



Hidden Valley Lake Community Services District
Finance Committee Meeting
AGENDA
November 16, 2020
12:30 p.m.

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

To join this meeting go to the www.hvlcsd.org select the November 16, 2020 Finance Committee Meeting select **Join Microsoft Teams Meeting** Select **Join on the web instead**.

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

DATE: November 16, 2020

TIME: 12:30 pm

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

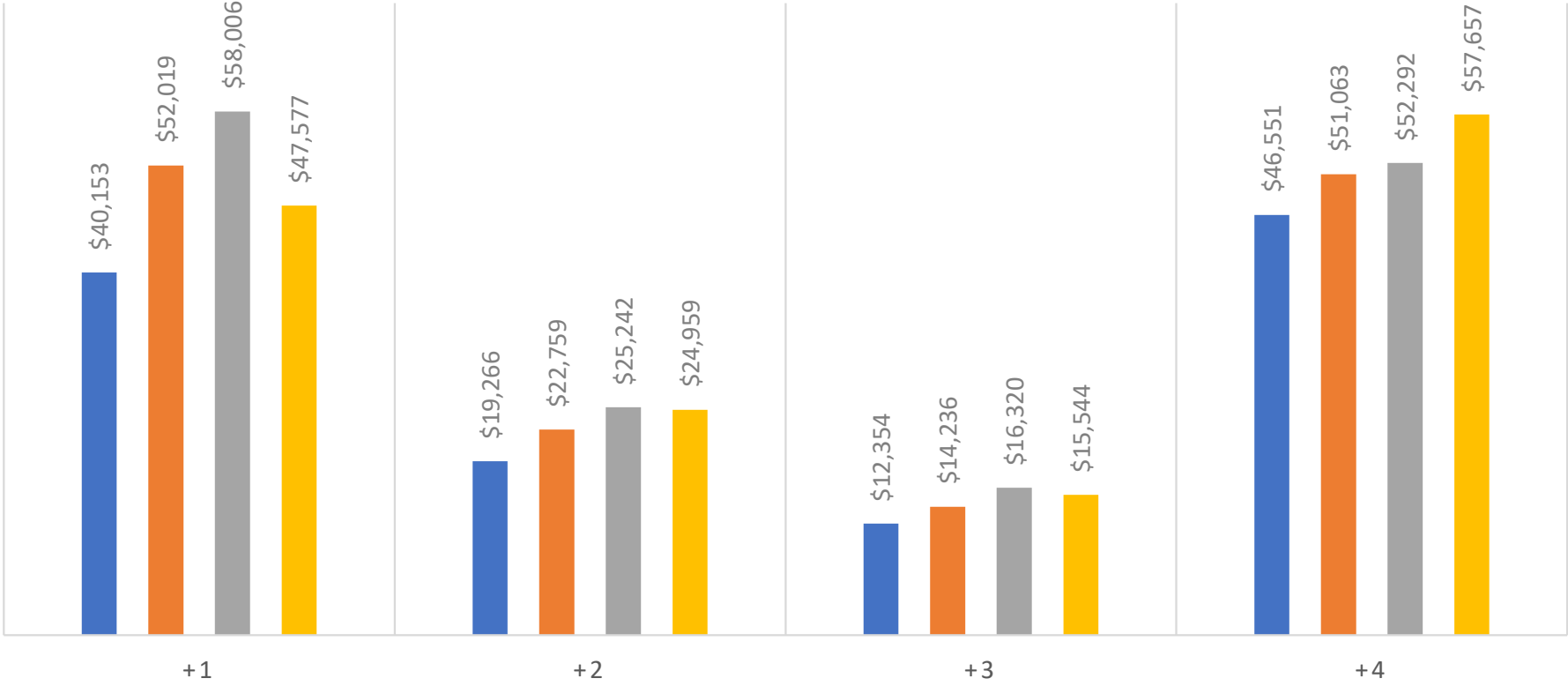
1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. REVIEW AND DISCUSS: Monthly Financial Reports & Disbursements
6. REVIEW AND DISCUSS: HVAC cleaning firm to remove smoke, soot, and ash deposits in two buildings
7. REVIEW AND DISCUSS: Smith Construction's estimate for chipping and spreading in the firebreak area
8. REVIEW AND DISCUSS: Projects Update
9. DISCUSSION: What the District is currently doing and ideas of what we might be able to do to assist customers that are suffering financially due to the COVID-19 situation?
10. PUBLIC COMMENT
11. COMMITTEE MEMBER COMMENT
12. ITEMS FOR NEXT AGENDA
13. ADJOURN

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

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

AGING REPORT FY 2019-2020

■ 31-Jul ■ 31-Aug ■ 30-Sep ■ 31-Oct



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

120-SEWER ENTERPRISE FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,490,929.00</u>	<u>122,030.13</u>	<u>602,110.77</u>	<u>888,818.23</u>	<u>40.38</u>
TOTAL REVENUES	<u>1,490,929.00</u>	<u>122,030.13</u>	<u>602,110.77</u>	<u>888,818.23</u>	<u>40.38</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	777,716.00	91,224.89	463,027.83	314,688.17	59.54
ADMINISTRATION	402,258.00	27,186.62	102,884.41	299,373.59	25.58
FIELD	417,256.00	23,098.73	97,683.32	319,572.68	23.41
DIRECTORS	44,530.00	2,341.71	9,366.84	35,163.16	21.03
SPECIAL PROJECTS	0.00	4,912.50	8,473.64 (8,473.64)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>5,055.75</u>	<u>10,254.60</u> (<u>10,254.60)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,641,760.00</u>	<u>153,820.20</u>	<u>691,690.64</u>	<u>950,069.36</u>	<u>42.13</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(150,831.00)	(31,790.07)	(89,579.87)	(61,251.13)	59.39

120-SEWER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	0.00	100.00	400.00	20.00
120-4036 DEVELOPER FEES SEWER	0.00	1,977.00	1,977.00 (1,977.00)	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,500.00	0.00	447.60	5,052.40	8.14
120-4050 SALES OF RECLAIMED WATER	110,000.00	11,148.12	74,492.65	35,507.35	67.72
120-4111 COMM SEWER USE	43,113.00	3,495.56	14,066.78	29,046.22	32.63
120-4112 GOV'T SEWER USE	900.00	64.94	259.76	640.24	28.86
120-4116 SEWER USE CHARGES	1,217,940.00	103,228.26	412,468.41	805,471.59	33.87
120-4210 LATE FEE	20,000.00	2,115.25	5,820.52	14,179.48	29.10
120-4300 MISC INCOME	2,500.00	1.00	520.00	1,980.00	20.80
120-4310 OTHER INCOME	0.00	0.00	2,902.00 (2,902.00)	0.00
120-4320 FEMA/CalOES Grants	88,776.00	0.00	88,776.00	0.00	100.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	1,700.00	0.00	280.05	1,419.95	16.47
120-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,490,929.00	122,030.13	602,110.77	888,818.23	40.38
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120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	15,000.00	0.00	12,990.53	2,009.47	86.60
120-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	587.77	2,351.08	11,648.92	16.79
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	0.00	12,000.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	837.21	3,868.97	16,131.03	19.34
120-5-00-5061 VEHICLE MAINT	18,000.00	1,326.83	1,735.83	16,264.17	9.64
120-5-00-5062 TAXES & LIC	800.00	0.00	0.00	800.00	0.00
120-5-00-5074 INSURANCE	54,066.00	39.53	59,153.86 (5,087.86)	109.41
120-5-00-5075 BANK FEES	21,000.00	1,966.92	7,362.44	13,637.56	35.06
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	1,292.50	3,399.51	4,100.49	45.33
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	764.34	1,843.21	5,156.79	26.33
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	20,000.00	990.00	4,464.75	15,535.25	22.32
120-5-00-5122 ENGINEERING SERVICES	50,000.00	3,132.25	13,372.83	36,627.17	26.75
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	4,651.25	18,622.31	31,377.69	37.24
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	561.06	1,137.73	3,862.27	22.75
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	5,000.00	389.20	1,118.23	3,881.77	22.36
120-5-00-5148 OPERATING SUPPLIES	48,000.00	2,574.65	8,449.32	39,550.68	17.60
120-5-00-5150 REPAIR & REPLACE	145,000.00	17,142.06	76,485.73	68,514.27	52.75
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	1,130.24	3,691.22	4,308.78	46.14
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,262.50	3,126.50	13,373.50	18.95
120-5-00-5157 SECURITY	500.00	356.59	458.52	41.48	91.70
120-5-00-5160 SLUDGE DISPOSAL	45,000.00	16,087.50	16,087.50	28,912.50	35.75
120-5-00-5165 TERTIARY POND MAINTENANCE	50,000.00	0.00	50,000.00	0.00	100.00
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	11,000.00	772.25	3,662.60	7,337.40	33.30
120-5-00-5192 ELECTRICITY	65,000.00	4,746.39	18,039.08	46,960.92	27.75
120-5-00-5193 OTHER UTILITIES	2,600.00	254.42	763.26	1,836.74	29.36
120-5-00-5194 IT SERVICES	36,500.00	17,629.25	25,700.28	10,799.72	70.41
120-5-00-5195 ENV/MONITORING	35,000.00	3,422.00	11,854.00	23,146.00	33.87
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	2,000.00	0.00	0.00	2,000.00	0.00
120-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (136.70)	113.67
120-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	1,938.37 (938.37)	193.84
120-5-00-5312 TOOLS - FIELD	1,500.00	0.00	10.70	1,489.30	0.71
120-5-00-5315 SAFETY EQUIPMENT	1,500.00	1,208.18	12,869.39 (11,369.39)	857.96
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	0.00	133.50	116.50	53.40
120-5-00-5580 TRANSFERS OUT	0.00	8,100.00	97,199.88 (97,199.88)	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	777,716.00	91,224.89	463,027.83	314,688.17	59.54

120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	252,875.00	17,922.84	68,488.66	184,386.34	27.08
120-5-10-5020 EMPLOYEE BENEFITS	91,844.00	5,132.21	17,515.49	74,328.51	19.07
120-5-10-5021 RETIREMENT BENEFITS	47,189.00	3,679.71	15,742.95	31,446.05	33.36
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	334.10	824.46	3,175.54	20.61
120-5-10-5170 TRAVEL MILEAGE	1,500.00	30.26	225.35	1,274.65	15.02
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	87.50	87.50	3,912.50	2.19
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
TOTAL ADMINISTRATION	402,258.00	27,186.62	102,884.41	299,373.59	25.58

120-SEWER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	255,455.00	12,944.96	56,419.71	199,035.29	22.09
120-5-30-5020 EMPLOYEE BENEFITS	106,340.00	6,668.20	27,232.10	79,107.90	25.61
120-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,249.65	13,299.08	33,361.92	28.50
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	84.00	301.99	1,498.01	16.78
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	125.00	1,375.00	8.33
120-5-30-5090 OFFICE SUPPLIES	1,000.00	151.92	161.91	838.09	16.19
120-5-30-5170 TRAVEL MILEAGE	500.00	0.00	0.00	500.00	0.00
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	143.53	3,856.47	3.59
TOTAL FIELD	417,256.00	23,098.73	97,683.32	319,572.68	23.41

120-SEWER ENTERPRISE FUND
DIRECTORS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	269.15	1,076.60	1,923.40	35.89
120-5-40-5020 DIRECTOR BENEFITS	230.00	11.50	46.00	184.00	20.00
120-5-40-5030 DIRECTOR HEALTH BENEFITS	36,000.00	2,061.06	8,244.24	27,755.76	22.90
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
120-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
120-5-40-5176 DIRECTOR TRAINING	3,600.00	0.00	0.00	3,600.00	0.00
TOTAL DIRECTORS	44,530.00	2,341.71	9,366.84	35,163.16	21.03

120-SEWER ENTERPRISE FUND
SPECIAL PROJECTS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-60-6001 PW LKHVA01	0.00	0.00	0.00	0.00	0.00
120-5-60-6002 PW LKHVB02	0.00	0.00	0.00	0.00	0.00
120-5-60-6003 PW LKHVA81	0.00	0.00	0.00	0.00	0.00
120-5-60-6004 PW LKHVB82	0.00	0.00	0.00	0.00	0.00
120-5-60-6005 PW LKHVF84	0.00	0.00	0.00	0.00	0.00
120-5-60-6006 PW LKHVF83	0.00	0.00	0.00	0.00	0.00
120-5-60-6007 RAINS 2019	0.00	0.00	0.00	0.00	0.00
120-5-60-6009 ACCESS RD	0.00	4,912.50	8,473.64 (8,473.64)	0.00
TOTAL SPECIAL PROJECTS	0.00	4,912.50	8,473.64 (8,473.64)	0.00

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

120-SEWER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-70-7101 VAC TRUCK	0.00	0.00	0.00	0.00	0.00
120-5-70-7201 I & I	0.00	5,055.75	10,254.60 (10,254.60)	0.00
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	5,055.75	10,254.60 (10,254.60)	0.00
TOTAL EXPENDITURES	1,641,760.00	153,820.20	691,690.64	950,069.36	42.13
REVENUES OVER/(UNDER) EXPENDITURES	(150,831.00)	(31,790.07)	(89,579.87)	(61,251.13)	59.39

*** END OF REPORT ***

130-WATER ENTERPRISE FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>2,175,569.00</u>	<u>197,395.05</u>	<u>818,685.57</u>	<u>1,356,883.43</u>	<u>37.63</u>
TOTAL REVENUES	<u>2,175,569.00</u>	<u>197,395.05</u>	<u>818,685.57</u>	<u>1,356,883.43</u>	<u>37.63</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	1,303,635.00	184,301.32	449,014.57	854,620.43	34.44
ADMINISTRATION	432,258.00	27,186.53	102,928.22	329,329.78	23.81
FIELD	387,856.00	25,926.31	119,067.07	268,788.93	30.70
DIRECTORS	51,820.00	2,341.67	9,366.68	42,453.32	18.08
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>6,522.50</u>	<u>42,216.23</u>	<u>(42,216.23)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>2,175,569.00</u>	<u>246,278.33</u>	<u>722,592.77</u>	<u>1,452,976.23</u>	<u>33.21</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(48,883.28)	96,092.80	(96,092.80)	0.00

130-WATER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	12,000.00	0.00	205.00	11,795.00	1.71
130-4036 DEVELOPER FEES WATER	0.00	1,977.00	1,977.00 (1,977.00)	0.00
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER CONNECTION FEE	0.00	0.00	658.00 (658.00)	0.00
130-4040 LIEN RECORDING FEES	1,200.00	0.00	776.92	423.08	64.74
130-4045 AVAILABILITY FEES	22,000.00	0.00	1,790.40	20,209.60	8.14
130-4110 COMM WATER USE	95,295.00	4,142.43	24,414.53	70,880.47	25.62
130-4112 GOV'T WATER USE	6,000.00	429.05	1,640.34	4,359.66	27.34
130-4115 WATER USE	1,968,074.00	187,296.81	772,466.30	1,195,607.70	39.25
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	32,000.00	3,623.76	10,700.54	21,299.46	33.44
130-4215 RETURNED CHECK FEE	1,000.00	0.00	0.00	1,000.00	0.00
130-4300 MISC INCOME	3,000.00 (74.00)	705.00	2,295.00	23.50
130-4310 OTHER INCOME	1,500.00	0.00	2,902.00 (1,402.00)	193.47
130-4320 FEMA/CalOES Grants	30,000.00	0.00	0.00	30,000.00	0.00
130-4330 HYDRANT METER USE DEPOSIT	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	3,500.00	0.00	449.54	3,050.46	12.84
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	2,175,569.00	197,395.05	818,685.57	1,356,883.43	37.63
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130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	15,000.00	0.00	12,990.51	2,009.49	86.60
130-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	587.78	2,351.12	11,648.88	16.79
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	0.00	12,000.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	837.21	3,977.38	16,022.62	19.89
130-5-00-5061 VEHICLE MAINT	12,500.00	1,326.82	1,735.81	10,764.19	13.89
130-5-00-5062 TAXES & LIC	1,200.00	0.00	0.00	1,200.00	0.00
130-5-00-5074 INSURANCE	54,055.00	39.52	59,153.84 (5,098.84)	109.43
130-5-00-5075 BANK FEES	21,000.00	1,986.89	7,402.35	13,597.65	35.25
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600.00	1,292.50	3,399.50	21,200.50	13.82
130-5-00-5092 POSTAGE & SHIPPING	6,500.00	764.33	1,843.16	4,656.84	28.36
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	20,000.00	990.00	5,644.75	14,355.25	28.22
130-5-00-5122 ENGINEERING SERVICES	60,000.00	292.50	3,079.37	56,920.63	5.13
130-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	4,651.25	18,622.31	31,377.69	37.24
130-5-00-5124 WATER RIGHTS	50,000.00	0.00	1,231.25	48,768.75	2.46
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	561.06	1,137.72	6,362.28	15.17
130-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	45,000.00	389.19	1,418.17	43,581.83	3.15
130-5-00-5148 OPERATING SUPPLIES	5,000.00	0.00	1,204.49	3,795.51	24.09
130-5-00-5150 REPAIR & REPLACE	125,000.00	16,452.79	53,756.45	71,243.55	43.01
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	5,048.82	7,599.79	4,400.21	63.33
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	312.50	985.25	3,214.75	23.46
130-5-00-5157 SECURITY	5,000.00	356.59	458.51	4,541.49	9.17
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	11,000.00	772.24	3,462.55	7,537.45	31.48
130-5-00-5192 ELECTRICITY	150,000.00	17,949.30	78,160.37	71,839.63	52.11
130-5-00-5193 OTHER UTILITIES	2,500.00	254.40	763.20	1,736.80	30.53
130-5-00-5194 IT SERVICES	36,500.00	17,935.25	26,618.27	9,881.73	72.93
130-5-00-5195 ENV/MONITORING	17,000.00	2,411.00	3,953.00	13,047.00	23.25
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	32,000.00	0.00	0.00	32,000.00	0.00
130-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (136.70)	113.67
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	1,938.35 (938.35)	193.84
130-5-00-5312 TOOLS - FIELD	1,500.00	0.00	10.70	1,489.30	0.71
130-5-00-5315 SAFETY EQUIPMENT	1,500.00	172.38	5,396.47 (3,896.47)	359.76
130-5-00-5505 WATER CONSERVATION	9,000.00	0.00	2,600.00	6,400.00	28.89
130-5-00-5520 HYDRANT DEPOSIT REFUND	0.00	0.00	0.00	0.00	0.00
130-5-00-5545 RECORDING FEES	250.00	0.00	133.50	116.50	53.40
130-5-00-5580 TRANSFERS OUT	467,830.00	108,917.00	136,849.73	330,980.27	29.25
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00

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

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	1,303,635.00	184,301.32	449,014.57	854,620.43	34.44

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	282,875.00	17,922.91	68,488.93	214,386.07	24.21
130-5-10-5020 EMPLOYEE BENEFITS	91,844.00	5,132.21	17,515.47	74,328.53	19.07
130-5-10-5021 RETIREMENT BENEFITS	47,189.00	3,679.63	15,786.63	31,402.37	33.45
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	334.05	824.37	3,175.63	20.61
130-5-10-5170 TRAVEL MILEAGE	2,000.00	30.23	225.32	1,774.68	11.27
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	87.50	87.50	3,912.50	2.19
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	432,258.00	27,186.53	102,928.22	329,329.78	23.81

130-WATER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	225,455.00	15,475.89	75,915.76	149,539.24	33.67
130-5-30-5020 EMPLOYEE BENEFITS	106,340.00	6,668.15	27,232.06	79,107.94	25.61
130-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,546.37	15,375.38	31,285.62	32.95
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	84.00	301.98	1,498.02	16.78
130-5-30-5063 CERTIFICATIONS	600.00	0.00	80.00	520.00	13.33
130-5-30-5090 OFFICE SUPPLIES	1,000.00	151.90	161.89	838.11	16.19
130-5-30-5170 TRAVEL MILEAGE	2,000.00	0.00	0.00	2,000.00	0.00
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	387,856.00	25,926.31	119,067.07	268,788.93	30.70

130-WATER ENTERPRISE FUND
DIRECTORS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	269.10	1,076.40	1,923.60	35.88
130-5-40-5020 DIRECTOR BENEFITS	120.00	11.50	46.00	74.00	38.33
130-5-40-5030 DIRECTOR HEALTH BENEFITS	42,000.00	2,061.07	8,244.28	33,755.72	19.63
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
130-5-40-5176 DIRECTOR TRAINING	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL DIRECTORS	51,820.00	2,341.67	9,366.68	42,453.32	18.08

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

130-WATER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-70-7101 VAC TRUCK	0.00	0.00	0.00	0.00	0.00
130-5-70-7202 GENERATORS	0.00	0.00	0.00	0.00	0.00
130-5-70-7204 TANK 9	0.00	6,522.50	6,522.50 (6,522.50)	0.00
130-5-70-7205 MMN WTR MAIN	0.00	0.00	35,693.73 (35,693.73)	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	6,522.50	42,216.23 (42,216.23)	0.00
TOTAL EXPENDITURES	2,175,569.00	246,278.33	722,592.77	1,452,976.23	33.21
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (48,883.28)	96,092.80 (96,092.80)	0.00

*** END OF REPORT ***



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

	Operating Checking	Money Market	LAIF	Bond Trustee	Total All Cash/Investment Accounts
	West America Bank	West America Bank	State Treasurer	US Bank	
	1010	1130	1133	1200	
Financial Activity of Cash/Investment Accounts in General Ledger [1]					
Beginning Balances	\$ 454,824	\$ 1,146,165	\$ 624,345	\$ 176,396	\$ 2,401,731
Cash Receipts					
Utility Billing Deposits	\$ 339,500	\$ -	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	
Other Deposits	\$ 26,990	\$ 68	\$ 1,326	\$ 1	
Total Cash Receipts	\$ 366,490	\$ 68	\$ 1,326	\$ 176,397	
Cash Disbursements					
Accounts Payable Checks issued	\$ 204,886	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 30,344	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 48,788	\$ -	\$ -	\$ -	
Bank Fees	\$ 3,954	\$ -	\$ -	\$ -	
Other Disbursements		\$ -	\$ -	\$ -	
Total Disbursements	\$ 287,971	\$ -	\$ -	\$ -	
Transfers Between Accounts					
Transfers In	\$ -	\$ 135,291	\$ -	\$ -	
Transfers Out	\$ 135,291	\$ -	\$ -	\$ -	
Total Transfers Between Accounts	\$ 135,291	\$ 135,291	\$ -	\$ -	
Ending Balances in General Ledger	\$ 398,052	\$ 1,281,524	\$ 625,671	\$ 176,397	\$ 2,481,644
Reconciling Adjustments to Financial Institutions [2]	\$ -	\$ -	\$ -	\$ -	
Financial Institution Ending Balances	\$ 416,300	\$ 1,281,524	\$ 625,671	\$ 176,397	\$ 2,499,892

Ending Balances General Ledger Distribution by District Funds

100 Operating	-	-	-	-	-
120 Wastewater Operating	133,353	68,983	72,271	-	274,607
130 Water Operating	267,629	13,027	107,705	-	388,360
140 Flood Enterprise	(97)	-	-	-	(97)
215 2016 Sewer Refinancing Bond	(2,833)	130,511	94,518	176,397	398,593
218 2002 CIEDB Loan	-	42,669	12,365	-	55,034
219 2012 USDA Solar COP	-	15,863	880	-	16,743
313 Wastewater Operating Reserve	-	43,110	58,871	-	101,981
314 Wastewater CIP	-	447,504	95,189	-	542,692
319 2012 USDA Solar COP Reserve	-	31,311	-	-	31,311
320 Water CIP	-	190,874	-	-	190,874
325 Water Operating Reserve	-	192,566	-	-	192,566
350 2002 CIEDB Loan Reserve	-	-	183,872	-	183,872
712 Bond Revolving	-	105,107	-	-	105,107
Total Ending Balances in General Ledger	398,052	1,281,524	625,671	176,397	2,481,644

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

[2] See Reconciliation Detail Summary for details

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2020 - 2021 DEBT SERVICE

OCTOBER 2020

	DEBT SERVICE REVENUE	FUND	AMOUNT
1)	1995-2 BOND - TAX ASSESSMENT	215	\$ 300,224
2)	CIEDB LOAN - WATER INFRASTRUCTURE	130	152,472
	CIEDB LOAN - WATER CAPACITY FEE	218	18,274
3)	USDA LOAN - SOLAR PROJECT WWTP	120	32,255
	TOTAL DEBT SERVICE REVENUE		\$ 503,225

	DEBT SERVICE EXPENSE	FUND	DEBT AMOUNT	PAID TO DATE
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 185,000	\$ 185,000 08/14/2020
	1995-2 BOND REDEMPTION (INTEREST)	215	99,994	51,182 08/14/2020
	BOND ADMINISTRATION (ANNUAL FEE)	215	7,460	4,697 10/30/2020
	COUNTY COLLECTION FEES	215	3,500	-
	CSD ADMIN COSTS	215	4,270	-
			\$ 300,224	\$ 240,879
2)	CIEDB (PRINCIPAL)	218	\$ 110,065	\$ -
	CIEDB (INTEREST)	218	55,865	27,933 07/17/2020
	CIEDB (ANNUAL FEE)	218	4,816	-
			\$ 170,746	\$ 27,933
3)	USDA RUS LOAN (PRINCIPAL)	219	\$ 17,000	\$ 17,000 08/03/2020
	USDA RUS LOAN (INTEREST)	219	15,255	7,755 08/03/2020
			\$ 32,255	\$ 24,755
	TOTAL DEBT SERVICE EXPENSE		\$ 503,225	\$ 293,566

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2020 - 2021 CAPITAL IMPROVEMENT PLAN
OCTOBER 2020**

FUND	DESCRIPTION	Revenue	Budget Expensed	Expense to Date	Fund Balance
314 WASTEWATER CAPITAL IMPROVEMENT	BEGINNING FUND BALANCE	\$ 127,212			\$ 127,212
	Transfers In To Date	\$ 415,473			\$ 542,685
	Regulatory Compliance/I&I Mitigation		\$ 100,000	\$ 10,255	\$ 532,430
	Disaster Mitigation/SCADA Upgrade		\$ 30,000	\$ -	\$ 532,430
	Diaster Recovery/WWTP Access Road Repair		\$ 50,000	\$ 8,474	\$ 523,957
	Reliable Water Supply/Leak Repair/Mini-Excavator		\$ 50,000	\$ -	\$ 523,957
	Risk Management Plan/Chlorine Tank Auto Shut-Off FY 21-22		\$ -	\$ -	\$ 523,957
	Regulatory Compliance/Dump Truck		\$ 75,000	\$ -	\$ 523,957
	Stormwater Master Planning/Mitigation		\$ 10,000	\$ -	\$ 523,957
	Transfers Out To Date			\$ 18,728	
ENDING FUND BALANCE				\$ 523,957	
FUND	DESCRIPTION	Revenue	Budget Expensed	Expense to Date	Fund Balance
320 WATER CAPITAL IMPROVEMENT	BEGINNING FUND BALANCE	\$ 148,578			\$ 148,578
	Transfers In To Date	\$ 42,261			\$ 190,839
	Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks		\$ 360,000	\$ 6,523	\$ 184,317
	Disaster Mitigation/SCADA Upgrade		\$ 30,000	\$ -	\$ 184,317
	Reliable Water Supply/Automatic Metering Infrastructure		\$ 200,000	\$ -	\$ 184,317
	Wildfire Resilience/Reliable Water Supply/PSPS Backup Power Supply		\$ 50,000	\$ -	\$ 184,317
	Reliable Water Supply/Leak Repair Mini-Excavator		\$ 50,000	\$ -	\$ 184,317
	Regulatory Compliance/Dump Truck		\$ 75,000	\$ -	\$ 184,317
	Transfers Out To Date			\$ 6,523	
	ENDING FUND BALANCE				\$ 184,317

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

DATE: November 16, 2020

AGENDA ITEM: Review and Discuss: HVAC cleaning form to remove smoke, soot, and ash deposits in three buildings

RECOMMENDATIONS: Recommend General Manager be authorized to facilitate HVAC Cleaning

FINANCIAL IMPACT: \$38,167.20 (KleenAir) / \$128,491.03 (ServePro)

FUND/Dept/Acct: 120/130 5-60-6011

BACKGROUND: On October 23 and 26th, the District’s Admin, Plant, and Lab buildings were inspected by two HVAC companies, KleenAir, and ServePro. Because of the close proximity of the LNU Complex fire to the District buildings, smoke, soot and ash deposits are of concern for the health and safety of employees. Two estimates for cleaning are presented in this packet. It should be noted that the scope of the ServePro quote does include cleaning of outside buildings and structures. The District’s Program Delivery Manager (PDMG) for Disaster Public Assistance confirms that this is a common activity in the wake of a wildfire.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Dennis White, 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 November 16, 2020 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

KleenAir Heating & Air Conditioning
1657 Silica Avenue
Sacramento, CA 95815



PROPOSAL

Presented to:

HiddenValley Lake Comm. Services District
19400 Hartmann Rd
Hidden Valley Lake, CA 95467

Job # 9135
Job Name Smoke Inspection
Proposal # P-9135-1
Technician Jeff Wilson
Issue Date Oct 23 2020

Customer Contact:

H: (707) 987-9201
M: (707) 533-9073
E: dwhite@hvlcsd.org

Location Address:

19400 Hartmann Rd
Hidden Valley Lake, CA 95467

Your Price: \$19,543.30

HVAC Cleaning

[31650] Clean all 4 heatpump air handlers in attic including Evaporative Coils blower assembly, drain pans ,drip lines and plenums. Attached supply and return ducts grills disinfect and deodorize entire hvac system to nadca standards . Price includes labor at prevailing wages and materials. Job will be done after hours as to not interrupt normal trend of operation.

1

\$19,543.30

Your Price

\$19,543.30

Customer Approval:

I accept this proposal and agree to the terms and conditions.

Equipment List:

<i>Name</i>	<i>Model #</i>	<i>Manufacturer</i>	<i>Serial #</i>	<i>Warranty</i>
HVAC Cleaning_ALL-PARTS				

Contractor Warranties:

Contract Terms:

I authorize KleenAir to perform the agreed upon work for the price presented in the above proposal. I have also read and accept the following payment terms: Payment is due in full upon completion of services unless otherwise agreed to in advance by both parties. Unpaid invoices will be subject to 5% interest after 30 days and an additional 10% after 60 days. Invoices more than 90 days past due will be immediately forwarded to collection with any additional fees incurred being the customer's responsibility.

KleenAir Heating & Air Conditioning
1657 Silica Avenue
Sacramento, CA 95815



PROPOSAL

Presented to:

HiddenValley Lake Comm. Services District
19400 Hartmann Rd
Hidden Valley Lake, CA 95467

Job # 9136
Job Name Smoke Inspection
Proposal # P-9136-1
Technician Jeff Wilson
Issue Date Oct 23 2020

Customer Contact:

H: (707) 987-9201
M: (707) 533-9073
E: dwhite@hvlcsd.org

Location Address:

18896 Grange Rd
Middletown, CA 95461

Your Price: \$18,623.90

HVAC Cleaning

[31650] Cleaning 3 HVAC systems and attached ductwork, grills, plenums and condensers at waste water treatment facility in 2 separate buildings work will be performed after hours as not to interfere with normal operations price includes labor at prevailing wages and materials.

1

\$18,623.90

Your Price

\$18,623.90

Customer Approval:

I accept this proposal and agree to the terms and conditions.

Equipment List:

<i>Name</i>	<i>Model #</i>	<i>Manufacturer</i>	<i>Serial #</i>	<i>Warranty</i>
HVAC Cleaning_ALL-PARTS				

Contractor Warranties:

Contract Terms:

Payment is due in full upon completion of services unless otherwise agreed to in advance by both parties. Unpaid invoices will be subject to 5% interest after 30 days and an additional 10% after 60 days. Invoices more than 90 days past due will be immediately forwarded to collection with any additional fees incurred being the customer's responsibility.



Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762
Servpro West Coast - Regional Disaster Response Team
Tax ID 47-5185722
CSLB #1026761

Client: Hidden Valley
Property: 19400 Hartmann Rd.
Hidden Valley Lake, CA 95467

Operator: ARMANDO

Estimator: Paul Catilo

Business: (831) 275-2049

E-mail: paul@servprowestcoast.com

Type of Estimate: Lightning Complex Fire

Date Entered: 10/12/2020

Date Assigned:

Price List: CASW8X_OCT20

Labor Efficiency: Restoration/Service/Remodel

Estimate: HIDDEN-VALLEY-LCF

Tax ID 47-5185722

Our SERVPRO team is strictly adhering to IICRC GUIDELINES and best practices in relation to Complex Wildfire Remediation efforts. S

1. Interior Structure Cleaning
2. Exterior Pressure Washing
3. Solar Panel Cleaning
4. HVAC Cleaning

*Our technicians follow COVID-19 guidelines. Masks, gloves, booties/shoe covers to be worn at all times. Technicians temperature check is taken daily prior to performing work.

For further questions, please contact our office for assistance. Thank you for allowing SERVPRO to assist with your remediation project. We are committed to helping you.

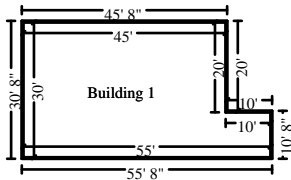


Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762
 Servpro West Coast - Regional Disaster Response Team
 Tax ID 47-5185722
 CSLB #1026761

HIDDEN-VALLEY-LCF

Level 2



Building 1

Height: 14'

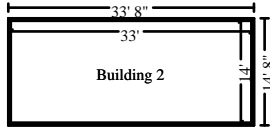
2,380.00 SF Walls	1,450.00 SF Ceiling
3,830.00 SF Walls & Ceiling	1,450.00 SF Floor
161.11 SY Flooring	170.00 LF Floor Perimeter
170.00 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Ceiling					
1. HEPA Vacuuming - Detailed - (PER SF)	1,450.00 SF	0.00	0.90	0.00	1,305.00
2. Clean the ceiling - Heavy	1,450.00 SF	0.00	0.76	1.05	1,103.05
Walls					
3. HEPA Vacuuming - Detailed - (PER SF)	2,380.00 SF	0.00	0.90	0.00	2,142.00
4. Clean the walls - Heavy	2,380.00 SF	0.00	0.76	1.73	1,810.53
5. Clean baseboard	170.00 LF	0.00	0.60	0.00	102.00
Floor					
6. HEPA Vacuuming - Detailed - (PER SF)	1,450.00 SF	0.00	0.90	0.00	1,305.00
7. Clean the floor - Heavy	1,450.00 SF	0.00	0.76	1.05	1,103.05
Additional Items					
8. Cleaning Technician - per hour	8.00 HR	0.00	76.50	0.00	612.00
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
9. Carbon vapor filter (for air scrubber) - 16" x 16"	2.00 EA	0.00	74.42	8.27	157.11
10. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 2 air scrubbers for 3 days	6.00 DA	0.00	120.00	0.00	720.00
Totals: Building 1				12.10	10,359.74



Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762
 Servpro West Coast - Regional Disaster Response Team
 Tax ID 47-5185722
 CSLB #1026761



Building 2

Height: 14'

1,316.00 SF Walls	462.00 SF Ceiling
1,778.00 SF Walls & Ceiling	462.00 SF Floor
51.33 SY Flooring	94.00 LF Floor Perimeter
94.00 LF Ceil. Perimeter	

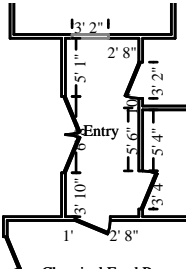
DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Ceiling					
11. HEPA Vacuuming - Detailed - (PER SF)	462.00 SF	0.00	0.90	0.00	415.80
12. Clean the ceiling - Heavy	462.00 SF	0.00	0.76	0.33	351.45
Walls					
13. HEPA Vacuuming - Detailed - (PER SF)	1,316.00 SF	0.00	0.90	0.00	1,184.40
14. Clean the walls - Heavy	1,316.00 SF	0.00	0.76	0.95	1,001.11
15. Clean baseboard	94.00 LF	0.00	0.60	0.00	56.40
Floor					
16. HEPA Vacuuming - Detailed - (PER SF)	462.00 SF	0.00	0.90	0.00	415.80
17. Clean the floor - Heavy	462.00 SF	0.00	0.76	0.33	351.45
Additional Items					
18. Cleaning Technician - per hour	4.00 HR	0.00	76.50	0.00	306.00
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
19. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
20. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 1 air scrubbers for 3 days	3.00 DA	0.00	120.00	0.00	360.00
Totals: Building 2				5.74	4,520.96
Total: Level 2				17.84	14,880.70

Level 3



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Entry

Height: 10'

310.56 SF Walls	99.99 SF Ceiling
410.55 SF Walls & Ceiling	99.99 SF Floor
11.11 SY Flooring	24.58 LF Floor Perimeter
44.00 LF Ceil. Perimeter	

Door	3' 4" X 6' 8"	Opens into LOCKERS
Door	3' 1" X 6' 8"	Opens into CHEMICAL_FEE
Door	6' 8" X 6' 8"	Opens into Exterior
Missing Wall - Goes to Floor	3' 2" X 6' 8"	Opens into CONTROL_ROOM
Door	3' 2" X 6' 8"	Opens into SHOP

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
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Ceiling

31. HEPA Vacuuming - Detailed - (PER SF)	99.99 SF	0.00	0.90	0.00	89.99
32. Clean the ceiling - Heavy	99.99 SF	0.00	0.76	0.07	76.06

Walls

33. HEPA Vacuuming - Detailed - (PER SF)	310.56 SF	0.00	0.90	0.00	279.50
34. Clean the walls - Heavy	310.56 SF	0.00	0.76	0.23	236.26
35. Clean baseboard	24.58 LF	0.00	0.60	0.00	14.75

Floor

36. HEPA Vacuuming - Detailed - (PER SF)	99.99 SF	0.00	0.90	0.00	89.99
37. Clean the floor - Heavy	99.99 SF	0.00	0.76	0.07	76.06

Additional Items

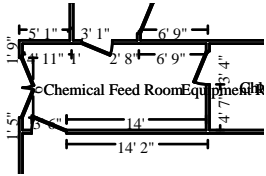
38. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
39. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
40. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 1 air scrubbers for 3 days	3.00 DA	0.00	120.00	0.00	360.00

Totals: Entry				4.50	1,377.66
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Chemical Feed Room

Height: 10'

435.56 SF Walls	159.61 SF Ceiling
595.17 SF Walls & Ceiling	159.61 SF Floor
17.73 SY Flooring	38.25 LF Floor Perimeter
54.17 LF Ceil. Perimeter	

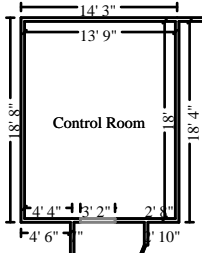
Door	3' 4" X 6' 8"	Opens into EQUIPMENT_RO
Door	3' 1" X 6' 8"	Opens into ENTRY
Door	6' X 6' 8"	Opens into Exterior
Door	3' 6" X 6' 8"	Opens into BLOWER_ROOM

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Ceiling					
41. HEPA Vacuuming - Detailed - (PER SF)	159.61 SF	0.00	0.90	0.00	143.65
42. Clean the ceiling - Heavy	159.61 SF	0.00	0.76	0.12	121.42
Walls					
43. HEPA Vacuuming - Detailed - (PER SF)	435.56 SF	0.00	0.90	0.00	392.00
44. Clean the walls - Heavy	435.56 SF	0.00	0.76	0.32	331.35
45. Clean baseboard	38.25 LF	0.00	0.60	0.00	22.95
Floor					
46. HEPA Vacuuming - Detailed - (PER SF)	159.61 SF	0.00	0.90	0.00	143.65
47. Clean the floor - Heavy	159.61 SF	0.00	0.76	0.12	121.42
Additional Items					
48. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
49. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
50. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
1 air scrubbers for 3 days					
Totals: Chemical Feed Room				4.69	1,791.49



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Control Room

Height: 10'

613.89 SF Walls	247.50 SF Ceiling
861.39 SF Walls & Ceiling	247.50 SF Floor
27.50 SY Flooring	60.33 LF Floor Perimeter
63.50 LF Ceil. Perimeter	

Missing Wall - Goes to Floor

3' 2" X 6' 8"

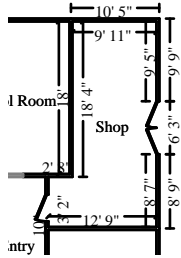
Opens into ENTRY

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Ceiling					
51. HEPA Vacuuming - Detailed - (PER SF)	247.50 SF	0.00	0.90	0.00	222.75
52. Clean the ceiling - Heavy	247.50 SF	0.00	0.76	0.18	188.28
Walls					
53. HEPA Vacuuming - Detailed - (PER SF)	613.89 SF	0.00	0.90	0.00	552.50
54. Clean the walls - Heavy	613.89 SF	0.00	0.76	0.45	467.01
55. Clean baseboard	60.33 LF	0.00	0.60	0.00	36.20
Floor					
56. HEPA Vacuuming - Detailed - (PER SF)	247.50 SF	0.00	0.90	0.00	222.75
57. Clean the floor - Heavy	247.50 SF	0.00	0.76	0.18	188.28
Additional Items					
58. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
59. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
60. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
1 air scrubbers for 3 days					
Totals: Control Room				4.94	2,392.82



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Shop

Height: 10'

677.22 SF Walls	257.24 SF Ceiling
934.47 SF Walls & Ceiling	257.24 SF Floor
28.58 SY Flooring	64.58 LF Floor Perimeter
74.00 LF Ceil. Perimeter	

Door **3' 2" X 6' 8"** **Opens into ENTRY**
Door **6' 3" X 6' 8"** **Opens into Exterior**

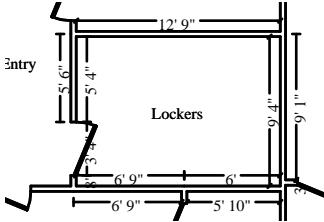
DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Ceiling					
61. HEPA Vacuuming - Detailed - (PER SF)	257.24 SF	0.00	0.90	0.00	231.52
62. Clean the ceiling - Heavy	257.24 SF	0.00	0.76	0.19	195.69
Walls					
63. HEPA Vacuuming - Detailed - (PER SF)	677.22 SF	0.00	0.90	0.00	609.50
64. Clean the walls - Heavy	677.22 SF	0.00	0.76	0.49	515.18
65. Clean baseboard	64.58 LF	0.00	0.60	0.00	38.75
Floor					
66. HEPA Vacuuming - Detailed - (PER SF)	257.24 SF	0.00	0.90	0.00	231.52
67. Clean the floor - Heavy	257.24 SF	0.00	0.76	0.19	195.69
Additional Items					
68. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
69. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
70. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
1 air scrubbers for 3 days					

Totals: Shop 5.00 2,532.90



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Lockers

Height: 10'

419.44 SF Walls	119.00 SF Ceiling
538.44 SF Walls & Ceiling	119.00 SF Floor
13.22 SY Flooring	40.83 LF Floor Perimeter
44.17 LF Ceil. Perimeter	

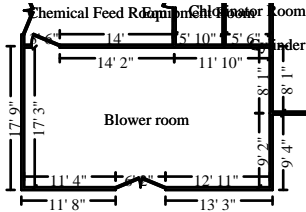
Door **3' 4" X 6' 8"** **Opens into ENTRY**

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Ceiling					
71. HEPA Vacuuming - Detailed - (PER SF)	119.00 SF	0.00	0.90	0.00	107.10
72. Clean the ceiling - Heavy	119.00 SF	0.00	0.76	0.09	90.53
Walls					
73. HEPA Vacuuming - Detailed - (PER SF)	419.44 SF	0.00	0.90	0.00	377.50
74. Clean the walls - Heavy	419.44 SF	0.00	0.76	0.30	319.07
75. Clean baseboard	40.83 LF	0.00	0.60	0.00	24.50
Floor					
76. HEPA Vacuuming - Detailed - (PER SF)	119.00 SF	0.00	0.90	0.00	107.10
77. Clean the floor - Heavy	119.00 SF	0.00	0.76	0.09	90.53
Additional Items					
78. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
79. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
80. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
1 air scrubbers for 3 days					
Totals: Lockers				4.61	1,631.38



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Blower room

Height: 10'

889.56 SF Walls	525.71 SF Ceiling
1,415.26 SF Walls & Ceiling	525.71 SF Floor
58.41 SY Flooring	85.73 LF Floor Perimeter
95.40 LF Ceil. Perimeter	

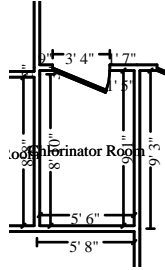
Door	3' 6" X 6' 8"	Opens into CHEMICAL_FEE
Door	6' 2" X 6' 8"	Opens into Exterior

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Ceiling					
81. HEPA Vacuuming - Detailed - (PER SF)	525.71 SF	0.00	0.90	0.00	473.14
82. Clean the ceiling - Heavy	525.71 SF	0.00	0.76	0.38	399.92
Walls					
83. HEPA Vacuuming - Detailed - (PER SF)	889.56 SF	0.00	0.90	0.00	800.60
84. Clean the walls - Heavy	889.56 SF	0.00	0.76	0.65	676.72
85. Clean baseboard	85.73 LF	0.00	0.60	0.00	51.44
Floor					
86. HEPA Vacuuming - Detailed - (PER SF)	525.71 SF	0.00	0.90	0.00	473.14
87. Clean the floor - Heavy	525.71 SF	0.00	0.76	0.38	399.92
Additional Items					
88. Cleaning Technician - per hour	6.00 HR	0.00	76.50	0.00	459.00
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
89. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
90. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 1 air scrubbers for 3 days	3.00 DA	0.00	120.00	0.00	360.00
Totals: Blower room				5.54	4,172.43



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Chlorinator Room

Height: 10'

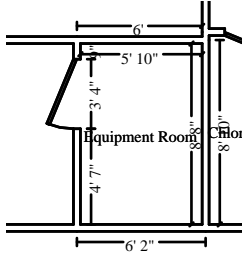
268.78 SF Walls	49.77 SF Ceiling
318.55 SF Walls & Ceiling	49.77 SF Floor
5.53 SY Flooring	25.77 LF Floor Perimeter
29.10 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	3' 4" X 6' 8"		TAX	TOTAL
			REPLACE	Opens into Exterior		
Ceiling						
91. HEPA Vacuuming - Detailed - (PER SF)	49.77 SF	0.00	0.90		0.00	44.79
92. Clean the ceiling - Heavy	49.77 SF	0.00	0.76		0.04	37.87
Walls						
93. HEPA Vacuuming - Detailed - (PER SF)	268.78 SF	0.00	0.90		0.00	241.90
94. Clean the walls - Heavy	268.78 SF	0.00	0.76		0.20	204.47
95. Clean baseboard	25.77 LF	0.00	0.60		0.00	15.46
Floor						
96. HEPA Vacuuming - Detailed - (PER SF)	49.77 SF	0.00	0.90		0.00	44.79
97. Clean the floor - Heavy	49.77 SF	0.00	0.76		0.04	37.87
Additional Items						
98. Cleaning Technician - per hour	1.00 HR	0.00	76.50		0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.						
99. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42		4.13	78.55
100. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00		0.00	360.00
1 air scrubbers for 3 days						
Totals: Chlorinator Room					4.41	1,142.20



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Equipment Room

Height: 10'

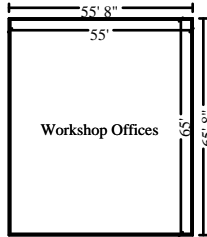
267.78 SF Walls	50.56 SF Ceiling
318.33 SF Walls & Ceiling	50.56 SF Floor
5.62 SY Flooring	25.67 LF Floor Perimeter
29.00 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	3' 4" X 6' 8" Opens into CHEMICAL_FEE			TOTAL
			REPLACE	TAX		
Ceiling						
101. HEPA Vacuuming - Detailed - (PER SF)	50.56 SF	0.00	0.90	0.00		45.50
102. Clean the ceiling - Heavy	50.56 SF	0.00	0.76	0.04		38.47
Walls						
103. HEPA Vacuuming - Detailed - (PER SF)	267.78 SF	0.00	0.90	0.00		241.00
104. Clean the walls - Heavy	267.78 SF	0.00	0.76	0.19		203.70
105. Clean baseboard	25.67 LF	0.00	0.60	0.00		15.40
Floor						
106. HEPA Vacuuming - Detailed - (PER SF)	50.56 SF	0.00	0.90	0.00		45.50
107. Clean the floor - Heavy	50.56 SF	0.00	0.76	0.04		38.47
Additional Items						
108. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00		76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.						
109. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13		78.55
110. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00		360.00
1 air scrubbers for 3 days						
Totals: Equipment Room				4.40		1,143.09



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Workshop Offices

Height: 20'

4,800.00 SF Walls	3,575.00 SF Ceiling
8,375.00 SF Walls & Ceiling	3,575.00 SF Floor
397.22 SY Flooring	240.00 LF Floor Perimeter
240.00 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Ceiling					
111. HEPA Vacuuming - Detailed - (PER SF)	3,575.00 SF	0.00	0.90	0.00	3,217.50
112. Clean the ceiling - Heavy	3,575.00 SF	0.00	0.76	2.59	2,719.59
Walls					
113. HEPA Vacuuming - Detailed - (PER SF)	4,800.00 SF	0.00	0.90	0.00	4,320.00
114. Clean the walls - Heavy	4,800.00 SF	0.00	0.76	3.48	3,651.48
115. Clean baseboard	240.00 LF	0.00	0.60	0.00	144.00
Floor					
116. HEPA Vacuuming - Detailed - (PER SF)	3,575.00 SF	0.00	0.90	0.00	3,217.50
117. Clean the floor - Heavy	3,575.00 SF	0.00	0.76	2.59	2,719.59
Additional Items					
118. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
119. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
120. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 2 air scrubbers for 3 days	6.00 DA	0.00	120.00	0.00	720.00
Totals: Workshop Offices				12.79	20,864.71
Total: Level 3				55.70	39,182.09

Exterior

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
121. Clean with pressure/chemical spray - Heavy	43,750.00 SF	0.00	0.43	31.72	18,844.22



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CONTINUED - Exterior

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Solar Panels					
122. Clean with pressure/chemical spray - Heavy	7,223.16 SF	0.00	1.50	5.24	10,839.98
Roof					
123. Clean with pressure/chemical spray - Heavy	11,267.07 SF	0.00	1.50	8.17	16,908.78
Exterior walls					
124. Boom lift - 50'-60' reach (per day)	6.00 DA	0.00	445.00	0.00	2,670.00
125. Fall protection harness and lanyard - per day	6.00 DA	0.00	8.00	0.00	48.00
126. Rental equipment delivery / mobilization / pick up (Bid item)	1.00 EA	0.00	900.00	0.00	900.00
Totals: Exterior				45.13	50,210.98

HVAC Cleaning

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
127. Heat, Vent, & Air Conditioning (Bid Item)	3.00 EA	0.00	3,685.00	0.00	11,055.00
This is to clean interior air ducting furnace, compressor, etc.					
Totals: HVAC Cleaning				0.00	11,055.00

General Conditions

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Labor					
128. Cleaning - Supervisory/Administrative - per hour	30.00 HR	0.00	76.49	0.00	2,294.70
129. Mobilization	1.00 EA	0.00	2,000.00	0.00	2,000.00
130. Equipment setup, take down, and monitoring (hourly charge)	16.00 HR	0.00	76.49	0.00	1,223.84
To perform initial inspection, photos, dry sponge sampling. light to moderate smoke. Install Hepa air filtration devices with activated charcoal filters. This Charge also accounts for the removal of all Hepa air filtration devices					
131. Personal protective mask (N-95)	24.00 EA	0.00	5.90	10.27	151.87
132. Personal protective gloves - Disposable (per pair)	96.00 EA	0.00	0.39	2.71	40.15



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CONTINUED - General Conditions

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
133. Eye protection - plastic goggles - Disposable	8.00 EA	0.00	9.69	5.62	83.14
134. Add for HEPA filter (for negative air exhaust fan)	14.00 EA	0.00	192.42	177.63	2,871.51
135. Add for HEPA filter (for canister/backpack vacuums)	5.00 EA	0.00	57.42	14.50	301.60
136. Equipment decontamination charge - per piece of equipment 14 air scrubbers + 5 HEPA vacuums	19.00 EA	0.00	49.03	5.21	936.78
137. Single axle dump truck - per load - including dump fees	1.00 EA	258.23	0.00	0.00	258.23
138. Demobilization	1.00 EA	0.00	2,000.00	0.00	2,000.00
139. Cargo van and equipment - per day	9.00 EA	0.00	111.16	0.00	1,000.44
Totals: General Conditions				215.94	13,162.26
Line Item Totals: HIDDEN-VALLEY-LCF				334.61	128,491.03

Grand Total Areas:

12,883.22 SF Walls	7,223.16 SF Ceiling	20,106.38 SF Walls and Ceiling
7,223.16 SF Floor	802.57 SY Flooring	915.42 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	998.17 LF Ceil. Perimeter
7,223.16 Floor Area	7,512.48 Total Area	12,883.22 Interior Wall Area
11,267.07 Exterior Wall Area	732.40 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



Servpro West Coast Extreme Response Team - Elite Designation

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Servpro West Coast - Regional Disaster Response Team
Tax ID 47-5185722
CSLB #1026761

Summary for Dwelling

Line Item Total	128,156.42
Material Sales Tax	334.61
Replacement Cost Value	\$128,491.03
Net Claim	\$128,491.03

Paul Catilo

PROPOSAL
Smith Construction & General Engineering, Inc.

License# 731235
P.O. Box 1056
Middletown, CA 95461
(707) 237-1293

DATE: November 6 2020			
PROPOSAL SUBMITTED TO:			
NAME: HVL Community Service District		JOB NAME: Chipping - HVL	
MAILING ADDRESS: 19400 Hartmann Road		STREET:	
CITY: Hidden Valley Lake		CITY: Hidden Valley Lake	
STATE: California	ZIP: 95467	STATE: California	ZIP: 95467
PHONE: 707 987-9201		Email: info@hiddenvalleylakecsd.com	

Smith Construction & General Engineering, Inc. proposes to furnish equipment and labor to complete the Chipping within Hidden Valley Lake as requested:
Using three or four laborers with a small excavator, tractor and chipping machine.

Smith Construction & General Engineering, Inc. hereby proposes to furnish labor and equipment to complete in accordance with the above specifications, for the sum of sixteen thousand dollars (\$16,000.00) per week, with payment to be made in full upon completion.

All work to be completed in a manner according to standard practices. Required permits are to be obtained by landowner. Any alteration or deviation from above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the proposal. All agreements are contingent upon strikes, accident, or delays beyond our control. This proposal subject to acceptance within 15 days or is void thereafter at the option of the undersigned.

Authorized Signature: Kevin Smith

ACCEPTANCE OF PROPOSAL

The above proposal price, specifications, and conditions are hereby accepted. Upon signature below you are hereby authorizing Smith Construction & General Engineering, Inc. to complete work as specified, payment will be made as outlined above.

ACCEPTED:
Signature: _____ Date: _____

FEMA Projects

RP DR4434-138 (Access Road Repair - 2019 February Rains)

- 10/20 Pre-construction meeting
- 10/29 – 11/4 Construction project begun and completed
- 11/10 Reimbursement request submitted to CalOES/FEMA
- 11/13 Initiating DR4434 Closeout

HMGP DR4382 Project 112 (Unit 9 Tank)

- 10/20 Appropriate signatures for HVLCSD Easement to HVLA, and HVLA Easement to HVLCSD
- 11/14 Scheduled HVLA BOD meeting for review and signature of easements

RPA DR4558 (LNU Complex Fire)

- 10/15 Exploratory call with CalOES & FEMA (See attached)
- 10/27 Recovery Scoping Meeting with CalOES & FEMA
- Document development and delivery (Insurance, Benefits, Procurement, FAL, invoices, etc)

HMGP DR4558

- Plan for submission of 3 NOIs (Fuels Reduction, Tank 4 Replacement, FLASHES)
- 11/20 Deadline for NOI submission

HMGP DR4344-512 (LHMP)

- 10/7 Submitted final reimbursement request
- 11/10 Initiating closeout procedures

Non_FEMA projects

I & I

- 10/29 Grants Manager of Special Districts submitted final draft of Grant Agreement to Division of Water Resources for all Lake County Projects (including HVLCSD)
- Scheduling pre-construction meeting with Coastland, Piazza Construction and HVLCSD

OSHA

- 10/27 Delivered final Management of Change (MOC) checklist format
- 10/29 Updated RMP and created specific MOC for new chlorine sensor
- 11/3 Delivered updated RMP and document reference to Environmental Health Services, County of Lake
- 11/9 Closing conference with OSHA. They will be sending a Notice of No Violation and Information Memorandum via certified mail (See attached).
- Fit testing certification documentation in process
- 11/20 Cylinder changeout and air monitoring training scheduled

Rate Study

- 10/20 BOD meeting approved Rate Study

- 10/20 Proposition 218 process approved
- Week of 10/26 Proposed Sewer/Water Rate notification posted on website, mailed to all residents, owners.
- 11/24 Virtual Informational Meeting Scheduled

SCADA

- 10/30 Participated in Demand Response event

VALLEY OAKS

- Grocery Outlet construction is nearly complete
- Coastland Engineering to conduct inspections late November

RESILIENCE

- 10/20 BOD selected Trane for ESCO, and to move forward with Resilience discussions
- 10/30 Kick-off meeting to align milestones with board meetings
- 11/6 Meeting to discuss grant opportunities
- 12/4 Board workshop scheduled

AMI

- 10/27 Clean Water State Revolving Fund transition meeting
- 11/6 Submitted pre-application to Drinking Water State Revolving Fund