Hose should be protected from strain, freezing, or mechanical damage.

6.8 Inlet Valve

The inlet fitter should be examined whenever a regulator is removed from the cylinder. If it is dirty, plugged, or excessively contaminated, it should be replaced. Regulators that handle high gas flow-rates will probably need filter replacement more often than others. The cleanliness of the supply gas from cylinders and ton containers will also be a factor contributing to this problem. For the inlet valve maintenance use preventative maintenance kit P/N 668B130U01.

6.9 Manifold

The gas manifold heater may be replaced by removing the self clamping heater from the drip leg. Replace filter and gaskets with preventative maintenance kit P/N 614S095U01.

7 TROUBLESHOOTING CHART

TROUBLE	PROBABLE CAUSE	CORRECTIVE ACTION
1. Flowmeter fails to indicate required air flow rate when operating vacuum is being checked the first time that the Gas Dispensing System is placed in operation.	a. Length of vacuum line(s) exceeds(s) maximum allowable transport distance.	a. Refer to Appendix.
	b. Vacuum line(s) crimped.	b. Arrange line(s) to eliminate crimping.
	c. Leakage at pipe-to-tube vacuum line connection at outlet from flowmeter-rate valve assembly and/or inlet to ejector.	c. Tighten/inspect/re-make each connection, as required.
	d. Ejector throat is not full of water. (Applies only when the ejector is wall mounted in a horizontal position and back pressure is zero or less at the point of application.	d. Refer to Instruction Bulletin 010.3650.
	e. Insufficient ejector vacuum resulting from insufficient water supply pressure for existing back pressure conditions.	e. After first re-checking start-up procedure and above listed probably causes to definitely confirm that this is the cause of trouble, contact the supplier from whom the Gas Dispensing System was purchased.
2. Flowmeter fails to indicate required air flow rate when operating vacuum is being checked following an extended out of service period or servicing shutown.	a. Vacuum line(s) crimped.	a. Arrange line(s) to eliminate crimping.
	b. Leakage at pipe-to-tube vacuum line connection at outlet from flowmeter-rate valve assembly and/or inlet to ejector.	b.Tighten/inspect/re-make each connection, as required.
	c. Leakage around stem seal-ring of rate valve assembly.	c. Inspect and renew rate valve assembly, if necessary.
	d. Leakage around seals (O-ring or gasket type, depending on capacity) of flowmeter outlet adaptor fitting.	d. Inspect and reseat or renew seals, as required.
	e. Insufficient ejector vacuum.	e. Refer to Trouble 11.
3. Flowmeter continues to indicate air flow and/or "status" lever of regulator fails to move to its EMPTY position when the System is dead-ended when operating vacuum is being checked the first time that the Gas Dispensing System is placed in operation.	a. Leakage around seal plug O-ring in auxiliary connection of flowmeter-rate valve assembly.	a. Tighten seal plug; or, inspect and reseat or renew O-ring as required.
	b. Leakage at pipe-to-tube or O-ring seal connection(s), as applicable, in vacuum portion of Gas Dispensing System on upstream side of flowmeter-rate valve(s).	b. Tighten/inspect/re-make each pipe-to-tube connection; or, inspect and reseat or renew each O-ring seal connection, as required and applicable.
	c. Regulator diaphragm cracked, ruptured or exhibiting leakage around its sealing surfaces.	c. After first re-checking the above listed probably causes to definitely confirm that this is the cause of the trouble, contact the supplier from whom the Gas Dispensing System was purchased.

TROUBLE	PROBABLE CAUSE	CORRECTIVE ACTION
4. Flowmeter continues to indicate air flow and/or "status" lever of regulator fails to move to its EMPTY position when the system is dead-ended when operating vacuum is being checked following an extended out-of-service period or servicing shutdown.	a. Leakage around seal plug O-ring in auxillary connection of flowmeter-rate valve assembly. b. Leakage at pipe-to-tube or O-ring seal connection(s), as applicable, in vacuum portion of Gas Dispensing System on upstream side of flowmeter-rate valve(s). c. Leakage around seals (O-ring or gasket type, depending on capacity) of flowmeter inlet adaptor fitting. d. Regulator diaphragm cracked, ruptured or exhibiting leaked around its sealing surfaces.	a. Tighten seal plug; or inspect and reseat or renew O-ring, as required. b. Tighen/inspect/re-make each pipe-to-tube connection; or, inspect and reseatr or renew each O-ring seal connection as required and applicable. c. Inspect and reseat or renew seals, as required. d. Disassemble regulator and take all necessary steps to correct this condition.
5. Flowmeter float observed to be bouncing up and down and/or maximum gas flow rate cannot be achieved during the course of normal operation.	a. Gas inlet valve of regulator dirty. b. Rate valve dirty. c. Flowmeter dirty. d. Filter in flowmeter inlet dirty. (Applies only to low capacity flowmeters.) e. Filter in regulator inlet dirty. f. Filter in manifold inlet dirty. (Applies only to wall or ton container mounted regulators.) g. Leakage at some point in vacuum portion of Gas Dispensing System. h. Insufficient ejector vacuum. (Applies only to inability to achieve maximum gas flow rate.)	a. Clean gas inlet valve. b. Clean rate valve. c. Clean flowmeter. d. Renew filter. e. Clean filter. f. Renew filter. g. Refer to probably causes and corrective actions listed under Trouble 2 and 4. h. Refer to Trouble 11.
6. Maximum gas flow fails to provide desired level of chemical residual at point of application.	a. Leakage at some point in vacuum portion of Gas Dispensing System on upstream side of flowmeter. b. Chemical demand of water or process liquid has increased above original designed capacity.	a. Refer to probable causes and corrective actions listed under Trouble "4" b. Contact the supplier from whom the Gas Dispensing System was purchased for possible size increase to a larger capacity.
7. Minimum gas flow provides too high a level of chemical residual at point of application.	Chemical demand of water or process liquid has decreased below original designed capacity.	Contact the supplier from whom the Gas Dispensing System was purchased for possible size decrease to a smaller capacity.
8. Flowmeter fails to indicate gas flow during the course of normal operation but ""status"" lever of regulator remains in its OPERATING position.	a. Vacuum line(s) crimped. b. Rate valve inadvertently closed. c. Rate valve plugged. d. Flowmeter plugged. e. Filter in flowmeter inlet plugged. (Applies only to low capacity flowmeters.) f. Loss of vacuum condition on downstream side of flowmeter.	a. Arrange line(s) to eliminate crimping. b. Open rate valve. c. Clean rate valve. d. Clean flowmeter. e. Renew filter. f. Refer to probable causes and corrective actions listed under Trouble 2.

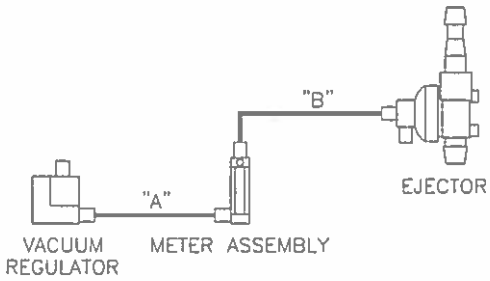
TROUBLE	PROBABLY CAUSE	CORRECTIVE ACTION
9. "Status"" lever of regulator moves to its EMPTY position during the course of normal operation	a. Gas supply valve(s) inadvertenly closed. b. Gas supply exhausted. c. Filter in regulator inlet plugged. d. Gas inlet valve of the regulator stuck in the closed position. e. Filter in manifold inlet plugged. (Applies only to wall or ton container mounted regulators.)	a. Open all supply valve(s) to a total of one full turn. b. Replenish supply. c. Renew filter. d. Clean gas inlet valve. e. Renew filter.
10. Water noted in flowmeter or discharging from ejector drain outlet, as applicable, at time of shutdown.	a. Ejector back-flow check valve(s) faulty.	a. Inspect, clean and/or repair back-flow check valve(s).
11. Insufficient ejector vacuum.	a. Y-strainer in water supply line is dirty, thereby reducing the available supply pressure. b. Ejector drain valve not sealing. (EJ17 Ejector) c. Back pressure is greater than the value listed on the tag attached to the ejector, for one of the following reasons: 1. solution valve(s), if present, not fully open. 2. solution line, if present, is partially blocked. 3. back pressure at point of application has increased above its original value. d. Ejector nozzle and/or throat dirty. e. Ejector throat is not full of water. (Applies only when the ejector is wall mounted in a horizontal position and back pressure is zero or less at point of application. f. Ejector nozzle and throat are worn.	a. Clean Y-strainer; and, if this does not correct the trouble, refer to Troubleshooting Procedure 1in the Troubleshooting Section of Instruction Bulletin 122.6060. b. Refer to Troubleshooting Procedure 2 in the Instruction Bulletin 122.6060. c. Open solution valve(s); clean solution line; determine cause of abnormally high back pressure and take all necessary steps to correct this condition. d. Clean nozzle and/or throat. e. Refer to Instuction Bulletin 010.3650. f. Replace with a new nozzle and throat.
12. Gas leaking from vent line.	a. Inlet valve stem length at incorrect length. b. Inlet valve seat has dirt accumulation preventing proper operation. c. Scored valve seat.	a. Adjust stem lenth to 2.198" as indicated in the parts list. b. Clean gas inlet valve. c. Replace valve seat and plug.

APPENDIX

VACUUM LINE(S) – LIMITS OF EXTENSION

The vacuum line(s) connecting the regulator(s) to the ejector(s), either directly or indirectly, via one or more wall mounted meter assembly, must not exceed the distance(s) presented in Figures 14 through 16 and the use of the factors provided in Table B, if applicable.

NOTE: The graphs in Figures 14 through 16 are for gas dispensing systems in which the interconnecting vacuum line(s) are the normally specified 5/8 inch (5/8" OD x ½" ID) flexible tubing. If the required gas flow rate(s) exceed the maximum allowable limits as determined by the graphs (and factors, if applicable), ¾ inch (or larger) schedule 80 PVC piping must be used in the construction of all (or portions of) the vacuum line(s). In such instances, it will be necessary to contact the supplier from whom the gas dispensing system was purchased for technical assistance.



NOTES:
1. FOR SINGLE REGULATOR SYSTEMS, DISTANCE "A" IS ZERO WHEN THE METER ASSEMBLY RATE VALVE IS MOUNTED ON THE SIDE OF THE REGULATOR.
2. FOR DUAL REGULATOR SYSTEMS, DISTANCE "A" IS THE LENGTH OF THE VACUUM LINE WHICH EXTENDS FROM THE FURTHEST REMOTE MOUNTED REGULATOR TO THE METER ASSEMBLY (IES).

Figure 13 - Pictorial Representation of the Reference Distances Plotted in Figure 14 through 16.

The following examples demonstrate the use of the graphs (and factors) for determining the use of the graphs (and factors) for determining the maximum allowable transport distance(s) for chlorine gas dispensing systems. Determinations establishing the maximum allowable transport distance(s) for sulfur dioxide and ammonia gas dispensing systems are made in an identical manner by simply referencing Figures 15 and 16 respectively. The factors provided in Table B, which constitute interrelated split flow proportionality factors, are independent of the particular gas in question. Therefore, they apply "across-the-board" for determining the "B" distances for either chlorine, sulfur dioxide, or ammonia split flow type gas dispensing systems.

Example A
System: Single regulator type with integrally mounted meter-rate valve assembly having a maximum capacity of 100 lb/d (2 kg/h).

Determination: (Refer to Figures 13 and 14.) Since distance "A" is zero, the vacuum line between the meter-rate valve assembly and ejector (distance "B") can be extended to any distance up to 720 feet.

Example B
System: Single or dual regulator type with one wall mounted meter-rate valve assembly having a maximum capacity of 300 lb/d (6 kg/h).

Determination: (Refer to Figures 13 and 14.) The vacuum lines between the single or furthest remote mounted regulator, as applicable, and the meter-rate valve assembly (distance "A") and the meter-rate valve assembly and ejector (distance B) can be extended up to any combination of interrelated distances as ascertained from the graph, eg: 20 feet and 96 feet, 80 feet and 58 feet, 120 feet and 34 feet, etc., respectively.

MAXIMUM SYSTEM CAPACITY lb/d (kg/h)	CAPACITY OF INDIVIDUAL FLOWMETER-RATE VALVE ASSEMBLIES lb/d (kg/h)					
	50 (1)	100 (2)	200 (4)	250 (5)	300 (6)	500 (10)
50 (1)	1.00					
100 (2)	3.34	1.00				
200 (4)	11.08	3.31	1.00			
250 (5)	16.35	4.89	1.48	1.00		
300 (6)	22.26	6.66	2.01	1.36	1.00	
500 (10)	54.64	16.34	4.93	3.34	2.45	1.00

Example C

System: Single or dual regulator type with three wall mounted meter-rate valve assemblies; one having a maximum capacity of 300 lb/d (6 kg/h) and two having a maximum capacity of 100 lb/d (2 kg/h).

Determination: (Refer to Figures 13 and 14 and Table B.) The vacuum lines between the single or furthest remote mounted regulator, as applicable, and the meter-rate valve assemblies and ejectors (distance "B") can be extended up to any combination of interrelated distances as ascertained from the 500 lb/d (10 kg/h) graph. (This graph is used since the total gas flow in the vacuum line(s) between the regulator(s) and the meter-rate valve assemblies is 500 lb/d.) However, in this instance, the "B" distances are not limited to the value obtained directly from the graph since they are further related to the gas flow from each of the meter-rate valve assemblies to their companion ejectors. Therefore, each "B" distance is determined by multiplying the value obtained from the graph by the appropriate factor provided in Table B. For example, if distance "A" is 20 feet: the vacuum line from the 300 lb/d assembly can be extended to any distance up to 32 x 2.45 or 78.4 feet; and, the vacuum line from each 100 lb/d assembly can be extended to any distance up to 32 x 16.34 or 522.9 feet.

NOTE: In those instances where the total gas flow is higher or lower than the values for which exacting split flow values can be calculated from the data provided herein, it will be necessary to; a) calculate the split flow values by conservative interpolation of this data, or b) contact the supplier from whom the gas dispensing system was purchased for technical assistance.

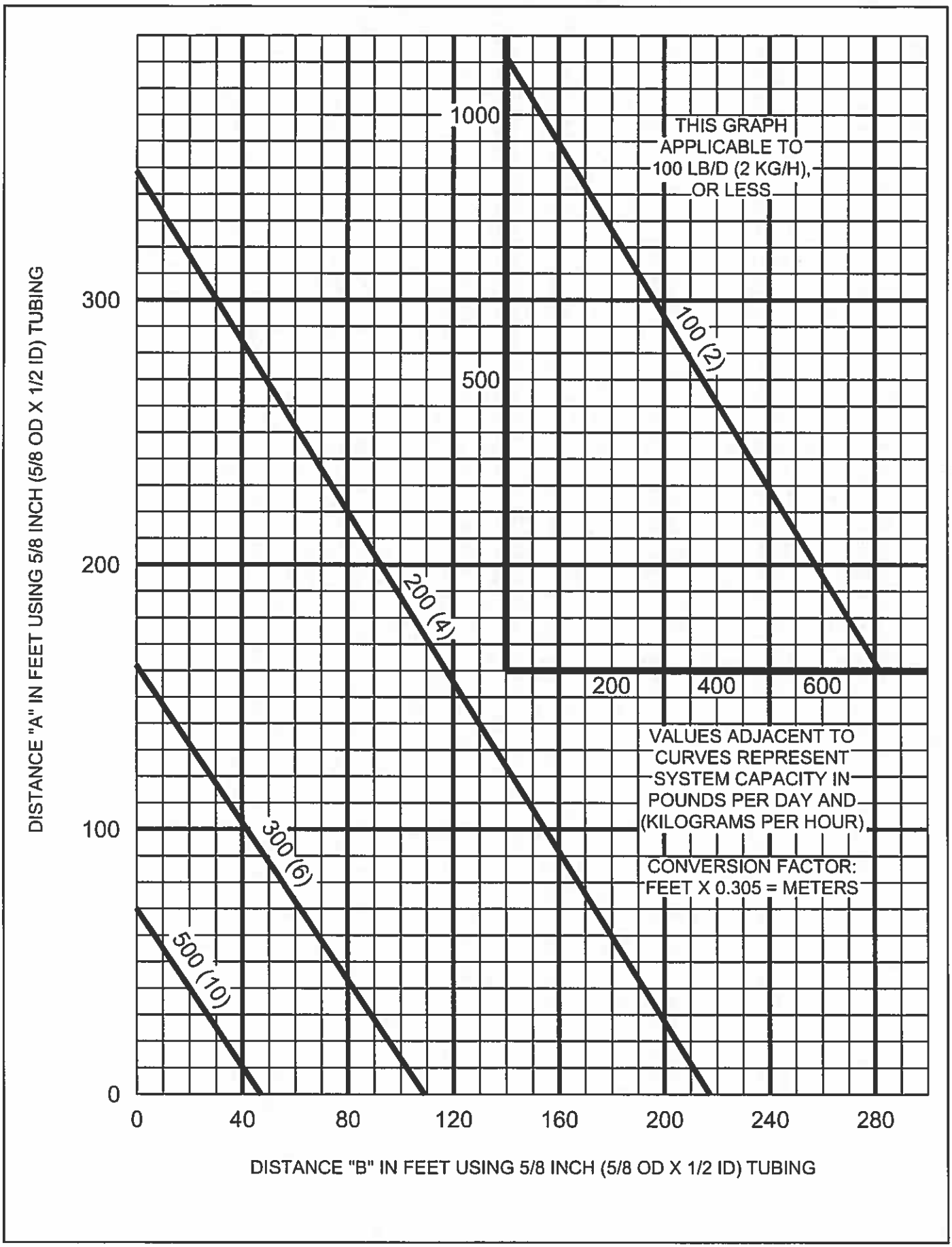


Figure 14 - Vacuum Line(s) Limits of Extension vs. Maximum System Capacity for Chlorine Gas Dispensing System

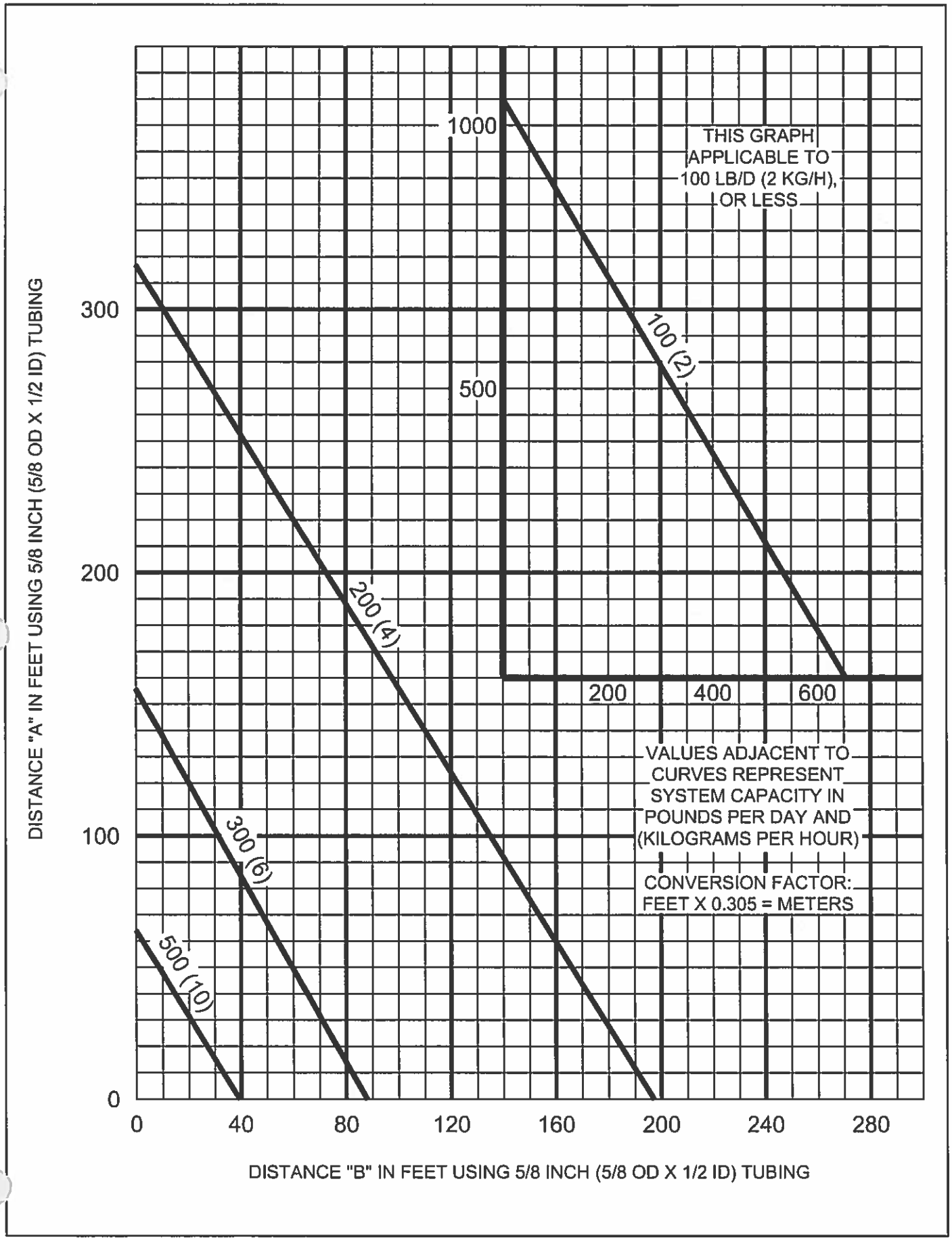


Figure 15 - Vacuum Line(s) Limits of Extension vs. Maximum System Capacity for Sulfur Dioxide Gas Dispensing System

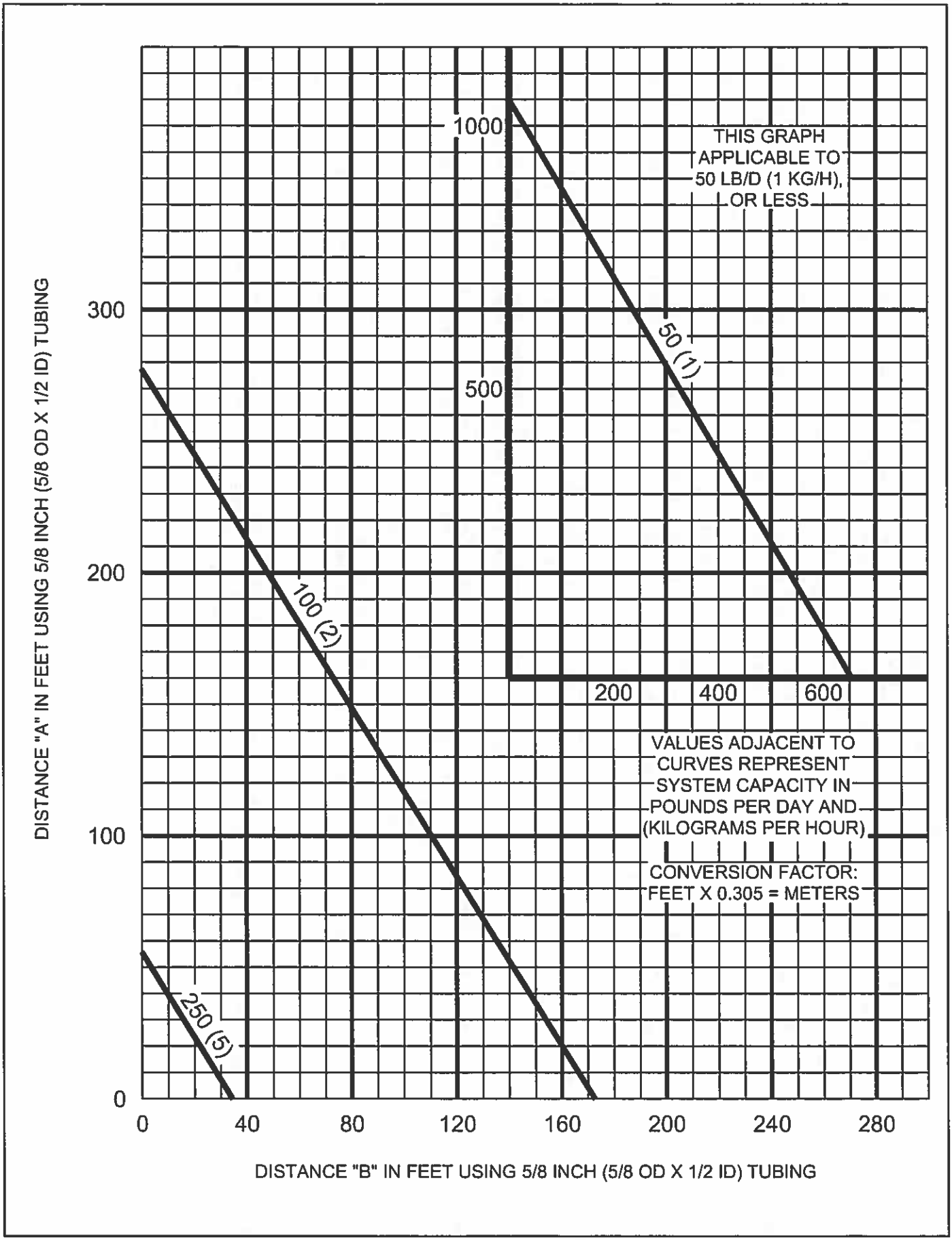


Figure 16 - Vacuum Line(s) Limits of Extension vs. Maximum System Capacity for Ammonia Gas Dispensing System

Design improvements may be made without notice.

Represented by:

SEVERN TRENT SERVICES

CAPITAL CONTROLS

Severn Trent Services
3000 Advance Lane Colmar, PA 18915
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Web: www.severntrentservices.com
E-mail: marketing@severntrentservices.com

UNITED KINGDOM • UNITED STATES • HONG KONG
ITALY • MALAYSIA

Appendix F - Employee Training Checklist

EMPLOYEE TRAINING CHECKLIST
FOR WASTEWATER RECLAMATION PLANT

Name: _____

Job Title: _____

Employee number: _____

Training Element	Date of Training	Name of Trainer	Type of Training*	Employee Initials
Cylinder handling				
Cylinder Change Out				
Cylinder Inspection				
System Operating Procedures				
Maintenance/Repair Procedures				
Troubleshooting				
Emergency Response				
Fire Safety				
Receiving Procedures				
Delivery/Transfer Procedures				
SCADA Procedures				
Manual Operations				

*Types of training: I = initial; A = annual; R = refresher; P = process; PI = post incident

Appendix G - Maintenance Schedule and Checklist

The Wastewater Reclamation Plant
Maintenance Schedule and Checklist

Frequency	Item	Maintenance operation	Date of Service	Operator Initials
At Least Weekly	Chlorine Analyzer	Serviced with reagents, calibrate, and clean.		
Monthly	Chlorine Gas Detectors	Calibrate with chlorine gas of a known concentration.		
Annually	Chlorine Analyzer	Inspection and overhaul by a professional.		
Biennial	Chlorine Delivery Components	Regulators, tubing, rotometers, ejectors, etc. inspection and overhaul every two years.		
Per Manufacturer	Chlorinator Valve	Inspection and maintenance by factory trained & authorized personnel.		
Monthly	Chlorine Gas Detectors	Inspection and maintenance per manufacturer if necessary		
As Needed	Well Pump for Process Water used to Create Ejector Vacuum	Provide required service.		

Appendix H - Lockout / Tagout Procedures

Hidden Valley Lake CSD General Lockout/ Tag-out Procedure

This procedure establishes the minimum requirements for the lockout of energy isolating devices whenever maintenance or servicing is done on machines or equipment. It shall be used to ensure that the machine or equipment is stopped and isolated from all potentially hazardous energy sources and locked out before employees perform any servicing or maintenance where the unexpected energization or start-up of the machine or equipment or release of stored energy could cause injury. If energy isolating devices are not lockable, tagout may be used.

Compliance with this Program:

All employees are required to comply with the restrictions and limitations imposed upon them during the use of lockout. The authorized employees are required to perform the lockout in accordance with this procedure. All employees upon observing a machine or piece of equipment which is locked or tagged out to perform servicing or maintenance shall not attempt to start energize, or use that machine or equipment.

Compliance enforcement will be taken for violation of the above.

Sequence of Lockout:

1. Notify all affected employees that servicing or maintenance is required on a machine or equipment and that the machine or equipment must be shut down and locked or tagged out to perform the servicing or maintenance.
2. The authorized employee shall refer to the company procedure to identify the type and magnitude of the energy that the machine or equipment utilizes shall understand the hazards of the energy, and shall know the methods to control the energy.
3. If the machine or equipment is operating, shut it down by the normal stopping procedure (depress the stop button, open switch, close valve, etc.).
4. De-activate the energy isolating device(s) so that the machine or equipment is isolated from the energy source(s).
5. Lock out the energy isolating device(s) with assigned individual lock(s).
6. Stored or residual energy (such as that in capacitors, springs, elevated machine members, rotating flywheels, hydraulic systems, and air, gas, steam or water pressure, etc.) must be dissipated or restrained by methods such as grounding, repositioning, blocking, bleeding down, etc.
7. Ensure that the equipment is disconnected from the energy source(s) by first checking that no personnel are exposed, then verify the isolation of the equipment by operating the push button or other normal operating control(s) or by testing to make certain the equipment will not operate.

Caution: Return operating control(s) to neutral or "off'' position after verifying the isolation of the equipment.

8. The machine or equipment is now locked out.

Restoring Equipment to Service:

When the servicing or maintenance is completed and the machine or equipment is ready to return to normal operating condition, the following steps shall be taken.

1. Check the machine or equipment and the immediate area around the machine to ensure that nonessential items have been removed and that the machine or equipment components are operationally intact.
2. Check the work area to ensure that all employees have been safely positioned or removed from the area.
3. Verify that the controls are in neutral.
4. Remove the lockout devices and reenergize the machine or equipment.

Note: The removal of some forms of blocking may require re-energization of the machine before safe removal.

5. Notify affected employees that the servicing or maintenance is completed and the machine or equipment is ready for use.

Note: Additional locks, multi lockout hasps, circuit breaker lockouts, and tags can be found in the WWTP Control Building and Pump Stations.

Appendix I - Management of Change Sample Form

Management of Change Form

List change	Technical Basis of Change	Impacts on Safety and Health	Modifications to Operating Procedures	Necessary Time Period for the Change	Authorization Requirements for proposed Change

Checklist	✓	Notes
Employees aware of and trained for change		
PSI updated with change		
Operating procedures have been updated		

Appendix J - Compliance Audit Checklist

Wastewater Reclamation Chlorination Facility

RMP COMPLIANCE AUDIT CHECKLIST

This form is to be completed by the General Manager (or designee) at least once every three years, and may be conducted more frequently if the General Manager determines that additional inspections are required. Completed and signed copies of the two most recent Audit Checklists will be maintained in the General Manager's office.

Document / Specification	Date Checked	Corrective Action Needed	Inspector's Signature
RMP (Reviewed for accuracy.)			
ERT Drill Documentation (Review drills to identify training equipment needs.)			
ERT Training Records (Review to confirm all ERT members are current.)			
Piping and Instrumentation Diagrams (Review to confirm if current.)			
Complete Physical Inspection of the Facilities (Review for overall equipment and piping conditions.)			
Preventive Maintenance and Testing Documentation for: 1. Chlorine Analyzer 2. Chlorine Gas Detectors 3. Chlorine Delivery Components 4. Emergency Equipment (Review for implementation and verification of the scheduled preventive maintenance, work orders issued for any items found to be in need of maintenance, and thoroughness of testing.)			
Operating Procedures (Review to confirm current and appropriately implemented.)			
Emergency Response Plan (Review to confirm current and appropriately implemented.)			
Incident Reports (Review to ensure accident investigation procedures followed and actions items have been completed.)			
"What-If/Checklist" Summary Sheets (Review to confirm current.)			
Maintenance Procedures (Review for newly-identified safety issues and to confirm appropriate implementation.)			
Chlorine System Activities and Operations Safety Records (Review the preceding years for discussions with plant management and operators and that recommendation for any appropriate procedural or equipment changes are solicited and implemented.)			
Check to see if MSDSs are up-to-date and available to employees.			
Determine if the maximum intended inventory of chlorine is the same.			
Safe operating parameters (evaluate the safe operating parameters in the RMP to determine if they are still applicable).			
Evaluate if chlorination system is being operated within the appropriate safe upper and lower operating parameters.			
Proper chlorination equipment operation (evaluate if the chlorination system continues to be installed and operated according to manufacturer's recommendations or industry standards).			
Determine if inspections have been conducted after every major change to the system.			
Confirm that inspection results are documented.			

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT,
CALIFORNIA

FINANCIAL STATEMENTS
TOGETHER WITH
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED
JUNE 30, 2016

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Annual Financial Report
For the Year Ended June 30, 2016

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INTRODUCTORY SECTION

- **List of Officials**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Board of Directors
For the Year Ended June 30, 2016

Jim Freeman. . . . . President

Jim Lieberman. . . . . Vice President

Linda Herndon. . . . . Director

Carolyn Graham. . . . . Director

Judy Mirbegian. . . . . Director

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FINANCIAL SECTION

- **Independent Auditor's Report**
- **Management's Discussion and Analysis**
- **Basic Financial Statements**
- **Required Supplementary Information**
- **Combining Fund Statements**

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INDEPENDENT AUDITOR'S REPORT

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and each major fund of the Hidden Valley Lake Community Services District, California (District), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of the District as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 1O to the financial statements, in 2016, the District implemented, if applicable, Governmental Accounting Standards Board (GASB) Statement Nos. 72, 73, 76 and 79. Our opinion is not modified with respect to these matters.

As described in Note 8B, the net pension liability is measured as of June 30, 2015, and the pension expense is for the measurement period of 2014-15. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, District Pension Plan - Schedule of Proportionate Share of the Net Pension Liability, District Pension Plan - Schedule of Contributions, Notes to District Pension Plan and District OPEB Plan - Schedule of Funding Proress as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The introductory section and combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated XXX, 2017 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

Smith & Newell, CPAs
Yuba City, California
XXX, 2017

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Management's Discussion and Analysis
(Unaudited)

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Basic Financial Statements

- **Government-Wide Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
June 30, 2016

	Business-Type Activities
ASSETS	
Cash and investments	$ 1,850,066
Investments with fiscal agent	220,003
Receivables:	
Accounts (net of allowance)	260,896
Assessments	25,580
Delinquent assessments	66,115
Prepaid costs	72,576
Capital assets:	
Non-depreciable assets	607,918
Depreciable assets, net of depreciation	7,515,065
Total capital assets	8,122,983
Total Assets	10,618,219
DEFERRED OUTFLOWS OF RESOURCES	
Deferred pension adjustments	185,018
Total Deferred Outflows of Resources	185,018
LIABILITIES	
Accounts payable	109,221
Salaries and benefits payable	28,425
Interest payable	72,926
Net pension liability	1,071,015
Net OPEB obligation	503,548
Long-term liabilities:	
Due within one year	280,929
Due in more than one year	6,019,606
Total Liabilities	8,085,670
DEFERRED INFLOWS OF RESOURCES	
Deferred pension adjustments	293,631
Total Deferred Inflows of Resources	293,631
NET POSITION	
Net investment in capital assets	1,846,969
Restricted for debt service	757,329
Restricted for capital facilities	270,383
Unrestricted	(450,745)
Total Net Position	$ 2,423,936

The notes to the basic financial statements are an integral part of this statements.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Activities
For the Year Ended June 30, 2016

Functions/Programs:	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Changes in Net Position: Business-Type Activities
Business-type activities:					
Sewer	$ 2,837,785	$ 1,106,654	$ 328,591	$ -	$ (1,402,540)
Water	1,823,195	1,430,750	-	-	(392,445)
Total Business-Type Activities	4,660,980	2,537,404	328,591	-	(1,794,985)
Total	$ 4,660,980	$ 2,537,404	$ 328,591	$ -	(1,794,985)
General revenues:					
Interest and investment earnings					4,283
Miscellaneous					350,684
Total General Revenues					354,967
Change in Net Position					(1,440,018)
Net Position - Beginning					3,863,954
Net Position - Ending					$ 2,423,936

The notes to the basic financial statements are an integral part of this statements.

Basic Financial Statements

- **Fund Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2016

	Sewer Operations	Water Operations	Totals
ASSETS			
Current Assets:			
Cash and investments	$ 1,703,173	$ 146,893	$ 1,850,066
Investments with fiscal agent	220,003	-	220,003
Receivables:			
Accounts (net of allowance)	97,464	163,432	260,896
Assessments	25,580	-	25,580
Prepaid costs	36,288	36,288	72,576
Due from other funds	-	125,530	125,530
Total Current Assets	2,082,508	472,143	2,554,651
Noncurrent Assets:			
Advances to other funds	366,085	-	366,085
Delinquent assessments receivable	66,115	-	66,115
Capital assets, net	4,327,426	3,795,557	8,122,983
Total Noncurrent Assets	4,759,626	3,795,557	8,555,183
Total Assets	6,842,134	4,267,700	11,109,834
DEFERRED OUTFLOWS OF RESOURCES			
Deferred pension adjustments	91,690	93,328	185,018
Total Deferred Outflows of Resources	91,690	93,328	185,018
LIABILITIES			
Current Liabilities:			
Accounts payable	61,716	47,505	109,221
Salaries and benefits payable	17,518	10,907	28,425
Interest payable	43,783	29,143	72,926
Due to other funds	101,000	24,530	125,530
Compensated absences	10,125	7,552	17,677
Bonds	152,263	-	152,263
Loans	-	95,989	95,989
Certificates of participation	15,000	-	15,000
Total Current Liabilities	401,405	215,626	617,031

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2016

	Sewer Operations	Water Operations	Totals
LIABILITIES (CONTINUED)			
Noncurrent Liabilities:			
Advances from other funds	25,085	341,000	366,085
Compensated absences	3,920	2,924	6,844
Bonds	3,533,952	-	3,533,952
Loans	-	1,913,810	1,913,810
Certificates of participation	565,000	-	565,000
Net pension liability	519,299	551,716	1,071,015
Net OPEB obligation	230,889	272,659	503,548
Total Noncurrent Liabilities	4,878,145	3,082,109	7,960,254
Total Liabilities	5,279,550	3,297,735	8,577,285
DEFERRED INFLOWS OF RESOURCES			
Deferred pension adjustments	142,135	151,496	293,631
Total Deferred Inflows of Resources	142,135	151,496	293,631
NET POSITION			
Net investment in capital assets	61,211	1,785,758	1,846,969
Restricted for debt service	586,256	171,073	757,329
Restricted for capital facilities	264,344	6,039	270,383
Unrestricted	600,328	(1,051,073)	(450,745)
Total Net Position	$ 1,512,139	$ 911,797	$ 2,423,936

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses,
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2016

	Sewer Operations	Water Operations	Totals
OPERATING REVENUES			
Assessments	$ 328,591	$ -	$ 328,591
Permits and inspections	56,800	-	56,800
Charges for services	1,049,854	1,430,750	2,480,604
Miscellaneous	217,436	133,248	350,684
Total Operating Revenues	1,652,681	1,563,998	3,216,679
OPERATING EXPENSES			
Salaries and benefits	772,181	850,007	1,622,188
Insurance	75,096	16,135	91,231
Office expenses	17,624	17,380	35,004
Contract services	47,287	-	47,287
Continuing education	7,479	5,026	12,505
Dues and subscriptions	3,597	16,700	20,297
Postage	652	652	1,304
Repairs and maintenance	109,410	237,628	347,038
Gas, fuel and oil	10,921	10,485	21,406
Supplies	12,723	42,885	55,608
Professional services	46,085	(92,091)	(46,006)
Travel	1,450	2,013	3,463
Telephone	9,141	9,141	18,282
Power	32,570	135,970	168,540
Depreciation	1,203,038	377,208	1,580,246
Other operating	3,091	33,951	37,042
Office and safety equipment	3,750	3,132	6,882
Director's compensation	-	1,882	1,882
Environmental monitoring	36,413	15,364	51,777
Water conservation	-	5,208	5,208
Water rights	-	37,280	37,280
Annual operating fees	1,199	25,415	26,614
Total Operating Expenses	2,393,707	1,751,371	4,145,078
Operating Income (Loss)	(741,026)	(187,373)	(928,399)
NON-OPERATING REVENUES (EXPENSES)			
Interest income	3,324	959	4,283
Interest expense	(185,439)	(71,824)	(257,263)
Cost of issuance	(184,213)	-	(184,213)
Loss on disposal	(74,426)	-	(74,426)
Total Non-Operating Revenue (Expenses)	(440,754)	(70,865)	(511,619)

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses,
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2016

	Sewer Operations	Water Operations	Totals
Income (Loss) Before Transfers	(1,181,780)	(258,238)	(1,440,018)
Transfers in	370,671	15,222	385,893
Transfers out	(379,003)	(6,890)	(385,893)
Change in Net Position	(1,190,112)	(249,906)	(1,440,018)
Total Net Position - Beginning	2,702,251	1,161,703	3,863,954
Total Net Position - Ending	$ 1,512,139	$ 911,797	$ 2,423,936

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Enterprise Funds
For the Year Ended June 30, 2016

	Sewer Operations	Water Operations	Totals
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	$ 1,732,031	$ 1,580,553	$ 3,312,584
Cash paid to suppliers	(404,030)	(515,222)	(919,252)
Cash paid to employees	(616,172)	(708,028)	(1,324,200)
Net Cash Provided (Used) by Operating Activities	711,829	357,303	1,069,132
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES			
Transfers from other funds	370,671	15,222	385,893
Transfers to other funds	(379,003)	(6,890)	(385,893)
Interfund loans received	107,000	(40,604)	66,396
Interfund loans made	(6,000)	(60,396)	(66,396)
Net Cash Provided (Used) by Non-Capital Financing Activities	92,668	(92,668)	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Principal paid on debt	(3,698,500)	(92,761)	(3,791,261)
Interest paid on debt	(216,627)	(73,169)	(289,796)
Isuance of debt debt	3,547,002	-	3,547,002
Acquisition of capital assets	(344,376)	(265,484)	(609,860)
Disposition of capital assets	98,830	-	98,830
Net Cash Provided (Used) by Capital and Related Financing Activities	(613,671)	(431,414)	(1,045,085)
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest on investments	3,324	960	4,284
Net Cash Provided (Used) by Investing Activities	3,324	960	4,284
Net Increase (Decrease) in Cash and Cash Equivalents	194,150	(165,819)	28,331
Balances - Beginning	1,729,026	312,712	2,041,738
Balances - Ending	$ 1,923,176	$ 146,893	$ 2,070,069

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Enterprise Funds
For the Year Ended June 30, 2016

	Sewer Operations	Water Operations	Totals
RECONCILIATION OF OPERATING INCOME LOSS TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES			
Operating income (loss)	$ (741,026)	$ (187,373)	$ (928,399)
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation/amortization	1,203,038	377,208	1,580,246
Decrease (increase) in:			
Accounts receivable	81,145	16,555	97,700
Assessments receivable	(1,795)	-	(1,795)
Prepaid costs	15,535	15,535	31,070
Pension adjustment - deferred outflows	(10,405)	(4,678)	(15,083)
Increase (decrease) in:			
Accounts payable	(1,077)	(6,601)	(7,678)
Salaries and benefits payable	1,905	(6,544)	(4,639)
Compensated absences payable	(5,150)	(10,683)	(15,833)
Net pension liability	98,311	92,584	190,895
Net OPEB obligation	32,521	32,474	64,995
Pension adjustment - deferred inflows	38,827	38,826	77,653
Net Cash Provided (Used) by Operating Activities	$ 711,829	$ 357,303	$ 1,069,132

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

Basic Financial Statements

- **Notes to Basic Financial Statements**

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NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Hidden Valley Lake Community Services District is a public corporation formed in 1984 under the provisions of the Community Services District Law, Division 3 of Title 6 (commencing with Section 61000) of the Government Code of the State of California. The District was formed for the purposes of providing for the collection of sewage, waste and storm water of the District and of its residents as well as the supply of water to the residents of the District. On January 1, 1993, Stonehouse Mutual Water Company merged with Hidden Valley Lake Community Services District. Stonehouse Mutual Water Company was a mutual water company which had been organized in June 1968 to provide water and sewer services to the owners of Hidden Valley Lake Association lots. The merger was approved by the shareholders with authorization to transfer all assets and liabilities to the District as of December 31, 1992, and dissolve Stonehouse Mutual Water Company. Notification was received from the Franchise Tax Board that the Certificate of Dissolution was filed as a conditional dissolution on January 21, 1993. Upon the issuance of a Tax Clearance Certificate by the Franchise Tax Board, the corporation was dissolved.

The activities of the District are governed by a Board of Directors each of whom is elected to office for a term of four years by the registered voters of the District.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

Component Units

Based on the application of the criteria set forth by the Governmental Accounting Standards Board, management has determined that there are no component units of the District.

Joint Agencies

The District is a participant in the Special District Risk Management Authority (SDRMA), which is a joint powers agency organized for the purpose of pooled joint-protection coverage to member entities. SDRMA operates public entity pool's for auto and general liability coverage, plus workers compensation and errors and omissions coverage and pool purchases excess insurance for members. Complete audited financial statements of SDRMA can be obtained at 1112 I Street, Suite 300, Sacramento, CA 95814. The District is not financially accountable for this organization and therefore it is not a component unit under Statement Nos. 14, 39, and 61 of the Governmental Accounting Standards Board.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information on all the activities of the District. These statements include the financial activities of the overall District. Eliminations have been made to minimize the double counting of internal activities. These statements present the business-type activities of the District, which rely to a significant extent on assessments and fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the District's business-type activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Program revenues include (1) charges paid by the recipients of goods and services offered by the program and (2) operating grants and contributions, and (3) capital grants and contributions. Revenues that are not classified as program revenues, are presented instead as general revenues.

Fund Financial Statements

The fund financial statements provide information about the District funds. Funds are organized into the proprietary fund type. The operations of the District are organized as a series of sub-funds consolidated into four major proprietary funds which account for the total water and sewer operations. An emphasis is placed on major funds within the proprietary category; each is displayed in a separate column.

The District reports the following major proprietary funds:

- The Sewer Operations fund is an enterprise fund used to account for activity related to providing customers with sewer service and billing for service provided by the District.

- The Water Operations fund is an enterprise fund used to account for activity related to providing customers with water service and billing for service provided by the District.

C. Basis of Accounting and Measurement Focus

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange include revenue from grants, entitlements, and donations. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Cash and Cash Equivalents

For purposes of the accompanying Statement of Cash Flows, the District considers all highly liquid investments with a maturity of three months or less when purchased including investments with fiscal agent to be cash equivalents.

E. Investments

The District pools cash and investments of all funds. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments.

Investment transactions are recorded on the trade date. The fair value of investments is determined annually. Investments in nonparticipating interest-earning investment contracts are reported at cost; short term investments are reported at amortized cost, investments in Local Agency Investment Fund, an external pool, are reported at amortized cost which approximates fair value, and the fair value of all other investments are obtained by using quotations obtained from independent published sources or by the safekeeping institution. The fair value represents the amount the District could reasonably expect to receive for an investment in a current sale between a willing buyer and seller.

Income from pooled investments is allocated to the individual funds based on the fund or participant's average daily cash balance at quarter end in relation to the total pool investments. Income from non-pooled investments is recorded based on the specific investments held by the fund.

F. Receivables

Receivables consist mainly of user fees, assessments, and delinquent assessments. Although Management believes all assessments are ultimately collective because they are collected with property taxes, management has established an allowance for doubtful accounts of $589 for the Sewer Operations fund, and $0 for the Water Operations fund. Accounts receivables are stated net of these amounts.

Assessments receivable are recognized when billed. Assessments receivable shown in the financial statements include only those assessments currently due or delinquent.

G. Other Assets

Inventory

Inventory items are recorded as expenses at the time inventory is purchased rather than when consumed. Records are not maintained of inventory and supplies on hand, although these amounts are not considered material.

Prepaid Costs

Certain payments to vendors reflects costs applicable to future accounting periods and are recorded as prepaid items. The cost of prepaid items is recorded as expenses when consumed rather than when purchased.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

H. Capital Assets

Capital assets, including public domain (infrastructure such as roads, bridges, sidewalks, sewer and similar items) are defined by the District as assets with a cost of $1,000 or more. Capital assets are recorded at historical cost or estimated historical cost if actual historical cost is unavailable. Contributed capital assets are valued at their acquisition value at the time of donation.

Capital assets used in operations are depreciated or amortized using the straight-line method over the assets estimated useful life. The range of estimated useful lives by type of asset is as follows:

Depreciable Asset	Estimated Lives
Equipment	5-30 years
Structures and Improvements	5-30 years
Infrastructure	20-75 years

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is to be included in the results of operations.

I. Assessment Revenue

The District levies special assessments on the property owners within the District boundaries. The special assessments are collected along with property taxes by the County of Lake.

Lake County assesses properties, bills, collects, and distributes the assessments to the District.

Assessments are due in two installments (secured roll) on November 1 and March 12 and become delinquent after December 10 and April 10, respectively.

J. Interfund Transactions

Interfund transactions are reflected as either loans, services provided or used, reimbursements or transfers.

Loans reported as receivables and payables are referred to as either "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation.

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenses. These services provide information on the net cost of each government function and therefore are not eliminated in the process of preparing the government-wide statement of activities.

Reimbursements occur when the funds responsible for particular expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenses in the reimbursing fund and reductions to expenses in the reimbursed fund.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

J. Interfund Transactions (Continued)

All other interfund transactions are treated as transfers. Transfers between funds are netted as part of the reconciliation to the government-wide presentation.

K. Compensated Absences

The District's policy regarding compensated absences is to permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as long-term debt in the government-wide and proprietary fund financial statements. The current portion of this debt is estimated based on historical trends.

L. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

M. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense) until then. The District has one item that qualifies for reporting in this category. This item relates to the outflows from changes in the net pension liability and is reportable on the Statement of Net Position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The District has one item that qualifies for reporting in this category. This item relates to the inflows from changes in the net pension liability and is reportable on the Statement of Net Position.

N. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

O. Implementation of Governmental Accounting Standards Board Statements (GASB)

The following Governmental Accounting Standards Board (GASB) Statements have been implemented, if applicable, in the current financial statements.

Statement No. 72, Fair Value Measurement and Application. This statement addresses accounting and financial reporting issues related to fair value measurements. This statement provides guidance for determining a fair value measurement and for applying fair value to certain investments and disclosures related to all fair value measurements.

Statement No. 73, Accounting and Financial Reporting for Pensions and Related Assets that are not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68. This statement establishes requirements for defined benefit pensions and defined contribution pensions that are not within the scope of Statement No. 68 as well as for the assets accumulated for purposes of providing those pensions.

Statement No. 76, The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments. This statement reduces the GAAP hierarchy to two categories of authoritative GAAP and addresses the use of authoritative and non-authoritative literature in the event that the accounting treatment for a transaction is not specified within a source of authoritative GAAP.

Statement No. 79, Certain External Investment Pools and Pool Participants. This statement establishes criteria for an external investment pool to qualify for making the election to measure all of its investments at amortized cost for financial reporting purposes.

NOTE 2: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Deficit Net Position

The sub-funds within the following enterprise funds had deficit net position at June 30, 2016:

Sewer Operations:	
1995-2 Bond Redemption	$ 3,122,669
State Revolving fund	8,499
USDA Solar Loan	482,532
Water Operations:	
CIEDB Loan Redemption	$ 2,174,143

These deficits will be eliminated in future years through loan and bond repayment.

NOTE 3: CASH AND INVESTMENTS

A. Financial Statement Presentation

As of June 30, 2016, the District's cash and investments consisted of the following:

Cash:	
Cash on hand	$ 600
Deposits (less outstanding checks)	948,840
Total Cash	949,440
Investments:	
Local Agency Investment Fund (LAIF)	900,626
Investments with Fiscal Agent	220,003
Total Investments	1,120,629
Total Cash and Investments	$ 2,070,069

B. Cash

At year end, the carrying amount of the District's cash deposits (including amount in checking accounts) was $948,840 and the bank balance was $962,209. The difference between the bank balance and the carrying amount represents outstanding checks and deposits in transit. In addition, the District had cash on hand of $600.

Custodial Credit Risk for Deposits - Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. The District complies with the requirements of the California Government Code. Under this code, deposits of more than $250,000 must be collateralized at 105 percent to 150 percent of the value of the deposit to guarantee the safety of the public funds.

C. Investments

Investments are selected based on safety, liquidity and yield. The District's investment policy is more restrictive than the California Government Code. Under the provisions of the District's investment policy and the California Government Code, the District may invest or deposit in the following:

Repurchase Agreements
Local Agency Investment Funds (LAIF)
U.S. Treasury Bonds/Notes/Bills
U.S. Government Agency Obligations
Bankers' Acceptances
Commercial Paper
Negotiable Certificates of Deposit
Time Certificates of Deposit
Reverse Repurchase Agreements

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments (Continued)

Fair Value Measurements - The District measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

Level 1: Quoted prices for identical investments in active markets;
Level 2: Observable inputs other than quoted market prices; and,
Level 3: Unobservable inputs

The District's position in external investment pools is in its self regarded as a type of investment and looking through to the underlying investments of the pool is not appropriate. Therefore, the District's investment in external investment pools is not recognized in the three-tiered fair value hierarchy described above.

At June 30, 2016, the District had the following recurring fair value measurements:

		Fair Value Measurements Using		
Investment Type	Fair Value	Level 1	Level 2	Level 3
Investments by Fair Value Level				
Money Market Mutual Funds	$ 220,003	$ 220,003	$ -	$ -
Total Investments Measured at Fair Value	220,003	$ 220,003	$ -	$ -
Investments in External Investment Pool				
Local Agency Investment Fund (LAIF)	900,626			
Total Investments	$ 1,120,629			

Interest Rate Risk - Interest rate risk is the risk of loss due to the fair value of an investment falling due to interest rates rising. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. To limit exposure to fair value losses resulting from increases in interest rates, the District's investment policy limits investment maturities to a term appropriate to the need for funds so as to permit the District to meet all projected obligations.

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments (Continued)

As of June 30, 2016, the District had the following investments, all of which had a maturity of 5 years or less:

Investment Type	Interest Rates	Maturities 0-1 year	Maturities 1-5 years	Fair Value	Weighted Average Maturity (Years)
Pooled Investments					
Local Agency Investment Fund (LAIF)	Variable	$ 900,626	$ -	$ 900,626	-
Total Pooled Investments		900,626	-	900,626	-
Investments Held by Fiscal Agents					
Money Market Mutual Funds	Variable	220,003	-	220,003	-
Total Investments Held by Fiscal Agents		220,003	-	220,003	-
Total Investments		$ 1,120,629	$ -	$ 1,120,629	-

Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code or the District's investment policy, and the actual rating as of year end for each investment type.

Investment Type	Minimum Legal Rating	Standard & Poor's Rating	Moody's Rating	% of Portfolio
Money Market Mutual Funds	A	AAAm	Aaa-mf	19.63%
LAIF	N/A	Unrated	Unrated	80.37%
Total				100.00%

Custodial Credit Risk - Custodial credit risk for investments is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. To mitigate the custodial credit risk, the District's investment policy requires that all securities owned by the District shall be held in safekeeping by a third party bank trust department.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of the District's investment in a single issuer of securities. When investments are concentrated in one issuer, this concentration presents a heightened risk of potential loss. The District's investment policy contains limitations on the amount that can be invested in any one issuer. All investments of the District were pooled with the State of California Local Agency Investment Fund which holds a diversified portfolio of high quality investments or held by fiscal agents.

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

D. Investment in External Investment Pool

The District maintains an investment in the State of California Local Agency Investment Fund (LAIF), managed by the State Treasurer. This fund is not registered with the Securities and Exchange Commission as an investment company, but is required to invest according to California State Code. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by State Statute. At June 30, 2016, the District's investment in LAIF valued at amortized cost was $900,626 and is the same as the value of the pool shares. There are no restrictions on withdrawal of funds. The total amount invested by all public agencies in LAIF on that day was $75.4 billion. Of that amount, 97.19 percent is invested in non-derivative financial products and 2.81 percent in structured notes and asset-backed securities.

NOTE 4: CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2016, was as follows:

	Balance July 1, 2015	Additions	Retirements	Adjustments	Balance June 30, 2016
Capital Assets, Not Being Depreciated:					
Land	$ 605,586	$ 2,332	$ -	$ -	$ 607,918
Total Capital Assets, Not Being Depreciated	605,586	2,332	-	-	607,918
Capital Assets, Being Depreciated:					
Structures and improvements	4,025,634	-	(213,684)	-	3,811,950
Equipment	1,669,307	76,678	-	-	1,745,985
Infrastructure	25,311,233	530,850	-	-	25,842,083
Total Capital Assets, Being Depreciated	31,006,174	607,528	(213,684)	-	31,400,018
Less Accumulated Depreciation for:					
Structures and improvements	(1,388,991)	(235,947)	-	337,030	(1,287,908)
Equipment	(1,131,402)	(117,675)	-	(130,270)	(1,379,347)
Infrastructure	(19,824,742)	(1,226,624)	-	(166,332)	(21,217,698)
Total Accumulated Depreciation	(22,345,135)	(1,580,246)	-	40,428	(23,884,953)
Total Capital Assets, Being Depreciated, Net	8,661,039	(972,718)	(213,684)	40,428	7,515,065
Total Capital Assets, Net	$ 9,266,625	($ 970,386)	($ 213,684)	$ 40,428	$ 8,122,983

Depreciation

Depreciation expense was charged to the business-type functions as follows:

Sewer	$ 1,203,038
Water	377,208
Total Depreciation Expense - Business-Type Functions	$ 1,580,246

NOTE 5: INTERFUND TRANSACTIONS

Due To/From Other Funds

During the course of operations, transactions occur between funds to account for goods received or services rendered. These receivables and payables are classified as due from or due to other funds. In addition, when funds overdraw their share of pooled cash, the receivables and payables are also classified as due from or due to other funds. The following are due from and due to balances as of June 30, 2016:

	Due From Other funds	Due To Other funds
Sewer Operations	$ -	$ 101,000
Water Operations	125,530	24,530
Total	$ 125,530	$ 125,530

Advances To/From Other Funds

Advances to/from other funds are non-current interfund loans. The following are advances to/from other funds as of June 30, 2016:

	Advances to Other funds	Advances from Other funds
Sewer Operations	$ 366,085	$ 25,085
Water Operations	-	341,000
Total	$ 366,085	$ 366,085

Transfers

Transfers are indicative of funding for capital projects, lease payments or debt service, subsidies of various District operations and re-allocations of special revenues. The following are interfund transfers for the fiscal year ended June 30, 2016:

	Transfer In	Transfer Out
Sewer Operations	$ 370,671	$ 379,003
Water Operations	15,222	6,890
Total	$ 385,893	$ 385,893

NOTE 6: LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2016:

Type of Indebtedness	Balance July 1, 2015	Additions	Adjustments/ Retirements	Balance June 30, 2016	Amounts Due Within One Year
Bonds	$ 3,684,000	$ 3,650,000	($ 3,684,000)	$ 3,650,000	$ 150,000
Add: Premium	-	36,215	-	36,215	2,263
Total Bonds	3,684,000	3,686,215	(3,684,000)	3,686,215	152,263
Loans	2,102,560	-	(92,761)	2,009,799	95,989
Certificates of Participation	594,500	-	(14,500)	580,000	15,000
Compensated Absences	40,354	40,052	(55,885)	24,521	17,677
Total Long-Term Liabilities	$ 6,421,414	$ 3,726,267	($ 3,847,146)	$ 6,300,535	$ 280,929

Individual issues of debt payable outstanding at June 30, 2016, are as follows:

Bonds:

Sewer System Reassessment District No. 1 Limited Obligation Refunding Improvement Bonds Series 2016 issued March 9, 2016 in the amount of $3,650,000, payable in annual installments of $150,000-$280,000 with an interest rate of 3.25-3.50% and maturity on September 2, 2032. The bonds were used to refund the Improvement Bonds Series 1995-2 which were used to finance improvements to the sewer system.	$ 3,650,000
Total Bonds	3,650,000

Loans:

California Infrastructure and Economic Development Bank Loan issued June 24, 2002 in the amount of $3,000,000, payable in annual installments of $61,530-$160,350 with an interest rate of 3.48% and maturity on February 1, 2032. The loan was used to finance the expansion and upgrade of the water system.	2,009,799
Total Loans	2,009,799

Certificates of Participation:

2012 Series Certificate of Participation Water Reclamation Plant Energy Sustainability Project issued October 1, 2012 in the amount of $640,000 payable in annual installments of $14,000 to $31,500 with an interest rate of 3.00% and maturity on August 1, 2041. The Certificate of Participation was used to finance the sewer system solar project.	580,000
Total Certificates of Participation	580,000
Total	$ 6,239,799

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

Following is a schedule of debt payment requirements of business-type activities to maturity for long-term debt, excluding compensated absences that have indefinite maturities, net pension liability which is reported in Note 8, and net OPEB obligation, which is reported in Note 9.

Year Ended June 30	Bonds		
	Principal	Interest	Total
2017	$ 150,000	$ 114,398	$ 264,398
2018	166,000	116,501	282,501
2019	173,000	110,992	283,992
2020	179,000	105,272	284,272
2021	185,000	99,357	284,357
2022-2026	1,029,000	397,898	1,426,898
2027-2031	1,218,000	205,687	1,423,687
2032-2033	550,000	19,425	569,425
Total	$ 3,650,000	$ 1,169,530	$ 4,819,530

Year Ended June 30	Loans		
	Principal	Interest	Total
2017	$ 95,989	$ 69,941	$ 165,930
2018	99,330	66,601	165,931
2019	102,787	63,144	165,931
2020	106,363	59,567	165,930
2021	110,065	55,865	165,930
2022-2026	610,515	219,137	829,652
2027-2031	724,400	105,252	829,652
2032	160,350	5,581	165,931
Total	$ 2,009,799	$ 645,088	$ 2,654,887

Year Ended June 30	Certificates of Participation		
	Principal	Interest	Total
2017	$ 15,000	$ 17,175	$ 32,175
2018	15,500	16,717	32,217
2019	16,000	16,245	32,245
2020	16,500	15,757	32,257
2021	17,000	15,255	32,255
2022-2026	92,500	68,212	160,712
2027-2031	107,500	53,273	160,773
2032-2036	124,500	35,888	160,388
2037-2041	144,000	15,780	159,780
2042	31,500	473	31,973
Total	$ 580,000	$ 254,775	$ 834,775

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

The District issued $3,650,000 is Sewer System Reassessment District No. 1 Limited Obligation Refunding Improvement Bonds Series 2016 with interest ranging from 3.25 percent to 3.50 percent. The proceeds were used to refund $3,310,000 of outstanding Sewer System Assessment District No. 1 Limited Obligation Improvement Bonds Series 1995-2 with an interest rate of 5.00 percent.

The District refunded the Sewer System Assessment District No. 1 Limited Obligation Improvement Bonds Series 1995-2 to reduce its total debt service payments over 17 years by $1,444,690 and to obtain an economic gain (difference between present values of the debt service payments on the old and new debt) of $245,854.

NOTE 7: NET POSITION

The government-wide and proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted.

- **Net investment in capital assets** - consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

- **Restricted net position** - consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

- **Unrestricted net position** - all other net position that does not meet the definition of "restricted" or "net investment in capital assets".

Net Position Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources, a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted net position are available, it is considered that restricted resources are used first, followed by the unrestricted resources.

NOTE 8: PENSION PLAN

A. General Information about the Pension Plans

Plan Description

All qualified permanent and probationary employees are eligible to participate in the District's Miscellaneous Employee Pension Plan, cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

NOTE 8: PENSION PLAN (CONTINUED)

A. General Information about the Pension Plans (Continued)

Plan Description (Continued)

Effective January 1, 2013, the District added retirement tiers for the Miscellaneous Plan for new employees as required under the Public Employee Pension Reform Act (PEPRA). New employees hired on or after January 1, 2013 will be subject to new, lower pension formulas, caps on pensionable income levels and new definitions of pensionable income. In addition, new employees will be required to contribute half of the total normal cost of the pension benefit unless impaired by an existing Memorandum of Understanding. The cumulative effect of these PEPRA changes will ultimately reduce the District's retirement costs. As of the valuation date there were no Miscellaneous PEPRA employees.

Summary of Plans and Eligible Participants

Open for New Enrollment	
Miscellaneous PEPRA	Miscellaneous members hired on or after January 1, 2013
Closed to New Enrollment	
Miscellaneous	Miscellaneous members hired before January 1, 2013

Benefits Provided

CalPers provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. Retirement benefits are paid monthly for life. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Each Plan's specific provisions and benefits in effect at June 30, 2016, are summarized as follows:

	Benefit Formula	Retirement Age	Monthly Benefits as a % of Eligible Compensation
Miscellaneous	2.0% @ 55	50-55	1.426% to 2.418%
Miscellaneous PEPRA	2.0% @ 62	50-62	1.000% to 2.500%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for all Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

NOTE 8: PENSION PLAN (CONTINUED)

A. General Information about the Pension Plans (Continued)

Contributions (Continued)

	Employer Contribution Rates	Employee Contribution Rates	Employer Paid Member Contribution Rates
Miscellaneous	9.671%	8.000%	0.000%
Miscellaneous PEPRA	6.250%	6.250%	0.000%

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended June 30, 2016, the contributions recognized as part of pension expense for each Plan were as follows:

	Contributions-Employer	Contributions-Employee (Paid by Employer)
Miscellaneous	$ 132,131	$ -

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2015, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2014 rolled forward to June 30, 2015 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The District's proportionate share of the net pension liability for the Plan as of June 30, 2014 and 2015 was as follows:

	Proportion June 30, 2014	Proportion June 30, 2015	Change - Increase (Decrease)
Miscellaneous	.01414%	.01560%	.00146%

As of June 30, 2016, the District reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous	$ 1,071,015
Total Net Pension Liability	$ 1,071,015

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

For the year ended June 30, 2016, the District recognized pension expense of ($363,240). At June 30, 2016, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	$ 130,850	$ -
Changes of assumptions	-	(81,880)
Difference between expected and actual experience	8,655	-
Differences between projected and actual earnings on pension plan investments	-	(41,047)
Difference between District contributions and proportionate share of contributions	45,513	-
Adjustment due to differences in proportions	-	(170,704)
Total	$ 185,018	($ 293,631)

$130,850 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	
2017	($ 90,120)
2018	(92,470)
2019	(86,196)
2020	29,323
Thereafter	-
Total	($ 239,463)

Actuarial Assumptions

The total pension liabilities in the June 30, 2014 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2014
Measurement Date	June 30, 2015
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.65%
Inflation	2.75%
Projected Salary Increase	Varies by entry age and service
Mortality	Derived using CalPERS membership data for all funds
Post-Retirement Benefit Increase	Contract COLA up to 2.75% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.75% thereafter

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Actuarial Assumptions (Continued)

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2014 valuation were based on the results of an actuarial experience study for the period 1997 to 2011 including updates to salary increase, mortality, and retirement rates. Further details of the Experience Study can be found on the CalPERS website.

Change of Assumptions

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50 percent used for the June 30, 2014 measurement date was net of administrative expenses. The discount rate of 7.65 percent used for the June 30, 2015 measurement date is without reduction of pension plan administrative expense.

Discount Rate

The discount rate used to measure the total pension liability was 7.65 percent for the Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of asset. Therefore, the current 7.65 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.65 percent is applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at the CalPERS website under the GASB 68 section.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Discount Rate (Continued)

Asset Class	New Strategic Allocation	Real Return Years 1 - 10(a)	Real Return Years 11+(b)
Global Equity	51.0%	5.25%	5.71%
Global Fixed Income	19.0%	0.99%	2.43%
Inflation Sensitive	6.0%	0.45%	3.36%
Private Equity	10.0%	6.83%	6.95%
Real Estate	10.0%	4.50%	5.13%
Infrastructure and Forestland	2.0%	4.50%	5.09%
Liquidity	2.0%	-0.55%	-1.05%
Total	100%		

(a) An expected inflation of 2.5% used for this period
(b) An expected inflation of 3.0% used for this period

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability for the Plan as of the measurement date, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	1% Decrease 6.50%	Discount Rate 7.50%	1% Increase 8.50%
Miscellaneous	$ 1,623,756	$ 1,071,015	$ 614,661

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB)

A. Plan Description

The District provides a defined benefit healthcare plan (the "Retiree Health Plan") for eligible employees. The Retiree Health Plan provides lifetime healthcare insurance for eligible retirees through Special District Risk Management Authority (SDRMA), which covers both active and retired members. Spouses are also covered throughout the retiree's life. The District pays 50 percent of the healthcare premiums for all retirees.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

B. Funding Policy

The District has hired a consultant to calculate the ARC and related information using the alternative measurement method permitted by GASB 45 for employers in plans with fewer than one hundred total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

GASB 45 does not require pre-funding of OPEB benefits. Therefore, the District's funding policy is to continue to pay healthcare premiums for retirees as they fall due. The District has elected not to establish an irrevocable trust at this time. The District Board reserves the authority to review and amend this funding policy annually.

C. Annual OPEB Cost and Net OPEB Obligation

The District's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45.

The following table shows the components of the District's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in its net OPEB obligation to the Retiree Health Plan:

Annual Required Contribution	$ 88,156
Interest on Net OPEB Obligation	13,157
Adjustment to Annual Required Contribution	(16,780)
Annual OPEB Cost	84,533
Contributions Made	(19,538)
Increase in Net OPEB Obligation	64,995
Net OPEB Obligation - Beginning of Year	438,553
Net OPEB Obligation - End of Year	$ 503,548

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan and the net OPEB obligation for the year ended June 30, 2016 is as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2014	$ 100,368	11.88%	$ 350,997
June 30, 2015	99,895	12.35%	438,553
June 30, 2016	84,532	23.11%	503,548

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

D. Funding Status and Funding Progress

As of July 1, 2015, the actuarial accrued liability (AAL) for benefits was $840,129, all of which was unfunded. The covered payroll (annual payroll of employees covered by the plan) was $734,856 and the ratio of the UAAL to the covered payroll was 114.3 percent.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrences of events far into the future. Examples include assumptions about future employment, mortality and healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer as subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress, presented as supplementary information following the notes to the financial statements presents multi-year trend information (as it becomes available) about whether the actuarial value of plan assets are increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

E. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term prospective of the calculations.

The following simplifying assumptions were made:

Retirement age for active employees - Based on the historical average retirement age for the covered group, active plan members were assumed to retire at age 59, or at the first subsequent year in which the member would qualify for benefits.

Mortality - Life expectancies at the calculation date are based on the most recent mortality tables published by the National Center for Health Statistics website (www.cdc.gov). The calculation of OPEB liability for each year is based on the assumption that all participants will live until their expected age as displayed in the mortality tables.

Turnover - The probability that an employee will remain employed until the assumed retirement age was determined using non-group-specific age-based turnover data provided in Table 1 in paragraph 35 of GASB Statement No. 45. In addition the expected future working lifetimes of employees were determined using Table 2 in paragraph 35c of GASB Statement No. 45.

Healthcare cost trend rate - Healthcare cost trend rates were selected based on a combination of national and state trend surveys as well as professional judgment. The ultimate trend rate was 3.5 percent.

Health insurance premiums - 2015 health insurance premiums for retirees were used as a basis for calculation of the present value of total benefits to be paid. An employee is assumed to continue with the same medical plan upon retirement. If an employee waived medical coverage, then such waiver is assumed to continue into retirement.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

E. Actuarial Methods and Assumptions (Continued)

Payroll increase - Changes in the payroll for current employees are expected to increase at a rate of approximately 2 percent annually.

Discount rate - The calculation uses an annual discount rate of 3 percent. This is based on the assumed long-term return on plan assets or employer assets.

Actuarial cost method - The entry age actuarial cost method was used. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at July 1, 2016, was twenty-five years.

NOTE 10: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District has joined together with other municipalities to participate in the Special District Risk Authority Management (SDRMA) for general liability, vehicle liability, and errors and omissions purposes. SDRMA is a public entity risk pool which serves as a common risk management and insurance program. The District pays an annual premium to SDRMA for its insurance coverage. The agreements with SDRMA provide that they will be self sustaining through member premiums and will reinsure through commercial companies for excess coverage.

There is no claims liability to be reported based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

There are no significant reductions in insurance coverage from prior years and there have been no settlements exceeding the insurance coverages for each of the past three fiscal years.

NOTE 11: OTHER INFORMATION

A. Subsequent Event

Management has evaluated events subsequent to June 30, 2016 through XXX, 2017, the date on which the financial statements were available for issuance. Management has determined no subsequent events requiring disclosure have occurred.

Required Supplementary Information
(Unaudited)

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District Pension Plan
Schedule of Proportionate Share of the Net Pension Liability
For the Year Ended June 30, 2016
Last 10 Years*

Measurement Period	**2014**	**2015**
Miscellaneous Plan		
Proportion of the net pension liability	0.01414%	0.01560%
Proportionate share of the net pension liability	$ 880,120	$ 1,071,015
Covered employee payroll	641,041	758,445
Proportionate share of the net pension liability as a percentage of covered employee payroll	137.30%	141.21%
Plan's fiduciary net position	3,073,394	3,073,394
Plan fiduciary net position as a percentage of the total pension liability	77.74%	73.61%

*The District implemented GASB 68 for the fiscal year June 30, 2015, therefore only two years are shown.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District Pension Plan
Schedule of Contributions
For the Year Ended June 30, 2016
Last 10 Years*

	2015	2016
Miscellaneous Plan		
Contractually required contribution (actuarially determined)	$ 134,415	$ 68,280
Contributions in relation to the actuarially determined contributions	(134,415)	(146,425)
Contribution deficiency (excess)	$ -	$ (78,145)
Covered employee payroll	641,041	797,110
Contributions as a percentage of covered employee payroll	20.97%	18.37%

*The District implemented GASB 68 for the fiscal year June 30, 2015, therefore only two years are shown.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District Pension Plan
Notes to District Pension Plan
For the Year Ended June 30, 2016

NOTE 1: SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

Change of assumptions: The discount rate was changed from 7.50 percent (net of administrative expense) to 7.65 percent to correct for an adjustment to exclude administrative expense.

NOTE 2: SCHEDULE OF CONTRIBUTIONS

Methods and assumptions used to determine the contribution rates were as follows:

Valuation Date	June 30, 2012
Actuarial cost method	Entry Age Normal
Amortization method	Level percentage of payroll, closed
Asset valuation method	Actuarial value of assets
Inflation	2.75%
Salary increases	Varies by entry age and service
Investment rate of return	7.50% (1)
Retirement age	(2)
Mortality	Derived using CalPERS membership data for all funds

(1) Net of pension plan investment and administrative expense, including inflation
(2) Based on the CalPERS Experience Study of the period from 1997 to 2007

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District OPEB Plan
Schedule of Funding Progress
For the Year Ended June 30, 2016

SCHEDULE OF FUNDING PROGRESS

The Schedule of Funding Progress - Other Postemployment Benefits (OPEB) presents a consolidated snapshot of the District's ability to meet current and future liabilities with the plan assets. Of particular interest to most is the funded status ratio. This ratio conveys a plan's level of assets to liabilities, an important indicator to determine the financial health of the OPEB plan. The closer the plan is to 100 percent funded status, the better position it will be in to meet all of its future liabilities.

The table below shows a three year analysis of the actuarial value of assets as a percentage of the actuarial accrued liability and the unfunded actuarial accrued liability as a percentage of the annual covered payroll for the District Other Postemployment Benefit Plan.

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded Liability (UAAL)	Funded Ratio	Annual Covered Payroll	UAAL as a % of Covered Payroll
June 30, 2011	$ -	$ 1,240,847	$ 1,240,847	0.00%	$ 874,882	141.83%
July 1, 2012	-	815,015	815,015	0.00%	585,598	139.18%
July 1, 2015	-	840,129	840,129	0.00%	734,856	114.30%

Combining Fund Statements

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2016

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
ASSETS				
Current Assets:				
Cash and investments	$ 236,842	$ 334,141	$ -	$ 104,718
Investments with fiscal agent	-	220,003	-	-
Receivables:				
Accounts (net of allowance)	97,464	-	-	-
Assessments	-	24,820	-	-
Prepaid costs	36,288	-	-	-
Total Current Assets	370,594	578,964	-	104,718
Noncurrent Assets:				
Advances to other funds	19,085	-	-	-
Delinquent assessments receivable	-	66,115	-	-
Capital assets, net	4,327,426	-	-	-
Total Noncurrent Assets	4,346,511	66,115	-	-
Total Assets	4,717,105	645,079	-	104,718
DEFERRED OUTFLOWS OF RESOURCES				
Deferred pension adjustments	91,690	-	-	-
Total Deferred Outflows of Resources	91,690	-	-	-
LIABILITIES				
Current Liabilities:				
Accounts payable	16,716	45,000	-	-
Salaries and benefits payable	17,518	-	-	-
Interest payable	-	36,533	-	7,250
Due to other funds	-	-	-	-
Compensated absences	10,125	-	-	-
Bonds	-	152,263	-	-
Certificates of participation	-	-	-	15,000
Total Current Liabilities	44,359	233,796	-	22,250
Noncurrent Liabilities:				
Advances from other funds	-	-	8,499	-
Compensated absences	3,920	-	-	-
Bonds	-	3,533,952	-	-
Certificates of participation	-	-	-	565,000
Net pension liability	519,299	-	-	-
Net OPEB obligation	230,889	-	-	-
Total Noncurrent Liabilities	754,108	3,533,952	8,499	565,000
Total Liabilities	798,467	3,767,748	8,499	587,250

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 280,930	$ 664,253	$ 31,209	$ 40,947	$ 10,133	$ 1,703,173
-	-	-	-	-	220,003
-	-	-	-	-	97,464
-	760	-	-	-	25,580
-	-	-	-	-	36,288
280,930	665,013	31,209	40,947	10,133	2,082,508
-	6,000	-	-	341,000	366,085
-	-	-	-	-	66,115
-	-	-	-	-	4,327,426
-	6,000	-	-	341,000	4,759,626
280,930	671,013	31,209	40,947	351,133	6,842,134
-	-	-	-	-	91,690
-	-	-	-	-	91,690
-	-	-	-	-	61,716
-	-	-	-	-	17,518
-	-	-	-	-	43,783
-	101,000	-	-	-	101,000
-	-	-	-	-	10,125
-	-	-	-	-	152,263
-	-	-	-	-	15,000
-	101,000	-	-	-	401,405
16,586	-	-	-	-	25,085
-	-	-	-	-	3,920
-	-	-	-	-	3,533,952
-	-	-	-	-	565,000
-	-	-	-	-	519,299
-	-	-	-	-	230,889
16,586	-	-	-	-	4,878,145
16,586	101,000	-	-	-	5,279,550

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2016

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
DEFERRED INFLOWS OF RESOURCES				
Deferred pension adjustments	142,135	-	-	-
Total Deferred Inflows of Resources	142,135	-	-	-
NET POSITION				
Net investment in capital assets	4,327,426	(3,686,215)	-	(580,000)
Restricted for debt service	-	563,546	(8,499)	-
Restricted for capital facilities	-	-	-	-
Unrestricted	(459,233)	-	-	97,468
Total Net Position	$ 3,868,193	$ (3,122,669)	$ (8,499)	$ (482,532)

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
-	-	-	-	-	142,135
-	-	-	-	-	142,135
-	-	-	-	-	61,211
-	-	31,209	-	-	586,256
264,344	-	-	-	-	264,344
-	570,013	-	40,947	351,133	600,328
$ 264,344	$ 570,013	$ 31,209	$ 40,947	$ 351,133	$ 1,512,139

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses,
And Changes in Net Position
Sewer Operations
For the Year Ended June 30, 2016

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
OPERATING REVENUES				
Assessments	$ -	$ 343,563	$ (14,972)	$ -
Permits and inspections	9,300	-	-	-
Charges for services	1,049,854	-	-	-
Miscellaneous	146,966	11,284	-	59,155
Total Operating Revenues	1,206,120	354,847	(14,972)	59,155
OPERATING EXPENSES				
Salaries and benefits	772,181	-	-	-
Insurance	75,096	-	-	-
Office expenses	17,624	-	-	-
Contract services	42,933	-	-	-
Continuing education	7,479	-	-	-
Dues and subscriptions	3,597	-	-	-
Postage	652	-	-	-
Repairs and maintenance	109,410	-	-	-
Gas, fuel and oil	10,921	-	-	-
Supplies	12,723	-	-	-
Professional services	44,842	-	-	-
Travel	1,450	-	-	-
Telephone	9,141	-	-	-
Power	32,570	-	-	-
Depreciation	1,203,038	-	-	-
Other operating	3,091	-	-	-
Office and safety equipment	3,750	-	-	-
Environmental monitoring	36,413	-	-	-
Annual operating fees	1,199	-	-	-
Total Operating Expenses	2,388,110	-	-	-
Operating Income (Loss)	(1,181,990)	354,847	(14,972)	59,155
NON-OPERATING REVENUES (EXPENSES)				
Interest income	275	563	-	67
Interest expense	-	(168,003)	-	(17,436)
Issuance of debt	-	(184,213)	-	-
Loss on disposal	(74,426)	-	-	-
Total Non-Operating Revenue (Expenses)	(74,151)	(351,653)	-	(17,369)
Income (Loss) before Transfers	(1,256,141)	3,194	(14,972)	41,786
Transfers in	271,831	10	-	1
Transfers out	(98,829)	-	(7,610)	-
Change in Net Position	(1,083,139)	3,204	(22,582)	41,787
Total Net Position - Beginning	4,951,332	(3,125,873)	14,083	(524,319)
Total Net Position - Ending	$ 3,868,193	$(3,122,669)	$ (8,499)	$ (482,532)

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ -	$ -	$ -	$ -	$ -	$ 328,591
38,000	9,500	-	-	-	56,800
-	-	-	-	-	1,049,854
-	31	-	-	-	217,436
38,000	9,531	-	-	-	1,652,681
-	-	-	-	-	772,181
-	-	-	-	-	75,096
-	-	-	-	-	17,624
-	-	-	4,354	-	47,287
-	-	-	-	-	7,479
-	-	-	-	-	3,597
-	-	-	-	-	652
-	-	-	-	-	109,410
-	-	-	-	-	10,921
-	-	-	-	-	12,723
-	-	-	1,243	-	46,085
-	-	-	-	-	1,450
-	-	-	-	-	9,141
-	-	-	-	-	32,570
-	-	-	-	-	1,203,038
-	-	-	-	-	3,091
-	-	-	-	-	3,750
-	-	-	-	-	36,413
-	-	-	-	-	1,199
-	-	-	5,597	-	2,393,707
38,000	9,531	-	(5,597)	-	(741,026)
1,413	864	29	113	-	3,324
-	-	-	-	-	(185,439)
-	-	-	-	-	(184,213)
-	-	-	-	-	(74,426)
1,413	864	29	113	-	(440,754)
39,413	10,395	29	(5,484)	-	(1,181,780)
-	98,829	-	-	-	370,671
(239,000)	(29,461)	(4,103)	-	-	(379,003)
(199,587)	79,763	(4,074)	(5,484)	-	(1,190,112)
463,931	490,250	35,283	46,431	351,133	2,702,251
$ 264,344	$ 570,013	$ 31,209	$ 40,947	$ 351,133	$ 1,512,139

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2016

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash received from customers	$ 1,250,603	$ 353,052	$ 7,600	$ 59,155
Cash paid to suppliers	(398,433)	-	-	-
Cash paid to employees	(616,172)	-	-	-
Net Cash Provided (Used) by Operating Activities	235,998	353,052	7,600	59,155
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Transfers from other funds	271,831	10	-	1
Transfers to other funds	(98,829)	-	(7,610)	-
Interfund loans received	6,000	-	-	-
Interfund loans made	-	-	-	-
Net Cash Provided (Used) by Non-Capital Financing Activities	179,002	10	(7,610)	1
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Principal paid on debt	-	(3,684,000)	-	(14,500)
Interest paid on debt	-	(199,010)	-	(17,617)
Issuance of debt		3,547,002		
Acquisition of capital assets	(344,376)	-	-	-
Disposition of capital assets	98,830	-	-	-
Net Cash Provided (Used) by Capital and Related Financing Activities	(245,546)	(336,008)	-	(32,117)
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest on investments	275	563	-	67
Net Cash Provided (Used) by Investing Activities	275	563	-	67
Net Increase (Decrease) in Cash and Cash Equivalents	169,729	17,617	(10)	27,106
Balances - Beginning	67,113	536,527	10	77,612
Balances - Ending	$ 236,842	$ 554,144	$ -	$ 104,718

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 38,000	$ 23,621	$ -	$ -	$ -	$ 1,732,031
-	-	-	(5,597)	-	(404,030)
-	-	-	-	-	(616,172)
38,000	23,621	-	(5,597)	-	711,829
-	98,829	-	-	-	370,671
(239,000)	(29,461)	(4,103)	-	-	(379,003)
-	101,000	-	-	-	107,000
-	(6,000)	-	-	-	(6,000)
(239,000)	164,368	(4,103)	-	-	92,668
-	-	-	-	-	(3,698,500)
-	-	-	-	-	(216,627)
					3,547,002
-	-	-	-	-	(344,376)
-	-	-	-	-	98,830
-	-	-	-	-	(613,671)
1,413	864	29	113	-	3,324
1,413	864	29	113	-	3,324
(199,587)	188,853	(4,074)	(5,484)	-	194,150
480,517	475,400	35,283	46,431	10,133	1,729,026
$ 280,930	$ 664,253	$ 31,209	$ 40,947	$ 10,133	$ 1,923,176

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2016

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES				
Operating income (loss)	$ (1,181,990)	$ 354,847	$ (14,972)	$ 59,155
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation/amoritization	1,203,038	-	-	-
Decrease (increase) in:				
Accounts receivable	44,483	-	22,572	-
Assessments receivable	-	(1,795)	-	-
Prepaid costs	15,535	-	-	-
Pension adjustment - deferred outflows	(10,405)	-	-	-
Increase (decrease) in:				
Accounts payable	(1,077)	-	-	-
Salaries and benefits payable	1,905	-	-	-
Compensated absences payable	(5,150)	-	-	-
Net pension liability	98,311	-	-	-
Net OPEB obligation	32,521	-	-	-
Pension adjustment - deferred inflows	38,827	-	-	-
Net Cash Provided (Used) by Operating Activities	$ 235,998	$ 353,052	$ 7,600	$ 59,155

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
$ 38,000	$ 9,531	$ -	$ (5,597)	$ -	$ (741,026)
-	-	-	-	-	1,203,038
-	14,090	-	-	-	81,145
-	-	-	-	-	(1,795)
-	-	-	-	-	15,535
-	-	-	-	-	(10,405)
-	-	-	-	-	(1,077)
-	-	-	-	-	1,905
-	-	-	-	-	(5,150)
-	-	-	-	-	98,311
-	-	-	-	-	32,521
-	-	-	-	-	38,827
$ 38,000	$ 23,621	$ -	$ (5,597)	$ -	$ 711,829

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Water Operations
June 30, 2016

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
ASSETS					
Current Assets:					
Cash and investments	$ 350	$ -	$ 146,543	$ -	$ 146,893
Receivables:					
Accounts (net of allowance)	140,855	22,577	-	-	163,432
Prepaid costs	36,288	-	-	-	36,288
Due from other funds	94,961	-	24,530	6,039	125,530
Total Current Assets	272,454	22,577	171,073	6,039	472,143
Noncurrent Assets:					
Capital assets, net	3,795,557	-	-	-	3,795,557
Total Noncurrent Assets	3,795,557	-	-	-	3,795,557
Total Assets	4,068,011	22,577	171,073	6,039	4,267,700
DEFERRED OUTFLOWS OF RESOURCES					
Deferred pension adjustments	93,328	-	-	-	93,328
Total Deferred Outflows of Resources	93,328	-	-	-	93,328
LIABILITIES					
Current Liabilities:					
Accounts payable	47,505	-	-	-	47,505
Salaries and benefits payable	10,907	-	-	-	10,907
Interest payable	-	29,143	-	-	29,143
Due to other funds	6,752	17,778	-	-	24,530
Compensated absences	7,552	-	-	-	7,552
Loans	-	95,989	-	-	95,989
Total Current Liabilities	72,716	142,910	-	-	215,626
Noncurrent Liabilities:					
Advances from other funds	201,000	140,000	-	-	341,000
Compensated absences	2,924	-	-	-	2,924
Loans	-	1,913,810	-	-	1,913,810
Net pension liability	551,716	-	-	-	551,716
Net OPEB obligation	272,659	-	-	-	272,659
Total Noncurrent Liabilities	1,028,299	2,053,810	-	-	3,082,109
Total Liabilities	1,101,015	2,196,720	-	-	3,297,735
DEFERRED INFLOWS OF RESOURCES					
Deferred pension adjustments	151,496	-	-	-	151,496
Total Deferred Inflows of Resources	151,496	-	-	-	151,496

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Water Operations
June 30, 2016

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
NET POSITION					
Net investment in capital assets	$ 3,795,557	$ (2,009,799)	$ -	$ -	$ 1,785,758
Restricted for debt service	-	-	171,073	-	171,073
Restricted for capital facilities	-	-	-	6,039	6,039
Unrestricted	(886,729)	(164,344)	-	-	(1,051,073)
Total Net Position	$ 2,908,828	$ (2,174,143)	$ 171,073	$ 6,039	$ 911,797

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses,
And Changes in Net Position
Water Operations
For the Year Ended June 30, 2016

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
OPERATING REVENUES					
Charges for services	$ 1,242,754	$ 187,996	$ -	$ -	$ 1,430,750
Miscellaneous	133,248	-	-	-	133,248
Total Operating Revenues	1,376,002	187,996	-	-	1,563,998
OPERATING EXPENSES					
Salaries and benefits	850,007	-	-	-	850,007
Insurance	16,135	-	-	-	16,135
Office expenses	17,380	-	-	-	17,380
Continuing education	5,026	-	-	-	5,026
Dues and subscriptions	16,700		-	-	16,700
Postage	652	-	-	-	652
Repairs and maintenance	237,628	-	-	-	237,628
Gas, fuel and oil	10,485	-	-	-	10,485
Supplies	42,885	-	-	-	42,885
Professional services	(92,091)	-	-	-	(92,091)
Travel	2,013	-	-	-	2,013
Telephone	9,141	-	-	-	9,141
Power	135,970	-	-	-	135,970
Depreciation	377,208	-	-	-	377,208
Other operating	33,951	-	-	-	33,951
Office and safety equipment	3,132	-	-	-	3,132
Director's compensation	1,882	-	-	-	1,882
Environmental monitoring	15,364	-	-	-	15,364
Water conservation	5,208	-	-	-	5,208
Water rights	37,280	-	-	-	37,280
Annual operating fees	19,107	6,308	-	-	25,415
Total Operating Expenses	1,745,063	6,308	-	-	1,751,371
Operating Income (Loss)	(369,061)	181,688	-	-	(187,373)
NON-OPERATING REVENUES (EXPENSES)					
Interest income	$ 357	$ (37)	$ 639	$ -	$ 959
Interest expense	-	(71,824)	-	-	(71,824)
Total Non-Operating Revenue (Expenses)	357	(71,861)	639	-	(70,865)
Income (Loss) before Transfers	(368,704)	109,827	639	-	(258,238)
Transfers in	-	15,200	-	22	15,222
Transfers out	(6,890)	-	-	-	(6,890)
Change in Net Position	(375,594)	125,027	639	22	(249,906)
Total Net Position - Beginning	3,284,422	(2,299,170)	170,434	6,017	1,161,703
Total Net Position - Ending	$ 2,908,828	$ (2,174,143)	$ 171,073	$ 6,039	$ 911,797

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2016

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from customers	$ 1,382,183	$ 198,370	$ -	$ -	$ 1,580,553
Cash paid to suppliers	(508,914)	(6,308)	-	-	(515,222)
Cash paid to employees	(708,028)	-		-	(708,028)
Net Cash Provided (Used) by Operating Activities	165,241	192,062	-	-	357,303
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Transfers from other funds	-	15,200	-	22	15,222
Transfers to other funds	(6,890)	-	-	-	(6,890)
Interfund loans received	713	(41,295)	-	(22)	(40,604)
Interfund loans made	(35,866)	-	(24,530)	-	(60,396)
Net Cash Provided (Used) by Non-Capital Financing Activities	(42,043)	(26,095)	(24,530)	-	(92,668)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Principal paid on debt	-	(92,761)	-	-	(92,761)
Interest paid on debt	-	(73,169)	-	-	(73,169)
Acquisition of capital assets	(265,484)	-	-	-	(265,484)
Net Cash Provided (Used) by Capital and Related Financing Activities	(265,484)	(165,930)	-	-	(431,414)
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest on investments	358	(37)	639	-	960
Net Cash Provided (Used) by Investing Activities	358	(37)	639	-	960
Net Increase (Decrease) in Cash and Cash Equivalents	(141,928)	-	(23,891)	-	(165,819)
Balances - Beginning	142,278	-	170,434	-	312,712
Balances - Ending	$ 350	$ -	$ 146,543	$ -	$ 146,893

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2016

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES					
Operating income (loss)	$ (369,061)	$ 181,688	$ -	$ -	$ (187,373)
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation/amoritization	377,208	-	-	-	377,208
Decrease (increase) in:					
Accounts receivable	6,181	10,374	-	-	16,555
Prepaid costs	15,535	-	-	-	15,535
Pension adjustment - deferred outflows	(4,678)	-	-	-	(4,678)
Increase (decrease) in:					
Accounts payable	(6,601)	-	-	-	(6,601)
Salaries and benefits payable	(6,544)	-	-	-	(6,544)
Compensated absences payable	(10,683)	-	-	-	(10,683)
Net pension liability	92,584				92,584
Net OPEB obligation	32,474	-	-	-	32,474
Pension adjustment - deferred inflows	38,826				38,826
Net Cash Provided (Used) by Operating Activities	$ 165,241	$ 192,062	$ -	$ -	$ 357,303

Continued (Page 2 of 2)

OTHER REPORT AND SCHEDULES

- **Other Report**
- **Schedule of Findings and Recommendations**
- **Schedule of Prior Year Findings and Recommendations**
- **Management's Corrective Action Plan**

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of business-type activities and each major fund of Hidden Valley Lake Community Services District, California (District) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated XXX, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and recommendations that we consider to be material weaknesses. (2016-001)

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

District's Response to Finding

The District's response to the finding identified in our audit is described in the accompanying schedule of findings and recommendations. The District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Smith & Newell, CPAs
Yuba City, California
XXX, 2017

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Findings and Recommendations
For the Year Ended June 30, 2016

2016-001 Account Balances (Material Weakness)

Condition

During our audit, we noted the following:

1. Approximately $220,000 of cash and investments was not reported on the general ledger.
2. Intergovernmental receivables/revenues were not recorded.
3. Assessments receivable for June 30, 2015 had not been reversed out of the account balance and the June 30, 2016 balance had not been recorded.
4. Prepaid accruals for June 30, 2015 had not been reversed out of the balance and the current year amounts recorded.
5. Miscellaneous revenues of approximately $76,983 were recorded as a liability and should have been recorded as revenue.
6. The payroll tax accrual was posted twice.
7. The June 30, 2015 interest payable liability was not reversed out of the current balance.
8. The debt payment had not been recorded against the loan balance and the additional debt refunding of $300,000 had not been recorded.

Cause

We noted that cash and investments, intergovernmental receivables, prepaids, salaries payable, interest payable, and debt payable were not adjusted as necessary to accurately reflect current balances.

Criteria

Generally accepted accounting principles require that account balances be adjusted as necessary to reflect current balances.

Effect of Condition

Accounts were not properly adjusted prior to the start of the annual audit.

Recommendation

We recommend that the District reconcile and adjust account balances in a timely manner.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Prior Year Findings and Recommendations
For the Year Ended June 30, 2016

Audit Reference	Status of Prior Year Audit Recommendation

2015-001 **Account Balances**

Recommendation

We recommend that the District reconcile and adjust account balances in a timely manner.

Status

In Progress

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Management's Corrective Action Plan
For the Year Ended June 30, 2016

Finding 2016-001 Account Balances (Material Weakness)

We recommend that the District reconcile and adjust account balances in a timely manner.

Responsible Individual:

Corrective Action Plan:

Anticipated Completion Date:

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: February 21, 2017

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

Director Jim Lieberman, President
Director Carolyn Graham, Vice President
Director Linda Herndon
Director Judy Mirbegian
Director Jim Freeman

Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

ABSENT: Director Jim Freeman

CALL TO ORDER

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

APPROVAL OF AGENDA

The Hidden Valley Lake Community Services District Board of Directors Policy Manual Workshop meeting minutes will be in March Agenda for review and approval.

Director Mirbegian moved to approve agenda with the exception for Item 12 Resolution 2017-02 2017 Hidden Valley Lake Community Services District Board of Directors Policy Manual amended to reflect effective date of February 21, 2017 and second by Director Graham. The Board unanimously approved the agenda.

PRESENTATIONS

ACWA Board Recognition Award was presented to Director Mirbegian for 2 years of service as ACWA Region 1 Chairman of the Board. Director Mirbegian thanked her colleagues for their support while serving as Chairman.

HVLA Siren Installation was discussed by staff. Ownership of the property is being researched by staff and will report back to the Board at the March Regular Board Meeting. Board requested a different naming convention to prevent confusion, suggested HVLA Emergency Siren Installation. If it is determined that HVLCSD is not the owner of the property, or HVLA chooses not to use HVLCSD property, it will not be necessary for the HVLCSD Board of Directors to vote.

Countywide Redevelopment Agency Oversite was discussed and inquiries were answered by staff.
Directors requested a cover letter and a letter of qualification in March Board Packet.

CONSENT CALENDAR

Director Herndon moved to approve the Consent Calendar for Regular Board Meeting February 21, 2017, second by Director Mirbegian the Board unanimously approved the following Consent Calendar items:

(A) MINUTES: Approval of the minutes for the Board of Directors meeting January 17, 2017.

(B) DISBURSEMENTS: Check #34259 -34330 including drafts and payroll for a total of $ 403,353.83.

BOARD COMMITTEE REPORTS

Personnel Committee: No meeting held.

Finance Committee: Committee supports new version of INCODE financial reports in future Board Packets. Finance Committee's January 2017 Minutes to be in the March Board Packet.
Monthly reconciliation of statements to be reviewed by the Committee. Charter of functionalities and responsibilities to be revised to meet the standards of the Committee.
SOP for the Budget process to be completed by staff.

Emergency Preparedness Program Committee: No meeting held.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 Board: Met January 25, 2017 via phone conference. Strategic Planning review for 2017. Director Mirbegian recommended Jennifer Burke with Santa Rosa Utility as a contact resource for Prop 1 funding.

ACWA State Legislative Committee: Met January 25, 2017.

County OES: HVLCSD hosted an Emergency Meeting held by Lake County OES Saturday February 18, 2017 at 9:00 am to discuss levee erosion south of Glen Cove court.
A site inspection was conducted by attendees and Robert Duffy, CalOES Flood Fight Specialist. Mr. Duffy recommended repairs take place as soon as practical, with no guarantee that more damage would not occur from the pending storm.
HVLA General Manager worked proactively and brought in a contractor to place large rocks along the levee as recommended by the state.
District staff will provide photos and video of repairs to the District Board of Directors.
Staff addressed questions and concerns from the public.

STAFF REPORTS

Financial Report:

Administration/Customer Service Report:

Field Operations Report:

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

DISCUSSION AND POSSIBLE ACTION:
Approval of Resolution 2017-02 2017 Hidden Valley Lake Community Services District Board of Directors Policy Manual

Director Graham moved to approve Resolution 2017-02 2017 Hidden Valley Lake Community Services District Board of Directors Policy Manual and second by Director Mirbegian.
Roll Call vote:
AYES (4): Directors Graham, Mirbegian, Herndon, Lieberman,
NAYS (0)
ABSTAIN (0)
ABSENT: Director Freeman

PUBLIC COMMENT

A member of the Fire Safe Counsel requested the Board reconsider a supporting membership for the chipping program. Board of Directors agreed the chipping service offer would be beneficial for the District.

Time with the General Manager was requested by a member of the public to discuss the strategy to have the moratorium lifted. The individual was asked to contact the District office to schedule a time to meet.

Staff acknowledged for dedication in working through the storm.

Staff addressed questions from the public regarding the moratorium.

BOARD MEMBER COMMENT

Director Graham and fellow Directors acknowledge staff for their effort and dedication during the recent storm.

ADJOURNMENT

The Board of Directors adjourned at 8:38 PM.

Jim Lieberman Date	Kirk Cloyd Date
President of the Board	General Manager/Secretary to the Board

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING WORKSHOP MINUTES
MEETING DATE: FEBRUARY 13, 2017

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

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

CALL TO ORDER

The meeting was called to order at 5:30 p.m. by President Lieberman.

APPROVAL OF AGENDA

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

2017 Hidden Valley Lake Community Services District Board of Directors Policy Manual

A) Review and discussion of Policy Manual

B) Revisions requested by Board of Directors

C) Bring changes forward at the next scheduled meeting for final review.

PUBLIC COMMENT

There was no public comment

BOARD MEMBER COMMENT

Director Mirbegian requested draft agenda be emailed to all Board of Directors. It is recommended Directors send requested agenda item to staff the first Wednesday of the month, as this will allow time to have Agenda posted in the required time frame.

Staff discussed the possibility of implementing a new software for the District Website.

Director Graham acknowledged staff for the recent email updates during the recent storms. All Directors encouraged this to continue as it was greatly appreciated.

General Manager provided pictures of the levee erosion south of Horseshoe Road and Glen Cove. Lake County Flood Control, Director of Water Quality Phil Moy as well as Dale Carnathan CalOES have all been notified.

Guy Childs was very pleased with the Districts proactive response related to Sanitary Sewer issues during the recent flooding avoiding damage to life, property and the environment.

The costs of pumper truck and road repairs from a broken mainline was discussed.

Director Herndon complemented General Manager on communication with ratepayer questions regarding Chrome 6 and the Moratorium and being able to overview a very complex topic for the public.

ADJOURNMENT

On a motion made by Director Mirbegian and second by Director Freeman the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 7:08 p.m.

Jim Lieberman Date	Kirk Cloyd Date
President of the Board	General Manager/Secretary to the Board

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE REPORT
MEETING DATE: February 3, 2017

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

Director Graham	General Manager Kirk Cloyd
Director Mirbegian	Full Charge Bookkeeper Trish Wilkinson

CALL TO ORDER

The meeting was called to order at 12:00 Noon by Director Mirbegian.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by Director Graham the Committee unanimously approved the agenda.

PLEDGE OF ALLEGIANCE

REVIEW OF AUDIT REPORT FY 2015-2016

Audit completed with Smith and Newell Auditing Firm and has been submitted to state. Audit report expected back in March 2017.
Priorities to be set by staff and SOP to be revised to reflect current Audit process.

REVIEW OF CURRENT MONTHLY FIANANCIAL REPORT FORMAT

Staff recommended, and the Finance Committee agreed, that monthly InCode financial reports be submitted for the monthly board financial packet (in lieu of Excel documents) to provide a more in-depth look at District finances and transparency. The committee discussed possible accounting improvements and monthly reports to the Board.

Finance committee members to take turns on reviewing monthly bank reconciliations and compare to trial balance.

REVIEW OF MID YEAR BUDGET PROCESS

Staff to draft projected budget from estimated actuals by March, preliminary budget by April and Year-End Projection in May for review.

Finance Committee requested Cost of Living be added to the budget.

Staff discussed future revenue requirements as previous rate study does not fund Chrome 6 or address the moratorium. Another 218 in June 2018 may be considered.

Staff recommended changing rate increase effective date to January.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 1:20 p.m.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING WORKSHOP MINUTES
MEETING DATE: MARCH 8, 2017

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

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

CALL TO ORDER

The meeting was called to order at 5:32 p.m. by President Lieberman.

APPROVAL OF AGENDA

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

2013-2018 STRATEGIC PLAN REVIEW

Staff presented a power point of the 2013-2018 Strategic Plan with recommended updates. It was requested by the Board of Directors the revised version be placed on the March Regular Board Meeting Agenda for review and possible approval.

Budget Limitations will continue to cause a delay in the completion of many of the goals set forth in the 2013-2018 Strategic Plan.

The following will be brought forward in the next regular Board Meeting for further discussion.

- Hexavalent Chromium and the Moratorium were not Budgeted.
- Rate Study and Salary Survey
- Item 1E Evaluate Flood Control

PUBLIC COMMENT

There was no public comment

BOARD MEMBER COMMENT

Director Herndon announced her resignation from ACWA State Legislative Committee. Board and Staff recommended Alyssa Gordon to fill this position with a

Resolution of Support to be added to the next regular Board Meeting.

The Board requested the LAFCO Report be presented for review.

ADJOURNMENT

On a motion made by Director Mirbegian and second by Director Herndon the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 7:35 p.m.

Jim Lieberman Date	Kirk Cloyd Date
President of the Board	General Manager/Secretary to the Board

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
EMERGENCY PREPAREDNESS COMMITTEE REPORT
MEETING DATE: January 12, 2017

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

Director Jim Lieberman

General Manager Kirk Cloyd
Administrative Assistant Penny Cuadras

CALL TO ORDER

The meeting was called to order at 9:01 AM by Director Lieberman.

APPROVAL OF AGENDA

The Committee unanimously approved the agenda.

Review and Discuss Coordination with County OES:

Director Lieberman and General Manager Kirk Cloyd discussed the recent flood emergency. Through coordination with County and State OES, eight pumper trucks were located and on site to prevent further sanitary overflows and to relieve the hydraulic overloading at the treatment plant. Staff and pumper trucks worked around the clock to make sure SSO's were kept to a minimum.

Two sanitary overflows did occur on Northshore. A very small amount of the first overflow is believed to have reached the lake. However, the second one was contained.

HVLA Security has closed the beaches due to damage. To be proactive, they have been asked to not reopen until routine testing of the water has been completed.

Initial sample results have been lower than normal due to the amount of water flushed through the lake. HVLCSD expects to have final sample results long before HVL is ready to open the beaches.

General Manager will request an Emergency Proclamation be filed at the upcoming Board Meeting. Request for additional resources have been deactivated, pumper trucks to remain on standby for future rain events.

All cost of this flood event will be designated to Project 18.

Discuss the weed abatement and debris removal for 2017 Fire Prevention

Konocti Conservation Fire Captain Bret Murphey will be on site today to review primary locations to be addressed.

Discuss Emergency Preparedness, safety and security goals for the 2017-2018 fiscal year:

The Committee discussed several safety and security goals for District equipment and staff.

General Manager, Kirk Cloyd will attend the January County OES Meeting in Lakeport.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 10:08 AM.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

February, 2017

FINANCIAL REPORT
POOLED CASH

AS OF February 28, 2017

Beginning Balance	**347,789.38**
Cash Receipts	
Deposit	272,739.88
Transfers	
Total Receipts	**272,739.88**
Cash Disbursements	
Accounts Payable + Bank Draft	373,233.82
Payroll	48,155.21
Bank Fees	2,264.54
Total Disbursements	**423,653.57**
Ending Balance	**196,875.69**

TEMPORARY INVESTMENTS

AS OF February 28, 2017

	Fund	LAIF	Money Mkt	Total	G/L Bal
120	Sewer Operating Fund	67,546.97	44,419.37	111,966.34	111,966.34
130	Water Operating Fund	100,664.64	11,075.74	111,740.37	111,740.37
215	1995-2 Redemption	61,082.74	164,471.53	225,554.28	225,554.29
218	CIEDB Redemption	11,556.88	(0.00)	11,556.88	11,556.87
219	USDARUS Solar Loan (Sewer)	822.50	99,897.89	100,720.38	100,720.38
313	Wastewater Cap Fac Reserved	259,688.96	38,015.50	297,704.46	297,704.46
314	Wastewater Cap Fac Unrestricted	262,359.78	290,339.16	552,698.94	552,698.94
319	Solar Reserve	-	35,329.73	35,329.73	35,329.73
320	Water Capital Fund	-	-	-	-
350	CIEDB Loan Reserve	171,853.85	-	171,853.85	171,853.85
711	Bond Administration	27,257.44	14,433.52	41,690.96	41,690.96
	TOTAL	**962,833.76**	**697,982.45**	**1,660,816.21**	**1,660,816.21**

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

CHECK DATE: 2/01/2017 THRU 2/28/2017
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	---------DESCRIPTION----------	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1010	2/03/2017	BANK-DRAFT	000046	NATIONWIDE RETIREMENT SOLUTION	1,175.00CR	CLEARED	A	2/03/2017
1010	2/03/2017	BANK-DRAFT	000047	STATE OF CALIFORNIA EDD	2,286.62CR	CLEARED	A	2/03/2017
1010	2/03/2017	BANK-DRAFT	000048	US DEPARTMENT OF THE TREASURY	5,064.97CR	CLEARED	A	2/03/2017
1010	2/17/2017	BANK-DRAFT	000049	NATIONWIDE RETIREMENT SOLUTION	875.00CR	CLEARED	A	2/17/2017
1010	2/17/2017	BANK-DRAFT	000050	STATE OF CALIFORNIA EDD	2,049.11CR	CLEARED	A	2/17/2017
1010	2/17/2017	BANK-DRAFT	000051	US DEPARTMENT OF THE TREASURY	4,939.80CR	CLEARED	A	2/17/2017
1010	2/28/2017	BANK-DRAFT	000058	US DEPARTMENT OF THE TREASURY	30.60CR	CLEARED	A	2/28/2017
CHECK:								
1010	2/03/2017	CHECK	034331	ALPHA ANALYTICAL LABORATORIES	1,783.00CR	CLEARED	A	2/08/2017
1010	2/03/2017	CHECK	034332	VOID CHECK	0.00	CLEARED	A	2/02/2017
1010	2/03/2017	CHECK	034333	AQUA SIERRA CONTROLS INC	8,785.59CR	CLEARED	A	2/07/2017
1010	2/03/2017	CHECK	034334	BARTLEY PUMP, INC.	8,967.92CR	CLEARED	A	2/14/2017
1010	2/03/2017	CHECK	034335	CALIFORNIA PUBLIC EMPLOYEES FI	206.40CR	CLEARED	A	2/09/2017
1010	2/03/2017	CHECK	034336	MEDIACOM	425.92CR	CLEARED	A	2/09/2017
1010	2/03/2017	CHECK	034337	OFFICE DEPOT	115.27CR	CLEARED	A	2/10/2017
1010	2/03/2017	CHECK	034338	PACIFIC GAS & ELECTRIC COMPANY	10,942.94CR	CLEARED	A	2/08/2017
1010	2/03/2017	CHECK	034339	SIERRA CHEMICAL CO.	675.64CR	CLEARED	A	2/08/2017
1010	2/03/2017	CHECK	034340	CALIFORNIA PUBLIC EMPLOYEES RE	4,667.29CR	CLEARED	A	2/09/2017
1010	2/10/2017	CHECK	034341	ACTION SANITARY, INC.	700.00CR	CLEARED	A	2/17/2017
1010	2/10/2017	CHECK	034342	ACWA/JPIA	786.40CR	CLEARED	A	2/14/2017
1010	2/10/2017	CHECK	034343	ALPHA ANALYTICAL LABORATORIES	733.25CR	CLEARED	A	2/15/2017
1010	2/10/2017	CHECK	034344	ARMED FORCE PEST CONTROL, INC.	195.00CR	CLEARED	A	2/14/2017
1010	2/10/2017	CHECK	034345	AT&T	640.13CR	CLEARED	A	2/16/2017
1010	2/10/2017	CHECK	034346	BADGER METER	30.00CR	CLEARED	A	2/21/2017
1010	2/10/2017	CHECK	034347	BARTLEY PUMP, INC.	1,400.00CR	CLEARED	A	2/21/2017
1010	2/10/2017	CHECK	034348	Data Flow	711.61CR	CLEARED	A	2/23/2017
1010	2/10/2017	CHECK	034349	DATAPROSE	1,533.80CR	CLEARED	A	2/14/2017
1010	2/10/2017	CHECK	034350	GHD	5,643.75CR	CLEARED	A	2/15/2017
1010	2/10/2017	CHECK	034351	HARDESTER'S MARKETS & HARDWARE	187.09CR	CLEARED	A	2/15/2017
1010	2/10/2017	CHECK	034352	GARDENS BY JILLIAN	200.00CR	CLEARED	A	2/16/2017
1010	2/10/2017	CHECK	034353	OFFICE DEPOT	156.74CR	CLEARED	A	2/16/2017
1010	2/10/2017	CHECK	034354	SOUTH LAKE REFUSE COMPANY	356.96CR	CLEARED	A	2/14/2017
1010	2/10/2017	CHECK	034355	SPECIAL DISTRICT RISK MANAGEME	25,864.79CR	CLEARED	A	2/15/2017
1010	2/10/2017	CHECK	034356	USA BLUE BOOK	1,281.86CR	CLEARED	A	2/17/2017
1010	2/10/2017	CHECK	034357	DIAZ, GABRIEL P	154.03CR	CLEARED	A	2/16/2017
1010	2/10/2017	CHECK	034358	FAUMUINA, LAUREN	58.46CR	OUTSTND	A	0/00/0000
1010	2/10/2017	CHECK	034359	MCMAHON, PATRICK M	3.29CR	OUTSTND	A	0/00/0000
1010	2/10/2017	CHECK	034360	US BANK Corporate Trust	59,590.42CR	CLEARED	A	2/21/2017
1010	2/17/2017	CHECK	034361	ACTION SANITARY, INC.	61,850.00CR	CLEARED	A	2/24/2017
1010	2/17/2017	CHECK	034362	ADVANCED ELECTRONIC SECURITY S	264.00CR	OUTSTND	A	0/00/0000
1010	2/17/2017	CHECK	034363	ALPHA ANALYTICAL LABORATORIES	301.00CR	CLEARED	A	2/23/2017
1010	2/17/2017	CHECK	034364	CALIFORNIA PUBLIC EMPLOYEES FI	15,226.00CR	CLEARED	A	2/23/2017
1010	2/17/2017	CHECK	034365	CARDMEMBER SERVICE	3,315.08CR	CLEARED	A	2/27/2017

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

CHECK DATE: 2/01/2017 THRU 2/28/2017
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	2/17/2017	CHECK	034366	CARPET MAN	420.00CR	CLEARED	A	2/22/2017
1010	2/17/2017	CHECK	034367	COUNTY OF LAKE HEALTH SERVICES	156.26CR	CLEARED	A	2/24/2017
1010	2/17/2017	CHECK	034368	COUNTY OF LAKE HEALTH SERVICES	26.00CR	CLEARED	A	3/01/2017
1010	2/17/2017	CHECK	034369	ENVIRONMENTAL PUMP SERVICES, I	16,600.00CR	CLEARED	A	2/21/2017
1010	2/17/2017	CHECK	034370	JAMES DAY CONSTRUCTION, INC.	464.63CR	CLEARED	A	2/23/2017
1010	2/17/2017	CHECK	034371	JOE'S FARMERS SEPTIC, INC.	12,390.00CR	CLEARED	A	2/28/2017
1010	2/17/2017	CHECK	034372	KEVIN NESS JEWELERS	237.05CR	CLEARED	A	2/27/2017
1010	2/17/2017	CHECK	034373	NAPA AUTO PARTS	25.25CR	CLEARED	A	2/23/2017
1010	2/17/2017	CHECK	034374	OFFICE DEPOT	96.16CR	CLEARED	A	2/23/2017
1010	2/17/2017	CHECK	034375	PACE SUPPLY CORP	1,375.74CR	CLEARED	A	2/22/2017
1010	2/17/2017	CHECK	034376	ROTO-ROOTER OF LAKE COUNTY	1,650.00CR	CLEARED	A	2/22/2017
1010	2/17/2017	CHECK	034377	SIERRA CHEMICAL CO.	975.64CR	CLEARED	A	2/21/2017
1010	2/17/2017	CHECK	034378	SPECIAL DISTRICT RISK MANAGEME	25,867.79CR	CLEARED	A	2/23/2017
1010	2/17/2017	CHECK	034379	STATE WATER RESOURCES CONTROL	867.79CR	CLEARED	A	2/27/2017
1010	2/17/2017	CHECK	034380	VERIZON WIRELESS	636.95CR	CLEARED	A	2/23/2017
1010	2/17/2017	CHECK	034381	WAGNER & BONSIGNORE	1,763.70CR	CLEARED	A	2/24/2017
1010	2/17/2017	CHECK	034382	WESTGATE PETROLEUM CO., INC.	1,640.34CR	CLEARED	A	2/23/2017
1010	2/17/2017	CHECK	034383	CALIFORNIA PUBLIC EMPLOYEES RE	4,659.19CR	CLEARED	A	2/24/2017
1010	2/17/2017	CHECK	034384	GUIZAR, JESSICA	31.63CR	OUTSTND	A	0/00/0000
1010	2/24/2017	CHECK	034385	ALPHA ANALYTICAL LABORATORIES	906.00CR	CLEARED	A	3/01/2017
1010	2/24/2017	CHECK	034386	JAMES DAY CONSTRUCTION, INC.	7,933.00CR	CLEARED	A	2/27/2017
1010	2/24/2017	CHECK	034387	JOE'S FARMERS SEPTIC, INC.	14,160.00CR	CLEARED	A	3/02/2017
1010	2/24/2017	CHECK	034388	MICHELLE HAMILTON	625.00CR	CLEARED	A	3/09/2017
1010	2/24/2017	CHECK	034389	PACE SUPPLY CORP	370.40CR	CLEARED	A	2/28/2017
1010	2/24/2017	CHECK	034390	REDFORD SERVICES	950.00CR	CLEARED	A	3/08/2017
1010	2/24/2017	CHECK	034391	RICOH USA, INC.	454.86CR	CLEARED	A	3/02/2017
1010	2/24/2017	CHECK	034392	SPECIAL DISTRICT RISK MANAGEME	25,474.00CR	CLEARED	A	3/01/2017
1010	2/24/2017	CHECK	034393	TELSTAR INSTRUMENTS, INC	3,102.00CR	CLEARED	A	2/28/2017
1010	2/24/2017	CHECK	034394	TYLER TECHNOLOGY	121.00CR	CLEARED	A	3/01/2017
1010	2/24/2017	CHECK	034395	U S POSTMASTER	188.00CR	CLEARED	A	3/03/2017
1010	2/24/2017	CHECK	034396	USA BLUE BOOK	4,399.89CR	CLEARED	A	2/28/2017
1010	2/24/2017	CHECK	034397	WIPF CONSTRUCTION	1,935.00CR	CLEARED	A	3/01/2017
1010	2/24/2017	CHECK	034398	PRESLEY, MICHELLE	30.82CR	CLEARED	A	3/01/2017
1010	2/24/2017	CHECK	034399	COYOTE VALLEY ELEMENTARY	50.00CR	OUTSTND	A	0/00/0000
DEPOSIT:								
1010	2/01/2017	DEPOSIT		CREDIT CARD 2/01/2017	1,476.39	CLEARED	C	2/03/2017
1010	2/01/2017	DEPOSIT	000001	CREDIT CARD 2/01/2017	875.09	CLEARED	C	2/06/2017
1010	2/01/2017	DEPOSIT	000002	REGULAR DAILY POST 2/01/2017	1,161.27	CLEARED	C	2/02/2017
1010	2/01/2017	DEPOSIT	000003	Fund 219 Loan Payment	8,475.00	CLEARED	G	2/01/2017
1010	2/01/2017	DEPOSIT	000004	Fund 219 Loan Payment	8,475.00CR	CLEARED	G	2/01/2017
1010	2/01/2017	DEPOSIT	000005	Fund 219 Interest 3 of 3	8,475.00	CLEARED	G	2/10/2017
1010	2/02/2017	DEPOSIT		CREDIT CARD 2/02/2017	1,677.86	CLEARED	C	2/06/2017
1010	2/02/2017	DEPOSIT	000001	CREDIT CARD 2/02/2017	853.04	CLEARED	C	2/06/2017

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

CHECK DATE: 2/01/2017 THRU 2/28/2017
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	2/02/2017	DEPOSIT	000002	REGULAR DAILY POST 2/02/2017	983.90	CLEARED	C	2/03/2017
1010	2/03/2017	DEPOSIT		CREDIT CARD 2/03/2017	1,685.94	CLEARED	C	2/06/2017
1010	2/03/2017	DEPOSIT	000001	CREDIT CARD 2/03/2017	1,746.32	CLEARED	C	2/06/2017
1010	2/03/2017	DEPOSIT	000002	REGULAR DAILY POST 2/03/2017	3,730.46	CLEARED	C	2/06/2017
1010	2/06/2017	DEPOSIT		CREDIT CARD 2/06/2017	1,413.10	CLEARED	C	2/06/2017
1010	2/06/2017	DEPOSIT	000001	CREDIT CARD 2/06/2017	1,602.39	CLEARED	C	2/07/2017
1010	2/06/2017	DEPOSIT	000002	CREDIT CARD 2/06/2017	754.69	CLEARED	C	2/08/2017
1010	2/06/2017	DEPOSIT	000003	CREDIT CARD 2/06/2017	1,680.41	CLEARED	C	2/09/2017
1010	2/06/2017	DEPOSIT	000004	REGULAR DAILY POST 2/06/2017	9,002.82	CLEARED	C	2/07/2017
1010	2/07/2017	DEPOSIT		CREDIT CARD 2/07/2017	1,479.53	CLEARED	C	2/09/2017
1010	2/07/2017	DEPOSIT	000001	CREDIT CARD 2/07/2017	4,014.30	CLEARED	C	2/10/2017
1010	2/07/2017	DEPOSIT	000002	REGULAR DAILY POST 2/07/2017	6,513.34	CLEARED	C	2/08/2017
1010	2/08/2017	DEPOSIT		CREDIT CARD 2/08/2017	2,198.60	CLEARED	C	2/10/2017
1010	2/08/2017	DEPOSIT	000001	CREDIT CARD 2/08/2017	2,223.20	CLEARED	C	2/13/2017
1010	2/08/2017	DEPOSIT	000002	CREDIT CARD 2/08/2017	5,219.48	CLEARED	C	2/13/2017
1010	2/08/2017	DEPOSIT	000003	REGULAR DAILY POST 2/08/2017	12,381.46	CLEARED	C	2/09/2017
1010	2/09/2017	DEPOSIT		CREDIT CARD 2/09/2017	382.47	CLEARED	C	2/13/2017
1010	2/09/2017	DEPOSIT	000001	CREDIT CARD 2/09/2017	3,549.69	CLEARED	C	2/13/2017
1010	2/09/2017	DEPOSIT	000002	REGULAR DAILY POST 2/09/2017	7,578.63	CLEARED	C	2/10/2017
1010	2/10/2017	DEPOSIT		Interest Due Fund 215	59,590.42	CLEARED	G	2/14/2017
1010	2/10/2017	DEPOSIT	000001	CREDIT CARD 2/10/2017	1,039.90	CLEARED	C	2/13/2017
1010	2/10/2017	DEPOSIT	000002	CREDIT CARD 2/10/2017	868.12	CLEARED	C	2/13/2017
1010	2/10/2017	DEPOSIT	000003	REGULAR DAILY POST 2/10/2017	4,505.78	CLEARED	C	2/13/2017
1010	2/10/2017	DEPOSIT	000004	DAILY PAYMENT POSTING - ADJ	136.63CR	CLEARED	U	2/15/2017
1010	2/13/2017	DEPOSIT		CREDIT CARD 2/13/2017	1,224.82	CLEARED	C	2/13/2017
1010	2/13/2017	DEPOSIT	000001	CREDIT CARD 2/13/2017	674.61	CLEARED	C	2/14/2017
1010	2/13/2017	DEPOSIT	000002	CREDIT CARD 2/13/2017	1,030.39	CLEARED	C	2/15/2017
1010	2/13/2017	DEPOSIT	000003	CREDIT CARD 2/13/2017	390.42	CLEARED	C	2/16/2017
1010	2/13/2017	DEPOSIT	000004	REGULAR DAILY POST 2/13/2017	13,725.18	CLEARED	C	2/14/2017
1010	2/14/2017	DEPOSIT		CREDIT CARD 2/14/2017	789.19	CLEARED	C	2/16/2017
1010	2/14/2017	DEPOSIT	000001	CREDIT CARD 2/14/2017	1,486.61	CLEARED	C	2/17/2017
1010	2/14/2017	DEPOSIT	000002	REGULAR DAILY POST 2/14/2017	1,958.90	CLEARED	C	2/15/2017
1010	2/14/2017	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	102.67CR	CLEARED	U	2/14/2017
1010	2/15/2017	DEPOSIT		CREDIT CARD 2/15/2017	988.12	CLEARED	C	2/17/2017
1010	2/15/2017	DEPOSIT	000001	CREDIT CARD 2/15/2017	854.97	CLEARED	C	2/21/2017
1010	2/15/2017	DEPOSIT	000002	REGULAR DAILY POST 2/15/2017	4,028.72	CLEARED	C	2/16/2017
1010	2/15/2017	DEPOSIT	000003	DRAFT POSTING	8,513.48	CLEARED	U	2/16/2017
1010	2/15/2017	DEPOSIT	000004	CC DRAFT POSTING	12,085.69	CLEARED	U	2/21/2017
1010	2/16/2017	DEPOSIT		CREDIT CARD 2/16/2017	1,346.72	CLEARED	C	2/21/2017
1010	2/16/2017	DEPOSIT	000001	CREDIT CARD 2/16/2017	1,479.08	CLEARED	C	2/21/2017
1010	2/16/2017	DEPOSIT	000002	REGULAR DAILY POST 2/16/2017	5,883.37	CLEARED	C	2/17/2017
1010	2/17/2017	DEPOSIT		CREDIT CARD 2/17/2017	1,460.86	CLEARED	C	2/21/2017
1010	2/17/2017	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	69.69CR	CLEARED	U	2/17/2017
1010	2/17/2017	DEPOSIT	000002	CREDIT CARD 2/17/2017	2,363.99	CLEARED	C	2/21/2017

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

CHECK DATE: 2/01/2017 THRU 2/28/2017
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	2/17/2017	DEPOSIT	000003	REGULAR DAILY POST 2/17/2017	11,771.12	CLEARED	C	2/21/2017
1010	2/21/2017	DEPOSIT		CREDIT CARD 2/21/2017	1,653.70	CLEARED	C	2/21/2017
1010	2/21/2017	DEPOSIT	000001	CREDIT CARD 2/21/2017	1,086.63	CLEARED	C	2/21/2017
1010	2/21/2017	DEPOSIT	000002	CREDIT CARD 2/21/2017	1,441.96	CLEARED	C	2/22/2017
1010	2/21/2017	DEPOSIT	000003	CREDIT CARD 2/21/2017	2,811.87	CLEARED	C	2/23/2017
1010	2/21/2017	DEPOSIT	000004	CREDIT CARD 2/21/2017	1,153.68	CLEARED	C	2/22/2017
1010	2/21/2017	DEPOSIT	000005	CREDIT CARD 2/21/2017	4,682.06	CLEARED	C	2/27/2017
1010	2/21/2017	DEPOSIT	000006	REGULAR DAILY POST 2/21/2017	18,400.58	CLEARED	C	2/22/2017
1010	2/22/2017	DEPOSIT		CREDIT CARD 2/22/2017	1,447.72	CLEARED	C	2/23/2017
1010	2/22/2017	DEPOSIT	000001	CREDIT CARD 2/22/2017	1,221.65	CLEARED	C	2/23/2017
1010	2/22/2017	DEPOSIT	000002	REGULAR DAILY POST 2/22/2017	3,109.65	CLEARED	C	2/23/2017
1010	2/23/2017	DEPOSIT		CREDIT CARD 2/23/2017	879.12	CLEARED	C	2/24/2017
1010	2/23/2017	DEPOSIT	000001	CREDIT CARD 2/23/2017	2,512.52	CLEARED	C	2/24/2017
1010	2/23/2017	DEPOSIT	000002	REGULAR DAILY POST 2/23/2017	3,263.46	CLEARED	C	2/24/2017
1010	2/24/2017	DEPOSIT		CREDIT CARD 2/24/2017	596.66	CLEARED	C	2/27/2017
1010	2/24/2017	DEPOSIT	000001	CREDIT CARD 2/24/2017	652.34	CLEARED	C	2/27/2017
1010	2/24/2017	DEPOSIT	000002	REGULAR DAILY POST 2/24/2017	910.49	CLEARED	C	2/27/2017
1010	2/27/2017	DEPOSIT		CREDIT CARD 2/27/2017	622.13	CLEARED	C	2/27/2017
1010	2/27/2017	DEPOSIT	000001	CREDIT CARD 2/27/2017	338.35	CLEARED	C	2/28/2017
1010	2/27/2017	DEPOSIT	000002	CREDIT CARD 2/27/2017	267.08	CLEARED	C	3/01/2017
1010	2/27/2017	DEPOSIT	000003	CREDIT CARD 2/27/2017	966.79	CLEARED	C	3/02/2017
1010	2/27/2017	DEPOSIT	000004	REGULAR DAILY POST 2/27/2017	1,534.16	CLEARED	C	2/28/2017
1010	2/28/2017	DEPOSIT		CREDIT CARD 2/28/2017	520.19	CLEARED	C	3/02/2017
1010	2/28/2017	DEPOSIT	000001	CREDIT CARD 2/28/2017	1,196.70	CLEARED	C	3/02/2017
1010	2/28/2017	DEPOSIT	000002	REGULAR DAILY POST 2/28/2017	1,059.54	CLEARED	C	3/01/2017
MISCELLANEOUS:								
1010	2/01/2017	MISC.		Fund 219 Loan Payment	8,475.00CR	CLEARED	G	2/01/2017
1010	2/01/2017	MISC.	000001	Fund 219 Loan Payment	8,475.00	CLEARED	G	2/01/2017
1010	2/01/2017	MISC.	000002	Fund 219 Interest 1 of 3	8,475.00CR	CLEARED	G	2/10/2017
1010	2/03/2017	MISC.		PAYROLL DIRECT DEPOSIT	24,065.31CR	CLEARED	P	2/03/2017
1010	2/17/2017	MISC.		Payroll JE 2-17-2017	23,905.20CR	CLEARED	G	2/17/2017
1010	2/28/2017	MISC.		PAYROLL DIRECT DEPOSIT	184.70CR	CLEARED	P	2/28/2017
SERVICE CHARGE:								
1010	2/01/2017	SERV-CHG		JANUARY 2017 ETS FEES	838.16CR	CLEARED	G	2/01/2017
1010	2/01/2017	SERV-CHG	000001	JANUARY 2017 ETS FEES	804.72CR	CLEARED	G	2/01/2017
1010	2/01/2017	SERV-CHG	000002	JANUARY 2017 ETS FEES	302.90CR	CLEARED	G	2/01/2017
1010	2/15/2017	SERV-CHG		ANALYSIS FEE JAN. 2017	318.76CR	CLEARED	G	2/15/2017

TOTALS FOR ACCOUNT 1010		
CHECK	TOTAL:	348,337.72CR
DEPOSIT	TOTAL:	272,739.88
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	56,630.21CR
SERVICE CHARGE	TOTAL:	2,264.54CR
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	16,421.10CR

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

CHECK DATE: 2/01/2017 THRU 2/28/2017
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 POOLED CASH FUND	CHECK	TOTAL:	348,337.72CR
	DEPOSIT	TOTAL:	272,739.88
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	56,630.21CR
	SERVICE CHARGE	TOTAL:	2,264.54CR
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	16,421.10CR

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

120-SEWER ENTERPRISE FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ALL REVENUE	1,066,000.00	103,951.83	747,049.23	318,950.77	70.08
TOTAL REVENUES	1,066,000.00	103,951.83	747,049.23	318,950.77	70.08
EXPENDITURE SUMMARY					
NON-DEPARTMENTAL	409,227.00	142,088.81	432,107.23	(22,880.23)	105.59
ADMINISTRATION	345,801.26	47,283.83	241,431.62	104,369.64	69.82
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	357,298.00	28,757.31	145,343.61	211,954.39	40.68
DIRECTORS	50,035.00	9,282.27	28,108.86	21,926.14	56.18
TOTAL EXPENDITURES	1,162,361.26	227,412.22	846,991.32	315,369.94	72.87
REVENUES OVER/(UNDER) EXPENDITURES	(96,361.26)	(123,460.39)	(99,942.09)	3,580.83	103.72

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

120-SEWER ENTERPRISE FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	0.00	300.00	200.00	60.00
120-4036 DEVELOPER SEWER FEES	0.00	0.00	0.00	0.00	0.00
120-4040 Lien Recording Fee	0.00	0.00	13.12	(13.12)	0.00
120-4045 AVAILABILITY FEES	7,000.00	21,717.00	21,717.00	(14,717.00)	310.24
120-4050 SALES OF RECLAIMED WATER	90,000.00	0.00	60,712.34	29,287.66	67.46
120-4111 COMM SEWER USE	29,900.00	2,520.13	19,997.38	9,902.62	66.88
120-4112 GOV'T SEWER USE	550.00	53.12	424.96	125.04	77.27
120-4116 SEWER USE CHARGES	936,850.00	79,585.92	638,658.92	298,191.08	68.17
120-4210 LATE FEE	0.00	65.53	451.41	(451.41)	0.00
120-4300 MISC INCOME	1,000.00	4.12	4,442.24	(3,442.24)	444.22
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	200.00	6.01	331.86	(131.86)	165.93
120-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,066,000.00	103,951.83	747,049.23	318,950.77	70.08

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	12,200.00	0.00	10,540.47	1,659.53	86.40
120-5-00-5025 RETIREE HEALTH BENEFITS	13,938.00	4,070.51	9,034.90	4,903.10	64.82
120-5-00-5040 ELECTION EXPENSE	4,800.00	0.00	0.00	4,800.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	10,000.00	843.99	4,038.89	5,961.11	40.39
120-5-00-5061 VEHICLE MAINT	7,500.00	1,380.84	3,379.26	4,120.74	45.06
120-5-00-5062 TAXES & LIC	650.00	0.00	306.46	343.54	47.15
120-5-00-5074 INSURANCE	14,000.00	0.00	17,098.38	(3,098.38)	122.13
120-5-00-5075 BANK FEES	11,000.00	1,132.27	9,517.30	1,482.70	86.52
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	4,300.00	1,448.64	4,542.24	(242.24)	105.63
120-5-00-5092 POSTAGE & SHIPPING	5,350.00	618.53	3,296.19	2,053.81	61.61
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	3,569.03	(3,569.03)	0.00
120-5-00-5121 LEGAL SERVICES	10,000.00	0.00	2,272.50	7,727.50	22.73
120-5-00-5122 ENGINEERING SERVICES	26,400.00	5,643.75	15,942.30	10,457.70	60.39
120-5-00-5123 OTHER PROFESSIONAL SERVICE	1,500.00	0.00	2,693.50	(1,193.50)	179.57
120-5-00-5126 AUDIT SERVICES	7,200.00	0.00	2,728.63	4,471.37	37.90
120-5-00-5130 PRINTING & PUBLICATION	7,750.00	261.03	2,094.76	5,655.24	27.03
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	6,700.00	227.43	1,418.02	5,281.98	21.16
120-5-00-5148 OPERATING SUPPLIES	12,300.00	1,719.88	11,130.19	1,169.81	90.49
120-5-00-5150 REPAIR & REPLACE	101,839.00	112,197.28	215,338.58	(113,499.58)	211.45
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	197.50	7,119.04	880.96	88.99
120-5-00-5156 CUSTODIAL SERVICES	9,600.00	787.50	5,375.00	4,225.00	55.99
120-5-00-5157 SECURITY	500.00	132.00	478.50	21.50	95.70
120-5-00-5160 SLUDGE DISPOSAL	19,000.00	0.00	25,768.68	(6,768.68)	135.62
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	7,300.00	851.51	6,176.34	1,123.66	84.61
120-5-00-5192 ELECTRICITY	19,000.00	4,425.73	14,533.27	4,466.73	76.49
120-5-00-5193 OTHER UTILITIES	2,600.00	178.49	1,246.73	1,353.27	47.95
120-5-00-5194 IT SERVICES	21,800.00	90.00	18,668.27	3,131.73	85.63
120-5-00-5195 ENV/MONITORING	34,000.00	2,372.25	22,195.25	11,804.75	65.28
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	1,361.25	(1,361.25)	0.00
120-5-00-5198 ANNUAL OPERATING FEES	1,600.00	26.00	1,924.00	(324.00)	120.25
120-5-00-5310 EQUIPMENT - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	0.00	1,300.00	0.00
120-5-00-5312 TOOLS - FIELD	1,000.00	0.00	408.56	591.44	40.86
120-5-00-5315 SAFETY EQUIPMENT	1,900.00	3,483.68	7,904.50	(6,004.50)	416.03
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	200.00	0.00	8.50	191.50	4.25
120-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	22,000.00	0.00	0.00	22,000.00	0.00
120-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
120-5-00-5700 OVER / SHORT	0.00	0.00	(2.26)	2.26	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	409,227.00	142,088.81	432,107.23	(22,880.23)	105.59

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	225,718.00	23,990.57	158,554.92	67,163.08	70.24
120-5-10-5020 EMPLOYEE BENEFITS	71,847.00	16,526.36	50,280.00	21,567.00	69.98
120-5-10-5021 RETIREMENT BENEFITS	39,384.26	5,780.75	28,282.79	11,101.47	71.81
120-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
120-5-10-5090 OFFICE SUPPLIES	3,440.00	539.90	2,077.03	1,362.97	60.38
120-5-10-5170 TRAVEL MILEAGE	1,112.00	0.00	346.27	765.73	31.14
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	237.50	1,652.36	2,347.64	41.31
120-5-10-5179 ADM MISC EXPENSES	300.00	208.75	238.25	61.75	79.42
TOTAL ADMINISTRATION	345,801.26	47,283.83	241,431.62	104,369.64	69.82

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

120-SEWER ENTERPRISE FUND
OFFICE
EXPENDITURES

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

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

120-SEWER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	237,769.00	13,455.50	87,971.55	149,797.45	37.00
120-5-30-5020 EMPLOYEE BENEFITS	71,719.00	9,313.84	33,610.96	38,108.04	46.86
120-5-30-5021 RETIREMENT BENEFITS	40,316.00	4,587.97	20,061.23	20,254.77	49.76
120-5-30-5022 CLOTHING ALLOWANCE	1,500.00	0.00	1,750.00	(250.00)	116.67
120-5-30-5063 CERTIFICATIONS	750.00	0.00	230.00	520.00	30.67
120-5-30-5090 OFFICE SUPPLIES	560.00	0.00	157.37	402.63	28.10
120-5-30-5170 TRAVEL MILEAGE	684.00	0.00	0.00	684.00	0.00
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	1,400.00	1,562.50	2,437.50	39.06
TOTAL FIELD	357,298.00	28,757.31	145,343.61	211,954.39	40.68

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

120-SEWER ENTERPRISE FUND
DIRECTORS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	102.27	1,194.97	1,805.03	39.83
120-5-40-5020 DIRECTOR BENEFITS	230.00	0.00	34.85	195.15	15.15
120-5-40-5030 DIRECTOR HEALTH BENEFITS	46,460.00	9,180.00	26,879.04	19,580.96	57.85
120-5-40-5170 TRAVEL MILEAGE	95.00	0.00	0.00	95.00	0.00
120-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
120-5-40-5176 DIRECTOR TRAINING	250.00	0.00	0.00	250.00	0.00
TOTAL DIRECTORS	50,035.00	9,282.27	28,108.86	21,926.14	56.18
TOTAL EXPENDITURES	1,162,361.26	227,412.22	846,991.32	315,369.94	72.87
REVENUES OVER/(UNDER) EXPENDITURES	(96,361.26)	(123,460.39)	(99,942.09)	3,580.83	103.72

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

130-WATER ENTERPRISE FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ALL REVENUE	1,635,557.00	102,187.08	1,040,172.76	595,384.24	63.60
TOTAL REVENUES	1,635,557.00	102,187.08	1,040,172.76	595,384.24	63.60
EXPENDITURE SUMMARY					
NON-DEPARTMENTAL	686,794.00	59,127.18	341,794.37	344,999.63	49.77
ADMINISTRATION	358,922.00	34,517.61	147,692.28	211,229.72	41.15
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	370,669.00	31,243.74	173,921.47	196,747.53	46.92
DIRECTORS	51,330.00	9,293.03	28,317.17	23,012.83	55.17
TOTAL EXPENDITURES	1,467,715.00	134,181.56	691,725.29	775,989.71	47.13
REVENUES OVER/(UNDER) EXPENDITURES	167,842.00	(31,994.48)	348,447.47	(180,605.47)	207.60

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

130-WATER ENTERPRISE FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	13,000.00	1,825.00	11,375.00	1,625.00	87.50
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER METER INST	500.00	0.00	1,020.00	(520.00)	204.00
130-4040 RECORDING FEE	100.00	52.52	65.66	34.34	65.66
130-4045 AVAILABILITY FEES	20,000.00	0.00	0.00	20,000.00	0.00
130-4110 COMM WATER USE	77,913.00	4,460.27	55,248.87	22,664.13	70.91
130-4112 GOV'T WATER USE	5,194.00	370.62	4,961.35	232.65	95.52
130-4115 WATER USE	1,491,050.00	92,989.42	936,074.21	554,975.79	62.78
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	25,000.00	2,321.40	22,879.15	2,120.85	91.52
130-4215 RETURNED CHECK FEE	1,000.00	150.00	950.00	50.00	95.00
130-4300 MISC INCOME	1,500.00	4.13	7,286.68	(5,786.68)	485.78
130-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	300.00	13.72	311.84	(11.84)	103.95
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,635,557.00	102,187.08	1,040,172.76	595,384.24	63.60

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	12,200.00	0.00	10,540.47	1,659.53	86.40
130-5-00-5025 RETIREE HEALTH BENEFITS	13,938.00	4,070.51	6,316.13	7,621.87	45.32
130-5-00-5040 ELECTION EXPENSE	4,800.00	0.00	0.00	4,800.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	10,000.00	843.99	4,000.83	5,999.17	40.01
130-5-00-5061 VEHICLE MAINT	7,500.00	711.07	3,296.02	4,203.98	43.95
130-5-00-5062 TAXES & LIC	1,200.00	0.00	306.46	893.54	25.54
130-5-00-5074 INSURANCE	14,000.00	0.00	17,098.38	(3,098.38)	122.13
130-5-00-5075 BANK FEES	11,000.00	1,132.27	9,146.90	1,853.10	83.15
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	17,300.00	5,999.36	20,013.96	(2,713.96)	115.69
130-5-00-5092 POSTAGE & SHIPPING	5,350.00	618.52	3,296.16	2,053.84	61.61
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	3,616.70	(3,616.70)	0.00
130-5-00-5121 LEGAL SERVICES	10,000.00	0.00	2,272.50	7,727.50	22.73
130-5-00-5122 ENGINEERING SERVICES	44,500.00	1,763.70	40,182.43	4,317.57	90.30
130-5-00-5123 OTHER PROFESSIONAL SERVICE	1,500.00	0.00	2,043.50	(543.50)	136.23
130-5-00-5124 WATER RIGHTS	85,056.00	0.00	9,935.55	75,120.45	11.68
130-5-00-5126 AUDIT SERVICES	7,200.00	0.00	2,728.62	4,471.38	37.90
130-5-00-5130 PRINTING & PUBLICATION	7,750.00	374.88	2,215.78	5,534.22	28.59
130-5-00-5135 NEWSLETTER	1,100.00	0.00	0.00	1,100.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	17,650.00	227.43	4,059.32	13,590.68	23.00
130-5-00-5148 OPERATING SUPPLIES	1,400.00	5.35	999.84	400.16	71.42
130-5-00-5150 REPAIR & REPLACE	160,000.00	30,394.16	69,131.85	90,868.15	43.21
130-5-00-5155 MAINT BLDG & GROUNDS	8,400.00	197.50	6,904.41	1,495.59	82.20
130-5-00-5156 CUSTODIAL SERVICES	9,600.00	787.50	4,176.00	5,424.00	43.50
130-5-00-5157 SECURITY	450.00	132.00	478.50	(28.50)	106.33
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	8,000.00	851.49	6,176.20	1,823.80	77.20
130-5-00-5192 ELECTRICITY	96,000.00	6,517.21	53,836.58	42,163.42	56.08
130-5-00-5193 OTHER UTILITIES	2,200.00	178.47	1,246.65	953.35	56.67
130-5-00-5194 IT SERVICES	26,100.00	120.00	18,697.26	7,402.74	71.64
130-5-00-5195 ENV/MONITORING	21,600.00	1,395.00	6,900.00	14,700.00	31.94
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	20,100.00	867.79	18,346.03	1,753.97	91.27
130-5-00-5310 EQUIPMENT - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5312 TOOLS - FIELD	2,000.00	0.00	318.42	1,681.58	15.92
130-5-00-5315 SAFETY EQUIPMENT	1,700.00	1,888.98	6,304.42	(4,604.42)	370.85
130-5-00-5505 WATER CONSERVATION	9,000.00	50.00	7,200.00	1,800.00	80.00
130-5-00-5545 RECORDING FEES	200.00	0.00	8.50	191.50	4.25
130-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	45,000.00	0.00	0.00	45,000.00	0.00
130-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	686,794.00	59,127.18	341,794.37	344,999.63	49.77

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	236,130.00	12,670.36	76,999.44	159,130.56	32.61
130-5-10-5020 EMPLOYEE BENEFITS	72,147.00	16,203.18	47,170.59	24,976.41	65.38
130-5-10-5021 RETIREMENT BENEFITS	40,867.00	4,657.96	18,736.70	22,130.30	45.85
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,214.00	539.88	2,076.86	2,137.14	49.28
130-5-10-5170 TRAVEL MILEAGE	1,664.00	0.00	346.25	1,317.75	20.81
130-5-10-5175 EDUCATION / SEMINARS	3,600.00	237.49	2,124.20	1,475.80	59.01
130-5-10-5179 ADM MISC EXPENSES	300.00	208.74	238.24	61.76	79.41
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	358,922.00	34,517.61	147,692.28	211,229.72	41.15

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

130-WATER ENTERPRISE FUND
OFFICE
EXPENDITURES

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

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

130-WATER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	248,736.00	16,969.74	114,746.30	133,989.70	46.13
130-5-30-5020 EMPLOYEE BENEFITS	72,018.00	9,344.65	33,583.98	38,434.02	46.63
130-5-30-5021 RETIREMENT BENEFITS	41,833.00	4,929.35	22,856.33	18,976.67	54.64
130-5-30-5022 CLOTHING ALLOWANCE	1,500.00	0.00	1,750.00	(250.00)	116.67
130-5-30-5063 CERTIFICATIONS	600.00	0.00	240.00	360.00	40.00
130-5-30-5090 OFFICE SUPPLIES	686.00	0.00	157.36	528.64	22.94
130-5-30-5170 TRAVEL MILEAGE	896.00	0.00	0.00	896.00	0.00
130-5-30-5175 EDUCATION / SEMINARS	4,400.00	0.00	587.50	3,812.50	13.35
TOTAL FIELD	370,669.00	31,243.74	173,921.47	196,747.53	46.92

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2017

130-WATER ENTERPRISE FUND
DIRECTORS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	113.03	1,280.98	1,719.02	42.70
130-5-40-5020 DIRECTOR BENEFTIS	230.00	0.00	37.15	192.85	16.15
130-5-40-5030 DIRECTOR HEALTH BENEFITS	46,460.00	9,180.00	26,879.04	19,580.96	57.85
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	640.00	0.00	0.00	640.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
130-5-40-5176 DIRECTOR TRAINING	1,000.00	0.00	120.00	880.00	12.00
TOTAL DIRECTORS	51,330.00	9,293.03	28,317.17	23,012.83	55.17
TOTAL EXPENDITURES	1,467,715.00	134,181.56	691,725.29	775,989.71	47.13
REVENUES OVER/(UNDER) EXPENDITURES	167,842.00	(31,994.48)	348,447.47	(180,605.47)	207.60

*** END OF REPORT ***

VENDOR SET: 01 Hidden Valley Lake D I S B U R S E M E N T R E P O R T BANK: ALL
VENDOR CLASS(ES): ALL CLASSES
REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	2,409.07
01-111	JAMES DAY CONSTRUCTION, I			N		FUND TOTAL FOR VENDOR	2,679.63
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	212.96
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	178.49
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	38,603.30
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	5,742.14
01-1723	ADVANCED ELECTRONIC SECUR			N		FUND TOTAL FOR VENDOR	132.00
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	3,792.77
01-1780	CARPET MAN			N		FUND TOTAL FOR VENDOR	210.00
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	393.20
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,365.32
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	766.91
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	1,551.00
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	97.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	87.43
01-2539	COUNTY OF LAKE HEALTH SER			N		FUND TOTAL FOR VENDOR	26.00
01-2559	ROTO-ROOTER OF LAKE COUNT			N		FUND TOTAL FOR VENDOR	1,650.00
01-2570	Data Flow			N		FUND TOTAL FOR VENDOR	355.81
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	318.48
01-2636	ACTION SANITARY, INC.			N		FUND TOTAL FOR VENDOR	62,550.00
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	227.43
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	184.09
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	475.00
01-2736	SIERRA CHEMICAL CO.			N		FUND TOTAL FOR VENDOR	1,651.28
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	12.63

VENDOR CLASS(ES): ALL CLASSES
REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2765	COUNTY OF LAKE HEALTH SER			N		FUND TOTAL FOR VENDOR	78.13
01-2788	GHD			N		FUND TOTAL FOR VENDOR	5,643.75
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	2,681.76
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,328.25
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	7,715.89
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	877.64
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	820.17
01-2903	ENVIRONMENTAL PUMP SERVIC			N		FUND TOTAL FOR VENDOR	16,600.00
01-2906	KEVIN NESS JEWELERS			N		FUND TOTAL FOR VENDOR	118.53
01-2908	JOE'S FARMERS SEPTIC, INC			N		FUND TOTAL FOR VENDOR	26,550.00
01-8	AT&T			N		FUND TOTAL FOR VENDOR	320.07
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	4,425.73
01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	94.00
	*** FUND TOTALS ***						198,399.36

VENDOR CLASS(ES): ALL CLASSES
REPORTING FUND NO#: 130 WATER ENTERPRISE FUN SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N		FUND TOTAL FOR VENDOR	328.23
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,926.66
01-111	JAMES DAY CONSTRUCTION, I			N		FUND TOTAL FOR VENDOR	5,718.00
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	212.96
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	178.47
01-1602	AQUA SIERRA CONTROLS INC			N		FUND TOTAL FOR VENDOR	8,785.59
01-1659	WAGNER & BONSIGNORE			N		FUND TOTAL FOR VENDOR	1,763.70
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	38,603.28
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,293.23
01-1723	ADVANCED ELECTRONIC SECUR			N		FUND TOTAL FOR VENDOR	132.00
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	1,888.98
01-1780	CARPET MAN			N		FUND TOTAL FOR VENDOR	210.00
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	393.20
01-2057	BARTLEY PUMP, INC.			N		FUND TOTAL FOR VENDOR	10,367.92
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	3,961.16
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	766.89
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	1,551.00
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	97.50
01-2532	WIPF CONSTRUCTION			N		FUND TOTAL FOR VENDOR	1,935.00
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	99.66
01-2570	Data Flow			N		FUND TOTAL FOR VENDOR	355.80
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2590	STATE WATER RESOURCES CON			N		FUND TOTAL FOR VENDOR	867.79
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	318.47
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	227.43
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	184.08
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50

VENDOR CLASS(ES): ALL CLASSES
REPORTING FUND NO#: 130 WATER ENTERPRISE FUN SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	475.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	1,746.14
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	12.62
01-2765	COUNTY OF LAKE HEALTH SER			N		FUND TOTAL FOR VENDOR	78.13
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	633.32
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	1,395.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	7,716.51
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	1,172.36
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	820.17
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	30.00
01-2906	KEVIN NESS JEWELERS			N		FUND TOTAL FOR VENDOR	118.52
01-8	AT&T			N		FUND TOTAL FOR VENDOR	320.06
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	6,517.21
01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	94.00
	*** FUND TOTALS ***						106,769.04

VENDOR CLASS(ES): ALL CLASSES
REPORTING FUND NO#: 215 RECA REDEMPTION 1995 SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2893	US BANK Corporate Trust			N		FUND TOTAL FOR VENDOR	59,590.42
	*** FUND TOTALS ***						59,590.42
	*** REPORT TOTALS ***		364,758.82				364,758.82

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2088	SURVIVOR BENEFITS - PERS	321.11
120 2090	PERS PAYABLE	2,442.79
120 2091	FIT PAYABLE	4,647.95
120 2092	CIT PAYABLE	1,453.12
120 2093	SOCIAL SECURITY PAYABLE	5.89
120 2094	MEDICARE PAYABLE	541.16
120 2095	S D I PAYABLE	335.03
120 2099	DEFERRED COMP - 457 PLAN	877.64
120 5-00-5025	RETIREE HEALTH BENEFITS	4,947.00
120 5-00-5060	GASOLINE, OIL & FUEL	843.99
120 5-00-5061	VEHICLE MAINT	815.97
120 5-00-5092	POSTAGE & SHIPPING	618.53
120 5-00-5122	ENGINEERING SERVICES	5,643.75
120 5-00-5130	PRINTING & PUBLICATION	261.03
120 5-00-5145	EQUIPMENT RENTAL	227.43
120 5-00-5148	OPERATING SUPPLIES	1,719.88
120 5-00-5150	REPAIR & REPLACE	112,197.28
120 5-00-5155	MAINT BLDG & GROUNDS	197.50
120 5-00-5156	CUSTODIAL SERVICES	787.50
120 5-00-5157	SECURITY	132.00
120 5-00-5191	TELEPHONE	851.51
120 5-00-5192	ELECTRICITY	4,425.73
120 5-00-5193	OTHER UTILITIES	178.49
120 5-00-5194	IT SERVICES	90.00
120 5-00-5195	ENV/MONITORING	2,328.25
120 5-00-5198	ANNUAL OPERATING FEES	26.00
120 5-00-5315	SAFETY EQUIPMENT	3,483.68
120 5-10-5010	SALARIES & WAGES	347.54
120 5-10-5020	EMPLOYEE BENEFITS	16,203.30

VENDOR CLASS(ES): ALL CLASSES
REPORTING FUND NO#: 215 RECA REDEMPTION 1995 SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-10-5021	RETIREMENT BENEFITS	5,780.75
120 5-10-5090	OFFICE SUPPLIES	539.90
120 5-10-5175	EDUCATION / SEMINARS	237.50
120 5-10-5179	ADM MISC EXPENSES	208.75
120 5-30-5010	SALARIES & WAGES	192.33
120 5-30-5020	EMPLOYEE BENEFITS	9,313.84
120 5-30-5021	RETIREMENT BENEFITS	4,587.97
120 5-30-5175	EDUCATION / SEMINARS	1,400.00
120 5-40-5010	DIRECTORS COMPENSATION	7.27
120 5-40-5030	DIRECTOR HEALTH BENEFITS	9,180.00
	** FUND TOTAL **	198,399.36
130 1052	ACCTS REC WATER USE	278.23
130 2088	SURVIVOR BENEFITS - PERS	320.41
130 2090	PERS PAYABLE	1,821.36
130 2091	FIT PAYABLE	3,429.88
130 2092	CIT PAYABLE	1,012.03
130 2093	SOCIAL SECURITY PAYABLE	6.51
130 2094	MEDICARE PAYABLE	425.21
130 2095	S D I PAYABLE	263.00
130 2099	DEFERRED COMP - PLAN 457 PAYAB	1,172.36
130 5-00-5025	RETIREE HEALTH BENEFITS	4,947.00
130 5-00-5060	GASOLINE, OIL & FUEL	843.99
130 5-00-5061	VEHICLE MAINT	146.20
130 5-00-5092	POSTAGE & SHIPPING	618.52
130 5-00-5122	ENGINEERING SERVICES	1,763.70
130 5-00-5130	PRINTING & PUBLICATION	374.88
130 5-00-5145	EQUIPMENT RENTAL	227.43
130 5-00-5148	OPERATING SUPPLIES	5.35
130 5-00-5150	REPAIR & REPLACE	30,394.16
130 5-00-5155	MAINT BLDG & GROUNDS	197.50
130 5-00-5156	CUSTODIAL SERVICES	787.50
130 5-00-5157	SECURITY	132.00
130 5-00-5191	TELEPHONE	851.49
130 5-00-5192	ELECTRICITY	6,517.21
130 5-00-5193	OTHER UTILITIES	178.47
130 5-00-5194	IT SERVICES	120.00
130 5-00-5195	ENV/MONITORING	1,395.00
130 5-00-5198	ANNUAL OPERATING FEES	867.79
130 5-00-5315	SAFETY EQUIPMENT	1,888.98
130 5-00-5505	WATER CONSERVATION	50.00
130 5-10-5010	SALARIES & WAGES	181.07
130 5-10-5020	EMPLOYEE BENEFITS	16,203.18
130 5-10-5021	RETIREMENT BENEFITS	4,657.96
130 5-10-5090	OFFICE SUPPLIES	539.88
130 5-10-5175	EDUCATION / SEMINARS	237.49
130 5-10-5179	ADM MISC EXPENSES	208.74

VENDOR CLASS(ES): ALL CLASSES
REPORTING FUND NO#: 215 RECA REDEMPTION 1995 SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-30-5010	SALARIES & WAGES	242.53
130 5-30-5020	EMPLOYEE BENEFITS	9,344.65
130 5-30-5021	RETIREMENT BENEFITS	4,929.35
130 5-40-5010	DIRECTORS COMPENSATION	8.03
130 5-40-5030	DIRECTOR HEALTH BENEFITS	9,180.00
	** FUND TOTAL **	106,769.04
215 5-00-5522	INTEREST ON LONG-TERM DEBT	59,590.42
	** FUND TOTAL **	59,590.42
	** TOTAL **	364,758.82

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 :	2/01/2017 THRU 2/28/2017	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

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

MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 03/14/2017

RE: Senior Account Representative's Monthly Report

Monthly Billing 02/28/2017
Mailed statements: 2,173
Electronic statements: 380

The statement "special message" notified customers of the FY 2016/17 and Drought Stage 2 rates in effect. Office Closure 12 pm – 1 pm on the 3rd Wednesday of each month.

Delinquent Billing 02/20/2017
Delinquent statements for Januarys bills:
Mailed statements: 448
Electronic statements: 67

Courtesy Notification 03/06/2017
Courtesy notices delivered to the customer's property for delinquent Januarys bills: 124
Electronic notices: 27

Phone Notification 03/08/2017
Phone notifications: 105
The phone notification was sent out around 10:30 am resulting in 78 payments received by the office staff during business hours.

Lock Offs 03/09/2017
27 customers were in the lock off process at 5:00 pm on 03/08/2017.
10 payments were made before service orders went out in the field at 9:00 am on 03/09/2017.
A total of 17 customers were locked off for nonpayment.
Throughout lock off day 11 payments were collected and meters unlocked.
At the time of this report only 6 meters remain locked.

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Hidden Valley Lake Community Services District

February 2017 Report

FIELD OPERATIONS

Water Connections:		Sewer Connections:	
New (February)	0	New (February)	0
Residential (January)	2437	Residential (January)	1463
Commercial & Govt (January)	35	Commercial & Govt (January)	15
Total (October) :	2472		1478

Rainfall

This month	*Last year*	*Historical*
19	.97	6.86

Groundwater Elevation

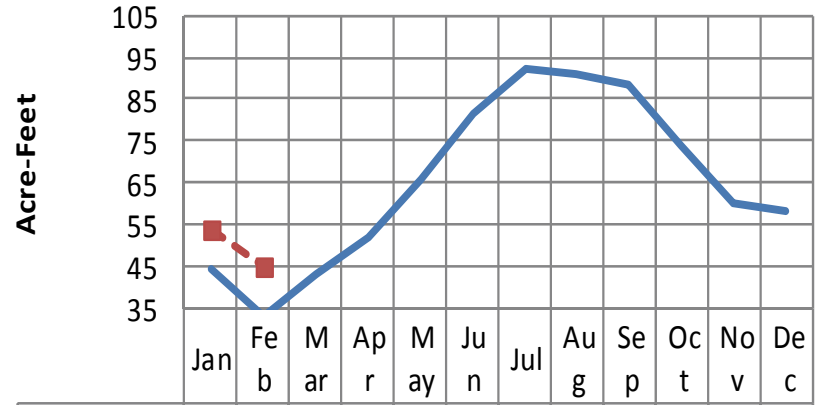
Monitoring Wells	*This month*	*Last year*	*Historical*
Prod Wells	932.05	933.09	932.98
AG	948.29	934.87	935.34
TP Wells	956.58	954.33	954.95
Grange Rd	942.34	937.30	938.52
American Rock	978.10	971.31	972.20
Spyglass	973.86	968.24	967.80
Luchetti	929.69	923.48	924.14
18th T	947.61	943.44	944.42

Completed Service Orders

This month	*YTD*	*Last Year*
67	175	1230
Overtime Hours	**125.75**	**$4543.55**

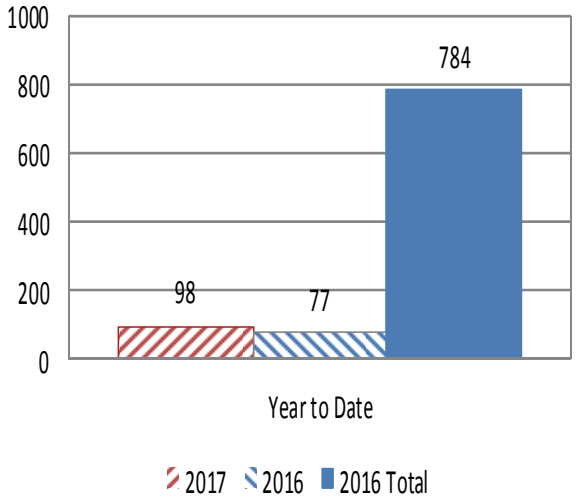
February 2017 Field Report

HVLCSD Municipal Well Production

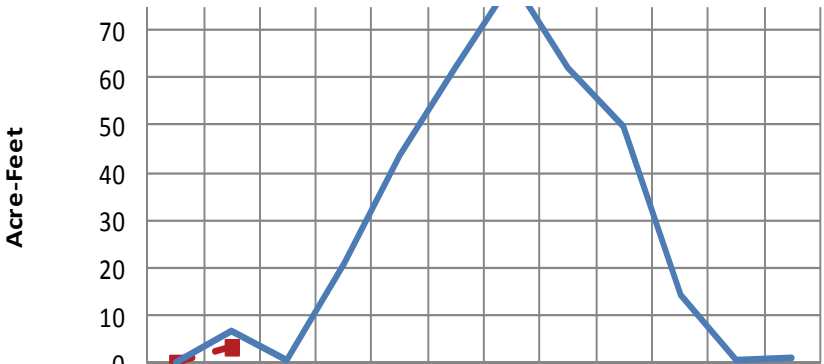


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	53	45										
2016	44	33	43	52	66	82	92	91	89	74	60	58

HVLCSD Municipal Well Production

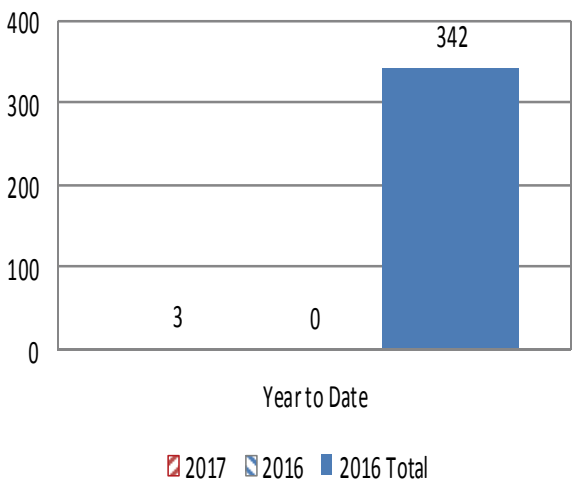


HVLCSD Municipal Reclaimed Water Use

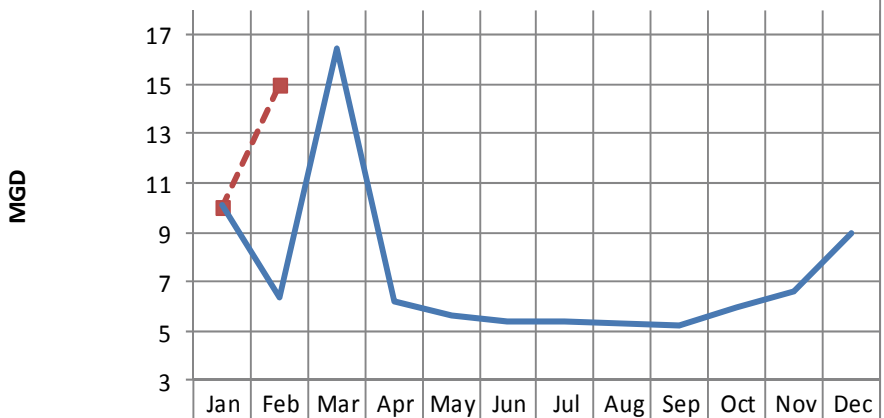


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	0	3.12										
2016	0.01	6.51	0.44	20.9	43.7	62.1	80.8	62.1	49.5	14.3	0.57	0.68

HVLCSD Municipal Reclaimed Water

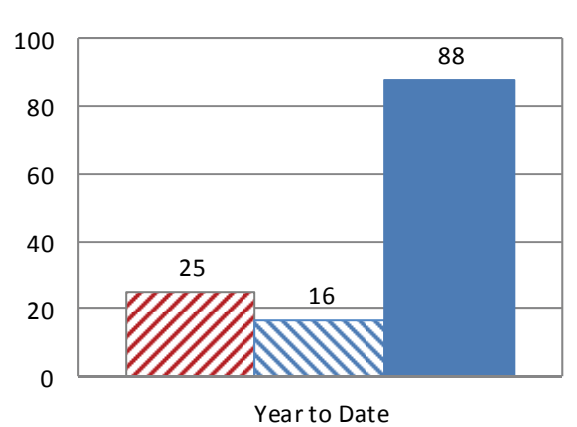


HVLCSD Municipal Wastewater Influent



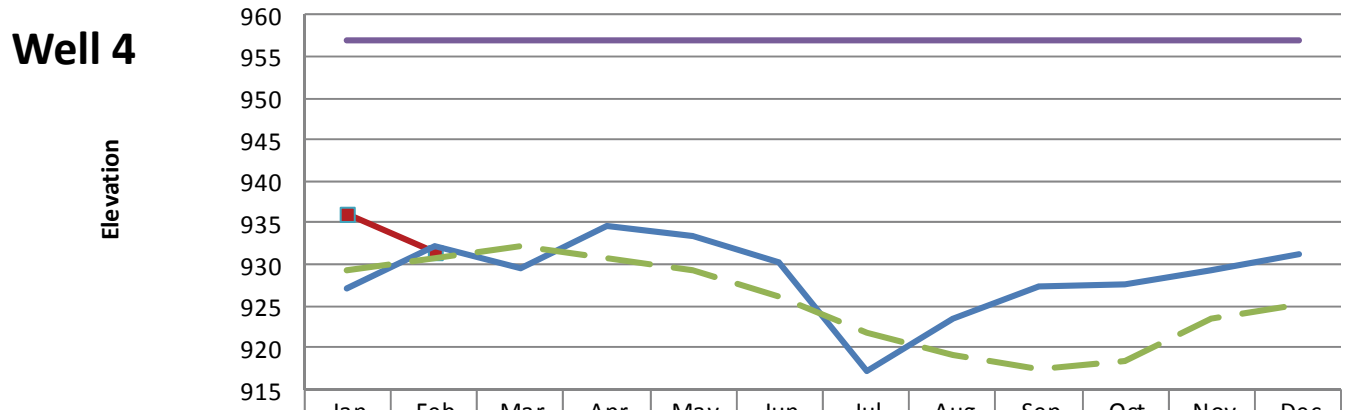
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	10.01	14.94										
2016	10.1	6.37	16.41	6.18	5.67	5.39	5.39	5.34	5.189	5.97	6.57	8.97

HVLCSD Municipal Wastewater Influent



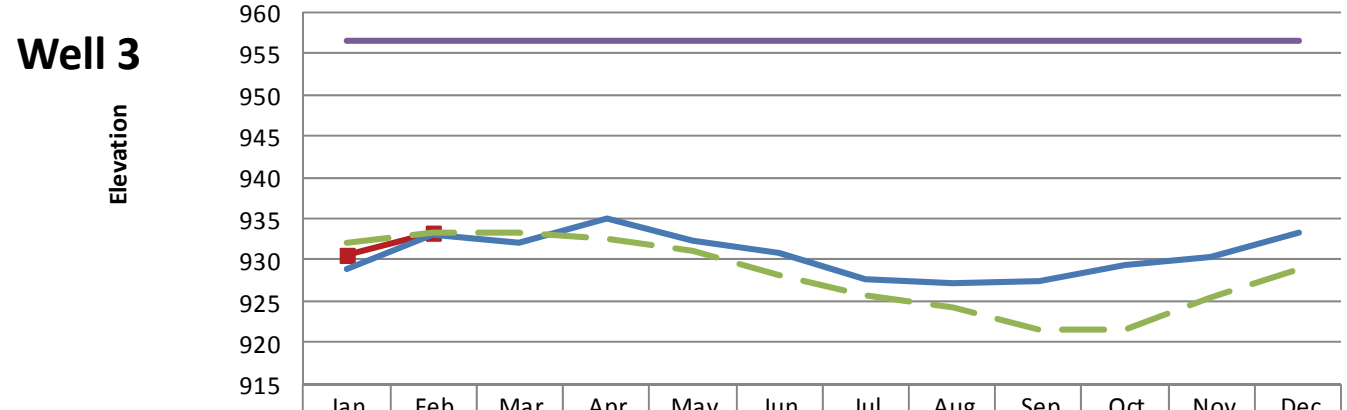
February 2017 Field Report

Well 4



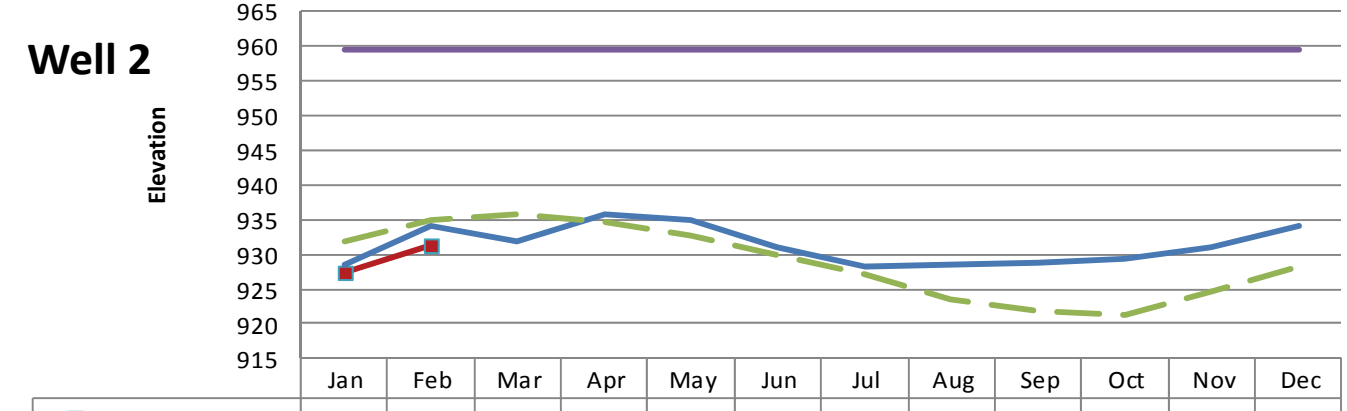
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Well 4 2017	935.99	931.58										
Well 4 2016	927.06	932.22	929.56	934.64	933.31	930.22	917.14	923.39	927.36	927.64	929.39	931.22
Well 4 Historical	929.27	930.84	932.13	930.66	929.35	926.25	921.85	919.03	917.39	918.46	923.50	925.11
Top of Casing	956.89	956.89	956.89	956.89	956.89	956.89	956.89	956.89	956.89	956.89	956.89	956.89

Well 3



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Well 3 2017	930.60	933.39										
Well 3 2016	928.94	933.11	932.19	935.02	932.27	930.86	927.69	927.19	927.36	929.44	930.36	933.19
Well 3 Historical	932.08	933.36	933.26	932.58	931.10	928.24	925.68	924.17	921.47	921.57	925.34	928.82
Top of Casing	956.69	956.69	956.69	956.69	956.69	956.69	956.69	956.69	956.69	956.69	956.69	956.69

Well 2



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Well 2 2017	927.28	931.19										
Well 2 2016	928.53	933.94	931.78	935.86	935.03	931.11	928.19	928.44	928.86	929.28	930.94	934.03
Well 2 Historical	931.71	934.84	935.76	934.72	932.74	929.77	927.21	923.39	921.87	921.28	924.54	928.08
Top of Casing	959.36	959.36	959.36	959.36	959.36	959.36	959.36	959.36	959.36	959.36	959.36	959.36

February 2017 Field Report

Water Operations and Maintenance Highlights

- **2/7,2/9 Courtesy notices, lock offs**
- **2/6-2/8 24 hr monitoring during rain event**
- **Several service line repairs at Mill Pond Rd**
- **2/11 Repair water main break at Oak Flat Rd**
- **Routine operations and maintenance**
- **2/22-2/24 Meter reads**

Wastewater Operations and Maintenance Highlights

- **2/7,2/9 Courtesy notices, lock offs**
- **I & I repairs to Hardesters, Spyglass & Deer Hollow**
- **Covered sewer caps in community**
- **WWTP Cain maintenance in response to high inflow**
- **2/22-2/24 Meter reads**
- **Routine operations and maintenance**

February 2017 Field Report

Vehicle Mileage

Vehicle	*Mileage*
Truck 1	0
Truck 3	2461
Truck 4	179.8
Truck 6	631
Truck 7	1501
Truck 8	290
Dump Truck	229
Backhoe	12.91
Tractor	Non-op (scrap)
New Holland Tractor	3.6

Fuel Tank Use

	Gasoline	*Diesel*
Tank Meter	92429	20537.7
Fuel Log	372.4	63.2
February Tank Level	418.48	402.17
January Tank Level	385.87	467.39

Vehicle Maintenance

Vehicle	Type of activity	Time
No activity this month		

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MEMO

To: Board of Directors

From: Kirk Cloyd

Date: March 21, 2017

RE: General Manager's Monthly Report

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

Water

As noted in a previous G.M. Report, Schneider Electric is one of the world's leading electrical firms. They provide efficiency evaluations of water, sewer and recycled water system; then find grant opportunities for cost savings and system improvements to reduce energy consumption. Schneider Electric's draft report indicated that it is a viable option to replace traditional water meters with smart meters due to lost revenue capture. Industry standard conservatively estimates that you can see an average revenue increase of $2 to $3 per connection with the installation of smart meters. That would be an additional income of $5K to $7.5K per month that would be used to pay on a loan and the associated 50/50 matching grant. To add an additional margin for error, the potential Verizon cell tower rental site is expected to generate $2.5K per month toward a matching loan payment as well.

Additionally, Schneider Electric's evaluation also revealed that it is a viable option to install a mini hydro turbine at the base of the dam to offset operational costs of a well in that location. Grants are currently available which may provide 50 to 100% of the funding.

Staff met with three members of the public to discuss the water meter moratorium and how they may assist with public and legislative representative outreach.

Staff met with Sherri Miller of the Regional Water Quality Control Board and John Griffin of Coastland Engineering on March 20th to discuss addressing the water meter moratorium and Cr6 issues with one well at the base of Hidden Valley Lake dam in order for it to be considered in Coastland's Engineering Report which will be presented to the Board at a future workshop.

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Sanitary Sewer

GHD submitted a Proposal for Professional Engineering Services to design access road improvements for the Grange Rd. RWRF, based on Record Drawings and field review of the roadway. ($17,395.00) The proposal includes: Project coordination & management, road assessment, design services and bid services to retain a construction contractor but no actual construction work. Staff is looking for a more equitable way to address this issue while ensuring that any damage to the District's roadway is brought to light and addressed during the repair phase of this project.

Stormwater

The size, cost and functionality of a Tideflex valve to replace the current check valve is under review. (Will this make a positive difference for the community or is it an exercise in futility…?)

Human Resources

1. Training:
   A. Alyssa & Kirk completed the required Hazardous Communication Training and Alyssa completed the required sexual harassment training through Target Solutions.

2. As a reminder, the CSDA will hold their Special District Leadership Academy Conference (SDLA) in Napa July 10th -12th, 2017 with registration and a networking reception the night of Sunday July 9th. This is "A comprehensive Governance Conference for elected and appointed directors and trustees." All Directors and the G.M. are encouraged to attend this conference as it is a benefit to the District at large, the individual Directors and the public they serve.

Facilities

Nothing to report.

Vehicles & Equipment

Nothing to report

General Information

Konocti County Water District (KCWD) is currently conducting a rate study. It is recommended that HVLCSD conduct a salary survey that can be incorporated in a future rate study similar to KCWD.

I attended two days of the 2017 P3S Conference (44th Annual Pretreatment, Pollution Prevention and Stormwater Conference) in Santa Rosa. Specific sessions attended

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addressed potable reuse, California's Water Future, Resource Recovery from Wastewater Treatment, Exceedance Response-Action Level 1, Wastewater Treatment Plant Community Outreach Videos & Tours, The Use of Owls & Raptors for Rodent Control (levee protection for our pond at the RWRF).

Staff reviewed & quantified the potential for transitioning to "Streamline" (Sponsored by CSDA) as our new Web host & support. It can be supported in the existing budget,

provides better support, timely postings of agendas and meetings, an annual meeting calendar, better and more consistent public outreach opportunities, compliance with current and pending regulations and unlimited hosting. Staff is moving forward to transition to this platform.

The annual Strategic Plan 2013-2018 Update Workshop was conducted and revealed many capital and operational issues that need attention but all will require an approved rate increase.

I attended the Westside Sac IRWM Meeting held in Lakeport.

The District met with representatives from Hidden Valley Lake Assoc. (HVLA) & the South Lake County Fire Protection District (SLCFPD). Both agencies agreed to work together to address fire fuel reduction. HVLCSD is not a party to this agreement and has establishing a separate agreement directly with Konocti Conservation Crew #27. Once access to the last location is confirmed, staff will bring this agreement to the Board for review, comment and possible ratification.

Staff completed the review of the 2015/16 financial audit conducted by Smith & Newell.

Staff attended the LLAFCO meeting in Lakeport. Of interest was the Executive Officer's Report: Hidden Valley Lake Service Review & Sphere of Influence. The routine update for HVLCSD was delayed several years due to the Valley Fire and change in management but all required data has been received and is under review. It was recommended that fees be increased for all County, City and Special Districts to account for recruitment of staff over the next five years so there is not a drastic jump when the Executive Officer retires. These increases must be reflected in HVLCSD's rate study and future budgets.

Staff met with Mr. Ken Porter to discuss how to proceed with the Valley Oaks project. As a good will effort, Mr. Porter filled the pot holes caused by the subsidence over the "private" sewer line in Coyote Valley Rd. Due to the subsidence, this sewer line has not been accepted by HVLCSD. Staff has committed to consider the following:

A. How to proceed with and what is required to accept the "private" sewer main in Coyote Valley Rd.
B. Water & sewer connection fees vs. on-site/off-site infrastructure.
    1. Water

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2. Sewer

3. Recycled water

C. LLAFCO-Will Valley Oaks be brought into the District (out of the sphere of influence) in the update currently under review?

Emergency Preparedness:

Staff attended the monthly Emergency Response Planning Meeting for Public Water Systems within Lake County. The subcommittee agreed to proceed using Ventura County's template for the Lake County Emergency Response Handbook. Once completed, it will be brought to the Board as a presentation.

ACTION OF
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

DATE: March 21, 2017
AGENDA ITEM: Resolution No. 2017-03 A Resolution of The Board of Directors of The Hidden Valley Lake Community Services District Placing in Support of the Nomination of Alyssa Gordon to The Association of California Water Agencies State Legislative Committee.

RECOMMENDATIONS: Approve Resolution 2017-03

FINANCIAL IMPACT: None

BACKGROUND: Director Herndon has submitted her resignation to the Association of California Water Agencies, leaving an open position on the State Legislative Committee. The Board of Directors have nominated Alyssa Gordon for the ACWA State Legislative Committee.

Board and or Staff member participation in industry organizations require District Board approval. Staff member Alyssa Gordon agreed to participate and represent ACWA Region 1 on the State Legislative Committee:

Staff	Committee Assignment
Alyssa Gordon	ACWA State Legislative Committee

Board and or Staff members who are officially representing the District at community functions or on a committee are for the most part protected against liability claims by the District's insurance carrier. For example, a Board and or Staff member who has a car accident while traveling to an authorized committee meeting would generally be covered by the District's insurance, in lieu of their personal insurance. Had their attendance not been authorized by the Board, the individual would have been solely liable for any damages resulting from the car accident. Accordingly, for the protection of individual Board and or Staff members and the District as a whole, it is prudent to clarify when a given Board and or Staff member is representing the District at a community function, or in this instance, on a regional committee. The proposed resolution is intended to clarify, for liability purposes, that Board and or Staff member Alyssa Gordon is authorized by the District to participate and represent the District on the respective regional committees listed above.

☐ APPROVED AS RECOMMENDED ☐ OTHER (SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on March 21, 2017 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

_____

Secretary to the Board

RESOLUTION NO. 2017-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT PLACING IN SUPPORT OF THE NOMINATION OF ALYSSA GORDON TO THE ASSOCIATION OF CALIFORNIA WATER AGENCIES STATE LEGISLATIVE COMMITTEEE

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT AS FOLLOWS:

A. Recitals

(i) The Board of Directors of the Hidden Valley Lake Community Services District (Hidden Valley Lake CSD) does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) Linda Herndon is currently serving as a committee member for The Association of California Water Agencies (ACWA) State Legislative Committee and has indicated the desire to resign from her positon of the Association of California Water Agencies (ACWA) State Legislative Committee.

(iii) Alyssa Gordon has indicated a desire to serve as a committee member of the Association of California Water Agency (ACWA) State Legislative Committee.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT:

(i) Does place its full and unreserved support of Alyssa Gordons participation with the Association of California Water Agency (ACWA) State Legislative Committee

(ii) Does hereby determine that the expenses attendant with the service of Alyssa Gordon in ACWA State Legislative Committee shall be borne by Hidden Valley Lake Community Services District.

RESOLUTION NO. 2017-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT PLACING IN NOMINATION A CANDIDATE AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 1 BOARD

I, Kirk Cloyd, Secretary to the Board of Directors of Hidden Valley Lake Community Services District hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District, held on the 21st day of March 2017, and was adopted at that meeting by the following vote:

AYES: Directors, Lieberman, Graham, Mirbegian, Herndon and Freeman

NOES: None

ABSENT: None

ABSTAIN: None

ATTEST:

_____
Kirk Cloyd, General Manager/
Secretary to the Board of Directors

_____
Jim Lieberman, President of the Board

_____
Nominee

ACTION OF
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

DATE: March 21, 2017
AGENDA ITEM: Revised 2013-2018 Strategic Plan

RECOMMENDATIONS: Approve the revised version of the 2013-2018 Strategic Plan

FINANCIAL IMPACT: None

BACKGROUND: At a publicly noticed Board workshop The Board of Directors and Staff reviewed the 2013-2018 Strategic Plan. Several updates were recommended by the General Manager and Board of Directors. Staff recommends the Board review and adopt the final draft strategic plan as written or with revisions.

☐ APPROVED AS RECOMMENDED ☐ OTHER (SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on March 21, 2017 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

_____
Secretary to the Board

HIDDEN VALLEY LAKE CSD BOARD OF DIRECTORS' POLICY MANUAL

February 2017

HIDDEN VALLEY LAKE CSD
BOARD OF DIRECTORS' POLICY MANUAL

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MISSION STATEMENT

The mission of the Hidden Valley Lake Community services District is to provide, maintain and protect our community's water.

CORE VALUES

The following core values reflect what is truly important to us as an organization and are the guiding principles that dictate our actions and the philosophical beliefs we value when faced with options and alternatives for our future:

- Public Health - To provide safe, reliable drinking water and wastewater treatment;
- Customer Service – To deliver customer-focused service and are responsive to our ratepayers;
- Cost-Effectiveness – To deliver the highest value at the lowest cost to ensure reasonable rates;
- Integrity - To conduct business with high ethical standards, promoting transparency and trust;
- Organizational Excellence - To practice good governance and support District employees to be productive and motivated;
- Reliability – To maintain and update infrastructure to ensure reliable service;
- Stewardship - To protect our natural resources and the environment;
- Innovation - To utilize our assets (infrastructure, natural resources and people) to maximize the value to the community.

GOALS

Our overarching goal is to provide affordable, high-quality water and wastewater services to our customers. The ability to achieve this overarching goal is dependent, at least in part, on the District's ability to achieve additional goals pertaining to innovation, financial stability, governance and administrative processes, and education and outreach:

GOALS, continued

OBJECTIVE 1. Deliver High-Quality Water and Wastewater Services - To continue to deliver the highest quality water and wastewater services.

OBJECTIVE 2. Maintain Financial Stability - We will maintain financial stability and equitable rates.

OBJECTIVE 3. Expand Education and Outreach - We will expand education and outreach programs to enhance customer awareness of District services and to promote government transparency.

OBJECTIVE 4. Offer Innovative Services - We will innovate to maximize value to the community.

OBJECTIVE 5. Refine Governance and Administrative Processes - We will continuously refine our governance and administrative processes to promote efficiency, transparency, and customer service.

II. OPERATING PRINCIPLES FOR THE BOARD (NORMS)

IMPLEMENTATION

- The Board is committed to practice these norms, whereupon we will evaluate, learn, and adjust according to what we learn.
- Upon the occurrence of what appears to be a breach of these norms, we are committed to addressing this perception first to the individual(s) involved, before raising the issue with the Board itself. Because we value learning and improvement, we are committed to discuss each of these at each of our Board meetings.

COMMUNICATIONS NORMS

- All communication will be accurate and brief
- We will attempt to describe our intent before we act, and actively listen to others.
- Check Your Assumptions.
- Directors are responsible for ongoing review of the NORMS.

PROCESS NORMS

- The "Team" includes the Board, Staff, Consultants and Public.
- The Board will address and resolve policy issues and set priorities. The Team is committed to doing this by practicing the building of consensus and orderly implementation.
- The Team is committed to HVLCSD's mission and to work as a team.
- The Team will monitor and respond to changes in the industry, market and environment.
- Staff will make available all information and analysis of alternatives so that the Board can make "reasoned decisions."
- The Board will discuss and identify its interest(s) prior to establishing a position and negotiating with external organizations.
- All requests from the Board for information/agenda items will be funneled through the General Manager (G.M.) and distributed to all Board members.

RELATIONSHIP NORMS

- Create an environment that promotes respect and appreciation between the Board, Staff, Consultants, and the public.
- Fundamental agreement that the focus of HVLCSD's mission is its' accomplishments and future vision that meets the needs of its' Public.
- Establish, accept and support common purpose and vision.

CAPACITY NORMS

- Continue the process of hiring qualified personnel.
- Expand education for the Board and Staff.
- Expect creative decision-making.
- Maintain competitive advantage by adhering to a policy of updating technology and resources.
- Ensure a cooperative and open work environment.

"Norms" were developed by the Board of Directors of SDRMA and adapted for the use of the HVLCSD Board of Directors. (2017)

III. POWER OF THE BOARD

A. The Board of Directors shall act only at regular, regularly adjourned, or special meetings, as provided by State Law.

B. Individual Directors shall have no power to act for HVLCSD, or the Board, or to direct the staff of HVLCSD, except as authorized by the Board.

C. The Board sets the policy for the Community Service District (CSD).

The CSD's General Manager serves at the pleasure of the Board. The Board will provide policy direction to the General Manager on matters within the District of the Board by majority vote of the Board members present during duly-convened Board meetings. Members of the Board will deal with matters within the District, and of the District through the General Manager, and not through other District staff. Members of the Board will refrain from making requests directly to District staff (rather than to the District) to undertake analyses, perform other work assignments or change the priority of work assignments. Members of the Board may request non-confidential, factual information regarding District operations from the District General Manager.

IV. CODE OF ETHICS

A. The proper operation of the District requires decisions and policy to be made in the proper channels of government structure, that public office not be used for personal gain, and that all individuals associated with the District remain impartial and responsible towards the public. Accordingly, it is the policy of the District that Board members and staff will maintain the highest standard of personal honesty and fairness in carrying out their duties.

B. To conform to the requirements of AB1234, all Board members will take at least two (2) hours of ethics training every two years and receive a certificate of completion. New Board members will complete the training within one (1) year of taking office. The District must keep records indicating when each Board member has completed the training and who provided the training based on current regulations and notify the Board.

C. Except as specifically authorized, a Board member will not use or permit the use of District owned vehicles, equipment, telephones, materials or property

CODE OF ETHICS, continued

for personal convenience or profit. A Board member will not ask or require a District employee to perform services for the personal convenience or profit of a Board member or employee. Each Board member must protect and properly use any District asset within his or her control, including information recorded on paper or in electronic form. Board members will safeguard District property, equipment, moneys and assets against unauthorized use or removal, as well as from loss due to criminal act or breach of trust. Board members are responsible for maintaining written records, including expense accounts, in sufficient detail to reflect accurately and completely all transactions and expenditures made on the District's behalf, in accordance with the District's policy for reimbursement of expenses of Board members.

D. A Board member is not authorized, without approval of the Board, to disclose information that qualifies as confidential information under applicable provisions of law to a person not authorized to receive it, that (1) has been received for, or during, a closed session meeting of the Board, (2) is protected from disclosure under the attorney/client or other evidentiary privilege, or (3) is not required to be disclosed under the California Public Records Act.

E. This section does not prohibit a board member from performing any of the following: (1) making a confidential inquiry or complaint to the District's general counsel or grand jury concerning a perceived violation of law, including disclosing facts to the District's general counsel or grand jury that are necessary to establish the alleged illegality of an action taken by the District, (2) expressing an opinion concerning the propriety or legality of actions taken by the District in closed session, including disclosure of the nature and extent of the allegedly illegal action, or (3) disclosing information acquired by being present in a closed session that is not confidential information. Prior to disclosing confidential information pursuant to (1) or (2), above, however, a Board member will first bring the matter to the attention of either the President of the Board or the full Board, to provide the Board an opportunity to cure an alleged violation. A Board member who willfully and knowingly discloses, confidential information received by him

CODE OF ETHICS, continued

or her in the course of his or her official duties may be guilty of a misdemeanor.

Board members are prohibited from soliciting political funds or contributions at District facilities. A Board member will not accept, solicit or direct a political contribution from any person or entity who has a financial interest in a contract or other matter while that contract or other matter is pending before the District. A Board member will not use the District's seal, trademark, stationary, or other indicia of the District's identity, or facsimile thereof, in any solicitation for political contributions contrary to state or federal law. Board members must not accept entertainment, gifts, or personal favors that could, in any way, influence, or appear to influence, business decisions in favor of any person or organization with whom or with which the District has, or is likely to have, business dealings. Similarly, Board members must not accept any other preferential treatment under these circumstances because their position with the District might be inclined to, or be perceived to, place them under obligation.

F. District officials shall not, for a period of one year after leaving [their] office or employment, act as agent or attorney for, or otherwise represent, for compensation, any other person, by making any formal or informal appearance before, or by making any oral or written communication to, that local government agency, or any committee, subcommittee, or present member of that local government agency, or any officer or employee of the local government agency, if the appearance or communication is made for the purpose of influencing administrative or legislative action, or influencing any action or proceeding involving the issuance, amendment, awarding, or revocation of a permit, license, grant, or contract, or the sale or purchase of goods or property.

G. The G.M. has primary responsibility for (1) ensuring compliance with the District's Personnel Manual, and ensuring that District staff does not engage in improper activities, (2) investigating allegations of improper activities, and (3) taking appropriate corrective and disciplinary actions. The Board has a duty to ensure that the G.M. is operating the District according to law and the policies approved by the Board. Board members are encouraged to fulfill their obligations to the public and the District by disclosing to the G.M. to the extent not expressly prohibited by law, improper activities within their

CODE OF ETHICS, continued

knowledge. Board members will not interfere with the G.M.'s responsibilities in identifying, investigating and correcting improper activities, unless the Board determines that the G.M. is not properly carrying out these responsibilities. Nothing in this section affects the responsibility of the Board to oversee the performance of the G.M.

H. A Board member will not directly or indirectly use or attempt to use the District or influence of his or her position for the purpose of intimidating, threatening, coercing, commanding or influencing any other person for the purpose of preventing such person from acting in good faith to report or otherwise bring to the attention of the G.M. or the Board any information that, if true, would constitute: a work-related violation by a Board member or District employee of any law or regulation, waste of District funds, abuse of District, a specified and substantial danger to public health or safety due to an act or omission of a District official or employee, use of a District office or position or of District resources for personal gain, or a conflict of interest of a Board member or District employee.

A Board member will not use or threaten to use any official authority or influence to affect any action as a reprisal against a District Board member or District employee who reports or otherwise brings to the attention of the G.M., any Board members or the public any information regarding the subjects described in this section.

Any person who believes that he or she has been subjected to any action prohibited by this section may file a confidential complaint with (1) the G.M., or (2) a Board member, if the complaint involves the conduct of the G.M., who will thereupon refer the matter to the full Board to investigate the complaint.
Upon the conclusion of the investigation, the G.M. (or the Board in case of a complaint against the G.M.) will take appropriate action consistent with the District's Personnel Manual and applicable law (Labor Code Section 1102.5 and following, and Government Code Section 53296).

A Board member will not include false or misleading information in a candidate's statement for a general District election.

CODE OF ETHICS, continued

I. A perceived violation of this policy by a Board member should be referred to the President of the Board or the full Board for investigation, and consideration of any appropriate action warranted. A violation of this policy may be addressed by the use of such remedies as are available by law to the District, including but not limited to: (a) verbal public censure at a Board meeting (b) adoption of a resolution expressing disapproval of the conduct of the Board member who has violated this policy, (c) injunctive relief, or (d) referral of the violation to the District Attorney and/or the grand jury.

V. GOVERNING LAWS

A. The Board of Directors shall comply with and shall be guided by applicable provisions of the State law, District Rules, motions, resolutions and ordinances enacted by the Board of Directors.

B. Motions, resolutions and ordinances may be enacted by the Board in accordance with Title 6, Division 3 of the California Government Code.

VI. ELECTION OF OFFICERS

In accordance with HVLCSD's Rules and Regulations, there shall be three officers elected by the Board annually at its January meeting: a president, a vice-president and a secretary, the president and vice president shall be members of the HVLCSD Board of Directors and the secretary may be a board member or the General Manager.

Elections of Directors shall be held the second Tuesday in November in concurrence with general election and in accordance with state law. Directors will serve a four-year term. No director of the District shall serve as a director on any other Board of Directors that could be looked upon as a conflict of interest (I.e. The Hidden Valley Lake Association.)

VIII. ROLE OF BOARD MEMBERS (POWERS, PURPOSES, DUTIES AND FUNCTIONS)

A. POWERS

The enabling codes established by the California State Legislature empowers the Board to have broad authority and flexibility in carrying out financial programs and activities which meet its individual needs, provided these programs or activities are not in conflict with, inconsistent with, or preempted by law.

The Governing Board is responsible for the general control of the District and to establish policy. This broad authority shall be exercised in accordance with the State and Federal Constitutions, laws and regulations. The Board may execute any powers delegated by law to the District, and shall discharge any duty imposed by law upon the District.

The powers and duties of the Board include governance, executive and judicial functions. These relate to the Board's own operations as a governing body and to all functions of the District.

B. PRIMARY RESPONSIBILITIES

Directors responsibilities include a commitment to: serve as a part of a unified governance body; govern within Board of Directors policies, standards and ethics; commit the time and energy to be effective; represent and make policy decisions for the benefit, and in the best interest, of all HVLCSD members; support collective decisions; communicate as a cohesive Board of Directors with a common vision and voice; and operate with the highest standards of integrity and trust.

C. PRIMARY DUTIES

1. Develop a strategic plan for the District.
2. Set written policies for the HVLCSD operation.
3. Take action at legal meetings.
4. Provide Fiduciary oversight for all District finances.
    a. approve fiscal budget
    b. monitor the budget spending
5. Set rates and use fees for District services
6. Personnel, as relates to the G.M.:
    a. hires and discharges the G.M.
    b. evaluates the G.M. a minimum of annually

PRIMARY DUTIES, continued

7. Establish written policy on how Board Meetings are conducted
8. Ratify committee appointments made by the President
9. Set Director compensation limits

D. GOVERNANCE FUNCTIONS

To fulfill its responsibility, the Board is committed to establishing policies to govern HVLCSD activities.

The Board shall consider and approve or disapprove matters submitted to it by a Director, the G.M. or the public.

The Board shall prescribe rules for its own governance which are consistent with its regulations and State and Federal Laws and regulations.

E. EXECUTIVE FUNCTIONS

The Board is authorized to delegate any of its powers and duties to "an officer or employee of HVLCSD." The Board, however, "retains ultimate responsibility over the performance of those powers or duties so delegated."

F. JUDICIAL FUNCTIONS

The Board believes that HVLCSD employees and citizens have the right to a hearing and a resolution of grievances, complaints and criticisms. In order to maintain positive personnel and public relations, the Board convened shall serve as a body of appeal for grievances, complaints and criticisms in accordance with Board policies.

VIII. ROLE OF INDIVIDUAL DIRECTORS

The Board of Directors is the unit of authority for HVLCSD. Apart from his/her normal function as a part of this unit; Board Members may not commit the District to any policy, act or expenditure unless duly authorized by the Board. Nor may an individual Board Member direct staff to perform specific duties unless duly authorized by the Board. Board Members do not represent any

ROLE OF INDIVIDUAL DIRECTORS, continued

factional segment of the public, but are, rather, a part of the body which represents and acts for the public as a whole.

Each Board Member has the right to place an item on a subsequent Board Meeting agenda by submitting a written request to the President of the Board or the G.M. Agenda item requests received after the posting deadline for a specific agenda as set forth in state law will be added to the following agenda.

Board Members will make every effort to attend assigned committee meetings and board meetings; to prepare adequately for each such meeting and to observe the rules of decorum as set forth herein.

When requesting information from staff, Board Members shall contact the G.M. When responding to member entity requests and concerns, Board Members should reroute such inquiries to the G.M.

IX. MEETING OF THE BOARD

A. TIME AND PLACE OF MEETINGS

Unless otherwise specified by action of the Board, meetings shall be held in the Hidden Valley Lake CSD Board Room at the Hidden Valley Lake CSD office, 19400 Hartmann Rd. Hidden Valley Lake CA 95467, on the third Tuesday of each month at 7:00 pm.

B. PUBLIC NATURE OF MEETINGS

All meetings of the Board shall be open to the Public, except when the Board is convened in Closed Session as authorized under provisions of law. Meetings of standing committees of the Board composed of two or more members of the Board shall be subject to the "open meetings laws and regulations" and shall comply with notification as required by law.

MEETING OF THE BOARD, continued

C. QUORUM AND VOTING REQUIREMENTS

A majority of the Board of Directors shall constitute a quorum for the transaction of business. No ordinance, resolution or motion shall be passed without three affirmative votes.

D. RULES OF DECORUM FOR BOARD MEETINGS

1. DECORUM—Meetings of the Board of Directors shall be conducted in an orderly manner to ensure that the public has a full opportunity to be heard and that the deliberative process of the Board is retained at all times. The presiding officer of the Board, who shall be the President, Vice President, or in their absence, other member so designated by the Board, shall be responsible for maintaining the order and decorum of the meetings.
2. RULES OF DECORUM—While any meeting of the Board is in session, the following rules of order and decorum shall be observed:
    a. BOARD OF DIRECTORS—The members of the Board shall preserve order and decorum, and a member shall not by conversation or other means delay or interrupt the Board proceedings or disturb any other member while speaking.
    b. HVLCSD STAFF MEMBERS —Employees of HVLCSD shall observe the same rules of order and decorum as those which apply to the members of the Board.
    c. PERSONS ADDRESSING THE BOARD—Public oral communications at the Board meetings should not be a substitute for any item that can be handled during the normal working hours of HVLCSD. The primary purpose of oral communications is to allow citizens the opportunity to formally communicate with the HVLCSD Board as a whole, for matters that cannot be handled during the regular working hours of HVLCSD.

    Each person who addresses the Board shall do so in an orderly manner and shall not make personal, impertinent, slanderous or profane remarks to any member of the Board, staff or general public. Any person who makes such remarks, or who utters loud, threatening, personal or abusive language or engages in any other

MEETING OF THE BOARD, continued

c. disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of any Board or committee meeting shall, at the discretion of the presiding officer or a majority of the Board, be barred from further audience before the Board during that meeting.
d. MEMBERS OF THE AUDIENCE—No person in the audience at a Board meeting shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet or other acts which disturb, disrupt or otherwise impede the orderly conduct of any Board Meeting. Any person who conducts him/herself in the afore-mentioned manner shall, at the discretion of the presiding officer or a majority of the Board, be barred from further audience before the Board during that meeting.

3. ADDRESSING THE BOARD—A person wishing to address the Board regarding an item which is on the Board meeting agenda shall submit a request on the form provided prior to the start of the meeting. Persons wishing to discuss a non-agenda item may seek recognition by the presiding officer during the "Public Comment" portion of the meeting. No person shall address the Board without first being recognized by the presiding officer. The following procedures shall be observed by persons addressing the Board:
   a. Each person should state their name or the organization in which they represent; and, if occurring during the "Public Comment" portion of the meeting, the subject they wish to discuss.
   b. During the "Public Comment" portion, any subject which is not deemed relevant by the Board shall be concluded.
   c. Each person shall confine their remarks to the Board agenda item or approved "Public Comment" subject being discussed.
   d. Each person shall confine their remarks to five (5) minutes, unless further time is granted by the Board.
   e. All remarks shall be addressed to the Board as a whole and not to any single member thereof, unless in response to a question from said member.

MEETING OF THE BOARD, continued

f. No question may be asked of a member of the Board or of the District staff without permission of the presiding officer.

4. ENFORCEMENT OF DECORUM—The rules of decorum set forth above shall be enforced in the following manner:

   a. WARNING—The presiding officer shall request that a person who is breaching the rules of decorum be orderly and silent. If, after receiving a warning from the presiding officer, a person persists in disturbing the meeting, the presiding officer shall order said person to leave. If such person does not leave the meeting room, the presiding officer may order any law enforcement officer who is on duty to remove said person from the Board meeting room.
   b. DISORDERLY CONDUCT—Clear Room (Govt. Code 54957.9). In the event that any meeting is willfully interrupted by an individual, group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the legislative body conducting the meeting may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the legislative body from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.
   c. MOTION TO ENFORCE—If the presiding officer of the Board fails to enforce the rules set forth above, any member of the Board may move to require the presiding officer to do so. If the presiding officer of the Board fails to carry out the will of a majority of the Board, the majority may designate another member of the Board to act as presiding officer for the limited purpose of enforcing any rule of this section which it wishes to enforce.

MEETING OF THE BOARD, continued

d. ADJOURNMENT—If a meeting of the Board is disturbed or disrupted in such a manner as to make infeasible or improbable the restoration of order, the meeting may be adjourned or continued by the presiding officer or a majority of the Board, and any remaining Board business may be considered at the next meeting.

5. SEVERABILITY—If any provision of this section is or any reason held unconstitutional or otherwise invalid by any court of competent jurisdiction, such provision shall be deemed a separate, distinct and independent portion of this section, and such holding shall not affect the validity of the remaining portions of this section.

E. BOARD ACTION

The Board shall act only by ordinance, resolution, or motion. Except where action is taken by the unanimous vote of all Director's present and voting, the ayes and noes shall be taken upon the passage of all ordinances, resolutions or motions and shall be entered in the minutes. An ordinance does not require two readings at separate meetings, and unless otherwise provided by its own terms, shall become effective upon adoption. All motions, including a motion to adopt an ordinance or to approve a resolution, shall require a second. If a second is not received, the motion shall die without the requirement of a vote. Any member of the Board, excluding the President, can make and second a motion, but the President may vote on all motions unless disqualified or abstaining. The President shall not call for a vote on any motion until sufficient time has been allowed to permit any member of the Board to speak. Complex motions should generally be prepared in writing and read aloud to the members of the Board at the time the motion is made. If a motion is not in writing, and if it is necessary for full understanding of the matter before the Board, the President shall restate the question prior to the vote. Common motions may be stated in abbreviated form, and will be put into complete form in the minutes. Until the President states the question, the director who made the motion, with the approval of the second, may modify his motion or withdraw it completely. However, after the question has been stated by the President, the motion may be changed only by a motion to amend which is seconded and carried.

MEETING OF THE BOARD, continued

F. ORDERLY DISCUSSION
In order to promote discussion of the issues before the Board, each member shall be recognized by
the Chair before speaking. Notwithstanding any provision of this Policy, however, each member of the Board shall have a right to be heard within reason on any issue before the Board. Each member of the Board may seek information or comment by the staff on any question.

G. PARLIAMENTARY PROCEDURES AFFECTING MOTIONS
After a motion has been made and seconded, any member of the Board may make any of the following motions:

1. To continue the motion to a specific time.
2. To table the motion, the effect of which defers further discussion and a vote until the majority of the board again wishes to resume consideration of the motion.
3. To commit or refer the motion to a committee, the effect of which is to defer further consideration until the committee has reported its findings to the Board.
4. To amend the motion to modify its wording before adoption, provided the suggested amendment is germane to the original motion.
5. To propose a substitute motion, which has the effect of disposing of the motion before the Board and eliminating the necessity of a vote on the original motion.

H. ROUTINE BUSINESS
Matters of routine business such as approval of the minutes and approval of minor matters may be expedited by assuming unanimous consent of the members of the Board and having the President state that without objection the matter will stand approved. If any member should object to such unanimous consent, the President shall then call for a vote.

I. CLOSED SESSION
Except as required by law, all proceedings in Closed Sessions shall remain confidential.

X. PRESIDENT

A. DUTIES

The president shall sit at and conduct all meetings of the Board of Directors, and shall carry out the resolution and orders of the Board of Directors and shall exercise such other powers and perform such other duties as the Board of Directors shall prescribe including the following:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies in relation to the order of business and the conduct of meetings;
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
5. Explain what the effect of a motion would be if it is not clear to every member;
6. Restrict discussion to the question when a motion is before the Board;
7. Rule on parliamentary procedure; and
8. Put motions to a vote, and state clearly the results of the vote.

The president shall have all the rights to discuss and vote on any issues before the Board, but not to move or second any motion. If the president wishes to move or second a motion he/she must pass the gavel to the Vice-President and step down as the presiding officer for that particular agenda item. Responsibilities of the President include:

1. Sign all instruments, act, and carry out stated requirements and the will of the Board;
2. Sign the documents as directed by the Board on behalf of the District;
3. Appoint and disband all committees, subject to Board ratification;
4. Call such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law;
5. Coordinate the Agenda with the G.M.;
6. Confer with the G.M. or designee on crucial matters which may occur between Board meetings;
7. Be responsible for the orderly conduct of all Board meetings;
8. Be the Spokesperson for the Board; and
9. Perform other duties as authorized by the Board.

XI. VICE PRESIDENT

When the President resigns, or is absent or disabled, the Vice-President shall perform the President's duties.

When the President disqualifies himself/herself from participating in an agenda item or becomes partisan in the debate on any such item, the Vice-President shall perform the duties of the presiding officer.

When the President and Vice-President resign, or are absent or disabled, the board shall appoint a remaining Board member to assume the President's duties.

When the President and Vice-President disqualify themselves from participating in an agenda item or become partisan in the debate on any such item, the board shall appoint a remaining Board member to assume the duties of the presiding officer.

XII. SECRETARY

A. DUTIES

The secretary of the Governing Board shall have the following duties:

1. Certify or attest to actions taken by the Board when required;
2. Sign the minutes of the Board meeting following their approval;
3. Sign the documents as directed by the Board on behalf of the District, and sign all other items which require the signature of the Secretary; and
4. Perform any other duties assigned by the Board.

B. RESPONSIBILITES

Note: It is the responsibility of the Secretary to ensure:

1. Open session meetings of the Board of Directors are recorded. These recordings are for use by the Secretary (or their designee) for the purpose of preparing minutes for adoption at the next regularly scheduled meeting of the Board.
2. Minutes of each Board meeting are prepared and maintained;

SECRETARY RESPONSIBILITIES, continued

3. Board records and other documents/reports are maintained, as required by law; and
4. Board officers receive the correspondence addressed to them.

XIII. COMMITTEES

A. The Board President may appoint committees, subject to ratification of the Board. The Board may create standing committees and ad hoc committees at its discretion. Unless authority to perform a duty is expressly delegated to a Committee, committee motions and recommendations shall be advisory to the Board and shall not commit the District to any policy, act or expenditure. Nor may any committee direct staff to perform specific duties unless duly authorized by the Board.

B. 1. Committees shall be appointed by the President, or the Vice President, operating in the President's absence, with the ratification of the Board.

2. Committees so appointed may be open to non-members of the Board of Directors. Committees shall include at least one (1) member of the Board of Directors, but may not include a majority of the Board of Directors.

3. The appointing officer shall name the chairperson of each committee, without Board ratification.

4 Each committee chairperson shall select such staff and consultants as is deemed necessary or appropriate, to facilitate the committee's operations.

5 Each committee shall meet as needed, either at the call of the committee chairperson, any two-committee members or the G.M.

6 Committees shall operate in a manner that complies with the Ralph M. Brown Act, its amendments and interpretations.

7 Any committee may be dissolved by the President, subject to ratification by the Board of Directors.

XIV. REMUNERATION, REIMBURSEMENT, AND OTHER BENEFITS

A. REMUNERATION

It shall be the policy of the HVLCSD Board that each member of the Governing Board elected by the public at large or appointed by the HVLCSD Board of Directors may receive compensation in the amount of one hundred dollars ($100) for each day's attendance at meetings of the Board, or for each day's service rendered as a Member of the Board by request of the Board. No Member shall receive compensation for more than a total of three (3) days in any calendar month. This shall include travel time up to one day before and after said service. This policy is based, in part, on Section 61047(a) of the California Government Code and HVLCSD Ordinance No. 2015-01.

Resolution 2011-04
A Resolution of the Hidden Valley Lake
Community Services District
Director's Compensation
And Reimbursement of Expense Policy

Guided by the principles stated in the California Government Code Section 61047 (the official bylaws of the Hidden Valley Lake Community Services District) regarding Special Districts Board of Directors' Compensation and Reimbursement Policy; BE IT RESOLVED THAT:

Section 1. The Hidden Valley Lake Community Services District's Board of Directors shall receive $100 per month compensation as long as they attend at least one or more noticed board meetings during that month and,

Section 2. The District may reimburse each Director for the actual and necessary expenses incurred in the performance of their official duties. This may include travel expenses for each Director to and from industry related events, such as conferences and educational workshops and,

Section 3. A Director shall provide a brief report or presentation on any outside meeting attended at the expense of the District at the next regular

RESOLUTION 2011-04, continued

Board of Directors Meeting in order to qualify for expense reimbursement and,
Section 4. Lodging costs in conjunction with a conference or other official activity may not exceed the maximum group rate published by the conference or activity sponsor, if lodging at the group rate is available at the time of booking. If not, the Director shall be reimbursed for lodging at comparable rates, or rates established by the Internal Revenue Service in Publication 463and,

Section 5. Meals may be reimbursed at standard rates established by the Internal Revenue Service. Alcoholic beverage expenses shall not be reimbursed by the District.

Directors shall use government or group rates for travel, when available. If not available, Directors may be reimbursed according to the standard rates established by the Internal Revenue Service. First class airfare shall not be reimbursed by the District and,

Section 6. Incidental expenses, including but not limited to tips and business telephone calls may be reimbursed at the current Internal Revenue Service Rate.

Section 7. Directors who make reimbursement requests are required to submit expense reports, on District forms, and receipts to document their expenditures. All documents relating to reimbursable expenditures are public records subject to disclosure and,

Section 8. Each Director who receives compensation or the reimbursement of expenses shall receive at minimum two hours of training in general ethics principles and ethics laws relevant to his or her public service every two years. New Directors must receive this training within their first year of service on the Board of Directors. The District may develop its own ethics training course or use an outside provider. If the District develops its own ethics training materials, the District must consult with the Fair Political Practices Commission and the State Attorney General. The District shall maintain all records relating to a

RESOLUTION 2011-04, continued

Director's ethics training for at least five years. These documents are public records subject to disclosure.

I hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the 17th day of May 2011, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____	_____
Linda Herndon	**Tami Ipsen**
President of the Board	

B. REIMBURSEMENT

The reimbursement of Directors and Directors-elect shall be made in accordance with the following provisions:
Directors shall be reimbursed by HVLCSD for reasonable expenses, including travel, lodging and meals incurred when attending board and committee meetings. All directors shall be reimbursed said expenses when making any trips on official business of HVLCSD when so authorized by the Board. All requests for reimbursement will be made to the HVLCSD Full Charge Bookkeeper within 120 days of the actual expense.

While driving on HVLCSD business either using their own personal vehicle or a rental vehicle, Directors must meet the following conditions;

1. The Director should obey all state and local driving laws and observe driving conditions with the utmost care, including but not limited to wearing a seat belt.
2. The Director must possess and maintain a valid California driver's license.

REMUNERATION, REIMBURSEMENT, AND OTHER BENEFITS, continued

3. The Director must provide authorization for HVLCSD to access the Director's driver license record through the California Department of Motor Vehicles Employer Pull Notice Program.
4. Directors who have their driver's license suspended or revoked are required to report these conditions to the HVLCSD G.M. and no longer drive on HVLCSD business.
5. HVLCSD accepts no responsibility for citations issued to a Director by any law enforcement agency while driving a vehicle on HVLCSD business under any circumstance. All liabilities created by any citation will be the sole responsibility of Directors who receive them.
6. Any personal vehicle driven on HVLCSD business must be properly registered with the California Department of Motor Vehicles.

The amount of mileage reimbursement will be consistent with IRS Guidelines. All Board members should keep travel, meals and lodgings costs within reasonable constraints, keeping in mind that these expenses require the use of public monies. Emphasis should be placed on keeping costs to acceptable practices as recognized in the non-privatized water utility industry.

Directors and/or consultants who bring personal guests to dinners, etc. are required to pay for their guest separately at the time of service.

Receipts or other supporting documentation for expenses directly billed to HVLCSD shall be submitted to the District, regardless of the amount.

EXPENSES FOR EDUCATIONAL PROGRAMS AND CONFERENCES – All reasonable expenses, including registration, transportation, meals and lodging shall be arraigned in advance through the District when possible. Any incidental expenses incurred when attending HVLCSD Board approved training seminars, programs, workshops or conferences shall be paid for upon completing the required reimbursement request form and submitting the associated receipts.

If a Board member is issued an HVLCSD credit card while on official district business, UNDER NO CIRCUMSTANCES MAY PERSONAL EXPENSES BE CHARGED ON AN HVLCSD CREDIT CARD.

XV. PERSONNEL POLICIES

A. HARASSMENT

Harassment of any kind by any Director or employee shall not be tolerated. The Board considers harassment of any kind to be a major offense which may result in disciplinary action up to and including dismissal of the offending employee. All Directors are required to attend harassment training and a refresher class every two years.

An employee who feels that he/she is being harassed is strongly encouraged to immediately report such incident to the immediate supervisor of the accused employee or to the G.M. without fear of reprisal.

If a supervisor is so notified, the supervisor shall relay such information to the G.M. who will assist in the investigation and resolution of complaints. The G.M. may, in his or her discretion, assign the investigation of the alleged misconduct to an outside party such as an attorney, law firm or private investigator experienced in such matters. If the G.M. is the accused harasser, the employee or supervisor should report such incident to the Board President. Thereafter, the Board President, at the next meeting of the Board, shall report the fact and nature of the allegation(s) to the entire board. The Board shall promptly investigate the allegation(s) or assign the investigation to an outside party. Depending on the nature of the allegation(s) and the outcome of the investigation, the Board shall take all appropriate remedial measures.

In the case of a Director harassing an employee (in any way), the G.M. should be notified, so that he/she can then notify the President of the Board. Thereafter, the President, at the next meeting of the Board, shall report the fact and nature of the allegation(s) to the entire Board. The Board shall assign the investigation of the alleged misconduct to an outside party.

If the Director charged with harassment of any kind is the President of the Board, the G.M. shall report the fact and nature of the allegation(s) to the entire Board at its next meeting.

PERSONNEL POLICIES, continued

If an allegation of harassment of any kind against a Director is investigated and found to be supported, the Board reserves the right to take such remedial action as is appropriate under all of the circumstances, including, if warranted, initiating an action for recall of such Director. The Directors agree that an accusation of harassment of any kind against any one of them must be investigated. It is further agreed that such an investigation is not an invasion of their right of privacy.

B. NONDISCRIMINATION

The District shall not unlawfully discriminate against qualified employees or job applicants based on sex, race, color, religious creed, national origin, ancestry, age over 40, marital status, physical or mental disability, or veteran status.

Equal opportunity shall be provided to all qualified employees and applicants in every aspect of personnel policy and practice. The District shall not discriminate against a physically or mentally disabled person who, with reasonable accommodation, can perform the essential function of the job in question.

All employees are expected to carry out their responsibilities in a manner that is free from discriminatory statements or conduct.

C. AMERICANS WITH DISABILITIES ACT—REASONABLE ACCOMMODATION

Pursuant to the Americans with Disabilities Act, employers have a duty to reasonably accommodate employees and job applicants with known disabilities. This accommodation is not required for individuals who are not otherwise qualified for the job nor is accommodation generally required until the person with the disability requests it. The following optional regulation includes procedures recommended by the Equal Employment Opportunity Commission for use when determining what accommodation to make. . .

Requests for reasonable accommodation may first be considered informally by the site administrator. If an accommodation cannot be made at the site because it would impose undue hardship or because of a lack of funds, the site administrator shall ask that the request be submitted in writing to the

PERSONNEL POLICIES, Continued

HVLCSD's Coordinator for Nondiscrimination in Employment (the G.M. shall be designated as the Coordinator). The site administrator shall provide the employee or applicant with any assistance he/she may need in order to submit this request.

. . . Note: The duty to reasonably accommodate an individual with a disability is limited to those accommodations which do not impose an undue hardship upon the district. Undue hardship is determined on a case-by case basis and includes any action that is unduly costly, extensive, substantial, disruptive, or that fundamentally alters the nature or operation of the district. The burden of proving undue hardship rests with the district, and what may be an undue hardship for one district may not be an undue hardship for another, depending on factors such as cost and district size. Even if cost does pose an undue hardship, the disabled person should have the opportunity to pay for the portion of the cost that constitutes an undue hardship, or to personally provide the accommodation…

XVI. CONFLICT OF INTEREST CODE

Government Code Section 87100 states as follows:

"No public official at any level of state or local government shall make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest."

Government Code Section 87101, 87103 and 87103.5 provide explicit language explaining the nature of a "conflict of interest" and disclosure relating to Board responsibilities. Members are required to be in compliance with all Federal and State requirements of the "Conflict Codes".

XVII. ATTENDANCE

A. BOARD MEETINGS

Board members are expected to carry out their responsibilities to the best of their abilities. In order to accomplish this goal, members should be present for scheduled meeting or events whenever possible.

PERSONNEL POLICIES, Continued

The failure of a director to attend three (3) consecutive regular meetings of the Board (provided such meetings shall occur in a period of not less than three (3) successive months), except when prevented by sickness, or except when absent from the State with the prior consent of the Board, as provided by Government Code, Section 1770, shall cause such director's remaining term in office to be considered vacant.

Such vacancies shall be filled for the unexpired term by appointment in accordance with policy established by the Board of Directors. Such appointment will be made by the remaining members of the HVLCSD Board. In order to accomplish this in an orderly and consistent manner, when a vacancy of an elected Director occurs, the HVLCSD Board of Directors, after discussion and consideration, shall, when deemed appropriate, do the following:

1. Instruct staff to post the vacancy on the District website and bulletin boards.
    a. Said notice shall advise eligible personnel of the steps to take to apply for appointment;
2. Establish the closing date for the receipt of applications.
    a. Applicants shall submit the following, by the date specified in the notice:
        - a letter of interest;
        - a resume, with particular emphasis on the applicant's knowledge of special districts, risk-financing, water, wastewater and environmental practices.
3. Interview applicant(s) in an ad hoc committee appointed by the board president following the date of closure for applications; and
4. Appoint the selected applicant without undue delay, but need not act at the same meeting.

Note 1: If the Director vacancy occurs within nine (9) months after the date the ballots were counted and certified by the Election Committee or within nine (9) months after a candidate was appointed to fill a vacancy, then the Board shall have the option to interview and appoint the candidate(s) who did not receive sufficient votes to be elected OR to interview and appoint

PERSONNEL POLICIES, Continued

from the pool of candidates from 3) above. If the Director vacancy occurs in an election year after the Notification of Election is sent to the members, the Board may determine to fill the vacancy by appointing the candidate who receives the next highest number of votes in the election. If the Board determines in its sole discretion that none of these options is appropriate, then staff shall be instructed to proceed with the process described above.

B. EDUCATIONAL PROGRAMS, CONFERENCES AND MEETINGS

In accordance with Objective IV of the MISSION STATEMENT, the Board reconfirms a goal "To develop and maintain a superior level of understanding and competence in Board and Staff and assure the Districts' awareness of the benefits of safe operations and proper claims procedures." In addition, the Board believes it is to the advantage of all Board Member to participate in conferences, meetings and educational programs where said Directors' knowledge of water, wastewater, regulatory compliance, energy resource generation and management and associated matters may be increased, so that the Directors can better perform their duties in accordance with their appointed position. Finally, the Board of Directors employs staff to administer and operate the District, and encourages said staff to continue its education in water, wastewater, regulatory compliance, energy resource generation and management and associated matters and further finds that there is value in networking available through staff attendance at and participation in some conferences and meetings.

As a result of these findings, the Board of Directors has determined that the following provisions shall apply to educational programs, conferences and meetings, except those sponsored/presented by HVLCSD:

1. That Directors of HVLCSD shall attend, on behalf of HVLCSD, such educational programs, conferences and meetings (other than HVLCSD meetings) as have been approved by the Board of Directors prior to such attendance; and

PERSONNEL POLICIES, Continued

2. That, to the extent possible, staff will, from time to time, present comprehensive lists of conferences, meetings and educational programs so that the Board may consider attendance on a broader than single-event approach, in order to provide a coordinated plan for attendance; and

3. That if a Director who has not previously attended a particular conference or educational program is available to attend same, that Director shall have preference for attendance over a Director who has previously attended the same program; and

4. At the Board meeting following such attendance, or the next reasonable opportunity thereafter, the attendee(s) shall report to the Board on information and ideas learned at the event(s); and

5. The President is exempt from the reporting requirement, unless he/she's the only Director in attendance; and

6. Nothing in this policy shall permit the conduct of business in violation of the Ralph M. Brown Act, when more than two Directors attend the same event.

XVIII. INCOMPATIBLE EMPLOYMENT

Pursuant to the provision of the Government Code, Section 53227, an employee of HVLCSD may not be sworn into office as an elected or appointed member of HVLCSD's Board of Directors unless he or she resigns as an employee. If the employee does not resign, the employment shall automatically terminate upon his or her being sworn into office

XIX. DIRECTORS' LEGAL LIABILITIES

The District shall defend and indemnify Directors from any claim, liability or demand that arises out of a Director's performance of his or her duties or responsibilities as a Director or Officer of the District.

XXI. GENERAL PROVISIONS

Any of the within policies not required by law may be suspended by a majority of the Board. Any policy not required by law may be altered, amended, or repealed at a duly noticed meeting by a majority vote of the Board. This policy is meant to be supplementary to, and not exclusive of, other federal, state and local laws with regard to conflicts of interest, etc.