



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: October 16, 2018
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) EMPLOYEE RECOGNITION
The District would like to recognize Karen Jensen for her dedication and consistent quality of customer service
- 6) PRESENTATIONS
Civic Spark Progress Report
- 7) CONSENT CALENDAR
 - A. MINUTES: Approval of the September 18, 2018 Board of Directors Regular Board Meeting Minutes
 - B. MINUTES: Approval of the September 18, 2018 Finance Committee Meeting Minutes
 - C. MINUTES: Approval of the September 21, 2018 Lake Water Use AD Hoc Committee Meeting Minutes
 - D. MINUTES: Approval of the September 24, 2018 Personnel Committee Meeting Minutes
 - E. DISBURSEMENTS: Check # 35759 - # 35829 including drafts and payroll for a total of \$213,480.21
- 8) BOARD COMMITTEE REPORTS
(for information only, no action anticipated)

Finance Committee

Personnel Committee
Emergency Preparedness Committee
Lake Water Use Agreement-Ad Hoc Committee
Valley Oaks Project Committee

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

Other meetings attended

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

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

- 11) DISCUSSION AND POSSIBLE ACTION: Discuss AMI options and plans.
- Schneider Electric – GPR Loan forgiveness and SRF Loan
 - SUEZ dba Utility Services – Sole Source or Master Service Agreement
- 12) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the Water and Sewer Fiscal Sustainability Plans as required for the Clean Water State Revolving Fund AMI application.
- 13) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the General Manager to enter into an agreement with SUEZ.
- 14) DISCUSSION AND POSSIBLE ACTION: Discuss and approve an increase to the General Managers current purchasing limitations from \$5,000 to \$15,000.
- 15) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the General Manager to enter into an agreement with Wagner & Bonsignor to proceed with Meter Moratorium Mitigation.
- 16) DISCUSS: Discuss and direct staff on how to proceed with the employee handbook.
- 17) PUBLIC COMMENT
- 18) BOARD MEMBER COMMENT
- 19) CLOSED SESSION: The Board will call to order and recess to Closed Session to discuss the following item: PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957.6: Review of the General Manager's contract provisions.
- 20) ADJOURNMENT



CivicSpark Fellows First Month

September 2018

Ernie

Mike



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: September 18, 2018**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present:

Director Carolyn Graham, President
Director Linda Herndon, Vice President
Director Jim Freeman
Director Jim Lieberman
Kirk Cloyd, General Manager

Absent:

Director Judy Mirbegian

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by President Graham.

APPROVAL OF AGENDA

On a motion made by Director Lieberman and second by Director Herndon the Board unanimously approved the agenda.

PRESENTATIONS

Lake County Milers Club presented the District with a Spring has Sprung plaque and an update of how the District sponsorship has benefited the students of Lake County.

Civic Spark Fellows, Michael Burley and Ernesto Ruvalcaba provided a brief introduction to the Board and presented the primary focus for the coming year at HVLCS D.

Chlorine Contact Basin, before and after video

CONSENT CALENDAR

On a motion made by Director Herndon and second by Director Lieberman the Board unanimously approved the following Consent Calendar.

- A. **MINUTES:** Approval of the August 15, 2018 Special Meeting Minutes
- B. **MINUTES:** Approval of the August 23, 2018 Special Meeting Minutes
- C. **MINUTES:** Approval of the August 28, 2018 Board of Directors Regular Board Meeting Minutes.
- D. **DISBURSEMENTS:** Check # 35672 - # 35758 including drafts and payroll for a total of \$569,702.11.

BOARD COMMITTEE REPORTS

Finance Committee: Director Freeman provided an overview of the Suez and Trane presentations.

Personnel Committee: No meeting held

Emergency Preparedness Program Committee: No meeting held

Lake Water Use Agreement-Ad Hoc Committee: No meeting held

Valley Oaks Project Sub-Committee: Temporary T-Meter has been permitted for dust control only.

Staff conferred with Roland Stanford, previous HVLCSD G.M., and are scheduled to talk with District legal counsel and NBS to discuss process and formula for commercial connection fees.

STAFF REPORTS

Financial Report: David Spillman will be retiring; however, he will work with the Full Charge Bookkeeper through the audit. Staff will be working with RGS to fill this position.

ACWA State Legislative Committee:

Administration/Customer Services Report:

Field Operation Report:

General Manager's Report: The General Manager discussed the report from Peter Keil, (Water Rights Attorney) regarding the meter moratorium.

DISCUSSION AND POSSIBLE ACTION:

Discuss and approve the General Manager to enter into an annual IT maintenance contract with Applied Technology Solutions for a monthly amount of \$573.00; not to exceed an annual amount of \$6,876.00.

On a motion by Director Herndon and second by Director Lieberman the Board unanimously moved to approve the General Manager to enter into an annual IT maintenance contract with Applied Technology Solutions for a monthly amount of \$573.00; not to exceed an annual amount of \$6,876.00.

No public comments.

Roll Call Vote:

AYES: (4) Directors Graham, Herndon, Freeman and Lieberman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Mirbegian

The Board unanimously approved the General Manager to enter into an annual IT maintenance contract with Applied Technology Solutions for a monthly amount of \$573.00; not to exceed an annual amount of \$6,876.00.

DISCUSSION AND POSSIBLE ACTION:

Discuss and approve the General Manager to enter into a contract with Aquatic Harvesting for removal of aquatic weeds in the tertiary pond at the WWTP for an amount not to exceed \$28,200.00

On a motion by Director Freeman and second by Director Herndon the Board unanimously moved to approve the General Manager to enter into a contract with Aquatic Harvesting for removal of aquatic weeds in the tertiary pond at the WWTP for an amount not to exceed \$28,200.00

Staff reminded the Board that funds would come from the 314 account as this was not a budgeted item and would not be reimbursed by FEMA.

If Board approved this would be added to the future budget as a maintenance item.

No public comments.

Roll Call Vote:

AYES: (4) Directors Graham, Herndon, Freeman and Lieberman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Mirbegian

The Board unanimously approved the General Manager to enter into a contract with Aquatic Harvesting for removal of aquatic weeds in the tertiary pond at the WWTP for an amount not to exceed \$28,200.00.

DISCUSSION AND POSSIBLE ACTION

Discuss and approve the scheduling of the next Strategic Planning Workshop

Staff to provide facilitator resume to the Board at the October Regular Board Meeting.

Members of the Board recommend November 3rd or 17th for a Strategic Planning Workshop.

DISCUSSION AND POSSIBLE ACTION

Review and discuss the draft Employee Handbook

Director Herndon provided an update of the draft Employee Manual. The revisions have reduced unnecessary detail, eliminating step by step functions and processes that have been updated, and reduced 143 pages to just over 80 pages. Employee questions and concerns have been addressed. Still needed are:

Formatting and final edits

Safety Shoes required

Disaster and emergency service worker oath requirement

Performance Pay

Director Herndon provided the guidelines of the Performance Pay benefit that is proposed to be added to the Employee Manual.

Board to review and provide comments and suggestions to the General Manager prior to legal review and Board approval.

PUBLIC COMMENT

Civic Spark Fellow shared insight of attending District meetings and information and knowledge gained.

BOARD MEMBER COMMENT

Director Herndon welcomed Civic Spark Fellows and looks forward to working with them and the progress they bring to the District.

ADJOURNMENT

On a motion made by Director Freeman and second by Director Lieberman the Board voted unanimously to adjourn the meeting. The meeting was adjourned at 9:42 p.m.

Carolyn Graham Date
President of the Board

Kirk Cloyd Date
General Manager/Secretary to the Board



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE REPORT
MEETING DATE: September 18, 2018**

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

Director Mirbegan
Director Freeman
General Manager Kirk Cloyd
Full Charge Bookkeeper Trish Wilkinson
Water Resources Specialist Alyssa Gordon

CALL TO ORDER

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

APPROVAL OF AGENDA

On a motion made by Director Freeman and second by Director Mirbegan the Committee unanimously approved the agenda. Staff requested approval from the members of the committee to add Suez Presentation to the Agenda. The Committee approved the agenda as amended to include a presentation from Suez.

Discuss Suez Presentation

Daniel Eisenberg of Utility Service Co., Inc. (a subsidiary of Suez) presented a potential AMI meter solution to the Committee for review and discussion. Following the presentation, the Committee requests a presentation be brought before the full Board prior to the October Regular Board Meeting. A Workshop will be scheduled for the first week in October.

Trane Introduction and Presentation

Following the presentation, the Committee requests a presentation be brought before the full Board. A workshop will be scheduled following completion of Trane's Preliminary Assessment which is estimated to take two months.

Discuss Applied Technology Solutions IT Contract

Tabled to go before the Board for review and action.

Discuss Aquatic Harvesting Contracts

Tabled to go before the Board for review and action.

PUBLIC COMMENT

No public present.

COMMITTEE MEMBER COMMENT

No Committee Member comment.

ADJOURNMENT

The meeting was adjourned at 2:30 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
LAKE WATER USE AGREEMENT AD HOC COMMITTEE REPORT
DATE: September 21, 2018**

The Hidden Valley Lake Community Services District (COMMITTEE) Lake Water Use Agreement Ad HOC Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

Director Judy Mirbegian
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant
Director Jack Worster, HVLA
Edward Simpkins, General Manager, HVLA

CALL TO ORDER

The meeting was called to order at 2:02 pm by Director Mirbegian.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by General Manager, Kirk Cloyd the Committee unanimously approved the agenda.

**REVIEW AND DISCUSS
Lake Water Use Agreement**

Following review and discussion, the Committee elected to bring the Agreement before each respective Board review and approval.

Specific Items of discussion;

- Penalty clause for non-compliance by either party
- Quarterly Maintenance Meetings
- Annual Lake Water Use Agreement Ad Hoc Committee Meeting

PUBLIC COMMENT

No Public present

COMMITTEE MEMBER COMMENT

Mr. Worster advised by HVLCSD Committee Members to direct constituents with Water Moratorium questions to the HVLCSD General Manager.

Mr. Simpkins requested an update of NBS Rate Study. One will be provided once HVLCSD receives the Rate Study from NBS.

ADJOURNMENT

The meeting was adjourned at 2:43 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PERSONNEL COMMITTEE REPORT
MEETING DATE: September 24, 2018**

The Hidden Valley Lake Community Services District (COMMITTEE) Personnel Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

Director Linda Herndon
Director Jim Lieberman
Kirk Cloyd General Manager
Penny Cuadras, Administrative Assistant

CALL TO ORDER

The meeting was called to order at 10:01 am by Director Herndon.

APPROVAL OF AGENDA

Motion made by Director Lieberman to approve the agenda and second by Director Herndon.

DISCUSS AND REVIEW: Employee Handbook

Committee reviewed and discussed the proposed revisions and recommend moving forward to legal and presenting to Board for approval.

PUBLIC COMMENT

No Public present

COMMITTEE MEMBER COMMENT

No Committee Member Comment

ITEMS FOR NEXT AGENDA

Performance Pay with Suggested Awards

ADJOURNMENT

The meeting was adjourned at 12:01 p.m.

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-11	STATE OF CALIFORNIA	EDD		N		FUND TOTAL FOR VENDOR	1,436.88
01-111	JAMES DAY CONSTRUCTION, I			N		FUND TOTAL FOR VENDOR	481.00
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	214.46
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	14,433.82
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,091.87
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	1,955.07
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	1,160.00
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	566.68
01-2057	BARTLEY PUMP, INC.			N		FUND TOTAL FOR VENDOR	15,252.07
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,161.98
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	786.72
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	127.50
01-2532	WIPF CONSTRUCTION			N		FUND TOTAL FOR VENDOR	1,580.00
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	103.36
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	249.94
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	395.13
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	212.19
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	205.45
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	347.32
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	850.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	1,462.26
01-2788	GHD			N		FUND TOTAL FOR VENDOR	694.00
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	1,260.51
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,679.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	900.00
01-2830	CUMMINS PACIFIC LLC			N		FUND TOTAL FOR VENDOR	1,038.09
01-2840	ENVIRONMENTAL SYSTEMS RES			N		FUND TOTAL FOR VENDOR	207.25
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	6,576.36
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	851.00
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	281.25
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	241.31
01-2891	HERC RENTALS INC.			N		FUND TOTAL FOR VENDOR	10,487.76
01-2892	PENNY CUADRAS			N		FUND TOTAL FOR VENDOR	111.07
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2912	CITRIX SYSTEMS INC.			N		FUND TOTAL FOR VENDOR	600.00
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	93.37
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	33.55
01-2919	REGIONAL GOVERNMENT SERVI			N		FUND TOTAL FOR VENDOR	1,188.23
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	1,063.61
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	231.74
01-8	AT&T			N		FUND TOTAL FOR VENDOR	131.89
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	2,690.46
*** FUND TOTALS ***							83,007.15

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N		FUND TOTAL FOR VENDOR	527.53
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,688.64
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	214.46
01-1659	WAGNER & BONSIGNORE			N		FUND TOTAL FOR VENDOR	4,136.00
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	14,433.82
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,769.92
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	1,160.00
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	566.68
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,832.55
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	786.71
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	127.50
01-2532	WIPF CONSTRUCTION			N		FUND TOTAL FOR VENDOR	1,580.00
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	117.89
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	10.85
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	395.14
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	212.19
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	205.45
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	347.34
01-2685	LAYNE PAVING & TRUCKING,			N		FUND TOTAL FOR VENDOR	163.13
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	920.66
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	745.51
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,647.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	900.00
01-2830	CUMMINS PACIFIC LLC			N		FUND TOTAL FOR VENDOR	1,038.09

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2840	ENVIRONMENTAL SYSTEMS RES			N		FUND TOTAL FOR VENDOR	207.25
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	326.25
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	851.00
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	281.25
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	228.00
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	241.32
01-2892	PENNY CUADRAS			N		FUND TOTAL FOR VENDOR	111.07
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2912	CITRIX SYSTEMS INC.			N		FUND TOTAL FOR VENDOR	600.00
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	93.37
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	33.55
01-2919	REGIONAL GOVERNMENT SERVI			N		FUND TOTAL FOR VENDOR	1,188.22
01-2943	DICKENSON PEATMAN & FOGAR			N		FUND TOTAL FOR VENDOR	2,480.00
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	231.74
01-8	AT&T			N		FUND TOTAL FOR VENDOR	131.89
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	14,872.04
*** FUND TOTALS ***							65,977.01

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-9	PACIFIC GAS & ELECTRIC CO			N	FUND TOTAL FOR VENDOR	80.31
*** FUND TOTALS ***						80.31
*** REPORT TOTALS ***			149,064.47			149,064.47

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2088	SURVIVOR BENEFITS - PERS	10.59
120 2090	PERS PAYABLE	2,282.71
120 2091	FIT PAYABLE	3,128.53
120 2092	CIT PAYABLE	1,105.13
120 2093	SOCIAL SECURITY PAYABLE	8.99
120 2094	MEDICARE PAYABLE	472.64
120 2095	S D I PAYABLE	322.76
120 2099	DEFERRED COMP - 457 PLAN	900.00
120 5-00-5024	WORKERS' COMP INSURANCE	350.70
120 5-00-5025	RETIREE HEALTH BENEFITS	1,745.73
120 5-00-5060	GASOLINE, OIL & FUEL	943.69
120 5-00-5061	VEHICLE MAINT	1,251.36
120 5-00-5075	BANK FEES	37.69CR
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
120 5-00-5092	POSTAGE & SHIPPING	527.70
120 5-00-5121	LEGAL SERVICES	281.25
120 5-00-5122	ENGINEERING SERVICES	756.00
120 5-00-5123	OTHER PROFESSIONAL SERVICES	2,348.23
120 5-00-5130	PRINTING & PUBLICATION	264.47
120 5-00-5145	EQUIPMENT RENTAL	12,373.32
120 5-00-5148	OPERATING SUPPLIES	2,355.62
120 5-00-5150	REPAIR & REPLACE	17,794.47
120 5-00-5155	MAINT BLDG & GROUNDS	244.00
120 5-00-5156	CUSTODIAL SERVICES	1,162.50
120 5-00-5191	TELEPHONE	560.57
120 5-00-5192	ELECTRICITY	2,690.46
120 5-00-5193	OTHER UTILITIES	214.46
120 5-00-5194	IT SERVICES	1,521.50
120 5-00-5195	ENV/MONITORING	2,679.00

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-00-5312	TOOLS - FIELD	910.28
120 5-10-5010	SALARIES & WAGES	274.51
120 5-10-5020	EMPLOYEE BENEFITS	5,105.33
120 5-10-5021	RETIREMENT BENEFITS	1,674.04
120 5-10-5090	OFFICE SUPPLIES	588.63
120 5-10-5170	TRAVEL MILEAGE	130.03
120 5-10-5179	ADM MISC EXPENSES	8.19
120 5-30-5010	SALARIES & WAGES	196.10
120 5-30-5020	EMPLOYEE BENEFITS	4,537.29
120 5-30-5021	RETIREMENT BENEFITS	1,194.64
120 5-30-5022	CLOTHING ALLOWANCE	233.52
120 5-40-5010	DIRECTORS COMPENSATION	11.10
120 5-40-5020	DIRECTOR BENEFITS	8.99
120 5-40-5030	DIRECTOR HEALTH BENEFITS	3,261.45
120 5-60-6006	PW LKHVF83	6,514.36
	** FUND TOTAL **	83,007.15
130 1052	ACCTS REC WATER USE	527.53
130 2088	SURVIVOR BENEFITS - PERS	11.73
130 2090	PERS PAYABLE	2,570.54
130 2091	FIT PAYABLE	3,699.36
130 2092	CIT PAYABLE	1,319.64
130 2093	SOCIAL SECURITY PAYABLE	9.61
130 2094	MEDICARE PAYABLE	525.71
130 2095	S D I PAYABLE	359.39
130 2099	DEFERRED COMP - PLAN 457 PAYAB	900.00
130 5-00-5024	WORKERS' COMP INSURANCE	350.70
130 5-00-5025	RETIREE HEALTH BENEFITS	1,745.73
130 5-00-5060	GASOLINE, OIL & FUEL	943.69
130 5-00-5061	VEHICLE MAINT	1,251.35
130 5-00-5075	BANK FEES	37.68CR
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
130 5-00-5092	POSTAGE & SHIPPING	527.70
130 5-00-5121	LEGAL SERVICES	281.25
130 5-00-5122	ENGINEERING SERVICES	326.25
130 5-00-5123	OTHER PROFESSIONAL SERVICES	2,348.22
130 5-00-5124	WATER RIGHTS	6,616.00
130 5-00-5130	PRINTING & PUBLICATION	264.46
130 5-00-5145	EQUIPMENT RENTAL	1,885.56
130 5-00-5148	OPERATING SUPPLIES	24.51
130 5-00-5150	REPAIR & REPLACE	1,136.58
130 5-00-5155	MAINT BLDG & GROUNDS	243.99
130 5-00-5156	CUSTODIAL SERVICES	312.50
130 5-00-5191	TELEPHONE	560.58
130 5-00-5192	ELECTRICITY	14,872.04
130 5-00-5193	OTHER UTILITIES	214.46
130 5-00-5194	IT SERVICES	1,749.51

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5195	ENV/MONITORING	2,647.00
130 5-10-5010	SALARIES & WAGES	274.51
130 5-10-5020	EMPLOYEE BENEFITS	5,105.33
130 5-10-5021	RETIREMENT BENEFITS	1,674.06
130 5-10-5090	OFFICE SUPPLIES	588.66
130 5-10-5170	TRAVEL MILEAGE	159.51
130 5-10-5179	ADM MISC EXPENSES	8.19
130 5-30-5010	SALARIES & WAGES	248.88
130 5-30-5020	EMPLOYEE BENEFITS	4,537.29
130 5-30-5021	RETIREMENT BENEFITS	1,576.22
130 5-30-5022	CLOTHING ALLOWANCE	233.54
130 5-40-5010	DIRECTORS COMPENSATION	11.85
130 5-40-5020	DIRECTOR BENEFITS	9.61
130 5-40-5030	DIRECTOR HEALTH BENEFITS	3,261.45
	** FUND TOTAL **	65,977.01
140 5-00-5192	ELECTRICITY	80.31
	** FUND TOTAL **	80.31

** TOTAL **	149,064.47
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NO ERRORS

SELECTION CRITERIA

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

TRANSACTION SELECTION

REPORTING: PAID ITEMS ,G/L DIST

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 9/01/2018 THRU 9/30/2018	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

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

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

120-SEWER ENTERPRISE FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,613,149.00</u>	<u>148,599.38</u>	<u>637,734.24</u>	<u>975,414.76</u>	<u>39.53</u>
TOTAL REVENUES	<u>1,613,149.00</u>	<u>148,599.38</u>	<u>637,734.24</u>	<u>975,414.76</u>	<u>39.53</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	540,872.00	52,072.04	396,134.51	144,737.49	73.24
ADMINISTRATION	383,766.00	29,116.95	101,244.13	282,521.87	26.38
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	308,888.00	22,090.24	75,190.34	233,697.66	24.34
DIRECTORS	<u>44,916.00</u>	<u>3,426.54</u>	<u>10,270.63</u>	<u>34,645.37</u>	<u>22.87</u>
TOTAL EXPENDITURES	<u>1,278,442.00</u>	<u>106,705.77</u>	<u>582,839.61</u>	<u>695,602.39</u>	<u>45.59</u>
REVENUES OVER/(UNDER) EXPENDITURES	334,707.00	41,893.61	54,894.63	279,812.37	16.40

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

120-SEWER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	700.00	100.00	100.00	600.00	14.29
120-4036 DEVELOPER SEWER FEES	0.00	21,423.93	21,423.93 (21,423.93)	0.00
120-4040 Lien Recording Fee	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,000.00	0.00	848.84	4,151.16	16.98
120-4050 SALES OF RECLAIMED WATER	125,000.00	14,714.70	56,267.77	68,732.23	45.01
120-4111 COMM SEWER USE	22,000.00	2,572.62	7,717.86	14,282.14	35.08
120-4112 GOV'T SEWER USE	700.00	60.93	182.79	517.21	26.11
120-4116 SEWER USE CHARGES	1,137,649.00	94,784.51	284,029.73	853,619.27	24.97
120-4210 LATE FEE	25,000.00	1,903.01	3,908.29	21,091.71	15.63
120-4300 MISC INCOME	1,500.00	13,036.71	13,604.47 (12,104.47)	906.96
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
120-4320 FEMA/CalOES Grants	295,000.00	0.00	249,316.00	45,684.00	84.51
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	600.00	2.97	334.56	265.44	55.76
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	1,613,149.00	148,599.38	637,734.24	975,414.76	39.53
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HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	0.00	350.70	350.70 (350.70)	0.00
120-5-00-5025 RETIREE HEALTH BENEFITS	21,472.00	1,076.60	2,822.31	18,649.69	13.14
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	4,500.00	0.00	0.00	4,500.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	8,000.00	943.69	1,725.00	6,275.00	21.56
120-5-00-5061 VEHICLE MAINT	12,500.00	1,251.36	7,780.20	4,719.80	62.24
120-5-00-5062 TAXES & LIC	800.00	0.00	0.00	800.00	0.00
120-5-00-5074 INSURANCE	0.00	0.00	25,270.89 (25,270.89)	0.00
120-5-00-5075 BANK FEES	13,400.00	1,316.11	4,247.30	9,152.70	31.70
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	6,400.00	100.00	375.00	6,025.00	5.86
120-5-00-5092 POSTAGE & SHIPPING	5,000.00	527.45	734.75	4,265.25	14.70
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	5,000.00	281.25	551.25	4,448.75	11.03
120-5-00-5122 ENGINEERING SERVICES	27,000.00	756.00	6,644.13	20,355.87	24.61
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	2,698.23	6,983.03	43,016.97	13.97
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	264.47	308.11	4,691.89	6.16
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	14,000.00	12,373.32	13,107.08	892.92	93.62
120-5-00-5148 OPERATING SUPPLIES	22,000.00	2,355.62	10,265.72	11,734.28	46.66
120-5-00-5150 REPAIR & REPLACE	145,000.00	17,794.47	21,548.28	123,451.72	14.86
120-5-00-5155 MAINT BLDG & GROUNDS	5,500.00	244.00	609.70	4,890.30	11.09
120-5-00-5156 CUSTODIAL SERVICES	15,150.00	1,162.50	2,525.00	12,625.00	16.67
120-5-00-5157 SECURITY	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5160 SLUDGE DISPOSAL	28,500.00	0.00	16,087.50	12,412.50	56.45
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	9,500.00	560.57	2,552.76	6,947.24	26.87
120-5-00-5192 ELECTRICITY	45,000.00	2,690.46	9,329.72	35,670.28	20.73
120-5-00-5193 OTHER UTILITIES	2,600.00	214.46	428.92	2,171.08	16.50
120-5-00-5194 IT SERVICES	35,000.00	1,521.50	1,677.00	33,323.00	4.79
120-5-00-5195 ENV/MONITORING	32,000.00	2,679.00	7,672.00	24,328.00	23.98
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	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	0.00	1,300.00	0.00
120-5-00-5312 TOOLS - FIELD	1,000.00	910.28	1,337.62 (337.62)	133.76
120-5-00-5315 SAFETY EQUIPMENT	3,500.00	0.00	1,884.54	1,615.46	53.84
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	0.00	0.00	250.00	0.00
120-5-00-5580 TRANSFERS OUT	0.00	0.00	249,316.00 (249,316.00)	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

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

120-SEWER ENTERPRISE FUND
 NON-DEPARTMENTAL
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	540,872.00	52,072.04	396,134.51	144,737.49	73.24

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

120-SEWER ENTERPRISE FUND
 ADMINISTRATION
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	244,904.00	19,044.81	68,905.07	175,998.93	28.14
120-5-10-5020 EMPLOYEE BENEFITS	82,142.00	5,266.87	17,749.92	64,392.08	21.61
120-5-10-5021 RETIREMENT BENEFITS	47,170.00	4,078.42	12,999.08	34,170.92	27.56
120-5-10-5063 CERTIFICATIONS	0.00	0.00	32.50 (32.50)	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	588.63	966.49	3,033.51	24.16
120-5-10-5170 TRAVEL MILEAGE	1,200.00	130.03	302.50	897.50	25.21
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	116.84	3,883.16	2.92
120-5-10-5179 ADM MISC EXPENSES	350.00	8.19	171.73	178.27	49.07
TOTAL ADMINISTRATION	383,766.00	29,116.95	101,244.13	282,521.87	26.38

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

120-SEWER ENTERPRISE FUND
OFFICE
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-20-5010 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-20-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE	0.00	0.00	0.00	0.00	0.00

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

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	212,658.00	13,720.41	48,154.49	164,503.51	22.64
120-5-30-5020 EMPLOYEE BENEFITS	44,600.00	4,537.29	14,956.82	29,643.18	33.54
120-5-30-5021 RETIREMENT BENEFITS	41,830.00	3,599.02	11,354.71	30,475.29	27.14
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	233.52	554.32	1,245.68	30.80
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	170.00	1,330.00	11.33
120-5-30-5090 OFFICE SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
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	0.00	4,000.00	0.00
TOTAL FIELD	308,888.00	22,090.24	75,190.34	233,697.66	24.34

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

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	156.10	468.30	2,531.70	15.61
120-5-40-5020 DIRECTOR BENEFITS	100.00	8.99	17.98	82.02	17.98
120-5-40-5030 DIRECTOR HEALTH BENEFITS	40,116.00	3,261.45	9,784.35	30,331.65	24.39
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
120-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
120-5-40-5176 DIRECTOR TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL DIRECTORS	44,916.00	3,426.54	10,270.63	34,645.37	22.87
TOTAL EXPENDITURES	1,278,442.00	106,705.77	582,839.61	695,602.39	45.59
REVENUES OVER/(UNDER) EXPENDITURES	334,707.00	41,893.61	54,894.63	279,812.37	16.40

*** END OF REPORT ***

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

130-WATER ENTERPRISE FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,909,200.00</u>	<u>134,881.25</u>	<u>432,586.68</u>	<u>1,476,613.32</u>	<u>22.66</u>
TOTAL REVENUES	<u>1,909,200.00</u>	<u>134,881.25</u>	<u>432,586.68</u>	<u>1,476,613.32</u>	<u>22.66</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	778,372.00	39,191.36	130,507.69	647,864.31	16.77
ADMINISTRATION	389,713.00	29,151.47	101,122.98	288,590.02	25.95
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	309,288.00	26,159.57	88,996.45	220,291.55	28.77
DIRECTORS	<u>44,916.00</u>	<u>3,437.91</u>	<u>10,304.12</u>	<u>34,611.88</u>	<u>22.94</u>
TOTAL EXPENDITURES	<u>1,522,289.00</u>	<u>97,940.31</u>	<u>330,931.24</u>	<u>1,191,357.76</u>	<u>21.74</u>
REVENUES OVER/(UNDER) EXPENDITURES	386,911.00	36,940.94	101,655.44	285,255.56	26.27

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

130-WATER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	13,000.00	1,510.00	2,840.00	10,160.00	21.85
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER METER INST	1,000.00	170.00	340.00	660.00	34.00
130-4040 RECORDING FEE	500.00	0.00	180.46	319.54	36.09
130-4045 AVAILABILITY FEES	25,000.00	0.00	3,567.16	21,432.84	14.27
130-4110 COMM WATER USE	85,000.00	8,405.34	29,058.76	55,941.24	34.19
130-4112 GOV'T WATER USE	6,000.00	409.50	1,324.10	4,675.90	22.07
130-4115 WATER USE	1,750,000.00	118,832.68	379,583.09	1,370,416.91	21.69
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	25,000.00	3,342.38	9,439.25	15,560.75	37.76
130-4215 RETURNED CHECK FEE	1,000.00	100.00	300.00	700.00	30.00
130-4300 MISC INCOME	2,000.00	2,103.27	5,447.98 (3,447.98)	272.40
130-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	700.00	8.08	505.88	194.12	72.27
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,909,200.00	134,881.25	432,586.68	1,476,613.32	22.66
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REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: SEPTEMBER 30TH, 2018

130-WATER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	0.00	350.70	350.70 (350.70)	0.00
130-5-00-5025 RETIREE HEALTH BENEFITS	21,472.00	669.13	2,414.88	19,057.12	11.25
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	4,500.00	0.00	0.00	4,500.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	6,500.00	943.69	1,724.99	4,775.01	26.54
130-5-00-5061 VEHICLE MAINT	12,500.00	1,251.35	2,628.84	9,871.16	21.03
130-5-00-5062 TAXES & LIC	1,200.00	0.00	0.00	1,200.00	0.00
130-5-00-5074 INSURANCE	25,000.00	0.00	25,270.88 (270.88)	101.08
130-5-00-5075 BANK FEES	13,500.00	1,516.13	4,447.29	9,052.71	32.94
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,000.00	100.00	1,445.00	22,555.00	6.02
130-5-00-5092 POSTAGE & SHIPPING	6,000.00	527.45	734.76	5,265.24	12.25
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	1,000.00	281.25	551.25	448.75	55.13
130-5-00-5122 ENGINEERING SERVICES	60,000.00	326.25	776.87	59,223.13	1.29
130-5-00-5123 OTHER PROFESSIONAL SERVICE	35,000.00	2,698.22	6,983.02	28,016.98	19.95
130-5-00-5124 WATER RIGHTS	70,000.00	6,616.00	10,262.25	59,737.75	14.66
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	264.46	308.11	7,191.89	4.11
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	20,000.00	1,885.56	4,139.32	15,860.68	20.70
130-5-00-5148 OPERATING SUPPLIES	1,500.00	24.51	1,308.68	191.32	87.25
130-5-00-5150 REPAIR & REPLACE	185,000.00	1,136.58	7,372.71	177,627.29	3.99
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	243.99	609.70	11,390.30	5.08
130-5-00-5156 CUSTODIAL SERVICES	3,750.00	312.50	625.00	3,125.00	16.67
130-5-00-5157 SECURITY	5,000.00	0.00	0.00	5,000.00	0.00
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	1,000.00	560.58	2,552.72 (1,552.72)	255.27
130-5-00-5192 ELECTRICITY	115,000.00	14,872.04	46,409.89	68,590.11	40.36
130-5-00-5193 OTHER UTILITIES	2,200.00	214.46	428.92	1,771.08	19.50
130-5-00-5194 IT SERVICES	35,000.00	1,749.51	2,115.01	32,884.99	6.04
130-5-00-5195 ENV/MONITORING	15,000.00	2,647.00	4,731.00	10,269.00	31.54
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	30,000.00	0.00	0.00	30,000.00	0.00
130-5-00-5310 EQUIPMENT - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5312 TOOLS - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5315 SAFETY EQUIPMENT	2,500.00	0.00	215.90	2,284.10	8.64
130-5-00-5505 WATER CONSERVATION	9,000.00	0.00	2,100.00	6,900.00	23.33
130-5-00-5545 RECORDING FEES	250.00	0.00	0.00	250.00	0.00
130-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	40,000.00	0.00	0.00	40,000.00	0.00
130-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

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

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	778,372.00	39,191.36	130,507.69	647,864.31	16.77

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

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	244,904.00	19,044.96	68,767.34	176,136.66	28.08
130-5-10-5020 EMPLOYEE BENEFITS	88,289.00	5,266.85	17,746.60	70,542.40	20.10
130-5-10-5021 RETIREMENT BENEFITS	47,170.00	4,083.30	12,989.48	34,180.52	27.54
130-5-10-5063 CERTIFICATIONS	0.00	0.00	32.50 (32.50)	0.00
130-5-10-5090 OFFICE SUPPLIES	3,000.00	588.66	966.51	2,033.49	32.22
130-5-10-5170 TRAVEL MILEAGE	2,000.00	159.51	331.99	1,668.01	16.60
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	116.83	3,883.17	2.92
130-5-10-5179 ADM MISC EXPENSES	350.00	8.19	171.73	178.27	49.07
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	389,713.00	29,151.47	101,122.98	288,590.02	25.95

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

130-WATER ENTERPRISE FUND
OFFICE
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-20-5010 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-20-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018130-WATER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	212,658.00	17,413.00	60,830.42	151,827.58	28.60
130-5-30-5020 EMPLOYEE BENEFITS	44,600.00	4,537.29	14,956.83	29,643.17	33.54
130-5-30-5021 RETIREMENT BENEFITS	41,830.00	3,975.74	12,654.87	29,175.13	30.25
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	233.54	554.33	1,245.67	30.80
130-5-30-5063 CERTIFICATIONS	600.00	0.00	0.00	600.00	0.00
130-5-30-5090 OFFICE SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
130-5-30-5170 TRAVEL MILEAGE	1,800.00	0.00	0.00	1,800.00	0.00
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	309,288.00	26,159.57	88,996.45	220,291.55	28.77

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

130-WATER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	166.85	500.55	2,499.45	16.69
130-5-40-5020 DIRECTOR BENEFITS	100.00	9.61	19.22	80.78	19.22
130-5-40-5030 DIRECTOR HEALTH BENEFITS	40,116.00	3,261.45	9,784.35	30,331.65	24.39
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
130-5-40-5176 DIRECTOR TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL DIRECTORS	44,916.00	3,437.91	10,304.12	34,611.88	22.94
TOTAL EXPENDITURES	1,522,289.00	97,940.31	330,931.24	1,191,357.76	21.74
REVENUES OVER/(UNDER) EXPENDITURES	386,911.00	36,940.94	101,655.44	285,255.56	26.27

*** END OF REPORT ***



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

**September 2018
FINANCIAL REPORT
POOLED CASH**

AS OF September 30, 2018

Beginning Balance	596,929.52
Cash Receipts	
Deposit	314,696.85
Transfer Out	
Total Receipts	314,696.85
Cash Disbursements	
Accounts Payable + Bank Draft	159,381.99
Payroll	51,190.61
Bank Fees	2,907.61
Total Disbursements	213,480.21
Ending Balance	698,146.16

TEMPORARY INVESTMENTS

AS OF September 30, 2018

	Fund	LAIF	Money Mkt	Total	G/L Bal
120	Sewer Operating Fund	68,801.19	57,960.63	126,761.82	126,761.82
130	Water Operating Fund	102,533.30	149,353.01	251,886.31	251,886.31
215	1995-2 Redemption	62,216.62	123,204.50	185,421.12	185,421.12
218	CIEDB Redemption	11,771.38	-	11,771.38	11,771.38
219	USDARUS Solar Loan (Sewer)	837.73	54,962.04	55,799.77	55,799.77
313	Wastewater Cap Fac Reserved	264,509.67	98,882.09	363,391.76	363,391.76
314	Wastewater Cap Fac Unrestricted	267,230.07	246,494.92	513,724.99	513,724.99
319	Solar Reserve	-	31,265.30	31,265.30	31,265.30
320	Water Capital Fund	-	6,039.26	6,039.26	6,039.26
350	CIEDB Loan Reserve	175,044.02	-	175,044.02	175,044.02
711	Bond Administration	27,763.39	1,085.35	28,848.74	28,848.74
	TOTAL	980,707.37	769,247.10	1,749,954.47	1,749,954.47

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

CHECK DATE: 9/01/2018 THRU 9/30/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1010	9/04/2018	BANK-DRAFT	090418	CalPERS GASB 68 Report	700.00CR	CLEARED	G	9/05/2018
1010	9/14/2018	BANK-DRAFT	000230	CALIFORNIA PUBLIC EMPLOYEES RE	5,497.26CR	CLEARED	A	9/17/2018
1010	9/14/2018	BANK-DRAFT	000231	NATIONWIDE RETIREMENT SOLUTION	900.00CR	CLEARED	A	9/14/2018
1010	9/14/2018	BANK-DRAFT	000232	STATE OF CALIFORNIA EDD	1,532.34CR	CLEARED	A	9/14/2018
1010	9/14/2018	BANK-DRAFT	000233	US DEPARTMENT OF THE TREASURY	4,361.24CR	CLEARED	A	9/14/2018
1010	9/17/2018	BANK-DRAFT	091718	CalPers UAL 26384 September	19.45CR	CLEARED	G	9/17/2018
1010	9/17/2018	BANK-DRAFT	091719	CalPers UAL 1739 September	9,598.08CR	CLEARED	G	9/17/2018
1010	9/28/2018	BANK-DRAFT	000234	CALIFORNIA PUBLIC EMPLOYEES RE	5,497.27CR	CLEARED	A	10/01/2018
1010	9/28/2018	BANK-DRAFT	000235	NATIONWIDE RETIREMENT SOLUTION	900.00CR	CLEARED	A	9/28/2018
1010	9/28/2018	BANK-DRAFT	000236	STATE OF CALIFORNIA EDD	1,593.18CR	CLEARED	A	9/28/2018
1010	9/28/2018	BANK-DRAFT	000237	US DEPARTMENT OF THE TREASURY	4,500.55CR	CLEARED	A	9/28/2018
1010	9/28/2018	BANK-DRAFT	092818	CalPERS Reconcile PPE 9-28-18	0.01CR	CLEARED	G	10/02/2018
1010	9/28/2018	BANK-DRAFT	092819	CalPERS Reconcile PPE 9-28-18	0.02	CLEARED	G	10/02/2018
CHECK:								
1010	9/07/2018	CHECK	035759	ALPHA ANALYTICAL LABORATORIES	458.00CR	CLEARED	A	9/12/2018
1010	9/07/2018	CHECK	035760	ARMED FORCE PEST CONTROL, INC.	60.00CR	CLEARED	A	9/12/2018
1010	9/07/2018	CHECK	035761	AT&T MOBILITY	67.10CR	CLEARED	A	9/13/2018
1010	9/07/2018	CHECK	035762	B & G TIRES OF MIDDLETOWN	90.72CR	CLEARED	A	9/14/2018
1010	9/07/2018	CHECK	035763	BARTLEY PUMP, INC.	15,252.07CR	CLEARED	A	9/12/2018
1010	9/07/2018	CHECK	035764	CUMMINS PACIFIC LLC	2,076.18CR	CLEARED	A	9/10/2018
1010	9/07/2018	CHECK	035765	LAYNE PAVING & TRUCKING, INC.	163.13CR	CLEARED	A	9/17/2018
1010	9/07/2018	CHECK	035766	MENDO MILL CLEARLAKE	260.79CR	CLEARED	A	9/12/2018
1010	9/07/2018	CHECK	035767	MICHELLE HAMILTON	625.00CR	CLEARED	A	9/14/2018
1010	9/07/2018	CHECK	035768	NBS GOVERNMENT FINANCE GROUP	2,320.00CR	CLEARED	A	9/26/2018
1010	9/07/2018	CHECK	035769	OFFICE DEPOT	314.62CR	CLEARED	A	9/13/2018
1010	9/07/2018	CHECK	035770	PACE SUPPLY CORP	27.85CR	CLEARED	A	9/11/2018
1010	9/07/2018	CHECK	035771	RAY MORGAN COMPANY	186.74CR	CLEARED	A	9/12/2018
1010	9/07/2018	CHECK	035772	REDFORD SERVICES	850.00CR	CLEARED	A	9/21/2018
1010	9/07/2018	CHECK	035773	STREAMLINE	200.00CR	CLEARED	A	9/12/2018
1010	9/07/2018	CHECK	035774	WESTGATE PETROLEUM CO., INC.	1,702.00CR	CLEARED	A	9/11/2018
1010	9/07/2018	CHECK	035775	WIPF CONSTRUCTION	3,160.00CR	CLEARED	A	9/12/2018
1010	9/07/2018	CHECK	035776	HEARN, ROBERT M	23.74CR	CLEARED	A	9/25/2018
1010	9/07/2018	CHECK	035777	MAUPIN, EDWARD	15.13CR	CLEARED	A	9/14/2018
1010	9/14/2018	CHECK	035778	ACWA/JPIA	1,133.36CR	CLEARED	A	9/18/2018
1010	9/14/2018	CHECK	035779	ALPHA ANALYTICAL LABORATORIES	1,090.00CR	CLEARED	A	9/19/2018
1010	9/14/2018	CHECK	035780	VOID CHECK	0.00	CLEARED	A	9/13/2018
1010	9/14/2018	CHECK	035781	ARMED FORCE PEST CONTROL, INC.	195.00CR	CLEARED	A	9/19/2018
1010	9/14/2018	CHECK	035782	BADGER METER	228.00CR	CLEARED	A	9/20/2018
1010	9/14/2018	CHECK	035783	BOLD POLISNER MADDOW NELSON &	562.50CR	CLEARED	A	9/20/2018
1010	9/14/2018	CHECK	035784	DATAPROSE	1,573.43CR	CLEARED	A	9/19/2018
1010	9/14/2018	CHECK	035785	DICKENSON PEATMAN & FOGARTY	2,480.00CR	CLEARED	A	9/18/2018
1010	9/14/2018	CHECK	035786	ENVIRONMENTAL SYSTEMS RESEARCH	414.50CR	CLEARED	A	9/19/2018
1010	9/14/2018	CHECK	035787	GHD	429.75CR	CLEARED	A	9/19/2018

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

CHECK DATE: 9/01/2018 THRU 9/30/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1010	9/14/2018	CHECK	035788	HARDESTER'S MARKETS & HARDWARE	221.25CR	CLEARED	A	9/19/2018
1010	9/14/2018	CHECK	035789	VOID CHECK	0.00	CLEARED	A	9/14/2018
1010	9/14/2018	CHECK	035790	SOUTH LAKE REFUSE COMPANY	428.92CR	CLEARED	A	9/18/2018
1010	9/14/2018	CHECK	035791	SPECIAL DISTRICT RISK MANAGEME	28,483.14CR	CLEARED	A	9/20/2018
1010	9/14/2018	CHECK	035792	LACOURT, DAVID W	4.46CR	OUTSTND	A	0/00/0000
1010	9/14/2018	CHECK	035793	SCHISLER, JULIANNE	4.24CR	CLEARED	A	9/17/2018
1010	9/21/2018	CHECK	035794	ALPHA ANALYTICAL LABORATORIES	3,238.00CR	CLEARED	A	9/26/2018
1010	9/21/2018	CHECK	035795	AT&T	263.78CR	CLEARED	A	9/26/2018
1010	9/21/2018	CHECK	035796	B & G TIRES OF MIDDLETOWN	320.18CR	CLEARED	A	9/28/2018
1010	9/21/2018	CHECK	035797	CARDMEMBER SERVICE	2,006.02CR	CLEARED	A	9/27/2018
1010	9/21/2018	CHECK	035798	VOID CHECK	0.00	CLEARED	A	9/21/2018
1010	9/21/2018	CHECK	035799	CITRIX SYSTEMS INC.	1,200.00CR	CLEARED	A	9/27/2018
1010	9/21/2018	CHECK	035800	COASTLAND CIVIL ENGINEERING, I	6,902.61CR	CLEARED	A	9/25/2018
1010	9/21/2018	CHECK	035801	HERC RENTALS INC.	7,518.44CR	CLEARED	A	9/26/2018
1010	9/21/2018	CHECK	035802	GARDENS BY JILLIAN	200.00CR	CLEARED	A	10/05/2018
1010	9/21/2018	CHECK	035803	JAMES DAY CONSTRUCTION, INC.	481.00CR	CLEARED	A	9/25/2018
1010	9/21/2018	CHECK	035804	MIDDLETOWN COPY & PRINT	482.63CR	CLEARED	A	10/02/2018
1010	9/21/2018	CHECK	035805	OFFICE DEPOT	295.91CR	CLEARED	A	10/01/2018
1010	9/21/2018	CHECK	035806	PACE SUPPLY CORP	2,355.07CR	CLEARED	A	9/25/2018
1010	9/21/2018	CHECK	035807	REGIONAL GOVERNMENT SERVICES	2,316.50CR	CLEARED	A	9/25/2018
1010	9/21/2018	CHECK	035808	RICOH USA, INC.	424.38CR	CLEARED	A	9/26/2018
1010	9/21/2018	CHECK	035809	USA BLUE BOOK	1,955.07CR	CLEARED	A	9/28/2018
1010	9/21/2018	CHECK	035810	VERIZON WIRELESS	790.27CR	CLEARED	A	9/25/2018
1010	9/21/2018	CHECK	035811	WAGNER & BONSIGNORE	4,136.00CR	CLEARED	A	9/27/2018
1010	9/21/2018	CHECK	035812	HAYWARD, DAVID	15.21CR	OUTSTND	A	0/00/0000
1010	9/21/2018	CHECK	035813	GOLDSTEIN, MATHEW &	221.63CR	CLEARED	A	9/25/2018
1010	9/21/2018	CHECK	035814	HATANAKA, COREY	113.82CR	OUTSTND	A	0/00/0000
1010	9/21/2018	CHECK	035815	HOWELL, LARRY R	5.08CR	CLEARED	A	9/26/2018
1010	9/21/2018	CHECK	035816	KURZHALS, MATTHEW	39.35CR	OUTSTND	A	0/00/0000
1010	9/21/2018	CHECK	035817	POTT, JOHN & MARY	52.82CR	OUTSTND	A	0/00/0000
1010	9/21/2018	CHECK	035818	RAND, PATRICK B	32.05CR	CLEARED	A	10/01/2018
1010	9/28/2018	CHECK	035819	ALPHA ANALYTICAL LABORATORIES	540.00CR	CLEARED	A	10/03/2018
1010	9/28/2018	CHECK	035820	APPLIED TECHNOLOGY SOLUTIONS	463.48CR	CLEARED	A	10/05/2018
1010	9/28/2018	CHECK	035821	GHD	264.25CR	CLEARED	A	10/03/2018
1010	9/28/2018	CHECK	035822	HERC RENTALS INC.	2,969.32CR	CLEARED	A	10/02/2018
1010	9/28/2018	CHECK	035823	OFFICE DEPOT	84.13CR	CLEARED	A	10/10/2018
1010	9/28/2018	CHECK	035824	PACIFIC GAS & ELECTRIC COMPANY	17,642.81CR	CLEARED	A	10/04/2018
1010	9/28/2018	CHECK	035825	PENNY CUADRAS	222.14CR	CLEARED	A	10/04/2018
1010	9/28/2018	CHECK	035826	REGIONAL GOVERNMENT SERVICES	59.95CR	CLEARED	A	10/02/2018
1010	9/28/2018	CHECK	035827	SPECIAL DISTRICT RISK MANAGEME	384.50CR	CLEARED	A	10/04/2018
1010	9/28/2018	CHECK	035828	THATCHER COMPANY, INC.	1,063.61CR	CLEARED	A	10/04/2018
1010	9/28/2018	CHECK	035829	TYLER TECHNOLOGY	121.00CR	CLEARED	A	10/02/2018

DEPOSIT: -----

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

CHECK DATE: 9/01/2018 THRU 9/30/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	9/04/2018	DEPOSIT		CREDIT CARD 9/04/2018	4,443.34	CLEARED	C	9/04/2018
1010	9/04/2018	DEPOSIT	000001	CREDIT CARD 9/04/2018	4,189.51	CLEARED	C	9/04/2018
1010	9/04/2018	DEPOSIT	000002	CREDIT CARD 9/04/2018	1,769.89	CLEARED	C	9/05/2018
1010	9/04/2018	DEPOSIT	000003	CREDIT CARD 9/04/2018	1,714.38	CLEARED	C	9/06/2018
1010	9/04/2018	DEPOSIT	000004	CREDIT CARD 9/04/2018	1,693.40	CLEARED	C	9/07/2018
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1010	9/05/2018	DEPOSIT	000001	CREDIT CARD 9/05/2018	1,111.75	CLEARED	C	9/10/2018
1010	9/05/2018	DEPOSIT	000002	REGULAR DAILY POST 9/05/2018	1,735.25	CLEARED	C	9/06/2018
1010	9/05/2018	DEPOSIT	000003	DAILY PAYMENT POSTING	109.51	CLEARED	U	9/11/2018
1010	9/06/2018	DEPOSIT		CREDIT CARD 9/06/2018	1,195.25	CLEARED	C	9/10/2018
1010	9/06/2018	DEPOSIT	000001	CREDIT CARD 9/06/2018	1,307.50	CLEARED	C	9/10/2018
1010	9/06/2018	DEPOSIT	000002	REGULAR DAILY POST 9/06/2018	1,265.82	CLEARED	C	9/07/2018
1010	9/07/2018	DEPOSIT		CREDIT CARD 9/07/2018	1,961.35	CLEARED	C	9/10/2018
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1010	9/10/2018	DEPOSIT		CREDIT CARD 9/10/2018	3,157.59	CLEARED	C	9/10/2018
1010	9/10/2018	DEPOSIT	000001	CREDIT CARD 9/10/2018	1,623.93	CLEARED	C	9/11/2018
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1010	9/10/2018	DEPOSIT	000003	CREDIT CARD 9/10/2018	2,996.86	CLEARED	C	9/13/2018
1010	9/10/2018	DEPOSIT	000004	REGULAR DAILY POST 9/10/2018	14,423.55	CLEARED	C	9/11/2018
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1010	9/12/2018	DEPOSIT	000002	CREDIT CARD 9/12/2018	5,350.98	CLEARED	C	9/17/2018
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1010	9/14/2018	DEPOSIT		CREDIT CARD 9/14/2018	1,626.32	CLEARED	C	9/18/2018
1010	9/14/2018	DEPOSIT	000001	CREDIT CARD 9/14/2018	2,520.20	CLEARED	C	9/17/2018
1010	9/14/2018	DEPOSIT	000002	REGULAR DAILY POST 9/14/2018	10,954.85	CLEARED	C	9/17/2018
1010	9/14/2018	DEPOSIT	000003	DRAFT POSTING	13,424.73	CLEARED	U	9/17/2018
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COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 9/01/2018 THRU 9/30/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
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1010	9/19/2018	DEPOSIT		CREDIT CARD 9/19/2018	3,988.37	CLEARED	C	9/21/2018
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1010	9/19/2018	DEPOSIT	000002	REGULAR DAILY POST 9/19/2018	9,429.76	CLEARED	C	9/20/2018
1010	9/19/2018	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	102.80CR	CLEARED	U	9/21/2018
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1010	9/20/2018	DEPOSIT	000001	CREDIT CARD 9/20/2018	3,869.45	CLEARED	C	9/24/2018
1010	9/20/2018	DEPOSIT	000002	CREDIT CARD 9/20/2018	5,515.84	CLEARED	C	9/24/2018
1010	9/20/2018	DEPOSIT	000003	REGULAR DAILY POST 9/20/2018	17,141.99	CLEARED	C	9/21/2018
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1010	9/21/2018	DEPOSIT	000001	CREDIT CARD 9/21/2018	3,773.84	CLEARED	C	9/24/2018
1010	9/21/2018	DEPOSIT	000002	REGULAR DAILY POST 9/21/2018	2,995.93	CLEARED	C	9/24/2018
1010	9/24/2018	DEPOSIT		CREDIT CARD 9/24/2018	3,813.87	CLEARED	C	9/24/2018
1010	9/24/2018	DEPOSIT	000001	CREDIT CARD 9/24/2018	905.97	CLEARED	C	9/25/2018
1010	9/24/2018	DEPOSIT	000002	CREDIT CARD 9/24/2018	494.77	CLEARED	C	9/26/2018
1010	9/24/2018	DEPOSIT	000003	CREDIT CARD 9/24/2018	1,626.09	CLEARED	C	9/27/2018
1010	9/24/2018	DEPOSIT	000004	REGULAR DAILY POST 9/24/2018	5,797.95	CLEARED	C	9/25/2018
1010	9/25/2018	DEPOSIT		CREDIT CARD 9/25/2018	1,140.66	CLEARED	C	9/27/2018
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1010	9/28/2018	DEPOSIT	000002	CREDIT CARD 9/28/2018	532.64	CLEARED	C	10/01/2018
1010	9/28/2018	DEPOSIT	000003	CREDIT CARD 9/28/2018	1,594.42	CLEARED	C	10/01/2018
1010	9/28/2018	DEPOSIT	000004	REGULAR DAILY POST 9/28/2018	1,446.02	CLEARED	C	10/01/2018
MISCELLANEOUS:								
1010	9/14/2018	MISC.		PAYROLL DIRECT DEPOSIT	25,334.91CR	CLEARED	P	9/14/2018
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SERVICE CHARGE:								
1010	9/04/2018	SERV-CHG		August ETS 9 09/05/2018	458.44CR	CLEARED	G	9/04/2018
1010	9/04/2018	SERV-CHG	000001	August ETS 5 9/05/2018	942.57CR	CLEARED	G	9/04/2018
1010	9/04/2018	SERV-CHG	000002	August ETS 7 09/05/2018	1,204.54CR	CLEARED	G	9/04/2018
1010	9/17/2018	SERV-CHG		August Analysis Fees 09/17/201	302.06CR	CLEARED	G	9/17/2018

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

CHECK DATE: 9/01/2018 THRU 9/30/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE	
TOTALS FOR ACCOUNT 1010				CHECK	TOTAL:				124,282.63CR
				DEPOSIT	TOTAL:				314,696.85
				INTEREST	TOTAL:				0.00
				MISCELLANEOUS	TOTAL:				51,190.61CR
				SERVICE CHARGE	TOTAL:				2,907.61CR
				EFT	TOTAL:				0.00
				BANK-DRAFT	TOTAL:				35,099.36CR
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:				124,282.63CR
				DEPOSIT	TOTAL:				314,696.85
				INTEREST	TOTAL:				0.00
				MISCELLANEOUS	TOTAL:				51,190.61CR
				SERVICE CHARGE	TOTAL:				2,907.61CR
				EFT	TOTAL:				0.00
				BANK-DRAFT	TOTAL:				35,099.36CR



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

**CAPITAL EXPENDITURES
2018 - 2019 BUDGET**

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

SEWER CIP REVENUE	FUND	Revenue	Yr to Date Actual
Sewer Op Reserve (1.5%)	313	20,000	
FEMA/CalOES	313	102,000	18,000
SEWER CIP (1.5%)	314	20,000	
FEMA/CalOES	314	193,000	231,316
Total		335,000	249,316

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

WATER CIP/OP RESERVE	FUND	Revenue	Yr to Date Actual
Water Capital Fund (6%)	320	115,000	30,115
Water OP Reserve Fund -NEW- (3.75%)	325	72,000	18,817
Total		187,000	48,932

*1 PROP 1 (50%) & SRF LOAN (50%)

*2 PROP 1 (50%) & SRF LOAN (50%)



MEMO

To: Board of Directors

From: Trish Wilkinson, Full Charge Bookkeeper

Date: 10/11/2018

RE: Office & Administrative Staff Overtime Monthly Report

September 2018

Overtime:

Administrative Assistant:	-
Water Resources Specialist:	2.00 hours
Full Charge Bookkeeper:	-
Senior Accounts Representative:	2.00 hours
Senior Accounts Representative:	<u>2.00 hours</u>
Total Overtime:	6.00 hours

MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 10/11/2018

RE: Senior Account Representative's Monthly Report

Monthly Billing 09/28/2018

Mailed statements: 2,147

Electronic statements: 448

The statement "SPECIAL MESSAGE"

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

Delinquent Billing 09/20/2018

Delinquent statements for September bills:

Mailed statements: 493

Electronic statements: 75

Courtesy Notification 10/09/2018

Courtesy notices delivered to the customer's property for delinquent August's bill: 177

Electronic notices: 23

Phone Notification 10/10/2018

Phone notifications: 89

The phone notification was sent out around 10:30 am resulting in 64 payments received by the office staff during business hours.

Lock Offs 10/11/2018

26 Customers were in the Lock Off Process at 5:00 pm on 10/10/2018.

12 payments were made before service orders went out in the field at 9:00 am on 10/11/2018.

A total of 14 customers were Locked Off for nonpayment.

Throughout Lock off day 10 payments were collected and meters unlocked.

At the time of this report only 4 meters remain locked.



Hidden Valley Lake Community Services District

September 2018 Report

FIELD OPERATIONS

Water Connections:

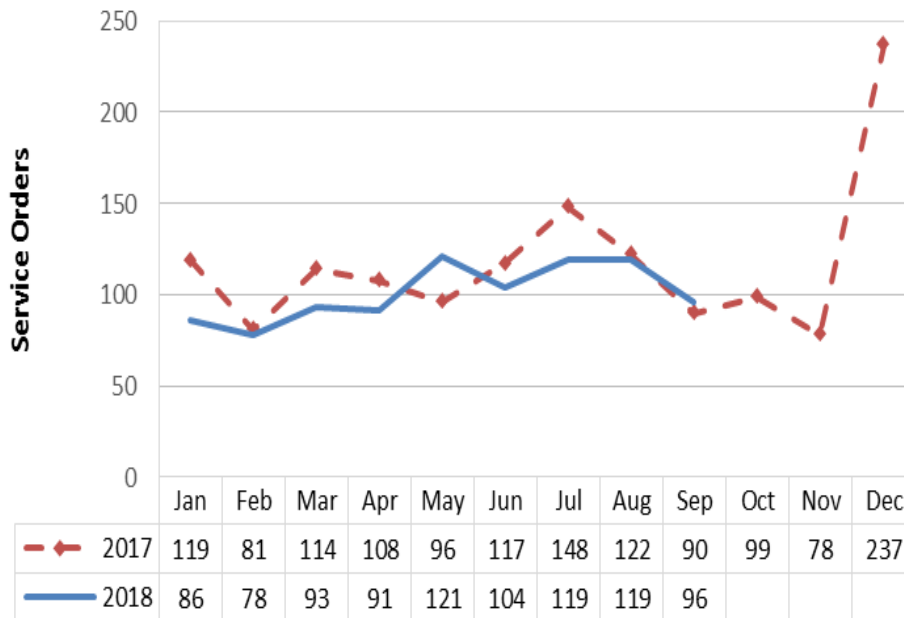
Sewer Connections:

New (September)	1	New (September)	1
Residential(August)	2440	Residential(August)	1474
Commercial & Govt(August)	39	Commercial & Govt(August)	15
Total (September) :	2480		1490

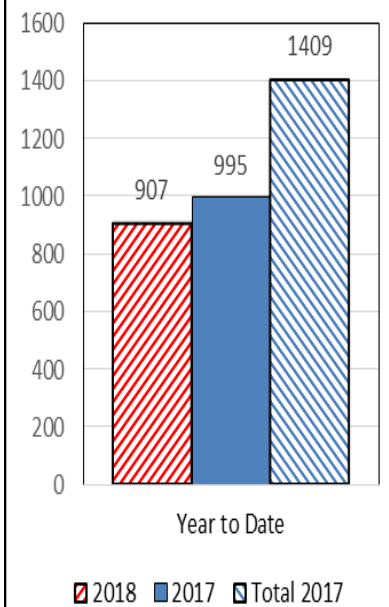
Rainfall

<i>This month</i>	<i>Last year</i>	<i>Historical</i>
0	0	0.06

HVLCSD Service Orders



HVLCSD Service Orders

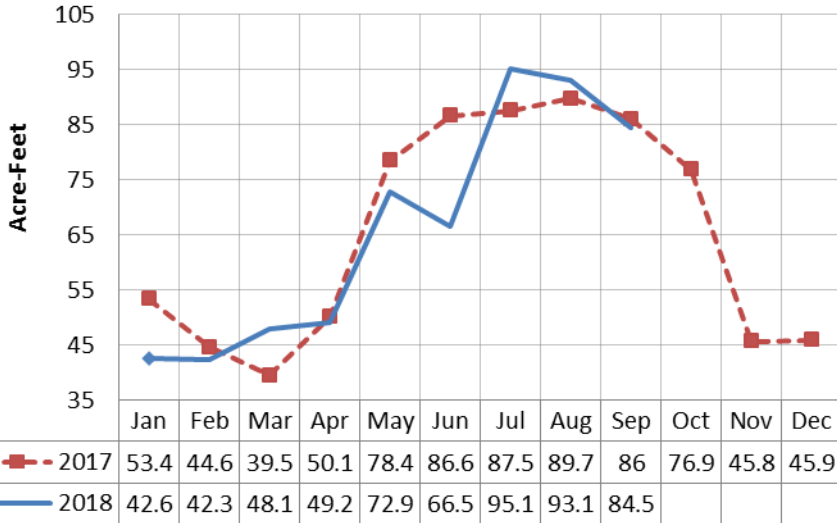


Hours

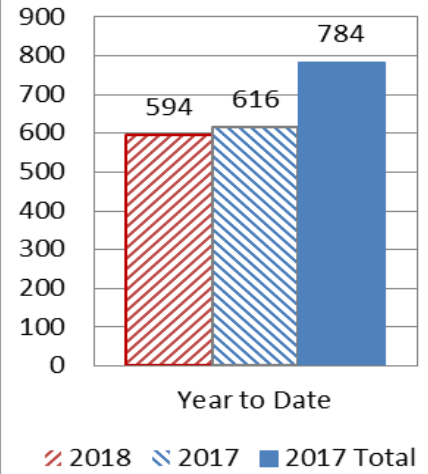
Overtime Hours	37.25	\$1,642.76
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September 2018 Field Report

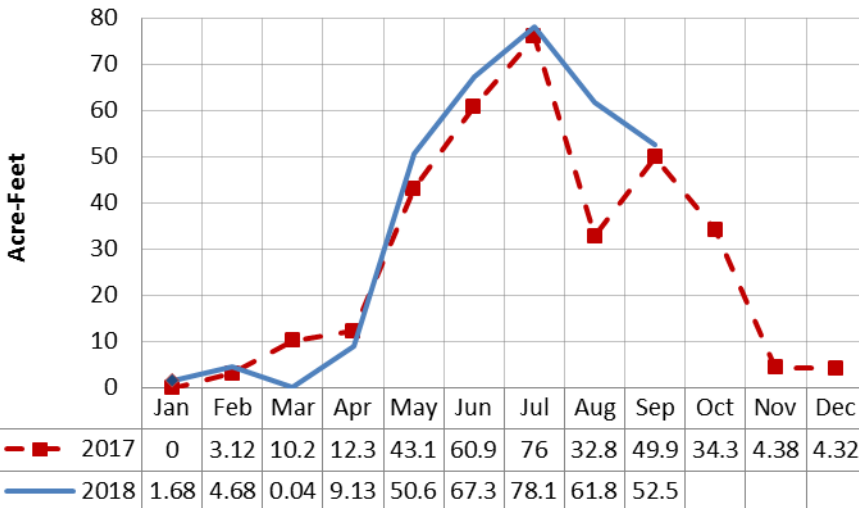
HVLCSD Municipal Well Production



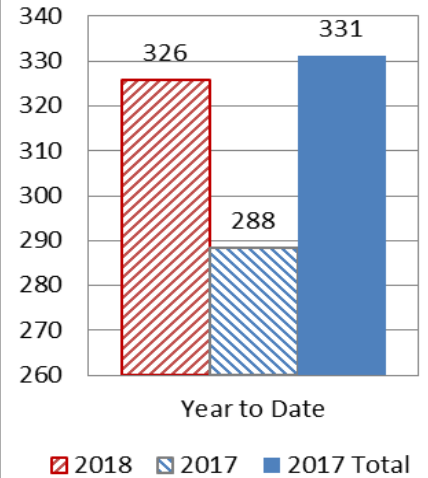
HVLCSD Municipal Well Production



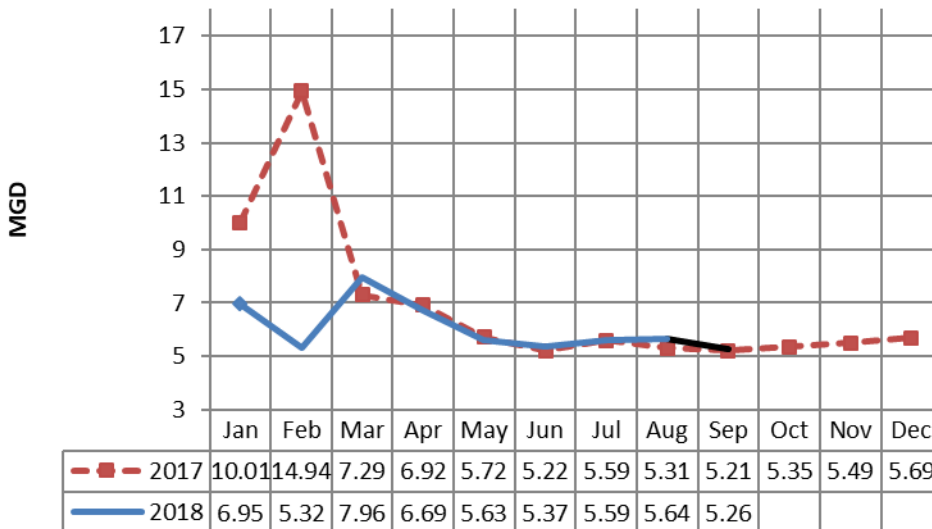
HVLCSD Municipal Reclaimed Water Use



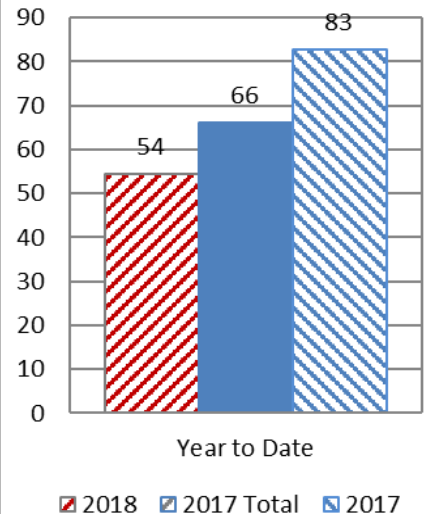
HVLCSD Municipal Reclaimed Water



HVLCSD Municipal Wastewater Influent



HVLCSD Municipal Wastewater Influent



Projects Update

FEMA projects

- LKHVF83 (DR-4308)
 - 9/28 Final business day of DR-4308 eligibility
 - 9/28 Received Fee estimate from Farr Construction
 - 9/28 Received Fee estimate from Coastland
 - 9/28 Submitted final reimbursement request for ~\$313,000 (Total: ~\$608,000).
 - 10/1 Rescinded version request with CalOES/FEMA
- 10/1 Requested closeout for all projects DR-4301 and DR-4308 (LKHVA01, LKHVB02, LKHVA81, LKHVB82, LKHVF84, LKHVF83)
 - All projects totaling \$1,331,000
 - LKHVA81 is fully closed out
 - LKHVF83 awaiting final reimbursement request
- HMGP LHMP DR-4344 Project-0512
 - Developing RFP in accordance with project plan
 - 10/11 Received invite for a FEMA/CalOES LHMP workshop
- DR-4382 NOI
 - 10/2 Submitted NOI for HMGP funding: Unit 9—Water Storage Reliability (control # 112)
 - 10/2 Submitted NOI for HMGP funding: Flood control reliability—Tideflex

Projects Update

Non-FEMA projects

- NBS Rate Study
 - Discuss new sewer capacity costs
 - Developed “calculator “ for water/sewer capacity
- Embedded energy
 - Trane data request is currently being fulfilled
- CivicSpark
 - GNSS device arrived 9/28
 - Flow monitors ordered 10/10
 - Presentation delivered 10/16
 - First monthly report to Regional Waterboards scheduled 11/1
 - Volunteer project to benefit CSD scheduled for 11/17
- Applied Technology Solutions
 - 10/3 Server replaced
 - Standardized login batch file, scanning folders, and directory structures established
 - Re-visit scheduled to build network between admin and plant
- AMI
 - Schneider Electric con-call to develop next steps
 - Suez workshop
- EAR sub-committee
 - Invitation from ACWA & Regional SWRCB to participate
 - 10/11 First meeting to develop a better survey

September 2018 Field Report

Water Operations and Maintenance Highlights

- 9/11, 9/13 Courtesy notices, lockoffs
- Blue tractor repair in Colusa
- Lead & Copper testing and coordination
- 9/9 On-call response to house fire
- Regular maintenance and operations
- 9/24-9/27 Meter reads

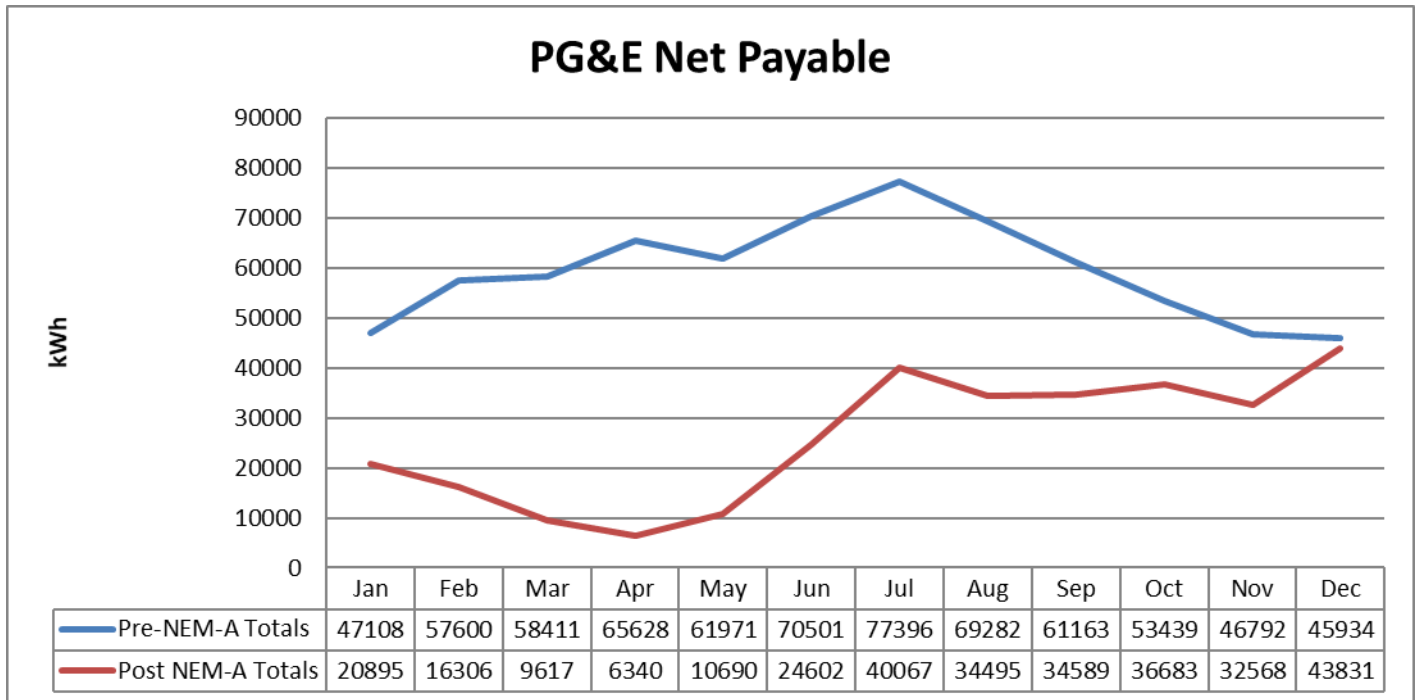
Wastewater Operations and Maintenance Highlights

- 9/11, 9/13 Courtesy notices, lockoffs
- 9/5 Chemical pump calibration
- 9/10 pH & NTU analyzer calibration
- Chlorination basin and EQ basin prep
- EQ basin recovery
- Lab training
- Sludge bed prep for off-haul
- 9/26 Telstar HMI & Well4 maintenance
- 9/28 Plant generator refueling after power outage
- Regular maintenance and operations
- 9/24-9/27 Meter reads

September 2018 Field Report

Vehicle Mileage	
Vehicle	Mileage
Truck 1	52
Truck 3	Non-op
Rental	
Truck 4	287
Truck 6	2582
Truck 7	2621
Truck 8	1946
Dump Truck	145
Backhoe	7.25
Tractor	Nonop

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	98546.5	21323.8
Fuel Log	325.9	44.7
September Tank Level	298.91	440.22
August Tank Level	358.7	445.65



State Water Resources Control Board

Division of Drinking Water (DDW) Electronic Annual Report (eAR) Input Forum Meeting #1

October 11, 2018

Association of California Water Agencies (ACWA)
910 K Street, Suite 100, Sacramento CA

Remote Participation via GoTo Meeting at <https://global.gotomeeting.com/join/744938677>

Audio via conference call: (641) 715-3580 – access code 683160#

Objective: To improve the clarity of questions, and to communicate why various new questions are asked and how answers could be used in decisions, rulemaking, policy development, and metrics.

- 9:00 - 9:15 am:** Welcome, opening remarks, introductions
- 9:15 - 9:30 am:** Overview of the eAR, forum purpose and objectives
Betsy Lichti, DDW Quality Assurance Director
Dave Bolland, ACWA
- 9:30 - 9:45 am:** The new eAR questions, needs, and duration
Max Gomberg, Climate and Conservation Manager
- 9:45 - 10:00 am:** Current and projected use of the eAR answers, data sharing availability
Betsy Lichti, Max Gomberg
- 10:00 - 10:30 am:** Water agency concerns, process and policy considerations
Elizabeth Lovsted, Eastern Municipal Water District
Ian Prichard, Camrosa Water District
Open microphone
- 10:30 - 10:45 am:** Break
- 10:45 - 11:00 am:** Limitations of 2018 eAR refinements, plans for a new platform
Reese Crenshaw, eAR committee co-chair
- 11:00 - 11:45 am:** Discussion of possible approaches to resolution of identified issues
Facilitated by Jessica Bean, Office of Public Participation
- 11:45 - noon:** Next steps and timeframes
Betsy Lichti



Hidden Valley Lake Community Services District

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

MEMO

To: Board of Directors
From: Kirk Cloyd
Date: October 16, 2018
RE: General Manager's Monthly Report

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

Water

1. Staff attended the ACWA LIVE WEBINAR: A Novel Intelligent, Affordable and Reliable Cr (VI) Treatment System. At the completion of the Webinar, staff contacted the instructors to further discuss the treatment process. Following this discussion, staff invited the ACWA sponsored instructors and Coastland Engineering to HVLCSO. HVLCSO has been identified as a pilot study site for the new technology which would be an industry game changer should it prove to be an alternate Cr6 treatment process due to the drastically reduced treatment cost, no generation or hauling of a waste biproduct and no hazardous chemicals to purchase and store. This is in preparation of the expected state reduction of the Cr6 limit and is at a minimal cost to the District (I.e. staff time to install a half inch water line after Well 4 so water can be treated for two weeks during the study. HVLCSO expects to invite the Regional Water Quality Control Board to the site. Should the treatment process prove successful, having state regulators involved early would expedite approval as a valid treatment process.
2. Staff coordinated and attended a Board Workshop at which time Suez (dba Utility Services) presented three financial options to replace existing water meters with AMI meters.

Sanitary Sewer

1. Staff worked with DG Donuts to discuss their plans & the possibility of a 50lb. under sink grease separator vs. a grease trap. An onsite inspection confirmed their ability to come into the Coyote Plaza.
2. Staff is working with Hardester's Market to make it possible for a temporary (18 months), local usage permit for their deli while they rebuild the Middletown location.



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Stormwater

1. The CivicSpark Fellows are required by AmeriCorps to coordinate and engage with our community through an outreach event. To meet this program requirement, our Fellows have chosen to coordinate community volunteers to help with the removal of debris and organic growth in our stormwater detention basin. It is also a requirement of all local senior high school students to complete community service hours prior to graduation. Our Fellows will not only make this opportunity available for our local senior high students but all Hidden Valley Lake residence.

Recycled Water

Nothing to report.

Finance

1. Staff met with Trane to gather data on potential alternate revenue streams to a general fund based on power generation and use when the electrical grid has too much power. Trane also spoke to the Finance Committee about several opportunities that may offset the devaluation of the current solar project.
2. Staff met with Greg Clumpner of NBS to establish a standard water & sewer connection fee formula which will be brought to the Finance Committee and finally to the full Board for review and approval.
3. Staff received the proposed fee schedule from NBS and is currently reviewing it. Once a draft is agreed upon, it will be taken to the Finance Committee and finally the full Board.
4. Staff worked with the new contractor (MacLeod Watts, Inc.) conducting the OPEB/GASB 75 report to answer questions and establish the actuarial valuation of the District's retiree health liability (OPEB) for GASB 75 reported in our financial statements.

Information Technology

Applied Technologies installed the replacement server and removed the loaner server. All software was installed and reviewed at the Admin. facility. Applied Technologies can now remote in to address all software, virus and malware issues and is providing Cloud Backup for the District's new server. Additional work will be scheduled at the RWRF.

Human Resources

Nothing to report.



Hidden Valley Lake Community Services District

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

Facilities

Nothing to report.

Vehicles & Equipment

1. Staff worked with SDRMA, the local adjuster and auto body shop to coordinate repairs to Unit 3 (2016 Nissan Frontier) which is currently in the shop. Staff is standing by to find out the expected completion date.

General Information

1. The Valley Oaks Sub Committee is working with NBS to establish "Estimated" water and sewer connection fees for the first phase of the commercial buildings. They are waiting for additional information requested of Mr. Ken Porter.
2. Staff met with the developers of a potential accredited lab to be built in Lake County which would improve response time and reduce costs associated with our current lab process.

Emergency Preparedness

1. Staff attended the monthly South Lake County Fire Safe Council Meeting. Fire break maintenance and the success of the chipping program was discussed.
2. Staff attended the monthly HVLA Firewise Committee Meeting. Fire break maintenance, communications and the success of the chipping program was discussed.
3. Penny Cuadras completed the required FEMA 400 course only missing one on the final exam. She is a great asset to our district.
4. Much of the local area was out of power for four hours Thursday Sept. 27th due to a PG&E contracted helicopter hitting the power line at Tubbs & Hwy. 29. (No injuries or fire). The District was not able to process any payments, answer phones or conduct standard business during this time. As previously recommended to address this continuity of business shortfall, backup generators are needed for the well field, Administrative facility (This includes the pump station), Greenridge and Unit 9 Booster Pumps.
5. Staff continues to work closely with Capt. Close of CalFire's Konocti Conservation Crew. They are not currently on fires but unable to abate weeds until a significant rain event. They are in the loop to cut brush & shrubs in the storm basin prior to a volunteer event coordinated by our CivicSpark staff, however, this too must wait for a significant rain event.



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6. AT&T replaced the phone lines damaged in the fire located east of Hwy. 29 south of the Shell gas station. The alarm systems for the RWRF are fully operational. They were non-operational for approx. six days.

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

DATE: October 16, 2018

AGENDA ITEM: Discussion and Possible Action: Discuss AMI options and plans.

RECOMMENDATIONS:

Select the option most beneficial to the District and its ratepayers.

FINANCIAL IMPACT:

Schneider Electric : \$977,342.

Suez : \$2,085,000.

BACKGROUND:

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on March 20, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

AMI Project Comparison

Description	Schneider Electric (20 yr loan)	Suez (15 yr lease)
Final total costs of AMI to the District	\$ 977,341.00	\$ 2,085,000.00
Loan payment/Annual Fee	\$ 48,887.00	\$ 139,000.00
Start date	5/1/2019	11/1/2018

Alyssa Gordon

From: Kirk Cloyd <kclloyd@hvlcsd.org>
Sent: Wednesday, October 4, 2017 3:08 PM
To: 'Mark Kindelberger'
Cc: 'Jordan Lerner'; 'Dan Moffitt'; 'Daniel Cotten'; Alyssa Gordon; Dennis White; Penny Cuadras
Subject: RE: financials for energy and water infrastructure project - will call you this PM.
Attachments: 2017 Hidden Valley Lake CSD Schneider Electric Energy Services Contract (ESA)_2017_legal 10 4.docx

Mark,

I have attached our legal counsel's (Doug Coty) comments to the agreement. Please have your legal counsel review and let us know if we are close to finalizing this agreement.

Thank you for a great presentation to our Finance Committee this past Monday!

Cheers,

Kirk

From: Mark Kindelberger [mailto:Mark.Kindelberger@schneider-electric.com]
Sent: Wednesday, September 27, 2017 10:36 AM
To: Kirk Cloyd <kclloyd@hiddenvalleylakecsd.com>
Cc: Jordan Lerner <Jordan.Lerner@schneider-electric.com>; Dan Moffitt <Dan.Moffitt@schneider-electric.com>; Daniel Cotten <Daniel.Cotten@schneider-electric.com>
Subject: financials for energy and water infrastructure project - will call you this PM.

Good morning. Quite a couple of days with the waterboards. We were successful in driving down the \$100+ hourly wage as we were able to convince the waterboard's Davis Bacon administrator a "general laborer" versus a "plumber" was capable of doing the work. Labor rates are still higher than hoped and now are in the \$65 hourly wage vicinity.

All labor, the Badger Electronic meters - warranted for 20 years, plus software from Tyler, plus year 1 costs for cellular cloud services from Badger are rolled into a turnkey project cost of \$1,645,341.

Turnkey water meter price is \$1,645,341
Grant is 50% or, \$822,670
SRF loan is 50%, or \$822,671

Debt service is expected to be \$48,887 annually, or \$4072/month with an SRF loan at 1.7% for 20 years.

Projected savings, year one is \$42,732. Cash flow models escalate savings at 5%, each year, for 20 years. This produces a total projected savings of \$1,412,974 against a debt service of \$977,341. Yielding a net savings to the District, over the 20 year project life of \$435,633. Splitting this between two Enterprise Accounts it shows Water as 47% contributor to savings and Sewer as a 53% contributor.

The first three years of the cash flow model show a deficit between debt payments and projected savings. Year one shortfall is \$6135, year two is \$3998, year 3 is \$1775. Recall that the first debt service payment is not due to the waterboards until 12 months after project completion, so the District will have already banked \$42,732 and can use this

to offset year one, two and three. By year 13, the savings pays for the project, so years 14-20 represent savings that produces the \$435,633 mentioned above.

The escalated cash flow model notes a 5% escalation of rates annually which is conservative compared to the 11%, 8% and 8% water rate increases that are planned, so that will add some cash into District coffers above the forecast.

Schneider Electric will take the projected savings of \$42,732 and contractually guarantee 90% of that revenue to the District. We have included year 1 operational savings of \$25,000 that you have been spending on annual meter replacements. That is offset by annual costs for cloud service for the meters of \$25,888 starting in year 2. With all of these costs and savings we have a very viable project, with savings exceeding costs.

Additionally, we recognize significant labor (240 hours/month) can be redirected towards maintenance. This has no real savings in terms of cash, but has equal value in operational improvements for the District. If you had to hire additional staff and not reallocate those hours, there could be \$100,000 or more in fully burdened labor that is not currently included in our cash flow.

We will be traveling from Fresno to Chico later today and will call your office to touch bases.

We need to see Doug's contract language ASAP.

Looking forward to next Monday's with the Finance Committee.

Respectfully,

Mark

Mark Kindelberger
Schneider Electric

Business Development Manager
(916) 505 2443

Mark.Kindelberger@Schneider-Electric.com

Energy
Water
Wastewater

AMI Metering Asset Management & Maintenance Program:

Hidden Valley Lake CSD - AMI Financing Options						
	Option 1 - 5 year Spread , you own it after 6 years		Option 2 - 10 year Lease		Option 3 - 15 year Lease	
Annual Fee: Years 1-5	\$267,202	\$1,336,010	\$149,000	\$1,490,000	\$139,000	\$2,085,000
Maintenance Fee: Years 1-15	\$27,414	\$411,210	\$27,414	\$411,210	\$0	\$0
Total Cost 15 year Project		\$1,747,220		\$1,901,210		\$2,085,000
	y2-y6	y7-y15				
Amount Due for infrastructure/capex	\$267,202	\$0	\$149,000		\$139,000	
Cash In/additional billing/year*	\$126,840	\$126,840	\$126,840		\$126,840	
Suggested Meter/Infrastructure Fee**	\$27,414	\$27,414	\$27,414		\$27,414	
Cash Out	\$112,948	-\$154,254	-\$5,254		-\$15,254	
Total Cash Out	\$564,740	-\$1,542,540				
		-\$977,800				
*: revenue enhancement of \$10,570/mo x 12 = \$126,840/yr						
**: \$27,414/2477 = \$11.07/meter/yr = \$.92/meter/mo infrastructure charge = 100% offset of system, rest of savings go to your bottom line						

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

DATE: October 16, 2018

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

RECOMMENDATIONS:

FINANCIAL IMPACT:

BACKGROUND:

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on October 16, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



Hidden Valley Lake Community Services District

Fiscal Sustainability Plan

Treatment Operations

Contents

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

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

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

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

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

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

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

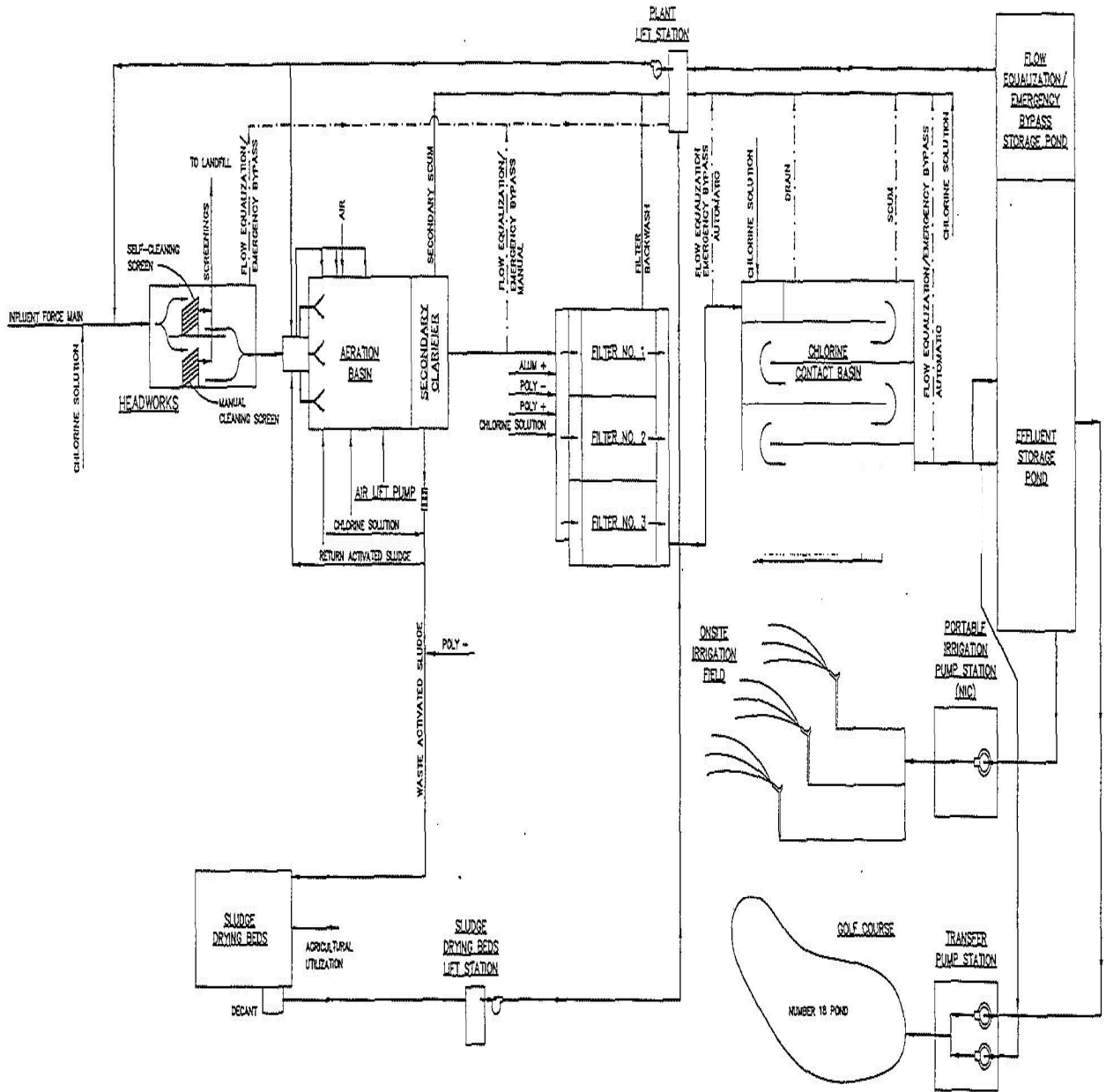
² Hidden Valley Lake Community Services District Sewer System Management Plan, 2011

³ Coyote Valley Concept Infrastructure Plan, 2007

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

⁵ Ibid.

Figure 1.



NOTE:

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

FLOW DIAGRAM

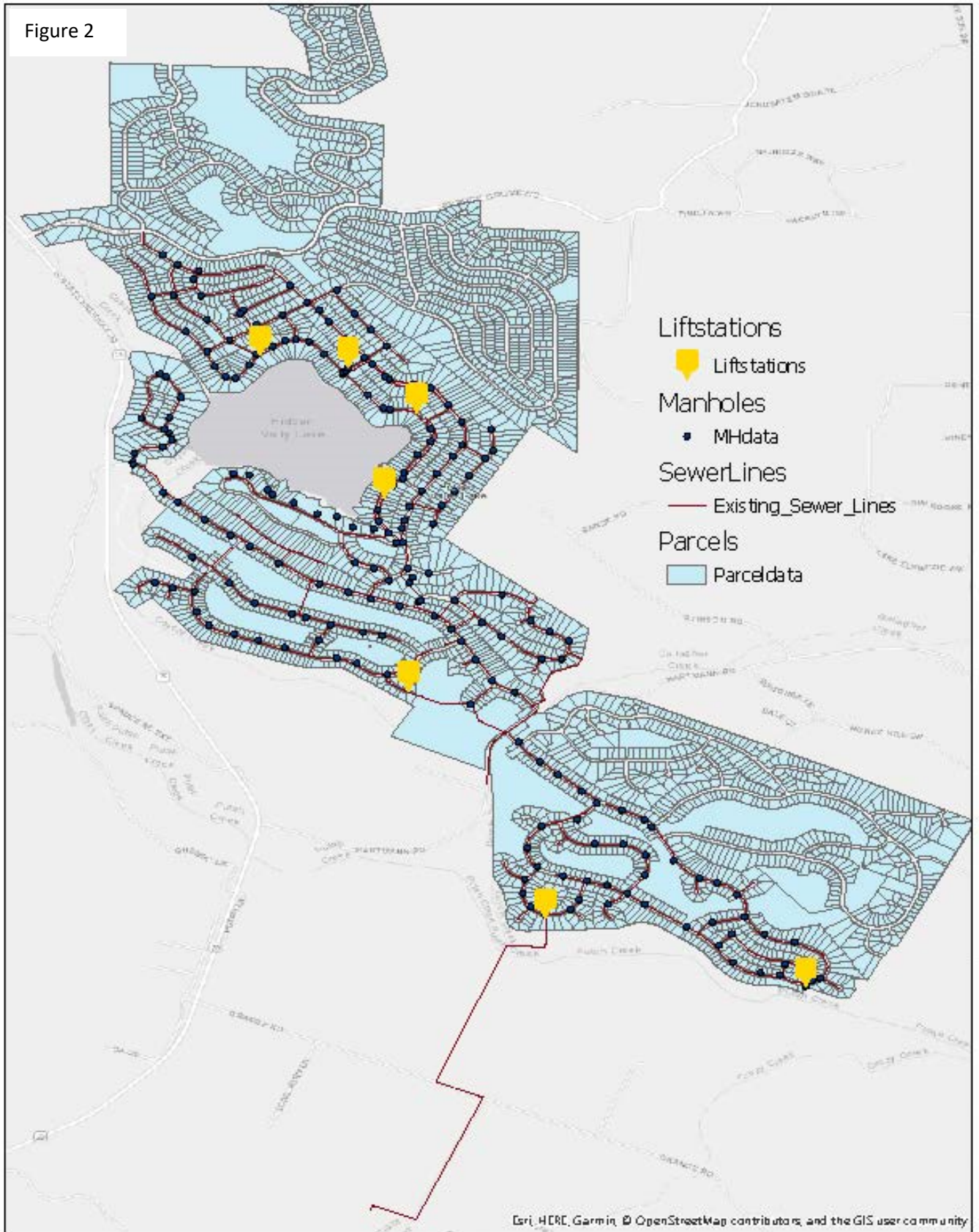
FIGURE 2-1
GENERAL FLOW DIAGRAM

03/24/97

fig2-1.dwg

WINZLER & KELLY
CONSULTING ENGINEERS

Figure 2



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

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

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

Figure 3

2.6 Planned Changes to Improve Safety

[Reference CalARP Regulation 19 CCR 2745.3(f)]

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

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

⁶ Appendix A

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

Figure 4

7 CONCLUSION

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

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

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

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

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

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

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

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

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

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

⁷ Appendix B

Appendix A – Maintenance Schedule and Checklist

Figure 6



Hidden Valley Lake Community Services District

WWTP Daily/Weekly Inspections

WW Rounds, Field Operations

Contents

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

Wastewater Inspection

Daily – Outside Inspection

Effluent pond – Check for berm seepage, pond height gauge

EQ Basin levels – Appropriateness

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

Geo tube level in sludge beds

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

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

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

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

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

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

Windsack intact

Solar inverter functionality

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

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

SCADA – Check Interface for functionality of all controls.

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

Circle charts – Change out

Daily - Data Collection

Pump hours

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

Flows

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

Ponds

- Effluent Pond height

Effluent Pond pH

Blowers

Air Comp #1

Air Comp #2

Blower #1

Blower #2

Blower #3

Number of blowers

Generator

Hours

Volt/Amps

Fuel

Chlorine tanks

Tank 1

Tank 2

Daily Dose

Turbidity

Sec. Eff Turb

Final Eff Turb

Solids test

DO Mg/L (AB)

Temp (AB)

ORP MV (AB)

NO3 (AB)

NO2 (AB)

ORP RAS

ORP Clar

NO3 (Clarifier)

NO2 (Clarifier)

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

Misc.

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

Weekly – Data Collection

Solids test

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

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

Nitrate (CL2 Basin)

Nitrite (CL2 Basin)

NH3 (CL2 Basin)

Misc.

Settleometer

SD Feet

ALK RAS

ALK Clar

Predicted Waste Rate Time (min)

Sludge Age/SRT 1

Sludge Age/SRT 2

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

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

Appendix B – Capital Improvement Plan

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



Hidden Valley Lake Community Services District

Fiscal Sustainability Plan

Drinking Water Operations

Contents

Inventory of critical assets (Clean Water Act, 603(d)(1)(i)(I)) 2

Evaluation of asset condition & performance (Clean Water Act, 603(d)(1)(i)(II)) 5

Certification of Water & Energy Conservation (Clean Water Act, 603(d)(1)(i)(III)) 9

Maintenance/Repair Plan with Funding (Clean Water Act, 603(d)(1)(i)(IV))..... 9

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

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

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

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

Water Treatment Plant Booster Pumps

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

Greenridge Booster Station

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

Tank 9/Eagle Rock Booster Station

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

The District currently maintains six storage reservoirs totaling 2 MG.

Tank 1a - .15MG

Tank 1b - .2MG

Tank 1c - .5MG

Tank 4a - .5MG

Tank 4b - .15MG

Tank 9 - .15MG

Little Peak Tank - .5MG”

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

¹ Coyote Valley concept Infrastructure Plan, 2007

² Connection information as of 8/31/2018

Figure 1

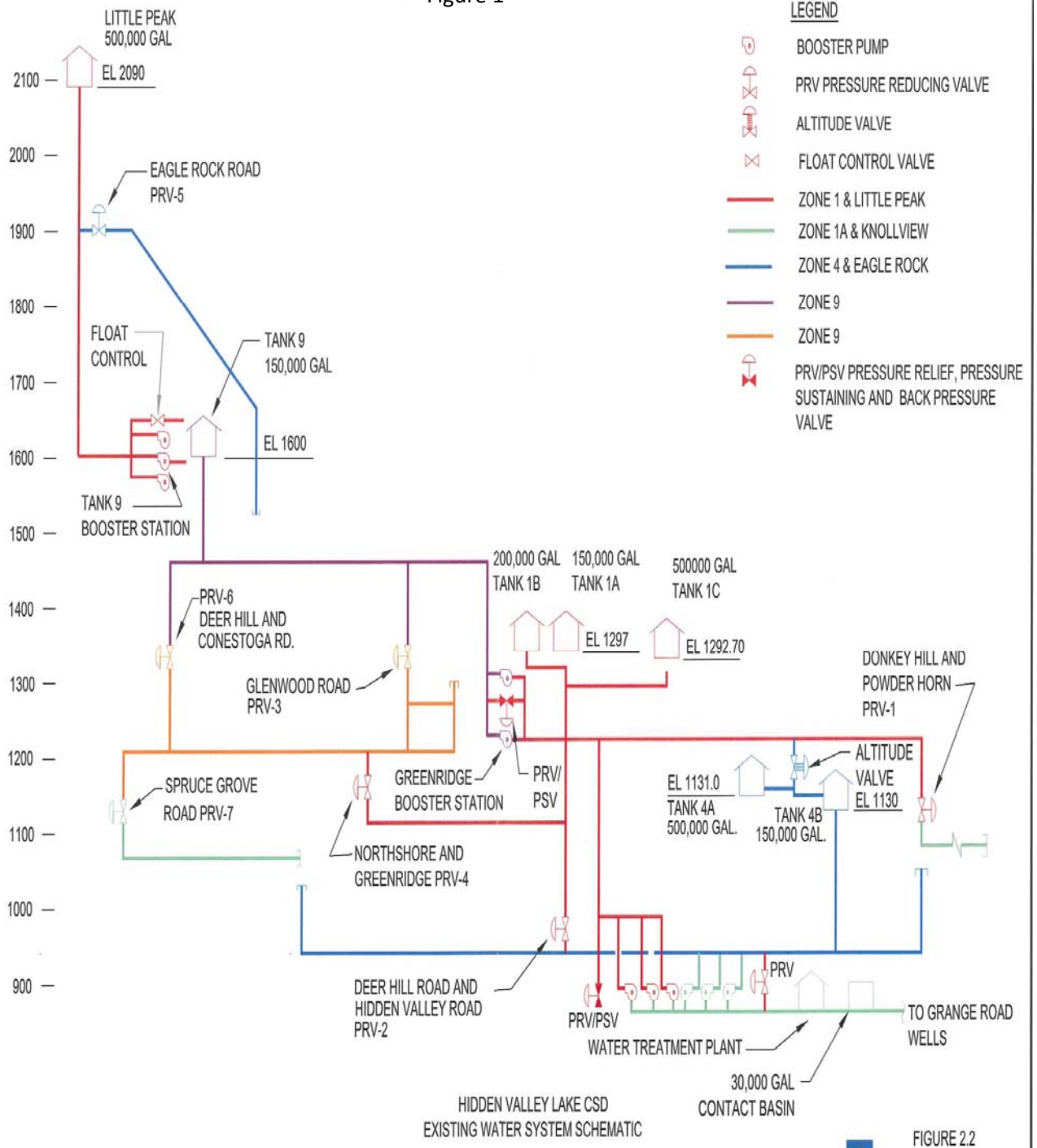
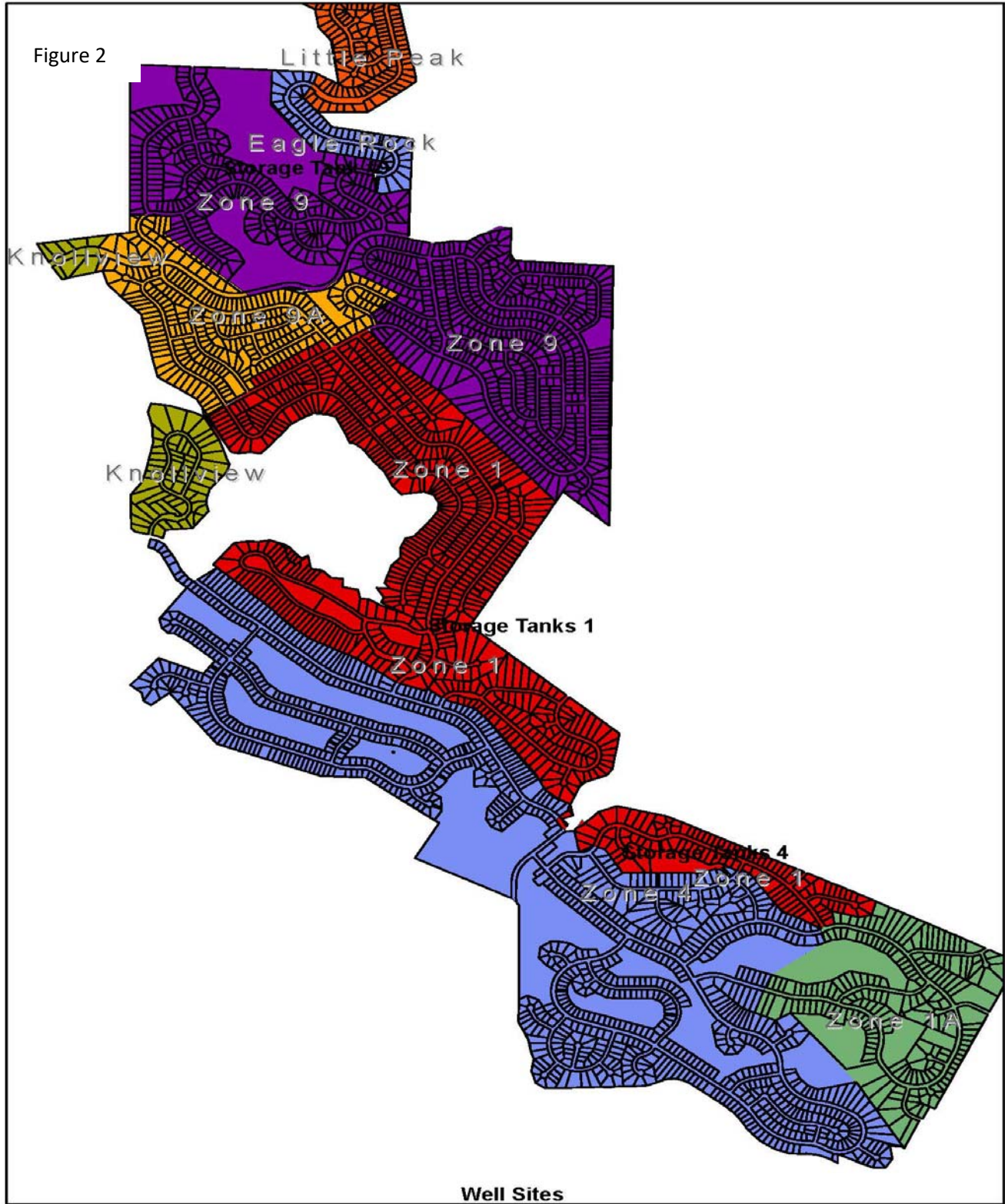


FIGURE 2.2
GHD 225 University Ave Suite 100 Davis River California 95617 USA



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

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

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

Print

Login

2/11/2018

11:58:42 AM

None

Figure 3

HIDDEN VALLEY LAKE CSD

MAIN

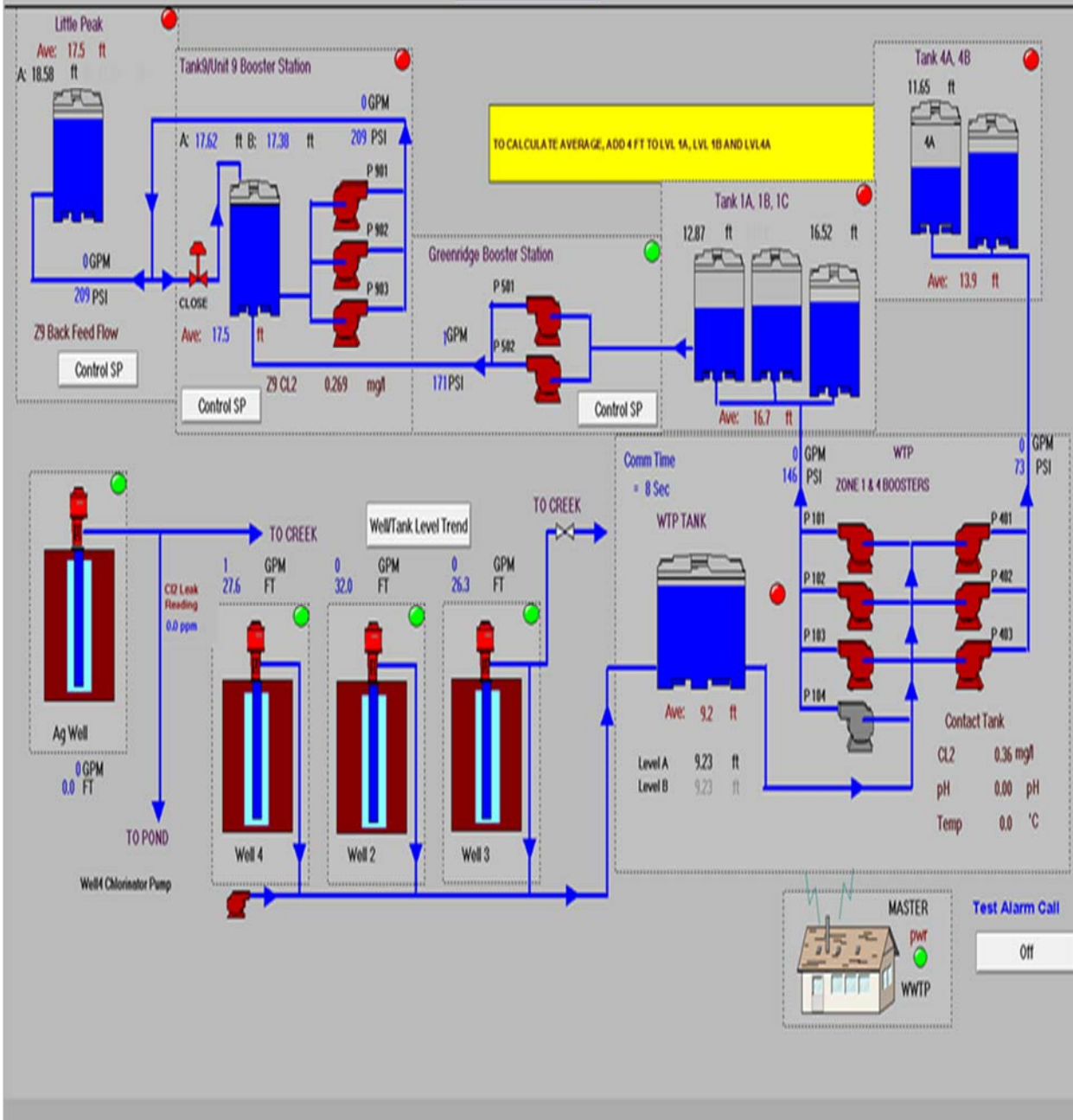


Figure 4

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

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

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

Figure 5



Static

Monitoring Well Static Levels

Treatment plant

Feet inches

1

2

3

Grange Road Well Easement American Rock Well

Feet inches Feet inches

A A

B B

spyglass #7 Well Luchetti Well

Feet inches Feet inches

A A

B B

#18th Tee Well

Feet inches

1

Lake

HVL level

Below Overflow above overflow

inches

Pump Test

Monthly pump test

Well 3

static level Feet inches GPM

Drawdown Recovery

Feet inches Feet inches

1 min 1 min

3 min 3 min

5 min 5 min

10 min 10 min

15 min 15 min

30 min 30 min

fLOWMETER READ START

fLOWMETER READ FINISH :

HOUR METER READ

HOUR METER READ FINISH

Well 2

static level Feet inches GPM

Drawdown Recovery

Feet inches Feet inches

1 min 1 min

3 min 3 min

5 min 5 min

10 min 10 min

15 min 15 min

30 min 30 min

fLOWMETER READ START

fLOWMETER READ FINISH :

HOUR METER READ

HOUR METER READ FINISH

Well 4

static level Feet inches GPM

Drawdown Recovery

Feet inches Feet inches

1 min 1 min

3 min 3 min

5 min 5 min

10 min 10 min

15 min 15 min

30 min 30 min

fLOWMETER READ START

fLOWMETER READ FINISH :

HOUR METER READ

HOUR METER READ FINISH

AG Well

static level Feet inches GPM

Drawdown Recovery

Feet inches Feet inches

1 min 1 min

3 min 3 min

5 min 5 min

10 min 10 min

15 min 15 min

30 min 30 min

fLOWMETER READ START

fLOWMETER READ FINISH :

HOUR METER READ

HOUR METER READ FINISH

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

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

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

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

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

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

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

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

³ Appendix A

Appendix A – Capital Improvement Plan

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

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

DATE: October 16, 2018

AGENDA ITEM: Discussion and Possible Action: Discuss and approve the General Manager to enter into an agreement with SUEZ for the AMI project

RECOMMENDATIONS:

Either a Sole Source or Master Service Agreement will be drafted for both the replacement of the AMI water meters and a fifteen-year maintenance agreement for all AMI water meters. A review by legal counsel will take place prior to signature.

FINANCIAL IMPACT: \$2,085,000.

BACKGROUND:

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on October 16, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

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

DATE: October 16, 2018

AGENDA ITEM: Discussion and Possible Approval: Discuss and approve an increase to the General Managers current purchasing limitations from \$5,000 to \$15,000

RECOMMENDATIONS: Approve an increase to the General Managers current purchasing limitations from \$5,000 to \$15,000

FINANCIAL IMPACT: None

BACKGROUND: The current spending limitations is considerably low in comparison to the cost of doing business for the District (considering increased PG&E and fuel costs). Projects and repairs must occasionally be put on hold while going through the Board approval process for routine purchases.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on October 16, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

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

DATE: October 16, 2018

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

RECOMMENDATIONS:

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

FINANCIAL IMPACT:

Option 1: \$20,000. - \$40,000. 4 – 6 months

Option 2: \$50,000. - \$75,000.; 1.5 – 3 years

BACKGROUND:

APPROVED

AS RECOMMENDED

OTHER

(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on October 16, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

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

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

A. Subterranean Stream/Percolating Groundwater Evaluation

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

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

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

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

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

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

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

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

C. Request to Lift DDW Connection Moratorium

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

Timeline: 4 to 6 months

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

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

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

Actions would include:

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

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

Timeline: 18 months to 3 years

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