



# Hidden Valley Lake Community Services District

## Regular Board Meeting

DATE: Tuesday May 17, 2016  
TIME: 7:00 p.m.  
PLACE: Hidden Valley Lake CSD  
Administration Office, Boardroom  
19400 Hartmann Road  
Hidden Valley Lake, CA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) CONSENT CALENDAR
  - (A) MINUTES: Approval of the minutes for the Board of Directors meeting April 19, 2016, Finance Committee meetings April 22, 2016, April 27, 2016 and May 6, 2016, Special Meetings May 2, 2016 and May 3, 2016.
  - (B) DISBURSEMENTS: Check #033602 - #033691 including auto drafts and payroll, for a total of \$207,761.72
- 6) BOARD COMMITTEE REPORTS (for information only, no action anticipated)
  - Personnel Committee
  - Finance Committee: 2016-2017 draft budget review
  - Emergency Preparedness Committee
- 7) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS (for information only, no action anticipated)
  - ACWA Region 1
  - ACWA State Legislative Committee
  - County OES
  - Other meetings attended
- 8) STAFF REPORTS (for information only, no action anticipated)
  - Administration/Customer Service Report
  - Field Operations Report
  - General Manager's Report
- 9) DISCUSSION AND POSSIBLE ACTION: Approval of sewer collection system main line repair bid.
- 10) DISCUSSION AND POSSIBLE ACTION: Appropriate insurance reimbursements for losses on the Well 4 Structure, Wire fencing, and Garage from Other Income (4310) into Capital Account for Vehicles (1291).
- 11) DISCUSSION AND POSSIBLE ACTION: Approval to renew a five year aluminum irrigation pipe storage agreement with Comstock Family. The rental is \$300 per year, for a total of \$1,500.
- 12) CLOSED SESSION:

- (A) Government Code Section 54957 Consider Public Employee Appointment – General Manager.
- 13) DISCUSSION AND POSSIBLE ACTION: Consider appointment of Kirk Cloyd as General Manager and approve personal services agreement.
- 14) DISCUSSION AND POSSIBLE ACTION: Approval of Resolution 2016-07 appointing General Manager Kirk Cloyd as Secretary to the Board.
- 15) DISCUSSION AND POSSIBLE ACTION: Approval of Resolution 2016-08 WestAmerica bank signature card to add General Manager Kirk Cloyd.
- 16) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2016-09 Authorizes General Manager Kirk Cloyd as District representative to purchase government surplus through the Government Operations Agency.
- 17) DISCUSSION AND POSSIBLE ACTION: Presentation of Certification of Appreciation to Staff.
- 18) PUBLIC COMMENT
- 19) BOARD MEMBER COMMENT
- 20) ADJOURNMENT

Public records are available upon request. Board Packets are posted on our website at [www.hiddenvalleylakecsd.com](http://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  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: April 19, 2016**

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 Freeman, President  
Director Jim Lieberman, Vice President  
Director Carolyn Graham  
Director Linda Herndon  
Director Linda Herndon  
Director Judy Mirbegian  
Matt Bassett, General Manager  
Alyssa Gordon, Interim Administrative Services Officer

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

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

**CONSENT CALENDAR**

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

- (A) **MINUTES**: Approval of the minutes for the Board of Directors meeting March 15, 2016, Finance Committee meetings March 30<sup>th</sup> and April 6<sup>th</sup> 2016, and Personnel Committee meetings March 21<sup>st</sup> and April 6<sup>th</sup>, 2016.
- (B) **DISBURSEMENTS**: Check #033540 - #033601 including auto drafts and payroll, for a total of \$285,685.76
- (C) Approval for Board of Directors to attend ACWA 2016 Spring Conference – 5/3/16 thru 5/6/16 Monterey, CA

**BOARD COMMITTEE REPORTS**

Personnel Committee: Directors Mirbegian and Herndon reported that discussion and recommendations from the Personnel Committee meetings will be conducted via several ensuing agenda items.

Finance Committee: Directors Mirbegian and Graham reported that meetings have been held weekly regarding the current and forecasted budget.

Emergency Preparedness Program Committee: Director Lieberman reported that there was no meeting. After discussion the board reached consensus that the committee will meet with staff in early May to begin development of an Emergency manual.

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

ACWA Region 1 Board: Director Mirbegian reported that SWRCB has extended drought regulations through October of this year, and also that ACWA is seeking support for drought resilience recognition in the midst of the state's long term urban conservation policy. Director Herndon also underscored the value of this proposed recognition.

ACWA State Legislative Committee: No report.

County OES: No report.

### **STAFF REPORTS**

Administration/Customer Service Report:

Field Operations Report:

General Manager's Report: General Manager Matt Bassett answered questions on several items in the report.

### **DISCUSSION AND POSSIBLE ACTION:**

#### **Personnel Committee's recommendations for the possible addition/elimination of District staffing positions.**

Director Herndon read a letter that was included in the board packet on this topic.

#### **(A) DISCUSSION AND POSSIBLE ACTION: Eliminate the Accountant/Controller position effective June 30, 2016.**

A motion was made by Director Mirbegian, and seconded by Director Herndon, to approve the elimination of the Accountant/Controller position effective June 30, 2016. Roll call vote:

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

NAYS (0)

ABSTAIN (0)

#### **(B) DISCUSSION AND POSSIBLE ACTION: Create Full Charge Bookkeeper position effective July 1, 2016 (with salary range to be adopted no later than the June Board Meeting).**

A motion was made by Director Herndon, and seconded by Director Mirbegan, to approve the creation of the Full Charge Bookkeeper position effective July 1, 2016 (with salary range to be adopted no later than the June Board Meeting).

Roll call vote:

AYES (5): Graham, Mirbegan, Herndon, Lieberman, Freeman

NAYS (0)

ABSTAIN (0)

**(C) DISCUSSION AND POSSIBLE ACTION: Replace the Wastewater Lead Operator position with the new Wastewater 3 Operator position effective immediately (salary range for the Wastewater 3 Operator position to be adopted no later than the June Board Meeting).**

A motion was made by Director Herndon, to approve the replacement of the Wastewater Lead Operator position with the new Wastewater 3 Operator position effective immediately (salary range for the Wastewater 3 Operator position to be adopted no later than the June Board Meeting).

Roll call vote:

AYES (5): Graham, Mirbegan, Herndon, Lieberman, Freeman

NAYS (0)

ABSTAIN (0)

**(D) DISCUSSION AND POSSIBLE ACTION: Adjust the title of the Water Lead Operator to Field Operations Lead and add the Wastewater 3 Operator to the position's direct reports.**

A motion was made by Director Herndon, and seconded by Director Mirbegan, to adjust the title of the Water Lead Operator to Field Operations Lead and add the Wastewater 3 Operator to the position's direct reports.

Roll call vote:

AYES (5): Graham, Mirbegan, Herndon, Lieberman, Freeman

NAYS (0)

ABSTAIN (0)

**(E) DISCUSSION AND POSSIBLE ACTION: Reinstate the Administrative Assistant position effective immediately.**

A motion was made by Director Herndon, and seconded by Director Mirbegan, to reinstate the Administrative Assistant position effective immediately.

Roll call vote:

AYES (5): Graham, Mirbegan, Herndon, Lieberman, Freeman

NAYS (0)

ABSTAIN (0)

**(F) DISCUSSION AND POSSIBLE ACTION: Adjust the Organization Chart to reflect the changes made and approve.**

A motion was made by Director Herndon, and seconded by Director Mirbegan, to adjust the organization chart to reflect the changes made and approve.

Roll call vote:

AYES (5): Mirbegan, Herndon, Graham, Herndon, Lieberman, Freeman

NAYS (0)  
ABSTAIN (0)

**DISCUSSION AND POSSIBLE ACTION:**  
**Approval of the CPS HR CONSULTING Draft General Manager Base Salary Survey Study.**

A motion was made by Director Mirbegan, and seconded by Director Herndon, to approve the CPS HR CONSULTING Draft General Manager Base Salary Survey Study.  
Roll call vote:  
AYES (5): Graham, Mirbegan, Herndon, Lieberman, Freeman  
NAYS (0)  
ABSTAIN (0)

**DISCUSSION AND POSSIBLE ACTION:**  
**Approval of Smith & Newell CPAS's three year – annual audit service agreement**

A motion was made by Director Mirbegan, and seconded by Director Herndon, to approve the Smith & Newell CPAS's three year – annual audit service agreement  
Roll call vote:  
AYES (5): Graham, Mirbegan, Herndon, Lieberman, Freeman  
NAYS (0)  
ABSTAIN (0)

**DISCUSSION AND POSSIBLE ACTION:**  
**Support the ACWA position on the State Water Resources Control Board action to make drought emergency regulations permanent with Resolution #2016-06**

On motion by Director Herndon, and second by Director Mirbegan, the Board unanimously approved to support the ACWA position on the State Water Resources Control Board action to make drought emergency regulations permanent with Resolution #2016-06.

**DISCUSSION AND POSSIBLE ACTION:**  
**Approve the annual Water Use Agreement with the Hidden Valley Lake Association**

A motion was made by Director Graham, and seconded by Director Herndon, to approve the annual Water Use Agreement with the Hidden Valley Lake Association  
Roll call vote:  
AYES (4): Graham, Mirbegan, Herndon, Lieberman  
NAYS (0)  
ABSTAIN (1): Freeman

**DISCUSSION AND POSSIBLE ACTION:**  
**Accept Century 21's invitation and designate a representative from the District to attend their May 10<sup>th</sup> local realtor's meeting to discuss Hexavalent Chromium**

After discussion, the board reached consensus on Director Mirbegan attending the Century 21 local realtor's meeting to deliver the State Water Resources Control Board's letter explaining the new standard for Hexavalent chromium in the drinking water.

**DISCUSSION AND POSSIBLE ACTION: Approval for staff to complete the \$1 million – Hazard Mitigation Grant Program (HMGP) application for Flood Control improvements as described in the April 2000 Master Storm Drainage Plan. The HMGP has a 25% matching funds requirement**

A motion was made by Director Graham, and seconded by Director Herndon, to complete the \$1 million – Hazard Mitigation Grant Program (HMGP) application for Flood Control improvements as described in the April 2000 Master Storm Drainage Plan. The HMGP has a 25% matching funds requirement.

Roll call vote:

AYES (0):

NAYS (5): Graham, Mirbегian, Herndon, Lieberman, Freeman

ABSTAIN (0):

**DISCUSSION AND POSSIBLE ACTION: Receipt of \$10,000 reimbursement for District costs for Sewer System Assessment District No. 1, Series 1995-2, Refunding**

On motion by Director Mirbегian, and second by Director Herndon, the Board unanimously approved placement if the \$10,000 reimbursement for District costs for Sewer System Assessment District No. 1, Series 1995-2, Refunding to be moved to the Sewer Fund Money Market Account.

**DISCUSSION AND POSSIBLE ACTION: Approval of Hexavalent Chromium Compliance Plan**

After discussion, the board reached consensus on continuation of this topic until anticipated personnel changes are in place, and the State Water Resources Control Board provides feedback on the plan.

**DISCUSSION AND POSSIBLE ACTION: Approval of \$44,100 contract with the District's engineering firm, Coastland Civil Engineering to prepare the Engineering Report for our Hexavalent Chromium Compliance Plan**

After discussion, the board reached consensus on continuation of this topic until anticipated personnel changes are in place, and the State Water Resources Control Board provides feedback on the plan.

**DISCUSSION AND POSSIBLE ACTION: Acceptance of bid for two heating and A/C units to be replaced or repaired for the Administration Office building**

On motion by Director Mirbегian, and second by Director Lieberman, the Board unanimously accepted the bid for two heating and A/C units to be replaced or repaired for the Administration Office building, specifically for the board room, for a cost not to exceed \$7,255.

**PUBLIC COMMENT**

Comments were made regarding the structure of the organization chart, the District's appearance at the community firewise event, and the local realtor's meeting







**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
MEETING DATE: April 22, 2016**

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

Director Graham  
Director Mirbegan

General Manager Matt Bassett  
Interim Administrative Services Officer Alyssa Gordon

**CALL TO ORDER**

The meeting was called to order at 12:01 p.m. by Director Mirbegan

**APPROVAL OF AGENDA**

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

**REVIEW OF CURRENT BUDGET**

The committee reviewed individual line items of the current budget.

**REVIEW OF 2016-2017 BUDGET/CAPITAL PROJECTS**

Directors Mirbegan and Graham reviewed the budget as projected.

**PUBLIC COMMENT**

There were no public comments.

**ADJOURNMENT**

At 2:15 pm, the meeting was adjourned until 4/27 at 12:00 noon.<sup>1</sup>

1. [http://westsidetoastmasters.com/resources/roberts\\_rules/chap2.html](http://westsidetoastmasters.com/resources/roberts_rules/chap2.html)



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
MEETING DATE: April 27, 2016**

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

Director Graham  
Director Mirbegan

General Manager Matt Bassett  
Interim Administrative Services Officer Alyssa Gordon

**CALL TO ORDER**

The meeting was called to order at 12:10 p.m. by Director Mirbegan

**APPROVAL OF AGENDA**

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

**REVIEW OF CURRENT BUDGET**

The committee reviewed individual line items of the current budget.

**REVIEW OF 2016-2017 BUDGET/CAPITAL PROJECTS**

Directors Mirbegan and Graham reviewed the budget as projected.

**PUBLIC COMMENT**

There were no public comments.

**ADJOURNMENT**

The meeting was adjourned at 1:45 pm



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
MEETING DATE: May 6, 2016**

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

Director Mirbegan

General Manager Matt Bassett

Interim Administrative Services Officer Alyssa Gordon

**CALL TO ORDER**

The meeting was called to order at 12:30 p.m. by Director Mirbegan

**APPROVAL OF AGENDA**

The Committee unanimously approved the agenda.

**REVIEW OF CURRENT BUDGET**

The committee reviewed individual line items of the current budget.

**REVIEW OF 2016-2017 BUDGET/CAPITAL PROJECTS**

Directors Mirbegan reviewed the budget as projected.

**PUBLIC COMMENT**

There were no public comments.

**ADJOURNMENT**

The meeting was adjourned at 1:20 pm







## HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

APRIL, 2016

DISBURSEMENT SUMMARY REPORT

4/1/2016-4/30/2016

<b>Disbursement Summary</b>		
<b>Fund</b>		
120 - Sewer	\$	69,777.67
130 - Water	\$	70,991.20
215 - USDA Sewer Bond	\$	-
218 - CIEDB	\$	-
219 - USDA Solar Project	\$	-
375 - Sewer Reserve Improvement	\$	-
711 - Bond Administration	\$	-
	<b>SUB TOTAL</b>	<b>\$ 140,768.87</b>
*Payroll	\$	66,992.85
<b>Total Warrants</b>	<b>\$</b>	<b>207,761.72</b>

*\*Funds disbursed directly to employees and Directors. Pass-thru funds (collected from the employee and paid on their behalf by the District) are included in totals for funds 120 and 130.*



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

APRIL, 2016

DISBURSEMENT DETAIL REPORT

4/1/2016-4/30/2016

DRAFT DATE	TYPE	NUMBER	NAME	CHECK AMOUNT	STATUS
4/1/2016	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	4,847.15	CLEARED
4/1/2016	BANK-DRAFT		NATIONWIDE RETIREMENT SOLUTION	1,025.00	CLEARED
4/15/2016	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	4,711.70	CLEARED
4/15/2016	BANK-DRAFT		NATIONWIDE RETIREMENT SOLUTION	1,025.00	CLEARED
4/29/2016	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	5,052.46	CLEARED
4/29/2016	BANK-DRAFT		NATIONWIDE RETIREMENT SOLUTION	1,025.00	CLEARED
<b>TOTAL</b>				<b>17,686.31</b>	

CHECK DATE	TYPE	CHECK NUMBER	NAME	CHECK AMOUNT	STATUS
4/1/2016	CHECK	33602	SIERRA CHEMICAL CO.	3.90	CLEARED
4/1/2016	CHECK	33603	YOUNT, DEBORAH	48.40	CLEARED
4/1/2016	CHECK	33604	ALPHA ANALYTICAL LABORATORIES	464.00	CLEARED
4/1/2016	CHECK	33605	ALYSSA GORDON	138.35	CLEARED
4/1/2016	CHECK	33606	COOPERATIVE PERSONNEL SERVICES	5,003.45	CLEARED
4/1/2016	CHECK	33607	MEDIACOM	362.75	CLEARED
4/1/2016	CHECK	33608	MENDO MILL CLEARLAKE	659.58	CLEARED
4/1/2016	CHECK	33609	OFFICE DEPOT	191.30	CLEARED
4/1/2016	CHECK	33610	PACE SUPPLY CORP	2,290.87	CLEARED
4/1/2016	CHECK	33611	PACIFIC GAS & ELECTRIC COMPANY	9,370.46	CLEARED
4/1/2016	CHECK	33612	SPECIAL DISTRICT RISK MANAGEME	313.46	CLEARED
4/1/2016	CHECK	33613	TELSTAR INSTRUMENTS, INC	1,272.00	CLEARED
4/1/2016	CHECK	33614	USA BLUE BOOK	2,544.40	CLEARED
4/1/2016	CHECK	33615	CALIFORNIA PUBLIC EMPLOYEES RE	4,465.20	CLEARED
4/1/2016	CHECK	33616	STATE OF CALIFORNIA EDD	1,519.74	CLEARED
4/8/2016	CHECK	33617	ADTS, INC	196.00	CLEARED
4/8/2016	CHECK	33618	ALPHA ANALYTICAL LABORATORIES	744.00	CLEARED
4/8/2016	CHECK	33619	ARMED FORCE PEST CONTROL, INC.	195.00	CLEARED
4/8/2016	CHECK	33620	BOLD POLISNER MADDOW NELSON &	157.50	CLEARED
4/8/2016	CHECK	33621	GHD	5,527.00	CLEARED
4/8/2016	CHECK	33622	HARDESTER'S MARKETS & HARDWARE	48.71	CLEARED
4/8/2016	CHECK	33623	GARDENS BY JILLIAN	200.00	CLEARED
4/8/2016	CHECK	33624	MIRBEGIAN, JUDY	157.54	OUTSTND
4/8/2016	CHECK	33625	NAPA AUTO PARTS	341.08	CLEARED
4/8/2016	CHECK	33626	NORMAN ROGERS	73.00	CLEARED
4/8/2016	CHECK	33627	PACE SUPPLY CORP	27.00	CLEARED
4/8/2016	CHECK	33628	SAMANTHA LAFRANCHI	64.80	CLEARED
4/8/2016	CHECK	33629	SOUTH LAKE REFUSE COMPANY	342.99	CLEARED
4/8/2016	CHECK	33630	STATE OF CALIFORNIA EDD	1.44	CLEARED
4/8/2016	CHECK	33631	WESTGATE PETROLEUM CO., INC.	1,208.45	CLEARED
4/8/2016	CHECK	33632	BRUNK, TAMMY	70.28	CLEARED
4/8/2016	CHECK	33633	RITCHIE, ANIKO	96.87	CLEARED
4/8/2016	CHECK	33634	VECELLIO, BABE T	72.02	OUTSTND
4/8/2016	CHECK	33635	DOTY, SHELDON & LORI	40.47	CLEARED
4/8/2016	CHECK	33636	BLOESCH, LORETTA	86.71	CLEARED
4/15/2016	CHECK	33637	ACWA/JPIA	902.84	CLEARED
4/15/2016	CHECK	33638	ALPHA ANALYTICAL LABORATORIES	1,141.00	CLEARED
4/15/2016	CHECK	33639	AT&T	603.01	CLEARED
4/15/2016	CHECK	33640	DATAPROSE	2,857.83	CLEARED
4/15/2016	CHECK	33641	EUREKA OXYGEN CO.	325.91	CLEARED
4/15/2016	CHECK	33642	HACH COMPANY	217.38	CLEARED
4/15/2016	CHECK	33643	NAPA AUTO PARTS	996.90	CLEARED
<b>TOTAL</b>				<b>44,129.31</b>	

CHECK DATE	TYPE	CHECK NUMBER	NAME	CHECK AMOUNT	STATUS
4/15/2016	CHECK	33644	OFFICE DEPOT	74.68	CLEARED
4/15/2016	CHECK	33645	PACE SUPPLY CORP	1,596.78	CLEARED
4/15/2016	CHECK	33646	SPECIAL DISTRICT RISK MANAGEME	25,094.48	CLEARED
4/15/2016	CHECK	33647	SWRCB	2,385.27	CLEARED
4/15/2016	CHECK	33648	TELSTAR INSTRUMENTS, INC	11,809.19	CLEARED
4/15/2016	CHECK	33649	TYLER TECHNOLOGY	1,387.05	CLEARED
4/15/2016	CHECK	33650	U S POSTMASTER	188.00	CLEARED
4/15/2016	CHECK	33651	CALIFORNIA PUBLIC EMPLOYEES RE	4,469.70	CLEARED
4/15/2016	CHECK	33652	STATE OF CALIFORNIA EDD	1,471.63	CLEARED
4/15/2016	CHECK	33653	VARDANEGA, ROBERT	26.63	CLEARED
4/15/2016	CHECK	33654	BARBER, RONALD	83.69	CLEARED
4/22/2016	CHECK	33655	ALPHA ANALYTICAL LABORATORIES	875.50	CLEARED
4/22/2016	CHECK	33656	BOLD POLISNER MADDOW NELSON &	2,160.00	CLEARED
4/22/2016	CHECK	33657	CARDMEMBER SERVICE	1,705.77	CLEARED
4/22/2016	CHECK	33658	COASTLAND CIVIL ENGINEERING, I	1,446.25	CLEARED
4/22/2016	CHECK	33659	ITRON	2,579.54	CLEARED
4/22/2016	CHECK	33660	MICHELLE HAMILTON	625.00	CLEARED
4/22/2016	CHECK	33661	OFFICE DEPOT	109.35	CLEARED
4/22/2016	CHECK	33662	PACE SUPPLY CORP	486.17	CLEARED
4/22/2016	CHECK	33663	REDFORD SERVICES	950.00	CLEARED
4/22/2016	CHECK	33664	RICOH USA, INC.	439.36	CLEARED
4/22/2016	CHECK	33665	VERIZON WIRELESS	635.89	CLEARED
4/22/2016	CHECK	33666	WAGNER & BONSIGNORE	1,912.10	CLEARED
4/22/2016	CHECK	33667	WESTGATE PETROLEUM CO., INC.	676.04	CLEARED
4/22/2016	CHECK	33668	HOLT, SHELVEY	203.15	OUTSTND
4/22/2016	CHECK	33669	HARLEY SELLS	61.43	CLEARED
4/22/2016	CHECK	33670	SAM GARCIA	71.86	CLEARED
4/29/2016	CHECK	33671	ALPHA ANALYTICAL LABORATORIES	633.00	CLEARED
4/29/2016	CHECK	33672	BADGER METER	122.25	CLEARED
4/29/2016	CHECK	33673	EUREKA OXYGEN CO.	384.02	CLEARED
4/29/2016	CHECK	33674	JAMES DAY CONSTRUCTION, INC.	2,099.00	CLEARED
4/29/2016	CHECK	33675	LAYNE PAVING & TRUCKING, INC.	183.60	CLEARED
4/29/2016	CHECK	33676	MEDIACOM	362.65	OUTSTND
4/29/2016	CHECK	33677	MENDO MILL CLEARLAKE	80.08	CLEARED
4/29/2016	CHECK	33678	NAPA AUTO PARTS	71.66	CLEARED
4/29/2016	CHECK	33679	QSI 2011, INC.	450.00	CLEARED
4/29/2016	CHECK	33680	SIERRA CHEMICAL CO.	677.13	CLEARED
4/29/2016	CHECK	33681	SYAR INDUSTRIES, INC.	964.32	CLEARED
4/29/2016	CHECK	33682	TYLER TECHNOLOGY	121.00	CLEARED
4/29/2016	CHECK	33683	U S POSTMASTER	215.00	CLEARED
4/29/2016	CHECK	33684	UPPER PUTAH CREEK WATERVOIDED	171.87	VOIDED
4/29/2016	MISC.	33684	UPPER PUTAH CREEK WATERVOIDED	(171.87)	VOIDED
4/29/2016	CHECK	33685	USA BLUE BOOK	1,508.32	CLEARED
4/29/2016	CHECK	33686	CALIFORNIA PUBLIC EMPLOYEES RE	4,469.70	CLEARED
4/29/2016	CHECK	33687	STATE OF CALIFORNIA EDD	1,604.88	CLEARED
4/29/2016	CHECK	33688	ARVIEW, JOHN	79.49	OUTSTND
4/29/2016	CHECK	33689	FORNEY, MICHELLE & J	17.84	OUTSTND
4/29/2016	CHECK	33690	TOSTE, WALTER	59.80	OUTSTND
4/29/2016	CHECK	33691	WALDON, ROBERT	110.72	OUTSTND
				<b>123,082.56</b>	

DATE	TYPE	NUMBER	NAME	AMOUNT	STATUS
4/1/2016	MISC.		PAYROLL DIRECT DEPOSIT	22,115.27	CLEARED
4/15/2016	MISC.		PAYROLL DIRECT DEPOSIT	21,761.00	CLEARED
4/29/2016	MISC.		PAYROLL DIRECT DEPOSIT	23,116.58	CLEARED
				<b>66,992.85</b>	

**CHECK TOTAL: 123,082.56**  
**BANK-DRAFT TOTAL: 17,686.31**      140,768.87  
**MISC & PAYROLL TOTAL: 66,992.85**  
**207,761.72**



ACWA 2016 Spring Conference

Monterrey, CA

May 4-5, 2016

Upon arrival at the conference on Wednesday May 4, 2016 I attended the following seminars/classes:

- 10-11:30AM-“Finance Program- Alternative Financing Sources for Capital Projects”
- 11:45-12:45PM-“Chaos Theory- Small Hands and the 2016 Presidential Election”

An analysis by Kevin Eckery, Political Analyst, KCRA News in Sacramento; How will the Presidential election impact California

- 2:00-3:15PM-“Silver Strategies; The Graying of the Workforce and How To Plan for Generational Change” presented by ACWA Region 9 East Valley Water District.

On Thursday May 5, I attended the following seminars/classes:

- 9:30-11AM: “Water Trends Program- Water Conservation Drought Emergency Regulations and a Resiliency Based Long Term Plan”

This program was produced and moderated by ACWA’s Dave Bolland and was a panel discussion and Q&A forum with the SWRCB and DWR.

- 11:45-1:45PM-“Agriculture Embracing Technology in a New Era”

An overview and analysis by Bruce Taylor, Chair and CEO of Taylor Fresh Foods and Taylor Farms discussing new technologies in food production and the impact on California farmers and California’s economy.

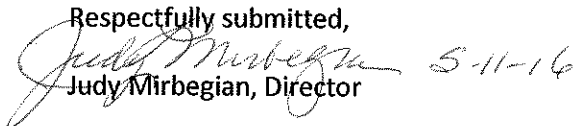
- 2:00-3:15PM-“Water Trends Program-Attracting the Water Community’s Next Generation; Meeting Millenials Where They Are”
- 3:30-5:00PM-ACWA Region 1 Board Meeting where I presided as Chair

An overview and discussion of all relevant committee reports, current issues facing our water agencies regionally and state wide

I returned to Hidden Valley Lake after the adjournment of the Region 1 meeting and have submitted an expense report accordingly.

Thank you for the opportunity to attend and enrich my water knowledge on behalf of the HVL Community Services District.

Respectfully submitted,

 5-11-16  
Judy Mirbegan, Director



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

**APRIL, 2016**

**Financial Report**

REVENUE & EXPENSE **SEWER** REPORT

4/1/2016-4/30/2016

<b>120-SEWER ENTERPRISE FUND FINANCIAL SUMMARY</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
<b>TOTAL REVENUE</b>	1,149,443.00	97,189.24	895,463.75	253,979.25	78%

<b>EXPENDITURE SUMMARY</b>					
NON-DEPARTMENTAL	440,165.00	50,416.72	288,345.95	151,819.05	66%
ADMINISTRATION	381,150.00	31,127.50	297,736.23	83,413.77	78%
FIELD	289,205.00	27,043.70	222,694.09	66,510.91	77%
DIRECTORS	38,323.00	3,112.91	29,969.64	8,353.36	78%
<b>TOTAL</b>	<b>1,148,843.00</b>	<b>111,700.83</b>	<b>838,745.91</b>	<b>310,097.09</b>	<b>73%</b>

<b>REVENUES</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
120-4020 PERMIT & INSPECTION FEES	300.00	-	500.00	(200.00)	167%
120-4045 AVAILABILITY FEES	8,800.00	-	4,430.31	4,369.69	50%
120-4050 SALES OF RECLAIMED WATER	90,000.00	5,576.75	69,554.05	20,445.95	77%
120-4111 COMM SEWER USE	19,370.00	2,224.67	22,204.29	(2,834.29)	115%
120-4112 GOV'T SEWER USE	580.00	48.05	480.50	99.50	83%
120-4116 SEWER USE CHARGES	969,100.00	74,950.79	768,593.00	200,507.00	79%
120-4210 LATE FEE	19,093.00	(0.57)	11,070.92	8,022.08	58%
120-4300 MISC INCOME	39,600.00	302.15	1,344.06	38,255.94	3%
120-4310 OTHER INCOME	-	14,006.46	16,546.66	(16,546.66)	0%
120-4505 LEASE INCOME	2,600.00	-	468.01	2,131.99	18%
120-4550 INTEREST INCOME	-	80.94	271.95	(271.95)	0%
120-4580 TRANSFERS IN *	-	-	271,831.24	(271,831.24)	0%
<b>TOTAL</b>	<b>1,149,443.00</b>	<b>97,189.24</b>	<b>895,463.75</b>	<b>253,979.25</b>	<b>78%</b>

\* Not included when calculating revenues

<b>NON-DEPARTMENTAL EXPENDITURES</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
120-5-00-5024 WORKERS' COMP INSURANCE	21,700.00	-	1,311.07	20,388.93	6%
120-5-00-5025 RETIREE HEALTH BENEFITS	7,211.00	1,850.28	8,375.73	(1,164.73)	116%
120-500-5050 DEPRECIATION	-	9,558.88	9,558.88	(9,558.88)	0%
120-5-00-5060 GASOLINE, OIL & FUEL	8,790.00	942.24	9,398.56	(608.56)	107%
120-5-00-5061 VEHICLE MAINT	11,012.00	851.39	4,097.77	6,914.23	37%
120-5-00-5062 TAXES & LIC	619.00	-	501.27	117.73	81%
120-5-00-5074 INSURANCE	14,735.00	8.38	8.38	14,726.62	0%
120-5-00-5075 BANK FEES	12,750.00	1,000.01	9,500.12	3,249.88	75%
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	4,520.00	15.00	3,524.67	995.33	78%
120-5-00-5092 POSTAGE & SHIPPING	1,300.00	201.50	519.95	780.05	40%

<b>NON-DEPARTMENTAL EXPENDITURES (CON'T)</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
120-5-00-5110 CONTRACTUAL SERVICES	40,000.00	2,402.62	34,819.34	5,180.66	87%
120-5-00-5121 LEGAL SERVICES	9,500.00	1,158.75	7,183.46	2,316.54	76%
120-5-00-5122 ENGINEERING SERVICES	34,000.00	160.00	17,037.87	16,962.13	50%
120-5-00-5123 OTHER PROFESSIONAL SERVICE	51,000.00	8,087.72	2,268.26	48,731.74	4%
120-5-00-5130 PRINTING & PUBLICATION	1,500.00	-	1,512.84	(12.84)	101%
120-5-00-5135 NEWSLETTER	1,000.00	-	-	1,000.00	0%
120-5-00-5145 EQUIPMENT RENTAL	990.00	-	1,736.87	(746.87)	175%
120-5-00-5148 OPERATING SUPPLIES	11,699.00	1,329.96	9,635.70	2,063.30	82%
120-5-00-5150 REPAIR & REPLACE	53,614.00	13,295.15	61,398.13	(7,784.13)	115%
120-5-00-5155 MAINT BLDG & GROUNDS	8,400.00	197.50	3,346.17	5,053.83	40%
120-5-00-5156 CUSTODIAL SERVICES	9,600.00	788.00	8,463.00	1,137.00	88%
120-5-00-5157 SECURITY	460.00	-	147.00	313.00	32%
120-5-00-5160 SLUDGE DISPOSAL	13,660.00	-	19,349.37	(5,689.37)	142%
120-5-00-5191 TELEPHONE	6,960.00	982.19	7,596.14	(636.14)	109%
120-5-00-5192 ELECTRICITY	17,291.00	3,593.58	21,334.88	(4,043.88)	123%
120-5-00-5193 OTHER UTILITIES	2,600.00	171.49	1,825.23	774.77	70%
120-5-00-5195 ENV/MONITORING	33,000.00	2,730.00	29,548.10	3,451.90	90%
120-5-00-5196 RISK MANAGEMENT	15,000.00	-	7,420.00	7,580.00	49%
120-5-00-5198 ANNUAL OPERATING FEES	1,600.00	-	1,198.75	401.25	75%
120-5-00-5310 EQUIPMENT - FIELD	1,149.00	-	278.65	870.35	24%
120-5-00-5311 EQUIPMENT - OFFICE	1,271.00	-	59.91	1,211.09	5%
120-5-00-5312 TOOLS - FIELD	524.00	-	100.46	423.54	19%
120-5-00-5315 SAFETY EQUIPMENT	1,874.00	1,057.53	2,408.13	(534.13)	129%
120-5-00-5545 RECORDING FEES	200.00	-	145.93	54.07	73%
120-5-00-5600 CONTINGENCY	40,636.00	-	2,700.81	37,935.19	7%
<b>TOTAL</b>	<b>440,165.00</b>	<b>50,382.17</b>	<b>288,311.40</b>	<b>151,853.60</b>	<b>66%</b>

<b>ADMINISTRATION EXPENDITURES</b>	<b>BUDGET</b>	<b>PERIOD</b>	<b>ACTUAL</b>	<b>BALANCE</b>	<b>BUDGET</b>
120-5-10-5010 SALARIES & WAGES	265,334.00	24,761.71	198,780.64	66,553.36	75%
120-5-10-5020 EMPLOYEE BENEFITS	65,665.00	4,122.25	42,570.91	23,094.09	65%
120-5-10-5021 RETIREMENT BENEFITS	38,231.00	1,804.15	52,260.38	(14,029.38)	137%
120-5-10-5063 CERTIFICATIONS	20.00	-	-	20.00	0%
120-5-10-5090 OFFICE SUPPLIES	6,500.00	147.37	2,207.44	4,292.56	34%
120-5-10-5170 TRAVEL MILEAGE	1,100.00	101.57	1,110.74	(10.74)	101%
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	225.00	793.56	3,206.44	20%
120-5-10-5179 ADM MISC EXPENSES	300.00	-	47.11	252.89	16%
<b>TOTAL</b>	<b>381,150.00</b>	<b>31,162.05</b>	<b>297,770.78</b>	<b>83,379.22</b>	<b>78%</b>

<b>FIELD EXPENDITURES</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
120-5-30-5010 SALARIES & WAGES	190,391.00	20,335.87	141,939.37	48,451.63	74.55
120-5-30-5020 EMPLOYEE BENEFITS	53,183.00	4,370.99	41,953.77	11,229.23	78.89
120-5-30-5021 RETIREMENT BENEFITS	38,231.00	1,539.91	31,101.02	7,129.98	81.35
120-5-30-5022 CLOTHING ALLOWANCE	1,300.00	-	600.00	700.00	46.15

<b>FIELD</b>	<b>CURRENT</b>	<b>CURRENT</b>	<b>YEAR TO DATE</b>	<b>BUDGET</b>	<b>% OF</b>
<b>EXPENDITURES, Cont.</b>	<b>BUDGET</b>	<b>PERIOD</b>	<b>ACTUAL</b>	<b>BALANCE</b>	<b>BUDGET</b>
120-5-30-5063 CERTIFICATIONS	380.00	36.50	703.00	(323.00)	185
120-5-30-5090 OFFICE SUPPLIES	1,040.00	91.78	654.89	385.11	62.97
120-5-30-5170 TRAVEL MILEAGE	680.00	-	-	680.00	0
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	668.65	5,742.04	(1,742.04)	143.55
<b>TOTAL</b>	<b>289,205.00</b>	<b>27,043.70</b>	<b>222,694.09</b>	<b>66,510.91</b>	<b>77%</b>

<b>DIRECTORS</b>	<b>CURRENT</b>	<b>CURRENT</b>	<b>YEAR TO DATE</b>	<b>BUDGET</b>	<b>% OF</b>
<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>PERIOD</b>	<b>ACTUAL</b>	<b>BALANCE</b>	<b>BUDGET</b>
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	156.10	1,415.68	1,584.32	47.19
120-5-40-5020 DIRECTOR BENEFITS	230.00	6.97	40.28	189.72	17.51
120-5-40-5030 DIRECTOR HEALTH BENEFITS	34,793.00	2,949.84	28,172.40	6,620.60	80.97
120-5-40-5170 TRAVEL MILEAGE	100.00	-	101.28	(1.28)	101.28
120-5-40-5176 DIRECTOR TRAINING	200.00	-	240.00	(40.00)	120
<b>TOTAL</b>	<b>38,323.00</b>	<b>3,112.91</b>	<b>29,969.64</b>	<b>8,353.36</b>	<b>78%</b>



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

**APRIL, 2016**

**Financial Report**

REVENUE & EXPENSE **WATER** REPORT

4/1/2016-4/30/2016

<b>130-WATER ENTERPRISE FUND FINANCIAL SUMMARY</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
<b>ALL REVENUE</b>	1,138,568.00	168,099.35	1,093,241.30	45,326.70	<b>96%</b>

<b>EXPENDITURE SUMMARY</b>					
NON-DEPARTMENTAL	602,660.00	32,908.72	511,734.91	90,925.09	85%
ADMINISTRATION	385,340.00	31,127.43	303,774.76	81,565.24	79%
FIELD	285,930.00	31,737.45	258,214.94	27,715.06	90%
DIRECTORS	39,383.00	3,281.66	30,422.26	8,960.74	77%
<b>TOTAL</b>	<b>1,313,313.00</b>	<b>99,055.26</b>	<b>1,104,146.87</b>	<b>209,166.13</b>	<b>84%</b>

<b>REVENUES</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
130-4035 RECONNECT FEE	13,000.00	1,080.00	12,455.00	545.00	96%
130-4039 WATER METER INST	300.00	-	680.00	(380.00)	227%
130-4040 RECORDING FEE	110.00	-	40.00	70.00	36%
130-4045 AVAILABILITY FEES	35,000.00	-	18,346.69	16,653.31	52%
130-4110 COMM WATER USE	32,600.00	4,526.11	35,783.03	(3,183.03)	110%
130-4112 GOV'T WATER USE	844.00	342.63	3,230.43	(2,386.43)	383%
130-4115 WATER USE	1,024,100.00	92,299.49	905,536.07	118,563.93	88%
130-4117 WATER OVERAGE FEE	-	-	8,417.22	(8,417.22)	0%
130-4118 WATER OVERAGE COMM	-	-	11,569.44	(11,569.44)	0%
130-4119 WATER OVERAGE GOV	-	-	898.25	(898.25)	0%
130-4210 LATE FEE	25,014.00	2,024.27	20,677.51	4,336.49	83%
130-4215 RETURNED CHECK FEE	700.00	150.00	1,025.00	(325.00)	146%
130-4300 MISC INCOME	1,100.00	532.82	5,738.54	(4,638.54)	522%
130-4310 OTHER INCOME	-	67,093.38	67,093.38	(67,093.38)	1157%
130-4505 LEASE INCOME	5,800.00	-	1,404.02	4,395.98	0%
130-4550 INTEREST INCOME	-	50.65	346.72	(346.72)	0%
<b>TOTAL REVENUES</b>	<b>1,138,568.00</b>	<b>168,099.35</b>	<b>1,093,241.30</b>	<b>45,326.70</b>	<b>96%</b>

<b>NON-DEPARTMENTAL EXPENDITURES</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
130-5-00-5024 WORKERS' COMP INSURANCE	21,700.00	-	1,311.07	20,388.93	6%
130-5-00-5025 RETIREE HEALTH BENEFITS	7,211.00	(69.09)	6,064.04	1,146.96	84%
130-5-00-5060 GASOLINE, OIL & FUEL	8,788.00	942.25	8,947.51	(159.51)	102%
130-5-00-5061 VEHICLE MAINTENANCE	3,521.00	768.25	5,520.89	(1,999.89)	157%
130-5-00-5062 TAXES & LIC	1,153.00	-	423.22	729.78	37%

<b>NON-DEPARTMENTAL EXPENDITURES (CON'T)</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
130-5-00-5074 INSURANCE	14,735.00	8.38	8.38	14,726.62	0%
130-5-00-5075 BANK FEES	12,750.00	985.02	9,485.20	3,264.80	74%
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	17,641.00	15.00	16,627.85	1,013.15	94%
130-5-00-5092 POSTAGE & SHIPPING	1,300.00	201.50	519.94	780.06	40%
130-5-00-5110 CONTRACTUAL SERVICES	43,650.00	4,982.16	40,566.91	3,083.09	93%
130-5-00-5121 LEGAL SERVICES	9,445.00	1,158.75	14,177.34	(4,732.34)	150%
130-5-00-5122 ENGINEERING SERVICES	37,500.00	1,286.25	7,341.88	30,158.12	20%
130-5-00-5123 OTHER PROFESSIONAL SERVICES	73,200.00	2,560.73	46,087.16	27,112.84	63%
130-5-00-5124 WATER RIGHTS	10,428.00	1,912.10	35,305.21	(24,877.21)	339%
130-5-00-5130 PRINTING & PUBLICATIONS	1,500.00	-	1,512.84	(12.84)	101%
130-5-00-5135 NEWSLETTER	1,000.00	-	-	1,000.00	0%
130-5-00-5145 EQUIPMENT RENTAL	-	-	40,587.76	(40,587.76)	0%
130-5-00-5148 OPERATING SUPPLIES	1,107.00	-	1,686.71	(579.71)	152%
130-5-00-5150 REPAIR & REPLACE	62,888.00	9,425.42	79,899.66	(17,011.66)	127%
130-5-00-5155 MAINT BLDG & GROUNDS	8,400.00	612.70	2,802.57	5,597.43	33%
130-5-00-5156 CUSTODIAL SERVICES	10,000.00	787.00	8,462.00	1,538.00	85%
130-5-00-5157 SECURITY	460.00	-	147.00	313.00	32%
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	-	-	(11,747.02)	11,747.02	0%
130-5-00-5191 TELEPHONE	6,958.00	982.11	7,596.15	(638.15)	109%
130-5-00-5192 ELECTRICITY	132,166.00	5,776.88	97,590.31	34,575.69	74%
130-5-00-5193 OTHER UTILITIES	2,627.00	171.50	1,825.29	801.71	69%
130-5-00-5195 ENV/MONITORING	24,000.00	1,127.50	12,649.00	11,351.00	53%
130-5-00-5196 RISK MANAGEMENT	300.00	-	-	300.00	0%
130-5-00-5198 ANNUAL OPERATING FEE	22,400.00	2,385.27	19,006.98	3,393.02	85%
130-5-00-5310 EQUIPMENT - FIELD	1,149.00	-	-	1,149.00	0%
130-5-00-5311 EQUIPMENT - OFFICE	1,271.00	-	48.93	1,222.07	4%
130-5-00-5312 TOOLS - FIELD	1,681.00	-	38.69	1,642.31	2%
130-5-00-5315 SAFETY EQUIPMENT	1,531.00	844.80	2,142.07	(611.07)	140%
130-5-00-5505 WATER CONSERVATION	10,000.00	(3,990.30)	4,957.82	5,042.18	50%
130-5-00-5545 RECORDING FEES	200.00	-	145.93	54.07	73%
130-5-0-5580 TRANSFERS OUT	-	-	6,889.84	(6,889.84)	0%
130-5-00-5600 CONTINGENCY	50,000.00	-	43,071.24	6,928.76	86%
<b>TOTAL</b>	<b>602,660.00</b>	<b>32,874.18</b>	<b>511,700.37</b>	<b>90,959.63</b>	<b>85%</b>

<b>ADMINISTRATION EXPENDITURES</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
130-5-10-5010 SALARIES & WAGES	265,334.00	24,761.69	204,243.65	61,090.35	77%
130-5-10-5020 EMPLOYEE BENEFITS	65,665.00	4,122.21	42,700.05	22,964.95	65%
130-5-10-5021 RETIREMENT BENEFITS	42,446.00	1,804.13	52,512.16	(10,066.16)	124%
130-5-10-5063 CERTIFICATIONS	20.00	-	-	20.00	0%
130-5-10-5090 OFFICE SUPPLIES	6,500.00	147.37	2,207.63	4,292.37	34%
130-5-10-5170 TRAVEL MILEAGE	1,475.00	101.58	1,155.04	319.96	78%
130-5-10-5175 EDUCATION / SEMINARS	3,600.00	225.00	943.65	2,656.35	26%
130-5-10-5179 ADM MISC EXPENSES	300.00	-	47.13	252.87	16%
<b>TOTAL</b>	<b>385,340.00</b>	<b>31,161.98</b>	<b>303,809.31</b>	<b>81,530.69</b>	<b>79%</b>

<b>FIELD EXPENDITURES</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
130-5-30-5010 SALARIES & WAGES	190,391.00	25,239.88	178,468.05	11,922.95	94%
130-5-30-5020 EMPLOYEE BENEFITS	53,183.00	4,370.98	42,111.48	11,071.52	79%
130-5-30-5021 RETIREMENT BENEFITS	34,016.00	2,000.12	34,431.99	(415.99)	101%
130-5-30-5022 CLOTHING ALLOWANCE	1,900.00	-	600.00	1,300.00	32%
130-5-30-5063 CERTIFICATIONS	200.00	36.50	193.00	7.00	97%
130-5-30-5090 OFFICE SUPPLIES	1,040.00	40.30	504.42	535.58	49%
130-5-30-5170 TRAVEL MILEAGE	800.00	10.67	10.67	789.33	1%
130-5-30-5175 EDUCATION / SEMINARS	4,400.00	39.00	1,895.33	2,504.67	43%
<b>TOTAL</b>	<b>285,930.00</b>	<b>31,737.45</b>	<b>258,214.94</b>	<b>27,715.06</b>	<b>90%</b>

<b>DIRECTORS EXPENDITURES</b>	<b>CURRENT BUDGET</b>	<b>CURRENT PERIOD</b>	<b>YEAR TO DATE ACTUAL</b>	<b>BUDGET BALANCE</b>	<b>% OF BUDGET</b>
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	166.85	1,490.87	1,509.13	50%
130-5-40-5020 DIRECTOR BENEFITS	230.00	7.43	42.52	187.48	18%
130-5-40-5030 DIRECTOR HEALTH BENEFITS	34,793.00	2,949.84	28,172.40	6,620.60	81%
130-5-40-5170 TRAVEL MILEAGE	560.00	157.54	421.47	138.53	75%
130-5-40-5176 DIRECTOR TRAINING	800.00	-	295.00	505.00	37%
<b>TOTAL</b>	<b>39,383.00</b>	<b>3,281.66</b>	<b>30,422.26</b>	<b>8,960.74</b>	<b>77%</b>



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

**APRIL, 2016  
FINANCIAL REPORT  
POOLED CASH  
AS OF APRIL 30, 2016**

<b>Beginning Balance</b>	<b>166,624.21</b>
<b>Cash Receipts</b>	
Deposit	260,783.57
Transfers	0.00
<b>Total Receipts</b>	<b>260,783.57</b>
<b>Cash Disbursements</b>	
Accounts Payable	140,768.87
Payroll	66,992.85
Bank Fees	1,970.03
<b>Total Disbursements</b>	<b>209,731.75</b>
<b>Ending Balance</b>	<b>217,676.03</b>

**TEMPORARY INVESTMENTS**

AS OF APRIL 30, 2016

Fund		LAIF	Money Mkt	Total	G/L Bal
120	Sewer Operating Fund	67,240.05	37,443.32	104,683.38	104,683.38
130	Water Operating Fund	42,373.92	17,809.40	60,183.32	60,183.32
215	1995-2 Redemption	60,805.20	99,159.03	159,964.23	159,964.22
218	CIEDB Redemption	11,504.37	(115,183.03)	(103,678.66)	(103,678.66)
219	USDARUS Solar Loan (Sewer)	818.76	91,687.30	92,506.05	92,506.06
313	Wastewater Cap Fac Reserved	258,509.00	0.00	258,509.01	258,509.00
314	Wastewater Cap Fac Unrestricted	261,167.69	397,410.68	658,578.36	658,578.36
319	Solar Reserve	-	35,307.26	35,307.26	35,307.26
320	Water Capital Fund	-	-	-	-
350	CIEDB Loan Reserve	171,072.99	-	171,072.99	171,072.99
711	Bond Administration	27,133.59	14,424.34	41,557.93	41,557.93
<b>TOTAL</b>		<b>900,625.57</b>	<b>578,058.31</b>	<b>1,478,683.89</b>	<b>1,478,683.88</b>





**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

**APRIL, 2016**

**FINANCIAL REPORT**

**CAPITAL EXPENDITURES**

2015-2016 BUDGET

<b>Sewer</b>	<b>Budget</b>	<b>Yr to Date Actual</b>
Repair Sewer Lateral Leaks	70,000	8,900.00
Complete Revised Sewer System Management Plan	9,000	0.00
Install Security Fencing at Lift Station 1 & 4	10,000	0.00
New Roof for Admin Building		0.00
New Pickup Truck	35,000	0.00
SCADA Hardware for Lift Stations	17,000	13,734.70
Preliminary Design-Chlorine Disinfection Facility	50,000	4,993.75
Crazy Creek Land Purchase	120,000	2,261.50
CL2 basin - 2 Flowmeter Replacements	9,000	0.00
Install Treatment Plant Inflow Meter	25,000	12,000.00
Backup Generators for Lift Stations 2,3,5,6 Hardester	190,000	129,000.00
Retrofit Lift Station 7 & install backup generator	110,000	114,141.12
<b>Total</b>	<b>645,000</b>	<b>285,031.07</b>

<b>Water</b>	<b>Budget</b>	<b>Yr to Date Actuals</b>
New Roof for Admin Building (not from capital) VOIDED		0.00
<i>(No planned capital expenditures in FY 2015-2019)</i>		
<b>Total</b>	<b>-</b>	<b>0.00</b>

# MEMO

To: Board of Directors

From: Trish Wilkinson

Date: May 12, 2016

RE: Senior Account Representative's Monthly Report

---

## **Monthly Billing April 04/29/2016**

April mailed statements: 2121

April electronic statements: 352

The statement "special message" contained the Drought Stage 2 rates in effect and invitation to visit website for paperless statement option.

## **Delinquent Billing 5/20/2016**

Delinquent statements for April bills:

Mailed statements: 432

Electronic statements: 68

## **Courtesy Notification 05/10/2016**

Courtesy notices delivered to the customer's property for delinquent April bills: 122

Electronic notices: 15

## **Phone Notification 05/11/2016**

Phone notifications: 85

The phone notification was sent out around 10:30 am resulting in 59 payments received by the office staff during business hours.

## **Lock Offs 05/12/2016**

26 customers were in the lock off process at 5:00 pm on 05/11/2016.

10 payments were made before service orders went out in the field at 9:00 am on 05/12/2016.

A total of 16 customers were actually locked off for nonpayment.

Throughout lock off day 9 payments were collected and meters unlocked.

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



# Hidden Valley Lake Community Services District

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## April 2016 Report

Spring Has Sprung  
Road Race



# April 2016 Field Report

Water Connections:		Sewer Connections:	
New (April)	0	New (April)	0
Residential (March)	2429	Residential (March)	1484
Commercial & Govt (March)	35	Commercial & Govt (March)	15
<b>Total (March) :</b>		<b>2464</b>	<b>1499</b>

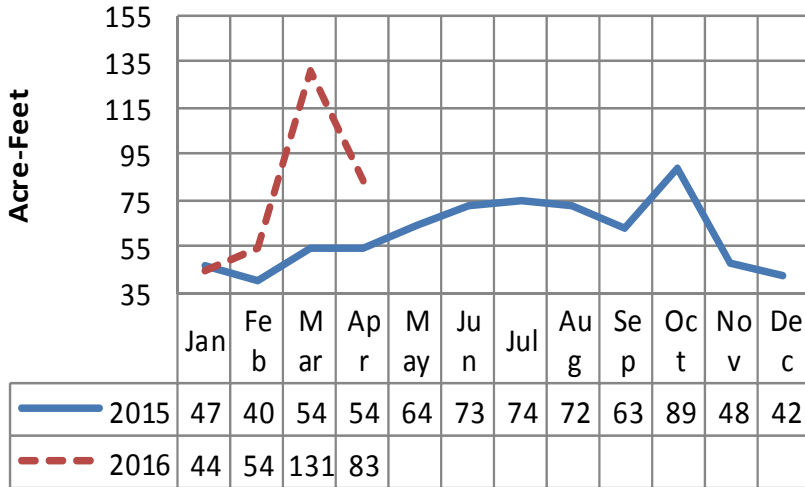
Rainfall		
<i>This month</i>	<i>Last year</i>	<i>Historical</i>
.68	1.48	2.14

Groundwater Elevation			
<i>Monitoring Wells</i>	<i>This month</i>	<i>Last year</i>	<i>Historical</i>
Prod Wells	935.17	931.48	932.65
AG	936.7	934.54	936.18
TP Wells	955.11	954.54	954.76
Grange Rd	937.84	936.51	938.04
American Rock	973.64	970.06	971.10
Spyglass	970.07	965.53	967.11
Luchetti	923.56	922.19	923.06
18th T	944.36	941.44	942.84

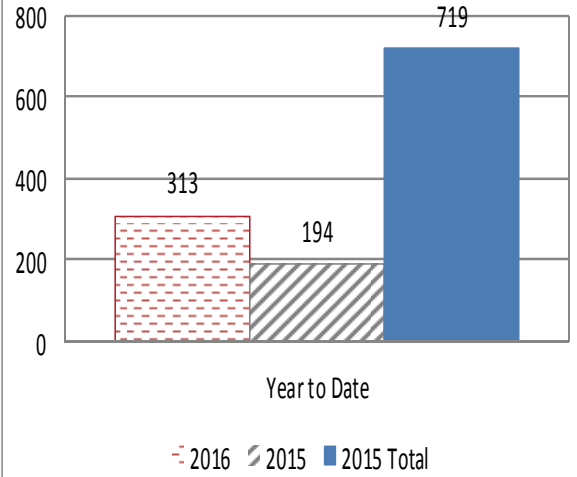
Completed Service Orders		
<i>This month</i>	<i>YTD</i>	<i>Last YTD</i>
103	423	1424
<b>Overtime Hours</b>	<b>95.5</b>	<b>\$3692.87</b>

# April 2016 Field Report

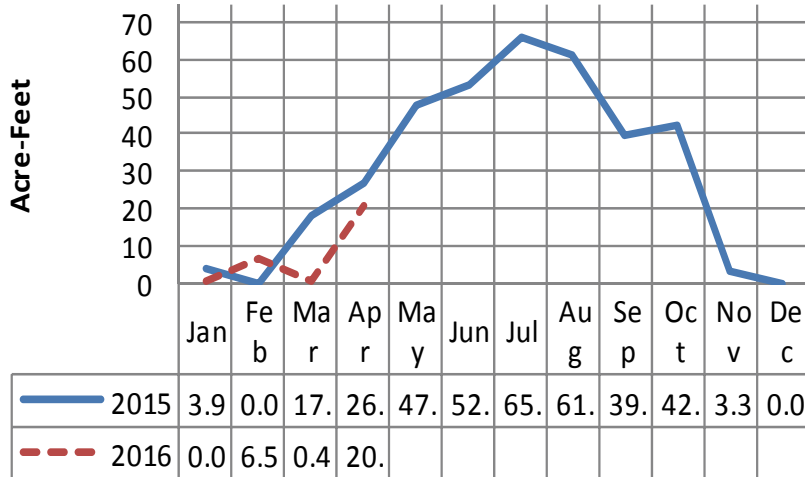
## HVLCSD Municipal Well Production



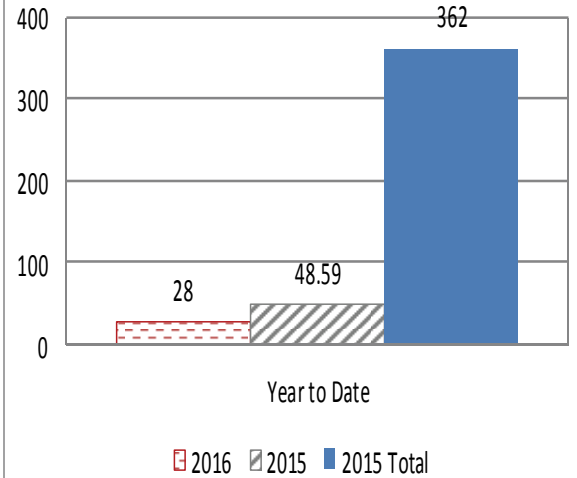
## HVLCSD Municipal Well Production



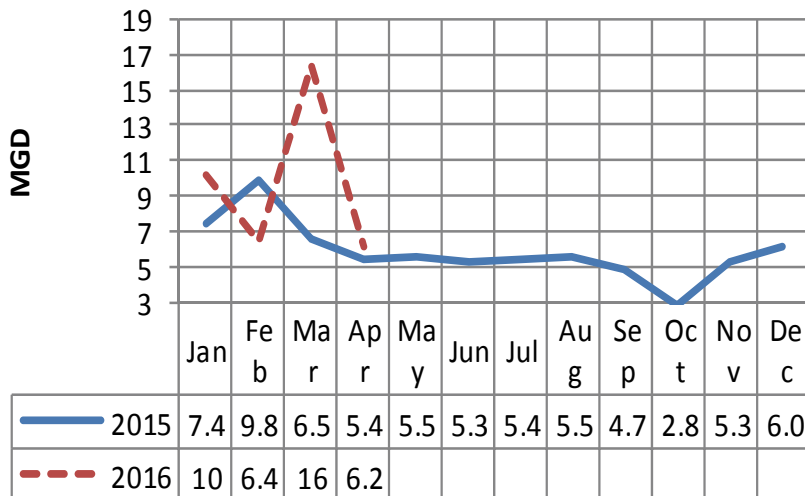
## HVLCSD Municipal Reclaimed Water Use



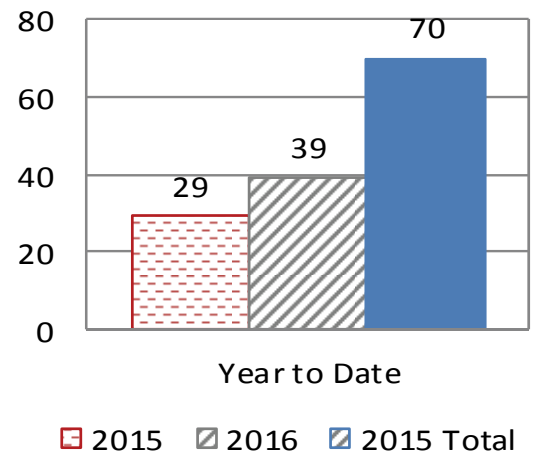
## HVLCSD Municipal Reclaimed Water



## HVLCSD Municipal Wastewater Influent



## HVLCSD Municipal Wastewater Influent



# April 2016 Field Report

## Water Operations and Maintenance Highlights

- 4/5, 4/7 Courtesy notices, lock offs
- Repaired mainline break at Powderhorn
- Weed abatement
- Routine operations and maintenance
- Meter reads

## Wastewater Operations and Maintenance Highlights

- 4/5, 4/7 Courtesy notices, lock offs
- Road repair
- Working on I&I project bids
- Troubleshoot SCADA
- WWTP Tours
- Rebuilt 502 pump motor
- RMP preparation
- Routine operations and maintenance
- Meter reads

# April 2016 Field Report

Vehicle Mileage	
<i>Vehicle</i>	<i>Mileage</i>
Truck 1	0
Truck 3	2623
Truck 4	788.4
Truck 6	309
Truck 7	801
Truck 8	1641
Dump Truck	418
Backhoe	17
	Non-op
Tractor	(scrap)
New Holland	
Tractor	23

Fuel Tank Use		
	<i>Gasoline</i>	<i>Diesel</i>
Tank Meter	89095.5	20007.7
Fuel Log	533.4	171.8
April Tank		
Level	375	445.65
March Tank		
Level	440.22	437.50

Middletown High School

WWTP Tour







# Hidden Valley Lake Community Services District

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

## MEMO

TO: Matt Bassett  
FROM: Coleen Blakey  
DATE: May 17, 2016  
RE: Accounting Projects (update)

Task	Update
1. Improvement District No. 1	All legal documents and disc received
2. Valley Fire	Modular depreciated and disposed as recommended by CPA. Waiting for response from CPA re: journal entries
3. OPEB Actuarial	The new actuarial has been completed and received.
4. GASB 68	The actuarial from CalPERS has been received.
5. Balancing	Accounts receivable, general ledger & pooled cash in balance
6. Procedures	<u>Draft</u> procedures completed for <ol style="list-style-type: none"><li>1. Accounts Receivable</li><li>2. Budgets including Incode installation</li><li>3. Check Reconciliation (accountant)</li><li>4. Project accounting</li><li>5. Utility reconciliation</li><li>6. Bad debt</li><li>7. Setting-up new rates</li><li>8. Fiscal Year End schedule &amp; paths</li><li>9. Tax Roll apportionment</li><li>10. Accounts Payable</li></ol> Partial draft procedures for General Ledger and Fixed Assets.





# Hidden Valley Lake Community Services District

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**May 12, 2016**

## **General Manager Matt Bassett's Monthly Board Letter**

### **Key discussion items:**

- I. Hexavalent Chromium 6 (Strategic Plan #1A):** Staff met the state required, compliance plan submittal deadline of April 29th.
- II. RMP (Strategic Plan #1D):** Staff has successfully turned over to Coastland all the documents they've requested. Our Coastland engineer is now finalizing the RMP report. Ideally the draft report will be ready by the end of June.
- III. Verizon Cell Tower Lease Agreement (Strategic Plan #4A):** Our legal counsel is still reviewing the lease agreement.
- IV. Field Vehicle Replacement Plan (Strategic Plan #1B-1C):** The Finance Committee has discussed this topic as part of preparing the 2016-2017 budget. This topic is on this month's agenda as an actionable item (agenda item #10). Please review your board packet for the complete topic.
- V. Storm Water Detention Pond (Strategic Plan #1E):** The new insurance-approved metal building is built. The generator will be fully installed by the end of June.
- VI. HVLA water use agreement:** HVLA and HVL CSD, signed the agreement on April 21, 2016.
- VII. Grange Road Damage:** The use of our road by the Ashbritt group should end within the next few weeks. As requested by the County, staff has prepared a history of the road construction since 1993. Once the road isn't being used any longer by Ashbritt, we'll need to have the road damage and history reviewed by a professional for their assessment.
- VIII. Sewer collection system I&I repairs:** Staff has received two bids. Both bids will be presented to the Board in this month's regular meeting (agenda item #9). Please review the documents included in this board packet.
- IX. Collection on delinquent accounts:** Staff has submitted to legal counsel our completed policy and procedure documentation for review and advice.

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

**DATE:** May 17, 2016

**AGENDA ITEM: DISCUSSION AND POSSIBLE ACTION: Approval of sewer collection system main line repair bid**

**RECOMMENDATIONS:**

Approve one of two bids as detailed in this packet, to reduce the impact of influent and infiltration on the wastewater treatment plant operations and equipment.

**FINANCIAL IMPACT:**

Company	Bid amount	Additional commitment
ABC Service	\$41,260	
Trenchless Pipe	\$72,484	Manhole rehab - \$8,955

Budgeted funds for fiscal year 2015-2016, under Sewer Capital Expenditures "Repair sewer lateral leaks" currently has a balance \$61,100 (from an originally budgeted amount of \$70,000).

**BACKGROUND:**

Aging infrastructure is a challenge for most water & wastewater utilities. One indicator of this improvement opportunity is a rise in wastewater influent and infiltration (I&I). A large increase of influent processing caused by I&I is a burden to the operations and equipment at the wastewater treatment plant. In order to mitigate these damaging effects, a review of the wastewater collection system is needed. This review can identify exact locations and specific repairs needed to reduce the level of I&I reaching the wastewater treatment plant.

In February of 2016, a review revealed improvement opportunities (see included Project Summary, MC Engineering). A Bid Specification document was then drafted, to solicit bids from qualified and interested agencies to address the improvement opportunity located between manhole C9 and A7 (see included Bid Specifications). Both ABC Service and Trenchless Pipe responded, and the bid documents have been included.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Matt Bassett, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on May 17, 2016 by the following vote:

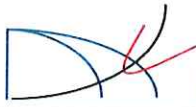
Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
Secretary to the Board



**MC ENGINEERING**

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**HIDDEN VALLEY LAKE**  
COMMUNITY SERVICES DISTRICT

Hidden Valley Lake Community Services District

**WASTEWATER COLLECTION SYSTEM CCTV  
REVIEW AND REHABILITATION  
RECOMMENDATIONS**

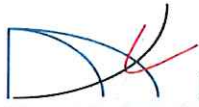
**PROJECT SUMMARY**

**February, 2016**

**Prepared By:**



MC Engineering, Inc.  
6917 Ohana Place  
Orangevale, CA 95662



**SUMMARY**

CCTV inspection was performed by ABC Services, on Feb 1, 2016, in response to District concerns of inflow & infiltration ( I&I ) as well as overall pipe condition in specified areas of the sewer collection system (approx. 2000 LF), as previously designated by District Staff.

Video files were then presented to MC Engineering staff for review of defects and recommended rehabilitation(s). Analysis & review was performed, which included a condition rating criteria based on the National Pipeline Assessment Condition Program (PACP), along with other accepted industry ranking standards such as; Likelihood of Failure (LOF), Consequence of Failure (COF) and Engineering factors such as, depth, access, potential conflicts, and other associated risks.

Based on the findings (attachment A), MC Engineering recommends that the District begin repairs and or rehabilitation efforts on designated/identified pipe segments to avoid any liability, including and not limited to: sewer system overflows (SSO's), private property damage, and other water quality violations.

The pipe segment, between **manhole C9** and **manhole A7**, has numerous defects and should be repaired, as soon as possible, using Best Management Practices and other cost- effective methods. In addition, the pipe segment between **manhole A16** and **manhole A17**, requires a cured in place pipe repair (CIPP), regular jetting/cleaning, root removal from pipe joints and root removal at **manhole A16**.

A small portion of line segment from **16770 to 16873** was not accessible for inspection and will need to be accessed and viewed from an adjacent lateral connection. We recommend that the contractor re-inspect this segment.

MC Engineering is pleased to provide this report information and look forward to supporting your future water & sewer needs. Please contact us with any questions.

Respectfully,

Doyle Champlain

MC Engineering

**Table 1**  
**Evaluation of CCTV Files**

Hidden Valley Lake CSD											
EVALUATION OF CCTV FILES											
MH US	MH DS	DIRECTION	PIPE	COMMENTS/OBSERVATIONS	LOF	COF	ENG	TOTAL	ACTION 1	ACTION 2	ACTION 3
A17	A16	downstream	AC								
				footage							
				30 ft							
				Pipe sag, approx 30%	2	3	1	6	PM		
				42 ft							
				Pipe sag, approx 30%	2	3	1	6	PM		
				69 ft							
				Pipe sag, approx 20%	1	3	1	5	PM		
				72 ft							
				abandoned/capped tap	2	3	1	6	confirm		
				73 ft							
				Pipe sag, approx. 40%	3	3	1	7	PM		
				146 ft							
				Pipe sag, approx. 25%	1	3	1	5	PM		
				164 ft							
				Pipe sag, approx. 40%	3	3	1	7	PM		
				172 ft							
				Multiple crack , hole	4	3	2	9	CIPP	DR	
				295 ft							
				Pipe sag, approx. 40%	3	3	1	7	PM		
				299 ft.							
				roots protruding into MH.	4	3	1	8	PM	GRT	
				299 ft.							
				end of line segment AMH							
MH US	MH DS	DIRECTION	PIPE	COMMENTS/OBSERVATIONS	LOF	COF	ENG		ACTION 1	ACTION 2	ACTION 3
16770	16873	upstream	PVC								
				192 ft.							
				push cam	0	0	0	0	DA	FISP	
				192 ft.							
				end of reel							
MH US	MH DS	DIRECTION	PIPE	COMMENTS/OBSERVATIONS	LOF	COF	ENG		ACTION 1	ACTION 2	ACTION 3
16770	16873	downstream	PVC								
				195 ft							
				push cam	0	0	0	0	DA	FISP	
				195 ft							
				end of reel							
MH US	MH DS	DIRECTION	PIPE	COMMENTS/OBSERVATIONS	LOF	COF	ENG		ACTION 1	ACTION 2	ACTION 3
18403	18363	downstream	PVC								
				309 ft.							
				no significant defects	0	0	0	0	DA		
				309 ft.							
				end of line segment AMH							
MH US	MH DS	DIRECTION	PIPE	COMMENTS/OBSERVATIONS	LOF	COF	ENG		ACTION 1	ACTION 2	ACTION 3
C9	A7	downstream	AC/PVC								
				footage							
				47 ft							
				prior repair 12 oclock	2	3	1	6	FISP	CIPP	
				76 ft							
				Longitudinal crack	3	3	2	8	CIPP	FISP	DR
				123 ft							
				prior repair 7-12 o clock	2	3	1	6	FISP		
				193 ft							
				material change AC to PVC	1	2	1	4	DA		
				320 ft							
				material change PVC to AC	1	2	1	4	DA		
				326 ft							
				Infiltration runner at Joint	3	3	2	8	CIPP	DR	
				388 ft							
				RMJ roots at joint	3	3	1	7	PM	FM	CIPP
				389 ft							
				material change AC / PVC	1	2	1	4	DA		
				404 ft							
				End of line segment AMH							

Critical	
Problematic	
PM	preventive maintenance
DA	Deferred action
FISP	Follow up Inspection
CIPP	Cured in place patch
GRT	grout
DR	dig and repair
FM	root foaming





## Hidden Valley Lake Community Services District

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# BID SPECIFICATIONS FOR TRENCHLESS PIPE REHABILITATION OF SEWER MAINS

## Description, General Provisions/Technical Specifications, Materials Lists and Submittals

**Description:** This specification addresses the trenchless rehabilitation of sewer mains by the pipe bursting method and also Cured in Place Pipe (CIPP)--point repairs. The Contractor will furnish all labor, equipment, materials, tools and appurtenances necessary for the performance and completion of the contract to the satisfaction of Hidden Lake Community Services District. The improvements and methods to include and not be limited to:

### BID # 1 PIPE BURSTING

- Rehabilitation of approximately 400 lineal ft. of existing 6 inch asbestos cement (AC) and PolyVinyl Chloride (PVC) pipe utilizing the trenchless bursting method and installing new HDPE pipe. Bid to include connecting to existing sewer mains, manholes, house services and excavations as needed, utilizing any and all equipment, labor and materials needed or required. Pipe bursting unit used shall be designed to force its way through the existing line by fracturing the pipe and compressing the broken pieces into the surrounding soil as the equipment progresses. The bursting unit shall generate sufficient force to burst the existing pipeline and yet produce minimal disruption of surrounding soil. The pipe bursting unit shall pull the HDPE pipe with it as it moves forward.
- Pipe bursting and replacement shall be performed on the 6-inch sewer main from pipe segment **Manhole C9** to **Manhole A7** (Please refer to **Exhibit A**).
- Any and all residual, waste or by product shall be promptly removed from site and disposed of properly in accordance with District and State environmental Compliance requirements. This Bid may be submitted as price per foot but shall include all the above elements.
- All work to be completed within 60 days after award of bid.

### BID # 2 CURED IN PLACE PIPE POINT /PATCH REPAIRS

- Contractor shall install Cured in Place point repair using "trenchless technology" to various areas determined by District staff (Please refer to **EXHIBIT B & C**) These areas are proposed for rehabilitation using CIPP repairs

to restore structural integrity to damaged pipes, while meeting all of the CIPP Specification ASTM F1216, including requiring materials for a 50-year minimum service life. A cured in place point repair will be determined effective by stopping infiltration and/or providing structural stability to existing host pipe. The products used shall meet NSF and ICC specifications for pressure, temperature, resistance to corrosives and other conditions for the service life of product and meet or exceed the structural limits of the host pipe. **Slip Liner is not accepted.**

- Finished product shall not impede/ restrict flow and shall not add to the general maintenance of the line being rehabilitated. Bulges and other deformities associated with poor bonding to host pipe shall not be accepted.
- **Installation of product shall not result in bypass pumping or prolonged interruption of customer services.**
- Any and all residual, waste or by product shall be promptly removed from site and disposed of properly in accordance with District and State environmental Compliance requirements. This Bid may be submitted as price per unit/each installation, but shall include all the above elements.
- Length of each repair patch will be minimum of 2 ft or 1 ft either side of defect.
- All work to be completed within 60 days after award of bid.

#### **General Provisions:**

- 1) Insurance Requirements: The Contractor shall provide certificates of insurance naming the Hidden Valley Lake Community Service District (District) and MC Engineering, Inc. as additional insured under the policy prior to mobilizing. Minimum coverage shall limits shall be as follows:
  - a) Comprehensive or Commercial (minimum limits per occurrence): \$1,000,000
  - b) General Aggregate: \$2,000,000
  - c) Employer Liability: \$1,000,000
  - d) Automobile Liability: \$1,000,000
  - e) Workers Compensation: As required by California law
- 2) The Contractor shall purchase and maintain such liability and other insurance as is appropriate for the work being performed and as will provide protection from claims set forth below which may arise out of or result from Contractor's performance of the work and Contractor's other obligations under the Contract Documents, whether it is to be performed by Contractor, any subcontractor or supplier, or by anyone directly or indirectly employed by any of them to perform any of the work, or by anyone for whose acts any of them may be liable:

- Claims under workers' compensation, disability benefits, and other similar employee benefit acts;
  - Claims for damages because of bodily injury, occupational sickness or disease, or death of Contractor's employees;
  - Claims for damages because of bodily injury, occupational sickness or disease, or death of any person other than Contractor's employees;
  - Claims for damages insured by reasonably available personal injury liability coverage which are sustained: (i) by any person as a result of an offense directly or indirectly related to the employment of such person by Contractor, or (ii) by any other person for any other reason;
  - Claims for damages, other than to the work itself, because of injury to or destruction of tangible property wherever located, including loss of use resulting therefrom; and
  - Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.
- 3) Hold Harmless and Indemnification: Contactor shall hold harmless and indemnify the District, its officers and representatives, and MC Engineering, Inc.
- 4) In any and all claims against the District or the Engineer, or any of their agents or employees, by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for those acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under worker's compensation acts, disability benefit acts or other employee benefit acts.
- 5) The Contractor shall guarantee all materials and equipment furnished and work performed for a period of one (1) year from the date of Substantial Completion. The Contractor warrants and guarantees for a period of one (1) year from the date of Substantial Completion of the system that the completed system is free from all defects due to faulty materials or workmanship and the Contractor shall promptly make such corrections as may be necessary by reason of such defect including the repairs of the damage of other parts of the system resulting from such defects. The District will give notice of observed defects with reasonable promptness. In the event that the Contractor should fail to make such repairs, adjustments or other work that may be made necessary by such defects, the District may do so and charge the Contractor the cost thereby incurred.



- 6) The District, Engineer, project inspector, and/or a designated representative of the Consulting Engineer will make a final inspection of the work. This inspection shall be made as soon as practical after the Contractor has notified the District in writing that the work is ready for this inspection. The pre-final inspection shall be made prior to acceptance of any portion of the work as being substantially complete and prior to filing of the Notice of Completion.
- 7) The manufacturer's guidelines for all materials to be used on the project shall be present on the construction site at all times.
- 8) Contractors shall comply with all applicable City, County, State, and Federal laws and regulations relating to construction of the improvements as required.
- 9) If the Project Engineer and/or District Designee determines that any work on private or public property constitutes a hazard to the health, safety, or welfare of the public; endangers property; adversely affects the safety, use or stability of adjacent property; an overhead or underground utility, or a public way, watercourse or drainage channel; or could adversely affect the air quality; or the water quality of any water bodies or water courses; the Project Engineer and/or District Designee may issue a stop work notice to the owner of the property upon which the condition is located, or other person or agent in control of such property. Upon receipt of such stop work notice, the recipient shall, within the period specified therein, stop all work, obtain any necessary permits and conform to the requirements identified in the stop work notice.
- 10) All improvements within the District shall be performed by a contractor licensed in accordance with the California Contractors State License Law, Business and Professions Code Section 7000 et seq.
- 11) Because it is virtually impossible to anticipate all situations that may arise, or to prescribe specifications applicable to every situation, any items or situations not included in these Specifications and Standards shall be constructed in accordance with the approved and accepted construction practices, within the region, and/or other standards and as specified by the Project Engineer and/or District Designee.
- 12) Approval and necessary permits from any and all jurisdictional agencies whose facilities are involved, or whose approval is required.
- 13) **Record Drawings** and/or as-built will be provided to the Project Engineer and/or District Designee. Any materials that are used and not specified in drawings and details will require a submittal to the Project Engineer and/or District Designee for approval. The contractor/developer shall keep an accurate record of all approved deviations from the plans before and during construction.

- 14) All material removed from a project shall be disposed of properly. Special attention shall be given to planning for recycling the material, and to the actual recycling process. The written recycling plans shall be provided to the Project Engineer and/or his Designee, at the pre-construction meeting.
- 15) **Contact "Underground Service Alert"** notification 48 hours before any excavation. Any areas not marked with white paint shall not be included in the USA, and these areas shall not be excavated. The Contractor shall be responsible for any damage resulting from excavation in unmarked areas. The Applicant requesting the USA markings shall be responsible for the removal of the USA markings upon completion of the work.
- 16) **Existing utilities interfering with the approved installation** shall be removed, reset, relocated, adjusted, or otherwise managed as approved by the Project Engineer and/or District Designee. Utilities damaged during construction shall be repaired to the satisfaction of the Project Engineer and/or his Designee. The project's property boundaries shall be clearly delineated by the use of orange temporary construction fencing.
- 17) **Where work is being done in an off-site easement**, the property owner shall be notified 48 hours prior to beginning any work. Extreme care shall be taken to protect both the existing project site and all adjacent improvements from damage. The Contractor shall provide and install suitable safeguards approved by the Project Engineer and/or District Designee to protect objects from injury or damage. Any damage resulting from the construction shall be repaired or replaced in a timely manner at the Contractor's expense.
- 18) **Construction safety** within the project area shall be governed by the Construction Safety Orders of the Occupational Safety and Health Standards of Title 8 of the California Code of Regulations. For trenches 5-feet and deeper, a copy of the Contractor's annual CALOSHA trenching permit, and a copy of the Contractor's letter informing CALOSHA of the work location with the date and time the trenching is commencing shall be submitted to the Project Engineer and/or his Designee before beginning excavation of trenches. The project's designated competent person shall be present during all trench work.
- 19) Construction work hours shall conform to applicable local standards and ordinances and which shall be limited to:

**7:00 AM to 5:00 PM**

**Monday through Friday**

Work between 8:00 AM to 5:00 PM on Saturday, Sunday and Holidays requires a written request to the Project Engineer and/or District Designee 72- hours prior to the desired construction. If work is allowed outside regular work hours, the Contractor shall have a copy of the written approval available at the work site. Work is defined as having equipment engines running, however, workers shall not be on site more than 1/2-hour before and after work times, and shall be performing work related functions.

- 20) Provide a **traffic control plan** whenever traffic flow is impacted by the project, or as required by the District or Lake County Department of Public Works. The traffic plan shall receive approval from the Project Engineer and/or District Designee. In preparation of the Traffic Control Plan, the Contractor is referred to the Lake County, State of California Standard Plans, or State of California Manual of Traffic Controls for Construction and Maintenance Work Zones (latest edition), and the Work Area Traffic Control Handbook (WATCH Manual) published by BNi Books, a division of Building News Inc.
- 21) **Street cleaning** will be required and monitored for work in the public street for dirt or mud that is tracked onto the public rights of way. All dirt and/or mud shall be picked up, and not washed into the existing storm drain. The Contractor shall clean the streets daily, or more often if so directed by the Project Engineer and/or District Designee. If the Contractor fails to keep the streets clean, the District may elect to clean the areas and charge the costs to the appropriate company.
- 22) All **construction water** shall be metered and accounted for by the Contractor. The Contractor may obtain a hydrant meter permit from the District for the use of construction water. Water meter and usage reading shall be given to the District upon project completion for water auditing purposes.
- 23) Any improvements constructed **without inspection**, as provided above, or constructed contrary to the order or instructions of the Project Engineer and/or District, shall be deemed as not complying with the contract and shall not be accepted by the Project Engineer and/or District.
- 24) Drawings and documents shall be supplied to the Project engineer and/or District Designee prior to the start of construction and shall include the following:
- 25) Shop drawings, catalog data, and manufacturer's technical data showing complete information on material composition, physical properties, and dimensions of new pipe and fittings. Include manufacturer's recommendations for handling, storage, and repair of pipe and fittings damaged.
- 26) Include qualifications of personnel involved in Butt Fusion Welding and CIPP repairs.

- 27) Contractor shall guarantee and warrant all materials supplied as being fit for the purposes intended, and that all work performed as having been accomplished in a proper and workman-like manner. Should any failure of materials and/or work occur within the warranty period, the Contractor shall promptly make the needed repairs at the Contractor's own expense. Should such failure of work result in excessive maintenance by the District, or, in the opinion of the District, the failure has not been repaired, the Contractor shall incur the additional maintenance cost. The cost shall be equal to the annual maintenance cost divided by the current prime rate. The warranty period for workmanship shall not exceed one year from the time of completion. Materials warranty shall be minimum of 50 years.
- 28) The Project Engineer and/or District Designee shall complete their guarantee and warranty inspections during the tenth or eleventh month following the Notice of Completion. A final punch-list will be prepared for delivery to the Contractor by the end of the eleventh month.
- 29) Any field changes requiring a change order, whether no-cost or negotiated must first have the approval of the Project Engineer and/or the District. Any change order mark-ups shall not exceed 12%.
- 30) The contractor shall provide to the District documentation showing experience and references of past work performed, which shall include:
- The Contractor will have actively engaged in the installation of pipe using pipe bursting equipment and also Cured In Place repairs using accepted industry standard methods for a minimum period of three (3) years.
  - Field Supervisory Personnel employed by the Pipe Bursting Contractor will have at least (3) three years of documented experience in the performance of the work.

## **Technical Specifications**

The following Technical Specifications are based upon preliminary engineering and may require some refinements due to possible conflicts encountered in the field. Modification during construction by the Contractor must be first approved by the project Engineer and/or the District. The following specifications are to be incorporated into this project and any changes are to be approved by the Project Engineer and/or District Designee:

- 1) **Materials:**  
**Cured in Place Pipe (CIPP) point repair material :**

Shall meet all of the CIPP Specification within ASTM F1216, including requiring materials for a 50-year minimum service life. (FERNCO PIPE PATCH or equal) A cured in place point repair will be determined effective by stopping infiltration and or providing structural integrity equal to or exceeding the host pipe material. A proper bond of the CIPP and host pipe will be determined upon post installation by CCTV inspection. **Any restrictions, reduced flow or poor quality bond shall not be accepted.**

**Pipe Bursting Material:**

- A. Replacement pipe for bursting shall be High Density Polyethylene Pipe (HDPE) and meet all applicable requirements of ASTM F14.
- B. HDPE pipe and fittings will be used in accordance with the material specifications. All additional appurtenances (manholes, tees, gaskets, etc.) will meet the material specifications. All pipe segments installed by pipe bursting will be joined by butt fusion or electro fusion.
- C. HDPE pipe will meet the requirements of AWWA C901 and C906.
- D. HDPE pipe will meet the minimum stability requirements of ASTM D3350. Pipe will be legibly marked at regular intervals with the manufacturer's name, trademark, pipe size, classification, and other appropriate legends such as SDR 19 or SDR 17.
- E. Pipe color shall be solid black unless otherwise specified in these contract documents.
- F. All pipe shall be made of virgin material and pipe shall be homogeneous throughout and shall be free of visible cracks, holes, foreign material, blisters, or other deleterious faults.
- G. HDPE pipe and fittings will be used in accordance with the material specifications. All additional appurtenances (manholes, tees, gaskets, etc.) will meet the material specifications. All pipe installed by pipe bursting will be joined by butt fusion or electro fusion.
- H. PVC Pipe shall have been manufactured within an 18-month period prior to installation. All pipe to be made in U.S.A.
- I. Pipe showing signs of physical damage or excessive ultraviolet exposure will be rejected and shall be immediately removed from the job site.

- J. Pipe showing signs of physical damage or excessive ultraviolet exposure will be rejected and shall be immediately removed from the job site.
- K. Sewer service connections to the HDPE main may be made by Plastic Saddles with Stainless Steel Straps, by GPK or approved equal or Rubber Saddles with Stainless Steel Straps by Fernco Company, DFW, or approved equal.
- L. Sewer service connections to the main may also be made with Inserta Tees or equal.
- M. Materials for Sealing Manholes. The annular space at each manhole may be sealed with Oakum saturated with Avanti 202, with a water stop gasket by Fernco Company or approved equal and finished with a quick setting grout.

## **2) Preparation:**

- A. All sewer service connections shall be located prior to pipe bursting CCTV Inspection.
- B. If the CCTV inspection reveals obstructions, pipe materials, deflections and other anomalies that will prevent the pipe burst from proceeding properly and cannot be removed by conventional cleaning equipment; a point repair will be made with Project Engineer or District's prior approval and separate payment for this work will be made.
- C. Before any excavation is done for any purposes, the Contractor shall contact the appropriate One Call agency (USA) for determining field locations of existing utilities. Area to be marked in white as required with permit or ticket number.

## **3) Installation:**

**All work is to be completed within 60 days of award of bid.**

- A. All installations shall follow manufacturer's recommendations unless otherwise noted on the approved plans. The manufacturer's installation guide shall be on the job site at all times.
- B. Excavation, staging and work areas shall be restored to pre-existing conditions as approved by District or Project Engineer prior to project completion.

- C. The polyethylene pipe shall be assembled and joined at the site using the butt-fusion method to provide a leak proof joint. Threaded or solvent cement joints and connections are not permitted. All equipment and procedures used shall be in strict compliance with the manufacturer's recommendations. Fusing shall be accomplished by trained personnel meeting manufacturer's requirements.
- D. Terminal sections may also be joined by Electrofuse Couplings by Central Plastic Company, Friatec, or approved equal.
- E. Sewer service connections to the main may also be made with Electrofusion Saddles by Central Plastics, Friatec, or approved equal and sewer service connections to the main may also be made with Inserta Tees.
- F. Bypass pumping shall be accomplished when and where necessary. The Contractor shall provide flow diversion with pumps adequate in size and capacity to handle all flows generated during the pipe burst process. All costs for bypass pumping shall be included in the bid price.
- G. Excavation of access pits shall be contractors responsibility and cost included in overall bid price. Locations of pits shall be approved by owner prior to work beginning.
- H. Insertion pits shall be of sufficient length to allow the bursting head and new HDPE pipe to enter the host pipe at an angle that will maintain the grade of the existing sanitary sewer.
- I. Excavation, staging and work areas shall be restored to pre-existing conditions as approved by District/owner prior to project completion.
- J. The butt-fused joint shall be in true alignment and shall have uniform rollback beads resulting from the use of proper temperature and pressure. The joint shall be allowed adequate cooling time before removal of pressure. The fused joint shall be watertight and shall have tensile strength equal to that of the pipe. All defective joints shall be cut out and replaced at the expense of the Contractor.
- K. Service connections to the HDPE pipe shall be made with materials submitted and approved in accordance with "Materials" section listed above.

- L. An appropriate relaxation period shall be allowed prior to making service connections and connecting to manholes. The relaxation period shall be appropriate with and dependent upon site conditions, as determined by Contractor.
  
- M. If concrete encasements are encountered, a point repair shall be performed to excavate and break out concrete prior to the bursting operation to allow the steady and free passage of the pipe bursting head, with approval from the Owner/Engineer. Separate payment for this work will be made.
  
- N. The new HDPE pipe shall be inserted immediately behind the bursting head in accordance with the manufacturer's recommended procedures. The bursting tool shall be specifically designed and manufactured for the type of insertion process being used.

It shall be utilized to guide and assist the bursting head during the operation. A pushing machine may be utilized to aid pipe insertion from the rear.

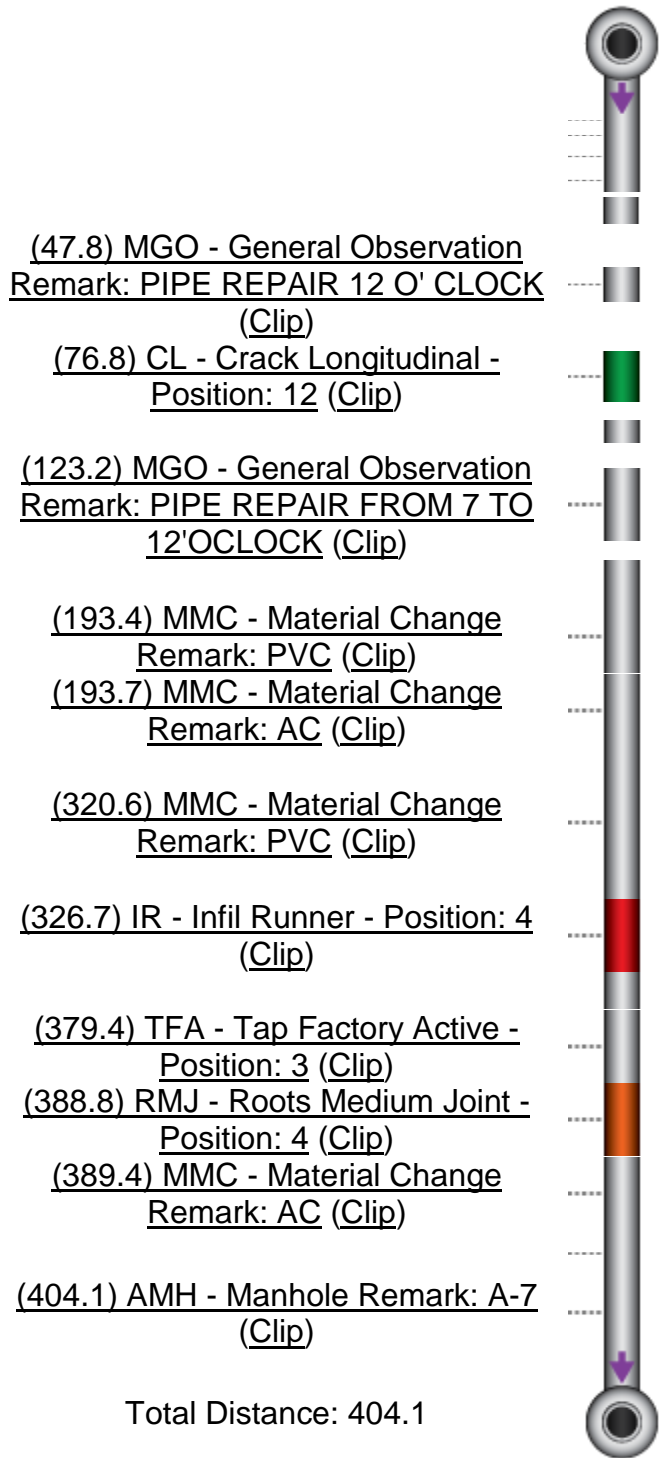
### **3. Testing and Acceptance**

- A. After new HDPE pipe is installed and any CIPP repairs performed , and all services and terminations are reconnected, the line shall be inspected by contractor using PACP compliant CCTV. Video file shall be submitted to the Engineer or District for approval and acceptance of the work.
  
- B. Workmanship shall be warrantied for minimum of one (1) year, with materials warrantied for minimum of fifty (50) years.



Date: 2/1/2016  
reet: DEER HILL ROAD  
Length Surveyed: 404.1  
Pacp Quick Overall Rating: 4131  
Height (Diameter): 6  
Street: DEER HILL ROAD

Upstream MH: C-9  
Downstream MH: A-7  
Direction of Survey: Downstream  
Material: Asbestos Cement/ PVC



ID Number: C-9

### EXHIBIT "A"

Total Distance: 404.1

ID Number: A-7

# ABC SERVICE

205 22nd Street • Sacramento CA 95816 • PHONE (916) 448-3535 • FAX (916) 448-3952 • CA. LIC.#844025

- Pipeline Television Inspection
- Hydro Vac Cleaning
- Smoke Test
- Tap Cutting
- Slip Lining
- Chemical Root Control
- Pipe Busting
- Epoxy Liner Spot Repair

May 11, 2016

Hidden Valley Lake CSD  
19400 Hartman Road  
Hidden Valley Lake, CA 95467  
ATTN: Paul Silva

RE: Pipe Busting Bid

In response to your request for written proposal ABC Service has prepared the following for your review.

Pipe Burst 405FT of 6" sewer line: \$72.00 per foot: \$29,160.00  
Includes all excavation of pits and any preparing of manholes, backfilling and compaction.

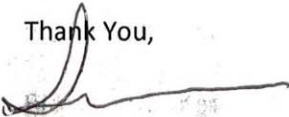
Reinstate 1 lateral: \$5700.00  
Includes excavation, back fill and compaction.

Install 2 2ft point repairs: \$3200.00 each: \$6400.00

Total Estimated Cost \$41,260.00

*Please note: ABC Service no longer provides manhole rehabilitation services.*

Thank You,



Steve Edwards, Owner  
ABC Service



NATIONAL ASSOCIATION OF SEWER SERVICE COMPANIES

Bid Date: 4/13/2016  
 Time: 12:00PM

**Proposal for:**  
**Trenchless Pipe Reahbiatation Of Sewer Mains**  
 From  
 Nor-Cal Pipeline Services  
 5050 Business Center Dr, #200, Fairfield, CA 94534  
 LN: 935878 A Type: GENERAL ENGINEERING  
 Phone: (916) 442-5400 Fax: (530) 673-8062

Hidden Valley Lake CSD

Item	Description	Quantity	Unit	Unit Price	Total Price
<b>A</b>	<b>BASE BID</b>				
01	Mobilization	1.00	LS	5,600.0000	5,600.00
02	Pipe Busrt From MH C9 to MH A7	404.00	LF	146.0000	58,984.00
03	Install Cured In Place Pipe Point Repair - MH A17 to MH A1	2.00	EA	3,950.0000	7,900.00
				Total:	<u>72,484.00</u>
<b>B</b>	<b>ADD ALTERNATE - MANHOLE REHAB TO STOP INFILTRATION</b>				
04	Rehab Manholes A17, A16 & A1	3.00	EA	2,985.0000	8,955.00
				Total:	<u>8,955.00</u>
Total For BASE BID					72,484.00
Total For ADD ALTERNATE - MANHOLE REHAB TO STOP INFILTRATION					8,955.00
<b>Total:</b>					<b><u>81,439.00</u></b>

Attachment Enclosed

4/13/2016 8:27 am

Estimator: Larry Lopes

4/13/2016

8:27AM

**Nor-Cal Pipeline Services**  
**Job Conditions - Attachment 'A'**

Trenchless Pipe Reahbiatation Of Sewer Mains

1. Nor-Cal Pipeline Services is signatory to the Operating Engineers and Laborers Unions.
2. Based on 8 hours per day, 5 days per week. Night work is not included unless specified.
3. This quote does not cover removal of obstructions that cannot be removed with standard hydro cleaning methods and equipment, including hanging gaskets.
4. No SWPPP.
5. No notification of residents and businesses.
6. No de-watering or by pass pumping.
7. No phasing of work.
8. No major traffic control.
9. All access for openings and right of way provided to Nor-Cal.
10. On site water provided by others.
11. Stand by rate: \$595.00 per hour after the first 15 minutes of delay.
12. Price does not include any cutting of protruding taps unless specified.
13. Area for disposal must be provided at no cost.
14. All water to be decanted back in system.
15. No permits, fee's or bonds.
16. Nor-Cals bond rate is 2%.
17. No excavation or regrading of flow lines of existing channels.
18. No clearing of brush, trees or debris out side of pipe.

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

**DATE:** May 17, 2016

**AGENDA ITEM: DISCUSSION AND POSSIBLE ACTION:** Appropriate insurance reimbursements for losses on the Well 4 Structure, Wire fencing, and Garage from Other Income (4310) into Capital Account for Vehicles (1291)

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**RECOMMENDATIONS:**

Approval for the release of funds totaling \$27,997 to purchase trucks.

Please find attached a request from the Field Operations lead to reallocate some funding from the Valley Fire insurance reimbursements, towards the truck purchase.

**FINANCIAL IMPACT:** In the current fiscal year, monies are available in both the Sewer & Water Capital Expenditure funds. In the Sewer Capital Expenditure fund, \$35,000 was approved and set aside for a truck purchase in early 2015. Later in the fiscal year, \$27,997 of the Water & Sewer Capital Expenditure fund (\$6,998 from Sewer and \$20,999 from Water) is derived from the reallocation of Valley Fire reimbursement funds. The following chart illustrates the source of these reallocated funds.

<b>Source</b>	<b>Amount</b>
Water - Well 4 structure	\$16,614
Water - Flood Control Barbed wire (\$8,400)	\$ 4,385
Sewer - Garage (attached to manufactured home)	\$ 6,998
<b>Total:</b>	<b>\$27,997</b>

Added to the \$35,000 funds set aside in the Sewer Capital expense fund, the total of \$62,997 will be sufficient for the needed (2 sewer and 1 water) truck purchase.

The Nissan dealership located in Santa Rosa has provided a quote of \$19,999 for the type of truck that will best suit the needs of the Field Operations staff. Total truck cost would be \$59,997. Any remaining funds will support the build-out of these trucks with equipment essential to daily operations (Tool boxes, tools and racks for equipment, e.g.).

**BACKGROUND:**

The current Field Operations vehicle fleet has an average age of approximately 11 yrs, and all have understandably high mileage. Much time and materials have been allocated towards keeping these vehicles operational over the years, but at this point safety and dependability is questionable. The new smaller Nissan Frontier trucks are all four cylinder trucks which provide a better MPG over the older larger trucks that we'd remove from the fleet.

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APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

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I, Matt Bassett, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on May 17, 2016 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

---

Secretary to the Board

May 12, 2016

Re: Notes on potential truck purchase


To Whom It May Concern:

Field Operations has needed trucks for a long time. It has become a challenge to keep staff safe, and promptly respond to trouble calls. I now consider this a top priority. Given the importance of this matter, I would rather see insurance money from other Valley Fire losses, put towards the purchase of new trucks.

Specifically, current insurance money from the Well 4 security enclosure at \$xxxx, wire fencing at \$xxxx, and the garage that used to be attached to the home at the wastewater treatment plant \$xxxxx, would be put to better use in upgrading our vehicles.

While still important, I feel these three items could be addressed at a later date.

Thank you for your consideration,

A handwritten signature in cursive script that reads "Dennis White". The signature is written in black ink and is positioned to the left of the printed name.

Dennis White

**From:** Mark Rad <assistance@jimbonenissan.dsmessage.com>

**To:** mbassett@hiddenvalleylakecsd.com

**Subject:** Nissan Frontier

**Date:** May 11, 2016

**Time:** 1:11 pm

**Size:** 6.0 KB



Hi Matt,

Here is the info you want. We will sell Three Nissan Frontiers white in color with automatic transmission and Air For \$19.999 out the door. Selling price is \$20.530 sales tax is \$1545.75 at 7.5% License and Title is \$424.25 -\$2500 Rebate to get to \$19.999 out the door. We will also double the power train warranty to 5year or 120.000 miles at no additional charge instead of 5year or 60.000k miles. Please let me know ASAP if this will work for you guys.

Sincerely  
Mark Rad :)  
707 695-5079

This email was **sent to:** mbassett@hiddenvalleylakecsd.com.

**From:** Jim Bone Nissan 1275 Santa Rosa Ave Santa Rosa, CA 95404





Innovation  
that excites

## 2015 FRONTIER®

### WELCOME TO THE 2015 NISSAN FRONTIER® DIGITAL BROCHURE

Full of images, feature stories, and all the specification and trim level information you need to help select your Frontier.®

[Click here](#) to sign up for news and updates on the 2015 Nissan Frontier.®



BROCHURE REFLECTS MY15 PRODUCT INFORMATION. Please check back soon for the 2016 Brochure.



## NISSAN KNOWS THAT FOUR WALLS ARE STRONGER THAN THREE.

That's why Frontier® features a full-length, fully boxed ladder frame instead of the 3-sided, open C-shape rails found on some other trucks. The frame is built with super-high-tensile-strength steel in strategic areas for enhanced structural rigidity. This rugged material is stronger than conventional steel for increased torsional stiffness that helps deliver improved performance, on- and off-road. And it's the perfect foundation to build upon with our advanced technology.



FULLY BOXED FRAME

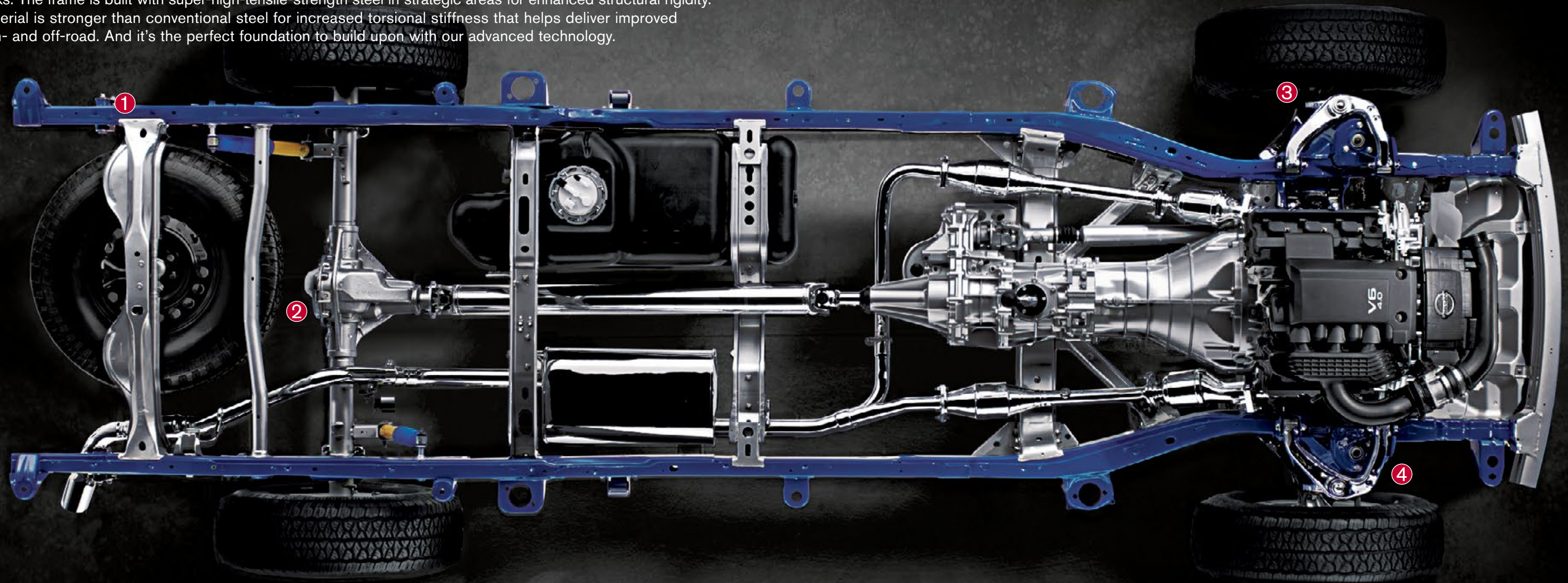


CONVENTIONAL C-RAIL

**Anti-lock Braking System (ABS)** rapidly pumps the brakes during hard braking to help keep your wheels from locking up, helping you steer around an obstacle.

**Electronic Brake force Distribution (EBD)** senses additional weight, whether it's a full cargo bed or a full tank of gas, and sends extra force to the rear brakes.

**Brake Override Technology.** Standard on every Frontier®, it's designed to help slow down your vehicle and bring it to a stop in an emergency. It works by overriding accelerator input and reducing engine power when the accelerator and brake pedals are applied simultaneously.



① Overslung rigid leaf-spring rear suspension

② Available heavy-duty Dana® rear axle

③ 4-wheel vented disc brakes with Anti-lock Braking System (ABS)

④ Steel double-wishbone front suspension

**Vehicle Dynamic Control (VDC).** Also known as electronic stability control, VDC monitors driver inputs and vehicle motion and helps compensate for oversteer or understeer to help keep you on your steered path.<sup>1,2</sup>

**Active Brake Limited Slip (ABLS).** To help keep your wheels from spinning, Frontier® offers ABLS. This system senses when a wheel begins to slip, then automatically brakes the slipping wheel and sends additional power to the wheel (or wheels on 4x4 models) with the best traction.<sup>2</sup>

Some components have been chrome-plated or painted for display purposes only. <sup>1</sup>VDC, which should remain on when driving except when freeing the vehicle from mud or snow, cannot prevent accidents due to abrupt steering, carelessness, or dangerous driving techniques. <sup>2</sup>Standard on all models. Dana® is a registered trademark of Dana Corporation.



## CAPABILITY IS IN YOUR CORNER.

Power – either you've got it, or you don't. And with Frontier,<sup>®</sup> you've got it in a big way. With an available 4.0-liter V6 engine packing 261 horsepower, your V6 is chomping at the bit. And with a massive, best-in-class 281 lb-ft of torque,<sup>1</sup> you can tow or haul just about anything you need to bring along.<sup>2</sup> Maybe it's because we're a company that loves to compete – off-road, on the racetrack, even in the showroom. But wherever we win, we're happy to share the prize with you.

# 261

HORSEPOWER

# 281

LB-FT OF TORQUE

# 6,500

LBS. MAX TOWING<sup>2</sup>



**V6 power.** The available 24-valve 4.0-L V6 works its magic with advanced technology, including a lightweight aluminum engine block, advanced valve timing system, variable intake, and race-bred friction-reducing technology.

**A 4-cylinder that feels like a 6.** Frontier<sup>®</sup> also offers a 2.5-L 4-cylinder that pumps out 152 horsepower, 171 lb-ft of torque, and features a compact balancer system to deliver the smoothness of a V6.

**Gear up.** You can harness the 4-cylinder's power through a 5-speed manual transmission or an available 5-speed automatic. The V6 is available with either a 6-speed manual or 5-speed automatic transmission.

<sup>1</sup>Ward's Light Vehicle Market Segmentation. 2015 Frontier<sup>®</sup> vs. 2015 Small Pickup Class. <sup>2</sup>King Cab<sup>®</sup> 4x2 models with V6. 7-pin connector trailer wire harness and tow hitch receiver required, both sold separately. See Nissan Towing Guide and Owner's Manual for proper use. Cargo shown for display purposes only. Cargo and load capacity limited by weight and distribution. Always secure all cargo. Heavy loading of the vehicle with cargo, especially on the roof, will affect the handling and stability of the vehicle.



# NISSAN UTILI-TRACK® SYSTEM INNOVATION THAT'S GOT A GRIP.

Wouldn't it be cool if you could put the submission hold on cargo? The available Utili-track® Channel System on Frontier® gives you choices few other trucks can match.<sup>1</sup> Just about any type of cargo you can think of, this system is fully equipped to help keep it secured tightly. Five channels, four cleats, and a lot of thought about how people really use their trucks have created a system that's simple, rugged, and offers near-infinite possibilities.



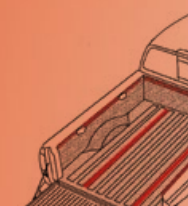
## LOADS OF ACCESSORIES

There's also a full line of available accessories to help you get even more out of Utili-track®, including a Sliding Tool Box,<sup>2</sup> a Sliding Bed Divider, and a Sliding Bed Extender.



## 4 CLEATS

Frontier's four heavy-duty forged aluminum cleats easily slide in the channels for unmatched flexibility to tie things down – and the strength to hold them.



## 5 CHANNELS

Unmatched versatility comes in the form of five channels – including two channels in the floor, a feature few competitors can match. And since you can lock the cleat anywhere along the rail, Frontier® makes sure you find the best position to secure whatever you bring along.



## SPRAY-ON BEDLINER

Adding to the incredible versatility of the bed, the available spray-on bedliner is applied at the factory – so you know it's done right. Fade- and weather-resistant, it's a rugged, non-skid surface that adheres directly to the bed to help prevent rusting and protect the truck's bed.

<sup>1</sup>Cargo shown for display purposes only. Cargo and load capacity limited by weight and distribution. Always secure all cargo. Heavy loading of the vehicle with cargo, especially on the roof, will affect the handling and stability of the vehicle. <sup>2</sup>Tool Box Tray shown in photo is sold separately. See your Nissan dealer for more information.





**GO WIDE WITH THE KING CAB.®**

**Frontier® King Cab.®** Smart design means rear doors that give your passengers easy access to the cabin. And with no B-pillars, you also get a huge opening for larger-than-life items. The two rear seats face forward or flip up and out of the way to reveal a wide open space for cargo.<sup>1</sup>

Nissan Frontier® PRO-4X® King Cab® shown in Graphite Steel Cloth.

<sup>1</sup>Cargo and load capacity limited by weight and distribution. Always secure all cargo. Heavy loading of the vehicle with cargo, especially on the roof, will affect the handling and stability of the vehicle.





## KEEP IT UNDER WRAPS.

When it comes to keeping your cabin tidy and your gear safe from prying eyes, Frontier® gives you some smart options, including (1) a multi-level center console, (2) removable storage under the rear seats, and (3) a big, dual-level glove compartment.<sup>1</sup>



<sup>1</sup>See Specifications section for availability. Cargo shown for display purposes only. Cargo and load capacity limited by weight and distribution. Always secure all cargo. Heavy loading of the vehicle with cargo, especially on the roof, will affect the handling and stability of the vehicle.



# SPECIFICATIONS

Engine	S KC/CC 4x2/4x4	SV KC 4x2	SV V6 KC/CC 4x2/4x4	DR KC/CC 4x2	PRO-4X <sup>1</sup> KC/CC 4x4	SL CC 4x2/4x4
QR25DE – 2.5-liter DOHC 16-valve 4-cylinder	<sup>1</sup>					
— Horsepower – 152 hp @ 5,200 rpm						
— Torque – 171 lb-ft @ 4,400 rpm						
VQ40DE – 4.0-liter DOHC 24-valve V6	<sup>2</sup>					
— Horsepower – 261 hp @ 5,600 rpm						
— Torque – 281 lb-ft @ 4,000 rpm						
Emissions – Tier 2, Bin 5 (Fed); — LEV2 – ULEV (CA)						
Continuously Variable Valve Timing — Control System (CVTCS) on intake valves						
Variable Intake System						
Nissan Direct Ignition System with — platinum-tipped spark plugs						
Electronic drive-by-wire throttle						

## Drivetrain

5-speed manual transmission	<sup>1</sup>					
6-speed manual transmission	<sup>2</sup>					
5-speed automatic transmission	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	
Dana <sup>®</sup> 44 rear axle	<sup>2, 3</sup>		<sup>3</sup>			
Switch-operated 2-speed transfer case — (4x4 models only)	<sup>2</sup>					
Electronic locking rear differential						
Clutch start/cancel <sup>3</sup>						
Hill descent control – 4x4 only <sup>4</sup>	<sup>2</sup>					
Hill start assist – 4x4 only <sup>4</sup>	<sup>2</sup>					

## Brakes

4-wheel vented disc brakes						
4-wheel Anti-lock Braking System (ABS)						
Electronic Brake force Distribution (EBD)						

## Suspension/Steering

Independent double-wishbone front suspension						
Overslung multi-leaf rear suspension with solid axle						

- Standard
- Optional
- Part of S Preferred Package

- Part of SV V6 Value Truck Package
- Part of PRO-4X<sup>®</sup> Luxury Package
- Part of SL Moonroof Package

Suspension/Steering (continued)	S KC/CC 4x2/4x4	SV KC 4x2	SV V6 KC/CC 4x2/4x4	DR KC/CC 4x2	PRO-4X <sup>1</sup> KC/CC 4x4	SL CC 4x2/4x4
Bilstein <sup>®</sup> off-road performance shock absorbers						
Front stabilizer bar						
Engine-speed-sensitive power steering						

## Wheels/Tires

15" x 7" 6-spoke steel wheels	<sup>1</sup>					
16" x 7" 6-spoke steel wheels	<sup>2</sup>					
16" x 7" 6-split spoke aluminum-alloy wheels						
16" x 7" 6-spoke aluminum-alloy wheels						
18" x 7.5" 6-spoke aluminum-alloy wheels						
235/75R15 mud- and snow-rated all-season tires	<sup>1</sup>					
P265/70R16 mud- and snow-rated all-season tires	<sup>2</sup>					
P265/75R16 mud- and snow-rated all-terrain tires						
P265/60R18 mud- and snow-rated all-season tires						
Full-size spare tire						

## Exterior Features

Skid plates (oil pan, fuel tank, 4x4 transfer case)						
Automatic on/off headlights						
Fog lights						
Roof rack with crossbars						
Step rails						
Body-color side moldings						
Front tow hook – 4x4 only	<sup>2</sup>					
Splash guards						
Chrome grille						
Satin chrome grille						
Upper body-color/lower black front bumper — and chrome rear bumper						
Body-color front bumper and chrome rear bumper						
Body-color front and rear bumpers						
Chrome front and rear bumpers						
Black door handles and outside mirrors						
Body-color door handles and outside mirrors						
Chrome door handles and outside mirrors						
Dual power outside mirrors						
Heated outside mirrors						

Exterior Features (continued)	S KC/CC 4x2/4x4	SV KC 4x2	SV V6 KC/CC 4x2/4x4	DR KC/CC 4x2	PRO-4X <sup>1</sup> KC/CC 4x4	SL CC 4x2/4x4
Power sliding glass moonroof						
Sliding rear window						
Rear privacy glass						
Rear Sonar System						
Tow hitch receiver, Class IV <sup>5</sup>						
Long Bed						
Utili-track <sup>®</sup> Channel System with 4 tie-down cleats						
Factory-applied spray-on bedliner						
Locking tailgate and cargo bed light						
Tailgate spoiler						
Bed rail caps						
Sliding bed extender						

## Comfort/Convenience

Nissan Navigation System with 5.8" color touch-screen — monitor and voice recognition						
NissanConnect <sup>SM</sup> with Mobile Apps						
SiriusXM <sup>®</sup> Traffic and Travel Link <sup>6</sup>						
RearView Monitor						
Bluetooth <sup>®</sup> Hands-free Phone System <sup>7</sup>						
Hands-free text messaging assistant <sup>9</sup>						
Air conditioning						
Dual Zone Automatic Temperature Control (ATC)						
In-cabin microfilter						
Power door locks, remote keyless entry, and windows — with driver's window one-touch auto-down						
HomeLink <sup>®</sup> Universal Transceiver						
Cruise control						
Variable intermittent windshield wipers						
Auto-dimming rearview mirror, digital compass and — outside temperature display						
Front map lights						
Three 12-volt DC power outlets (two on S)						
Multi-function trip computer						
Voltage and oil pressure gauges						
Sun visors with vanity mirrors and extension						
Sun visors with illuminated vanity mirrors and extension						

<sup>1</sup>King Cab<sup>®</sup> only. <sup>2</sup>Crew Cab only. <sup>3</sup>Manual transmission only. <sup>4</sup>Automatic transmission only. <sup>5</sup>Subject to vehicle tow/payload capacity. See Nissan Towing Guide and Owner's Manual for proper use. <sup>6</sup>Required SiriusXM<sup>®</sup> Satellite Radio, SiriusXM<sup>®</sup> Traffic and Travel Link<sup>®</sup> are subscriptions sold separately after trial period. Installation costs, one-time activation fee, other fees and taxes will apply. SiriusXM<sup>®</sup> Traffic available in select markets. Services available only to those 18 or older in the 48 contiguous states and D.C. Fees and programming subject to change. Subscriptions governed by Customer Agreement available at [siriusxm.com](http://siriusxm.com). ©2014 Sirius XM Radio Inc. Sirius<sup>®</sup> XM<sup>®</sup> and all related marks and logos are trademarks of Sirius XM Radio Inc. <sup>7</sup>Availability of specific features is dependent upon the phone's Bluetooth<sup>®</sup> support. Please refer to your phone Owner's Manual for details. Bluetooth<sup>®</sup> word mark and logos are owned by Bluetooth SIG, Inc., and any use of such marks by Nissan is under license. <sup>8</sup>Standard on Frontier<sup>®</sup> S King Cab<sup>®</sup> with automatic transmission and Frontier<sup>®</sup> S Crew Cab models. <sup>9</sup>Use the text messaging feature after stopping your vehicle in a safe location. If you have to use the feature while driving, exercise extreme caution at all times so full attention may be given to vehicle operation. Compatible smartphone required. Standard text rates and/or data usage may apply. <sup>10</sup>31.5° on Desert Runner.<sup>11</sup> 32.6° on PRO-4X.<sup>12</sup> 22.6° on Desert Runner.<sup>13</sup> 23.3° on PRO-4X.<sup>14</sup> 7-pin connector trailer wire harness and tow hitch receiver required, both sold separately. Bilstein<sup>®</sup> is a registered trademark of ThyssenKrupp Bilstein GmbH. Dana<sup>®</sup> is a registered trademark of Dana Corporation. HomeLink<sup>®</sup> is a registered trademark of Johnson Controls Technology Company. iPod<sup>®</sup> is a registered trademark of Apple, Inc. All rights reserved. iPod<sup>®</sup> not included. Rockford Fosgate<sup>®</sup> is a registered trademark of Rockford Corporation.

SPECIFICATIONS (CONTINUED)

Comfort/Convenience (continued)	S KC/CC 4x2/4x4	SV KC 4x2	SV V6 KC/CC 4x2/4x4	DR KC/CC 4x2	PRO-4X <sup>®</sup> KC/CC 4x4	SL CC 4x2/4x4
Tilt steering column	<sup>2</sup>					
Second-row under-seat storage						
Eight beverage holders and door storage pockets						
Overhead console with sunglasses storage	<sup>P</sup> <sup>8</sup>					
Driver's seatback pocket	<sup>2</sup>		<sup>2</sup>	<sup>2</sup>		
First aid kit						

Seating/Appointments	S KC/CC 4x2/4x4	SV KC 4x2	SV V6 KC/CC 4x2/4x4	DR KC/CC 4x2	PRO-4X <sup>®</sup> KC/CC 4x4	SL CC 4x2/4x4
4-way manual driver's seat						
8-way manual driver's seat						
8-way power adjustable driver's seat					<sup>L</sup>	
4-way manual front-passenger's seat						
4-way power adjustable front-passenger's seat					<sup>L</sup>	
Driver's seat adjustable lumbar support						
Forward-facing rear flip-up seat	<sup>1</sup>		<sup>1</sup>	<sup>1</sup>	<sup>1</sup>	
60/40 Split flip-up rear bench seat	<sup>2</sup>		<sup>2</sup>	<sup>2</sup>	<sup>2</sup>	
Rear fold-down center armrest					<sup>L</sup>	
Cloth seat trim						
Frontier <sup>®</sup> embroidered cloth seat trim						
PRO-4X <sup>®</sup> embroidered cloth seat trim						
PRO-4X <sup>®</sup> embroidered leather-appointed seats					<sup>L</sup>	
Leather-appointed seats						
White contrast interior stitching						
Heated front seats			<sup>VT</sup>			
Leather-wrapped steering wheel						
Chrome vent accents						
White-faced gauges with satin chrome bezels						
Carpeted floor mats			<sup>VT</sup>			

Audio/Entertainment	S KC/CC 4x2/4x4	SV KC 4x2	SV V6 KC/CC 4x2/4x4	DR KC/CC 4x2	PRO-4X <sup>®</sup> KC/CC 4x4	SL CC 4x2/4x4
AM/FM/CD audio system	<sup>P</sup> <sup>8</sup>					
AM/FM/CD audio system with 5.0" color display						
Rockford Fosgate <sup>®</sup> -powered audio system						<sup>2</sup>
Illuminated steering wheel-mounted audio controls	<sup>P</sup> <sup>8</sup>					
MP3/WMA CD playback capability	<sup>P</sup> <sup>8</sup>					

Audio/Entertainment (continued)	S KC/CC 4x2/4x4	SV KC 4x2	SV V6 KC/CC 4x2/4x4	DR KC/CC 4x2	PRO-4X <sup>®</sup> KC/CC 4x4	SL CC 4x2/4x4
Radio Data System (RDS)	<sup>P</sup> <sup>8</sup>					
Four speakers	<sup>1</sup>					
Six speakers	<sup>2</sup>		<sup>VT</sup> <sup>1</sup>	<sup>2</sup>		
Ten speakers, including subwoofers					<sup>2</sup>	
Auxiliary audio input jack	<sup>P</sup> <sup>8</sup>					
USB connection port for iPod <sup>®</sup> interface and other compatible devices						
SiriusXM <sup>®</sup> Satellite Radio <sup>6</sup>						
Streaming audio via Bluetooth <sup>®</sup> wireless technology <sup>7</sup>						

Safety/Security	S KC/CC 4x2/4x4	SV KC 4x2	SV V6 KC/CC 4x2/4x4	DR KC/CC 4x2	PRO-4X <sup>®</sup> KC/CC 4x4	SL CC 4x2/4x4
Nissan Advanced Air Bag System with dual-stage supplemental front air bags with seat belt and occupant-classification sensors						
Driver and front passenger seat-mounted side-impact supplemental air bags						
Roof-mounted curtain supplemental air bags for side-impact and rollover head protection for outboard occupants						
Vehicle Dynamic Control (VDC) with Traction Control System (TCS)						
Active Brake Limited Slip (ABLS)						
3-point ALR/ELR passenger seat belt system (ELR for driver)						
Front-seat Active Head Restraints						
Front seat belts with pretensioners and load limiters						
LATCH System (Lower Anchors and Tethers for CHildren)						
Zone Body construction with front and rear crumple zones						
Hood-buckling creases and energy-absorbing steering column						
Pipe-style steel side-door guard beams						
Tire Pressure Monitoring System (TPMS)						
Nissan Vehicle Immobilizer System						
Vehicle Security System			<sup>VT</sup>			

PACKAGES

<sup>P</sup> S Preferred Package (King Cab <sup>®</sup> Manual Transmission Only)
AM/FM/CD audio system with Radio Data System and MP3/WMA CD playback capability
Auxiliary audio input jack
Air conditioning
Bluetooth <sup>®</sup> Hands-free Phone System <sup>7</sup>
Cruise control and illuminated steering wheel-mounted audio controls
Front map lights and overhead compartment with sunglasses storage

<sup>VT</sup> SV V6 Value Truck Package
RearView Monitor and Rear Sonar System
Dual Zone Automatic Temperature Control (ATC)
Six speakers (King Cab <sup>®</sup> only)
Auto-dimming rearview mirror, digital compass, and outside temperature display
Factory-applied spray-on bedliner
Utili-track <sup>®</sup> Channel System with 4 tie-down cleats
Fog lights
Vehicle Security System
Heated front seats, carpeted floor mats, and in-cabin microfilter
Sliding bed extender
Tow hitch receiver, Class IV <sup>5</sup>

<sup>L</sup> PRO-4X <sup>®</sup> Luxury Package (Crew Cab Only)
PRO-4X <sup>®</sup> embroidered leather-appointed seats
8-way power adjustable driver's seat
4-way power adjustable front-passenger's seat
Heated outside mirrors
Rear fold-down center armrest
Power sliding glass moonroof
Roof rack with crossbars

<sup>M</sup> SL Moonroof Package
Power sliding glass moonroof
This package is standard on Long Bed models.



DIMENSIONS/CAPACITIES/WEIGHTS/MPG

**Dimensions – Inches**

Exterior	King Cab®	Crew Cab Standard/Long Bed
Wheelbase	125.9	125.9/139.9
Overall length	205.5	205.5/219.4
Overall width	72.8	72.8
Overall height	68.7 – 69.7	70.1 – 73.9
Track width	61.8	61.8
Bed length	73.3	59.5/73.3
Bed width	61.4	61.4
Bed height	18.0	18.0

Vehicle clearance	King Cab®	Crew Cab
Ground clearance at rear differential	8.7" – 10.1"	9.8" – 10.1"
Angle of approach; V6 models	– 4x2 30.5° <sup>10</sup> – 4x4 31.5° <sup>11</sup>	30.5° <sup>10</sup> 31.5° <sup>11</sup>
Angle of departure; V6 models	– 4x2 22.1° <sup>12</sup> – 4x4 22.6° <sup>13</sup>	22.1° <sup>12</sup> 22.6° <sup>13</sup>
Break-over angle; V6 models	19.5° – 20.6°	19.5° – 20.6°

Interior – Inches (front/rear)	King Cab®	Crew Cab
Head room without moonroof	39.7/38.3	40.0/38.7
Leg room	42.4/25.4	42.4/33.6
Hip room	55.8/55.0	55.6/58.0
Shoulder room	58.3/54.9	58.3/58.3

**Maximum Payload – Lbs.**

4-cylinder	S	SV
<b>King Cab® – 4x2</b>		
Manual transmission	953	928
Automatic transmission	913	916

V6	S	SV	DESERT RUNNER®	PRO-4X®	SL
<b>King Cab® – 4x2</b>					
Manual transmission	–	1,471	–	–	–
Automatic transmission	–	1,449	1,435	–	–

King Cab® – 4x4	S	SV	DESERT RUNNER®	PRO-4X®	SL
Manual transmission	–	1,303	–	1,210	–
Automatic transmission	–	1,381	–	1,194	–

**Dimensions – Inches**

V6	S	SV	DESERT RUNNER®	PRO-4X®	SL
<b>Crew Cab – 4x2</b>					
Manual transmission	1,434	1,344	–	–	–
Automatic transmission	1,458	1,458	1,321	–	1,195

Crew Cab – 4x4	S	SV	DESERT RUNNER®	PRO-4X®	SL
Manual transmission	1,227	1,156	–	1,064	–
Automatic transmission	1,362	1,378	–	1,049	1,236

Crew Cab Long Bed – 4x2	S	SV	DESERT RUNNER®	PRO-4X®	SL
Automatic transmission	–	1,290	–	–	1,195

Crew Cab Long Bed – 4x4	S	SV	DESERT RUNNER®	PRO-4X®	SL
Automatic transmission	–	1,160	–	–	1,104

**Maximum Towing – Lbs.<sup>14</sup>**

	King Cab®	Crew Cab
4-cylinder – 4x2	3,500	–
V6 – 4x2 (4x4)	6,500 (6,300)	6,300 (6,100)

**Capacities**

	King Cab®	Crew Cab
Seating capacity	4	5
Interior passenger volume (cu. ft.)	87.7	101.1
Fuel tank (gals.)	21.1	21.1

**Curb Weights – Lbs.**

4-cylinder	S	SV
<b>King Cab® – 4x2</b>		
Manual transmission	3,699	3,751
Automatic transmission	3,753	3,763

V6	S	SV	DESERT RUNNER®	PRO-4X®	SL
<b>King Cab® – 4x2</b>					
Manual transmission	–	4,210	–	–	–
Automatic transmission	–	4,132	4,156	–	–

**Curb Weights – Lbs. (continued)**

V6	S	SV	DESERT RUNNER®	PRO-4X®	SL
<b>King Cab® – 4x4</b>					
Manual transmission	–	4,379	–	4,382	–
Automatic transmission	–	4,301	–	4,398	–

Crew Cab – 4x2	S	SV	DESERT RUNNER®	PRO-4X®	SL
Manual transmission	4,248	4,320	–	–	–
Automatic transmission	4,263	4,247	4,270	–	4,411

Crew Cab – 4x4	S	SV	DESERT RUNNER®	PRO-4X®	SL
Manual transmission	4,430	4,502	–	4,526	–
Automatic transmission	4,446	4,429	–	4,542	4,579

Crew Cab Long Bed – 4x2	S	SV	DESERT RUNNER®	PRO-4X®	SL
Automatic transmission	–	4,379	–	–	4,534

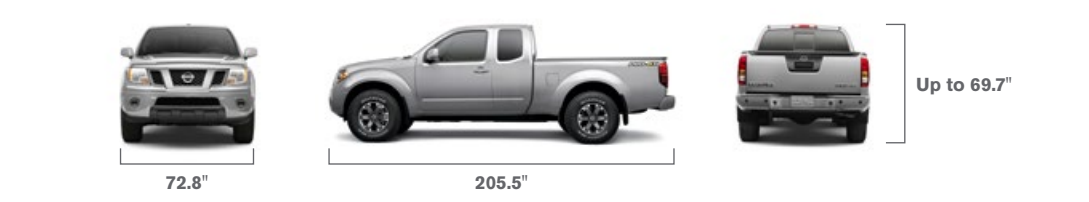
Crew Cab Long Bed – 4x4	S	SV	DESERT RUNNER®	PRO-4X®	SL
Automatic transmission	–	4,555	–	–	4,711

**2015 EPA Fuel Economy Estimates**

City/Hwy/Combined	4-cylinder	V6
Manual transmission – 4x2 (4x4)	19/23/21 (N/A)	17/22/19 (16/21/18)
Automatic transmission – 4x2 (4x4)	17/23/19 (N/A)	16/22/18 (15/21/17)

Actual mileage may vary with driving conditions – use for comparison only. N/A – Not applicable.

**King Cab®**



**Crew Cab**



**Prepared For:**

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2016 Retail Chevrolet Colorado 2WD Ext Cab 128.3" WT 12M53

***PRICING SUMMARY***

**PRICING SUMMARY - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

	<u><i>MSRP</i></u>	<u><i>MSRP</i></u>
Base Price	\$22,075.00	\$22,075.00
Total Options:	\$650.00	\$650.00
Vehicle Subtotal	\$22,725.00	\$22,725.00
Advert/Adjustments	\$0.00	\$0.00
Destination Charge	\$895.00	\$895.00
<b>GRAND TOTAL</b>	<b>\$23,620.00</b>	<b>\$23,620.00</b>

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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## 2016 Retail Chevrolet Colorado 2WD Ext Cab 128.3" WT 12M53

### ***SELECTED MODEL & OPTIONS***

#### **SELECTED MODEL - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>MSRP</u>
12M53	2016 Chevrolet Colorado 2WD Ext Cab 128.3" WT	\$22,075.00	\$22,075.00

#### **SELECTED VEHICLE COLORS - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

<u>Code</u>	<u>Description</u>
-	Interior: No color has been selected.
-	Exterior 1: No color has been selected.
-	Exterior 2: No color has been selected.

#### **SELECTED OPTIONS - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

##### **CATEGORY**

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>MSRP</u>
<b>BODY CODE</b>			
E63	PICKUP BOX (STD)	\$0.00	\$0.00
<b>EMISSIONS</b>			
YF5	EMISSIONS, CALIFORNIA STATE REQUIREMENTS	\$0.00	\$0.00
<b>ENGINE</b>			
LCV	ENGINE, 2.5L I4, DI, DOHC, VVT (200 hp [149.0 kW] @ 6300 rpm, 191 lb-ft of torque [259 N-m] @ 4400 rpm) (Not included on Crew Cab Long Box models.) (STD)	\$0.00	\$0.00
<b>TRANSMISSION</b>			
MYB	TRANSMISSION, 6-SPEED AUTOMATIC, HMD, 6L50 (Standard on Crew Cab models. Available on Extended Cab models.)	\$650.00	\$650.00
<b>GVWR</b>			
CHL	GVWR, 5400 LBS. (2449 KG) (Standard on Extended Cab models with (LCV) 2.5L I4 engine only.) (STD)	\$0.00	\$0.00
<b>AXLE</b>			

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## 2016 Retail Chevrolet Colorado 2WD Ext Cab 128.3" WT 12M53

### ***SELECTED MODEL & OPTIONS***

#### **SELECTED OPTIONS - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

**CATEGORY**

<b>Code</b>	<b>Description</b>	<b>MSRP</b>	<b>MSRP</b>
<b>AXLE</b>			
GT5	REAR AXLE, 4.10 RATIO (Requires (LCV) 2.5L I4 engine. Not included on Crew Cab Long Box models.)	\$0.00	\$0.00
<b>PREFERRED EQUIPMENT GROUP</b>			
2WT	WORK TRUCK PREFERRED EQUIPMENT GROUP includes standard equipment	\$0.00	\$0.00
<b>WHEEL TYPE</b>			
RS2	WHEELS, 16" X 7" (40.6 CM X 17.8 CM) ULTRA SILVER METALLIC STEEL (STD)	\$0.00	\$0.00
<b>TIRES</b>			
QJJ	TIRES, P265/70R16 ALL-SEASON, BLACKWALL (STD)	\$0.00	\$0.00
<b>SPARE TIRE</b>			
QDC	TIRE, COMPACT SPARE T175/80R18, BLACKWALL (Requires (RTX) 18" x 4.5" (45.7 cm x 11.4 cm) Black cast aluminum, compact spare wheel.) (STD)	\$0.00	\$0.00
<b>PAINT SCHEME</b>			
ZY1	SOLID PAINT	\$0.00	\$0.00
<b>PAINT</b>			
GAZ	SUMMIT WHITE	\$0.00	\$0.00
<b>SEAT TYPE</b>			
AR7	SEATS, FRONT BUCKET (STD)	\$0.00	\$0.00
<b>SEAT TRIM</b>			
H2Q	JET BLACK/DARK ASH, VINYL SEAT TRIM	\$0.00	\$0.00
<b>RADIO</b>			
IO3	AUDIO SYSTEM, 4.2" DIAGONAL COLOR DISPLAY, AM/FM STEREO with USB port and auxiliary jack (STD)	\$0.00	\$0.00

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Fax: (707) 987-3237  
Email: mbassett@hiddenvalle  
ylakecsd.com  
Requested Quantity: 3

**Prepared By:**

Jean Pierre Zombil  
Kathy Fowler Auto Center  
1175 Parallel Drive  
Lakeport, CA 95453  
Phone: (707) 245-3589  
Fax: (707) 263-0105  
Email: jeanzombil@yahoo.com

2016 Retail Chevrolet Colorado 2WD Ext Cab 128.3" WT 12M53

***SELECTED MODEL & OPTIONS***

**SELECTED OPTIONS - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

**CATEGORY**

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>MSRP</u>
<b>OPTIONS TOTAL</b>		<b>\$650.00</b>	<b>\$650.00</b>

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 417.0, Data updated 12/15/2015  
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Customer File:

**Prepared For:**

Matt Basset  
 Hidden Valley Lake  
 19400 Hartmann Road  
 Hidden Valley Lake , CA 954678371  
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## 2016 Retail Chevrolet Colorado 2WD Ext Cab 128.3" WT 12M53

### ***STANDARD EQUIPMENT***

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#### **STANDARD EQUIPMENT - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

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##### *ENTERTAINMENT*

- Audio system, 4.2" diagonal color display, AM/FM stereo with USB port and auxiliary jack
- Audio system feature, 6-speaker system
- Audio system feature, USB port, located on instrument panel

##### *EXTERIOR*

- Wheels, 16" x 7" (40.6 cm x 17.8 cm) Ultra Silver Metallic steel
- Tires, P265/70R16 all-season, blackwall
- Pickup box
- Tire, compact spare T175/80R18, blackwall (Requires (RTX) 18" x 4.5" (45.7 cm x 11.4 cm) Black cast aluminum, compact spare wheel.)
- Wheel, compact spare, 18" x 4.5" (45.7 cm x 11.4 cm) Black cast aluminum (Standard with (LCV) 2.5L I4 engine only. Not included on Crew Cab Long Box models.)
- Bumper, rear chrome
- CornerStep, rear bumper
- Moldings, Black beltline
- Headlamps, halogen with automatic exterior lamp control
- Cargo box light, back of cab
- Mirrors, outside remote with manual-folding, Black
- Glass, windshield shade band
- Door handles, Black
- Tailgate, locking
- Tailgate handle, Black

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## 2016 Retail Chevrolet Colorado 2WD Ext Cab 128.3" WT 12M53

### ***STANDARD EQUIPMENT***

---

#### **STANDARD EQUIPMENT - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

---

#### *INTERIOR*

- Seats, front bucket
- Seat adjuster, driver 4-way power with manual recline
- Seat adjuster, passenger 2-way manual fore/aft with manual recline
- Seats, dual rear with underseat storage (Extended Cab models only.)
- Console, floor, front compartment, custom
- Floor covering, color-keyed carpeting
- Floor mats, carpeted front (Deleted when (B38) full-length Black vinyl floor covering is ordered. Requires (B30) color-keyed carpeting floor covering.)
- Floor mats, carpeted rear (Requires (B30) color-keyed carpeting floor covering.)
- Steering wheel, urethane
- Steering column, tilt, manual
- Display, driver instrument information enhanced, one color
- Windows, power with driver Express-Up and Down
- Door locks, power
- Theft-deterrent system, immobilization
- Air conditioning, single-zone manual climate control
- Handles, door release, front and rear, Jet Black
- Mirror, inside rearview manual day/night
- Visors, driver and front passenger with passenger vanity mirror
- Lighting, interior, center dome

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Customer File:

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## 2016 Retail Chevrolet Colorado 2WD Ext Cab 128.3" WT 12M53

### ***STANDARD EQUIPMENT***

---

#### **STANDARD EQUIPMENT - 2016 Retail 12M53 2WD Ext Cab 128.3" WT**

---

##### *MECHANICAL*

- Engine, 2.5L I4, DI, DOHC, VVT (200 hp [149.0 kW] @ 6300 rpm, 191 lb-ft of torque [259 N-m] @ 4400 rpm) (Not included on Crew Cab Long Box models.)
- Transmission, 6-speed manual (Extended Cab model only. Requires (LCV) 2.5L I4 engine.)
- Rear axle, 4.10 ratio (Requires (LCV) 2.5L I4 engine. Not included on Crew Cab Long Box models.)
- GVWR, 5400 lbs. (2449 kg) (Standard on Extended Cab models with (LCV) 2.5L I4 engine only.)
- Rear wheel drive
- Brakes, 4-wheel antilock, 4-wheel disc

##### *SAFETY*

- StabiliTrak, stability control system
- Traction control, electronic
- Daytime Running Lamps
- Air bags, dual-stage frontal and side-impact, driver and front passenger and head-curtain and seat-mounted side-impact, front and rear outboard seating positions with Passenger Sensing System (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Rear Vision Camera with dynamic guide lines
- Tire Pressure Monitor System

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Customer File:





Hansel Ford Lincoln  
3075 Corby Ave, Santa Rosa, California, 95407  
Office: 707-543-7300

## Customer Proposal

---

**Prepared for:**

Mr. Matt Bassett  
HVL Community Services District  
19400 Hartman Rd  
Hidden Valley Lake, CA 95467  
Office: 707-987-9201

**Prepared by:**

Joe Gazdowicz  
Office: 707-543-7351  
Email: [jgazdowicz@hanselauto.com](mailto:jgazdowicz@hanselauto.com)

**Date:** 05/11/2016

**Vehicle:** 2016 F-150 XL  
4x2 Regular Cab Styleside 6.5' box 122"  
WB





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**Mr. Matt Bassett**  
**HVL Community Services District**  
19400 Hartman Rd  
Hidden Valley Lake, CA 95467  
Office: 707-987-9201

*Re: Vehicle Proposal*

---

Dear Mr. Bassett,

As per your request, the following is description and quote for new 2016 Ford F150 trucks. Please note the following;

Terms: Net 30 Days  
ETA: 6-8 weeks ARO

Sincerely,

**Joe Gazdowicz**  
Commercial Account Manager  
707-543-7351  
jgazdowicz@hanselauto.com



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## Table of Contents

Description	Page
Cover Page .....	1
Cover Letter .....	2
Table of Contents .....	3
Selected Equip & Specs .....	4
Warranty - Standard .....	12
Selected Options .....	13
Pricing - Single Vehicle .....	15
Pricing - Multiple Vehicles .....	16



## Selected Equipment & Specs

### Dimensions

- \* Exterior length: 209.3"
- \* Exterior height: 75.5"
- \* Turning radius: 20.4'
- \* Max ground clearance: 8.9"
- \* Front headroom: 40.8"
- \* Front shoulder room: 66.7"
- \* Approach angle: 24.8 deg
- \* Maximum cargo volume: 12.1cu.ft.
- \* Exterior width: 79.9"
- \* Wheelbase: 122.0"
- \* Min ground clearance: 8.8"
- \* Front legroom: 43.9"
- \* Front hiproom: 62.5"
- \* Passenger volume: 64.6cu.ft.
- \* Departure angle: 24.6 deg
- \* Box length: 78.0"

### Powertrain

- \* 282hp 3.5L DOHC 24 valve V-6 engine with Ti-VCT variable valve control, SMPI
- \* federal
- \* Rear-wheel drive
- \* Fuel Economy Highway: 25 mpg
- \* Recommended fuel : regular unleaded
- \* 6 speed automatic transmission with overdrive
- \* Fuel Economy City: 18 mpg
- \* Capless fuel filler

### Suspension/Handling

- \* Front independent double wishbone suspension with anti-roll bar, gas-pressurized shocks
- \* Speed-sensing electric power-assist rack-pinion Steering
- \* P245/70SR17 BSW AS front and rear tires
- \* Rear rigid axle leaf spring suspension with gas-pressurized shocks
- \* Front and rear 17 x 7.5 silver steel wheels

### Body Exterior

- \* 2 doors
- \* Black door mirrors
- \* Class IV trailer hitch with trailer sway control
- \* Easy lift tailgate
- \* Trailer harness
- \* Clearcoat paint
- \* Driver and passenger folding door mirrors
- \* Black bumpers
- \* Bed-rail protectors
- \* Easy lower tailgate
- \* Box style: regular
- \* Front and rear 17 x 7.5 wheels

### Convenience

- \* Manual air conditioning
- \* Manual door locks
- \* Manual telescopic steering wheel
- \* 1 1st row LCD monitor
- \* Passenger visor mirror
- \* Manual front windows
- \* Manual tilt steering wheel
- \* Day-night rearview mirror
- \* Front cupholders
- \* Driver and passenger door bins

### Seats and Trim

- \* Seating capacity of 3
- \* 4-way driver seat adjustment
- \* Centre front armrest
- \* Front 40-20-40 split-bench seat
- \* 4-way passenger seat adjustment

### Entertainment Features

- \* AM/FM stereo radio
- \* 8 speakers
- \* Auxiliary audio input
- \* Fixed antenna

### Lighting, Visibility and Instrumentation

- \* Halogen aero-composite headlights
- \* Fully automatic headlights
- \* Delay-off headlights
- \* Variable intermittent front windshield wipers

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## Selected Equipment & Specs (cont'd)

- \* Light tinted windows
- \* Voltmeter
- \* Outside temperature display
- \* Trip odometer
- \* Tachometer
- \* Oil pressure gauge
- \* Low tire pressure warning

### Safety and Security

- \* 4-wheel ABS brakes
- \* Electric parking brake
- \* Electronic stability
- \* Dual front impact airbag supplemental restraint system
- \* Safety Canopy System curtain 1st row overhead airbag supplemental restraint system
- \* Manual door locks
- \* Manually adjustable front head restraints
- \* Brake assist with hill hold control
- \* 4-wheel disc brakes
- \* ABS and driveline traction control
- \* Dual seat mounted side impact airbag supplemental restraint system
- \* Airbag supplemental restraint system occupancy sensor
- \* SecuriLock immobilizer

### Dimensions

#### General Weights

Curb .....	4105 lbs.	GVWR .....	6010 lbs.
Front GAWR .....	3000 lbs.	Rear GAWR .....	3300 lbs.
Payload .....	1920 lbs.	Front curb weight .....	2362 lbs.
Rear curb weight .....	1743 lbs.	Front spring rating .....	3000 lbs.
Rear spring rating .....	3300 lbs.	Front tire/wheel capacity .....	3650 lbs.
Rear tire/wheel capacity .....	4050 lbs.		

#### Trailer Type

Type .....	Regular	Harness .....	Yes
Class .....	IV	Hitch .....	Yes
Trailer sway control .....	Yes		

#### General Trailering

5th-wheel towing capacity .....	7500 lbs.	Towing capacity .....	7600 lbs.
GCWR .....	12000 lbs.		

#### Fuel Tank type

Capacity .....	23 gal.	Capless fuel filler .....	Yes
----------------	---------	---------------------------	-----

#### Off Road

Approach angle .....	25 deg	Departure angle .....	25 deg
Ramp breakover angle .....	22 deg	Min ground clearance .....	9 "
Max ground clearance .....	9 "	Load floor height .....	35 "

#### Exterior cargo

Length .....	78.0 "	Minimum width .....	50.6 "
Volume .....	62.3 cu.ft.	Pickup box depth .....	21.4 "
Maximum width .....	65.2 "	Tailgate width .....	60.3 "

#### Interior cargo

Maximum cargo volume .....	12.1 cu.ft.
----------------------------	-------------

### Powertrain

#### Engine Type

Block material .....	Aluminum	Cylinders .....	V-6
Head material .....	Aluminum	Ignition .....	Electronic

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## Selected Equipment & Specs (cont'd)

Injection .....	Sequential MPI	Liters .....	3.5L
Orientation .....	Transverse	Recommended fuel .....	Regular unleaded
Valves per cylinder .....	4	Valvetrain .....	DOHC
Variable valve control .....	Ti-VCT		
<b>Engine Spec</b>			
Bore .....	3.64"	Compression ratio .....	10.8:1
Displacement .....	213 cu.in.	Stroke .....	3.41"
<b>Engine Power</b>			
SAEJ1349 AUG2004 compliant .....	Yes	Output .....	282 HP @ 6,250 RPM
Torque .....	253 ft.-lb @ 4,250 RPM		
<b>Alternator</b>			
Amps .....	200		
<b>Battery</b>			
Amp hours .....	70	Cold cranking amps .....	610
Run down protection .....	Yes		
<b>Engine Extras</b>			
Radiator .....	HD		
<b>Transmission</b>			
Electronic control .....	Yes	Lock-up .....	Yes
Overdrive .....	Yes	Speed .....	6
Type .....	Automatic		
<b>Transmission Gear Ratios</b>			
1st .....	4.17	2nd .....	2.34
3rd .....	1.52	4th .....	1.14
5th .....	0.86	6th .....	0.69
Reverse Gear ratios .....	3.4		
<b>Transmission Torque Converter</b>			
Stall ratio .....	2.30		
<b>Transmission Extras</b>			
Driver selectable mode .....	Yes		
<b>Drive Type</b>			
Type .....	Rear-wheel		
<b>Drive Feature</b>			
Traction control .....	ABS and driveline		
<b>Drive Axle</b>			
Ratio .....	3.73		
<b>Exhaust</b>			
Material .....	Stainless steel	System type .....	Single
<b>Emissions</b>			
CARB .....	Federal	EPA .....	Tier 2 Bin 4
<b>Fuel Economy</b>			
City .....	18 mpg	Highway .....	25 mpg
Fuel type .....	Gasoline	Combined .....	20 mpg

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## Selected Equipment & Specs (cont'd)

### Fuel Economy (Alternate 1)

City .....	13 mpg	Highway .....	18 mpg
Fuel type .....	E85	Combined .....	15 mpg

### Green Values

Energy Impact Score (Barrels per year) .....	16.5	Carbon FP / Tailpipe and upstream total GHG (CO <sub>2</sub> , tons per year) .....	8.8
Energy Impact Score (Barrels per year) .....	5.0		

## Driveability

### Brakes

ABS .....	4-wheel	ABS channels .....	4
Type .....	4-wheel disc	Vented discs .....	Front and rear
Electric parking brake .....	Yes		

### Brake Assistance

Brake assist .....	Yes	Hill hold control .....	Yes
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### Suspension Control

Ride .....	Regular	Electronic stability ..	Stability control with anti-roll
------------	---------	-------------------------	----------------------------------

### Front Suspension

Independence .....	Independent	Type .....	Double wishbone
Anti-roll bar .....	Regular		

### Front Spring

Type .....	Coil	Grade .....	Regular
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### Front Shocks

Type .....	Gas-pressurized
------------	-----------------

### Rear Suspension

Independence .....	Rigid axle	Type .....	Leaf
--------------------	------------	------------	------

### Rear Spring

Type .....	Leaf	Grade .....	Regular
------------	------	-------------	---------

### Rear Shocks

Type .....	Gas-pressurized
------------	-----------------

### Steering

Speed-sensing .....	Yes	Activation .....	Electric power-assist
Type .....	Rack-pinion		

### Steering Specs

# of wheels .....	2
-------------------	---

## Exterior

### Front Wheels

Diameter .....	17"	Width .....	7.50"
----------------	-----	-------------	-------

### Rear Wheels

Diameter .....	17"	Width .....	7.50"
----------------	-----	-------------	-------

### Spare Wheels

Wheel material .....	Steel
----------------------	-------

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## Selected Equipment & Specs (cont'd)

### Front and Rear Wheels

Appearance .....	Silver	Material .....	Steel
Covers .....	Hub		

### Front Tires

Aspect .....	70	Diameter .....	17"
Sidewalls .....	BSW	Speed .....	S
Tread .....	AS	Type .....	P
Width .....	245mm		

### Rear Tires

Aspect .....	70	Diameter .....	17"
Sidewalls .....	BSW	Speed .....	S
Tread .....	AS	Type .....	P
Width .....	245mm		

### Spare Tire

Mount .....	Underbody w/crankdown	Type .....	Full-size
-------------	-----------------------	------------	-----------

### Wheels

Turning radius .....	20.4'	Wheelbase .....	122.0"
----------------------	-------	-----------------	--------

### Body Features

Body material .....	Aluminum	Side impact beams .....	Yes
Active grille shutters .....	Yes		

### Body Doors

Door count .....	2	Rear cargo .....	Tailgate
------------------	---	------------------	----------

### Pickup

Bed liner .....	Spray-in	Box style .....	Regular
Bed-rail protectors .....	Yes	Easy lift tailgate .....	Yes
Easy lower tailgate .....	Yes		

### Exterior Dimensions

Length .....	209.3"	Body width .....	79.9"
Body height .....	75.5"	Frame section modulus .....	5.0cu.in.
Frame yield strength (psi) .....	49300.0	Front bumper to Front axle .....	37.8"

## Safety

### Airbags

Driver front-impact .....	Yes	Driver side-impact .....	Seat mounted
Occupancy sensor .....	Yes	Overhead .....	Safety Canopy System curtain 1st row
Passenger front-impact .....	Yes	Passenger side-impact .....	Seat mounted

### Seatbelt

Height adjustable .....	Front	Pre-tensioners .....	Front
Pre-tensioners (#) .....	2		

### Security

Immobilizer .....	SecuriLock
-------------------	------------

## Seating

### Passenger Capacity

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## Selected Equipment & Specs (cont'd)

Capacity .....	3		
<b>Front Seats</b>			
Split .....	40-20-40	Type .....	Split-bench
<b>Driver Seat</b>			
Fore/aft .....	Manual	Reclining .....	Manual
Way direction control .....	4		
<b>Passenger seat</b>			
Fore/aft .....	Manual	Reclining .....	Manual
Way direction control .....	4		
<b>Front Head Restraint</b>			
Control .....	Manual	Type .....	Adjustable
<b>Front Armrest</b>			
Centre .....	Yes		
<b>Front Seat Trim</b>			
Material .....	Vinyl	Back material .....	Carpet
<b>Convenience</b>			
<b>AC And Heat Type</b>			
Air conditioning .....	Manual		
<b>Audio System</b>			
Auxiliary audio input .....	Yes	Radio .....	AM/FM stereo
Radio grade .....	Regular	Seek-scan .....	Yes
<b>Audio Speakers</b>			
Speaker type .....	Regular	Speakers .....	8
<b>Audio Antenna</b>			
Type .....	Fixed		
<b>LCD Monitors</b>			
1st row .....	1	Primary monitor size (inches) .....	4.2
<b>Convenience Features</b>			
12V DC power outlet .....	2		
<b>Door Lock Activation</b>			
Type .....	Manual		
<b>Door Lock Type</b>			
Tailgate/rear door lock .....	Manual		
<b>Instrumentation Type</b>			
Display .....	Analog		
<b>Instrumentation Gauges</b>			
Tachometer .....	Yes	Oil pressure .....	Yes
Engine temperature .....	Yes	Voltmeter .....	Yes
Transmission fluid temp .....	Yes		
<b>Instrumentation Warnings</b>			
Oil pressure .....	Yes	Engine temperature .....	Yes

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## Selected Equipment & Specs (cont'd)

Battery .....	Yes	Lights on .....	Yes
Key .....	Yes	Low fuel .....	Yes
Door ajar .....	Yes	Service interval .....	Yes
Brake fluid .....	Yes	Low tire pressure .....	Tire specific
<i>Instrumentation Displays</i>			
Clock .....	In-radio display	Exterior temp .....	Yes
<i>Instrumentation Feature</i>			
PRND in IP .....	Yes	Trip odometer .....	Yes
<i>Steering Wheel Type</i>			
Material .....	Urethane	Tilting .....	Manual
Telescoping .....	Manual		
<i>Front Side Windows</i>			
Window 1st row activation .....	Manual		
<i>Window Features</i>			
Tinted .....	Light		
<i>Front Windshield</i>			
Wiper .....	Variable intermittent		
<i>Rear Windshield</i>			
Window .....	Fixed		
<b>Interior</b>			
<i>Passenger Visor</i>			
Mirror .....	Yes		
<i>Rear View Mirror</i>			
Day-night .....	Yes		
<i>Headliner</i>			
Coverage .....	Full	Material .....	Cloth
<i>Floor Trim</i>			
Coverage .....	Full	Covering .....	Vinyl/rubber
<i>Trim Feature</i>			
Gear shift knob .....	Urethane	Cabback insulator .....	Yes
Interior accents .....	Chrome		
<i>Lighting</i>			
Dome light type .....	Fade	Variable IP lighting .....	Yes
<i>Storage</i>			
Driver door bin .....	Yes	Front Beverage holder(s) .....	Yes
Glove box .....	Yes	Passenger door bin .....	Yes
Instrument panel .....	Bin	Dashboard .....	Yes
<i>Legroom</i>			
Front .....	43.9"		
<i>Headroom</i>			
Front .....	40.8"		

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---

## Selected Equipment & Specs (cont'd)

### *Hip Room*

Front ..... 62.5"

### *Shoulder Room*

Front ..... 66.7"

### *Interior Volume*

Passenger volume ..... 64.6 cu.ft.

---

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## Warranty - Standard Equipment & Specs

### Warranty

#### *Basic*

Distance ..... 36000 miles      Months ..... 36 months

#### *Powertrain*

Distance ..... 60000 miles      Months ..... 60 months

#### *Corrosion Perforation*

Distance ..... Unlimited miles      Months ..... 60 months

#### *Roadside Assistance*

Distance ..... 60000 miles      Months ..... 60 months

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## Selected Options

Code	Description	MSRP
<b>Base Vehicle</b>		
F1C	Base Vehicle Price (F1C)	\$26,430.00
<b>Packages</b>		
100A	Equipment Group 100A Base	N/C
<b>Powertrain</b>		
998	Engine: 3.5L V6 Ti-VCT FFV	Included
446	Transmission: Electronic 6-Speed Automatic <i>Includes tow/haul mode.</i>	Included
X26	3.73 Axle Ratio	Included
STDGV	GVWR: 6,010 lbs Payload Package	Included
<b>Wheels &amp; Tires</b>		
STDTR	Tires: P245/70R17 BSW A/S	Included
64C	Wheels: 17" Silver Steel	Included
<b>Seats &amp; Seat Trim</b>		
A	Vinyl 40/20/40 Front Seat	N/C
<b>Other Options</b>		
122WB	122" Wheelbase	STD
PAINT	Monotone Paint Application	STD
STDRD	Radio: AM/FM Stereo w/4 Speakers <i>Includes auxiliary audio input jack (not available with SYNC).</i>	Included
53B	Class IV Trailer Hitch Receiver <i>Includes towing capability up to 5,000 lbs., smart trailer tow connector and 4-pin/7-pin wiring harness.</i>	Included
53A	Trailer Tow Package (Consumer) <i>Towing capability up to 11,100 lbs. Note: Ordering the Trailer Tow Package does not include Trailer Tow Mirrors. Trailer Tow Mirrors are a standalone option and must be ordered separately. (Option Code: 54M or 54Y/59S)</i> <i>Includes:</i> - 3.73 Axle Ratio - Auxiliary Transmission Oil Cooler - Class IV Trailer Hitch Receiver <i>Includes towing capability up to 5,000 lbs., smart trailer tow connector and 4-pin/7-pin wiring harness.</i> - Engine Oil Cooler - Upgraded Front Stabilizer Bar	\$895.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



## Selected Options (cont'd)

Code	Description	MSRP
96W	Spray-In Bedliner (Pre-Installed) <i>Custom Accessory.</i>	\$495.00
<b>Interior Colors</b>		
AG_02	Medium Earth Gray	N/C
<b>Primary Colors</b>		
YZ_01	Oxford White	N/C
SUBTOTAL		\$27,820.00
Destination Charge		\$1,195.00
TOTAL		\$29,015.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



## Pricing - Single Vehicle

		<b>MSRP</b>
<i>Vehicle Pricing</i>		\$29,015.00
<i>Pre-Tax Adjustments</i>		
Code	Description	
GPC	Government Discount	-\$8,000.00
<b>Subtotal</b>		<b>\$21,015.00</b>
<i>Sales Taxes</i>		
Code	Description	
7.50%	Sales Tax	\$1,576.13
<b>Subtotal</b>		<b>\$22,591.13</b>
<i>Post-Tax Adjustments</i>		
Code	Description	
ETF	Electronic Title Fee	\$29.00
Tire Fee 5	Tire Fee (5)	\$8.75
<b>Total</b>		<b>\$22,628.88</b>

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



## Pricing - Multiple Vehicles (3)

		<b>MSRP</b>
<i>Vehicle Pricing</i>		\$87,045.00
<i>Pre-Tax Adjustments</i>		
Code	Description	
GPC	Government Discount	-\$24,000.00
<b>Subtotal</b>		<b>\$63,045.00</b>
<i>Sales Taxes</i>		
Code	Description	
7.50%	Sales Tax	\$4,728.38
<b>Subtotal</b>		<b>\$67,773.38</b>
<i>Post-Tax Adjustments</i>		
Code	Description	
ETF	Electronic Title Fee	\$87.00
Tire Fee 5	Tire Fee (5)	\$26.25
<b>Total</b>		<b>\$67,886.63</b>

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



**From:** rsikoral@vacavillennissan.com  
**To:** mbassett@hiddenvalleylakecsd.com  
**Subject:** 2016 Nissan Frontier

**Date:** May 12, 2016  
**Time:** 12:49 pm  
**Size:** 111 KB

Matt -

I apologize for not sending the email sooner. Below is the quote for the 3 Nissan Frontiers. Please let me know if you have any questions or would like to come down and test drive thanks again!

<b>2016 NISSAN FRONTIER KING CAB V4 (3 TRUCKS)</b>	
AM/FM Radio CD Player, AC, Bluetooth, and Cruise Control	
<b>YOUR PRICE</b>	\$ 21,454.00
<b>LESS REBATES</b>	\$ (2,500.00)
<b>TAXES</b>	\$ 1,615.05
<b>DMV FEES</b>	\$ 375.75
<b>OUT THE DOOR PRICE</b>	\$ 20,944.80

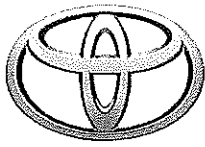
## Richard Sikoral

Commercial/Fleet Sales  
**Nissan of Vacaville**  
609-694-6576 - Direct  
707-455-4534 - office



**NISSAN** Commercial Vehicles  
America's Best Commercial Van Warranty  
**5 YEARS/100,000 MILES**  
BUMPER-TO-BUMPER LIMITED WARRANTY\*

Any vehicle prices quoted in this email are subject to change without prior notice and are valid for 48 hours. All vehicles are subject to availability and prior sale. Any interest rates quoted are estimated and are subject to credit approval. See Dealer for details.



# TOYOTA

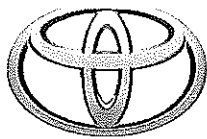
**Capitol Toyota**

775 W. Capitol Expressway,  
San Jose, CA 95136  
(408) 267-0500

## 2016 TACOMA SR5 4X2 ACCESS CAB

Entune Audio Plus:All Content	\$0.00
Included as Standard Equipment	
SR5 Package:All Content Included as	\$0.00
Standard Equipment	
V6 Tow Package:Class IV Towing	\$650.00
Receiver Hitch, ATF Cooler(Not	
Available on Manual	
Transmission),Engine Oil Cooler,	
Power Steering Cooler,130-Amp	
Alternator, 4 & 7-Pin	
Connectorw/Converter, and Trailer-	
Sway Control(TSC)	
All Weather Floor Liners/Door Sill	\$218.00
<b>Total Optional Equipment</b>	<b>\$868.00</b>
<b>Vehicle Base Model</b>	<b>\$26,995.00</b>
<b>Delivery Processing and</b>	<b>\$900.00</b>
<b>Handling</b>	
<b>Total MSRP*</b>	<b>\$28,763.00</b>

Disclaimer: This document is only representative of some of the information contained on an actual window sticker, and is not meant to replace or substitute for the actual window sticker on the vehicle. Please see your retailer for further information.



# TOYOTA

## Capitol Toyota

775 W. Capitol Expressway,  
San Jose, CA 95136  
(408) 267-0500

### 2016 TACOMA SR5 4X2 ACCESS CAB

Model: 7126A  
 Year: 2016  
 Interior Color: BLACK/CARAMEL  
 Exterior Color: MAGNETIC GRAY METALLIC  
 Number of Cylinders: 6  
 VIN: 5TFRZ5CN7GX007322  
 Stock No.: 007322

Total MSRP\*:  
**\$28,763.00**  
 19 CITY MPG | 24 HWY MPG

### Standard Equipment

#### MECHANICAL & PERFORMANCE

3.5L V6 Atkinson Cycle with Dual VVT-i  
 278hp @ 6000rpm/265 lb-ft @ 4600rpm  
 6-Spd Automatic Transmission  
 Automatic Limited-Slip Differential  
 Coil Spring Double Wishbone Fr &  
 Leaf Spring Rr Suspension  
 16" Styld Steel Wheel w/P245/75R16 Tires

#### SAFETY & CONVENIENCE

Rear Backup Camera  
 Star Safety System- includes Vehicle  
 Stability Control, Traction Control,  
 Anti-lock Brake System (ABS), Electronic  
 Brake Force Distribution, Brake Assist,  
 & Smart Stop Technology (SST)  
 Dr & Fr Pass Advanced Airbag System  
 Seat-Mounted Side & Side Curtain Airbags  
 3-Point Seatbelts for All Seating  
 Positions; Driver-Side ELR & ALR/ELR on

#### Optional Equipment

50 State Emissions

\$0.00

All Pass Sts, Dr & Fr Pass Active Hdrest  
 Side-impact Door Beams  
 Tire Pressure Monitor Sys w/Auto Locate

#### EXTERIOR

Prjctr Beam Hdlights w/ Intgrtd Fog Lghts  
 Pwr Side Mirrors  
 6.1' Composite Bed  
 Easy Lower, Lockable & Removable Tailgate  
 Deck Rail System w/4 Adj Tie-Down Cleats

#### INTERIOR

Fabric Trim Seats w/Dr Lumbar Support  
 Lthr Trim Steering Wheel w/ Audio Cntrls  
 Pwr Wndws w/Dr Auto Dwn and  
 Pwr Door Locks  
 Entune Audio Plus w/Connctd Nav App  
 Scout GPS Link AM/FM/CD & SXM w/3moTrial  
 6.1" Touch-Screen and BT & USB  
 6.1" Touch-Screen and BT & USB

\* 2016 Manufacturer's Suggested Retail Price, excludes the Delivery, Processing and Handling Fee, taxes, license, title and available or regionally required equipment. Actual Dealer price may vary. Pricing, specifications, standard features and available equipment are based on information available when this page was produced and subject to change without notice.

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

**DATE:** May 17, 2016

**AGENDA ITEM: DISCUSSION AND POSSIBLE ACTION:** Approval to renew a five year aluminum irrigation pipe storage agreement with Comstock Family. The rental is \$300 per year, for a total of \$1,500

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**RECOMMENDATIONS:**

Renew for an additional five years our pipe placement/storage agreement with the Comstock Family.

**FINANCIAL IMPACT:**

The cost will be \$300 per year, for a total of five years. A lump sum of \$1,500 will be paid to Jim Comstock upon execution of this agreement. Funds are to be paid out of GL#130-5-00-5600 Contingency.

No increase in the lease period or cost has been requested by the Comstock family.

**BACKGROUND:**

Hidden Valley Lake Community Services District continues to comply with all conditions set forth in the water rights permit 20770B, established in December 1994. One specific condition, Permit Condition 14 calls for “provid[ing] 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...” The location mentioned above necessitates the need for this agreement with the Comstock Family for pipe storage and placement.

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APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

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Modification to recommendation and/or other actions:

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I, Matt Bassett, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on May 17, 2016 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
Secretary to the Board

AGREEMENT  
BETWEEN THE HIDDEN VALLEY LAKE  
COMMUNITY SERVICES DISTRICT  
AND COMSTOCK FAMILY FOR STORAGE AND  
ALUMINUM IRRIGATION PIPE

WHEREAS the Comstock Family the Hidden Valley Lake Community Services District to store aluminum irrigation pipe adjacent to the Putah Creek bed. The estimated time of storage would be November 1 to July 1 each year for five (5) years, 2015-2019;

WHEREAS the Comstock Family is allowing the Hidden Valley Lake Community Services District to place pipe across their property for water discharge to Putah Creek from July 1, 2015 to November 1, 2019;

THEREFORE the cost will be \$300 per year, for a total of five years. A lump sum of \$1,500 will be paid to Jim Comstock upon execution of this agreement.

\_\_\_\_\_  
Jim Comstock

\_\_\_\_\_  
Date

\_\_\_\_\_  
Matt Bassett, General Manager

\_\_\_\_\_  
Date

**RESOLUTION 2016-07**

**RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS DESIGNATING THE GENERAL MANAGER AS THE  
SECRETARY TO THE BOARD**

WHEREAS, the Hidden Valley Lake Community Services District Board of Directors will have need for a Secretary to the Board, effective June 1, 2016; and

NOW, THEREFORE, BE IT RESOLVED that the Hidden Valley Lake Community Services District Board of Directors designates, effective June 1, 2016 and until further notice, the General Manager Kirk Cloyd as the Secretary to the Board.

**PASSED AND ADOPTED** on May 17, 2016 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**ATTEST:**

\_\_\_\_\_  
Jim Freeman, President of the Board of Directors

\_\_\_\_\_  
Matt Bassett, Secretary to the Board of Directors

**RESOLUTION 2016-08**

**RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS ADDING Kirk Cloyd TO THE LIST OF INDIVIDUALS AUTHORIZED TO HAVE A CREDIT CARD, ENTER INTO DEPOSIT ACCOUNT, FUNDS TRANSFER, INVESTMENT, CASH MANAGEMENT AND DEPOSIT SERVICE AGREEMENTS WITH WESTAMERICA BANK, AND TO WITHDRAW FUNDS, INITIATE PAYMENT ORDERS AND OTHERWISE GIVE INSTRUCTIONS TO WESTAMERICA BANK WITH RESPECT TO THE DISTRICT'S DEPOSIT ACCOUNTS**

WHEREAS, Kirk Cloyd serves as the Hidden Valley Community Services District (District) General Manager; and

WHEREAS, as General Manager, Kirk Cloyd must occasionally deposit and withdraw funds from the District's accounts held by WestAmerica Bank; and

WHEREAS, WestAmerica Bank will not perform said transactions unless the individual requesting said transactions has been duly authorized, by the District, to act on behalf of the District; AND

NOW, THEREFORE, BE IT RESOLVED that the Hidden Valley Lake Community Services District Board of Directors hereby add Kirk Cloyd to the list of individuals authorized to enter into deposit accounts, funds transfer, investment, cash management and deposit service agreements with WestAmerica Bank, and to withdraw funds, initiate payment orders and otherwise give instructions to WestAmerica Bank with respect to the District's deposit accounts; and

BE IT FURTHER RESOLVED that this authorization is in addition to any authorization in effect and shall remain in force until WestAmerica Bank receives written notice of its revocation at the address(es) and in the manner designated by WestAmerica Bank.

**PASSED AND ADOPTED** on May 17, 2016 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

Attest:

\_\_\_\_\_  
Jim Freeman, President of the Board of Directors

\_\_\_\_\_  
Matt Bassett, Secretary to the Board of Directors

**RESOLUTION 2016-09**

**RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS TO AUTHORIZE AS REPRESENTATIVE Kirk Cloyd GENERAL MANAGER TO ACQUIRE SURPLUS PROPERTY THROUGH THE AUSPICES OF THE CALIFORNIA STATE AGENCY FOR SURPLUS PROPERTY AND ACCEPT RESPONSIBILITY FOR PAYMENT OF INCIDENTAL FEES BY THE SURPLUS PROPERTY AGENCY UNDER THE TERMS AND CONDITIONS ACCOMPANYING THIS FORM**

WHEREAS, the District currently is in need of newer vehicles to meet the demands of daily field operations and maintenance while maintaining fiscal responsibility and operational efficiency.

WHEREAS, the State of California Government Operations Agency, Office of Fleet and Asset Management offers this program to a number of agencies, including Special Districts at a discount to the original purchase price of its vehicles.

WHEREAS, the State of California Government Operations Agency, Office of Fleet and Asset Management provides form SASP 202 in accordance with their application process.

NOW, THEREFORE, BE IT RESOLVED that the Hidden Valley Lake Community Services District Board of Directors authorizes as representative Kirk Cloyd, General Manager to acquire surplus property through the auspices of the California State Agency for surplus property and accept responsibility for payment of incidental fees by the surplus property agency under the term and conditions accompanying this form.

**PASSED AND ADOPTED** on May 17th, 2016 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**ATTEST:**

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Jim Freeman  
President of the Board of Directors

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Matt Bassett  
Secretary to the Board of Directors