



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: Tuesday April 18, 2017
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) PRESENTATIONS
 - (A) Coyote Valley Groundwater Basin 2016 Monitoring Report
 - (B) Coastland Engineering Report (Presented by John Griffin): Meter moratorium and Cr6.
 - (C) Executive Summary of RMP- Chlorine Gas
 - (D) CSDA and SDRMA will co-sponsor the Leadership Academy which will be held in Napa July 10th -12th. This is "A comprehensive Governance Conference for elected and appointed directors and trustees." All Directors are encouraged to attend as it benefits the District, individual Directors and the public they serve. Each participant must be registered prior to June 9th to receive the early bird rate.
- 6) CONSENT CALENDAR
 - (A) MINUTES: Approval of Board of Directors Regular Board Meeting minutes for March 21, 2017.
 - (B) MINUTES: Approval of Finance Committee Meeting minutes for April 3, 2017
 - (C) MINUTES: Approval of Personnel Committee Meeting minutes for April 6, 2017
 - (D) DISBURSEMENTS: Check # 34400 - # 34481 including drafts and payroll for a total of \$321,423.52
 - (E) Approval for Board of Directors to attend ACWA 2017 Spring Conference – 5/9/17 thru 5/11/17 Monterey CA

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

Personnel Committee met on April 6, 2017
Finance Committee met on April 3, 2017
Emergency Preparedness Committee
- 8) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS (for information only, no action anticipated)

ACWA Region 1
ACWA State Legislative Committee
County OES
Other meetings attended
- 9) STAFF REPORTS (for information only, no action anticipated)

Financial Report
Administration/Customer Service Report
Field Operations Report
General Manager's Report
- 10) DISCUSSION AND POSSIBLE ACTION: Approval of the 2015/2016 Audit Report conducted by Smith & Newell.
- 11) DISCUSSION AND POSSIBLE ACTION: Approval of the Hidden Valley Lake CSD Strategic Plan 2013-2018 (as revised).
- 12) DISCUSSION AND POSSIBLE ACTION: Approval of Resolution 2017-04 in support of ACWA's Policy Statement on Bay-Delta Flow Requirements.
- 13) DISCUSSION AND POSSIBLE ACTION: Approval of Resolution 2017-05, Designation of Applicant's Agent to Cal OES
- 14) PUBLIC COMMENT
- 15) BOARD MEMBER COMMENT
- 16) CLOSED SESSION (A) Government Code 54957 (b) Personnel Performance Evaluation – General Manager Annual Evaluation
- 17) ADJOURNMENT

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

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

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

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

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

COYOTE VALLEY GROUNDWATER BASIN 2016 MONITORING REPORT

January 2017



Hidden Valley Lake Community Services District

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INTRODUCTION

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

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

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

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

The District is also required to prepare annual reports documenting compliance with the terms and conditions of its License and Permit. Accordingly, this report dated January 2017 is the annual report prepared pursuant to the 1997 Coyote Valley Groundwater Basin Monitoring Plan and presents the surface and groundwater data collected during the calendar year 2016.¹ The following is a discussion of the activities of the District in compliance with the requirements set forth in the License and Permit.

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

DISTRICT ACTIVITIES IN COMPLIANCE WITH LICENSE AND PERMIT CONDITIONS

PERMIT CONDITION 11

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

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

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

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

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

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

PERMIT CONDITION 13

“Permittee shall continue the joint funding agreement between permittee, Callayomi County Water District, and Solano County Water Agency for operation of the Putah Creek near Guenoc gaging station by the U.S. Geological Survey, posting of real time discharge measurements on the USGS Internet website, and publishing of data in the annual Water-Data Report.

In the event funding of this gaging station is no longer feasible, permittee shall either install and properly maintain a device, acceptable to the Chief of the Division of Water Rights, which is capable of measuring the flow of Putah Creek at the Guenoc gage site, or otherwise make instantaneous measurements of flow at this point. Such device or measurements shall employ instrumentation and methodology comparable with USGS streamflow measurement standards. Permittee shall make and record flow measurements twice a month, on or about the first and fifteenth of each month, starting on July 15 and ending on October 15 of each year.”

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

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

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

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

PERMIT CONDITION 14

“Permittee shall provide supplemental water downstream from the points of diversion to augment low flow in Putah Creek. ...For the period July 15 to October 31 of each year, permittee shall make-up the difference between actual discharge, as measured at the site of the former Guenoc U.S. Geological Survey gaging station on Putah Creek...and the median daily discharge listed below:

Median Daily Discharge for Putah Creek at Guenoc, 1954-1975, (all amounts in cubic feet per second)

<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>
4.7	1.7	0.9	0.6

Permittee shall not be required to provide supplemental water at a rate greater than two cubic feet per second. Permittee shall install and properly maintain a measuring device, acceptable to the Chief of the Division of Water Rights, which is capable of measuring both the instantaneous rate and the total amounts of supplemental water discharged to Putah Creek.”

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

1995-1997 SUPPLEMENTAL WATER

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

1998-2005 SUPPLEMENTAL WATER

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

2006-2007 SUPPLEMENTAL WATER

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

2008-2011 SUPPLEMENTAL WATER

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

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

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

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

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

2012 SUPPLEMENTAL WATER

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

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

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

2013 SUPPLEMENTAL WATER

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

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

2014 SUPPLEMENTAL WATER

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

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

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

2015 SUPPLEMENTAL WATER

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

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

2016 SUPPLEMENTAL WATER

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

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

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

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

SUSTAINABILITY

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

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

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

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

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

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

PUTAH CREEK HABITAT ASSESSMENTS

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

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

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

SUPPLEMENTAL WATER SUMMARY

The total annual amount of water diverted by the District pursuant to its License and Permit as reported to the SWRCB in the annual “Progress Reports by Permittee” and “Report of Licensee” and the annual amount of supplemental water discharged are as follows²:

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

² These amounts do not include reported use of reclaimed water.

³ This is an amendment to a previous report.

SUMMARY AND CONCLUSIONS

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

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

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

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

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FINAL DRAFT HEXAVALENT CHROMIUM IMPROVEMENTS ENGINEERING REPORT DATED: APRIL 14, 2017

A. Water System Information

Describe the current state of the water system and its facilities. Include thorough details of source(s), storage, treatment, and distribution system, including capacities, sizing, types, and treatment techniques.

The current water system for Hidden Valley Lake Community Services District (District) consists three wells off of Grange Road (Grange Well-02, Grange Well-03 and Grange Well-04). Per Permit Amendment #5 to the Domestic Water Supply Permit, the permitted production rates for the three wells are as follows:

- *Grange Well-02 (PS Code 1710015-002): 715 gallons per minute (gpm)*
- *Grange Well-03 (PS Code 1710015-003): 338 gpm*
- *Grange Well-04 (PS Code 1710015-004): 1,260 gpm*

The District primarily relies upon Grange Well-02 and Grange Well-04 for its water supply, with Grange Well-03 supplementing during periods of high water demand.

Power for the wells is supplied by PG&E. There are no backup generators associated with any of the wells and the panels are not equipped with receptacles for an emergency generator. Backup power is necessary in case of power outages or other emergency situations.

The District's water treatment facilities consist of chlorine gas injection (near Grange Well-04). The District uses two 150-lb gas cylinders that have an automatic switch-over device to supply the chlorine gas. At least one spare full cylinder is kept in the chlorination shed.

Untreated water is injected with chlorine and conveyed approximately 7,000 feet in parallel 8-inch and 12-inch diameter water mains to a redwood chlorine contact tank. The contact tank has a capacity of 31,000 gallons and is located adjacent to the District's administrative office. This redwood tank is in very poor condition and in need of replacement.

The distribution system consists of a network of approximately 31 miles of water mains ranging in size from 4 to 12 inches in diameter. A breakdown of total length of mains by pipe diameter is presented in Table 1.

Table 1 – Summary of Lengths of Water Mains by Diameter

<i>Diameter (in.)</i>	<i>4</i>	<i>6</i>	<i>8</i>	<i>10</i>	<i>12</i>	<i>Total</i>
<i>Total length (feet)</i>	<i>3,000</i>	<i>115,000</i>	<i>35,300</i>	<i>4,600</i>	<i>6,900</i>	<i>164,800</i>

The storage system consists of a total of seven tanks, in addition to the storage tank located adjacent to the administration office. Detailed information on each tank is presented in Table 2.

Table 2 – Summary of Storage Tanks

Tank Name	Pressure Zone	Capacity (MG)	Date Constructed	Material	Condition
Little Peak	Little Peak	0.50	1988	Steel	Fair
9	9	0.15	1968	Redwood	Poor
1A	1	0.15	1968	Redwood	Poor
1B	1	0.20	1992	Redwood	Poor
1C	1	0.50	2004	Steel	Good
4A	4	0.15	1968	Redwood	Poor
4B	4	0.50	2004	Steel	Good
Admin Office	4	0.031	1984	Redwood	Poor

The distribution system consists of eight pressure zones which are hydraulically separated by pressure reducing valves (PRVs) and altitude valves.

Water is pumped from the Administration Office tank to either Zone 1 or Zone 4. Two storage tanks in Zone 4, at an altitude of 1130 feet above sea level, serve 880 connections. Three storage tanks in Zone 1, at an altitude of 1295 feet above sea level, serve 647 connections. A booster station within Zone 1 pumps water to Tank 9, at an elevation of 1600 feet above sea level, and serves 776 connections, also known as Zone 9 and the Knollview zone. Within Zone 9, a booster station pumps water to a 500,000 gallon storage tank at an elevation of 2090 feet above sea level, and serves 79 connections, also known as the Little Peak and Eagle Rock zones.

The Administration offices are not equipped with backup power. Backup power is necessary in order to re-fill the tanks in case of emergency. Further, the Administration Office tank is undersized for its use and needs to be replaced with a larger tank.

Attach a system map which identifies the major facilities as described above.

Figure 1 provides a general vicinity layout of the District in comparison to Lake County. Figure 2 outlines the boundaries of the District's service area and highlights the locations of the wells, administrative office (with booster pump station), and storage tanks. Figure 3 provides a schematic of the District's water system. Figure 4 presents the approximate boundaries of the pressure zones in the District's water system.

Specify which agency has jurisdiction over your public water system. If your system is under Local Primacy Agency (LPA) jurisdiction, include the LPA County.

The agency with jurisdiction over the District is the California State Water Resources Control Board Division of Drinking Water (DDW) for the Mendocino District.

Provide the water system permit number, status, and any amendments, including dates.

The District's original Domestic Water Supply Permit (Number 02-03-06P1710015) was issued on April 10, 2006. Since that date, a total of five amendments have been issued. Table 4 identifies the amendment number and date of issuance. A copy of the permit and each amendment is included in Appendix A.

Table 4 – Permit and Amendments Dates

Description	Date of Issuance
Permit 02-03-06P1710015	April 10, 2006
Amendment #1	October 31, 2008
Amendment #2	May 29, 2009
Amendment #3	February 15, 2012
Amendment #4	June 29, 2012
Amendment #5	June 6, 2013

B. Problem Description

Describe the drinking water problem to be addressed by the project. The problem description can be reported by providing the following information:

i. Historical description of the ranked problem

On September 28, 2015, the District received a hexavalent chromium Maximum Contaminant Level (MCL) trigger letter (Letter) from DDW. The Letter stated that the MCL, set at 10 parts per billion (ppb), became effective on July 1, 2014. Further, the Letter stated that the District's Grange Well-04 exceeded the rolling four quarter average.

The hexavalent chromium results from the District's Grange Wells-02 and 04 exceeded the new MCL effective on July 1, 2014. Tables 5a & 5b presents historical hexavalent chromium concentration from untreated groundwater samples in Grange Wells-02 through -04 for the past three years.

ii. Source of the problem

The source of the high hexavalent chromium concentration is naturally occurring deposits in the area of the District's groundwater wells.

iii. Violations committed by the water system

The violations committed are due to exceedance of the recently lowered MCL which resulted in the District falling out of compliance with California Health and Safety Code (CHSC) Division 104 Section 116555(a)(1), 116431 and Title 22, California Code of Regulations (CCR) Section 64431. A copy of the DDW Violation Letter, District's Compliance Plan and DDW approval of District's Compliance Plan are included in Appendix B.

C. Alternative Solutions

All feasible alternatives must be evaluated. For example: if the problem is a contaminated well, alternatives may include drilling a new well, installing treatment, blending the water, purchasing water, or physically consolidating with an adjacent water system.

Provide description of each of the following options. Include explanation as to why each option is technically feasible and its effectiveness in resolving compliance issue in the long-term.

The District has identified a total of seven options for analysis. These options include a new water treatment process for the removal of hexavalent chromium (Option 1), a new well with lower hexavalent chromium concentrations (Options 2a through 2d), re-developing Grange Well-03 (Option 3), and plugging zone(s) of high hexavalent chromium in Grange Well-04 (Option 4). A brief description of each option is presented, followed by preliminary planning level cost estimates of capital and 20-year operational costs.

In order for Options 2a through 2d and 3 to be effective, a reduction in production rate in Grange Well-04 will be necessary to allow for blending of the water sources to achieve compliance with the MCL.

As discussed previously, the existing chlorine contact redwood tank at the administrative building is in poor condition and undersized. With this project, this tank would be demolished and a new, larger steel tank constructed. Further, for improved security and access, the existing building adjacent to the redwood tank would be demolished and new access/security improvements will be constructed.

- *Option 1 – New treatment process*

Option 1 consists of purchase and installation of a package treatment plant to treat the water to a concentration below 10 ppb. Recent testing by the Soquel Creek Water District indicates that a Strong Base Anion Exchange (SBA-IX) treatment process is capable of treating water to meet the new MCL.

In general, an SBA-IX treatment process consists of the following (excerpt from technical study Hexavalent Chromium Treatment with Strong Base Anion Exchange, sponsored by Water Research Foundation):

- *Pretreatment typically includes prefiltration to protect the resin bed from particulate fouling. Since the functional groups of SBA-IX resins remain ionized over a wide pH range, there is not typically a requirement for pH depression for operation (Clifford 1990).*
- *Once pretreated, the water passes through pressure vessels containing SBA-IX resin where the Cr(VI) and other anions are exchanged for chloride. Following the ion exchange step, the treated water is typically disinfected prior to entering the distribution system. As needed, pH adjustment and/or other stabilization may be done prior to sending the water to the distribution system.*
- *When the exchange sites are filled with contaminants, the resin is said to be exhausted and requires regeneration (Brandhuber et al. 2004). Regeneration is accomplished by using a 1.5% to 12% sodium chloride (NaCl) solution to impart a*

concentration gradient to replace the contaminant anions on the resin with chloride. Multiple bed volumes (BV) of the regenerant are used to restore the exchange capacity (Siegel and Clifford 1988). However, management of regenerant brine often limits the applicability SBA-IX for drinking water treatment.

Envirogen Technologies, Inc., a manufacturer of an SBA-IX treatment system, was consulted for preliminary information for such a system. A typical site layout plan from Envirogen Technologies, Inc. is included in Appendix C.

Facilities needed for this option include SBA-IX treatment equipment, a backup emergency generator, backwash water drain line (for brine), and electrical controls located within a new building. Additionally, a solids handling process will be needed for concentration and disposal of backwash solids generated during the backwash and regeneration process.

All facilities would be constructed above the 100-year floodplain. The treatment facilities would be located in-line after Grange Well-02. Additional land acquisition will be needed for construction and operation of these facilities.

- *Option 2a – New well near storm water pump station*

Option 2a's solution for addressing the high hexavalent chromium concentrations would be to drill a new well on the District's property near a flood control structure north of Putah Creek. Data collected by the District indicates that hexavalent chromium concentrations in groundwater are lower when wells are closer to Putah Creek, (including Grange Well-03.)

This option would provide an alternate water source which should ensure continued low hexavalent chromium concentrations due to proximity with Putah Creek. The District would blend water from the new well with the water from the existing Grange Well-04, as well as Grange Wells 02 and 03 (when they are permitted to operate during lower flows), which would also help to reduce the demand on these wells.

The first step is to construct a test well to collect water quality samples and conduct aquifer pump testing. The project would move to design if the results of the water quality and aquifer pump testing were positive.

Facilities needed for this option include a new well, chlorination system, backup emergency generator, and electrical controls located within a new building. All facilities would be constructed above the 100-year floodplain. Other needed components include an access road to the well site and a new transmission main from the proposed well site to the District's existing 12-inch water main.

Power is available from the existing storm water pump station. With this option, there would be no land acquisition costs, as the site is owned by the District. Site grading costs are expected to be significant as the site is within the 100-year floodplain and the overall site would have to be elevated.

- *Option 2b – New well near sewer lift station*

Option 2b's solution for addressing the high hexavalent chromium concentrations would be to drill a new well on the District's property near a wastewater lift station north of Putah Creek. Data collected by the District indicates that hexavalent chromium concentrations in groundwater are lower when wells are closer to Putah Creek, (including Grange Well-03.)

This option would provide an alternate water source which should ensure continued low hexavalent chromium concentrations due to proximity with Putah Creek. The District would blend water from the new well with the water from the existing Grange Well-04, as well as Grange Wells 02 and 03 (when they are permitted to operate during low flows), which would also help to reduce the demand on these wells.

The first step is to construct a test well to collect water quality samples and conduct aquifer pump testing. The project would move to design if the results of the water quality and aquifer pump testing were positive.

Facilities needed for this option include a new well, chlorination system, backup emergency generator, and electrical controls located within a new building. All facilities would be constructed above the 100-year floodplain. Other needed components include an access road to the well site and a new transmission main from the proposed well site to the District's existing 12-inch main.

Power is available from the existing sewer lift station. Land acquisition costs are eliminated as the site is owned by the District. Site grading costs are expected to be significant as the site is within the 100-year floodplain.

- *Option 2c – New well on Hidden Valley Lake Association property*

Option 2c's solution for addressing the high hexavalent chromium concentrations would be to drill a new well on the Hidden Valley Lake Association's property near the base of Hidden Valley Lake Dam. This option is speculative, but is rooted in the assumption that the hexavalent chromium concentration in groundwater is low due to the low hexavalent chromium concentrations in the water in Hidden Valley Lake.

A potential risk with this option is that the proximity of the well to Hidden Valley Lake could cause the water produced from this well to be classified as being under the influence of surface water. This classification would trigger need for additional treatment. The cost and scope for the additional treatment is not reflected in this report.

The first step is to construct a test well to collect water quality samples and conduct aquifer pump testing. The project would move to design if the results of the water quality and aquifer pump testing were positive.

Facilities needed for this option include a new well, chlorination system, backup emergency generator, and electrical controls located within a new building. Other needed components include an access road to the well site and a new transmission main from the proposed well site to an existing main on Hidden Valley Road. An in-line static mixer will be installed, to meet contact time requirements. Significant distribution system

improvements are not anticipated as necessary to accommodate this new tie-in. This new well will connect into Zone 4, the same pressure zone that Grange Well-02, Grange Well-03, and Grange Well-04 are connected into. Further, this option allows for water supply into the system from two separate sources, providing redundancy that the system currently lacks. Usage of this well will reduce reliance on the Grange Well cluster, allowing it to be used in support of the new well to meet system demands.

Land acquisition is not needed for this option, as Hidden Valley Lake homeowner's association has indicated that they would be willing to give the land to the District for this project. Grading costs are minimized as the site is outside of the 100-year floodplain.

- **Option 2d – Abandon and Replace Grange Well-03**

Option 2d's solution for addressing the high hexavalent chromium concentrations would be to abandon the existing Grange Well-03 and drill a new well near the existing Grange Well-03. The location of this well would be closer to Putah Creek to achieve lower hexavalent chromium concentrations.

This option would provide an alternate water source which should ensure continued low hexavalent chromium concentrations due to its proximity with Putah Creek. The District would blend water from the new well with the water from the existing Grange Well-02 and Grange Well-04 as needed to meet system demands.

Facilities needed for this option include a new well, backup emergency generator, and electrical controls located within a new building. An improved access road is also included due to heavy drilling and construction equipment.

Power is available from the existing well site, but may need to be upsized to accommodate a larger pump and motor. While the District does have a 60 foot wide easement for the wells and pipelines, additional land acquisition would be needed for the construction phase of the project.

- **Option 3 – Redevelop Grange Well-03**

The third option for addressing the high hexavalent chromium concentrations would be to redevelop the existing Grange Well-03 in an effort to increase the overall production capacity of the well. The exact location would be determined, but expected to be re-located closer to Putah Creek.

This option would provide an alternate water source which should ensure continued low hexavalent chromium concentrations due to proximity with Putah Creek. The District would blend water with the water from the existing Grange Well-02 and Grange Well-04 as needed to meet system demands.

Facilities needed for this option include a backup generator and electrical controls located within a new building. An improved access road is also included due to heavy drilling and construction equipment.

Power is available from the well site, but may need to be "upsized" to accommodate a larger pump and motor. While the District does have a 60 foot wide easement for the wells

and pipelines, additional land acquisition would be needed for the construction phase of the project.

- *Option 4 – Identify and plug zones of highest hexavalent chromium in Grange Well-04*

The fourth option for addressing the high hexavalent chromium concentrations would be to identify zones of high hexavalent chromium concentrations in Grange Well-04 through testing and then plugging these zones. This option would maintain the existing water source and would ideally reduce high hexavalent chromium concentrations by isolating the areas of highest concentration. This option is technically feasible because it would eliminate the areas of high hexavalent chromium concentrations, leaving only the zones with lower hexavalent chromium concentrations. The risk is that the zone(s) isolated are also the zone(s) with the greatest production rate, leaving the District with a well that no longer provides sufficient flows to meet system demands.

Facilities needed for this option include a backup generator and electrical controls located within a new building. An improved access road is also included due to heavy drilling and construction equipment.

While the District does have a 60 foot wide easement for the wells and pipelines, additional land acquisition would be needed for the construction phase of the project.

- *Tank 1, 4, and 9 Sites*

All options also include replacement of redwood tanks at the Tank 1, Tank 4, and Tank 9 sites. The specific improvements proposed at each tank site are as follows:

- *Tank 1 – Demolition of both redwood storage tanks and replacement with one larger (500,000 gallon) tank, along with disinfection, testing and re-connection to the existing system piping. A new gate and fence are also proposed for this site.*
- *Tank 4 – Demolition of the redwood storage tank and replacement with one larger (250,000 gallon) tank, along with disinfection, testing and re-connection to the existing system piping. Due to the more remote location of this site, a security system with cameras is also proposed.*
- *Tank 9 – Demolition of the redwood storage tank and replacement with one larger (500,000 gallon) tank, along with disinfection, testing and re-connection to the existing system piping. Due to the constraints at this site, specifically lack of space and the fact that this tank feeds the booster pumps that send water to the Eagle Rock and Little Peak zones, temporary water storage is needed during construction. A temporary “pillow tank” (40,000 gallons) will be placed just outside the existing fence, necessitating temporary fencing and a small amount of grading to provide a level surface for the pillow tank.*

The locations of Grange Wells-02 through -04 and wells associated with Options 2a through 2d are shown in Figure 2. The defined 100-year flood plain is shown in Figure 5.

All systems must evaluate consolidation with another water system as one of the alternatives. If consolidation is deemed infeasible, the reasons for that determination must be described.

Consolidation with other systems must be evaluated for systems that are in reasonably close proximity (within 5 miles depending on regional terrain). After evaluation, consolidation may be deemed a non-viable alternative due to costs, physical factors, or limitations of the adjacent water system. Consolidation should be discussed if it is technically feasible regardless of the potential cooperation of an adjacent system. Provide explanation as to why consolidation is infeasible, including the following:

Distance to nearest public water system

The nearest public water system is the Callayomi County Water District (CCWD), located in the town of Middletown, approximately 4.5 miles to the southwest.

Cost to construct water main from nearest system to Hidden Valley Lake

Consolidation with CCWD would require installation of an 18" main that would likely follow the right-of-way of State Highway 29 to the CCWD water treatment plant. Such an alignment is estimated to be about 4.6 miles from the District's existing Grange Road Well-04 and have a cost of around \$7 million. As both the District and CCWD are small municipalities, such a project cost is deemed infeasible.

Lack of additional capacity by other systems to meet HVL CSD's demands

Additionally CCWD lacks the additional capacity to meet the District's demands. Another difficulty posed by consolidation is the local terrain which consists of mountains and rolling hills separated by valleys, which will lead to significant head loss between the systems and require substantial pumping demands.

In addition to evaluating and discussing the feasibility of each alternative, the Engineering Report must estimate and compare the capital costs and operations and maintenance (O&M) costs, including certified operating personnel, and disposal of waste from treatment, over a 20-year period. The report must also analyze the technical effectiveness (including reliability) of each alternative. See Table 6 for an example of evaluating alternatives.

Table 6 – Planning Level Capital and 20 Year O&M Costs

Option	Capital Cost	20-Year O&M Cost	Feasible (Y/N)	Reliability (1 through 5)	Technical Effectiveness (1 through 5)	Overall Ranking (1 through 7)
1	\$ 9,112,000	\$ 3,850,000	Y	4	5	5
2a	\$ 8,066,000	\$ 1,069,000	Y	4	5	4
2b	\$ 7,359,000	\$ 1,069,000	Y	4	5	3
2c	\$ 7,088,000	\$ 1,069,000	Y	4	5	1
2d	\$ 6,827,000	\$ 769,000	Y	4	4	2
3	\$ 5,953,000	\$ 892,000	Unknown	2	1	7
4	\$ 6,076,000	\$ 892,000	Unknown	2	1	6

Note – Capital costs include replacement of existing redwood tanks at Tank 1, Tank 4, and Tank 9 sites in all options, estimated at \$3.944M.

The highest ranked option must be the most long-term, cost-effective solution.

Technical effectiveness and feasibility should also be considered. However, preference is given to the project alternative that achieves an acceptable result at the least cost over the long-term.

In the long term, it is expected that Options 1 and 2 (a – d) will reliably maintain acceptable hexavalent chromium levels for the longest period of time. Pilot testing for an SBA-IX is recommended to confirm treatment is an acceptable option. As long as pilot testing results are favorable and the package treatment plant is properly serviced and maintained, it would be an effective solution through the end of the operating lifespan of the plant. For the wells in Option 2, assuming that test well results indicate favorable hexavalent chromium concentrations, then these would be an acceptable option as hexavalent chromium levels are unlikely to increase in the aquifer.

Option 3 on the other hand, would rely upon the ability to redevelop Grange Well-03 in order to increase the production rate. The production rate would need to be increased by approximately a factor of 4 to meet system demands and allow for blending with Grange Well-03 and Grange Well-04 in order to meet the hexavalent chromium compliance limit. Ideally, the upgrades would account for the past problems, but there is the potential to encounter the same issues again in the future, bringing the long-term reliability of this option into question.

Option 4 has potential production and high hexavalent chromium concentration risks. Since this option involves plugging well screen(s), production will be reduced which will put a strain on the supply, especially as the well declines in efficiency over time. Another potential issue with this option is that if hexavalent chromium concentrations are elevated in the various water bearing zones, plugging zones of high concentration might only temporarily reduce the hexavalent chromium concentration or reduce production rate exorbitantly.

Include results in above table and provide detailed preliminary conceptual engineering cost estimates and preliminary 20-Year O&M cost estimates in appendices to report.

See Appendix D for detailed preliminary conceptual engineering cost estimates and preliminary 20-year O&M cost estimates. (Capital and O&M cost estimates)

The California Environmental Quality Act (CEQA) requires that the environmental impacts of each alternative be determined and compared.

Discuss in generalities the likely level of study needed for each option.

- *Option 1 – New treatment process*

Option 1 is expected to be a CEQA mitigated negative declaration because it involves the installation of a package treatment plant and ancillary facilities at the existing well site and will require minimal disturbance of the surrounding area. Because this is an addition to a pre-existing facility, with no increase in overall production quantity, it is not anticipated that the project will result in significant adverse environmental impacts.

- *Option 2a – New well near storm water pump station*

While Option 2a involves installation of a well and ancillary facilities with no increase in overall production quantity, due to the need for significant grading to bring the site outside the 100-year flood plain, Option 2a is expected to be a CEQA focused environmental impact report. Even with the increased level of analysis, it is not anticipated that the project will result in significant adverse environmental impacts.

- *Option 2b – New well near sewer lift station*

While Option 2b involves installation of a well and ancillary facilities with no increase in overall production quantity, due to the need for significant grading to bring the site outside the 100-year flood plain, Option 2b is expected to be a CEQA focused environmental impact report. Even with the increased level of analysis, it is not anticipated that the project will result in significant adverse environmental impacts.

- *Option 2c – New well on Hidden Valley Lake Association property*

While Option 2c involves installation of a well and ancillary facilities with no increase in overall production quantity, Option 2c is expected to be a CEQA focused environmental impact report due to the potential that the water supply may be categorized as groundwater under the influence of surface water by DDW. Additional groundwater studies would be necessary to determine if this is the case. Even with the increased level of analysis, it is not anticipated that the project will result in significant adverse environmental impacts. However, the scope of this option would increase substantially if DDW determines that the proposed groundwater from the well is categorized as groundwater under the influence of surface water.

- *Option 2d – Abandon and Replace Grange Well-03*

Option 2d is expected to be a CEQA categorical exemption class 2 because it involves abandonment and replacement of the existing Well-03, along with construction of ancillary facilities. Because all work on this project is expected to take place on previously developed land, it is not anticipated that the project will result in significant adverse environmental impacts.

- *Option 3 – Redevelop Grange Well-03*

Option 3 is expected to be a CEQA categorical exemption class 2 because it involves reconstruction of the existing Well-03, along with construction of ancillary facilities. Because all work on this project is expected to take place on previously developed land, it is not anticipated that the project will result in significant adverse environmental impacts.

- *Option 4 – Identify and plug zones of highest hexavalent chromium*

Option 4 is expected to be a CEQA categorical exemption class 2 because it involves improvements to the existing Well-04, along with construction of ancillary facilities. Because all work on this project is expected to take place on previously developed land, it is not anticipated that the project will result in significant adverse environmental impacts.

- *All options include replacement of redwood tanks at the Tank 1, Tank 4, and Tank 9 sites. While volumes of these tanks are increasing, the purpose is to provide for current system*

needs, and not to accommodate additional growth. The level of evaluation is similar to the four options.

D. Selected Construction Project

Describe the project that will be constructed to resolve the problem. Each component or unit process, as well as related equipment, should be described as to necessity (with respect to solving the problem), function, size, and relationship to other project components.

The project description must identify any elements of the project that are believed to be ineligible for funding using the eligibility criteria in the SDWSRF statutes and regulations. The construction project can include ineligible components; however, the applicant will need to identify a funding source other than SDWSRF funds to pay for the ineligible portion.

Do not include water system improvements that are not directly related to the problem being solved. Major elements of the proposed project must be directly related to the primary problem in order to be eligible. With respect to water mains, for example, if a new well is being drilled to solve a source water problem, the piping to connect the well to the distribution system is eligible but piping to replace old or leaking distribution lines may not be eligible unless the old distribution system has supporting documentation to be in the fundable categories.

CDPH recognizes water conservation measures, including water meters, energy efficiency features, and water system security upgrades, as valuable enhancements to projects. Therefore, when appropriate in the context of the funded project, components such as water meters, auxiliary generators, upgraded fencing, or other measures to improve water conservation, energy efficiency, reliability, and security components may be eligible for loan funds. The components must be included as part of the project application to be considered for funding.

Provide more detailed description of highest ranked option. Include all other needed components of improvements, including the following items:

The recommended project (Option 2c) would provide for a new well in the vicinity of Hidden Valley Lake. Based on discussions with Division of Drinking Water (DDW) staff, DDW is supportive of a new well in this location. Further, the DDW is supporting of using this well as a second source supply, augmenting Grange Well-02, Grange Well-03, and Grange Well-04, reducing the demand currently placed on these three wells.

The selected project will also include demolition of an existing inadequately sized 31,000 gallon redwood water storage tank and associated control building, construction of a 90,000 gallon bolted steel tank to replace the redwood tank, installation of SCADA controls and associated programming on new and existing facilities, two new auxiliary generators, and security fencing around existing facilities, as well as improved access roads.

Installation of SCADA will give the District real time data from their water production and distribution systems, allowing for greater efficiency and quicker response time to changes or emergencies within the system and enhance system reliability, given that the District would be operating a system that is supplied from multiple points.

Installation of auxiliary generators will allow the District to continue operating their facilities during times of emergency or power outage. Given the recent history of catastrophic wildfires in the region, having emergency power is especially valuable to ensure that water resources needed to protect the community against fires. Also, emergency generators will ensure that customers continue to receive drinking water when other utilities may be unavailable.

Installation of security fencing will minimize trespassing on District property which will reduce the risk of tampering with the District's facilities. Given the importance of drinking water, it is vital that the District keep its water supply facilities safe and secured. New security improvements are proposed at the administrative building as well as the access road to the Grange wells.

Lastly, the existing redwood storage tanks identified in Table 2 are in poor condition and in need of replacement. The project includes replacement of all redwood storage tanks with slightly larger facilities matching peak day and fire flow demands.

Describe how the project would solve the primary problem and the results that would be expected.

The selected option will solve the primary problem of high hexavalent chromium concentration by drilling a new well in an area with historically low hexavalent chromium concentrations and blending with well water from Grange Well-04 to achieve an overall hexavalent chromium concentration that is below the DDW mandated mcl of 10 ppb. The new well will be in an area naturally low in hexavalent chromium concentration. Based on current concentrations, the blending ratio will likely be approximately 70% from the new well and 30% from Grange Well-04.

Consult local/county planning documents and describe if the plans are consistent or exempt.

The Lake County General Plan, Section 5.2, outlines Public Facilities & Services Goal #2 as: to ensure the provision of an affordable, sustainable, reliable, safe, and adequate water supply with distribution and storage facilities to meet the existing and future needs in the County. The goal of this project is to affordably provide safe and reliable drinking water to the residents of Hidden Valley Lake, which is consistent with the General Plan.

Describe any green infrastructure components included in the project. Water systems whose projects have green infrastructure must provide descriptions, costs, and benefits for these components. For details, please consult the Guidelines for Green Infrastructure included as part of the application packet (Enclosure 7).

A possible green infrastructure addition to this project that the District is investigating is the addition of a turbine for hydroelectric power production from the outflow from the dam. Hydro power would allow the District to sell excess power for additional revenue. Initial evaluations indicate that such a system is feasible and cost-effective. Although not planned as part of the project, the District may decide to investigate the option for solar power generation, especially if power costs increase substantially.

If the project involves consolidation, please consult the Guidelines for Consolidation Projects included as part of the application packet (Enclosure 13).

Not applicable

E. Eligibility

See the SDWSRF Project Eligibility table below. If the project contains ineligible construction items, estimate the percentage of indirect costs (planning, design, administrative, etc.) that apply to the eligible and ineligible construction portions. This can be based on a straight proration, which will be the method used by CDPH unless some other means is indicated.

Although you will specify an eligible amount of funding, CDPH will make the final determination after completing a detailed review of the application.

Based on the current components of the project (Option 2c), all components are eligible for funding.

Include all land that will be acquired for the purpose of the project. All land acquisitions will need to comply with the Uniform Relocation Act (Enclosure 14).

Land acquisition is not anticipated for this project.

F. Final Plans and Specifications

The final Plans and Specifications should include the following elements:

For wells:

Indicate the expected yield of the well, well casing, and the size of the pump. Any assumptions and design criteria used to size the facilities should also be shown. Any reasonable methods may be used to estimated flows, water demands, or unit capacities, including the use of existing records, comparisons with similar water systems, and American Water Works Association or Ten-State standards.

Final plans and specifications will be provided to DDW for review and comment at a later stage of the project. The proposed well yield is anticipated to be in the vicinity of 1,200 gpm. Well casing materials and sizing of the pump and motor will be based on the results of pilot hole testing to be conducted during the preliminary engineering phase.

A map or drawing must be included in the report that shows the location of key facilities of the existing system (e.g. sources, treatment units, reservoirs, storage tanks, and primary distribution mains) and the proposed location of new facilities. Unless shown elsewhere, the map also needs to delineate clearly the service area of the water system. If land will be purchased or easement procured, the size, location, and purpose of each parcel must be shown or described in the application.

See Figures 1 through 5 for the locations of existing and proposed facilities.

State law prohibits the SDWSRF from funding growth inducing projects. For SDWSRF, project design growth is limited to 10 percent above the capacity needed to serve existing maximum day demand. Federal law makes ineligible any project whose purpose is “primarily to serve future growth.” This is interpreted by CDPH to mean that excess capacity will not be funded by SDWSRF. However, since public water systems are also utilized for fire protection, SDWSRF can fund pipelines capable of meeting fire flow requirements.

SDWSRF allows for fire flow consideration in source and treatment facility design, but restricts the additional capacity for fire flow to no greater than the maximum day demand. In combination, this means that excess capacity, greater than $(2.00P+0.10P)$, where P is maximum day demand will not be funded by the SDWSRF for the design of source, treatment and storage facilities. Excess capacity can be included in a proposed project but the applicant must identify another means of funding the excess capacity. The project is “primarily to serve future growth” when the project is more than double the capacity needed to serve existing water demand. The applicant may decide to pay for additional excess capacity (no greater than $0.90P$) from another source; however, if the proposed capacity of a major source, treatment, or storage component is more than $3.00P$, the entire project would be declared ineligible and excluded from SDWSRF funding.

The application must include several analyses and address certain items in order to establish the eligible design capacity of the project. These steps are explained below. As indicated earlier, all assumptions, criteria, and calculations used must be shown and described.

Step 1: Determine the existing maximum day demand as of the date of submission of the application. Where possible, maximum day demand should be based on records of usage experienced by the water system during recent periods (e.g. during the past 5 years). Where such records are not available, the applicant must calculate approximate maximum day demand based on available information and include the methodology used.

Based on historical usage, recent maximum day well production is approximately 1.53 million gallons per day (July 25, 2014). For the purposes of this report, this is assumed to equate to maximum day demand. Please note that this maximum day usage occurred when the State mandated water conservation in the range of 33%.

Step 2: Determine the anticipated growth within the service area in the next ten years, the resultant projected water demand, and the amount of growth or water demand to be included in the project.

Growth is expected to be minimal for the next 10 years. Recent historical data indicates that the number of connections have increased by less than 0.5% annually for the last ten years. Using an assumed growth rate of 0.5% annually, approximately 125 new connections are projected over the next 10 years. At an assumed peak day usage of 650 gallons per day (gpd) per connection, the anticipated growth would require approximately an additional 80,000 gpd of water supply.

Step 3: Determine the design capacity or size of proposed key facilities to meet the maximum day demand determined in step 1. Include any water sources, primary treatment unit processes, pumping and storage facilities, and transmission mains. The Engineering Report must include the assumptions and criteria used to size the units. If a specific item of equipment (such as a water main) is not available in the size determined to be eligible, the next larger available size may be used; these upgraded components remain subject to the 3P size limitation for a project with fire flow and 2P size limitation for project with no fire flow.

Because recent peak day usage occurred during a period of mandated water conservation (July 25, 2014), estimated peak day demand is anticipated to reach approximately 2 million gallons per day (MGD) in ten years, which equates to approximately a 33% increase of the peak day demand measured in 2014.

The yield of the proposed new well is estimated at 1,200 gpm. Assuming that production of Grange Well-04 would be approximately 500 gpm (which would achieve a blended hexavalent chromium average system concentration below 10 ppb) and the wells were in use for 18 hours during a peak demand day, the production rate is estimated at 1.84 mgd. Therefore, the proposed well is sized within SRF fundable levels.

The existing District storage capacity is 2.15 million gallons (MG). Using SRF standards of 2.1 times peak day demand to determine total storage that is “fundable”, an increase in storage capacity of approximately 1 MG is acceptable. The proposed size of the new steel tank is within acceptable guidelines, based on the District’s peak day demand. Site constraints limit the size of the new steel tanks.

As discussed previously, depending on available funding, the District desires to replace five existing redwood tanks with new steel tanks. A total of 1.34 MG of new storage would meet the SRF funding requirements. The exact location of additional storage would be based on specific demands in each pressure zone.

While funding to accommodate future growth is limited, applicants can include provisions within the eligible project that will facilitate the construction of additional treatment units in the future. For example, piping and valve arrangements and pipe “stub-outs” to accommodate future treatment units can be included in the project funding.

Not applicable

Describe any impact on peak flow demand caused by industrial or commercial entities.

The Hidden Valley Lake community consists of mainly residential connections to the water system. Accordingly, industrial and commercial uses generally have low impact on the peak flow demand. Commercial uses historically use approximately 4.2 MG per year or approximately 1.8% of the total water consumption. Commercial consumption has also been historically stable from year to year and even month to month. Based on past records, commercial use is expected to maintain the same demand and impact on peak flow as it has shown in the past.

The useful life of the key system components (the elements that make up the largest construction budget items) of the project should be estimated.

The estimated useful life of the new tank, pipeline, wells, pumps, treatment plant and SCADA system are all expected to be in the range of 50 years given regular maintenance intervals.

The cost estimate for the project must break the total cost into various project elements. In addition to a detailed project breakdown, a project budget sheet must be completed. At a minimum, the project budget sheet should contain the line items listed in the template. More line

items can be added to the bottom of the template if needed. If the project includes tasks not listed on the budget sheet, feel free to add items.

Applicants are not limited to the amount stated in the pre-application. It is expected that the Engineering Report will contain detailed estimates based on the final Plans and Specifications.

See Appendix D for planning level capital and O&M cost analyses for all options evaluated. These costs will be updated and refined as the project moves through design. A breakdown of planning level capital costs for the Option 2d, the recommended option, is presented below in Table 7.

Table 7 – Recommended Project Cost Breakdown

<i>Cost Breakdown</i>		
<i>Component</i>	<i>Total Cost</i>	<i>Ineligible Portion</i>
<i>Construction (Major Items)</i>		
<i>Demolition</i>	<i>\$215,000</i>	<i>N/A</i>
<i>New Well Drilling & Equip.</i>	<i>\$660,000</i>	<i>N/A</i>
<i>New Steel Tanks</i>	<i>\$2,397,000</i>	<i>N/A</i>
<i>E & I (incl. SCADA & VFDs)</i>	<i>\$220,000</i>	<i>N/A</i>
<i>Other Site Improvements</i>	<i>\$504,000</i>	<i>N/A</i>
<i>Backup/Auxiliary Power</i>	<i>\$193,000</i>	<i>N/A</i>
<i>Other Misc. Const. Items</i>	<i>\$141,000</i>	<i>N/A</i>
<i>Mobilization</i>	<i>\$218,000</i>	
<i>Subtotal</i>	<i>\$4,548,000</i>	<i>N/A</i>
<i>Construction and Estimating Contingency</i>	<i>\$1,137,000</i>	<i>N/A</i>
<i>Preliminary Engineering</i>	<i>\$144,000</i>	<i>N/A</i>
<i>Test Well Drilling</i>	<i>Included above</i>	<i>N/A</i>
<i>Design Engineering</i>	<i>\$324,000</i>	<i>N/A</i>
<i>Bid Phase Services</i>	<i>Included in PM below</i>	<i>N/A</i>
<i>Eng. Services During Const.</i>	<i>\$121,000</i>	<i>N/A</i>
<i>Land Acquisition</i>	<i>\$0,000</i>	<i>N/A</i>
<i>CM & Construction Observation</i>	<i>\$400,000</i>	<i>N/A</i>
<i>Legal/Admin</i>	<i>\$79,000</i>	<i>N/A</i>
<i>CEQA/NEPA</i>	<i>\$50,000</i>	<i>N/A</i>
<i>Project Management</i>	<i>\$285,000</i>	<i>N/A</i>
TOTAL	\$7,088,000	N/A

Note: Construction and estimating contingency is 25%, given the preliminary stage of the project. The contingency will be refined as the project moves through design.

Enter the total cost to complete the construction project, the eligible project cost, and the estimated annual increase in operation and maintenance cost.

As identified in Table 7, the total project cost is estimated at \$7,088,000. The annual increase in operations and maintenance costs are estimated at \$60,450. This assumes that the District does not move forward with a hydroelectric facility as described above.

G. Proposed Schedule

Include a proposed schedule for project completion. The schedule should allow time needed for the completion of financing, processing of construction bids, start of construction, and completion of construction. The CDPH District Office will use these estimates as a basis for preparation of an overall project schedule.

The original project schedule was included in the Compliance Plan, dated April 14, 2016. The project schedule has been updated to reflect the recommended project and is included as Figure 6.

Table 5a

**Total Chromium Concentrations
in Grange Wells-02 through -04**

Well	Date	Results (ug/l)
2	12/3/2013	18
2	3/3/2014	20
2	12/19/2014	17
2	1/21/2015	11
2	3/24/2015	11
2	1/20/2016	11
2	6/2/2016	16
3	12/3/2013	11
3	3/3/2014	3.8
3	12/19/2014	5.3
3	1/21/2015	4.7
3	2/17/2015	<10
3	3/24/2015	ND
3	3/24/2015	6
3	1/20/2016	<10
3	6/2/2016	<10
3	3/8/2017	<10
4	12/3/2013	21
4	3/3/2014	22
4	12/19/2014	23
4	1/21/2015	20
4	3/24/2015	20
4	1/20/2016	18
4	6/2/2016	22
4	3/8/2017	20

Table 5b
Hexavalent Chromium
Concentrations in Grange Wells-
02 through -04

Well	Date	Results (ug/l)
2	3/3/2014	21
2	12/19/2014	16
2	1/21/2015	12
2	3/24/2015	14
2	6/9/2015	7.8
2	12/31/2015	12
2	2/24/2016	14
2	6/2/2016	14
2	12/14/2016	16
3	12/3/2013	11
3	3/3/2014	4.3
3	12/19/2014	5.1
3	1/21/2015	5
3	2/17/2015	5.1
3	3/24/2015	5.4
3	3/24/2015	5.3
3	6/9/2015	4.2
3	12/31/2015	3.7
3	2/24/2016	7.8
3	6/2/2016	6.9
3	12/14/2016	3.5
3	3/8/2017	5.7
4	12/3/2013	24
4	3/3/2014	24
4	12/19/2014	22
4	1/21/2015	22
4	3/24/2015	19
4	6/9/2015	19
4	12/31/2015	20
4	2/24/2016	12
4	6/2/2016	19
4	3/8/2017	20

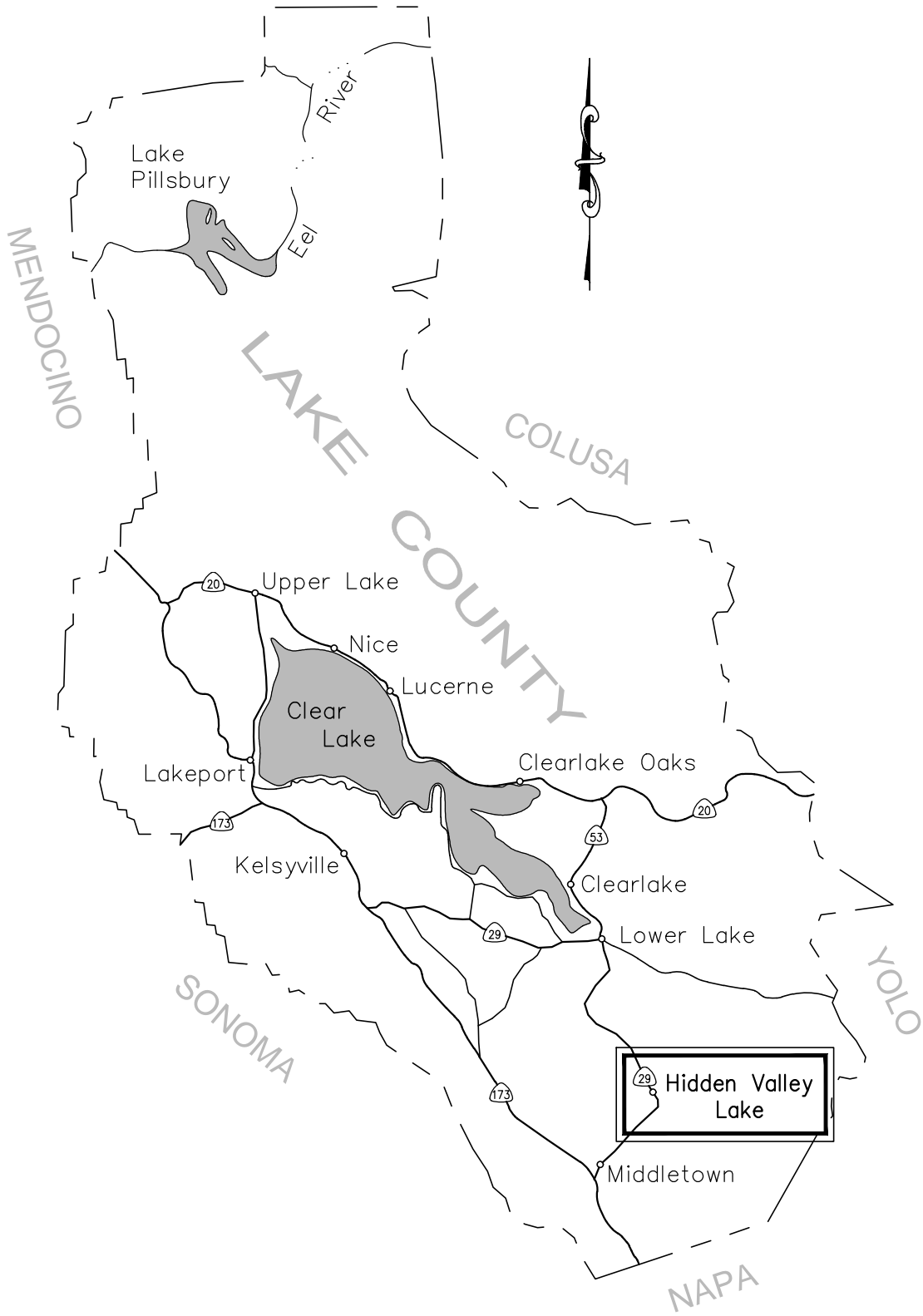


FIGURE 1



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 530.888.9929 530.889.9979 Fax

HIDDEN VALLEY LAKE CSD

VICINITY MAP

ORIGINAL PLOT DATE: 16-NOV-2016

Images: Xrefs: Lake Co Parcels 2--Jun-2016.dwg
Plot: F:\CMT 3D Projects\535466.dwg\535466_vacuity.dwg Layout Name: Fig 2 Plot Date: Nov 23, 2016 at 01:51 pm

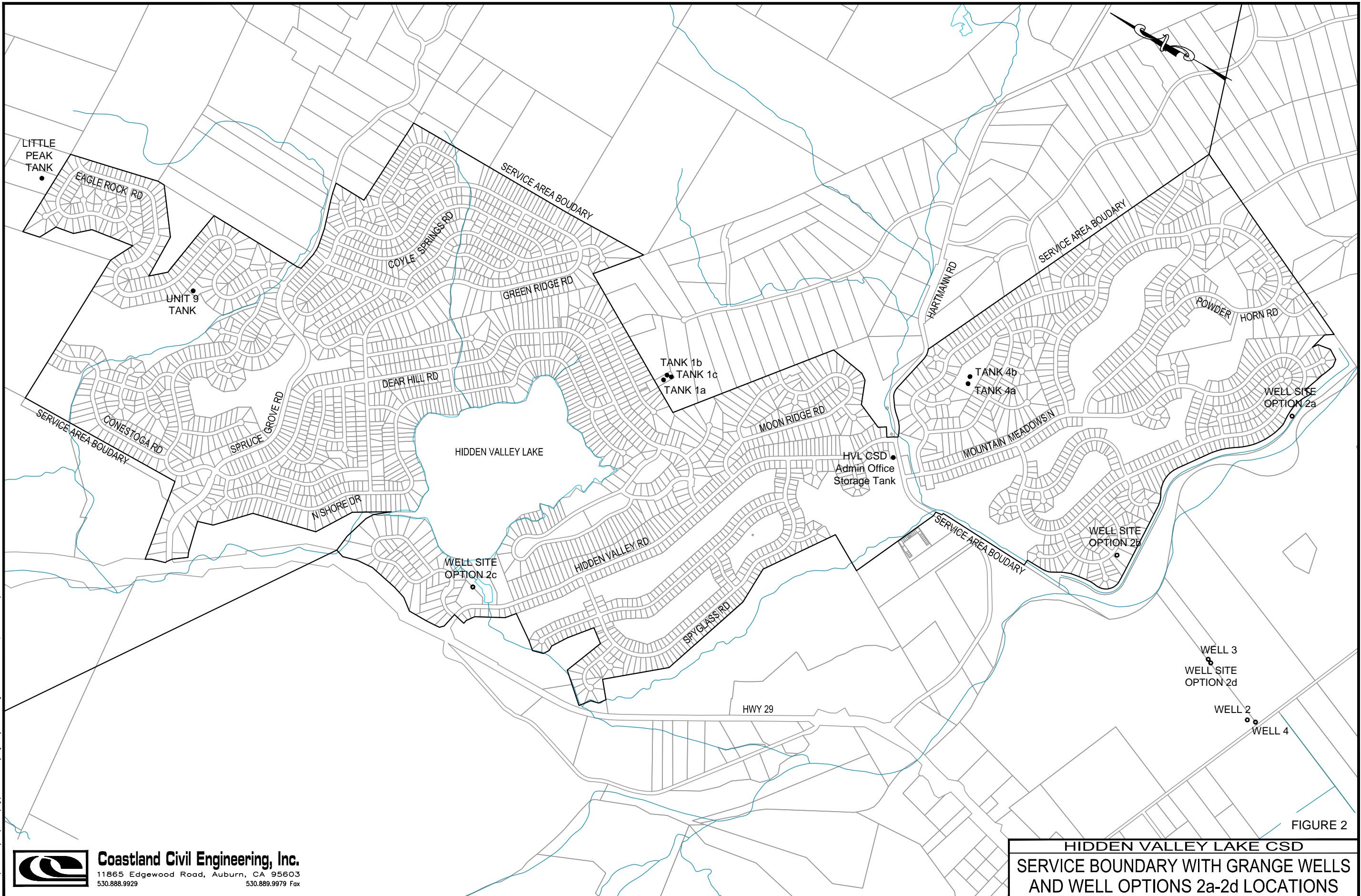
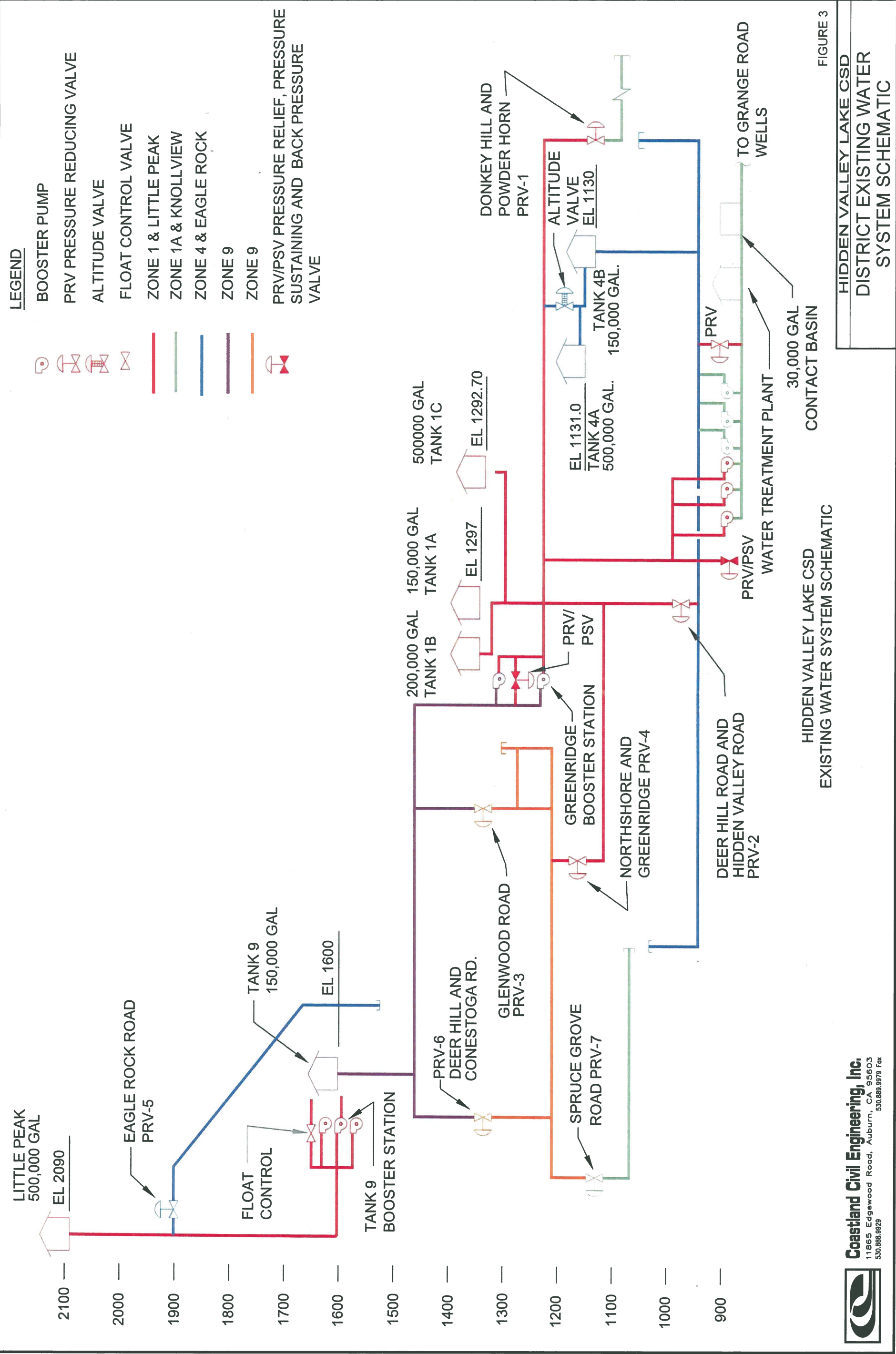


FIGURE 2

HIDDEN VALLEY LAKE CSD
SERVICE BOUNDARY WITH GRANGE WELLS
AND WELL OPTIONS 2a-2d LOCATIONS



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- LEGEND**
- BOOSTER PUMP
 - PRV PRESSURE REDUCING VALVE
 - ALTITUDE VALVE
 - FLOAT CONTROL VALVE
 - ZONE 1 & LITTLE PEAK
 - ZONE 1A & KNOLLVIEW
 - ZONE 4 & EAGLE ROCK
 - ZONE 9
 - ZONE 9
 - PRV/PSV PRESSURE RELIEF, PRESSURE SUSTAINING AND BACK PRESSURE VALVE

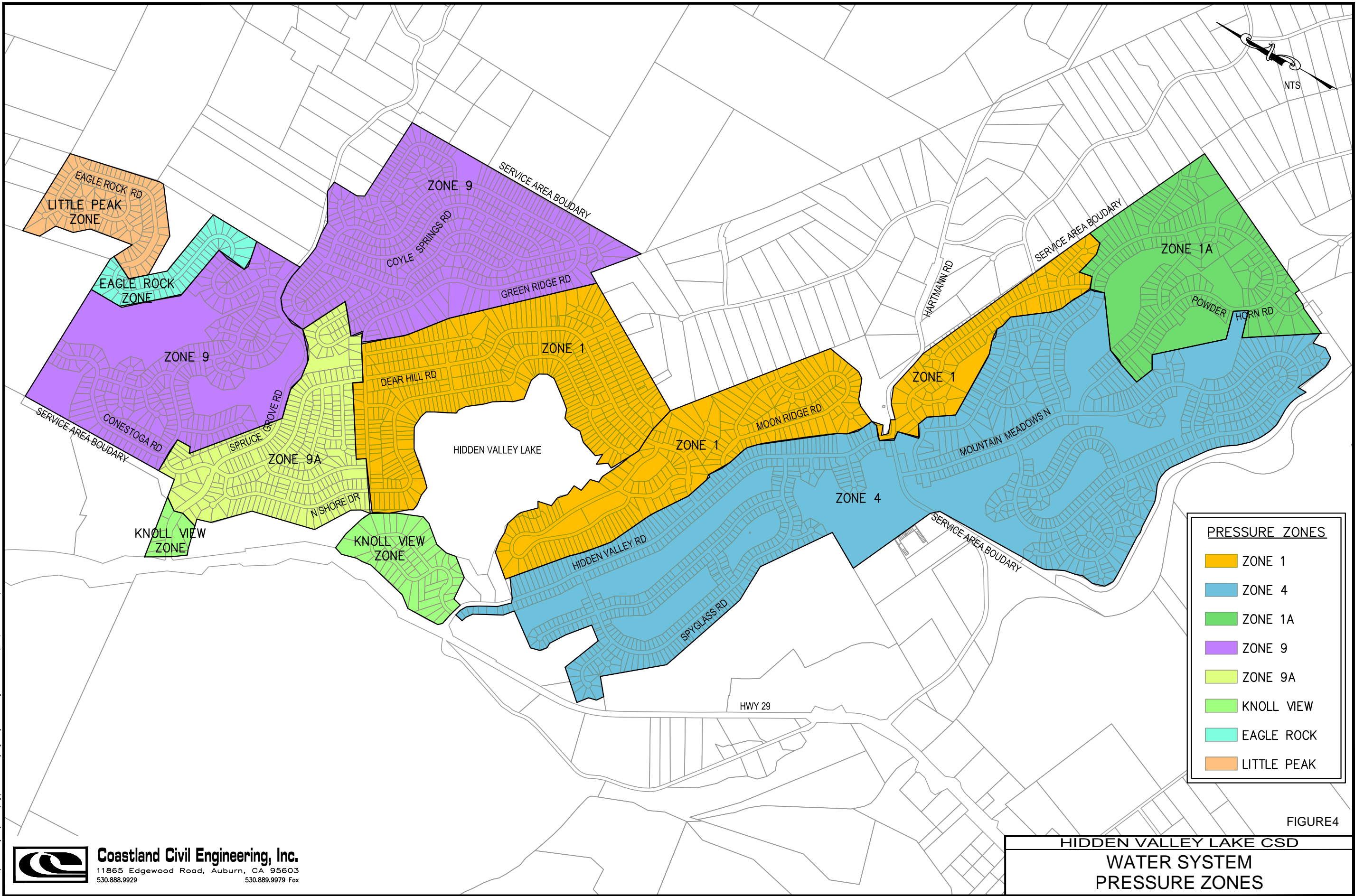
HIDDEN VALLEY LAKE CSD
EXISTING WATER SYSTEM SCHEMATIC

FIGURE 3

HIDDEN VALLEY LAKE CSD
DISTRICT EXISTING WATER
SYSTEM SCHEMATIC

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530.888.9929





PRESSURE ZONES	
	ZONE 1
	ZONE 4
	ZONE 1A
	ZONE 9
	ZONE 9A
	KNOLL VIEW
	EAGLE ROCK
	LITTLE PEAK







FIGURE4

**HIDDEN VALLEY LAKE CSD
WATER SYSTEM
PRESSURE ZONES**

ORIGINAL PLOT DATE: 16-NOV-2016

Images: Xrefs: Lake Co Parcels 2-Jun-2016.dwg
Plot: F:\CMT 3D Projects\1534368.dwg\1534368_Vicinity.dwg
Layout Name: Fig 5 Plot Date: Nov 23, 2016 at 03:41 pm

FLOOD_ZONE LEGEND

	A
	AE
	AE, FLOODWAY
	A0
	D
	X

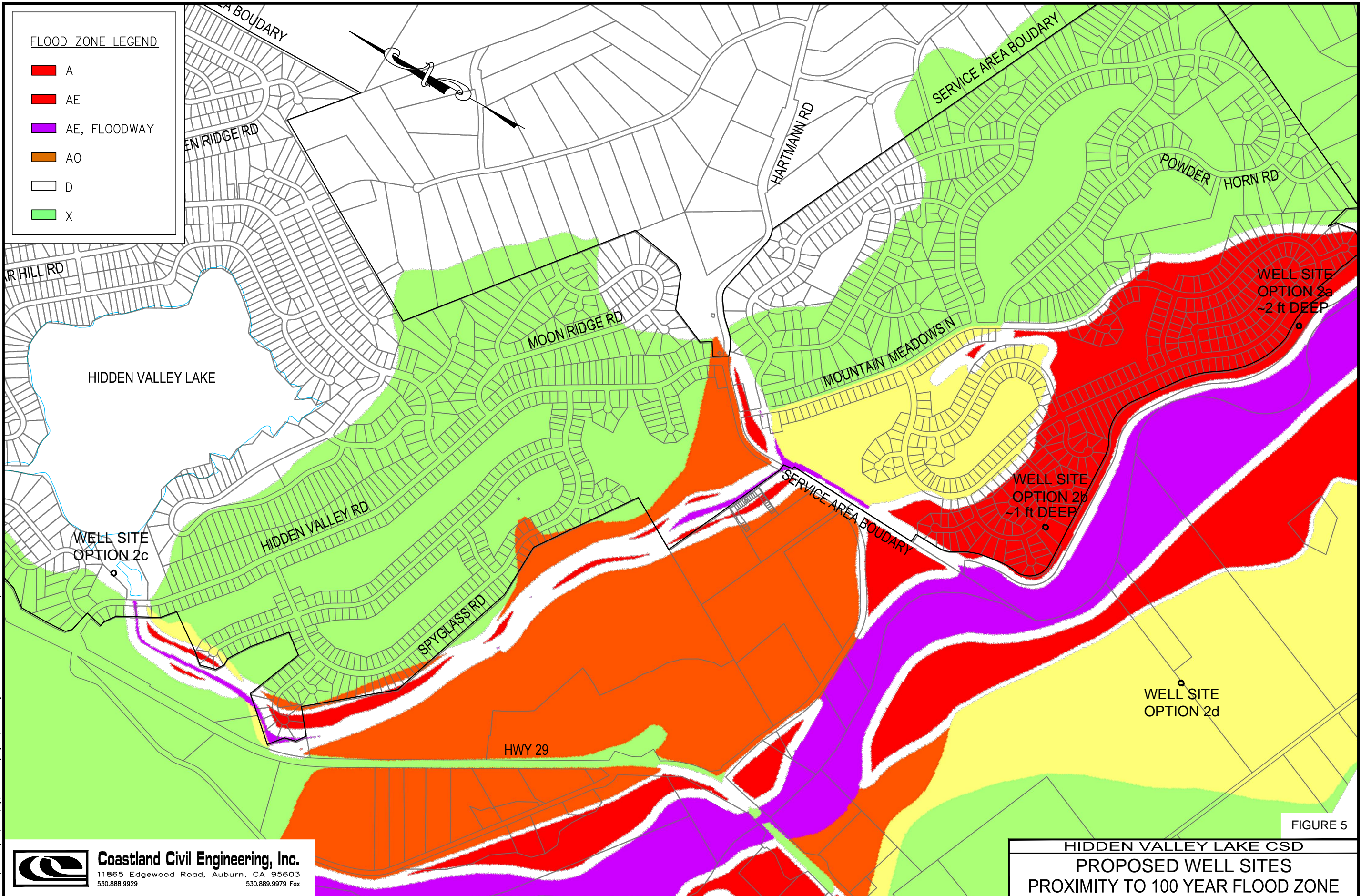


FIGURE 5

HIDDEN VALLEY LAKE CSD
PROPOSED WELL SITES
 PROXIMITY TO 100 YEAR FLOOD ZONE



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STATE OF CALIFORNIA

**AMENDMENT TO THE
DOMESTIC WATER SUPPLY PERMIT**

Hidden Valley Lake Community Services District

1710015

ORIGINAL PERMIT NO. 02-03-06P1710015 DATE OF ISSUE: April 10, 2006

PERMIT AMENDMENT NO. 1 EFFECTIVE DATE: October 31, 2008

WHEREAS:

1. Section 116525(c) of the California Health and Safety Code (CHSC) authorizes the California Department of Public Health to renew, reissue, revise or amend any domestic water supply permit whenever the department deems it to be necessary for the protection of public health whether or not an application has been filed.
2. The California Department of Public Health conducted an annual inspection of the Hidden Valley Lake Community Services District and found no bacteriological data results for samples required at Well 03.
3. The California Department of Public Health has evaluated the facilities and supporting information and has determined that the amendment complies with all applicable State drinking water requirements.

THEREFORE:

The California Department of Public Health hereby removes Well 03 for use as a source of supply for the Hidden Valley Lake Community Services District public water system. The following conditions are hereby amended to domestic Water Supply Permit 02-03-06P1710015:

2. The only sources approved for potable water supply are:

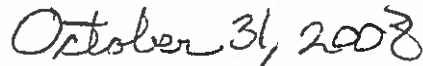
Source	PS Code	Status	Capacity (Gallons per minute)
Grange Well-02	1710015-002	Active	660
Grange Well-03	1710015-003	Standby	445
Grange Well-04	1710015-004	Active	500

This amendment shall be appended to and shall be considered to be an integral part of the Domestic Water Supply Permit Number 02-03-06P1710015, issued on April 10, 2006.

FOR THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH



Bruce H. Burton, P.E.
District Engineer
Mendocino District



Date



1710015 / Permit
080916-Permit Amendment No1 / AJL

STATE OF CALIFORNIA

**AMENDMENT TO THE
DOMESTIC WATER SUPPLY PERMIT**

Hidden Valley Lake Community Services District
1710015

ORIGINAL PERMIT NO. 02-03-06P1710015 DATE OF ISSUE: April 10, 2006

PERMIT AMENDMENT NO. 2 EFFECTIVE DATE: May 29, 2009

WHEREAS:

1. Section 116525(c) of the California Health and Safety Code (CHSC) authorizes the California Department of Public Health to renew, reissue, revise or amend any domestic water supply permit whenever the department deems it to be necessary for the protection of public health whether or not an application has been filed.
2. The Hidden Valley Lake Community Services District submitted an application for domestic water supply amendment on May 15, 2009 to change its Well 03 from Standby to Active status. Laboratory results for bacteriological samples collected on May 5 and May 12, 2009 for Well 03 were negative for both total coliform and *E. Coli*.
3. The California Department of Public Health has evaluated the facilities and supporting information and has determined that the amendment complies with all applicable State drinking water requirements.

THEREFORE:

The California Department of Public Health hereby changes the status of Well 03 from Standby to Active for use as a source of supply for the Hidden Valley Lake Community Services District public water system. The following conditions are hereby amended to domestic Water Supply Permit 02-03-06P1710015:

2. The only sources approved for potable water supply are:

Source	PS Code	Status	Capacity (Gallons per minute)
Grange Well-02	1710015-002	Active	660
Grange Well-03	1710015-003	Active	445
Grange Well-04	1710015-004	Active	500

4. Bacteriological and chemical tests shall be performed in compliance with the California Code of Regulations, Title 22, and in accordance with the requirements of the Department. Specifically:


- a) The distribution system shall be sampled for bacteriological water quality at the minimum frequency required by Section 64423, Title 22 of the California Code of Regulations. Sampling must be conducted in accordance with the water system's approved bacteriological sampling plan. Results of sampling performed must be submitted by the laboratory to the Department by the 10th day of the following month.

In the event of a positive routine sample, repeat sampling must be conducted in accordance with the water system's approved bacteriological sampling plan and Section 64424, Title 22 of the California Code of Regulations. In addition, prior to disinfection of any of the sources, bacteriological samples shall be collected at each source, prior to treatment, and analyzed for total coliform and *E. Coli*. Samples must be analyzed by a Department approved laboratory using an approved method that enumerates bacteriological results to a density of at least 2,400 organisms per 100 milliliters.

- b) The well sources shall be sampled in accordance with the chemical monitoring requirements in Sections 64400 through 64470, Title 22 of the California Code of Regulations and as directed by the Department. Chemical and bacteriological monitoring samples must be taken prior to any treatment.

This amendment shall be appended to and shall be considered to be an integral part of the Domestic Water Supply Permit Number 02-03-06P1710015, issued on April 10, 2006.

FOR THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH



Bruce H. Burton, P.E.
District Engineer
Mendocino District

May 29, 2009
Date



STATE OF CALIFORNIA

***AMENDMENT TO THE
DOMESTIC WATER SUPPLY PERMIT***

**Hidden Valley Lake Community Services District
1710015**

ORIGINAL PERMIT NO. **02-03-06P1710015** DATE OF ISSUE: **April 10, 2006**

PERMIT AMENDMENT NO. **3** EFFECTIVE DATE: **February 15, 2012**

WHEREAS:

1. Section 116525(c) of the California Health and Safety Code (CHSC) authorizes the California Department of Public Health to renew, reissue, revise or amend any domestic water supply permit whenever the department deems it to be necessary for the protection of public health whether or not an application has been filed.
2. The Hidden Valley Lake Community Services District requested a credit for 4 log inactivation of virus through its disinfection facility and transmission main.
3. The California Department of Public Health evaluated the facilities on August 12, 2010 and December 29, 2011. Supporting information was reviewed and the Department has determined that the amendment complies with all applicable State drinking water requirements.

THEREFORE:

The California Department of Public Health recognizes the 4 log inactivation system described by the District. The following conditions are hereby added to domestic Water Supply Permit 02-03-06P1710015:

9. Monthly reports on the operation of the Hidden Valley Lake Community Service District virus inactivation process are to be submitted to the Department by the tenth day of each month. The reports shall be signed by the chief water treatment plant operator, plant superintendent or other person directly responsible for the operation of the water treatment plant. The reports shall include the daily amount of water treated, daily maximum flow from combined sources, minimum daily chlorine residual, minimum daily temperature and a description of the volume in the transmission pipe.

10. Records of chemical dosages for all treatment chemicals used, instrument maintenance and calibration, and a list of water quality complaints and reports of waterborne illness received from consumers shall be maintained by the District. Any other data that the Department considers pertinent shall be submitted upon request. All treatment records shall be retained for not less than three years.
11. The District shall maintain and calibrate all chlorine analyzers at no less than the minimum frequency recommended by the manufacturer. The chlorine analyzer reading shall be compared to the average of three DPD (EPA method 334.0) chlorine residual grab samples on a weekly basis to ensure the calibration is correct. If the average of the three chlorine residual readings is more than 10% different than the chlorine analyzer reading, the chlorine analyzer unit shall be calibrated.

The chlorine analyzer readings shall be recorded every fifteen minutes and used to prepare and calculate the minimum daily virus inactivation achieved for the monthly compliance report specified in 02-03-06P1710015, Condition 9.

In the event the chlorine residual analyzer fails to operate or record the readings, the District shall document and take grab samples every four hours.

An active and functioning low free chlorine residual alarm system shall be operated on a continuous basis by the District. The District's operators must be notified within 15-minutes by the alarm if the chlorine residual is less than the greater of 0.2 mg/L or the concentration required to achieve a 4 log inactivation of virus.

12. Raw bacteriological testing of Well 04, Well 03 and Well 02 shall be conducted at least once per month beginning in October of each year through April of the following year if the source is operating. The samples shall be analyzed by a laboratory that has been certified by the Department to perform total coliform and *E. Coli* analyses pursuant to Section 116390 of the California Health and Safety Code. The method used for analysis shall determine most probable number of coliform organisms up to a density of 2,400 organisms per 100 milliliters of sample. The results from each month of sampling shall be submitted to the Department before the 10th day of the following month.
13. Production at each source and combined shall be monitored at a minimum of a weekly basis. Each year, the District shall submit a production summary that describes the annual production from combined sources, maximum month from combined sources and maximum day from each source and combined sources. The District shall submit this summary to the Department with its Annual Report.
14. Routine tank inspections must be conducted on a monthly basis and, at minimum, check the following: verify overflow and vent screens are intact, overall sanitary condition, holes or cracks are present, corrosion, altitude valves are operating properly, level sensors, controls and pressure gauges are verified, cracking of foundation, status of vandalism and cathodic protection.
15. Each storage tank must be equipped with a sampling tap that is representative of water from the reservoir entering the distribution system by **December 31, 2012**.

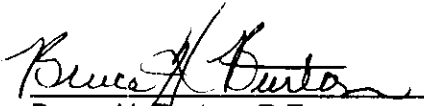
16. The District shall complete a TMF Tune Up which can be accessed at <http://neien.des.ucdavis.edu/tmf/> and submit a copy of the Results page to the Department by **April 30, 2012**.
17. A non-threaded down-turned sample tap for each source shall be installed at a point between the wellhead and the check valve by **March 30, 2012**.
18. The District shall install a 24 mesh corrosion resistant screen on the tank roof vent at Little Peak Storage Tank by **March 30, 2012**.
19. The District shall describe its plans to clean its storage tanks and remove sediment by **April 30, 2012**.
20. The District shall submit an emergency disinfection plan to the Department for review and approval by **March 30, 2012**. The approved plan shall be posted in the facility with the chlorine analyzer.
21. The District shall submit an updated bacteriological sampling site plan that includes Ground Water Rule provisions to the Department for review and approval by **March 30, 2012**.
22. The District shall collect an asbestos sample from its distribution system under conditions where asbestos contamination is most likely to occur once every nine years. The District shall collect an asbestos sample from its distribution system by **March 30, 2012**.
23. The District shall conduct lead and copper monitoring at twenty sites approved by the Department in June, July, August or September 2012.
24. Pursuant to Section 64558 of the California Code of Regulations, the District shall conduct a source capacity planning study by **February 1, 2013**. In addition to the elements specified in Section 64558, the study must specifically address the following:
 - a. describe in writing to the Department the total maximum pumping allowed under California Division of Water Rights Permit 20770B and License 13527A by **March 30, 2012**.
 - b. In accordance with Section 64554(f), the District shall complete a constant discharge (pumping rate) well capacity test in August, September or October 2012 unless seasonal precipitation has commenced. A report describing the test conducted and the results must be submitted to the Department by **December 31, 2012**. The constant discharge well capacity test must include Well 04, Well 03, Well 02, and Ag Well operating.
25. The District shall submit a copy of its operator procedures by **April 30, 2012**, which shall include, at minimum, standard operating procedures, disinfection protocol after main repairs or new main installations, flushing program procedures, valve maintenance procedures, storage tank inspection program

procedures, chemical dosage calculations, procedures describing how to change the chemical dosage.

26. The District shall submit a copy of its updated Master Plan by **December 31, 2013**.

This amendment shall be appended to and shall be considered to be an integral part of the Domestic Water Supply Permit Number 02-03-06P1710015, issued on April 10, 2006.

FOR THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH


Bruce H. Burton, P.E.
District Engineer
Mendocino District

February 15, 2012
Date



STATE OF CALIFORNIA

**AMENDMENT TO THE
DOMESTIC WATER SUPPLY PERMIT**

**Hidden Valley Lake Community Services District
1710015**

ORIGINAL PERMIT NO. **02-03-06P1710015** DATE OF ISSUE: **April 10, 2006**

PERMIT AMENDMENT NO. **4** EFFECTIVE DATE: **June 29, 2012**

WHEREAS:

1. Section 116525(c) of the California Health and Safety Code (CHSC) authorizes the California Department of Public Health to renew, reissue, revise or amend any domestic water supply permit whenever the department deems it to be necessary for the protection of public health whether or not an application has been filed.
2. The California Department of Public Health visited the water system and evaluated compliance items and chlorine alarm capability on June 21, 2012. The Department has deems that a permit amendment is necessary to ensure the protection of public health.

THEREFORE:

The following conditions are hereby amended for Domestic Water Supply Permit 02-03-06P1710015:

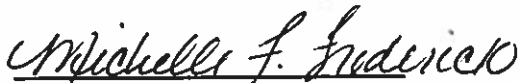
20. The District shall submit an emergency disinfection plan to the Department for review and approval by **December 31, 2012**. The approved plan shall be posted in the facility with the chlorine analyzer.
24. Pursuant to Section 64558 of the California Code of Regulations, the District shall conduct a source capacity planning study by **August 1, 2013**. In addition to the elements specified in Section 64558, the study must specifically address the following:
 - a. Describe in writing to the Department the total maximum pumping allowed under California Division of Water Rights Permit 20770B and License 13527A by **December 31, 2012**.
 - b. In accordance with Section 64554(f), the District shall complete a constant discharge (pumping rate) well capacity test in August,

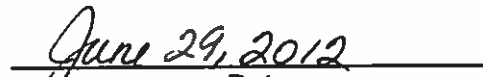
September or October 2012 unless seasonal precipitation has commenced. A report describing the test conducted and the results must be submitted to the Department by **December 31, 2012**. The constant discharge well capacity test must include Well 04, Well 03, Well 02, and the Ag Well operating.

25. The District shall submit a copy of its operator procedures by **June 30, 2013**. The procedures shall include, at minimum, general operating procedures, disinfection protocol after main repairs or new main installations, flushing program procedures, valve maintenance procedures, storage tank inspection program procedures, chemical dosage calculations, procedures describing how to change the chemical dosage, and procedures to restore the alarm system and other facility components after a power outage.
27. The District shall test its low chlorine alarm on a monthly basis and maintain records of the alarm testing for Department review for a minimum of three years.

This amendment shall be appended to and shall be considered to be an integral part of the Domestic Water Supply Permit Number 02-03-06P1710015, issued on April 10, 2006.

FOR THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH


Michelle F. Frederick, P.E.
District Engineer
Mendocino District


Date





State of California—Health and Human Services Agency
California Department of Public Health

DRINKING WATER FIELD OPERATIONS BRANCH
50 D STREET, SUITE 200, SANTA ROSA, CA 95404
PHONE: (707) 576-2145 / FAX: (707) 576-2722
INTERNET ADDRESS: www.cdph.ca.gov



EDMUND G. BROWN JR.
Governor

June 29, 2012

Mr. Roland Sanford, interim General Manager
Hidden Valley Lake CSD
19400 Hartmann Road
Hidden Valley Lake, CA 95467

2012 WATER SYSTEM COMPLIANCE UPDATE

Dear Mr. Sanford,

On June 21, 2012, staff from the California Department of Public Health (Department) visited Hidden Valley Lake Community Services District (District) public water system to follow-up on historical compliance issues. Specifically, the Department reviewed the progress on compliance items identified in the February 15, 2012 letter from the Department, reviewed log sheets maintained to track when to calibrate the chlorine analyzer and tested the low chlorine alarm.

Listed below are items that must be addressed to ensure continued compliance with the California Health and Safety Code (CHSC) and California Code of Regulations (CCR). Amendment No. 4 of Domestic Water Supply Permit 02-03-06P1710015 is enclosed. Please, read the amendment carefully as it is an integral part of the Domestic Water Supply Permit Number 02-03-06P1710015, issued on April 10, 2006 and is legally binding.

Source Capacity

The District shall submit a source capacity report to the Department to document its maximum source capacity. This analysis should include the ability to supply the potable

water system during all periods and specifically evaluate water rights limitations and the mechanical and physical limitations of the well based on pump tests.

Lead and Copper Monitoring

The Department provided the District with a spreadsheet that contained historical lead and copper results collected from within the community. The District plans to continue its lead and copper monitoring by completing 20 sites between **June 1, 2012 and September 30, 2012.**

Consumer Confidence Report

The Department is available to review the 2011 Consumer Confidence Report. In past reports, the District had included constituents without detections, which is not required.

Low Chlorine Alarm System

During the inspection, the low chlorine alarm did not respond as expected. However, the District found that a power outage from earlier in the week disrupted its alarming. We understand that the District was able to reset the alarming system and the District tested the alarm in the afternoon of June 21, 2012 and the alarm function was restored. The District is required in Permit Amendment No. 4 to incorporate procedures into its Operations Plan that will address actions required following power outages.

If you have any questions about the items above, contact Amy Little at (707) 576-2147.

Sincerely,



Michelle F. Frederick, P.E.
District Engineer
Mendocino District

Enclosure: Permit No. 02-03-06P1710015, Amendment No. 4

STATE OF CALIFORNIA

**AMENDMENT TO THE
DOMESTIC WATER SUPPLY PERMIT**

**Hidden Valley Lake Community Services District
1710015**

ORIGINAL PERMIT NO. **02-03-06P1710015** DATE OF ISSUE: **April 10, 2006**

PERMIT AMENDMENT NO. **5** EFFECTIVE DATE: **June 6, 2013**

WHEREAS:

1. Section 116525(c) of the California Health and Safety Code (CHSC) authorizes the California Department of Public Health to renew, reissue, revise or amend any domestic water supply permit whenever the department deems it to be necessary for the protection of public health whether or not an application has been filed.
2. The California Department of Public Health (Department) evaluated the Well Field Capacity Test Report for Hidden Valley Lake Community Services District (District) Grange Road Well Field prepared by GHD, Inc. submitted on December 26, 2012. The Department evaluated the District's water rights summary submitted on January 7, 2013.
3. The Department deems that a permit amendment is necessary to ensure the protection of public health.

THEREFORE:

Condition No. 2 of Domestic Water Supply Permit No. 02-03-06P1710015 is hereby amended to read:

2. The only sources approved for potable water supply are:

Source	PS Code	Status	Estimated Capacity (Gallons per minute)
Grange Well-02	1710015-002	Active	715
Grange Well-03	1710015-003	Standby	338
Grange Well-04	1710015-004	Active	1,260

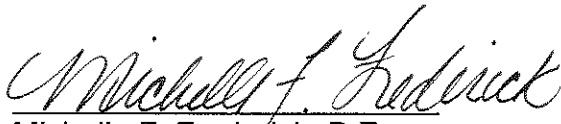
The stated source capacity is based on a vineyard well located less than 100 feet to the east of Grange Well-04 not interrupting normal operations. The above capacity is subject to reduction pending how the vineyard well operations impact the capacity at Grange Well-04.

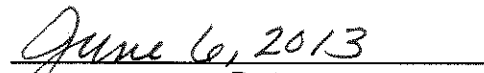
Condition No. 28 of Domestic Water Supply Permit 02-03-06P1710015 is added:

28. Prior to exceeding 2,500 connections in the distribution system, the District shall submit a completed, and Department approved, source capacity planning study in accordance with Section 64558, Title 22 of the California Code of Regulations. Active service connections are considered any service connection that is utilized at least six months of the year. The source capacity planning study must include an evaluation or assessment of how the vineyard well impacts Grange Well-04's capacity.

This amendment shall be appended to and shall be considered to be an integral part of the Domestic Water Supply Permit Number 02-03-06P1710015, issued on April 10, 2006.

FOR THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH


Michelle F. Frederick, P.E.
District Engineer
Mendocino District


Date





State of California—Health and Human Services Agency
California Department of Public Health

DRINKING WATER FIELD OPERATIONS BRANCH
50 D STREET, SUITE 200, SANTA ROSA, CA 95404
PHONE: (707) 576-2145 / FAX: (707) 576-2722
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EDMUND G. BROWN JR.
Governor

June 6, 2013

Hidden Valley Lake Community Services District
c/o Mr. Roland Sanford, General Manager
19400 Hartmann Road
Hidden Valley Lake, CA 95467

Well Field Capacity Test Report and Water Rights Summary

Dear Mr. Sanford,

This letter is in regards to the report entitled Well Field Capacity Test Report (Report) for Hidden Valley Lake Community Services District (District) Grange Road Well Field prepared by GHD, Inc. submitted on December 26, 2012 and the District's water rights summary submitted on January 7, 2013, as requested by the Department of Public Health (Department) during an inspection. Thank you for this submittal. The Department of Public Health (Department) has reviewed the report and has the following comments:

1. Based on the water rights summary, the District must discharge to Putah Creek to ensure Median Daily Discharge (1954-1975) is maintained. Based on discussions with District staff, the Department understands that Well 03 and Ag Well are reserved for Putah Creek supplementation during the period of July 1 – October 31 for each year. If the District shifts its operations during this period such that Well 03 is available to its public water system, please notify the Department.
2. The pumping duration and recovery periods during the Well Field Capacity Test are considered adequate for wells in alluvial soils.
3. The District indicates that the vineyard well does not disrupt operations of the District's well field but this was not included in the well capacity evaluation. Given Well 04 and the Vineyard Well are located within respective cone of influences, the change in water elevation observed at the Vineyard Well during pumping and the similar screening of Well 04 (50 – 188 feet) and Vineyard Well (80 – 180 feet), the Department believes that the vineyard well could potentially impact Well-04 operations.
4. Given the District's maximum day demand is 1,060 gallons per day per connection (based on 2005 Annual Report) and there are 2,444 active service

connections, the District is required to ensure the wells have at least 2.6 MGD capacity. With the wells operating at capacity for 22 hours per day, the District is capable of producing 2.6 MGD and currently has adequate source capacity.

5. Based on the report findings, vineyard well operation and the District's operations, the total well capacity is as follows:

Uninterrupted by Vineyard Well Operations:

Period	Wells available	Total capacity (gpm)
July 1 – October 31	Well 02 and Well 04	715 + 1,260 = 1,975
November 1 – June 30	Well 02, Well 03 & Well 04	715 + 388 + 1,260 = 2,363

The Department encourages the District measure the vineyard well capacity and its impacts prior to performing significant expansion of the distribution system. Permit amendment No. 5 is enclosed to address the new capacity demonstrated in the Report and requirements associated with an increase of the District's number of active service connections. Please, read the permit amendment carefully as it is legally binding.

If you have any questions about this letter, please contact Amy Little at (707) 576-2147.

Sincerely,



Michelle F. Frederick, P.E.
District Engineer
Mendocino District

Enclosure: Permit Amendment No. 5 to Domestic Water Supply Permit 02-03-06P1710015

c: Lake County Planning Department
Lake County Environmental Health

State Water Resources Control Board
Division of Drinking Water

September 28, 2015

System No. 1710015

Hidden Valley Lake CSD
Matt Bassett, Acting General Manager
19400 Hartmann Road
Hidden Valley Lake, CA 95467

HEXAVALENT CHROMIUM MAXIMUM CONTAMINANT LEVEL (MCL) TRIGGER

Dear Mr. Bassett,

On July 1, 2014, a maximum contaminant level (MCL) for hexavalent chromium of 0.010 mg/L became effective for all public water systems. The MCL exceedance is determined based on a rolling average of four calendar quarters of data. This letter is to inform you that the Hidden Valley Lake Community Services District's Well 4 has exceeded the hexavalent chromium MCL of 0.010 mg/L after three quarters of sampling. The water quality data that has been electronically submitted to the state database is shown below.

SOURCE	DATE	FINDING	QAvg
002	6/9/2015	7.800	7.8
002	3/24/2015	10.000	11.0
002	1/21/2015	12.000	
002	12/19/2014	16.000	16.0
003	6/9/2015	4.200	4.2
003	3/24/2015	5.300	5.1
003	1/29/2015	5.100	
003	1/21/2015	5.000	
003	12/19/2014	5.100	5.1
004	6/9/2015	19.000	19.0
004	3/24/2015	19.000	20.5
004	1/21/2015	22.000	
004	12/19/2014	22.000	22.0
006	6/9/2015	9.100	9.1

There are now steps the District must take to comply with the California Health and Safety Code (CHSC) Division 104 Section 116555(a)(1), 116431 and Title 22, California Code of Regulations (CCR) Section 64431. It is our understanding that the District blends water from its three wells prior to entering the distribution system. In prior discussions with Roland Sanford, I was told that the District is evaluating two options, blended treatment and the possibility of replacing Well

FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

50 D Street, Suite 200, Santa Rosa, CA 95404 | www.waterboards.ca.gov

4, to reduce hexavalent chromium levels to its customers. For the State Board to approve blending treatment, the District needs to submit engineering documents that specify the parameters and monitoring required for blending to be an effective treatment. If the District decides to replace the well, there are design requirements and documents that need to be submitted to the State Board to permit a new source of supply. Either treatment or a new source of supply requires an amendment to the District's water supply permit.

Please note that Senate Bill 385, approved by the Governor on September 4, 2015, authorizes the State Board, at the request of a public water system that prepares and submits a compliance plan, to grant a period of time to achieve compliance with the primary drinking water standard for hexavalent chromium by approving the compliance plan. This bill requires a public water system to provide a specific public notice regarding the compliance plan to the persons served by the public water system and the public water system to send written status reports to the state board. The bill also prohibits a public water system from being deemed in violation of the primary drinking water standard for hexavalent chromium while implementing an approved compliance plan or while state board action on its proposed and submitted compliance plan is pending. Please refer to the bill for the complete language and CHSC 116431 language (attached).

Please let me know **by October 23, 2015**, if the District intends to submit a compliance plan. The compliance plan will need to be submitted by **November 20, 2015**.

If you have any questions regarding this matter, please contact me at (707) 576-2734.

Sincerely,



Sheri K. Miller, P.E.
Mendocino District Engineer
Division of Drinking Water
State Water Resources Control Board

Enclosure: CHSC 116431

cc: Lake County Environmental Health

1710015/Compliance
150928 Cr6 warning letter

NOTE: This publication is meant to be an aid to the staff of the State Board Division of Drinking Water and cannot be relied upon by the regulated community as the State of California's representation of the law. The published codes are the only official representation of the law. Refer to the actual published codes whenever specific citations are required. Drinking water-related regulations are in Titles 22 and 17 of the California Code of Regulations.

(2) The department shall grant a variance pursuant to paragraph (1) only if it determines, after conducting a public hearing in the community served by the public water system, that there is no substantial community opposition to the variance and the variance does not pose an unreasonable risk to health. The public water system shall provide written notification, approved by the department, to all customers which shall contain at least the following information:

(A) The fact that a variance has been requested.

(B) The date, time and location of the public hearing that will be conducted by the department.

(C) The level of fluoride that will be allowed by the requested variance and how this level compares to the maximum contaminant levels prescribed by the state primary drinking water standard, the federal national primary drinking water regulation, and the federal national secondary drinking water regulation.

(D) A discussion of the types of health and dental problems that may occur when the fluoride concentration exceeds the maximum contaminant levels prescribed by the state standard and the federal regulations.

(3) If, at any time after a variance has been granted pursuant to paragraph (1), substantial community concerns arise concerning the level of fluoride present in the water supplied by the public water system, the public water system shall notify the department, conduct a public hearing on the concerns expressed by the community, determine the fluoride level that is acceptable to the community, and apply to the department for an amendment to the variance which reflects that determination.

§116431. Hexavalent Chromium – Effective 9/4/15

(a) At the request of any public water system that prepares and submits a compliance plan to the state board, the state board may grant a period of time to achieve compliance with the primary drinking water standard for hexavalent chromium by the state board's written approval of the compliance plan.

(b)

(1) A compliance plan shall include all of the following:

(A) A compelling reason why it is not feasible for the system to presently comply with the primary drinking water standard for hexavalent chromium.

(B) A summary of the public water system's review of available funding sources, the best available technology or technologies for treatment, and other options to achieve and maintain compliance with the primary drinking water standard for hexavalent chromium by the earliest feasible date.

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(C) A description of the actions the public water system is taking and will take by milestone dates to comply with the primary drinking water standard for hexavalent chromium by the earliest feasible date. The actions may include, but are not limited to, planning, designing, permitting, financing, constructing, testing, and activating treatment facilities or other capital improvements. The compliance plan shall include the public water system's best estimate of the funding required for compliance and the actions that the public water system will take to secure the funding. In no event shall the earliest feasible date extend beyond January 1, 2020.

(2) The state board may do either of the following:

(A) Approve a compliance plan.

(B) Provide written comments on the compliance plan to the public water system. The comments may include requiring the public water system's compliance, prior to January 1, 2020, with the primary drinking water standard for hexavalent chromium if the earliest feasible date, based on review of the compliance plan and based on the public water system's specific circumstances identified in the plan, is prior to January 1, 2020. If the state board provides written comments, the public water system may submit a revised compliance plan that the state board may approve if the plan timely and adequately addresses any and all written comments provided by the state board.

(c) The public water system shall provide written notice regarding the compliance plan to the persons served by the public water system at least two times per year. The written notice shall meet the translation requirements provided in subdivision (h) of Section 116450 and shall include notice of all of the following:

(1) That the public water system is implementing the compliance plan that has been approved by the state board and that demonstrates the public water system is taking the needed feasible actions to comply with the primary drinking water standard for hexavalent chromium. The notice shall summarize those actions in a form and manner determined by the state board. For notices after the initial notice, the public water system shall update information demonstrating progress implementing the compliance plan.

(2) That the persons served by the public water system have access to alternative drinking water and that the public water system shall provide information on that drinking water. The notice shall identify where that information may be obtained.

(3) Basic information describing hexavalent chromium, including the level found in drinking water provided by the public water system, the maximum contaminant level for hexavalent chromium, and the possible effects of hexavalent chromium on human health as specified in Appendix 64465-D of Section 64465 of Title 22 of the California Code of Regulations.

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(d) Following the state board's approval of the compliance plan, the public water system shall submit a written status report to the state board, at a frequency and by a deadline or deadlines set by the state board, for the state board's approval, that updates the status of actions specified in the state board-approved compliance plan and that specifies any changes to the compliance plan that are needed to achieve compliance with the primary drinking water standard for hexavalent chromium by the earliest feasible date. State board approval of a written status report that includes proposed changes to the compliance plan shall be deemed approval of the proposed changes to the compliance plan and the resulting revised plan.

(e) A public water system shall not be deemed in violation of the primary drinking water standard for hexavalent chromium while implementing an approved compliance plan. A public water system that has submitted a compliance plan for approval shall not be deemed in violation of the primary drinking water standard for hexavalent chromium while state board action on the proposed and submitted compliance plan is pending.

(f)

(1) At any time, the state board may direct revisions to a compliance plan or disapprove a compliance plan if the state board determines that the actions and timelines addressed in the compliance plan are inadequate to achieve compliance by the earliest feasible date. At any time, the state board may disapprove a written status report if the state board determines that the written status report fails to demonstrate that the public water system is complying with the approved compliance plan by the milestone dates. In these instances, the state board shall provide the public water system with written notice specifying the reason for the required revisions or disapproval and the deficiencies that shall be addressed in a resubmitted compliance plan or written status report.

(2) A previously approved compliance plan that the state board requires to be revised, or a written status report that is disapproved by the state board, may be revised and resubmitted by the public water system for state board approval within 60 days of receipt of the notice required by paragraph (1). During the 60 days, a public water system shall not be deemed in violation of the primary drinking water standard for hexavalent chromium. A public water system shall not be granted a period of time to achieve compliance with the primary drinking water standard for hexavalent chromium if the public water system fails to submit a revised compliance plan or revised written status report within 60 days of receiving the notice, or submits a revised compliance plan or revised written status report that is subsequently disapproved.

(3) A compliance plan approved by the state board pursuant to this section shall continue in effect until the earliest feasible compliance date, as specified by the compliance plan, or until the water system fails to retain state board approval of the compliance plan.

(g) The state board may implement, interpret, or make specific the provisions of this section by means of criteria, published on its Internet Web site. This action by the state board shall not be subject to the rulemaking requirements of the Administrative Procedure Act (Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code).

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(h) This section does not affect the state's requirements for establishing drinking water standards for contaminants in drinking water. This section does not apply to any contaminants other than hexavalent chromium. This section is intended to address the specific circumstance that, for some public water systems, compliance with the state's hexavalent chromium drinking water standard requires the design, financing, and construction of capital improvements. These major compliance actions necessitate a period of time for compliance.

(i) This section shall remain in effect only until January 1, 2020, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2020, deletes or extends that date.

Article 5. Public Notification

§116450. Notification to Department and users.

(a) When any primary drinking water standard specified in the department's regulations is not complied with, when a monitoring requirement specified in the department's regulations is not performed, or when a water purveyor fails to comply with the conditions of any variance or exemption, the person operating the public water system shall notify the department and shall give notice to the users of that fact in the manner prescribed by the department. When a variance or an exemption is granted, the person operating the public water system shall give notice to the users of that fact.

(b) When a person operating a public water system determines that a significant rise in the bacterial count of water has occurred in water he or she supplies, the person shall provide, at his or her expense, a report on the rise in bacterial count of the water, together with the results of an analysis of the water, within 24 hours to the department and, where appropriate, to the local health officer.

(c) When the department receives the information described in subdivision (b) and determines that it constitutes an immediate danger to health, the department shall immediately notify the person operating the public water system to implement the emergency notification plan required by this chapter.

(d) In the case of a failure to comply with any primary drinking water standard that represents an imminent danger to the health of water users, the operator shall notify each of his or her customers as provided in the approved emergency notification plan.

(e) In addition, the same notification requirement shall be required in any instance in which the department or the local health department recommends to the operator that it notify its customers to avoid internal consumption of the water supply and to use bottled water due to a chemical contamination problem that may pose a health risk.

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(f) The content of the notices required by this section shall be approved by the department. Notice shall be repeated at intervals, as required by the department, until the department concludes that there is compliance with its standards or requirements. Notices may be given by the department. In any case where public notification is required by this section because a contaminant is present in drinking water at a level in excess of a primary drinking water standard, the notification shall include identification of the contaminant, information on possible effects of the contaminant on human health, and information on specific measures that should be taken by persons or populations who might be more acutely affected than the general population.

(g) Whenever a school or school system, the owner or operator of residential rental property, or the owner or operator of a business property receives a notification from a person operating a public water system under any provision of this section, the school or school system shall notify school employees, students and parents if the students are minors, the owner or operator of a residential rental property shall notify tenants, and the owner or operator of business property shall notify employees of businesses located on the property.

(1) The operator shall provide the customer with a sample notification form that may be used by the customer in complying with this subdivision and that shall indicate the nature of the problem with the water supply and the most appropriate methods for notification that may include, but is not limited to, the sending of a letter to each water user and the posting of a notice at each site where drinking water is dispensed.

(2) The notice required by this subdivision shall be given within 10 days of receipt of notification from the person operating the public water system.

(3) Any person failing to give notice as required by this subdivision shall be civilly liable in an amount not to exceed one thousand dollars (\$1,000) for each day of failure to give notice.

(4) If the operator has evidence of noncompliance with this subdivision the operator shall report this information to the local health department and the department.

(h)

(1) Notwithstanding any other provision of law, commencing July 1, 2012, a written Tier 1 public notice given by a public water system pursuant to this section shall comply with the following:

(A) It shall be provided in English, Spanish, and in the language spoken by any non-English-speaking group that exceeds 10 percent of persons served by the public water system, and it shall contain a telephone number or address where residents may contact the public water system for assistance.

(B) For each non-English-speaking group that speaks a language other than Spanish and that exceeds 1,000 residents but is less than 10 percent of the persons served by the public water system described in subparagraph (A), the notice shall contain information regarding the importance of the notice and a telephone number or address where the public water system will provide either a translated copy of the notice or assistance in the appropriate language.

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(2)

(A) After July 1, 2012, it shall be presumed that the public water system has determined the appropriate languages for notification pursuant to paragraph (1) if the public water system has made a reasonable attempt to utilize the data available through the American Community Survey of the United States Census Bureau to identify the non-English speaking groups that reside in a city, county, or city and county that encompasses the service area of the public water system.

(B) After July 1, 2012, it shall be presumed that the notice has been correctly translated if the public water system has made a reasonable attempt to obtain either in-house or contracted-for translation services for providing a translated copy of the notice or assistance in the appropriate languages pursuant to paragraph (1) and the translated copy of the notice or assistance has been provided.

(C) After July 1, 2012, if the public water system has made a reasonable attempt to have the notice required by paragraph (1) translated into the appropriate languages, it shall be presumed that a notice translated into languages other than Spanish has been adequately provided if it contains translations in the appropriate languages of all of the following:

(i) Identification of the contaminant.

(ii) Information on the health effects associated with the presence of the contaminant in drinking water at a level in excess of the primary drinking water standard.

(iii) Actions that members of the public should take to protect their health, such as, for example, "Do not drink," "Boil water before using," or "Stop boiling your water."

(3) In addition to nonwritten notification provided for in the public water system's emergency notification plan, the public water system may, and is encouraged to, provide notice through foreign language media outlets.

(4) For purposes of this subdivision, "Tier 1 public notice" means a public notice as defined pursuant to Section 64401.71 of Title 22 of the California Code of Regulations.

(5) Nothing in this subdivision shall require the department to review or approve notices in any language other than English.

§116451. Department effort to ensure notification

If user notification is required pursuant to Section 116450, the department shall make a reasonable effort to ensure that notification is given.

§116455. Notification to local agency of source contamination.

(a) A public water system shall comply with the requirements of this section within 30 days after it is first informed of a confirmed detection of a contaminant found in drinking water delivered by the public water system for human consumption that is in excess of a maximum contaminant level, a notification level, or a response level established by the department.



Hidden Valley Lake Community Services District

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Ms. Sheri K. Miller, P.E.
Mendocino District Engineer
Division of Drinking Water
State Water Resources Control Board
50 D Street, Suite 200
Santa Rosa, CA 95404

April 14, 2016

Subject: Hidden Valley Lake Community Services District
Hexavalent Chromium Compliance Plan
System ID# CA1710015

Dear Ms. Miller,

The purpose of this letter is to provide the State Division of Drinking Water (DDW) with a Hexavalent Chromium Compliance Plan (Plan) for Hidden Valley Lake Community Services District (District) in accordance with Section 116431 of the California Health and Safety Code (CHSC) and request a waiver until January 1, 2020 as permitted by Section 116431(e) of the CHSC to achieve compliance in accordance with the Plan described below.

Background

The District's water supply system consists of three active wells (Grange Well-02, Grange Well-03, and Grange Well-04). Per Permit Amendment #5 to the Domestic Water Supply Permit, the permitted production rates for the three wells are as follows:

- Grange Well-02 (PS Code 1710015-002): 715 gallons per minute (gpm)
- Grange Well-03 (PS Code 1710015-003): 500 gpm
- Grange Well-04 (PS Code 1710015-004): 1,260 gpm

On September 28, 2015, the District received a hexavalent chromium Maximum Contaminant Level (MCL) trigger letter (Letter) from DDW. The Letter stated that the MCL, set at 10 parts per billion (ppb), became effective on July 1, 2014. Further, the Letter stated that the District's Grange Well-04 exceeded the rolling four quarter average and due to this exceedance the District is required to prepare a Plan that documents the District's plan to bring the water system into compliance with the recently adopted MCL for hexavalent chromium. Per CHSC Section 116431, the Plan shall identify a schedule that demonstrates compliance by January 1, 2020, as well as public notification of progress status.

Section 116431(b)(1)(A) - Infeasibility

CHSC Section 116431(b)(1)(A) requires that the Plan provide a compelling reason why the District's water system is unable to achieve compliance with the identified MCL. Based on a

rudimentary mass balance analysis using the permitted flows for each well per Permit Amendment #5 and the recent water quality concentrations for the three wells identified in the Letter, the system-wide hexavalent chromium concentration is approximately 15 ppb. The District does not expect that hexavalent chromium concentrations will sufficiently decrease to bring the system into compliance and has determined that it is infeasible to comply with the new water quality goal for hexavalent chromium without changes to the system.

Section 116431(b)(1)(B) – Funding, Options for Treatment, and Schedule

Recognizing that capital improvements are needed to achieve compliance with the MCL, the District has submitted a Drinking Water State Revolving Fund (DWSRF) application to the DDW for funding. More recently, other funding sources, such as Proposition 1 have become available to fund planning, design, and construction of improvements to remove hexavalent chromium treatment from potable water. The DWSRF application is under evaluation as the District moves forward with the Engineering Report (ER). The ER will identify preliminary capital and on-going operation and maintenance costs for each of the four options identified below.

Once the ER is completed and preliminary capital and on-going operation and maintenance costs identified, then the District will evaluate if the existing rate structure can support repayment of a loan or if a rate adjustment is needed. At the time a funding agreement is executed the District anticipates it will have a rate structure in place to meet the on-going funding requirements stipulated in a funding agreement.

The District has identified several options for compliance. Option 1 consists of construction of new mechanical equipment in the vicinity of Grange Well-04 for treatment of hexavalent chromium.

Option 2 consists of constructing a new well or converting Monitoring Well #2 into a municipal well, and blending the water from this new well with the existing water supply.

Option 3 consists of re-developing Grange Well-03, as this well has the lowest concentration of hexavalent chromium.

Option 4 consists of identifying the zone of highest hexavalent chromium in Grange Well-04 and permanently plugging the screens in the zone.

The District has prepared a preliminary schedule for compliance presuming that blending with a new well will be the highest ranked alternative. More detail on the schedule is provided below in the Proposed Plan of Approach.

Section 116431(b)(1)(C) – Proposed Plan of Approach

The first step of the District's proposed plan is to complete a feasibility study of the options described above. The feasibility study will compare the options evaluating engineering and construction costs, long-term operation & maintenance costs, schedule for completion, potential environmental impacts of each alternative, level of environmental study required, permitting constraints, property acquisition needs, and probability of achieving long-term compliance with the hexavalent chromium standard. The results of the study will be presented to the District Board of Directors.

The attached schedule presumes that blending with a new well will be the highest ranked alternative, likely due to factors such as ease of operation and maintenance, lack of creation of residual waste streams, and lesser overall capital and operational cost.

Further, the District understands that because the District's water system is an existing system and that a new well will provide additional capacity, then Section 64554c redundancy requirements are not applicable to the District.

The next step is to drill a test well in the vicinity of the proposed well to provide data to verify this option can achieve compliance. Preliminary studies indicate that the proposed well will most likely be located north of Putah Creek, with final location to be determined during the engineering phase. In order for this option to provide long-term compliance, the new well must produce at a capacity similar to Grange Well-04, with hexavalent chromium concentrations ranging between 5 and 10 ppb. Evaluation of test well will likely consist of constant rate and step drawdown tests to estimate production rates and water quality testing to estimate hexavalent chromium concentrations.

If the results of the test well verify that blending is a viable option, then the District will move forward with design and construction of the new well, raw water main, and clear well improvements. Concurrently, the District will move forward with any property acquisition for the well and associated improvements and submission of necessary documents to support an amendment to the Water System Permit to add a new well into the system. While the District envisions moving forward with a new well project separately from the raw water main and clear well project, both are expected to be completed prior to the end of calendar year 2019.

Section 116431(c) – Public Notification

The District has notified its customers via mailing or on-line notices regarding the current levels of hexavalent chromium in its potable water supply and the District's plan and schedule for bringing the system into compliance. The District most recently notified its customers in February 2016. An electronic copy of the notification is posted on the District's website (<http://www.hiddenvalleylakecsd.com/media/Press%20Release/Public%20Notice%20Mar%202016.pdf>). The District will continue to notify its customers at least twice each year and all public notification will include the subject matters identified in Section 116431(c)(1) through Section 116431(c)(3).

The District will also provide a school or school system, the owner or operator of residential rental property, or the owner or operator of a business property with a sample notification form that may be used by the customer and that shall indicate the nature of the problem with the water supply and the most appropriate methods for notification that may include, but is not limited to, the sending of a letter to each water user and the posting of a notice at each site where drinking water is dispensed in accordance with Section 116450(g).

Lastly, the District will translate all notices in accordance with Section 116450(h).

Section 116431(d) – Written Status Reports

Following DDW's approval of the Plan, the District will submit a written status report, at a frequency and by deadlines set by DDW, for DDW's approval, that updates the status of actions specified in the approved Plan and that specifies any changes to the Plan that are needed to achieve compliance with the MCL for hexavalent chromium by the earliest feasible date.

Please feel free to contact me at (707) 987-9201 should you have any questions regarding the contents of this Plan.

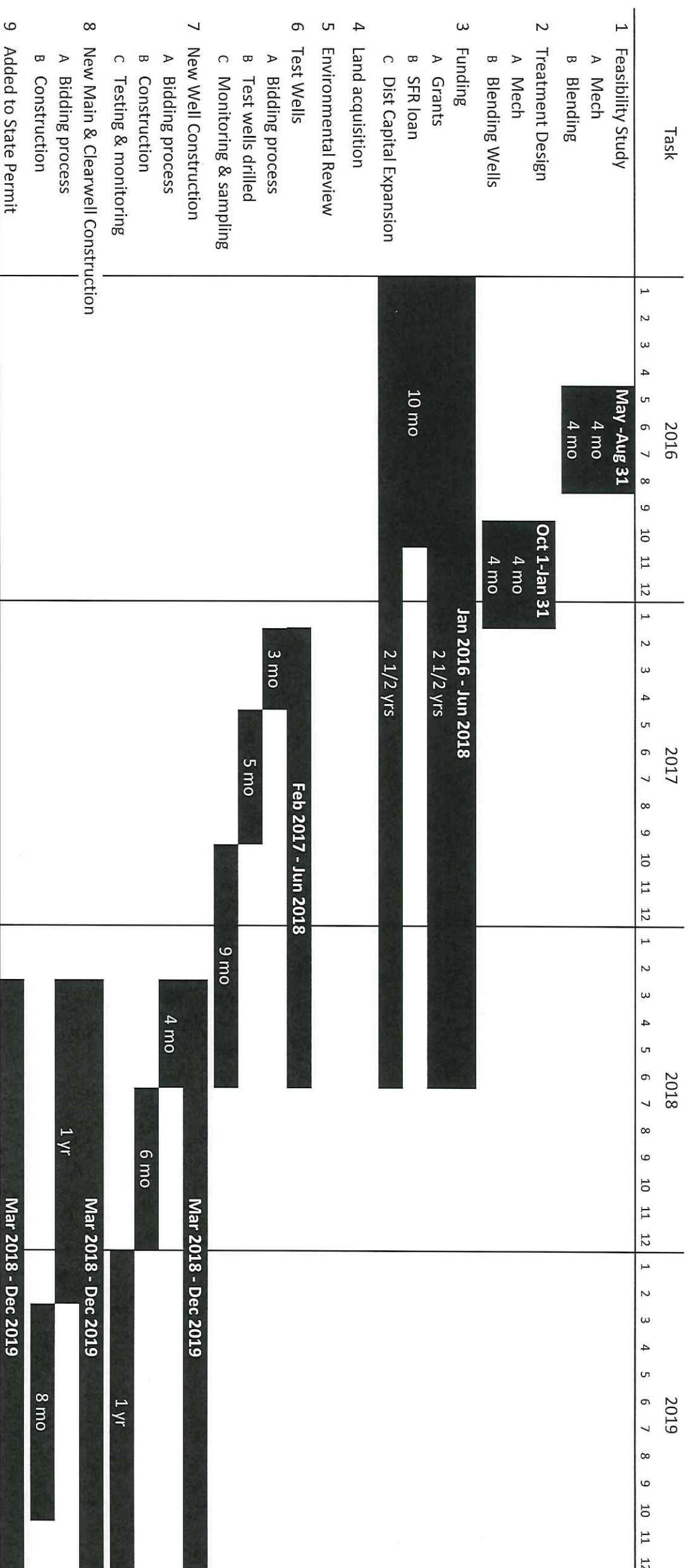
Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew Bassett", with a long, sweeping horizontal flourish extending to the right.

Matthew Bassett
General Manager

Enclosure

Hidden Valley Lake - CSD
Hexavalent Chromium MCL Compliance Schedule
Revised 4/28/2016





EDMUND G. BROWN JR.
GOVERNOR

MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board
Division of Drinking Water

May 11, 2016

System No. 1710015

Hidden Valley Lake Community Services District
Matt Bassett, Acting General Manager
19400 Hartmann Road
Hidden Valley Lake, CA 95467

**HEXAVALENT CHROMIUM MAXIMUM CONTAMINANT LEVEL (MCL) -
COMPLIANCE PLAN APPROVAL**

Dear Mr. Bassett,

To comply with the California Health and Safety Code (CHSC) Division 104 Section 116555(a)(1), 116431 and Title 22, California Code of Regulations (CCR) Section 64431, and Senate Bill 385, approved by the Governor on September 4, 2015, the State Water Resources Control Board, Division of Drinking Water (Division) received the Hidden Valley Lake Community Services District's "Hexavalent Chromium Compliance Plan" on April 28, 2016. The Division has reviewed the document and finds it acceptable.

Senate Bill 385 authorizes the Division, at the request of a public water system that prepares and submits a compliance plan, to grant a period of time to achieve compliance with the primary drinking water standard for hexavalent chromium by approving the compliance plan. The bill requires a public water system to provide a specific public notice regarding the compliance plan to the persons served by the public water system and the public water system to send written status reports to the state board.

No later than September 30, 2016, the District shall begin submitting progress reports to the Division regarding compliance with said plan. The District shall then submit a progress report by the last day of March, June, September, and December of each year until the District complies with Section 64431, Title 22, of the CCR.

If you have any questions, please contact me at (707) 576-2734.

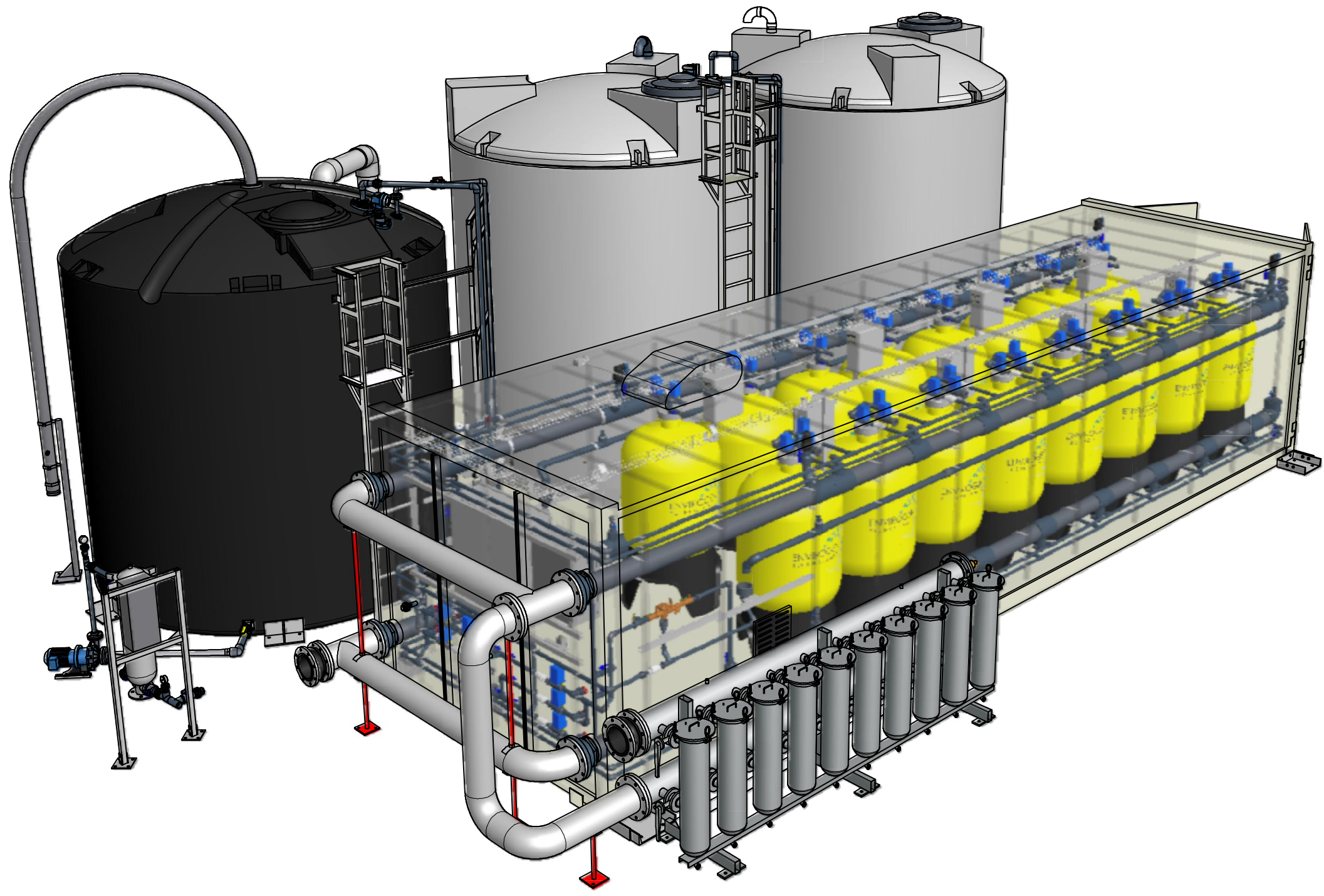
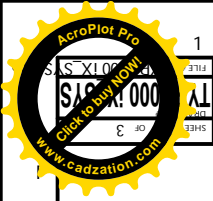
Sincerely,

Sheri K. Miller, P.E.
Mendocino District Engineer

c: Lake County Environmental Health

FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

50 D Street, Suite 200, Santa Rosa, CA 95404 | www.waterboards.ca.gov



ISOMETRIC VIEW

LAST EDITED: 3/6/2009 NETWORK PATH: C:\VIBILI\WORKSPACE\DESIGN\BIDS\TYP1000\SYS.iam

REV	DATE	DESCRIPTION OF REVISION	REVISED	CHECKED

ENVIROGEN
TECHNOLOGIES
P.O. BOX 1400
RANCHO CUCAMONGA, CA 91729

A Lifecycle Performance Company

A member of The Amplo Group

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APPROVED BY: _____
DESIGNED BY/DATE: _____
DRAWN BY/DATE: AJN/11-05-09
CHECKED BY/DATE: _____

DRAWING SCALE: _____
SHEET 3 OF 3
TYP 1000 iX_SYS

SHEET SIZE: B
REVISION: NC
TYP 1000

To obtain more detailed information in areas where **Base Flood Elevations (BFEs)** and/or **floodways** have been determined, users are encouraged to consult the **Flood Profiles and Floodway Data and/or Summary of Stillwater Elevations** tables contained within the Flood Insurance Study (FIS) report that accompanies this FIRM. Users should be aware that BFEs shown on the FIRM represent rounded whole-foot elevations. These BFEs are intended for flood insurance rating purposes only and should not be used as the sole source of flood elevation information. Accordingly, flood elevation data presented in the FIS report should be utilized in conjunction with the FIRM for purposes of construction and/or floodplain management.

Coastal Base Flood Elevations shown on this map apply only landward of 0.0' National Geodetic Vertical Datum of 1929 (NGVD 29). Users of this FIRM should be aware that coastal flood elevations are also provided in the Summary of Stillwater Elevations tables in the Flood Insurance Study report for this jurisdiction. Elevations shown in the Summary of Stillwater Elevations tables should be used for construction and/or floodplain management purposes when they are higher than the elevations shown on this FIRM.

Boundaries of the **floodways** were computed at cross sections and interpolated between cross sections. The floodways were based on hydraulic considerations with regard to requirements of the National Flood Insurance Program. Floodway widths and other pertinent floodway data are provided in the Flood Insurance Study report for this jurisdiction.

Certain areas not in Special Flood Hazard Areas may be protected by **flood control structures**. Refer to Section 2.4 "Flood Protection Measures" of the Flood Insurance Study report for information on flood control structures for this jurisdiction.

The **projection** used in the preparation of this map was Universal Transverse Mercator (UTM) zone 10. The **horizontal datum** was NAD 83, GRS80 spheroid. Differences in datum, spheroid, projection or UTM zones used in the production of FIRMs for adjacent jurisdictions may result in slight positional differences in map features across jurisdiction boundaries. These differences do not affect the accuracy of this FIRM.

Flood elevations on this map are referenced to the National Geodetic Vertical Datum of 1929. These flood elevations must be compared to structure and ground elevations referenced to the same **vertical datum**. For information regarding conversion between the National Geodetic Vertical Datum of 1929 and the North American Vertical Datum of 1988, visit the National Geodetic Survey website at <http://www.ngs.noaa.gov> or contact the National Geodetic Survey at the following address:

Spatial Reference System Division
National Geodetic Survey, NOAA
Silver Spring Metro Center
1315 East-West Highway
Silver Spring, Maryland 20910
(301) 713-3191

To obtain current elevation, description, and/or location information for **bench marks** shown on this map, please contact the Information Services Branch of the National Geodetic Survey at (301) 713-3242, or visit its website at <http://www.ngs.noaa.gov>.

Base map information shown on this FIRM was derived from U.S. Geological Survey Digital Orthophoto Quadrangles produced at a scale of 1:12,000 from photography dated 1997 or later.

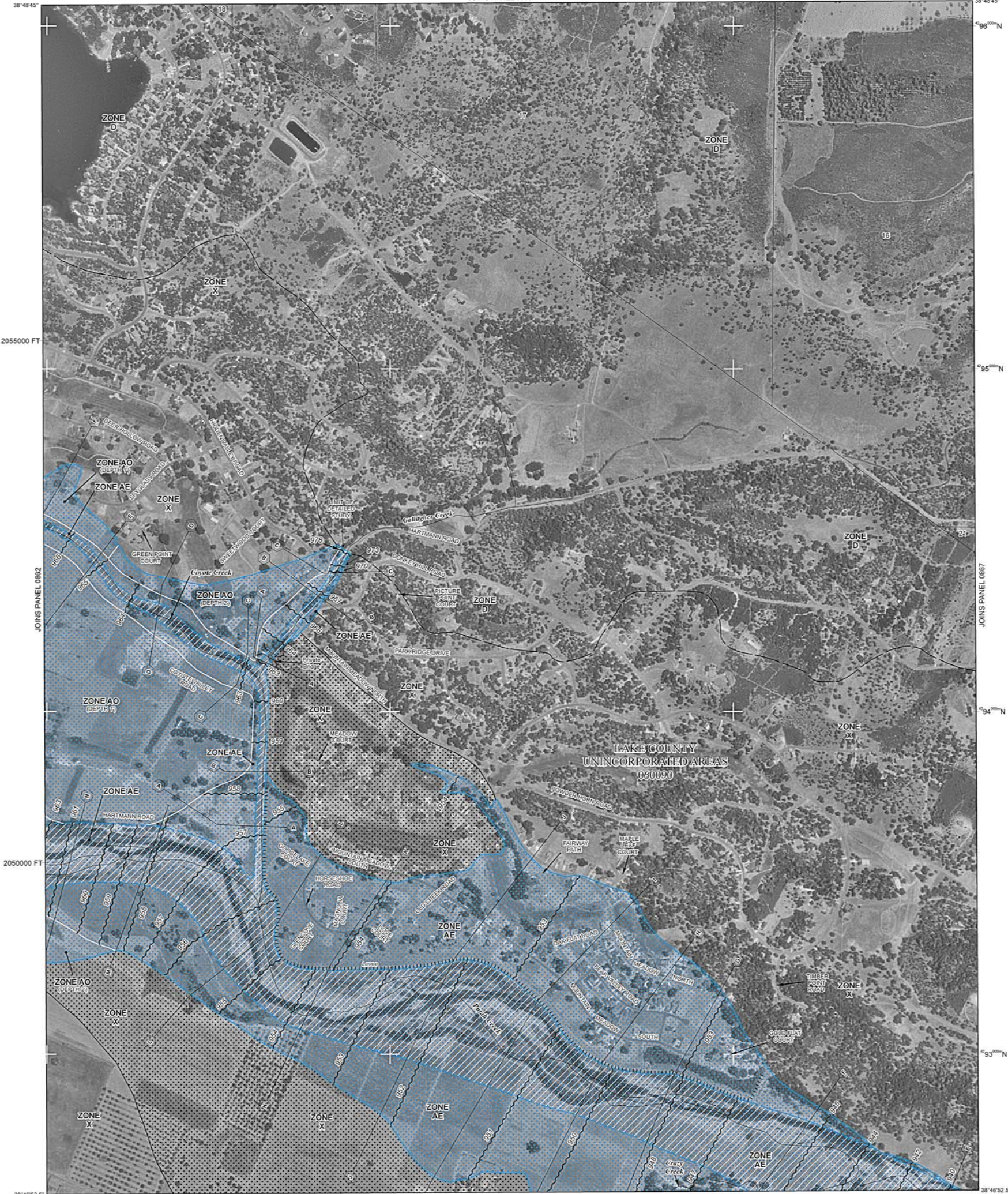
This map reflects more detailed and up-to-date **stream channel configurations** than those shown on the previous FIRM for this jurisdiction. The floodplains and floodways that were transferred from the previous FIRM may have been adjusted to conform to these new stream channel configurations. As a result, the Flood Profiles and Floodway Data tables in the Flood Insurance Study Report (which contains authoritative hydraulic data) may reflect stream channel distances that differ from what is shown on this map.

Corporate limits shown on this map are based on the best data available at the time of publication. Because changes due to annexations or de-annexations may have occurred after this map was published, map users should contact appropriate community officials to verify current corporate limit locations.

Please refer to the separately printed **Map Index** for an overview map of the county showing the layout of map panels, community map repository addresses; and a Listing of Communities table containing National Flood Insurance Program dates for each community as well as a listing of the panels on which each community is located.

Contact the **FEMA Map Service Center** at 1-800-358-9616 for information on available products associated with this FIRM. Available products may include previously issued Letters of Map Change, a Flood Insurance Study report, and/or digital versions of this map. The FEMA Map Service Center may also be reached by Fax at 1-800-358-9620 and its website at <http://www.fema.gov/msc>.

If you have **questions about this map** or questions concerning the National Flood Insurance Program in general, please call 1-877-FEMA MAP (1-877-336-2627) or visit the FEMA website at <http://www.fema.gov>.



The 1% annual flood (100-year flood), also known as the base flood, is the flood that has a 1% chance of being equaled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Areas of Special Flood Hazard include Zones A, AE, AH, AO, AR, A99, V, and VE. The Base Flood Elevation is the water-surface elevation of the 1% annual chance flood.

- ZONE A** No Base Flood Elevations determined.
- ZONE AE** Base Flood Elevations determined.
- ZONE AH** Flood depths of 1 to 3 feet (usually areas of ponding); Base Flood Elevations determined.
- ZONE AO** Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined. For areas of alluvial fan flooding, velocities also determined.
- ZONE AR** Special Flood Hazard Area formerly protected from the 1% annual chance flood by a flood control system that was subsequently decertified. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood.
- ZONE A99** Area to be protected from 1% annual chance flood by a Federal flood protection system under construction; no Base Flood Elevations determined.
- ZONE V** Coastal flood zone with velocity hazard (wave action); no Base Flood Elevations determined.
- ZONE VE** Coastal flood zone with velocity hazard (wave action); Base Flood Elevations determined.

FLOODWAY AREAS IN ZONE AE
The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.

OTHER FLOOD AREAS
ZONE X Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.

OTHER AREAS
ZONE X Areas determined to be outside the 0.2% annual chance floodplain.
ZONE D Areas in which flood hazards are undetermined, but possible.

COASTAL BARRIER RESOURCES SYSTEM (CBRS) AREAS
OTHERWISE PROTECTED AREAS (OPAs)
CBRS areas and OPAs are normally located within or adjacent to Special Flood Hazard Areas.

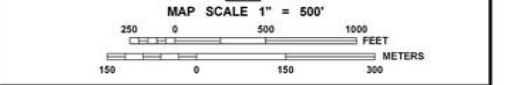
- 1% annual chance floodplain boundary
- 0.2% annual chance floodplain boundary
- Floodway boundary
- Zone D boundary
- CBRS and OPA boundary
- Boundary dividing Special Flood Hazard Area Zones and boundary dividing Special Flood Hazard Areas of different Base Flood Elevations, flood depths or flood velocities.
- Base Flood Elevation line and value; elevation in feet*
- Base Flood Elevation value where uniform within zone; elevation in feet*

- * Referenced to the National Geodetic Vertical Datum of 1929
- Cross section line
- - - - - Transect line
- Geographic coordinates referenced to the North American Datum of 1983 (NAD 83), Western Hemisphere
- 87° 07'45", 32° 22'30"
- 176° N
- 600000 FT
- DX5510 x
- M1.5
- River Mile

MAP REPOSITORY
Refer to listing of Map Repositories on Map Index
EFFECTIVE DATE OF COUNTYWIDE FLOOD INSURANCE RATE MAP
September 30, 2005
EFFECTIVE DATE(S) OF REVISION(S) TO THIS PANEL

For community map revision history prior to countywide mapping, refer to the Community Map History table located in the Flood Insurance Study report for this jurisdiction.

To determine if flood insurance is available in this community, contact your Insurance agent or call the National Flood Insurance Program at 1-800-638-6620.



NFIP
PANEL 0866D

FIRM
FLOOD INSURANCE RATE MAP

LAKE COUNTY, CALIFORNIA AND INCORPORATED AREAS

PANEL 866 OF 1000
(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:
COMMUNITY NUMBER PANEL SUFFIX
LAKE COUNTY 060090 0866 D

Notice to User: The Map Number shown below should be used when placing map orders; the Community Number shown above should be used on insurance applications for the subject community.

MAP NUMBER
06033C0866D

EFFECTIVE DATE
SEPTEMBER 30, 2005

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 1
Project No. 99-3466
April 2017

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
1	Demo Redwood Tank & Wooden Building	1	LS	\$ 25,000	\$ 25,000
2	90,000 Gallon Bolted Steel Tank	1	LS	\$ 200,000	\$ 200,000
3	Generator & Switchgear at Admin Office	1	LS	\$ 100,000	\$ 100,000
4	New Gate & Fence - Administrative Office	1	LS	\$ 10,000	\$ 10,000
5	New Gate & Fence - Grange Road Well Access	1	LS	\$ 4,000	\$ 4,000
6	Generator for Well #4 & Treatment Plant	1	LS	\$ 125,000	\$ 125,000
7	New Access Road	1	LS	\$ 20,000	\$ 20,000
8	Mechanical Treatment System	1	LS	\$ 750,000	\$ 750,000
9	Concrete Foundations	1	LS	\$ 50,000	\$ 50,000
10	New E&I for Treatment System & Wells	1	LS	\$ 200,000	\$ 200,000
11	Site Grading	1	LS	\$ 10,000	\$ 10,000
12	General Piping & Valves	1	LS	\$ 25,000	\$ 25,000
13	Solids Dewatering System	1	LS	\$ 600,000	\$ 600,000
14	Backwash Drain Line	1	LS	\$ 75,000	\$ 75,000
15	Building for Controls and Chemicals	1	LS	\$ 200,000	\$ 200,000
16	PG&E Improvements	1	LS	\$ 50,000	\$ 50,000
17	SWPPP	1	LS	\$ 49,000	\$ 49,000
18	Mobilization	1	LS	\$ 125,000	\$ 125,000
Construction Subtotal					\$ 2,618,000
Construction OHP (10%)					\$ 262,000
25% Contingency					\$ 720,000
Construction Total					\$ 3,600,000
Est. Land Acquisition					\$ 50,000
Engineering					\$ 720,000
Pilot Testing					\$ 150,000
ESDC & CM & Inspection					\$ 360,000
CEQA & Legal					\$ 108,000
SRF Application					\$ 72,000
Project Admin					\$ 108,000
Project Grand Total					\$ 5,168,000

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 2a
Project No. 99-3466
April 2017

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
1	Demo Redwood Tank & Wooden Building	1	LS	\$ 25,000	\$ 25,000
2	90,000 Gallon Bolted Steel Tank	1	LS	\$ 200,000	\$ 200,000
3	Generator & Switchgear at Admin Office	1	LS	\$ 100,000	\$ 100,000
4	New Gate & Fence - Administrative Office	1	LS	\$ 10,000	\$ 10,000
5	New Gate & Fence - Grange Road Well Access	1	LS	\$ 4,000	\$ 4,000
6	Generator for New Well	1	LS	\$ 75,000	\$ 75,000
7	Test Hole	1	LS	\$ 150,000	\$ 150,000
8	Production Well	1	LS	\$ 350,000	\$ 350,000
9	10" Water Main to Existing Main	3,500	LF	\$ 125	\$ 438,000
10	Tie-in to Existing 12" Main	1	LS	\$ 15,000	\$ 15,000
11	Well Site Improvements	1	LS	\$ 75,000	\$ 75,000
12	Site Grading/Import	1	LS	\$ 100,000	\$ 100,000
13	Chemical Treatment System	1	LS	\$ 40,000	\$ 40,000
14	New E&I for New Well & Existing Wells	1	LS	\$ 200,000	\$ 200,000
15	Building for Controls and Chemicals	1	LS	\$ 200,000	\$ 200,000
16	Well Pump & Motor	1	LS	\$ 100,000	\$ 100,000
17	PG&E Improvements	1	LS	\$ 20,000	\$ 20,000
18	SWPPP	1	LS	\$ 43,000	\$ 43,000
19	Mobilization	1	LS	\$ 108,000	\$ 108,000
Construction Subtotal					\$ 2,253,000
Construction OHP (10%)					\$ 226,000
25% Contingency					\$ 620,000
Construction Total					\$ 3,099,000
Engineering					\$ 465,000
ESDC & CM & Inspection					\$ 248,000
CEQA & Legal					\$ 155,000
SRF Application					\$ 62,000
Project Admin					\$ 93,000
Project Grand Total					\$ 4,122,000

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 2b
Project No. 99-3466
April 2017

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
1	Demo Redwood Tank & Wooden Building	1	LS	\$ 25,000	\$ 25,000
2	90,000 Gallon Bolted Steel Tank	1	LS	\$ 200,000	\$ 200,000
3	Generator & Switchgear at Admin Office	1	LS	\$ 100,000	\$ 100,000
4	New Gate & Fence - Administrative Office	1	LS	\$ 10,000	\$ 10,000
5	New Gate & Fence - Grange Road Well Access	1	LS	\$ 4,000	\$ 4,000
6	Generator for New Well	1	LS	\$ 75,000	\$ 75,000
7	Test Hole	1	LS	\$ 150,000	\$ 150,000
8	Production Well	1	LS	\$ 350,000	\$ 350,000
9	10" Water Main to Existing Main	500	LF	\$ 125	\$ 63,000
10	Tie-in to Existing 12" Main	1	LS	\$ 15,000	\$ 15,000
11	Well Site Improvements	1	LS	\$ 75,000	\$ 75,000
12	Site Grading/Import	1	LS	\$ 75,000	\$ 75,000
13	Chemical Treatment System	1	LS	\$ 40,000	\$ 40,000
14	New E&I for New Well & Existing Wells	1	LS	\$ 200,000	\$ 200,000
15	Building for Controls and Chemicals	1	LS	\$ 200,000	\$ 200,000
16	Well Pump & Motor	1	LS	\$ 100,000	\$ 100,000
17	PG&E Improvements	1	LS	\$ 20,000	\$ 20,000
18	SWPPP	1	LS	\$ 35,000	\$ 35,000
19	Mobilization	1	LS	\$ 87,000	\$ 87,000
Construction Subtotal					\$ 1,824,000
Construction OHP (10%)					\$ 183,000
25% Contingency					\$ 502,000
Construction Total					\$ 2,509,000
Engineering					\$ 377,000
ESDC & CM & Inspection					\$ 251,000
CEQA & Legal					\$ 151,000
SRF Application					\$ 51,000
Project Admin					\$ 76,000
Project Grand Total					\$ 3,415,000

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 2c
Project No. 99-3466
April 2017

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
1	Demo Redwood Tank & Wooden Building	1	LS	\$ 25,000	\$ 25,000
2	90,000 Gallon Bolted Steel Tank	1	LS	\$ 200,000	\$ 200,000
3	Generator & Switchgear at Admin Office	1	LS	\$ 100,000	\$ 100,000
4	New Gate & Fence - Administrative Office	1	LS	\$ 10,000	\$ 10,000
5	New Gate & Fence - Grange Road Well Access	1	LS	\$ 4,000	\$ 4,000
6	Generator for New Well	1	LS	\$ 75,000	\$ 75,000
7	Test Hole	1	LS	\$ 150,000	\$ 150,000
8	Production Well	1	LS	\$ 350,000	\$ 350,000
9	10" Water Main to Existing Main	250	LF	\$ 135	\$ 34,000
10	Tie-in to Existing 12" Main	1	LS	\$ 15,000	\$ 15,000
11	Well Site Improvements	1	LS	\$ 75,000	\$ 75,000
12	Chemical Treatment System	1	LS	\$ 40,000	\$ 40,000
13	New E&I for New Well & Existing Wells	1	LS	\$ 200,000	\$ 200,000
14	Building for Controls and Chemicals	1	LS	\$ 200,000	\$ 200,000
15	Well Pump & Motor	1	LS	\$ 100,000	\$ 100,000
16	PG&E Improvements	1	LS	\$ 50,000	\$ 50,000
17	SWPPP	1	LS	\$ 33,000	\$ 33,000
18	Mobilization	1	LS	\$ 84,000	\$ 84,000
Construction Subtotal					\$ 1,745,000
Construction OHP (10%)					\$ 175,000
25% Contingency					\$ 480,000
Construction Total					\$ 2,400,000
Est. Land Acquisition					\$ -
Engineering					\$ 336,000
ESDC & CM & Inspection					\$ 192,000
CEQA & Legal					\$ 96,000
SRF Application					\$ 48,000
Project Admin					\$ 72,000
Project Grand Total					\$ 3,144,000

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 2d
Project No. 99-3466
April 2017

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
1	Demo Redwood Tank & Wooden Building	1	LS	\$ 25,000	\$ 25,000
2	90,000 Gallon Bolted Steel Tank	1	LS	\$ 200,000	\$ 200,000
3	Generator & Switchgear at Admin Office	1	LS	\$ 100,000	\$ 100,000
4	New Gate & Fence - Administrative Office	1	LS	\$ 10,000	\$ 10,000
5	New Gate & Fence - Grange Road Well Access	1	LS	\$ 4,000	\$ 4,000
6	Generator for New Well	1	LS	\$ 75,000	\$ 75,000
7	Test Hole	1	LS	\$ 150,000	\$ 150,000
8	Production Well	1	LS	\$ 350,000	\$ 350,000
9	New Access Road	1	LS	\$ 20,000	\$ 20,000
10	Abandon Existing Well	1	LS	\$ 10,000	\$ 10,000
11	10" Water Main to Existing Main	150	LF	\$ 125	\$ 19,000
12	Tie-in to Existing 12" Main	1	LS	\$ 15,000	\$ 15,000
13	New E&I for New Well & Existing Wells	1	LS	\$ 200,000	\$ 200,000
14	Building for Controls	1	LS	\$ 150,000	\$ 150,000
15	Well Pump & Motor	1	LS	\$ 100,000	\$ 100,000
16	PG&E Improvements	1	LS	\$ 20,000	\$ 20,000
17	SWPPP	1	LS	\$ 29,000	\$ 29,000
18	Mobilization	1	LS	\$ 74,000	\$ 74,000
Construction Subtotal					\$ 1,551,000
Construction OHP (10%)					\$ 156,000
25% Contingency					\$ 427,000
Construction Total					\$ 2,134,000
Est. Land Acquisition					\$ 20,000
Engineering					\$ 321,000
ESDC & CM & Inspection					\$ 214,000
CEQA & Legal					\$ 43,000
SRF Application					\$ 65,000
Project Admin					\$ 86,000
Project Grand Total					\$ 2,883,000

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 3
Project No. 99-3466
April 2017

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
1	Demo Redwood Tank & Wooden Building	1	LS	\$ 25,000	\$ 25,000
2	90,000 Gallon Bolted Steel Tank	1	LS	\$ 200,000	\$ 200,000
3	Generator & Switchgear at Admin Office	1	LS	\$ 100,000	\$ 100,000
4	New Gate & Fence - Administrative Office	1	LS	\$ 10,000	\$ 10,000
5	New Gate & Fence - Grange Road Well Access	1	LS	\$ 4,000	\$ 4,000
6	Generator for Well-03	1	LS	\$ 75,000	\$ 75,000
7	New Access Road	1	LS	\$ 20,000	\$ 20,000
8	Re-develop Existing Well-03	1	LS	\$ 75,000	\$ 75,000
9	New E&I for Existing Wells	1	LS	\$ 190,000	\$ 190,000
10	Building for Controls	1	LS	\$ 150,000	\$ 150,000
11	Well Pump & Motor	1	LS	\$ 100,000	\$ 100,000
12	PG&E Improvements	1	LS	\$ 20,000	\$ 20,000
13	SWPPP	1	LS	\$ 20,000	\$ 20,000
14	Mobilization	1	LS	\$ 50,000	\$ 50,000
Construction Subtotal					\$ 1,039,000
Construction OHP (10%)					\$ 104,000
25% Contingency					\$ 286,000
Construction Total					\$ 1,429,000
Est. Land Acquisition					\$ 20,000
Engineering					\$ 215,000
ESDC & CM & Inspection					\$ 215,000
CEQA & Legal					\$ 29,000
SRF Application					\$ 43,000
Project Admin					\$ 58,000
Project Grand Total					\$ 2,009,000

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 4
Project No. 99-3466
April 2017

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
1	Demo Redwood Tank & Wooden Building	1	LS	\$ 25,000	\$ 25,000
2	90,000 Gallon Bolted Steel Tank	1	LS	\$ 200,000	\$ 200,000
3	Generator & Switchgear at Admin Office	1	LS	\$ 100,000	\$ 100,000
4	New Gate & Fence - Administrative Office	1	LS	\$ 10,000	\$ 10,000
5	New Gate & Fence - Grange Road Well Access	1	LS	\$ 4,000	\$ 4,000
6	Generator for Well-04	1	LS	\$ 75,000	\$ 75,000
7	New Access Road	1	LS	\$ 20,000	\$ 20,000
8	Zone Sampling Well-04	1	LS	\$ 30,000	\$ 30,000
9	Pump Testing Well-04	1	LS	\$ 25,000	\$ 25,000
10	Well-04 Modifications	1	LS	\$ 80,000	\$ 80,000
11	New E&I for Existing Wells	1	LS	\$ 190,000	\$ 190,000
12	Building for Controls	1	LS	\$ 150,000	\$ 150,000
13	Well Pump & Motor	1	LS	\$ 100,000	\$ 100,000
14	PG&E Improvements	1	LS	\$ 20,000	\$ 20,000
15	SWPPP	1	LS	\$ 21,000	\$ 21,000
16	Mobilization	1	LS	\$ 53,000	\$ 53,000
				Construction Subtotal	\$ 1,103,000
				Construction OHP (10%)	\$ 111,000
				25% Contingency	\$ 304,000
				Construction Total	\$ 1,518,000
				Est. Land Acquisition	\$ 20,000
				Engineering	\$ 228,000
				ESDC & CM & Inspection	\$ 228,000
				CEQA & Legal	\$ 31,000
				SRF Application	\$ 46,000
				Project Admin	\$ 61,000
				Project Grand Total	\$ 2,132,000

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Redwood Tank Replacement
Project No. 99-3466
April 2017

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL	
Tank 1 Site						
1	Demo Two Redwood Tanks	1	LS	\$ 40,000	\$ 40,000	
2	500,000 Gallon Welded Steel Tank	1	LS	\$ 750,000	\$ 750,000	
3	Reconnect Piping	1	LS	\$ 15,000	\$ 15,000	
4	New Gate & Fence	1	LS	\$ 10,000	\$ 10,000	
5	Disinfection and Testing	1	LS	\$ 10,000	\$ 10,000	
Tank 4 Site						
6	Demo Redwood Tank	1	LS	\$ 25,000	\$ 25,000	
7	250,000 Gallon Welded Steel Tank	1	LS	\$ 400,000	\$ 400,000	
8	Reconnect Piping	1	LS	\$ 15,000	\$ 15,000	
9	Cameras (Software & Hardware)	1	LS	\$ 25,000	\$ 25,000	
10	Disinfection and Testing	1	LS	\$ 10,000	\$ 10,000	
Tank 9 Site						
11	Site Excavation & Misc. Demo	1	LS	\$ 40,000	\$ 40,000	
12	Demo Redwood Tank	1	LS	\$ 25,000	\$ 25,000	
13	Temporary 40K Gallon Storage	1	LS	\$ 40,000	\$ 40,000	
14	500,000 Gallon Welded Steel Tank	1	LS	\$ 800,000	\$ 800,000	
15	Reconnect Piping	1	LS	\$ 15,000	\$ 15,000	
16	Disinfection and Testing	1	LS	\$ 10,000	\$ 10,000	
OVERALL						
17	SWPPP	1	LS	\$ 45,000	\$ 45,000	
18	Mobilization	1	LS	\$ 114,000	\$ 114,000	
					Construction Subtotal	\$ 2,389,000
					Construction OHP (10%)	\$ 239,000
					25% Contingency	\$ 657,000
					Construction Total	\$ 3,285,000
					Engineering	\$ 132,000
					ESDC & CM & Inspection	\$ 329,000
					CEQA & Legal	\$ 33,000
					SRF Application	\$ 66,000
					Project Admin	\$ 99,000
					Project Grand Total	\$ 3,944,000

Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 1
Project No. 99-3466
April 2017

Annual Operation & Maintenance	Unit of Measure	No. of Units	Unit Cost	Total Cost
Labor	hr	780	\$ 60	\$ 46,800
Replacement Parts	L.S.	1	\$ 5,000	\$ 5,000
Chemical (not inc. salt)	L.S.	1	\$ 5,000	\$ 5,000
Chemical (salt)	L.S.	1	\$ 2,000	\$ 2,000
Permitting	L.S.	1	\$ 1,000	\$ 1,000
Fuel for Generator	L.S.	1	\$ 5,000	\$ 5,000
Analytical Testing	L.S.	1	\$ 10,400	\$ 11,000
Building Maintenance	L.S.	1	\$ 5,000	\$ 5,000
Backwash Water Disposal	L.S.	1	\$ 25,000	\$ 25,000
Backwash Solids Disposal	L.S.	1	\$ 60,000	\$ 60,000
Access Road Maintenance	L.S.	1	\$ 250	\$ 250
Filter Replacement	L.S.	1	\$ 10,600	\$ 10,600
Power	kWh	25,000	\$ 0.20	\$ 5,000
Subtotal				\$ 181,650
20% Contingency				\$ 36,000
Annual O&M Total				\$ 217,650

O&M Net Present Worth (20 Years @ 1.2%)	\$ 3,850,000
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Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 2A
Project No. 99-3466
April 2017

Annual Operation & Maintenance	Unit of Measure	No. of Units	Unit Cost	Total Cost
Labor	hr	260	\$ 60	\$ 16,000
Replacement Parts	L.S.	1	\$ 2,000	\$ 2,000
Chemical	L.S.	1	\$ 5,000	\$ 5,000
Pump & Motor Maintenance	L.S.	1	\$ 2,000	\$ 2,000
Permitting	L.S.	1	\$ 1,000	\$ 1,000
Fuel for Generator	L.S.	1	\$ 5,000	\$ 5,000
Analytical Testing	L.S.	1	\$ 5,200	\$ 6,000
Building Maintenance	L.S.	1	\$ 5,000	\$ 5,000
Access Road Maintenance	L.S.	1	\$ 250	\$ 250
Pipeline Maintenance	L.S.	1	\$ 1,000	\$ 1,000
Power	kWh	36,000	\$ 0.20	\$ 7,200
Subtotal				\$ 50,450
20% Contingency				\$ 10,000
Annual O&M Total				\$ 60,450

O&M Net Present Worth (20 Years @ 1.2%)	\$ 1,069,000
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Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 2B
Project No. 99-3466
April 2017

Annual Operation & Maintenance	Unit of Measure	No. of Units	Unit Cost	Total Cost
Labor	hr	260	\$ 60	\$ 16,000
Replacement Parts	L.S.	1	\$ 2,000	\$ 2,000
Chemical	L.S.	1	\$ 5,000	\$ 5,000
Pump & Motor Maintenance	L.S.	1	\$ 2,000	\$ 2,000
Permitting	L.S.	1	\$ 1,000	\$ 1,000
Fuel for Generator	L.S.	1	\$ 5,000	\$ 5,000
Analytical Testing	L.S.	1	\$ 5,200	\$ 6,000
Building Maintenance	L.S.	1	\$ 5,000	\$ 5,000
Access Road Maintenance	L.S.	1	\$ 250	\$ 250
Pipeline Maintenance	L.S.	1	\$ 1,000	\$ 1,000
Power	kWh	36,000	\$ 0.20	\$ 7,200
Subtotal				\$ 50,450
20% Contingency				\$ 10,000
Annual O&M Total				\$ 60,450

O&M Net Present Worth (20 Years @ 1.2%)	\$ 1,069,000
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Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 2C
Project No. 99-3466
April 2017

Annual Operation & Maintenance	Unit of Measure	No. of Units	Unit Cost	Total Cost
Labor	hr	260	\$ 60	\$ 16,000
Replacement Parts	L.S.	1	\$ 2,000	\$ 2,000
Chemical	L.S.	1	\$ 5,000	\$ 5,000
Pump & Motor Maintenance	L.S.	1	\$ 2,000	\$ 2,000
Permitting	L.S.	1	\$ 1,000	\$ 1,000
Fuel for Generator	L.S.	1	\$ 5,000	\$ 5,000
Analytical Testing	L.S.	1	\$ 5,200	\$ 6,000
Building Maintenance	L.S.	1	\$ 5,000	\$ 5,000
Access Road Maintenance	L.S.	1	\$ 250	\$ 250
Pipeline Maintenance	L.S.	1	\$ 1,000	\$ 1,000
Power	kWh	36,000	\$ 0.20	\$ 7,200
Subtotal				\$ 50,450
20% Contingency				\$ 10,000
Annual O&M Total				\$ 60,450

O&M Net Present Worth (20 Years @ 1.2%)	\$ 1,069,000
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Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 2D
Project No. 99-3466
April 2017

Annual Operation & Maintenance	Unit of Measure	No. of Units	Unit Cost	Total Cost
Labor	hr	130	\$ 60	\$ 8,000
Replacement Parts	L.S.	1	\$ 2,000	\$ 2,000
Chemical	L.S.	1	\$ 2,000	\$ 2,000
Pump & Motor Maintenance	L.S.	1	\$ 2,000	\$ 2,000
Permitting	L.S.	1	\$ 1,000	\$ 1,000
Fuel for Generator	L.S.	1	\$ 5,000	\$ 5,000
Analytical Testing	L.S.	1	\$ 2,600	\$ 3,000
Building Maintenance	L.S.	1	\$ 5,000	\$ 5,000
Access Road Maintenance	L.S.	1	\$ 250	\$ 250
Pipeline Maintenance	L.S.	1	\$ 1,000	\$ 1,000
Power	kWh	36,000	\$ 0.20	\$ 7,200
Subtotal				\$ 36,450
20% Contingency				\$ 7,000
Annual O&M Total				\$ 43,450

O&M Net Present Worth (20 Years @ 1.2%)	\$ 769,000
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Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 3
Project No. 99-3466
April 2017

Annual Operation & Maintenance	Unit of Measure	No. of Units	Unit Cost	Total Cost
Labor	hr	130	\$ 60	\$ 8,000
Replacement Parts	L.S.	1	\$ 2,000	\$ 2,000
Chemical	L.S.	1	\$ 2,000	\$ 2,000
Pump & Motor Maintenance	L.S.	1	\$ 2,000	\$ 2,000
Permitting	L.S.	1	\$ 1,000	\$ 1,000
Fuel for Generator	L.S.	1	\$ 5,000	\$ 5,000
Analytical Testing	L.S.	1	\$ 5,200	\$ 6,000
Building Maintenance	L.S.	1	\$ 5,000	\$ 5,000
Access Road Maintenance	L.S.	1	\$ 250	\$ 250
Well Maintenance	L.S.	1	\$ 4,000	\$ 4,000
Power	kWh	36,000	\$ 0.20	\$ 7,200
Subtotal				\$ 42,450
20% Contingency				\$ 8,000
Annual O&M Total				\$ 50,450

O&M Net Present Worth (20 Years @ 1.2%)	\$ 892,000
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Hidden Valley Lake CSD
Conceptual Study Engineer's Estimate
Option 4
Project No. 99-3466
April 2017

Annual Operation & Maintenance	Unit of Measure	No. of Units	Unit Cost	Total Cost
Labor	hr	130	\$ 60	\$ 8,000
Replacement Parts	L.S.	1	\$ 2,000	\$ 2,000
Chemical	L.S.	1	\$ 2,000	\$ 2,000
Pump & Motor Maintenance	L.S.	1	\$ 2,000	\$ 2,000
Permitting	L.S.	1	\$ 1,000	\$ 1,000
Fuel for Generator	L.S.	1	\$ 5,000	\$ 5,000
Analytical Testing	L.S.	1	\$ 5,200	\$ 6,000
Building Maintenance	L.S.	1	\$ 5,000	\$ 5,000
Access Road Maintenance	L.S.	1	\$ 250	\$ 250
Well Maintenance	L.S.	1	\$ 4,000	\$ 4,000
Power	kWh	36,000	\$ 0.20	\$ 7,200
Subtotal				\$ 42,450
20% Contingency				\$ 8,000
Annual O&M Total				\$ 50,450

O&M Net Present Worth (20 Years @ 1.2%)	\$ 892,000
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Section 2 Executive Summary

2.1 The Accidental Release Prevention and Emergency Response Policies

[Reference CalARP Regulation CCR 2745.3(a)]

The District's goal is to prevent accidental releases of chlorine gas. The District's accidental release prevention strategy incorporates operator training, periodic audits, standard operating procedures, regularly scheduled maintenance, management practices, continuous system monitoring, and current technology to achieve its goals. Additionally, applicable provisions of Federal, State, and Local regulations are followed to ensure compliance and prevention of accidental releases.

In the unlikely event of a release, this plan addresses the response to emergencies by the District and coordination with response agencies that may be involved. In addition, the District has prepared an Emergency Response Plan to address an alarm scenario. Training includes instruction on using emergency response equipment and following proper procedures in the event of a chlorine release. A copy of the Emergency Response Plan is included as Appendix A.

2.2 The Stationary Source and Regulated Substances Handled

[Reference CalARP Regulation 19 CCR 2745.3(b)]

The Hidden Valley Lake Community Services District (District) operates a Wastewater Reclamation Plant that treats domestic wastewater from the community of Hidden Valley Lake, California. The only substance used at the Wastewater Reclamation Plant (stationary source) that is regulated by the RMP requirements is chlorine gas.

As a final step in the treatment process, chlorine gas is added to the treated wastewater as a disinfectant. The chlorination distribution system and chlorine gas storage used for disinfection are located in the Wastewater Reclamation Plant's Control Room. The chlorine storage area stores full and empty chlorine cylinders and contains the equipment and piping that controls and supplies the chlorine gas to the wastewater reclamation operation.

The maximum number of one-ton chlorine gas cylinders stored on site is two which contain a maximum total of 4,000 pounds of chlorine gas. However, in practice the amount of chlorine stored on site will be less than 4,000 pounds, because the gas is continuously being used. Both one-ton cylinders are connected to the chlorination system, with one of cylinders feeding chlorine to the system and the other cylinder in reserve. When the pressure in the active cylinder falls below 20 pounds per square inch gauge (psig), an automatic switchover system places the reserve cylinder on line while allowing the first cylinder to depressurize to ambient pressure. Then the empty one-ton cylinder is replaced with a reserve cylinder delivered to the site by the chlorine vendor.



Chlorine gas under pressure in the cylinder flows through the cylinder valve and directly into the chlorinator.

Note: There is no pressurized piping between the cylinder valve and the chlorinator.

The chlorinator reduces the chlorine gas pressure to less than atmospheric and regulates the chlorine gas flow rate. Chlorine gas under a negative air pressure flows through piping passing through the automatic switchover system, a gas flow measuring device, and to the ejector where it is mixed with untreated wastewater.

Note: A more detailed description of the process with diagrams is provided in the Chlorine System Operating Procedures included as Appendix E.

2.3 The General Accidental Release Prevention Program and Specific Prevention Steps

[Reference CalARP Regulation 19 CCR 2745.3(c)]

The District has in place the following general strategies to help prevent the release of chlorine gas:

- Regularly scheduled maintenance of the chlorine systems;
- A defined management system that defines roles and responsibilities;
- Written operating and emergency procedures;
- Readily available information to plant operators;
- Training for gas handling and use of emergency repair kits;
- Continuous system monitoring;
- A proactive incident investigation process.

2.4 The Five-Year Accident History

[Reference CalARP Regulation 19 CCR 2745.3(d)]

No accidental chlorine releases have occurred at the Wastewater Reclamation Plant in the past five-years that have resulted in any of the following:

- Deaths
- Injuries
- Significant Property Damage
- Evacuations
- Sheltering in Place
- Environmental Damage



2.5 The Emergency Response Program

[Reference CalARP Regulation 19 CCR 2745.3(e)]

The District has developed an Emergency Response Plan for chlorine gas releases to ensure adequate preparedness with rapid and appropriate response to emergencies. This Plan provides an organizational and procedural framework for the management of emergency incidents that may affect the District. The Emergency Response Plan also describes the coordination of the District with outside agencies for the further protection of District employees and property, as well as the surrounding community and environment. The Emergency Response Plan may be found in Appendix A.

2.6 Planned Changes to Improve Safety

[Reference CalARP Regulation 19 CCR 2745.3(f)]

The following recommendations were identified during the Process Hazard Analysis discussed in Section 5.2 of this RMP to improve the safety of the chlorination system:

1. An evaluation needs to be conducted of the feasibility of using sodium hypochlorite as a substitute for chlorine gas. (Expected completion by spring of 2018.)
2. The prevention of chlorine gas releases from the chlorination system is dependent on the proper operation of the chlorinator valve that is attached to the one-ton cylinders. Because of this, the chlorinator valve needs to receive regularly scheduled maintenance according to the manufacturer's recommendations by a factory trained and authorized repair person using factory authorized replacement parts. (Ongoing maintenance requirement.)
3. Similarly, other components of the chlorination system also need to be maintained on a regular basis according to manufacturer recommendations and procedures. (Ongoing maintenance requirement.)
4. The maintenance of the chlorinator valve and other system components needs to be tracked using a system that continues to provide reminders until the maintenance is completed. (Ongoing maintenance requirement.)
5. Maintenance of the detector needs to be performed according to manufacturer's recommendations. (Ongoing maintenance requirement.)
6. The feasibility of installing additional chlorine detectors around the perimeter of the chlorination area needs to be evaluated. The additional external detectors could provide data on the chlorine plume if chlorine gas were to escape the chlorine storage area. (Expected completion by June 2019.)
7. For contractors that will be working on or near the chlorine system or for vendors providing chlorine gas, ensure that their contracts require them to take the necessary precautions to prevent accidents that could result in a chlorine



release and also require training of their employees on appropriate actions to take in the event of a chlorine alarm or release. This training may need to be provided by the District. Contractor safety procedures are listed in Section 5.12 of this RMP. (Ongoing.)

8. Install seismic hold-down straps on 1-ton chlorine cylinders. (Expected completion by July 2017.)
9. Conduct periodic inspections (with documentation) of chlorine storage and use areas for leaks, system damage or corrosion, chlorine leak detection system proper operation, stored items around and above chlorine system components that could fall and cause damage, proper storage of chlorine gas cylinders, proper maintenance and storage to prevent fires, etc. (Ongoing.)
10. Conduct inspections before loading and unloading chlorine cylinders. (Ongoing.)

DRAFT

3 opportunities
for training
THROUGHOUT THE STATE!



CSDA's
Special District
Leadership Academy

FEB. 26 - MAR. 1, 2017 - LA JOLLA

APR. 23-26, 2017 - SAN LUIS OBISPO

JULY 9-12, 2017 - NAPA

SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE



*A Comprehensive Governance Leadership Conference
for Elected and Appointed Directors/Trustees.*



presented by
CSDA and
co-sponsored
by SDRMA



SDLA

Participate in the **Special District Leadership Academy Conference** and complete all four modules of the Academy during the course of two and a half days.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

CSDA has created this conference to provide new board members with immediate training, to offer newly elected board presidents the training they need to lead effectively, and to provide experienced board members with current practices and information about the key concerns facing special districts.



Whether you're new to the board or someone who has served for many years, this conference provides essential tools and information to effectively govern your district!



SDRMA Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference reducing SDRMA member's annual contribution amount.

“As a new board member, I truly enjoyed attending the Governance Foundations workshop. The material was informative, and I recommend this workshop to anyone serving as an elected official.”

– Shiva Frentzen, Director, Cameron Park Community Services District

Why attend?

Local boards are the reason why local control is local. Special district boards are the voices of the community and they are also a large reason why special districts exist. The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It’s what they bring to the table. Governance is taking the wishes, needs, and desires of the community and transforming them into policies that govern the district.

Attendees will learn:

- Working as a team: The roles of the board and staff in your district.
- Attributes and characteristics of highly effective boards.
- How culture, norms, values, and operating styles influence the district.
- Specific jobs that the board must perform.
- How individual values, skills, and knowledge help shape how effective boards operate.
- The importance of moving from “I” to “we” as the governance team.
- The board’s role in setting direction for the district.
- The board’s role in finance and fiscal accountability.
- Much more!

Where to stay



February 26 – March 1, 2017
Embassy Suites La Jolla
 4550 La Jolla Village Drive
 San Diego, CA 92122

ROOM RESERVATIONS

Room reservations are available at CSDA rate of \$159 plus tax, single or double occupancy by calling 1-800-362-2779 and using the group code XLE. The CSDA rate also includes discounted parking and complimentary guest room internet. The room reservation cut-off is January 27, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Friday, January 27, 2017.

CANCELLATIONS

Cancellations must be in writing and received by CSDA no later than February 13, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after February 13, 2017. Substitutions are acceptable and must be done in writing no later than February 20 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.



April 23 – 26, 2017
Embassy Suites San Luis Obispo
 333 Madonna Road
 San Luis Obispo, CA 93405

ROOM RESERVATIONS

Room reservations are available at CSDA rate of \$120 plus tax, single or double occupancy by calling 805-549-0800 and using the group code XCO. There is complimentary self-parking at this location. The room reservation cut-off is March 24, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Friday, March 24, 2017.

CANCELLATIONS

Cancellations must be in writing and received by CSDA no later than April 10, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after April 10, 2017. Substitutions are acceptable and must be done in writing no later than April 17 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.



July 9 – 12, 2017
Embassy Suites Napa Valley
 1075 California Blvd.
 Napa, CA 94559

ROOM RESERVATIONS

Room reservations are available at CSDA rate of \$169 plus tax, single or double occupancy by calling 1-800-HILTONS and using the group code CAS. The room reservation cut-off is June 9, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Friday, June 9, 2017.

CANCELLATIONS

Cancellations must be in writing and received by CSDA no later than June 26, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after June 26, 2017. Substitutions are acceptable and must be done in writing no later than July 3 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.

Demonstrate your commitment to good governance.

During the course of this conference, you will complete the entire Academy.

SUNDAY

5:30 – 7:00 p.m.

REGISTRATION AND NETWORKING RECEPTION



Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

MONDAY

8:30 a.m. – 12:30 p.m. *(Break for all attendees from 10:00 - 10:30 a.m.)*

BUILDING A FOUNDATION FOR GOOD GOVERNANCE

In this informational session, the instructor will lay the ground work for good governance in your district. Attendees will discover:

- Why good governance is so important to the overall well-being of the district.
- The traits of effective board members.
- What good governance means and how to effectively put it into practice
- How to move your board from “I” to “we,” including how to become an effective team, establish team standards, and essential conditions for team building.

This session covers Module 1 of the Special District Leadership Academy: Governance Foundations.



“Helped clarify my role as a new director.”

– D. Albright, Director, Greater Vallejo Recreation District

12:30 – 1:30 p.m.

LUNCH PROVIDED *(all attendees)*

1:45 – 4:30 p.m. *(Break for all attendees from 3:00 - 3:30 p.m.)*

FULFILLING YOUR DISTRICT'S MISSION - CHARTING THE COURSE

This session will highlight the importance of setting the direction for your district. Learn the critical components of direction setting for your district along with how to avoid planning pitfalls. Attendees will walk through the steps of establishing and fulfilling your district's mission, vision, values, and strategic goals and how to communicate those objectives to your constituents.

This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.

5:30 – 7:00 p.m

SIP AND SAVOR EVENING RECEPTION

Join us for a lively evening of networking and refreshments.

Sponsored by Special District Risk Management Authority



You must attend all education sessions to earn your graduation certificate at the conclusion of the conference.

TUESDAY

8:30 – 10:00 a.m.

GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH

This session looks at common communication breakdowns and potential areas for improvement in public agency communications. It will discuss proper and effective communication methods to be aware of as a governing official including:

- Identifying audiences.
- Responding to public input.
- Media relations.
- Legislative outreach and advocacy.

This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.

10:00 – 10:30 a.m.

BREAK (all attendees)

10:30 a.m. – 12:00 p.m.

DEFINING BOARD AND STAFF ROLES AND RELATIONSHIPS PART 1

This conference session will teach participants how to determine the Human Resource health of their district and what areas to focus on as a board and individual governing official including:

- Identifying the board's role in human resources.
- Recognizing HR red flags and positive indicators.
- Developing and maintaining essential HR policies.
- Covering confidentiality and legal liabilities.
- Evaluating the general manager.

This session covers Module 4 of the Special District Leadership Academy: Board's Role in Human Resources.

12:00 – 1:00 p.m.

LUNCH PROVIDED (all attendees)

1:15 – 4:00 p.m. (Break for all attendees from 2:45 - 3:00 p.m.)

DEFINING BOARD AND STAFF ROLES AND RELATIONSHIPS PART 2

OPEN EVENING

WEDNESDAY

8:30 a.m. – 12:00 p.m. (Break for all attendees from 10:00 - 10:30 a.m.)

SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?

This session will provide a review and insight of important financial concepts, reports, and policies specific to public agencies including special districts. Attendees will learn:

- How to ask the right questions.
- How to link the finance process to the district mission and goals.
- Budget process, budget assessment, and communicating budget information to the public.
- How to develop and analyze capital improvement plans and reserve guidelines.

This session covers Module 3 of the Special District Leadership Academy: Board's Role in Finance and Fiscal Accountability.

12:00 – 12:30 p.m.

GRADUATION - CERTIFICATE DISTRIBUTION

At the completion of the conference attendees will be awarded a certificate of completion for the Special District Leadership Academy.

Attendees must attend all education sessions to receive credit.



“The workshop on Setting Direction/Community Leadership was out-standing. The instructor defined roles and responsibilities which were essential to productive and conscientious board members. The Leadership Academy should be a requirement for all new board members.”

– Dave Kulchin, Board Member, Leucadia Wastewater District



2017 Registration Form

Special District Leadership Academy Conference

Three Ways to Register

- **Register online** by visiting the Special District Leadership Academy Conference website at leadershipacademy.csda.net.
- **Fax number:** 916-520-2465. All faxed registration forms must include credit card payment.
- **Mail:** CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership, contact Member Services Director Cathrine Lemaire at cathrinel@csda.net or call toll-free at the number listed above.

Registration fees include:

- 2.5 days of education and materials
- 2 luncheons
- 2 receptions

Name/Title:		
District:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
<input type="checkbox"/> Member <input type="checkbox"/> Non-member	Email:	
Emergency Contact - Name & Phone:		
WHICH CONFERENCE WILL YOU BE ATTENDING?		
FEBRUARY 26 - MARCH 1, 2017 - LA JOLLA EARLY BIRD DISCOUNT: JANUARY 27 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER JANUARY 27 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975	APRIL 23-26, 2017 - SAN LUIS OBISPO EARLY BIRD DISCOUNT: MARCH 24 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER MARCH 24 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975	JULY 9-12, 2017 - NAPA EARLY BIRD DISCOUNT: JUNE 9 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER JUNE 9 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975
SEND MORE - SAVE MORE! -- SPECIAL DISCOUNTED PRICING!		
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Acct. name:	Acct. Number:	
Expiration date:	Authorized Signature:	
Special needs		
<input type="checkbox"/> Vegetarian <input type="checkbox"/> Other:		



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For over 30 years, SDRMA has been helping California public agencies guard the future and manage risk with confidence. With the benefit of world-class risk management consulting and technical experts, we've been providing superior coverage protection programs exclusively for public agencies. And we do it in a way that works seamlessly as a single resource for all your coverage protection and risk management needs.

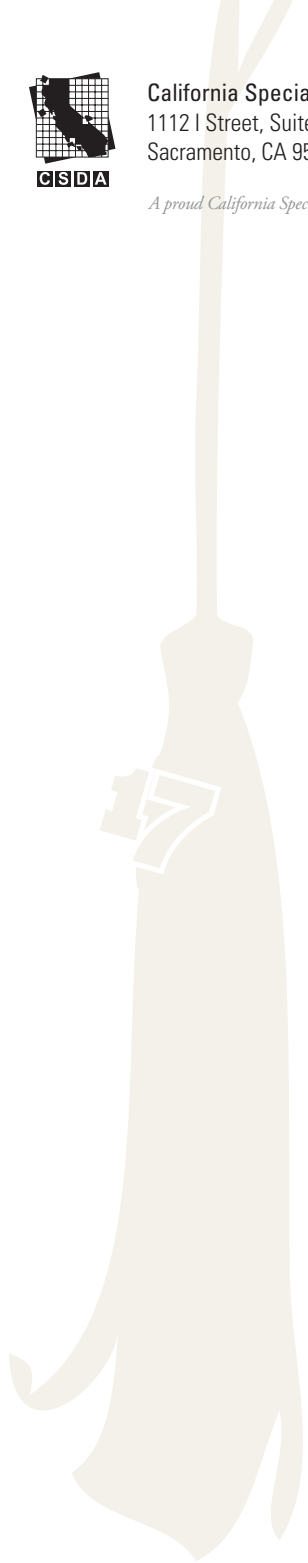
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2017 SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: March 21, 2017**

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

Present were:

Director Jim Lieberman, President
Director Carolyn Graham, Vice
President
Director Linda Herndon
Director Judy Mirbегian
Director Jim Freeman

Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

ABSENT: DIRECTOR MIRBEGIAN

CALL TO ORDER

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

APPROVAL OF AGENDA

Staff moved to strike Item 5D and Item 13 from the agenda.

Director Herndon moved to approve the amended agenda. Second by Director Graham. The Board unanimously approved the March 21, 2017 Regular Board Meeting Agenda.

PRESENTATIONS

- (A) Coyote Valley Groundwater Basin 2016 Monitoring Report was tabled until the April 18, 2017 Regular Board Meeting
- (B) LAFCO Report has been submitted
- (C) Risk Management Plan (RMP), Chlorine Gas Section currently under review by Lake County Hazmat. Pending finalization by County however, program has been implemented with staff. Board request a summary of the RMP be provided at the April 18, 2017 Regular Board Meeting.

CONSENT CALENDAR

Director Graham moved to approve the Consent Calendar for Regular Board Meeting March 21, 2017, second by Director Herndon the Board unanimously approved the following Consent Calendar items:

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

- (B) MINUTES: Approval of Board of Directors Policy Manual Workshop minutes for February 13, 2017.
- (C) MINUTES: Approval of Finance Committee Meeting minutes for February 3, 2017
- (D) MINUTES: Approval of 2013-2018 Strategic Plan Review Workshop minutes for March 8, 2017
- (E) MINUTES: Approval of Emergency Preparedness Committee Meeting minutes for January 12, 2017
- (F) DISBURSEMENTS: Check #34331 - # 34399 including drafts and payroll for a total of \$412,914.03.

BOARD COMMITTEE REPORTS

Personnel Committee: No meeting held. Meeting to be scheduled.

Finance Committee: No meeting held. Meeting to be scheduled to review Audit Report.

Emergency Preparedness Program Committee: No meeting held.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 Board:

ACWA State Legislative Committee: Resolution to Recommend for Appointment

County OES:

STAFF REPORTS

Financial Report: Director Herndon request financial reports be presented by the General Manager and projected for the public and board to view.

Administration/Customer Service Report:

Field Operations Report: Staff is investigating the water loss percentage due to issues in the infrastructure.

General Manager's Report: The General Manager discussed items in his report, and responded to all inquiries.

Mark Kindelberger with Schneider Electric was introduced to the Board. Questions were answered regarding the proposed AMR project.

Konocti Conservation Agreement pending Right of Entry from Property Owners to cross their property to access HLVCSD property.

Streamline will be hosting our new webpage, data is currently being migrated. Email options are being explored by staff.

DISCUSSION AND POSSIBLE ACTION:

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

Director Herndon moved to approve Resolution 2017-03 A Resolution of The Board of Directors of The Hidden Valley Lake Community Services District Placing in Support of the Nomination of Alyssa Gordon to the Association of California Water Agencies State Legislative Committee and was second by Director Freeman and approved by Roll Call Vote.

Roll Call vote:

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

NAYS (0)

ABSTAIN (0)

ABSENT: Director Mirbegian

PUBLIC COMMENT

Members of the public questioned when the property belonging to HVLCS D would be cleared of grass, bushes and the burned dead trees. Questions and concerns were addressed by staff, members of the public were satisfied with the planned project for the clearing of the property in question.

Members of the public request sewer calculations being based on January through April be reconsidered. Due to April being the beginning of the planting season, more water is used during this time and does not reflect accurate sewer use for the year. Public assured by staff their concerns have been heard and staff is already looking into this. Results to be provided to the Board.

Question regarding Chrome 6 were addressed by staff.

BOARD MEMBER COMMENT

Director Herndon suggested a board self-evaluation be completed by the members of the board. A positive strength focused evaluation was recommended by Director Graham. Director Herndon will provide a draft for the April Meeting.

Staff read a letter from a ratepayer acknowledging Dennis and Field staff for the quick response to a weekend call.

Section to be added to Presentation of Agenda for Staff acknowledgement.

ADJOURNMENT

The Board of Directors recessed at 8:42 PM for Closed Session and adjourned at 9:29 PM with no reportable action.

Jim Lieberman 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: April 3, 2017**

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

Director Graham
Director Mirbegian

General Manager Kirk Cloyd
Full Charge Bookkeeper Trish Wilkinson
Administrative Assistant Penny Cuadras

CALL TO ORDER

The meeting was called to order at 12:05 pm by Director Mirbegian.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by Director Graham

PLEDGE OF ALLEGIANCE

REVIEW OF AUDIT REPORT FY 2015-2016

Director Graham moved to accept the 2015-16 Audit Report and second by Director Mirbegian. Summary of Budget to be presented to the Board of Directors in the April 18 Regular Board Meeting for full board review.

REVIEW OF CURRENT BUDGET, EXPENDITURES TO DATE AND DISCUSS BASIS FOR ADJUSTMENTS FOR THE 2017-2018 DRAFT BUDGET

Committee provided documentation on the budget process for staff to review. Staff will review and implement into an SOP.

Staff proposed 1.3% increase with accurate adjustments as appropriate. Committee requested a set of assumptions be presented at the next Committee Meeting.

DISCUSS RECOMMENDATION TO THE BOARD TO CONDUCT A SALARY SURVEY AND RATE STUDY

Committee moved to recommend Salary Survey and Rate Study to the full Board at the April 18 Regular Board Meeting.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 1:15 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PERSONNEL COMMITTEE REPORT
MEETING DATE: April 06, 2017**

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

Director Herndon
Director Freeman

General Manager Kirk Cloyd
Administrative Assistant Penny Cuadras

CALL TO ORDER

The meeting was called to order at 12:31 pm by Director Herndon.

APPROVAL OF AGENDA

The Committee unanimously approved the agenda with the amended date.

DISCUSSION OF SALARY SURVEY:

Committee made a recommendation to conduct a complete Salary Survey to comply with Policy and to plan for a Rate Study.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 1:44 pm

ONE

WATER, ONE FUTURE

MAY 9 – 12, 2017 | MONTEREY, CA



ACWA 2017
SPRING
CONFERENCE &
EXHIBITION



ACWA CONFERENCE BUILDS “ONE WATER, ONE FUTURE” IN MONTEREY



I welcome you to attend ACWA's 2017 Spring Conference & Exhibition, May 9 - 12 at the Monterey Marriott and Portola Hotel & Spa in gorgeous coastal Monterey. This year's theme "One Water, One Future" captures our goal of exploring California's shared vision – and challenges – and constructing a water future together, for a better tomorrow.

California's weather in recent years underscores how our challenges are both big and diverse. We've gone from six years of record-setting drought to a year of record-setting rain. Both extremes have stretched our water system to its limits, requiring ingenuity and cooperation to keep water flowing reliably to customers while at the same time protecting the public from floods. The extremes also have underscored the critical role of water infrastructure and the need for collaborative, comprehensive policies that protect and promote both water supply reliability and ecosystem health. We've proved that there truly is "One Water, One Future" for California.

ACWA's Spring Conference welcomes diverse perspectives – agricultural and urban, large and small agencies – to attend over 80 meeting and program sessions that drill down into the regulatory, environmental and political issues that shape our industry. Conference attendees have the opportunity to dialogue and debate these contemporary water issues presented from a local, statewide, and federal perspective, so they may increase their understanding of other points of view and improve their leadership skills in solving today's challenges. The conference also offers continuing education credits in the legal, energy, financial, and drinking water issue areas for professionals seeking contact hours.

And as always, please stop by the ACWA Exhibit Hall to peruse vendors' products and services that offer a variety of solutions for your water agency's needs. From legal and financial to energy and public relations, the Exhibit Hall showcases the best and the brightest in our industry.

So please join us for "One Water, One Future" in Monterey. I look forward to touching base with you as we strengthen California's water community and future.

Best regards,



Kathleen J. Tieg
ACWA President

CONFERENCE HIGHLIGHTS

WEDNESDAY OPENING BREAKFAST

Wednesday, May 10 | 8:00 - 9:45 AM

Keynote Speaker: Susan Kennedy, Chief Executive Officer & Founder, Advanced Microgrid Solutions, Inc.



Energy storage technologies are increasingly crucial to water agencies as they seek to manage their electric loads and cut costs. Susan Kennedy is at the cutting-edge of energy storage technologies and data analysis solutions that are transforming the electric grid. Kennedy, who has served in high-level roles in two gubernatorial administrations and for Sen. Dianne Feinstein, will share insights into the energy storage field from her vantage point at Advanced Microgrid Solutions, Inc. She also

will discuss pivotal moments in her public service career, including her role in the development and passage of the 2009 water package.

Kennedy served as chief of staff to Gov. Arnold Schwarzenegger, cabinet secretary and deputy chief of staff to Gov. Gray Davis and communications director to Feinstein. She has been at the center of many of California's groundbreaking environmental policies, including the carbon reduction program outlined in AB 32. As a member of the California Public Utilities Commission from 2003-2006, she authored what was then the largest energy efficiency program in utility history.

WEDNESDAY LUNCHEON

Wednesday, May 10 | 11:45 - 1:45 PM

Keynote Speaker: William Croyle, Acting Director, California Department of Water Resources



Talk about trial by fire - or in this case - water. Record-setting rainfall strained California's flood control system to its limits this winter just weeks after William Croyle stepped up as acting director of the California Department of Water Resources. As an emergency situation unfolded due to a damaged spillway at Oroville Dam and subsequent erosion of its untested emergency spillway,

Croyle and his team at DWR worked with the Butte County Sheriff's office and other local and state entities to launch an all-out emergency response to protect the citizens in possible harm's way, and to trouble-shoot efforts to ensure the dam's safety.

During his luncheon address, Croyle will share his first-hand account of the emergency response and offer insights into the lessons learned. Croyle has worked in various roles at DWR for over 20 years, most recently as director of the Gov. Jerry Brown's Drought Task Force.



THURSDAY DINNER & ENTERTAINMENT

Politics Comedy Brigade (PCB) presents "DC Unplugged" featuring DC-based political comedian Olson Parker as host, 25-year career comedic actor Ron Butler as Barack Obama, and the godfather of modern day political impersonation Tim Watters as Donald Trump and Bill Clinton.

PCB and its roster of political comedians, impersonators, and voice artists have performed for countless global brands, including: Microsoft, LinkedIn, AT&T, Unilever, and the USO. They also have appeared on numerous television shows, including: The Tonight Show, Jimmy Kimmel Live, Conan, Real Time with Bill Maher, and FOX News Channel's Huckabee and Stossel. The troupe also has done its fair share of collaboration with dozens of top new media giants, such as Funny or Die, BarelyPolitical, MTV Digital, College Humor, and myISH. And as one would expect, PCB's popularity has resulted in news coverage by almost every major media outlet, including: FOX, CNN, MSNBC, ABC, and CBS.

PCB is "Making America Laugh Again!" with its unique brand of fun-fair-balanced comedy, up-to-the-minute political humor, client-specific, custom-written material, and razor-sharp improvisational audience interaction.

CONFERENCE PROGRAMS

Programs are subject to change without notice.

ATTORNEYS PROGRAMS

Wednesday, May 10 | 10:00 - 11:30 AM

The Fundamentals and Questions of Groundwater Rights

As agencies statewide are considering groundwater management plans, this program will examine both the fundamental groundwater rights that will be involved in every basin and important questions that have been raised in recent cases.

Wednesday, May 10 | 2:00 - 3:15 PM

Beyond D-1641: How the Water Quality Control Planning Process Works

Program details coming soon. Check the ACWA website for updated information.

Thursday, May 11 | 9:30 - 11:00 AM

Initiative and Referendum Challenges to Rate Increases

Rate increases subject to Proposition 218 are being further complicated by taxpayer challenges through the referendum and initiative process. This panel will discuss practical and legal considerations for water agencies to consider during contentious ratemaking proceedings. The presenters will discuss recent court cases to provide recommendations for managers, board members, finance directors and legal counsel.

Thursday, May 11 | 2:00 - 3:15 PM

Public Trust Implementation on Water Rights: Mono Lake & Beyond

An examination of the public trust's practical application to surface and ground water rights, beginning with Mono Lake through the present. A discussion involving impacts to water rights when the public trust obligations are met, and the ramification of the latest court decisions involving the public trust doctrine.

AQUATIC RESOURCES SUBCOMMITTEE PROGRAM

Wednesday, May 10 | 2:00 - 3:15 PM

Shasta Temperature Management: Impacts on Fish, Food and Flows

After record low Chinook salmon survival rates in the 2014-2015 water year, the National Marine Fisheries Service is proposing to lower the temperature requirements on the Sacramento River to protect Chinook salmon eggs and hatchlings. Come to this session to learn about the challenges associated with meeting the existing temperature management plan, the scientific basis for the new proposal, and what kinds of water supply challenges this plan will pose if it is implemented.

COMMUNICATIONS COMMITTEE PROGRAMS

Wednesday, May 10 | 2:00 - 3:15 PM

This is Not a Drill Part 1: What's Your Communications Plan When Emergency Strikes?

Massive winter storms put emergency spillways and levees to the test in early 2017. They also tested emergency communications and response plans at the state and local level. In Part 1 of this two-part program, crisis communications expert Marty Boyer covers the essential elements of an emergency public information / communications plan and best practices for reaching the public when a crisis hits.

Wednesday, May 10 | 3:30 - 4:45 PM

This is Not a Drill Part 2: What's Your Communications Plan When Emergency Strikes?

Local water agency representatives and others who have been on the front lines of emergencies such as floods, evacuations and megafires share lessons learned and strategies for getting the facts out when public safety is paramount.

CONFERENCE PROGRAMS

Check the ACWA website for updated conference information >> www.acwa.com

ENERGY COMMITTEE PROGRAMS

Wednesday, May 10 | 10:00 - 11:30 AM

FERC Relicensing: What You Need to Know

In light of recent events at the Oroville Dam, the Federal Energy Regulatory Commission (FERC) hydroelectric relicensing process has received a lot more media attention and scrutiny than usual, but remains to most an unfamiliar and intimidating process. Large hydroelectric projects continue to be an important component of California's electric supply mix, and many water agencies that own and operate hydroelectric facilities benefit from the revenue from these projects. However, FERC relicensing can be lengthy and expensive, and can result in significant, new environmental costs as well as potential restrictions on water supply use and availability. These considerations have led some licensees to decommission their projects in lieu of relicensing.

Wednesday, May 10 | 3:30 - 4:45 PM

Small Hydro: Challenges and Opportunities

Water agencies are uniquely positioned to self-generate electricity, offset energy costs, and contribute to the state's renewable energy and greenhouse gas emission reduction goals by incorporating small hydroelectric projects into their distribution systems. Whether your agency operates an existing small hydro that is coming to the end of its original power purchase contract or are looking for new ways to generate green power – and revenue – this session will provide important information about the regulatory, interconnection, contractual, and financial elements of implementing and operating small hydro projects.

WATER INDUSTRY TRENDS PROGRAMS

Thursday, May 11 | 2:00 - 3:15 PM

New Tools for Water Management: CaDC Update

The California Data Collaborative (CaDC) is a cooperative project to develop free open source tools to help create meaning out of customer data. Come hear about the new tools that are now available to inform water management decisions and help ensure water reliability.

FINANCE PROGRAMS

Wednesday, May 10 | 10:00 - 11:30 AM

Pension Outlook

After years of decent returns and improved funding status, pension funds have been seeing lower returns and larger contribution rates. What are some of the trends for financial professionals to consider in developing medium-term financial plans.

Wednesday, May 10 | 3:30 - 4:45 PM

Designing the Appropriate Affordability Program that Meets Prop 218 and Your Community Needs

For several years, increases in water costs have outpaced many ratepayers' incomes, creating affordability issues. While private utilities have been able to establish low income rate assistance programs, public agencies have limited options due to adherence to Proposition 218. This session will feature a panel presentation summarizing the options available to public agencies for low income programs within the confines of Proposition 218, how some California agencies have addressed affordability issues, and an approach to developing a low income program for your community.

Thursday, May 11 | 9:30 - 11:00 AM

Trends in Municipal Finance

The session will cover a number of trends including legislative issues, credit ratings, and financing of green infrastructure.

- Focus on the federal and state law changes and initiatives that have impacted California public finance issuers in recent years, and will continue to impact issuers going forward.
- Address trends among California water agencies as they seem to be emerging from the last four years of drought with fairly good credit outlooks.
- Discuss innovation in financing green infrastructure: distributed systems.

CONFERENCE PROGRAMS

Programs are subject to change without notice.

REGIONAL ISSUES

Wednesday, May 10 | 10:00 - 11:30 AM

How to Combat Toxic Algae - Coming Soon to a Water Source Near You

This program is hosted by Region 5 and will feature discussion on how to combat toxic algae in surface water supply sources, manage public outreach and navigate water quality monitoring. Both local and state representatives will share perspectives on how harmful algae blooms impact recreation use of reservoirs and drinking water standards.

Thursday, May 11 | 9:30 - 11:00 AM

Watershed Optimization: Developing a Local Water Supply

This program is hosted by Region 10 to discuss the importance of watershed optimization projects in developing a local water supply. This program will feature discussion on two watershed optimization projects currently underway: the San Juan Watershed Optimization Project and Pure Water San Diego. The program also will provide a regulatory prospective on how to work with Regional Water Quality Control Boards to move projects forward.

STATEWIDE ISSUE FORUM

Wednesday, May 10 | 3:30 - 4:45 PM

Water Supply Reliability Planning for the 21st Century - From State to Local

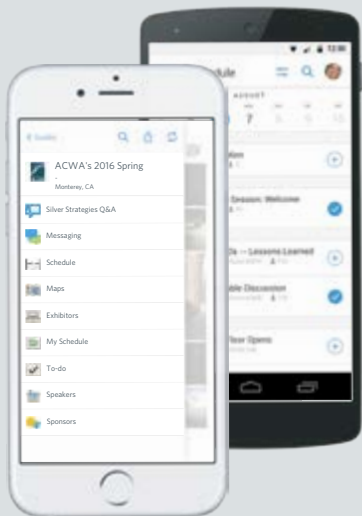
This panel will discuss advances in planning tools and techniques for water supply reliability and how individual agencies at all levels of service can apply these advances to their own planning efforts. Covering the complete span of state-wide water reliability planning to retail agency reliability planning and everything in between, the discussion will also address how planning can be improved by integrating these efforts to improve results and better address water issues in a changing world.

TOWN HALL

Thursday, May 11 | 9:30 - 11:00 AM

ACWA Water Storage Integration Study

ACWA has recently received the results of a technical study performed by MBK Engineers that models how California's water supply system would operate, and the benefits that could be realized through new storage and integrated operations. Come join our expert panel of water leaders who assisted with this study and who will share their insights on what it tells us about the benefits to California of a bold new "all of the above" approach to water storage integration.



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CONFERENCE PROGRAMS

Check the ACWA website for updated conference information >> www.acwa.com

BOARD MEMBER TRAINING

Tuesday, May 9 | 1:30 - 3:30 PM

ACWA JPIA Sexual Harassment Prevention for Board Members & Managers (AB 1825)

Take a “new look” at the issue of sexual harassment, particularly in light of new protected classes, technological advances, acceptable workplace behavior, and the age-old issue of respect for anyone associated with your district’s business.

Highlights

- Board members' involvement in an investigation
- What to do if a claim is filed against a board member or general manager
- Steps to take to resolve the matter
- Understand the California and federal sexual harassment laws
- Recognize early signs of sexual harassment
- Emotional aspects of harassment
- Create a safe work environment where employees can report sexual harassment violations without fear of shame or retaliation
- Specific water district examples

For more information, contact ACWA JPIA at (916) 786-5742.

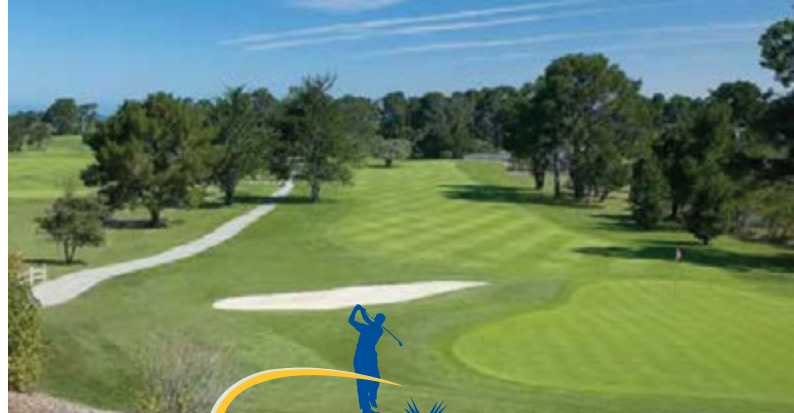
Thursday, May 11 | 9:30 - 11:45 AM

AB 1234 Ethics Training

If you are a board member of a public agency you know that you are required to have your AB 1234 Ethics Training every two years. You can take care of this requirement at the upcoming ACWA 2017 Spring Conference & Exhibition in Monterey.

You will be trained by a legal professional on all the requirements specified in the AB 1234 mandate. A certificate verifying your attendance will be handed out at the end of the session.

Limited seating - on a first come basis.



ASSOCIATION OF CALIFORNIA WATER AGENCIES

2017 SPRING CONFERENCE GOLF TOURNAMENT

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Call (916) 441-4545 for more information about sponsorship.

EXHIBIT HALL



WHERE

San Carlos Ballroom / Monterey Marriott

WHAT'S HAPPENING IN THE HALL...

- **Dedicated Exhibit Hall Hours**
One-on-one time with vendors from around the U.S. whose products and services may offer you just the right solutions for your agency.
- **Tuesday Welcome Reception**
Enjoy exhibitor sponsored appetizers while connecting with the water community.
- **Exhibitor Technical Presentations**
Learn about new tools and services available to the California water community by attending one of the eight technical presentations.
- **Win a Conference Registration Package or CASH!**
Exhibitor prizes too!
- **Did you say ice cream?**
Grab an afternoon snack in the Exhibit Hall and see what is new in the water industry.

ACWA AWARDS

In addition to education and networking opportunities, the ACWA conference provides a forum to recognize individuals, public water agencies and companies that have made incredible and visible contributions to California's water community.

The Clair A. Hill Water Agency Award for Excellence and the ACWA Excellence in Water Leadership Award will be presented during the 2017 Spring Conference meal functions.

Please join us in recognizing these exceptional individuals and organizations in their efforts to support and join forces with ACWA.



This award recognizes people who have made a remarkable and visible contribution to the enhancement of water resources in California.

The recipient has the honor of presenting a \$5,000 charitable donation to a non-profit organization that works toward the enhancement / protection of California's water resources.

Sponsored by Black & Veatch Corporation



This award recognizes innovative programs that demonstrate creativity in addressing water issues, commitment to excellence, leadership in water-related issues, environmental sensitivity and fiscal responsibility.

The winning agency has the honor of bestowing a \$5,000 scholarship on a deserving student.

Sponsored by CH2M

CONFERENCE AGENDA

ACWA JPIA - MONDAY, MAY 8

8:30 - 10:00 AM

- ACWA JPIA Employee Benefits Committee

10:15 - 11:15 AM

- ACWA JPIA Executive Committee

1:30 - 4:00 PM

- ACWA JPIA Board of Directors

4:00 - 5:00 PM

- ACWA JPIA Town Hall

5:00 - 6:00 PM

- ACWA JPIA Reception

TUESDAY, MAY 9

8:00 AM - 6:00 PM

- Registration

8:30 AM - Noon

- ACWA/JPIA Seminar

10:00 - 11:45 AM

- Groundwater Committee
- Local Government Committee

11:00 AM - Noon

- Outreach Task Force

Noon - 2:00 PM

- ACWA 101 & Luncheon
- Committee Lunch Break

1:00 - 2:45 PM

- Energy Committee
- Finance Committee
- Scholarship & Awards Subcommittee
- Water Management Committee

1:30 - 3:30 PM

- ACWA/JPIA: Sexual Harassment Prevention for Board Members & Managers (AB 1825)

3:00 - 4:45 PM

- Communications Committee
- Federal Affairs Committee
- Membership Committee
- Water Quality Committee

5:00 - 6:30 PM

- Welcome Reception in the Exhibit Hall

WEDNESDAY, MAY 10

7:30 AM - 5:00 PM

- Registration

8:00 - 9:45 AM

- Opening Breakfast (Ticket Required)

9:00 AM - Noon & 1:30 - 5:00 PM

- Exhibit Hall

10:00 - 11:30 AM

- Attorneys Program
- Energy Committee Program
- Exhibitor Technical Presentations
- Finance Program
- Region Issue Forum
- Statewide Issue Forum

11:30 - 11:45 AM

- Prize Drawing in the Exhibit Hall

11:45 AM - 1:45 PM

- Luncheon (Ticket Required)

2:00 - 3:15 PM

- Aquatic Resources Subcommittee
- Attorneys Program
- Communications Committee Program
- Exhibitor Technical Presentation
- Region Program
- Statewide Issue Forum
- Water Industry Trends Program

3:30 - 4:45 PM

- Communications Committee Program
- Energy Committee Program
- Exhibitor Technical Presentation
- Finance Program
- Statewide Issue Forum
- Water Industry Trends program

4:00 - 6:00 PM

- Legal Affairs Committee

5:00 - 6:00 PM

- Exhibit Hall Hosted Reception

5:00 - 7:00 PM

- CalDesal Hosted Mixer
- CH2M Hosted Reception

THURSDAY, MAY 11

7:30 AM - 4:00 PM

- Registration

8:00 AM - Noon

- Exhibit Hall

8:00 - 9:15 AM

- Networking Continental Breakfast, Exhibit Hall (Ticket Required)

8:30 - 9:30 AM

- Ag Initiative

9:30 - 11:00 AM

- Attorneys Program
- Exhibitor Technical Presentations
- Finance Program
- Region Issue Forum
- Statewide Issue Forum
- Water Industry Trends Program

9:30 - 11:45 AM

- Ethics Training (AB 1234) - Limited Seating

11:00 - 11:30 AM

- Prize Drawings in the Exhibit Hall

11:45 AM - 1:45 PM

- Luncheon (Ticket Required)

2:00 - 3:15 PM

- Attorneys Program
- Exhibitor Technical Presentations
- Federal Issues Forum
- Statewide Issue Forum
- Water Industry Trends Programs

3:30 - 5:00 PM

- Regions 1 -10 Membership Meetings

6:00 - 7:00 PM

- New Water Professionals Reception

7:00 - 10:00 PM

- Dinner & Entertainment (Ticket Required)

FRIDAY, MAY 12

8:00 - 9:30 AM

- Registration

8:30 - 10:00 AM

- ACWA's Hans Doe Past Presidents' Breakfast in Partnership with ACWA JPIA (Ticket Required)

OTHER EVENTS

TUESDAY, MAY 9

7:00 AM - 4:00 PM

- ACWA Spring Conference Golf Tournament

THURSDAY, MAY 11

6:45 - 8:30 AM

- San Joaquin Valley Agricultural Water Committee

Programs are subject to change without notice.



REGISTRATION TERMS & CONDITIONS

WHO IS ELIGIBLE FOR "ACWA ADVANTAGE" PRICING?

ACWA Advantage pricing is available to the following registrants:

- An officer or director of an ACWA member agency.
- A person directly employed by an ACWA public agency member, affiliate or associate organization. This does not include independent contractors, service providers, or third-party vendors.
- Any ACWA board member whose fee is paid for by member agency.
- Any state or federal administrative or legislative personnel in elected, appointed or staff positions.
- Staff of ACWA/JPIA and Water Education Foundation.
- Any individual or honorary life member of ACWA.

MEMBERSHIP INFORMATION - *Become a Member & Save on ACWA Events*

If you are interested in learning more about becoming an Associate Friend of ACWA, contact Paula Currie at PaulaC@acwa.com. For public agency membership, please contact Tiffany Giammona at TiffanyG@acwa.com.

CANCELLATIONS & CHANGES

All registration changes and cancellations must be made in writing by the event registration deadline. Valid cancellation requests will receive a refund of any registration fees paid minus a \$75 processing charge. For payments originally made by credit card, refunds can be issued back onto the credit card within 60 days. Otherwise, a refund will be issued by check. No refunds or registration changes will be granted after the registration deadline. Submit request in writing to Teresa Taylor at TeresaT@acwa.com.

SUBSTITUTIONS

Event registrations are transferable from one participant to another within the same organization. Please submit your request in writing before the event registration deadline to Teresa Taylor at TeresaT@acwa.com. Include the original registrant's name, the new person's name, title and email address with your request. After the registration deadline, substitutions will be handled on-site. Only one substitution is permitted per original registrant. The individual submitting the substitution request is responsible for all financial obligations (including any balance due) associated with the original registration. There is no fee to transfer an eligible registration.

SPECIAL REQUESTS & ACCOMMODATIONS

Special requests must be submitted in writing to Teresa Taylor at TeresaT@acwa.com. Participants are encouraged to submit changes and special requests as soon as possible. If you have a disability that requires an accommodation, please contact Teresa Taylor at TeresaT@acwa.com or call toll free at (888) 666-2292 to discuss your needs.

REFUNDS

Except as otherwise provided in this document, all payments and fees are nonrefundable after the registration deadline.

MEAL TICKETS

After the registration deadline, meal tickets are not eligible for exchange, refund or credit after the event registration deadline.

NONATTENDANCE

Registrants who fail to attend the event, in part or in whole, are not eligible for a refund or credit and will be billed for any balance due.

GUEST REGISTRATION

Guest registration is available to a spouse, companion or guest of an ACWA event registrant. Guest registration is not available to any employees of a public agency, associate or affiliate/mutual water company. Guest registration is also not available to anyone with a professional reason to attend for purposes of learning or business. The guest registration includes admission to the receptions and the ability to purchase meal tickets and attend meal functions.

CONSENT TO USE OF PHOTOGRAPHIC IMAGES

Registration and attendance at, or participation in, this event constitutes an agreement by the registrant to ACWA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions and audiotapes.

Questions? Contact us at (916) 441-4545, toll free (888) 666-2292.

REGISTRATION FORM

TO REGISTER >>

Online
at acwa.com

Email Completed Form to
TeresaT@acwa.com

Mail Completed Form to
ACWA, 910 K St., Ste. 100
Sacramento, CA 95814

ATTENDEE INFORMATION

First Name	Last Name	Title
Organization	Address	City, State, Zip
Phone	Attendee Email	CC Email

GUEST INFORMATION (Guest registration is not available to anyone with a professional reason to attend.)

First Name	Last Name
------------	-----------

REGISTRATION FEES & OPTIONS

	REGULAR	ONSITE	AMOUNT
Advantage (For ACWA public agency members, affiliates & associates ONLY) <small>(ends 4/14/17)</small>			
Full Conference Registration & Meals Package	\$699	Not Avail.	_____
Full Conference Registration Only	\$555	\$575	_____
One-Day Conference Registration: <input type="checkbox"/> Wednesday (5/10) -OR- <input type="checkbox"/> Thursday (5/11)	\$320	\$340	_____
Standard (Applies to non-members of ACWA)			
Full Conference Registration Only	\$830	\$850	_____
One-Day Conference Registration: <input type="checkbox"/> Wednesday (5/10) -OR- <input type="checkbox"/> Thursday (5/11)	\$470	\$490	_____
Guest (Guest registration is not available to anyone with a professional reason to attend.)			
Guest Conference Registration	\$45	\$45	_____

MEAL FUNCTIONS

	QUANTITY	REGULAR	ONSITE	AMOUNT
Wednesday - May 10				
Opening Breakfast	_____	\$45	\$50	_____
Wednesday Luncheon	_____	\$50	\$55	_____
Thursday - May 11				
Networking Continental Breakfast	_____	\$35	\$40	_____
Thursday Luncheon	_____	\$50	\$55	_____
Thursday Dinner	_____	\$65	\$70	_____
Friday - May 12				
Friday Breakfast	_____	\$45	\$50	_____

TOTAL DUE TO ACWA

\$ _____

PAYMENT INFORMATION

- Enclosed is check (if available, # _____) payable to ACWA
Send payment to: ACWA, 910 K Street, Ste. 100 • Sacramento, CA 95814
- Please charge my fee to my credit card. *You must call ACWA Accounting at 916.441.4545 and provide your credit card information over the phone.*

Regular registration and cancellation deadline is April 14, 2017 • 4:30 p.m. (PST)

Office Use: SC17 Ent _____ Date _____



910 K Street, Ste. 100, Sacramento, CA 95814

ACWA
2017 SPRING
CONFERENCE
& EXHIBITION



WATER, ONE FUTURE

MAY 9 – 12, 2017 | MONTEREY, CA

UPCOMING ACWA EVENTS

- | | |
|----------------|---|
| Sept 15 | 2017 Steve Hall Fierce Competitor Golf Tournament |
| Oct (DAY TBD) | 2017 Regulatory Summit |
| Nov 28 - Dec 1 | 2017 Fall Conference & Exhibition |

Visit www.acwa.com for details.

**REGISTER NOW AT
www.acwa.com**

Online Registration Ends April 14



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

March, 2017

**FINANCIAL REPORT
POOLED CASH**

AS OF March 31, 2017

Beginning Balance	195,692.96
Cash Receipts	
Deposit	217,141.78
Transfers	
Total Receipts	217,141.78
Cash Disbursements	
Accounts Payable + Bank Draft	248,385.73
Payroll	70,826.84
Bank Fees	2,210.95
Total Disbursements	321,423.52
Ending Balance	91,411.22

TEMPORARY INVESTMENTS

AS OF March 31, 2017

Fund		LAIF	Money Mkt	Total	G/L Bal
120	Sewer Operating Fund	67,546.97	44,422.06	111,969.02	111,969.02
130	Water Operating Fund	100,664.64	11,076.40	111,741.04	111,741.04
215	1995-2 Redemption	61,082.74	164,481.47	225,564.21	225,564.22
218	CIEDB Redemption	11,556.88	(0.00)	11,556.88	11,556.87
219	USDARUS Solar Loan (Sewer)	822.50	105,126.49	105,948.99	105,948.99
313	Wastewater Cap Fac Reserved	259,688.96	38,017.80	297,706.76	297,706.76
314	Wastewater Cap Fac Unrestricted	262,359.78	278,620.98	540,980.77	540,980.77
319	Solar Reserve	-	35,331.86	35,331.86	35,331.86
320	Water Capital Fund	-	-	-	-
350	CIEDB Loan Reserve	171,853.85	-	171,853.85	171,853.85
711	Bond Administration	27,257.44	14,434.40	41,691.84	41,691.83
TOTAL		962,833.76	691,511.47	1,654,345.23	1,654,345.23

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

CHECK DATE: 3/01/2017 THRU 3/31/2017
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1010	3/03/2017	BANK-DRAFT	000055	STATE OF CALIFORNIA EDD	1,728.35CR	POSTED	A	3/03/2017
1010	3/03/2017	BANK-DRAFT	000056	US DEPARTMENT OF THE TREASURY	5,187.91CR	POSTED	A	3/03/2017
1010	3/03/2017	BANK-DRAFT	000057	NATIONWIDE RETIREMENT SOLUTION	875.00CR	POSTED	A	3/03/2017
1010	3/17/2017	BANK-DRAFT	000059	NATIONWIDE RETIREMENT SOLUTION	975.00CR	POSTED	A	3/17/2017
1010	3/17/2017	BANK-DRAFT	000060	STATE OF CALIFORNIA EDD	1,320.78CR	POSTED	A	3/17/2017
1010	3/17/2017	BANK-DRAFT	000061	US DEPARTMENT OF THE TREASURY	4,479.31CR	POSTED	A	3/17/2017
1010	3/31/2017	BANK-DRAFT	000062	NATIONWIDE RETIREMENT SOLUTION	975.00CR	POSTED	A	3/31/2017
1010	3/31/2017	BANK-DRAFT	000063	STATE OF CALIFORNIA EDD	1,285.18CR	POSTED	A	3/31/2017
1010	3/31/2017	BANK-DRAFT	000064	US DEPARTMENT OF THE TREASURY	4,405.06CR	POSTED	A	3/31/2017
CHECK:								
1010	3/03/2017	CHECK	034400	ADVANCED SECURITY SYSTEMS SANT	294.00CR	POSTED	A	3/13/2017
1010	3/03/2017	CHECK	034401	ALPHA ANALYTICAL LABORATORIES	513.00CR	POSTED	A	3/08/2017
1010	3/03/2017	CHECK	034402	CARRIER PUMPING SERVICE	10,694.50CR	POSTED	A	3/07/2017
1010	3/03/2017	CHECK	034403	MIKSIS SERVICES, INC.	11,735.00CR	POSTED	A	3/10/2017
1010	3/03/2017	CHECK	034404	NOR-CAL SEPTIC & TRENCH WORK	12,181.52CR	POSTED	A	3/09/2017
1010	3/03/2017	CHECK	034405	RICOH USA, INC.	154.94CR	POSTED	A	3/10/2017
1010	3/03/2017	CHECK	034406	SMITH CONSTRUCTION	43,190.34CR	POSTED	A	3/07/2017
1010	3/03/2017	CHECK	034407	SPECIAL DISTRICT RISK MANAGEME	393.79CR	POSTED	A	3/08/2017
1010	3/03/2017	CHECK	034408	CALIFORNIA PUBLIC EMPLOYEES RE	4,996.46CR	POSTED	A	3/09/2017
1010	3/10/2017	CHECK	034409	ALPHA ANALYTICAL LABORATORIES	680.00CR	POSTED	A	3/15/2017
1010	3/10/2017	CHECK	034410	ARMED FORCE PEST CONTROL, INC.	195.00CR	POSTED	A	3/15/2017
1010	3/10/2017	CHECK	034411	BADGER METER	30.00CR	POSTED	A	3/21/2017
1010	3/10/2017	CHECK	034412	CARPET MAN	421.53CR	POSTED	A	3/17/2017
1010	3/10/2017	CHECK	034413	DATAPROSE	296.72CR	POSTED	A	3/14/2017
1010	3/10/2017	CHECK	034414	ELLISON, SCHNEIDER & HARRIS L.	136.00CR	POSTED	A	3/15/2017
1010	3/10/2017	CHECK	034415	GARDENS BY JILLIAN	200.00CR	POSTED	A	3/14/2017
1010	3/10/2017	CHECK	034416	MEDIACOM	425.92CR	POSTED	A	3/16/2017
1010	3/10/2017	CHECK	034417	MENDO MILL CLEARLAKE	42.44CR	POSTED	A	3/15/2017
1010	3/10/2017	CHECK	034418	NAPA AUTO PARTS	138.92CR	POSTED	A	3/15/2017
1010	3/10/2017	CHECK	034419	OFFICE DEPOT	78.99CR	POSTED	A	3/16/2017
1010	3/10/2017	CHECK	034420	PACE SUPPLY CORP	1,277.27CR	POSTED	A	3/14/2017
1010	3/10/2017	CHECK	034421	PACIFIC GAS & ELECTRIC COMPANY	29,404.65CR	POSTED	A	3/20/2017
1010	3/10/2017	CHECK	034422	SIERRA CHEMICAL CO.	675.64CR	POSTED	A	3/14/2017
1010	3/10/2017	CHECK	034423	SOUTH LAKE REFUSE COMPANY	356.96CR	POSTED	A	3/14/2017
1010	3/10/2017	CHECK	034424	TIRE PROS	1,129.74CR	POSTED	A	3/15/2017
1010	3/10/2017	CHECK	034425	WESTGATE PETROLEUM CO., INC.	1,204.70CR	POSTED	A	3/14/2017
1010	3/17/2017	CHECK	034426	ADTS, INC	258.50CR	CLEARED	A	4/10/2017
1010	3/17/2017	CHECK	034427	ALPHA ANALYTICAL LABORATORIES	704.00CR	POSTED	A	3/22/2017
1010	3/17/2017	CHECK	034428	AT&T	640.24CR	POSTED	A	3/22/2017
1010	3/17/2017	CHECK	034429	BARTLEY PUMP, INC.	2,921.09CR	POSTED	A	3/27/2017
1010	3/17/2017	CHECK	034430	GHD	6,637.00CR	POSTED	A	3/22/2017
1010	3/17/2017	CHECK	034431	PACIFIC GAS & ELECTRIC COMPANY	109.66CR	POSTED	A	3/22/2017
1010	3/17/2017	CHECK	034432	CALIFORNIA PUBLIC EMPLOYEES RE	4,713.09CR	POSTED	A	3/22/2017

4/14/2017 8:00 AM
 COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK RECONCILIATION REGISTER

CHECK DATE: 3/01/2017 THRU 3/31/2017
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	3/22/2017	CHECK	034433	PETTY CASH REIMBURSEMENT	490.46CR	POSTED	A	3/22/2017
1010	3/24/2017	CHECK	034434	ACWA/JPIA	988.72CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034435	ALPHA ANALYTICAL LABORATORIES	976.00CR	POSTED	A	3/29/2017
1010	3/24/2017	CHECK	034436	ALYSSA GORDON	78.84CR	POSTED	A	3/31/2017
1010	3/24/2017	CHECK	034437	AQUA SIERRA CONTROLS INC	3,409.59CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034438	CALIFORNIA PUBLIC EMPLOYEES FI	7,402.02CR	POSTED	A	3/29/2017
1010	3/24/2017	CHECK	034439	CARDMEMBER SERVICE	3,930.84CR	CLEARED	A	4/04/2017
1010	3/24/2017	CHECK	034440	COASTLAND CIVIL ENGINEERING, I	2,683.75CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034441	COUNTY OF LAKE HEALTH SERVICES	76.98CR	CLEARED	A	4/04/2017
1010	3/24/2017	CHECK	034442	HARDESTER'S MARKETS & HARDWARE	295.33CR	POSTED	A	3/29/2017
1010	3/24/2017	CHECK	034443	JOSE R. MAGALLON	50.00CR	CLEARED	A	4/04/2017
1010	3/24/2017	CHECK	034444	LAKE COUNTY MILERS CLUB	2,500.00CR	POSTED	A	3/30/2017
1010	3/24/2017	CHECK	034445	MARK G. BORDI	50.00CR	POSTED	A	3/30/2017
1010	3/24/2017	CHECK	034446	MICHELLE HAMILTON	625.00CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034447	NBS GOVERNMENT FINANCE GROUP	2,438.25CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034448	OFFICE DEPOT	195.83CR	POSTED	A	3/30/2017
1010	3/24/2017	CHECK	034449	PACE SUPPLY CORP	798.84CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034450	REDFORD SERVICES	950.00CR	POSTED	A	3/31/2017
1010	3/24/2017	CHECK	034451	RICOH USA, INC.	399.90CR	POSTED	A	3/29/2017
1010	3/24/2017	CHECK	034452	SAM GARCIA	118.68CR	CLEARED	A	4/03/2017
1010	3/24/2017	CHECK	034453	SOUTH LAKE FIRE SAFE COUNCIL	30.00CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034454	SPECIAL DISTRICT RISK MANAGEME	25,474.00CR	POSTED	A	3/29/2017
1010	3/24/2017	CHECK	034455	TELSTAR INSTRUMENTS, INC	4,904.13CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034456	THOMAS WILSON	100.00CR	CLEARED	A	4/03/2017
1010	3/24/2017	CHECK	034457	TYLER TECHNOLOGY	121.00CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034458	VERIZON WIRELESS	636.96CR	POSTED	A	3/29/2017
1010	3/24/2017	CHECK	034459	WESTGATE PETROLEUM CO., INC.	804.89CR	POSTED	A	3/28/2017
1010	3/24/2017	CHECK	034460	CYPREXX SERVICES, LL	10.53CR	OUTSTND	A	0/00/0000
1010	3/24/2017	CHECK	034461	GITTINS, JONATHAN	45.68CR	OUTSTND	A	0/00/0000
1010	3/24/2017	CHECK	034462	POUCHER, JOAN	187.67CR	POSTED	A	3/31/2017
1010	3/24/2017	CHECK	034463	TUCKER, WILLIAM O	164.13CR	CLEARED	A	4/04/2017
1010	3/24/2017	CHECK	034464	XAVIER, THOMAS E	8.17CR	CLEARED	A	4/03/2017
1010	3/24/2017	CHECK	034465	ZANGHI, JAMES	32.17CR	OUTSTND	A	0/00/0000
1010	3/24/2017	CHECK	034466	ERICKSON, JORDAN & B	63.79CR	POSTED	A	3/28/2017
1010	3/31/2017	CHECK	034467	ALPHA ANALYTICAL LABORATORIES	1,168.00CR	CLEARED	A	4/05/2017
1010	3/31/2017	CHECK	034468	ALYSSA GORDON	165.76CR	OUTSTND	A	0/00/0000
1010	3/31/2017	CHECK	034469	GRANITE CONSTRUCTION	1,796.68CR	CLEARED	A	4/04/2017
1010	3/31/2017	CHECK	034470	MARY AND JOSE RINCON	50.00CR	CLEARED	A	4/11/2017
1010	3/31/2017	CHECK	034471	MEDIACOM	425.92CR	CLEARED	A	4/05/2017
1010	3/31/2017	CHECK	034472	MENDO MILL CLEARLAKE	18.52CR	CLEARED	A	4/05/2017
1010	3/31/2017	CHECK	034473	OFFICE DEPOT	58.24CR	CLEARED	A	4/04/2017
1010	3/31/2017	CHECK	034474	PACE SUPPLY CORP	12,903.25CR	CLEARED	A	4/04/2017
1010	3/31/2017	CHECK	034475	SIERRA CHEMICAL CO.	2,045.13CR	CLEARED	A	4/03/2017
1010	3/31/2017	CHECK	034476	SPECIAL DISTRICT RISK MANAGEME	396.79CR	CLEARED	A	4/05/2017

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

CHECK DATE: 3/01/2017 THRU 3/31/2017
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	3/31/2017	CHECK	034477	TELSTAR INSTRUMENTS, INC	2,607.82CR	CLEARED	A	4/04/2017
1010	3/31/2017	CHECK	034478	USA BLUE BOOK	2,553.16CR	CLEARED	A	4/06/2017
1010	3/31/2017	CHECK	034479	WAGNER & BONSIGNORE	40.00CR	CLEARED	A	4/06/2017
1010	3/31/2017	CHECK	034480	WESTGATE PETROLEUM CO., INC.	357.01CR	CLEARED	A	4/04/2017
1010	3/31/2017	CHECK	034481	CALIFORNIA PUBLIC EMPLOYEES RE	4,694.10CR	CLEARED	A	4/06/2017
DEPOSIT:								
1010	3/01/2017	DEPOSIT		CREDIT CARD 3/01/2017	1,529.59	POSTED	C	3/03/2017
1010	3/01/2017	DEPOSIT	000001	CREDIT CARD 3/01/2017	166.05	POSTED	C	3/06/2017
1010	3/01/2017	DEPOSIT	000002	REGULAR DAILY POST 3/01/2017	1,227.73	POSTED	C	3/02/2017
1010	3/02/2017	DEPOSIT		CREDIT CARD 3/02/2017	2,391.35	POSTED	C	3/06/2017
1010	3/02/2017	DEPOSIT	000001	CREDIT CARD 3/02/2017	861.16	POSTED	C	3/06/2017
1010	3/02/2017	DEPOSIT	000002	REGULAR DAILY POST 3/02/2017	2,007.79	POSTED	C	3/03/2017
1010	3/02/2017	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	1,157.36CR	POSTED	U	3/14/2017
1010	3/03/2017	DEPOSIT		CREDIT CARD 3/03/2017	1,232.38	POSTED	C	3/06/2017
1010	3/03/2017	DEPOSIT	000001	CREDIT CARD 3/03/2017	724.62	POSTED	C	3/06/2017
1010	3/03/2017	DEPOSIT	000002	REGULAR DAILY POST 3/03/2017	2,731.12	POSTED	C	3/06/2017
1010	3/06/2017	DEPOSIT		CREDIT CARD 3/06/2017	1,074.66	POSTED	C	3/06/2017
1010	3/06/2017	DEPOSIT	000001	CREDIT CARD 3/06/2017	707.41	POSTED	C	3/07/2017
1010	3/06/2017	DEPOSIT	000002	CREDIT CARD 3/06/2017	678.66	POSTED	C	3/08/2017
1010	3/06/2017	DEPOSIT	000003	DAILY PAYMENT POSTING	1,157.36	POSTED	U	3/14/2017
1010	3/06/2017	DEPOSIT	000004	CREDIT CARD 3/06/2017	1,750.53	POSTED	C	3/09/2017
1010	3/06/2017	DEPOSIT	000005	REGULAR DAILY POST 3/06/2017	2,508.27	POSTED	C	3/07/2017
1010	3/07/2017	DEPOSIT		CREDIT CARD 3/07/2017	1,506.81	POSTED	C	3/09/2017
1010	3/07/2017	DEPOSIT	000001	CREDIT CARD 3/07/2017	351.73	POSTED	C	3/10/2017
1010	3/07/2017	DEPOSIT	000002	CREDIT CARD 3/07/2017	6,038.90	POSTED	C	3/10/2017
1010	3/07/2017	DEPOSIT	000003	REGULAR DAILY POST 3/07/2017	3,956.03	POSTED	C	3/08/2017
1010	3/08/2017	DEPOSIT		CREDIT CARD 3/08/2017	2,103.04	POSTED	C	3/10/2017
1010	3/08/2017	DEPOSIT	000001	CREDIT CARD 3/08/2017	6,956.32	POSTED	C	3/13/2017
1010	3/08/2017	DEPOSIT	000002	REGULAR DAILY POST 3/08/2017	8,762.95	POSTED	C	3/09/2017
1010	3/08/2017	DEPOSIT	000003	CREDIT CARD 3/08/2017	1,380.77	POSTED	C	3/13/2017
1010	3/09/2017	DEPOSIT		CREDIT CARD 3/09/2017	609.64	POSTED	C	3/13/2017
1010	3/09/2017	DEPOSIT	000001	CREDIT CARD 3/09/2017	310.27	POSTED	C	3/13/2017
1010	3/09/2017	DEPOSIT	000002	CREDIT CARD 3/09/2017	1,852.05	POSTED	C	3/13/2017
1010	3/09/2017	DEPOSIT	000003	REGULAR DAILY POST 3/09/2017	5,495.51	POSTED	C	3/10/2017
1010	3/10/2017	DEPOSIT		CREDIT CARD 3/10/2017	933.77	POSTED	C	3/13/2017
1010	3/10/2017	DEPOSIT	000001	CREDIT CARD 3/10/2017	1,044.99	POSTED	C	3/13/2017
1010	3/10/2017	DEPOSIT	000002	REGULAR DAILY POST 3/10/2017	6,010.84	POSTED	C	3/13/2017
1010	3/10/2017	DEPOSIT	000003	Transfer MM 314 to Checking	11,735.00	POSTED	G	3/10/2017
1010	3/13/2017	DEPOSIT		CREDIT CARD 3/13/2017	1,960.41	POSTED	C	3/13/2017
1010	3/13/2017	DEPOSIT	000001	CREDIT CARD 3/13/2017	673.52	POSTED	C	3/14/2017
1010	3/13/2017	DEPOSIT	000002	CREDIT CARD 3/13/2017	822.79	POSTED	C	3/14/2017
1010	3/13/2017	DEPOSIT	000003	CREDIT CARD 3/13/2017	770.48	POSTED	C	3/14/2017
1010	3/13/2017	DEPOSIT	000004	REGULAR DAILY POST 3/13/2017	12,786.77	POSTED	C	3/14/2017

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

CHECK DATE: 3/01/2017 THRU 3/31/2017
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	3/14/2017	DEPOSIT		CREDIT CARD 3/14/2017	1,184.07	POSTED	C	3/15/2017
1010	3/14/2017	DEPOSIT	000001	CREDIT CARD 3/14/2017	1,033.88	POSTED	C	3/15/2017
1010	3/14/2017	DEPOSIT	000002	REGULAR DAILY POST 3/14/2017	4,211.27	POSTED	C	3/15/2017
1010	3/15/2017	DEPOSIT		CREDIT CARD 3/15/2017	1,108.56	POSTED	C	3/15/2017
1010	3/15/2017	DEPOSIT	000001	CREDIT CARD 3/15/2017	822.61	POSTED	C	3/15/2017
1010	3/15/2017	DEPOSIT	000002	REGULAR DAILY POST 3/15/2017	5,974.32	POSTED	C	3/16/2017
1010	3/15/2017	DEPOSIT	000003	DRAFT POSTING	8,621.58	POSTED	U	3/16/2017
1010	3/15/2017	DEPOSIT	000004	CC DRAFT POSTING	11,616.73	POSTED	U	3/17/2017
1010	3/15/2017	DEPOSIT	000005	DAILY PAYMENT POSTING - ADJ	31.47CR	POSTED	U	3/22/2017
1010	3/15/2017	DEPOSIT	000006	DAILY PAYMENT POSTING	31.77	POSTED	U	3/22/2017
1010	3/16/2017	DEPOSIT		CREDIT CARD 3/16/2017	1,333.44	POSTED	C	3/20/2017
1010	3/16/2017	DEPOSIT	000001	CREDIT CARD 3/16/2017	1,152.84	POSTED	C	3/20/2017
1010	3/16/2017	DEPOSIT	000002	REGULAR DAILY POST 3/16/2017	6,007.63	POSTED	C	3/17/2017
1010	3/17/2017	DEPOSIT		CREDIT CARD 3/17/2017	1,744.69	POSTED	C	3/20/2017
1010	3/17/2017	DEPOSIT	000001	CREDIT CARD 3/17/2017	1,377.21	POSTED	C	3/20/2017
1010	3/17/2017	DEPOSIT	000002	REGULAR DAILY POST 3/17/2017	12,828.12	POSTED	C	3/20/2017
1010	3/17/2017	DEPOSIT	000003	Corr CC Db1 Charge 19-0800-01	49.16CR	POSTED	G	3/23/2017
1010	3/20/2017	DEPOSIT		CREDIT CARD 3/20/2017	1,626.14	POSTED	C	3/20/2017
1010	3/20/2017	DEPOSIT	000001	CREDIT CARD 3/20/2017	1,193.54	POSTED	C	3/21/2017
1010	3/20/2017	DEPOSIT	000002	CREDIT CARD 3/20/2017	1,756.16	POSTED	C	3/22/2017
1010	3/20/2017	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	445.54CR	POSTED	U	3/20/2017
1010	3/20/2017	DEPOSIT	000004	CREDIT CARD 3/20/2017	1,680.66	POSTED	C	3/23/2017
1010	3/20/2017	DEPOSIT	000005	CREDIT CARD 3/20/2017	7,870.33	POSTED	C	3/23/2017
1010	3/20/2017	DEPOSIT	000006	REGULAR DAILY POST 3/20/2017	22,637.14	POSTED	C	3/21/2017
1010	3/20/2017	DEPOSIT	000007	DAILY PAYMENT POSTING - ADJ	94.44CR	POSTED	U	3/20/2017
1010	3/20/2017	DEPOSIT	000008	DAILY PAYMENT POSTING	94.94	POSTED	U	3/20/2017
1010	3/20/2017	DEPOSIT	000009	DAILY PAYMENT POSTING - ADJ	37.59CR	POSTED	U	3/24/2017
1010	3/20/2017	DEPOSIT	000010	DAILY PAYMENT POSTING	37.57	POSTED	U	3/24/2017
1010	3/21/2017	DEPOSIT		CREDIT CARD 3/21/2017	1,470.00	POSTED	C	3/23/2017
1010	3/21/2017	DEPOSIT	000001	CREDIT CARD 3/21/2017	1,176.47	POSTED	C	3/24/2017
1010	3/21/2017	DEPOSIT	000002	REGULAR DAILY POST 3/21/2017	1,201.76	POSTED	C	3/22/2017
1010	3/22/2017	DEPOSIT		CREDIT CARD 3/22/2017	1,312.39	POSTED	C	3/24/2017
1010	3/22/2017	DEPOSIT	000001	CREDIT CARD 3/22/2017	1,282.25	POSTED	C	3/27/2017
1010	3/22/2017	DEPOSIT	000002	REGULAR DAILY POST 3/22/2017	2,233.25	POSTED	C	3/23/2017
1010	3/22/2017	DEPOSIT	000003	DRAFT POSTING	136.27	POSTED	U	3/23/2017
1010	3/22/2017	DEPOSIT	000004	DAILY PAYMENT POSTING - ADJ	38.34CR	POSTED	U	3/24/2017
1010	3/23/2017	DEPOSIT		CREDIT CARD 3/23/2017	650.43	POSTED	C	3/27/2017
1010	3/23/2017	DEPOSIT	000001	CREDIT CARD 3/23/2017	683.28	POSTED	C	3/27/2017
1010	3/23/2017	DEPOSIT	000002	REGULAR DAILY POST 3/23/2017	2,270.63	POSTED	C	3/24/2017
1010	3/24/2017	DEPOSIT		CREDIT CARD 3/24/2017	713.61	POSTED	C	3/27/2017
1010	3/24/2017	DEPOSIT	000001	CREDIT CARD 3/24/2017	551.60	POSTED	C	3/27/2017
1010	3/24/2017	DEPOSIT	000002	REGULAR DAILY POST 3/24/2017	510.90	POSTED	C	3/27/2017
1010	3/27/2017	DEPOSIT		CREDIT CARD 3/27/2017	571.49	POSTED	C	3/27/2017
1010	3/27/2017	DEPOSIT	000001	CREDIT CARD 3/27/2017	432.29	POSTED	C	3/28/2017

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

CHECK DATE: 3/01/2017 THRU 3/31/2017
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	3/27/2017	DEPOSIT	000002	CREDIT CARD 3/27/2017	270.76	POSTED	C	3/29/2017
1010	3/27/2017	DEPOSIT	000003	CREDIT CARD 3/27/2017	656.54	POSTED	C	3/30/2017
1010	3/27/2017	DEPOSIT	000004	REGULAR DAILY POST 3/27/2017	2,778.34	POSTED	C	3/28/2017
1010	3/28/2017	DEPOSIT		CREDIT CARD 3/28/2017	435.40	POSTED	C	3/30/2017
1010	3/28/2017	DEPOSIT	000001	CREDIT CARD 3/28/2017	93.38	POSTED	C	3/31/2017
1010	3/28/2017	DEPOSIT	000002	REGULAR DAILY POST 3/28/2017	526.61	POSTED	C	3/29/2017
1010	3/29/2017	DEPOSIT		CREDIT CARD 3/29/2017	331.04	POSTED	C	3/31/2017
1010	3/29/2017	DEPOSIT	000001	CREDIT CARD 3/29/2017	614.63	CLEARED	C	4/03/2017
1010	3/29/2017	DEPOSIT	000002	REGULAR DAILY POST 3/29/2017	941.27	POSTED	C	3/30/2017
1010	3/30/2017	DEPOSIT		CREDIT CARD 3/30/2017	390.33	CLEARED	C	4/03/2017
1010	3/30/2017	DEPOSIT	000001	CREDIT CARD 3/30/2017	388.00	CLEARED	C	4/03/2017
1010	3/30/2017	DEPOSIT	000002	REGULAR DAILY POST 3/30/2017	611.32	POSTED	C	3/31/2017
1010	3/31/2017	DEPOSIT		CREDIT CARD 3/31/2017	349.74	CLEARED	C	4/03/2017
1010	3/31/2017	DEPOSIT	000001	CREDIT CARD 3/31/2017	679.48	CLEARED	C	4/03/2017
1010	3/31/2017	DEPOSIT	000002	REGULAR DAILY POST 3/31/2017	1,975.75	CLEARED	C	4/03/2017
MISCELLANEOUS:								
1010	3/03/2017	MISC.		PAYROLL DIRECT DEPOSIT	24,723.38CR	POSTED	P	3/03/2017
1010	3/17/2017	MISC.		PAYROLL DIRECT DEPOSIT	23,107.80CR	POSTED	P	3/17/2017
1010	3/31/2017	MISC.		PAYROLL DIRECT DEPOSIT	22,995.66CR	POSTED	P	3/31/2017
SERVICE CHARGE:								
1010	3/01/2017	SERV-CHG		FEBRUARY ETS FEES	775.88CR	POSTED	G	3/06/2017
1010	3/01/2017	SERV-CHG	000001	FEBRUARY 2017 ETS FEES	737.36CR	POSTED	G	3/06/2017
1010	3/01/2017	SERV-CHG	000002	FEBRUARY 2017 ETS FEES	325.35CR	POSTED	G	3/06/2017
1010	3/01/2017	SERV-CHG	000003	CORRECT JE 609483	2.00	POSTED	G	3/14/2017
1010	3/15/2017	SERV-CHG		FEBRUARY ANALYSIS FEE	374.36CR	POSTED	G	3/16/2017
TOTALS FOR ACCOUNT 1010				CHECK	TOTAL:	227,154.14CR		
				DEPOSIT	TOTAL:	217,141.78		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	70,826.84CR		
				SERVICE CHARGE	TOTAL:	2,210.95CR		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	21,231.59CR		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	227,154.14CR		
				DEPOSIT	TOTAL:	217,141.78		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	70,826.84CR		
				SERVICE CHARGE	TOTAL:	2,210.95CR		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	21,231.59CR		

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017

120-SEWER ENTERPRISE FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ALL REVENUE	1,066,000.00	82,267.51	829,316.74	236,683.26	77.80
TOTAL REVENUES	<u>1,066,000.00</u>	<u>82,267.51</u>	<u>829,316.74</u>	<u>236,683.26</u>	<u>77.80</u>
EXPENDITURE SUMMARY					
NON-DEPARTMENTAL	409,227.00	76,310.08	508,417.31	(99,190.31)	124.24
ADMINISTRATION	345,801.26	45,522.37	286,953.99	58,847.27	82.98
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	357,298.00	25,008.03	170,351.64	186,946.36	47.68
DIRECTORS	50,035.00	3,277.54	31,386.40	18,648.60	62.73
TOTAL EXPENDITURES	<u>1,162,361.26</u>	<u>150,118.02</u>	<u>997,109.34</u>	<u>165,251.92</u>	<u>85.78</u>
REVENUES OVER/(UNDER) EXPENDITURES	(96,361.26)	(67,850.51)	(167,792.60)	71,431.34	174.13

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2017

120-SEWER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	0.00	300.00	200.00	60.00
120-4036 DEVELOPER SEWER FEES	0.00	0.00	0.00	0.00	0.00
120-4040 Lien Recording Fee	0.00	0.00	13.12 (13.12)	0.00
120-4045 AVAILABILITY FEES	7,000.00	0.00	21,717.00 (14,717.00)	310.24
120-4050 SALES OF RECLAIMED WATER	90,000.00	0.00	60,712.34	29,287.66	67.46
120-4111 COMM SEWER USE	29,900.00	2,306.10	22,303.48	7,596.52	74.59
120-4112 GOV'T SEWER USE	550.00	53.12	478.08	71.92	86.92
120-4116 SEWER USE CHARGES	936,850.00	79,809.51	718,468.43	218,381.57	76.69
120-4210 LATE FEE	0.00	0.00	451.41 (451.41)	0.00
120-4300 MISC INCOME	1,000.00	96.10	4,538.34 (3,538.34)	453.83
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	200.00	2.68	334.54 (134.54)	167.27
120-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,066,000.00	82,267.51	829,316.74	236,683.26	77.80

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	12,200.00	0.00	10,540.47	1,659.53	86.40
120-5-00-5025 RETIREE HEALTH BENEFITS	13,938.00	774.51	9,809.41	4,128.59	70.38
120-5-00-5040 ELECTION EXPENSE	4,800.00	0.00	0.00	4,800.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	10,000.00	1,262.72	5,301.61	4,698.39	53.02
120-5-00-5061 VEHICLE MAINT	7,500.00	69.46	3,448.72	4,051.28	45.98
120-5-00-5062 TAXES & LIC	650.00	0.00	306.46	343.54	47.15
120-5-00-5074 INSURANCE	14,000.00	0.00	17,098.38 (3,098.38)	122.13
120-5-00-5075 BANK FEES	11,000.00	1,105.48	10,622.78	377.22	96.57
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	4,300.00	334.50	4,876.74 (576.74)	113.41
120-5-00-5092 POSTAGE & SHIPPING	5,350.00	126.55	3,422.74	1,927.26	63.98
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	3,569.03 (3,569.03)	0.00
120-5-00-5121 LEGAL SERVICES	10,000.00	0.00	2,272.50	7,727.50	22.73
120-5-00-5122 ENGINEERING SERVICES	26,400.00	8,160.75	24,103.05	2,296.95	91.30
120-5-00-5123 OTHER PROFESSIONAL SERVICE	1,500.00	0.00	2,693.50 (1,193.50)	179.57
120-5-00-5126 AUDIT SERVICES	7,200.00	0.00	2,728.63	4,471.37	37.90
120-5-00-5130 PRINTING & PUBLICATION	7,750.00	43.51	2,138.27	5,611.73	27.59
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	6,700.00	277.42	1,695.44	5,004.56	25.31
120-5-00-5148 OPERATING SUPPLIES	12,300.00	3,202.57	14,332.76 (2,032.76)	116.53
120-5-00-5150 REPAIR & REPLACE	101,839.00	30,694.65	246,033.23 (144,194.23)	241.59
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	197.50	7,316.54	683.46	91.46
120-5-00-5156 CUSTODIAL SERVICES	9,600.00	787.50	6,162.50	3,437.50	64.19
120-5-00-5157 SECURITY	500.00	294.00	772.50 (272.50)	154.50
120-5-00-5160 SLUDGE DISPOSAL	19,000.00	10,694.50	36,463.18 (17,463.18)	191.91
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	7,300.00	1,064.52	7,240.86	59.14	99.19
120-5-00-5192 ELECTRICITY	19,000.00	14,040.49	28,573.76 (9,573.76)	150.39
120-5-00-5193 OTHER UTILITIES	2,600.00	219.24	1,465.97	1,134.03	56.38
120-5-00-5194 IT SERVICES	21,800.00	90.00	18,758.27	3,041.73	86.05
120-5-00-5195 ENV/MONITORING	34,000.00	2,867.00	25,062.25	8,937.75	73.71
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	1,361.25 (1,361.25)	0.00
120-5-00-5198 ANNUAL OPERATING FEES	1,600.00	0.00	1,924.00 (324.00)	120.25
120-5-00-5310 EQUIPMENT - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	0.00	1,300.00	0.00
120-5-00-5312 TOOLS - FIELD	1,000.00	3.21	411.77	588.23	41.18
120-5-00-5315 SAFETY EQUIPMENT	1,900.00	0.00	7,904.50 (6,004.50)	416.03
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	200.00	0.00	8.50	191.50	4.25
120-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	22,000.00	0.00	0.00	22,000.00	0.00
120-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
120-5-00-5700 OVER / SHORT	0.00	0.00 (2.26)	2.26	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	409,227.00	76,310.08	508,417.31 (99,190.31)	124.24

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	225,718.00	33,610.90	192,165.82	33,552.18	85.14
120-5-10-5020 EMPLOYEE BENEFITS	71,847.00	6,144.18	56,424.18	15,422.82	78.53
120-5-10-5021 RETIREMENT BENEFITS	39,384.26	4,788.44	33,071.23	6,313.03	83.97
120-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
120-5-10-5090 OFFICE SUPPLIES	3,440.00	250.72	2,327.75	1,112.25	67.67
120-5-10-5170 TRAVEL MILEAGE	1,112.00	122.30	468.57	643.43	42.14
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	605.83	2,258.19	1,741.81	56.45
120-5-10-5179 ADM MISC EXPENSES	300.00	0.00	238.25	61.75	79.42
TOTAL ADMINISTRATION	345,801.26	45,522.37	286,953.99	58,847.27	82.98

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017

120-SEWER ENTERPRISE FUND
OFFICE
EXPENDITURES

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

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2017

120-SEWER ENTERPRISE FUND
 FIELD
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	237,769.00	18,404.95	106,376.50	131,392.50	44.74
120-5-30-5020 EMPLOYEE BENEFITS	71,719.00	3,441.85	37,052.81	34,666.19	51.66
120-5-30-5021 RETIREMENT BENEFITS	40,316.00	3,186.23	23,247.46	17,068.54	57.66
120-5-30-5022 CLOTHING ALLOWANCE	1,500.00	0.00	1,750.00 (250.00)	116.67
120-5-30-5063 CERTIFICATIONS	750.00	0.00	230.00	520.00	30.67
120-5-30-5090 OFFICE SUPPLIES	560.00	0.00	157.37	402.63	28.10
120-5-30-5170 TRAVEL MILEAGE	684.00	0.00	0.00	684.00	0.00
120-5-30-5175 EDUCATION / SEMINARS	4,000.00 (25.00)	1,537.50	2,462.50	38.44
TOTAL FIELD	357,298.00	25,008.03	170,351.64	186,946.36	47.68

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2017

120-SEWER ENTERPRISE FUND
 DIRECTORS
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	209.93	1,404.90	1,595.10	46.83
120-5-40-5020 DIRECTOR BENEFITS	230.00	7.61	42.46	187.54	18.46
120-5-40-5030 DIRECTOR HEALTH BENEFITS	46,460.00	3,060.00	29,939.04	16,520.96	64.44
120-5-40-5170 TRAVEL MILEAGE	95.00	0.00	0.00	95.00	0.00
120-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
120-5-40-5176 DIRECTOR TRAINING	250.00	0.00	0.00	250.00	0.00
TOTAL DIRECTORS	50,035.00	3,277.54	31,386.40	18,648.60	62.73
TOTAL EXPENDITURES	1,162,361.26	150,118.02	997,109.34	165,251.92	85.78
REVENUES OVER/(UNDER) EXPENDITURES	(96,361.26)	(67,850.51)	(167,792.60)	71,431.34	174.13

*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017

130-WATER ENTERPRISE FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ALL REVENUE	1,635,557.00	109,589.57	1,149,747.30	485,809.70	70.30
TOTAL REVENUES	<u>1,635,557.00</u>	<u>109,589.57</u>	<u>1,149,747.30</u>	<u>485,809.70</u>	<u>70.30</u>
EXPENDITURE SUMMARY					
NON-DEPARTMENTAL	686,794.00	96,885.67	438,680.04	248,113.96	63.87
ADMINISTRATION	358,922.00	34,318.37	182,010.65	176,911.35	50.71
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	370,669.00	31,005.48	204,926.95	165,742.05	55.29
DIRECTORS	51,330.00	3,288.66	31,605.83	19,724.17	61.57
TOTAL EXPENDITURES	<u>1,467,715.00</u>	<u>165,498.18</u>	<u>857,223.47</u>	<u>610,491.53</u>	<u>58.41</u>
REVENUES OVER/(UNDER) EXPENDITURES	167,842.00 (55,908.61)	292,523.83 (124,681.83)	174.29

130-WATER ENTERPRISE FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	13,000.00	2,050.00	13,425.00 (425.00)	103.27
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER METER INST	500.00	0.00	1,020.00 (520.00)	204.00
130-4040 RECORDING FEE	100.00	252.36	318.02 (218.02)	318.02
130-4045 AVAILABILITY FEES	20,000.00	0.00	0.00	20,000.00	0.00
130-4110 COMM WATER USE	77,913.00	7,941.65	63,190.52	14,722.48	81.10
130-4112 GOV'T WATER USE	5,194.00	404.28	5,365.63 (171.63)	103.30
130-4115 WATER USE	1,491,050.00	96,487.96	1,032,497.98	458,552.02	69.25
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	25,000.00	2,355.69	25,234.84 (234.84)	100.94
130-4215 RETURNED CHECK FEE	1,000.00	50.00	1,000.00	0.00	100.00
130-4300 MISC INCOME	1,500.00	46.96	7,382.80 (5,882.80)	492.19
130-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	300.00	0.67	312.51 (12.51)	104.17
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,635,557.00	109,589.57	1,149,747.30	485,809.70	70.30

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	12,200.00	0.00	10,540.47	1,659.53	86.40
130-5-00-5025 RETIREE HEALTH BENEFITS	13,938.00	774.51	7,090.64	6,847.36	50.87
130-5-00-5040 ELECTION EXPENSE	4,800.00	0.00	0.00	4,800.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	10,000.00	1,198.29	5,199.12	4,800.88	51.99
130-5-00-5061 VEHICLE MAINT	7,500.00	69.46	3,365.48	4,134.52	44.87
130-5-00-5062 TAXES & LIC	1,200.00	0.00	306.46	893.54	25.54
130-5-00-5074 INSURANCE	14,000.00	0.00	17,098.38 (3,098.38)	122.13
130-5-00-5075 BANK FEES	11,000.00	1,105.47	10,252.37	747.63	93.20
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	17,300.00	334.50	20,348.46 (3,048.46)	117.62
130-5-00-5092 POSTAGE & SHIPPING	5,350.00	126.80	3,422.96	1,927.04	63.98
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	3,616.70 (3,616.70)	0.00
130-5-00-5121 LEGAL SERVICES	10,000.00	0.00	2,272.50	7,727.50	22.73
130-5-00-5122 ENGINEERING SERVICES	44,500.00	1,200.00	41,382.43	3,117.57	92.99
130-5-00-5123 OTHER PROFESSIONAL SERVICE	1,500.00	0.00	2,043.50 (543.50)	136.23
130-5-00-5124 WATER RIGHTS	85,056.00	136.00	10,071.55	74,984.45	11.84
130-5-00-5126 AUDIT SERVICES	7,200.00	0.00	2,728.62	4,471.38	37.90
130-5-00-5130 PRINTING & PUBLICATION	7,750.00	43.81	2,259.59	5,490.41	29.16
130-5-00-5135 NEWSLETTER	1,100.00	0.00	0.00	1,100.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	17,650.00	277.42	4,336.74	13,313.26	24.57
130-5-00-5148 OPERATING SUPPLIES	1,400.00	105.23	1,105.07	294.93	78.93
130-5-00-5150 REPAIR & REPLACE	160,000.00	69,768.41	138,900.26	21,099.74	86.81
130-5-00-5155 MAINT BLDG & GROUNDS	8,400.00	197.50	7,101.91	1,298.09	84.55
130-5-00-5156 CUSTODIAL SERVICES	9,600.00	787.50	4,963.50	4,636.50	51.70
130-5-00-5157 SECURITY	450.00	0.00	478.50 (28.50)	106.33
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	8,000.00	1,064.52	7,240.72	759.28	90.51
130-5-00-5192 ELECTRICITY	96,000.00	15,473.82	69,310.40	26,689.60	72.20
130-5-00-5193 OTHER UTILITIES	2,200.00	219.22	1,465.87	734.13	66.63
130-5-00-5194 IT SERVICES	26,100.00	120.00	18,817.26	7,282.74	72.10
130-5-00-5195 ENV/MONITORING	21,600.00	1,130.00	8,030.00	13,570.00	37.18
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	20,100.00	0.00	18,346.03	1,753.97	91.27
130-5-00-5310 EQUIPMENT - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5312 TOOLS - FIELD	2,000.00	3.21	321.63	1,678.37	16.08
130-5-00-5315 SAFETY EQUIPMENT	1,700.00	0.00	6,304.42 (4,604.42)	370.85
130-5-00-5505 WATER CONSERVATION	9,000.00	2,750.00	9,950.00 (950.00)	110.56
130-5-00-5545 RECORDING FEES	200.00	0.00	8.50	191.50	4.25
130-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	45,000.00	0.00	0.00	45,000.00	0.00
130-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	686,794.00	96,885.67	438,680.04	248,113.96	63.87

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	236,130.00	22,288.30	99,287.74	136,842.26	42.05
130-5-10-5020 EMPLOYEE BENEFITS	72,147.00	5,659.58	52,830.17	19,316.83	73.23
130-5-10-5021 RETIREMENT BENEFITS	40,867.00	3,649.45	22,386.15	18,480.85	54.78
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,214.00	250.72	2,327.58	1,886.42	55.23
130-5-10-5170 TRAVEL MILEAGE	1,664.00	234.48	580.73	1,083.27	34.90
130-5-10-5175 EDUCATION / SEMINARS	3,600.00	2,235.84	4,360.04 (760.04)	121.11
130-5-10-5179 ADM MISC EXPENSES	300.00	0.00	238.24	61.76	79.41
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	358,922.00	34,318.37	182,010.65	176,911.35	50.71

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017

130-WATER ENTERPRISE FUND
OFFICE
EXPENDITURES

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

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017

130-WATER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	248,736.00	23,367.04	138,113.34	110,622.66	55.53
130-5-30-5020 EMPLOYEE BENEFITS	72,018.00	3,441.83	37,025.81	34,992.19	51.41
130-5-30-5021 RETIREMENT BENEFITS	41,833.00	3,672.21	26,528.54	15,304.46	63.42
130-5-30-5022 CLOTHING ALLOWANCE	1,500.00	0.00	1,750.00 (250.00)	116.67
130-5-30-5063 CERTIFICATIONS	600.00	118.68	358.68	241.32	59.78
130-5-30-5090 OFFICE SUPPLIES	686.00	0.00	157.36	528.64	22.94
130-5-30-5170 TRAVEL MILEAGE	896.00	0.00	0.00	896.00	0.00
130-5-30-5175 EDUCATION / SEMINARS	4,400.00	405.72	993.22	3,406.78	22.57
TOTAL FIELD	370,669.00	31,005.48	204,926.95	165,742.05	55.29

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2017

130-WATER ENTERPRISE FUND
DIRECTORS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	220.67	1,501.65	1,498.35	50.06
130-5-40-5020 DIRECTOR BENEFITS	230.00	7.99	45.14	184.86	19.63
130-5-40-5030 DIRECTOR HEALTH BENEFITS	46,460.00	3,060.00	29,939.04	16,520.96	64.44
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	640.00	0.00	0.00	640.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
130-5-40-5176 DIRECTOR TRAINING	1,000.00	0.00	120.00	880.00	12.00
TOTAL DIRECTORS	51,330.00	3,288.66	31,605.83	19,724.17	61.57
TOTAL EXPENDITURES	1,467,715.00	165,498.18	857,223.47	610,491.53	58.41
REVENUES OVER/(UNDER) EXPENDITURES	167,842.00	(55,908.61)	292,523.83	(124,681.83)	174.29

*** END OF REPORT ***

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	15.00
01-1002	PETTY CASH REIMBURSEMENT			N		FUND TOTAL FOR VENDOR	142.40
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	2,384.44
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	425.92
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	178.49
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	13,132.30
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	7,635.43
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	1,219.24
01-1780	CARPET MAN			N		FUND TOTAL FOR VENDOR	210.77
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	494.37
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	7,787.89
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	148.06
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	1,303.91
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	97.50
01-2427	GRANITE CONSTRUCTION			N		FUND TOTAL FOR VENDOR	1,796.68
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	168.67
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	51.70
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	318.48
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	277.42
01-2672	ADTS, INC			N		FUND TOTAL FOR VENDOR	129.25
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	166.53
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	475.00
01-2719	TIRE PROS			N		FUND TOTAL FOR VENDOR	564.87
01-2736	SIERRA CHEMICAL CO.			N		FUND TOTAL FOR VENDOR	2,720.77
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	69.46

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2765	COUNTY OF LAKE HEALTH SER			N		FUND TOTAL FOR VENDOR	38.49
01-2788	GHD			N		FUND TOTAL FOR VENDOR	6,637.00
01-2792	ADVANCED SECURITY SYSTEMS			N		FUND TOTAL FOR VENDOR	294.00
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	1,014.02
01-2817	MIKSIS SERVICES, INC.			N		FUND TOTAL FOR VENDOR	11,735.00
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,911.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	3,701.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	1,254.22
01-2827	SMITH CONSTRUCTION			N		FUND TOTAL FOR VENDOR	2,512.17
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	1,523.75
01-2847	ALYSSA GORDON			N		FUND TOTAL FOR VENDOR	122.30
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	1,183.31
01-2904	NOR-CAL SEPTIC & TRENCH W			N		FUND TOTAL FOR VENDOR	12,181.52
01-2905	CARRIER PUMPING SERVICE			N		FUND TOTAL FOR VENDOR	10,694.50
01-8	AT&T			N		FUND TOTAL FOR VENDOR	320.12
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	14,040.49
*** FUND TOTALS ***							112,550.44

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	3,277.14
01-1002	PETTY CASH REIMBURSEMENT			N		FUND TOTAL FOR VENDOR	348.06
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,949.87
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	425.92
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	178.47
01-1602	AQUA SIERRA CONTROLS INC			N		FUND TOTAL FOR VENDOR	3,409.59
01-1659	WAGNER & BONSIGNORE			N		FUND TOTAL FOR VENDOR	40.00
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	13,132.28
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	6,436.85
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	1,333.92
01-1780	CARPET MAN			N		FUND TOTAL FOR VENDOR	210.76
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	494.35
01-2057	BARTLEY PUMP, INC.			N		FUND TOTAL FOR VENDOR	2,921.09
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	6,615.76
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	148.66
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	6,208.04
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	97.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	126.66
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	9.26
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	318.48
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	277.42
01-2663	ELLISON, SCHNEIDER & HARR			N		FUND TOTAL FOR VENDOR	136.00
01-2672	ADTS, INC			N		FUND TOTAL FOR VENDOR	129.25
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	166.53
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	475.00

VENDOR SET: 01 Hidden Valley Lake

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
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	14,979.36
01-2719	TIRE PROS			N		FUND TOTAL FOR VENDOR	564.87
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	69.46
01-2765	COUNTY OF LAKE HEALTH SER			N		FUND TOTAL FOR VENDOR	38.49
01-2781	SAM GARCIA			N		FUND TOTAL FOR VENDOR	118.68
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	2,916.82
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	1,130.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	3,701.02
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	1,570.78
01-2827	SMITH CONSTRUCTION			N		FUND TOTAL FOR VENDOR	40,678.17
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	1,160.00
01-2847	ALYSSA GORDON			N		FUND TOTAL FOR VENDOR	122.30
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	1,183.29
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	30.00
01-8	AT&T			N		FUND TOTAL FOR VENDOR	320.12
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	15,473.82
*** FUND TOTALS ***							133,397.04

VENDOR SET: 01 Hidden Valley Lake
VENDOR CLASS(ES): ALL CLASSES
REPORTING FUND NO#: 711 BOND ADMINISTRATION

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	2,438.25
*** FUND TOTALS ***							2,438.25
*** REPORT TOTALS ***			248,385.73				248,385.73

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2088	SURVIVOR BENEFITS - PERS	16.87
120 2090	PERS PAYABLE	3,548.76
120 2091	FIT PAYABLE	6,104.85
120 2092	CIT PAYABLE	1,839.93
120 2093	SOCIAL SECURITY PAYABLE	12.09
120 2094	MEDICARE PAYABLE	753.13
120 2095	S D I PAYABLE	467.46
120 2099	DEFERRED COMP - 457 PLAN	1,254.22
120 5-00-5025	RETIREE HEALTH BENEFITS	1,651.00
120 5-00-5060	GASOLINE, OIL & FUEL	1,262.72
120 5-00-5061	VEHICLE MAINT	634.33
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	334.50
120 5-00-5092	POSTAGE & SHIPPING	126.79
120 5-00-5122	ENGINEERING SERVICES	8,160.75
120 5-00-5130	PRINTING & PUBLICATION	43.51
120 5-00-5145	EQUIPMENT RENTAL	277.42
120 5-00-5148	OPERATING SUPPLIES	3,202.57
120 5-00-5150	REPAIR & REPLACE	30,694.65
120 5-00-5155	MAINT BLDG & GROUNDS	197.50
120 5-00-5156	CUSTODIAL SERVICES	787.50
120 5-00-5157	SECURITY	294.00
120 5-00-5160	SLUDGE DISPOSAL	10,694.50
120 5-00-5191	TELEPHONE	1,064.52
120 5-00-5192	ELECTRICITY	14,040.49
120 5-00-5193	OTHER UTILITIES	219.24
120 5-00-5194	IT SERVICES	90.00
120 5-00-5195	ENV/MONITORING	2,911.00
120 5-00-5312	TOOLS - FIELD	3.21
120 5-10-5010	SALARIES & WAGES	487.34

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 711 BOND ADMINISTRATION

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-10-5020	EMPLOYEE BENEFITS	5,659.59
120 5-10-5021	RETIREMENT BENEFITS	4,788.44
120 5-10-5090	OFFICE SUPPLIES	250.72
120 5-10-5170	TRAVEL MILEAGE	122.30
120 5-10-5175	EDUCATION / SEMINARS	605.83
120 5-30-5010	SALARIES & WAGES	263.09
120 5-30-5020	EMPLOYEE BENEFITS	3,441.85
120 5-30-5021	RETIREMENT BENEFITS	3,186.23
120 5-30-5175	EDUCATION / SEMINARS	25.00CR
120 5-40-5010	DIRECTORS COMPENSATION	14.93
120 5-40-5020	DIRECTOR BENEFITS	7.61
120 5-40-5030	DIRECTOR HEALTH BENEFITS	3,060.00
	** FUND TOTAL **	112,550.44
130 1052	ACCTS REC WATER USE	512.14
130 2088	SURVIVOR BENEFITS - PERS	16.61
130 2090	PERS PAYABLE	3,029.91
130 2091	FIT PAYABLE	5,100.45
130 2092	CIT PAYABLE	1,465.53
130 2093	SOCIAL SECURITY PAYABLE	12.71
130 2094	MEDICARE PAYABLE	655.56
130 2095	S D I PAYABLE	406.91
130 2099	DEFERRED COMP - PLAN 457 PAYAB	1,570.78
130 5-00-5025	RETIREE HEALTH BENEFITS	1,651.00
130 5-00-5060	GASOLINE, OIL & FUEL	1,198.29
130 5-00-5061	VEHICLE MAINT	634.33
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	334.50
130 5-00-5092	POSTAGE & SHIPPING	127.05
130 5-00-5122	ENGINEERING SERVICES	1,200.00
130 5-00-5124	WATER RIGHTS	136.00
130 5-00-5130	PRINTING & PUBLICATION	43.81
130 5-00-5145	EQUIPMENT RENTAL	277.42
130 5-00-5148	OPERATING SUPPLIES	105.23
130 5-00-5150	REPAIR & REPLACE	69,768.41
130 5-00-5155	MAINT BLDG & GROUNDS	197.50
130 5-00-5156	CUSTODIAL SERVICES	787.50
130 5-00-5191	TELEPHONE	1,064.52
130 5-00-5192	ELECTRICITY	15,473.82
130 5-00-5193	OTHER UTILITIES	219.22
130 5-00-5194	IT SERVICES	120.00
130 5-00-5195	ENV/MONITORING	1,130.00
130 5-00-5312	TOOLS - FIELD	3.21
130 5-00-5505	WATER CONSERVATION	2,750.00
130 5-10-5010	SALARIES & WAGES	318.52
130 5-10-5020	EMPLOYEE BENEFITS	5,659.58
130 5-10-5021	RETIREMENT BENEFITS	3,649.45
130 5-10-5090	OFFICE SUPPLIES	250.72

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 711 BOND ADMINISTRATION

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-10-5170	TRAVEL MILEAGE	234.48
130 5-10-5175	EDUCATION / SEMINARS	2,235.84
130 5-30-5010	SALARIES & WAGES	333.94
130 5-30-5020	EMPLOYEE BENEFITS	3,441.83
130 5-30-5021	RETIREMENT BENEFITS	3,672.21
130 5-30-5063	CERTIFICATIONS	118.68
130 5-30-5175	EDUCATION / SEMINARS	405.72
130 5-40-5010	DIRECTORS COMPENSATION	15.67
130 5-40-5020	DIRECTOR BENEFITS	7.99
130 5-40-5030	DIRECTOR HEALTH BENEFITS	3,060.00
	** FUND TOTAL **	133,397.04
711 5-00-5123	OTHER PROF SERVICES	2,438.25
	** FUND TOTAL **	2,438.25

** TOTAL ** 248,385.73

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	: 3/01/2017 THRU 3/31/2017	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

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

MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 03/14/2017

RE: Senior Account Representative's Monthly Report

Monthly Billing 02/28/2017

Mailed statements: 2,173

Electronic statements: 380

The statement "special message" notified customers of the FY 2016/17 and Drought Stage 2 rates in effect. Office Closure 12 pm – 1 pm on the 3rd Wednesday of each month.

Delinquent Billing 02/20/2017

Delinquent statements for Januarys bills:

Mailed statements: 448

Electronic statements: 67

Courtesy Notification 03/06/2017

Courtesy notices delivered to the customer's property for delinquent Januarys bills: 124

Electronic notices: 27

Phone Notification 03/08/2017

Phone notifications: 105

The phone notification was sent out around 10:30 am resulting in 78 payments received by the office staff during business hours.

Lock Offs 03/09/2017

27 customers were in the lock off process at 5:00 pm on 03/08/2017.

10 payments were made before service orders went out in the field at 9:00 am on 03/09/2017.

A total of 17 customers were locked off for nonpayment.

Throughout lock off day 11 payments were collected and meters unlocked.

At the time of this report only 6 meters remain locked.

MEMO

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Hidden Valley Lake Community Services District

March 2017 Report

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Water Connections:		Sewer Connections:	
New (March)	0	New (March)	0
Residential (February)	2438	Residential (February)	1462
Commercial & Govt (February)	35	Commercial & Govt (February)	15
Total (October) :	2473		1477

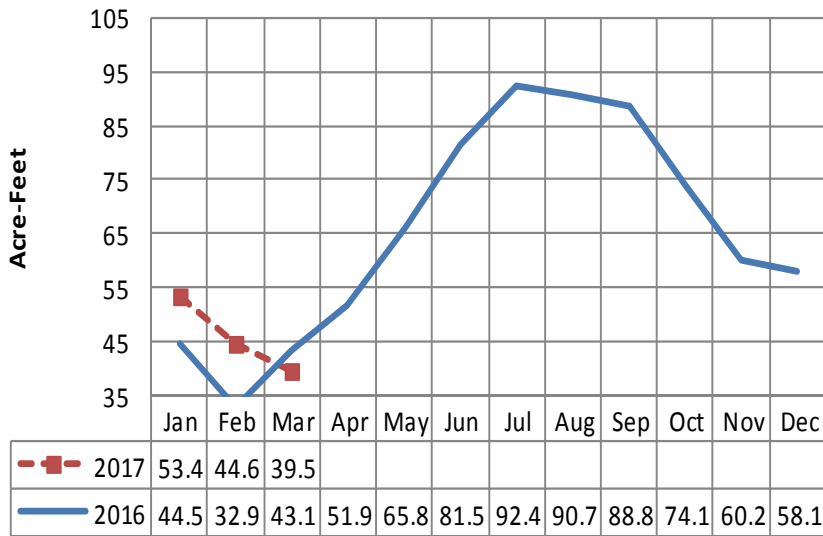
Rainfall		
<i>This month</i>	<i>Last year</i>	<i>Historical</i>
2.95	11.62	5.25

Groundwater Elevation			
<i>Monitoring Wells</i>	<i>This month</i>	<i>Last year</i>	<i>Historical</i>
Prod Wells	929.72	931.17	933.53
AG	944.37	932.87	936.69
TP Wells	955.27	954.30	955.21
Grange Rd	939.84	936.97	938.33
American Rock	973.39	970.48	972.15
Spyglass	971.07	966.78	968.38
Luchetti	926.40	922.9	924.29
18th T	945.61	942.27	943.65

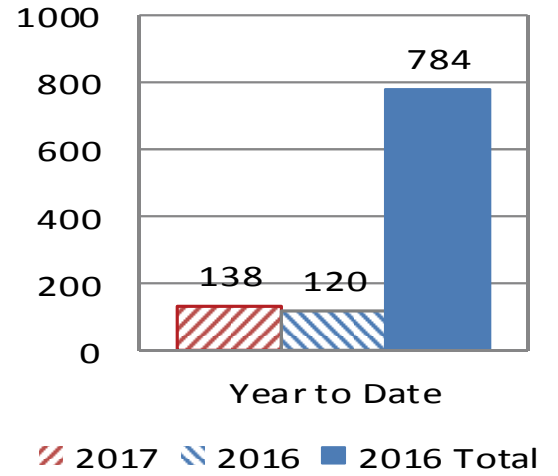
Completed Service Orders		
<i>This month</i>	<i>YTD</i>	<i>Last Year</i>
101	288	1230
Overtime Hours	189.5	\$3366.02

March 2017 Field Report

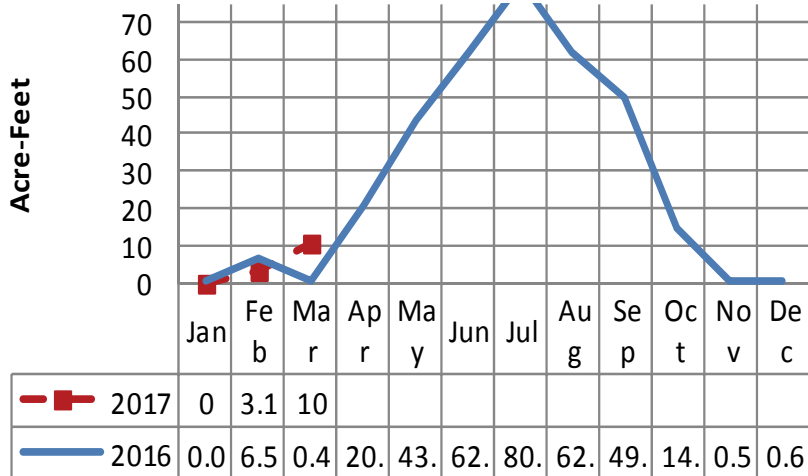
HVLCSD Municipal Well Production



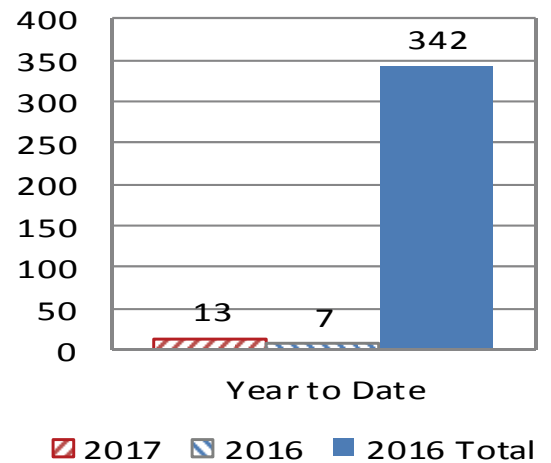
HVLCSD Municipal Well Production



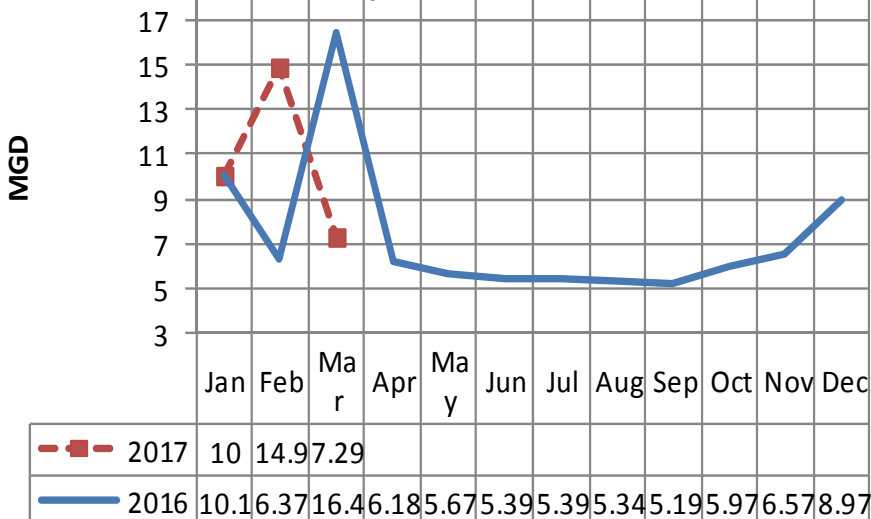
HVLCSD Municipal Reclaimed Water Use



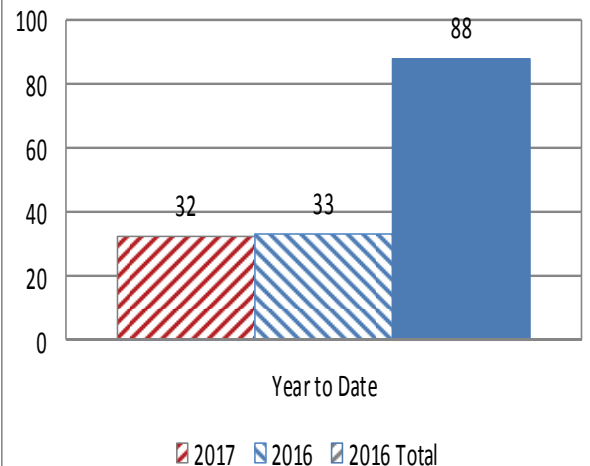
HVLCSD Municipal Reclaimed Water



HVLCSD Municipal Wastewater Influent



HVLCSD Municipal Wastewater Influent



March 2017 Field Report

Water Operations and Maintenance Highlights

- **3/7,3/9 Courtesy notices, lock offs**
- **3/17 Hydrant flushing**
- **Cleanup from previous leak repair**
- **Cleanup from stormwater events**
- **Routine operations and maintenance**
- **3/28-3/30 Meter reads**

Wastewater Operations and Maintenance Highlights

- **3/7,3/9 Courtesy notices, lock offs**
- **Shed cleanup**
- **Repair windsock**
- **Temporary repair to road inside WWTP gate**
- **Darined CL2 basin, cleaned, refilled to repair storm damage**
- **Repaired CL2 analyzer**
- **3/28-3/30 Meter reads**
- **Routine operations and maintenance**

March 2017 Field Report

Vehicle Mileage	
<i>Vehicle</i>	<i>Mileage</i>
Truck 1	140
Truck 3	3228
Truck 4	305.1
Truck 6	1260
Truck 7	2968
Truck 8	927
Dump Truck	266
Backhoe	19.68
Tractor	Non-op (scrap)
New Holland Tractor	8.7

Fuel Tank Use		
	<i>Gasoline</i>	<i>Diesel</i>
Tank Meter	92795.6	20601.7
Fuel Log	366.6	64
March		
Tank Level	380.43	445.65
February		
Tank Level	385.87	467.39

Vehicle Maintenance		
Vehicle	Type of activity	Time
Construction truck	Finalized Valley Fire cosmetic repair	16 hrs



Hidden Valley Lake Community Services District

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707.987.9201
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www.hiddenvalleylakecsd.com

MEMO

To: Board of Directors
From: Kirk Cloyd
Date: April 18, 2017
RE: General Manager's Monthly Report

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

Water

1. Staff and John Griffin of Coastland Engineering, met with Sherri Miller and her staff of the Regional Water Quality Control Board on March 27th to discuss addressing the water meter moratorium and Cr6 issues with one well at the base of Hidden Valley Lake dam. The meeting went very well and Coastland's report will be presented at the April 18th Board Meeting.
2. Staff drafted an agreement for the storage and placement of pipe on the property of Jim Comstock. Mr. Comstock is currently reviewing this agreement. Once accepted by Mr. Comstock, I will enter into the agreement in the same manner as previous G.M.'s as this is an operational item that falls under the \$5K limit. (The five-year agreement will cost the District between \$900 and \$1,500 based on the number of years' pipe is actually on Mr. Comstock's property.)
3. Staff accompanied the Regional Water Quality Control Board Inspectors on a routine inspection of the Redwood tanks at tank site 1 and Unit 9. Initial indications were less than favorable as expected due to the age and condition of the Redwood tanks. Once a final report is issued, staff will make sure the Board is provided a copy. This is expected after the Regional Board inspects the remaining tank sites.
4. Staff participated in a conference call with Paula of Wagner & Bonsignore and Craig Stevens of Stevens Consulting to review the current standing for the LAFCO EIR, update them on Coastland's Engineering Report and our meeting with the Regional Board. It is staff's recommendation that we revisit the existing agreement with Stevens Consulting and proceed with the EIR for LAFCO at this time. Once this is completed, The District can proceed with an annexation of Valley Oaks as requested by the developer. In order to proceed, the following is required:



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- A. Complete a Resolution of Application to expand the sphere of influence of HVLCSD.
 - 1. This shows District support of the Valley Oaks project.
 - 2. This provides District control of the process.
- B. The District will need to provide a Notice of Intent to:
 - 1. LAFCO
 - 2. South Lake County Fire Protection District.
 - 3. Middletown Unified School District.
 - 4. Lake County

Sanitary Sewer

Central Valley Regional Water Quality Control Board inspection and subsequent violations:

- 1. pH-When sampling for pH, the temperature of the water greatly affects the results. For this reason, a pH test is known as an institute test with results required to be taken and recorded on-site and immediately following sample collection. It is believed that staff has consistently taken samples at a time of day that does not accurately represent the average pH of the water due to temperature fluctuations in the sample collected. Staff has corrected this with the adjustment of sampling time during the day and reading the results immediately. Additionally, pH is greatly affected by the biological growth in the effluent pond. Consistent removal and dredging of the pond is expected to keep the pH within the appropriate limits. This is currently a funding issue not budgeted for.
- 2. Daily Total Coliform Concentration Exceedance in Effluent-Total Coliform levels can be greatly affected by the biological growth in the effluent pond. Consistent removal and dredging of the pond is expected to keep the pH within the appropriate limits. Again, this is currently a funding issue not budgeted for.
- 3. RWRP capacity issues-It is not believed that this is a capacity issue but rather an infiltration and intrusion issue. CIP funds are required to address this in order to locate, repair and maintain sewer laterals, main lines and lift stations so ground and storm water do not hydraulically overload the sanitary sewer system.

Stormwater

- 1. Staff provided The Deputy Director of Lake County Water Resources with an electronic copy of the Hidden Valley Lake Master Storm Drainage Plan dated May 2000.
- 2. The current storm water swing gate check valve is 72". Staff is exploring the effects of replacing the swing gate check valve with a Tidflex check valve as a Tidflex valve is designed to continue discharge even when under water as occurs when Putah Creek rises. A swing check shuts and does not reopen until water



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levels subside. This design change was not an option when the infrastructure was originally installed and may reduce flooding issues.

3. Staff collected data for SDRMA on three stormwater claims.

Human Resources

1. Training:
 - A. All staff received in-house training on the LuxSci Proof Point e-mail system.
 - B. Staff members are currently being required to successfully complete Target Solutions on line Cyber Security training.
 - C. This month, I completed Sexual Harassment Training through Target Solutions and FEMA NIMS IS-702.a certification for the Public Information System.
2. Evaluations:
 - A. Two annual evaluations were completed.
 - B. One three-month mid-probationary evaluation was conducted.
3. Staff met with CivicSpark which is an internship (Fellowship) program sponsored by the Local Government Commission based in Sacramento. An initial meeting indicated that we are eligible to participate in the program which would provide additional man-power at a relatively low cost to the District. A follow-up meeting has been scheduled and this is a consideration for the 2017/18 budget (four Fellows for eleven months for an estimated \$90K.)

Facilities

A contracted plumber replaced flush valves in both restrooms at the Admin. Building.

Vehicles & Equipment

All are currently inworking order.

General Information

1. Right of entry letters were issued to three properties bordering the Association in an effort to access District property for the Weed Abatement Program. The Konocti Crew is on schedule to address all other properties accessible from outside the Association. An agreement is expected for presentation at the May Board Meeting.
2. Staff attended a funding symposium in Sacramento. It ended up being geared toward much larger agencies and included programs we are already aware of.
3. Staff attended online training for Streamline, the new web host for the District Web site. Migrating toward this new platform has already started. A kickoff date is under review.



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4. Staff attended the CSDA Webinar: How-To-Do-It for Special Districts w/ Revenue Needs. Several options are available; however, they are not as promising as the Districts current prospects with Prop. 1 and the SRF loan program.
5. Staff met with Schneider Electric to review their draft report. There are some very promising and exciting self-funded projects that will be presented to the Finance Committee prior to bringing them to the full Board. They include AMI meters, a small hydro at the base of the dam, VFD's on existing motors/pumps/blowers and lighting modifications. In all cases, the savings would pay for an SRF loan when coupled with Prop. 1 funding and can be funded outside of a Prop. 218 consideration. This means we can expedite these projects with Board approval.
6. Staff met with Colleen Haley, the new Public Affairs Field Coordinator for CSDA to discuss several different programs, training opportunities and conferences that they sponsor.
7. The signed ACWA nomination for Alyssa was submitted.
8. Staff is currently reviewing an SOP for Chlorine Operational Troubleshooting.

Emergency Preparedness:

1. Staff attended the monthly Emergency Response Planning Meeting for Public Water Systems within Lake County on April 13th.
2. The quarterly Emergency Preparedness Committee meeting was conducted on Monday April 17th.

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

DATE: April 18, 2017

AGENDA ITEM: Discussion and Possible Approval: 2015-2016 Audit Report

RECOMMENDATIONS:

Hear presentation by representatives of Smith & Newell Certified Public Accountants and the recommendations of the Board’s Finance Committee, and accept 2015-2016 HVLCSD Audit Report prepared by Smith & Newell Certified Public Accountants as drafted or with any amendments deemed appropriate by the Board

FINANCIAL IMPACT:

None

BACKGROUND:

Smith & Newell Certified Public Accountants have completed the annual independent audit of the District’s financial records and prepared a draft 2015-2016 HVLCSD Audit Report. Staff and the Board’s Finance Committee have reviewed the draft report. Representatives of Smith & Newell and the Board’s Finance Committee will brief the Board on their respective findings and recommendations. Key excerpts of the draft report are attached.

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 April 18, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

INDEPENDENT AUDITOR'S MANAGEMENT LETTER

To the Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

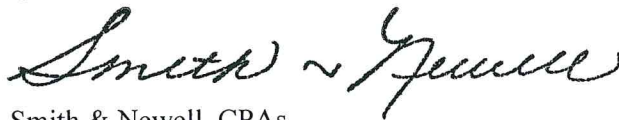
In planning and performing our audit of the financial statements of the Hidden Valley Lake Community Services District, (District) as of and for the year ended June 30, 2016, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing an opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

During our audit we noted certain matters involving internal control and other operational matters that are presented for your consideration. These comments and recommendations, all of which have been discussed with the appropriate members of management, are intended to improve internal control or result in other operating efficiencies and are described in the attached appendix.

Our audit procedures are designed primarily to enable us to form an opinion on the financial statements, and therefore may not bring to light all weaknesses in policies or procedures that may exist. It is our intention to use our knowledge of the District gained during our work to make comments and suggestions that will be useful to you.

We would be pleased to discuss these comments and recommendations with you at any time.

This communication is intended solely for the information and use of management, the Board of Directors and others with the District and is not intended to be, and should not be, used by anyone other than these specified parties.



Smith & Newell, CPAs
Yuba City, California
March 14, 2017

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Appendix A: Status of Prior Year Findings and Recommendations
For the Year Ended June 30, 2016

STATUS OF PRIOR YEAR RECOMMENDATIONS

Payroll Withholding

Prior Year Recommendation

We recommend that the District review the withholdings entered in the payroll system to ensure that employee withholdings are correct in accordance with the Form W-4 and DE-4 completed by each employee.

Status

Implemented

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**HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT,
CALIFORNIA**

**FINANCIAL STATEMENTS
TOGETHER WITH
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED
JUNE 30, 2016**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

**Annual Financial Report
For the Year Ended June 30, 2016**

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INTRODUCTORY SECTION

- **List of Officials**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Board of Directors

For the Year Ended June 30, 2016

Jim Freeman. President
Jim Lieberman. Vice President
Linda Herndon. Director
Carolyn Graham. Director
Judy Mirbegian. Director

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FINANCIAL SECTION

- **Independent Auditor's Report**
- **Management's Discussion and Analysis**
- **Basic Financial Statements**
- **Required Supplementary Information**
- **Combining Fund Statements**

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INDEPENDENT AUDITOR'S REPORT

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and each major fund of the Hidden Valley Lake Community Services District, California (District), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of the District as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 10 to the financial statements, in 2016, the District implemented, if applicable, Governmental Accounting Standards Board (GASB) Statement Nos. 72, 73, 76 and 79. Our opinion is not modified with respect to these matters.

As described in Note 8B, the net pension liability is measured as of June 30, 2015, and the pension expense is for the measurement period of 2014-15. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, District Pension Plan - Schedule of Proportionate Share of the Net Pension Liability, District Pension Plan - Schedule of Contributions, Notes to District Pension Plan and District OPEB Plan - Schedule of Funding Progress as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The introductory section and combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

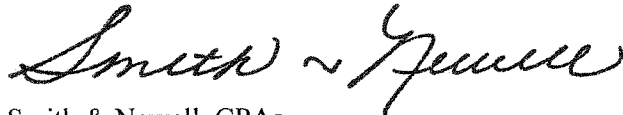
The combining fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated March 14, 2017 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.



Smith & Newell, CPAs
Yuba City, California
March 14, 2017

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**Management's Discussion and Analysis
(Unaudited)**

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**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
MANAGEMENT’S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2016**

This section of the Annual Financial Report contains a narrative overview and analysis of the Hidden Valley Lake Community Services District (District) financial activities for the year ended June 30, 2016. Readers are encouraged to consider the information presented here in conjunction with the Annual Financial Statements.

Overview of the Financial Statements

The financial section of this report consists of five parts.

- Independent Auditor’s Report
- Management Discussion and Analysis (Unaudited)
- Basic Financial Statements, which include:
 - Government-Wide Financial Statements
 - Fund Financial Statements
 - Notes to Basic Financial Statements
- Required Supplementary Information (Unaudited)
- Supplementary Information, which include:
 - Combining Fund Statements

Financial Highlights

Entity-wide:

- The District’s total net position was \$2,423,936 as of June 30, 2016. Of this total, \$1,846,969 was net investment in capital assets.
- The District’s total revenues include operating program revenues of \$2,865,995, and general revenues of \$354,967 for a total of \$3,220,962.
- District expenses were \$4,660,980.

The Basic Financial Statements for the District are presented as “Government-Wide” and Enterprise Fund financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District’s finances, in a manner similar to a private sector business. The government-wide financial statements can be found on pages 7 and 8 of this report.

Fund Financial Statements

A “fund” is a group of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has two proprietary funds: Sewer Operations and Water Operations. The fund financial statements can be found on pages 9 through 14 of this report. Proprietary funds distinguish operating revenues and expenses from non-operating items.

Notes to Financial Statements

The notes provide additional information that is essential to fully understanding the data provided in the financial statements. The notes to the financial statements can be found on pages 15 through 36 of this report.

Table 1
Condensed Statement of Net Position
June 30,

	Total	
	2016	2015
Assets:		
Current and other assets	\$ 2,495,236	\$ 2,593,880
Capital assets	8,122,983	9,266,625
Total Assets	10,618,219	11,860,505
Deferred Outflows of Resources:		
Deferred Pension adjustments	185,018	169,935
Total Deferred Outflows of Resources	185,018	169,935
Liabilities:		
Current and other liabilities	1,785,135	210,422
Long-term liabilities	6,300,535	7,740,087
Total Liabilities	8,085,670	7,950,509
Deferred Inflows of Resources:		
Deferred Pension adjustments	293,631	215,977
Total Deferred Inflows of Resources	293,631	215,977
Net Position:		
Net investment in capital assets	1,846,969	2,885,565
Restricted	1,027,712	1,247,875
Unrestricted	(450,745)	(269,486)
Total Net Position	\$ 2,423,936	\$ 3,863,954

Net position represents the difference between the District's resources and its obligations. At June 30, 2016, a portion of the District's total net position, -18.6 percent, reflects the unrestricted net position. Unrestricted net position is considered the residual component of net position, meaning they are not restricted or a part of the net investment in capital assets. Additionally, the District had 31.2 percent of its net position restricted for debt service and 11.2 percent restricted for capital facilities. Finally, 76.2 percent of the District's net position represents the net investment in capital assets. These capital assets are used by the District to provide services to citizens. Additional capital asset information can be found in the Capital Assets and Debt Administration section of this MD&A.

Table 2
Condensed Statement of Activities
For the Year Ended June 30,

	Total	
	2016	2015
Program Revenues:		
Charges for services	\$ 2,537,404	\$ 2,288,816
Operating grants and contributions	328,591	905,685
Total Program Revenues	2,865,995	3,194,501
General Revenues:		
Interest and investment earnings	4,283	3,503
Miscellaneous	350,684	137,806
Total General Revenues	354,967	141,309
Total Revenues	3,220,962	3,335,810
Program Expenses:		
Sewer	2,837,785	2,297,037
Water	1,823,195	1,401,112
Total Expenses	4,660,980	3,698,149
Change in net position	(1,440,018)	(362,339)
Net Position - Beginning	3,863,954	5,187,999
Cumulative effect of change in accounting principal	-	(961,706)
Net Position - Beginning, Restated	3,863,954	4,226,293
Net Position - Ending	\$ 2,423,936	\$ 3,863,954

Capital Asset Administration

The District's net capital assets decreased from \$9,266,625 to \$8,122,983 for the year ended June 30, 2016. The total decrease was \$1,143,642 including additions and adjustments to capital assets of \$650,288, disposals of \$213,684, and additions to accumulated depreciation of \$1,580,246. Details of the capital asset transactions can be found on page 24, Note 4.

Debt Administration

The District's long-term debt was for the infrastructure of water lines, sewer lines, pump stations and processing plant. At year end June 30, 2016, the long-term debt decreased from \$6,421,414 to \$6,300,535 due to payments and the issuance of refunding bonds. Details of the debt outstanding can be found on pages 26 through 28, Note 6.

Economic Factors and Next Year's Budget

The effects of slow economic recovery are being addressed through a comprehensive rate study and five year plan to increase water and sewer use charges. For fiscal year 2015/2016, Hidden Valley Lake Community Services District had only three new water connections and six new sewer connections. This is consistent with numbers throughout the economic downturn. Although the housing market appears to have stabilized, new construction remains slow.

Requests for Information

This financial report is designed to provide a general overview of the finances of the District. This report does not reflect the overall finances of operations. For that information, please refer to the separate audit reports. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Hidden Valley Lake Community Services District, 19400 Hartmann Road, Hidden Valley Lake, CA 95467.

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Basic Financial Statements

- **Government-Wide Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
June 30, 2016

	<u>Business-Type Activities</u>
ASSETS	
Cash and investments	\$ 1,850,066
Investments with fiscal agent	220,003
Receivables:	
Accounts (net of allowance)	260,896
Assessments	25,580
Delinquent assessments	66,115
Prepaid costs	72,576
Capital assets:	
Non-depreciable assets	607,918
Depreciable assets, net of depreciation	7,515,065
Total capital assets	<u>8,122,983</u>
Total Assets	<u>10,618,219</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred pension adjustments	<u>185,018</u>
Total Deferred Outflows of Resources	<u>185,018</u>
LIABILITIES	
Accounts payable	109,221
Salaries and benefits payable	28,425
Interest payable	72,926
Net pension liability	1,071,015
Net OPEB obligation	503,548
Long-term liabilities:	
Due within one year	280,929
Due in more than one year	<u>6,019,606</u>
Total Liabilities	<u>8,085,670</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred pension adjustments	<u>293,631</u>
Total Deferred Inflows of Resources	<u>293,631</u>
NET POSITION	
Net investment in capital assets	1,846,969
Restricted for debt service	757,329
Restricted for capital facilities	270,383
Unrestricted	<u>(450,745)</u>
Total Net Position	<u><u>\$ 2,423,936</u></u>

The notes to the basic financial statements are an integral part of this statements.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Activities
For the Year Ended June 30, 2016

<u>Functions/Programs:</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Changes in Net Position</u>	
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>		<u>Capital Grants and Contributions</u>
Business-type activities:					
Sewer	\$ 2,837,785	\$ 1,106,654	\$ 328,591	\$ -	\$ (1,402,540)
Water	1,823,195	1,430,750	-	-	(392,445)
Total Business-Type Activities	<u>4,660,980</u>	<u>2,537,404</u>	<u>328,591</u>	<u>-</u>	<u>(1,794,985)</u>
Total	<u>\$ 4,660,980</u>	<u>\$ 2,537,404</u>	<u>\$ 328,591</u>	<u>\$ -</u>	<u>(1,794,985)</u>
General revenues:					
					4,283
Interest and investment earnings					350,684
Miscellaneous					<u>354,967</u>
					Total General Revenues
					<u>354,967</u>
					Change in Net Position
					<u>(1,440,018)</u>
					Net Position - Beginning
					<u>3,863,954</u>
					Net Position - Ending
					<u>\$ 2,423,936</u>

The notes to the basic financial statements are an integral part of this statements.

Basic Financial Statements

- **Fund Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2016

	<u>Sewer Operations</u>	<u>Water Operations</u>	<u>Totals</u>
ASSETS			
Current Assets:			
Cash and investments	\$ 1,703,173	\$ 146,893	\$ 1,850,066
Investments with fiscal agent	220,003	-	220,003
Receivables:			
Accounts (net of allowance)	97,464	163,432	260,896
Assessments	25,580	-	25,580
Prepaid costs	36,288	36,288	72,576
Due from other funds	-	125,530	125,530
Total Current Assets	<u>2,082,508</u>	<u>472,143</u>	<u>2,554,651</u>
Noncurrent Assets:			
Advances to other funds	366,085	-	366,085
Delinquent assessments receivable	66,115	-	66,115
Capital assets, net	4,327,426	3,795,557	8,122,983
Total Noncurrent Assets	<u>4,759,626</u>	<u>3,795,557</u>	<u>8,555,183</u>
Total Assets	<u>6,842,134</u>	<u>4,267,700</u>	<u>11,109,834</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred pension adjustments	91,690	93,328	185,018
Total Deferred Outflows of Resources	<u>91,690</u>	<u>93,328</u>	<u>185,018</u>
LIABILITIES			
Current Liabilities:			
Accounts payable	61,716	47,505	109,221
Salaries and benefits payable	17,518	10,907	28,425
Interest payable	43,783	29,143	72,926
Due to other funds	101,000	24,530	125,530
Compensated absences	10,125	7,552	17,677
Bonds	152,263	-	152,263
Loans	-	95,989	95,989
Certificates of participation	15,000	-	15,000
Total Current Liabilities	<u>401,405</u>	<u>215,626</u>	<u>617,031</u>

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Net Position
Enterprise Funds
June 30, 2016

	Sewer Operations	Water Operations	Totals
LIABILITIES (CONTINUED)			
Noncurrent Liabilities:			
Advances from other funds	25,085	341,000	366,085
Compensated absences	3,920	2,924	6,844
Bonds	3,533,952	-	3,533,952
Loans	-	1,913,810	1,913,810
Certificates of participation	565,000	-	565,000
Net pension liability	519,299	551,716	1,071,015
Net OPEB obligation	230,889	272,659	503,548
	4,878,145	3,082,109	7,960,254
Total Noncurrent Liabilities			
	5,279,550	3,297,735	8,577,285
Total Liabilities			
DEFERRED INFLOWS OF RESOURCES			
Deferred pension adjustments	142,135	151,496	293,631
	142,135	151,496	293,631
Total Deferred Inflows of Resources			
NET POSITION			
Net investment in capital assets	61,211	1,785,758	1,846,969
Restricted for debt service	586,256	171,073	757,329
Restricted for capital facilities	264,344	6,039	270,383
Unrestricted	600,328	(1,051,073)	(450,745)
	\$ 1,512,139	\$ 911,797	\$ 2,423,936
Total Net Position			

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses,
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2016

	Sewer Operations	Water Operations	Totals
OPERATING REVENUES			
Assessments	\$ 328,591	\$ -	\$ 328,591
Permits and inspections	56,800	-	56,800
Charges for services	1,049,854	1,430,750	2,480,604
Miscellaneous	217,436	133,248	350,684
Total Operating Revenues	1,652,681	1,563,998	3,216,679
OPERATING EXPENSES			
Salaries and benefits	772,181	850,007	1,622,188
Insurance	75,096	16,135	91,231
Office expenses	17,624	17,380	35,004
Contract services	47,287	-	47,287
Continuing education	7,479	5,026	12,505
Dues and subscriptions	3,597	16,700	20,297
Postage	652	652	1,304
Repairs and maintenance	109,410	237,628	347,038
Gas, fuel and oil	10,921	10,485	21,406
Supplies	12,723	42,885	55,608
Professional services	46,085	(92,091)	(46,006)
Travel	1,450	2,013	3,463
Telephone	9,141	9,141	18,282
Power	32,570	135,970	168,540
Depreciation	1,203,038	377,208	1,580,246
Other operating	3,091	33,951	37,042
Office and safety equipment	3,750	3,132	6,882
Director's compensation	-	1,882	1,882
Environmental monitoring	36,413	15,364	51,777
Water conservation	-	5,208	5,208
Water rights	-	37,280	37,280
Annual operating fees	1,199	25,415	26,614
Total Operating Expenses	2,393,707	1,751,371	4,145,078
Operating Income (Loss)	(741,026)	(187,373)	(928,399)
NON-OPERATING REVENUES (EXPENSES)			
Interest income	3,324	959	4,283
Interest expense	(185,439)	(71,824)	(257,263)
Cost of issuance	(184,213)	-	(184,213)
Loss on disposal	(74,426)	-	(74,426)
Total Non-Operating Revenue (Expenses)	(440,754)	(70,865)	(511,619)

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses,
And Changes in Net Position
Enterprise Funds
For the Year Ended June 30, 2016

	<u>Sewer Operations</u>	<u>Water Operations</u>	<u>Totals</u>
Income (Loss) Before Transfers	(1,181,780)	(258,238)	(1,440,018)
Transfers in	370,671	15,222	385,893
Transfers out	<u>(379,003)</u>	<u>(6,890)</u>	<u>(385,893)</u>
Change in Net Position	(1,190,112)	(249,906)	(1,440,018)
Total Net Position - Beginning	<u>2,702,251</u>	<u>1,161,703</u>	<u>3,863,954</u>
Total Net Position - Ending	<u>\$ 1,512,139</u>	<u>\$ 911,797</u>	<u>\$ 2,423,936</u>

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Statement of Cash Flows

Enterprise Funds

For the Year Ended June 30, 2016

	Sewer Operations	Water Operations	Totals
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	\$ 1,732,031	\$ 1,580,553	\$ 3,312,584
Cash paid to suppliers	(404,030)	(515,222)	(919,252)
Cash paid to employees	(616,172)	(708,028)	(1,324,200)
Net Cash Provided (Used) by Operating Activities	<u>711,829</u>	<u>357,303</u>	<u>1,069,132</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES			
Transfers from other funds	370,671	15,222	385,893
Transfers to other funds	(379,003)	(6,890)	(385,893)
Interfund loans received	107,000	(40,604)	66,396
Interfund loans made	(6,000)	(60,396)	(66,396)
Net Cash Provided (Used) by Non-Capital Financing Activities	<u>92,668</u>	<u>(92,668)</u>	<u>-</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Principal paid on debt	(3,698,500)	(92,761)	(3,791,261)
Interest paid on debt	(216,627)	(73,169)	(289,796)
Issuance of debt debt	3,547,002	-	3,547,002
Acquisition of capital assets	(344,376)	(265,484)	(609,860)
Disposition of capital assets	98,830	-	98,830
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>(613,671)</u>	<u>(431,414)</u>	<u>(1,045,085)</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest on investments	3,324	960	4,284
Net Cash Provided (Used) by Investing Activities	<u>3,324</u>	<u>960</u>	<u>4,284</u>
Net Increase (Decrease) in Cash and Cash Equivalents	194,150	(165,819)	28,331
Balances - Beginning	<u>1,729,026</u>	<u>312,712</u>	<u>2,041,738</u>
Balances - Ending	<u><u>\$ 1,923,176</u></u>	<u><u>\$ 146,893</u></u>	<u><u>\$ 2,070,069</u></u>

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Statement of Cash Flows

Enterprise Funds

For the Year Ended June 30, 2016

	<u>Sewer Operations</u>	<u>Water Operations</u>	<u>Totals</u>
RECONCILIATION OF OPERATING INCOME LOSS TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES			
Operating income (loss)	\$ (741,026)	\$ (187,373)	\$ (928,399)
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation/amortization	1,203,038	377,208	1,580,246
Decrease (increase) in:			
Accounts receivable	81,145	16,555	97,700
Assessments receivable	(1,795)	-	(1,795)
Prepaid costs	15,535	15,535	31,070
Pension adjustment - deferred outflows	(10,405)	(4,678)	(15,083)
Increase (decrease) in:			
Accounts payable	(1,077)	(6,601)	(7,678)
Salaries and benefits payable	1,905	(6,544)	(4,639)
Compensated absences payable	(5,150)	(10,683)	(15,833)
Net pension liability	98,311	92,584	190,895
Net OPEB obligation	32,521	32,474	64,995
Pension adjustment - deferred inflows	38,827	38,826	77,653
Net Cash Provided (Used) by Operating Activities	<u>\$ 711,829</u>	<u>\$ 357,303</u>	<u>\$ 1,069,132</u>

The notes to the basic financial statements are an integral part of this statements.

Continued (Page 2 of 2)

Basic Financial Statements

- **Notes to Basic Financial Statements**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Hidden Valley Lake Community Services District is a public corporation formed in 1984 under the provisions of the Community Services District Law, Division 3 of Title 6 (commencing with Section 61000) of the Government Code of the State of California. The District was formed for the purposes of providing for the collection of sewage, waste and storm water of the District and of its residents as well as the supply of water to the residents of the District. On January 1, 1993, Stonehouse Mutual Water Company merged with Hidden Valley Lake Community Services District. Stonehouse Mutual Water Company was a mutual water company which had been organized in June 1968 to provide water and sewer services to the owners of Hidden Valley Lake Association lots. The merger was approved by the shareholders with authorization to transfer all assets and liabilities to the District as of December 31, 1992, and dissolve Stonehouse Mutual Water Company. Notification was received from the Franchise Tax Board that the Certificate of Dissolution was filed as a conditional dissolution on January 21, 1993. Upon the issuance of a Tax Clearance Certificate by the Franchise Tax Board, the corporation was dissolved.

The activities of the District are governed by a Board of Directors each of whom is elected to office for a term of four years by the registered voters of the District.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

Component Units

Based on the application of the criteria set forth by the Governmental Accounting Standards Board, management has determined that there are no component units of the District.

Joint Agencies

The District is a participant in the Special District Risk Management Authority (SDRMA), which is a joint powers agency organized for the purpose of pooled joint-protection coverage to member entities. SDRMA operates public entity pool's for auto and general liability coverage, plus workers compensation and errors and omissions coverage and pool purchases excess insurance for members. Complete audited financial statements of SDRMA can be obtained at 1112 I Street, Suite 300, Sacramento, CA 95814. The District is not financially accountable for this organization and therefore it is not a component unit under Statement Nos. 14, 39, and 61 of the Governmental Accounting Standards Board.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Notes to Basic Financial Statements
For the Year Ended June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information on all the activities of the District. These statements include the financial activities of the overall District. Eliminations have been made to minimize the double counting of internal activities. These statements present the business-type activities of the District, which rely to a significant extent on assessments and fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the District's business-type activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Program revenues include (1) charges paid by the recipients of goods and services offered by the program and (2) operating grants and contributions, and (3) capital grants and contributions. Revenues that are not classified as program revenues, are presented instead as general revenues.

Fund Financial Statements

The fund financial statements provide information about the District funds. Funds are organized into the proprietary fund type. The operations of the District are organized as a series of sub-funds consolidated into four major proprietary funds which account for the total water and sewer operations. An emphasis is placed on major funds within the proprietary category; each is displayed in a separate column.

The District reports the following major proprietary funds:

- The Sewer Operations fund is an enterprise fund used to account for activity related to providing customers with sewer service and billing for service provided by the District.
- The Water Operations fund is an enterprise fund used to account for activity related to providing customers with water service and billing for service provided by the District.

C. Basis of Accounting and Measurement Focus

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange include revenue from grants, entitlements, and donations. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Cash and Cash Equivalents

For purposes of the accompanying Statement of Cash Flows, the District considers all highly liquid investments with a maturity of three months or less when purchased including investments with fiscal agent to be cash equivalents.

E. Investments

The District pools cash and investments of all funds. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments.

Investment transactions are recorded on the trade date. The fair value of investments is determined annually. Investments in nonparticipating interest-earning investment contracts are reported at cost; short term investments are reported at amortized cost, investments in Local Agency Investment Fund, an external pool, are reported at amortized cost which approximates fair value, and the fair value of all other investments are obtained by using quotations obtained from independent published sources or by the safekeeping institution. The fair value represents the amount the District could reasonably expect to receive for an investment in a current sale between a willing buyer and seller.

Income from pooled investments is allocated to the individual funds based on the fund or participant's average daily cash balance at quarter end in relation to the total pool investments. Income from non-pooled investments is recorded based on the specific investments held by the fund.

F. Receivables

Receivables consist mainly of user fees, assessments, and delinquent assessments. Although Management believes all assessments are ultimately collective because they are collected with property taxes, management has established an allowance for doubtful accounts of \$589 for the Sewer Operations fund, and \$0 for the Water Operations fund. Accounts receivables are stated net of these amounts.

Assessments receivable are recognized when billed. Assessments receivable shown in the financial statements include only those assessments currently due or delinquent.

G. Other Assets

Inventory

Inventory items are recorded as expenses at the time inventory is purchased rather than when consumed. Records are not maintained of inventory and supplies on hand, although these amounts are not considered material.

Prepaid Costs

Certain payments to vendors reflects costs applicable to future accounting periods and are recorded as prepaid items. The cost of prepaid items is recorded as expenses when consumed rather than when purchased.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

H. Capital Assets

Capital assets, including public domain (infrastructure such as roads, bridges, sidewalks, sewer and similar items) are defined by the District as assets with a cost of \$1,000 or more. Capital assets are recorded at historical cost or estimated historical cost if actual historical cost is unavailable. Contributed capital assets are valued at their acquisition value at the time of donation.

Capital assets used in operations are depreciated or amortized using the straight-line method over the assets estimated useful life. The range of estimated useful lives by type of asset is as follows:

<u>Depreciable Asset</u>	<u>Estimated Lives</u>
Equipment	5-30 years
Structures and Improvements	5-30 years
Infrastructure	20-75 years

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is to be included in the results of operations.

I. Assessment Revenue

The District levies special assessments on the property owners within the District boundaries. The special assessments are collected along with property taxes by the County of Lake.

Lake County assesses properties, bills, collects, and distributes the assessments to the District.

Assessments are due in two installments (secured roll) on November 1 and March 12 and become delinquent after December 10 and April 10, respectively.

J. Interfund Transactions

Interfund transactions are reflected as either loans, services provided or used, reimbursements or transfers.

Loans reported as receivables and payables are referred to as either “due to/from other funds” (i.e. the current portion of interfund loans) or “advances to/from other funds” (i.e., the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation.

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenses. These services provide information on the net cost of each government function and therefore are not eliminated in the process of preparing the government-wide statement of activities.

Reimbursements occur when the funds responsible for particular expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenses in the reimbursing fund and reductions to expenses in the reimbursed fund.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

J. Interfund Transactions (Continued)

All other interfund transactions are treated as transfers. Transfers between funds are netted as part of the reconciliation to the government-wide presentation.

K. Compensated Absences

The District's policy regarding compensated absences is to permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as long-term debt in the government-wide and proprietary fund financial statements. The current portion of this debt is estimated based on historical trends.

L. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

M. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense) until then. The District has one item that qualifies for reporting in this category. This item relates to the outflows from changes in the net pension liability and is reportable on the Statement of Net Position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The District has one item that qualifies for reporting in this category. This item relates to the inflows from changes in the net pension liability and is reportable on the Statement of Net Position.

N. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

O. Implementation of Governmental Accounting Standards Board Statements (GASB)

The following Governmental Accounting Standards Board (GASB) Statements have been implemented, if applicable, in the current financial statements.

Statement No. 72, Fair Value Measurement and Application. This statement addresses accounting and financial reporting issues related to fair value measurements. This statement provides guidance for determining a fair value measurement and for applying fair value to certain investments and disclosures related to all fair value measurements.

Statement No. 73, Accounting and Financial Reporting for Pensions and Related Assets that are not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68. This statement establishes requirements for defined benefit pensions and defined contribution pensions that are not within the scope of Statement No. 68 as well as for the assets accumulated for purposes of providing those pensions.

Statement No. 76, The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments. This statement reduces the GAAP hierarchy to two categories of authoritative GAAP and addresses the use of authoritative and non-authoritative literature in the event that the accounting treatment for a transaction is not specified within a source of authoritative GAAP.

Statement No. 79, Certain External Investment Pools and Pool Participants. This statement establishes criteria for an external investment pool to qualify for making the election to measure all of its investments at amortized cost for financial reporting purposes.

NOTE 2: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Deficit Net Position

The sub-funds within the following enterprise funds had deficit net position at June 30, 2016:

Sewer Operations:	
1995-2 Bond Redemption	\$ 3,122,669
State Revolving fund	8,499
USDA Solar Loan	482,532
Water Operations:	
CIEDB Loan Redemption	\$ 2,174,143

These deficits will be eliminated in future years through loan and bond repayment.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 3: CASH AND INVESTMENTS

A. Financial Statement Presentation

As of June 30, 2016, the District's cash and investments consisted of the following:

Cash:	
Cash on hand	\$ 600
Deposits (less outstanding checks)	<u>948,840</u>
Total Cash	<u>949,440</u>
Investments:	
Local Agency Investment Fund (LAIF)	900,626
Investments with Fiscal Agent	<u>220,003</u>
Total Investments	<u>1,120,629</u>
Total Cash and Investments	<u>\$ 2,070,069</u>

B. Cash

At year end, the carrying amount of the District's cash deposits (including amount in checking accounts) was \$948,840 and the bank balance was \$962,209. The difference between the bank balance and the carrying amount represents outstanding checks and deposits in transit. In addition, the District had cash on hand of \$600.

Custodial Credit Risk for Deposits - Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. The District complies with the requirements of the California Government Code. Under this code, deposits of more than \$250,000 must be collateralized at 105 percent to 150 percent of the value of the deposit to guarantee the safety of the public funds.

C. Investments

Investments are selected based on safety, liquidity and yield. The District's investment policy is more restrictive than the California Government Code. Under the provisions of the District's investment policy and the California Government Code, the District may invest or deposit in the following:

- Repurchase Agreements
- Local Agency Investment Funds (LAIF)
- U.S. Treasury Bonds/Notes/Bills
- U.S. Government Agency Obligations
- Bankers' Acceptances
- Commercial Paper
- Negotiable Certificates of Deposit
- Time Certificates of Deposit
- Reverse Repurchase Agreements

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments (Continued)

Fair Value Measurements - The District measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

- Level 1: Quoted prices for identical investments in active markets;
- Level 2: Observable inputs other than quoted market prices; and,
- Level 3: Unobservable inputs

The District's position in external investment pools is in its self regarded as a type of investment and looking through to the underlying investments of the pool is not appropriate. Therefore, the District's investment in external investment pools is not recognized in the three-tiered fair value hierarchy described above.

At June 30, 2016, the District had the following recurring fair value measurements:

Investment Type	Fair Value	Fair Value Measurements Using		
		Level 1	Level 2	Level 3
Investments by Fair Value Level				
Money Market Mutual Funds	\$ 220,003	\$ 220,003	\$ -	\$ -
Total Investments Measured at Fair Value	220,003	\$ 220,003	\$ -	\$ -
Investments in External Investment Pool				
Local Agency Investment Fund (LAIF)	900,626			
Total Investments	\$ 1,120,629			

Interest Rate Risk - Interest rate risk is the risk of loss due to the fair value of an investment falling due to interest rates rising. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. To limit exposure to fair value losses resulting from increases in interest rates, the District's investment policy limits investment maturities to a term appropriate to the need for funds so as to permit the District to meet all projected obligations.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

C. Investments (Continued)

As of June 30, 2016, the District had the following investments, all of which had a maturity of 5 years or less:

Investment Type	Interest Rates	Maturities		Fair Value	Weighted Average Maturity (Years)
		0-1 year	1-5 years		
Pooled Investments					
Local Agency Investment Fund (LAIF)	Variable	\$ 900,626	\$ -	\$ 900,626	-
Total Pooled Investments		900,626	-	900,626	-
Investments Held by Fiscal Agents					
Money Market Mutual Funds	Variable	220,003	-	220,003	-
Total Investments Held by Fiscal Agents		220,003	-	220,003	-
Total Investments		\$ 1,120,629	\$ -	\$ 1,120,629	-

Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code or the District's investment policy, and the actual rating as of year end for each investment type.

Investment Type	Minimum Legal Rating	Standard & Poor's Rating	Moody's Rating	% of Portfolio
Money Market Mutual Funds	A	AAAm	Aaa-mf	19.63%
LAIF	N/A	Unrated	Unrated	80.37%
Total				<u>100.00%</u>

Custodial Credit Risk - Custodial credit risk for investments is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover its deposits or collateral securities that are in the possession of an outside party. To mitigate the custodial credit risk, the District's investment policy requires that all securities owned by the District shall be held in safekeeping by a third party bank trust department.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of the District's investment in a single issuer of securities. When investments are concentrated in one issuer, this concentration presents a heightened risk of potential loss. The District's investment policy contains limitations on the amount that can be invested in any one issuer. All investments of the District were pooled with the State of California Local Agency Investment Fund which holds a diversified portfolio of high quality investments or held by fiscal agents.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 3: CASH AND INVESTMENTS (CONTINUED)

D. Investment in External Investment Pool

The District maintains an investment in the State of California Local Agency Investment Fund (LAIF), managed by the State Treasurer. This fund is not registered with the Securities and Exchange Commission as an investment company, but is required to invest according to California State Code. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by State Statute. At June 30, 2016, the District's investment in LAIF valued at amortized cost was \$900,626 and is the same as the value of the pool shares. There are no restrictions on withdrawal of funds. The total amount invested by all public agencies in LAIF on that day was \$75.4 billion. Of that amount, 97.19 percent is invested in non-derivative financial products and 2.81 percent in structured notes and asset-backed securities.

NOTE 4: CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2016, was as follows:

	Balance July 1, 2015	Additions	Retirements	Adjustments	Balance June 30, 2016
Capital Assets, Not Being Depreciated:					
Land	\$ 605,586	\$ 2,332	\$ -	\$ -	\$ 607,918
Total Capital Assets, Not Being Depreciated	<u>605,586</u>	<u>2,332</u>	<u>-</u>	<u>-</u>	<u>607,918</u>
Capital Assets, Being Depreciated:					
Structures and improvements	4,025,634	-	(213,684)	-	3,811,950
Equipment	1,669,307	76,678	-	-	1,745,985
Infrastructure	<u>25,311,233</u>	<u>530,850</u>	<u>-</u>	<u>-</u>	<u>25,842,083</u>
Total Capital Assets, Being Depreciated	<u>31,006,174</u>	<u>607,528</u>	<u>(213,684)</u>	<u>-</u>	<u>31,400,018</u>
Less Accumulated Depreciation for:					
Structures and improvements	(1,388,991)	(235,947)	-	337,030	(1,287,908)
Equipment	(1,131,402)	(117,675)	-	(130,270)	(1,379,347)
Infrastructure	<u>(19,824,742)</u>	<u>(1,226,624)</u>	<u>-</u>	<u>(166,332)</u>	<u>(21,217,698)</u>
Total Accumulated Depreciation	<u>(22,345,135)</u>	<u>(1,580,246)</u>	<u>-</u>	<u>40,428</u>	<u>(23,884,953)</u>
Total Capital Assets, Being Depreciated, Net	<u>8,661,039</u>	<u>(972,718)</u>	<u>(213,684)</u>	<u>40,428</u>	<u>7,515,065</u>
Total Capital Assets, Net	<u>\$ 9,266,625</u>	<u>\$ 970,386</u>	<u>\$ 213,684</u>	<u>\$ 40,428</u>	<u>\$ 8,122,983</u>

Depreciation

Depreciation expense was charged to the business-type functions as follows:

Sewer	\$ 1,203,038
Water	<u>377,208</u>
Total Depreciation Expense - Business-Type Functions	<u>\$ 1,580,246</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 5: INTERFUND TRANSACTIONS

Due To/From Other Funds

During the course of operations, transactions occur between funds to account for goods received or services rendered. These receivables and payables are classified as due from or due to other funds. In addition, when funds overdraw their share of pooled cash, the receivables and payables are also classified as due from or due to other funds. The following are due from and due to balances as of June 30, 2016:

	<u>Due From Other funds</u>	<u>Due To Other funds</u>
Sewer Operations	\$ -	\$ 101,000
Water Operations	<u>125,530</u>	<u>24,530</u>
Total	<u>\$ 125,530</u>	<u>\$ 125,530</u>

Advances To/From Other Funds

Advances to/from other funds are non-current interfund loans. The following are advances to/from other funds as of June 30, 2016:

	<u>Advances to Other funds</u>	<u>Advances from Other funds</u>
Sewer Operations	\$ 366,085	\$ 25,085
Water Operations	<u>-</u>	<u>341,000</u>
Total	<u>\$ 366,085</u>	<u>\$ 366,085</u>

Transfers

Transfers are indicative of funding for capital projects, lease payments or debt service, subsidies of various District operations and re-allocations of special revenues. The following are interfund transfers for the fiscal year ended June 30, 2016:

	<u>Transfer In</u>	<u>Transfer Out</u>
Sewer Operations	\$ 370,671	\$ 379,003
Water Operations	<u>15,222</u>	<u>6,890</u>
Total	<u>\$ 385,893</u>	<u>\$ 385,893</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 6: LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2016:

<u>Type of Indebtedness</u>	<u>Balance July 1, 2015</u>	<u>Additions</u>	<u>Adjustments/ Retirements</u>	<u>Balance June 30, 2016</u>	<u>Amounts Due Within One Year</u>
Bonds	\$ 3,684,000	\$ 3,650,000	(\$ 3,684,000)	\$ 3,650,000	\$ 150,000
Add: Premium	<u>-</u>	<u>36,215</u>	<u>-</u>	<u>36,215</u>	<u>2,263</u>
Total Bonds	3,684,000	3,686,215	(3,684,000)	3,686,215	152,263
Loans	2,102,560	-	(92,761)	2,009,799	95,989
Certificates of Participation	594,500	-	(14,500)	580,000	15,000
Compensated Absences	<u>40,354</u>	<u>40,052</u>	<u>(55,885)</u>	<u>24,521</u>	<u>17,677</u>
Total Long-Term Liabilities	<u>\$ 6,421,414</u>	<u>\$ 3,726,267</u>	<u>(\$ 3,847,146)</u>	<u>\$ 6,300,535</u>	<u>\$ 280,929</u>

Individual issues of debt payable outstanding at June 30, 2016, are as follows:

Bonds:

Sewer System Reassessment District No. 1 Limited Obligation Refunding Improvement Bonds Series 2016 issued March 9, 2016 in the amount of \$3,650,000, payable in annual installments of \$150,000-\$280,000 with an interest rate of 3.25-3.50% and maturity on September 2, 2032. The bonds were used to refund the Improvement Bonds Series 1995-2 which were used to finance improvements to the sewer system.

	<u>\$ 3,650,000</u>
Total Bonds	<u>3,650,000</u>

Loans:

California Infrastructure and Economic Development Bank Loan issued June 24, 2002 in the amount of \$3,000,000, payable in annual installments of \$61,530-\$160,350 with an interest rate of 3.48% and maturity on February 1, 2032. The loan was used to finance the expansion and upgrade of the water system.

	<u>2,009,799</u>
Total Loans	<u>2,009,799</u>

Certificates of Participation:

2012 Series Certificate of Participation Water Reclamation Plant Energy Sustainability Project issued October 1, 2012 in the amount of \$640,000 payable in annual installments of \$14,000 to \$31,500 with an interest rate of 3.00% and maturity on August 1, 2041. The Certificate of Participation was used to finance the sewer system solar project.

	<u>580,000</u>
Total Certificates of Participation	<u>580,000</u>

Total	<u>\$ 6,239,799</u>
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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

Following is a schedule of debt payment requirements of business-type activities to maturity for long-term debt, excluding compensated absences that have indefinite maturities, net pension liability which is reported in Note 8, and net OPEB obligation, which is reported in Note 9.

Year Ended June 30	Bonds		
	Principal	Interest	Total
2017	\$ 150,000	\$ 114,398	\$ 264,398
2018	166,000	116,501	282,501
2019	173,000	110,992	283,992
2020	179,000	105,272	284,272
2021	185,000	99,357	284,357
2022-2026	1,029,000	397,898	1,426,898
2027-2031	1,218,000	205,687	1,423,687
2032-2033	550,000	19,425	569,425
Total	<u>\$ 3,650,000</u>	<u>\$ 1,169,530</u>	<u>\$ 4,819,530</u>

Year Ended June 30	Loans		
	Principal	Interest	Total
2017	\$ 95,989	\$ 69,941	\$ 165,930
2018	99,330	66,601	165,931
2019	102,787	63,144	165,931
2020	106,363	59,567	165,930
2021	110,065	55,865	165,930
2022-2026	610,515	219,137	829,652
2027-2031	724,400	105,252	829,652
2032	160,350	5,581	165,931
Total	<u>\$ 2,009,799</u>	<u>\$ 645,088</u>	<u>\$ 2,654,887</u>

Year Ended June 30	Certificates of Participation		
	Principal	Interest	Total
2017	\$ 15,000	\$ 17,175	\$ 32,175
2018	15,500	16,717	32,217
2019	16,000	16,245	32,245
2020	16,500	15,757	32,257
2021	17,000	15,255	32,255
2022-2026	92,500	68,212	160,712
2027-2031	107,500	53,273	160,773
2032-2036	124,500	35,888	160,388
2037-2041	144,000	15,780	159,780
2042	31,500	473	31,973
Total	<u>\$ 580,000</u>	<u>\$ 254,775</u>	<u>\$ 834,775</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 6: LONG-TERM LIABILITIES (CONTINUED)

The District issued \$3,650,000 in Sewer System Reassessment District No. 1 Limited Obligation Refunding Improvement Bonds Series 2016 with interest ranging from 3.25 percent to 3.50 percent. The proceeds were used to refund \$3,310,000 of outstanding Sewer System Assessment District No. 1 Limited Obligation Improvement Bonds Series 1995-2 with an interest rate of 5.00 percent.

The District refunded the Sewer System Assessment District No. 1 Limited Obligation Improvement Bonds Series 1995-2 to reduce its total debt service payments over 17 years by \$1,444,690 and to obtain an economic gain (difference between present values of the debt service payments on the old and new debt) of \$245,854.

NOTE 7: NET POSITION

The government-wide and proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted.

- **Net investment in capital assets** - consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.
- **Restricted net position** - consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- **Unrestricted net position** - all other net position that does not meet the definition of “restricted” or “net investment in capital assets”.

Net Position Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources, a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted net position are available, it is considered that restricted resources are used first, followed by the unrestricted resources.

NOTE 8: PENSION PLAN

A. General Information about the Pension Plans

Plan Description

All qualified permanent and probationary employees are eligible to participate in the District’s Miscellaneous Employee Pension Plan, cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees’ Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 8: PENSION PLAN (CONTINUED)

A. General Information about the Pension Plans (Continued)

Plan Description (Continued)

Effective January 1, 2013, the District added retirement tiers for the Miscellaneous Plan for new employees as required under the Public Employee Pension Reform Act (PEPRA). New employees hired on or after January 1, 2013 will be subject to new, lower pension formulas, caps on pensionable income levels and new definitions of pensionable income. In addition, new employees will be required to contribute half of the total normal cost of the pension benefit unless impaired by an existing Memorandum of Understanding. The cumulative effect of these PEPRA changes will ultimately reduce the District's retirement costs. As of the valuation date there were no Miscellaneous PEPRA employees.

Summary of Plans and Eligible Participants

Open for New Enrollment	
Miscellaneous PEPRA	Miscellaneous members hired on or after January 1, 2013
Closed to New Enrollment	
Miscellaneous	Miscellaneous members hired before January 1, 2013

Benefits Provided

CalPers provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. Retirement benefits are paid monthly for life. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Each Plan's specific provisions and benefits in effect at June 30, 2016, are summarized as follows:

	<u>Benefit Formula</u>	<u>Retirement Age</u>	<u>Monthly Benefits as a % of Eligible Compensation</u>
Miscellaneous	2.0% @ 55	50-55	1.426% to 2.418%
Miscellaneous PEPRA	2.0% @ 62	50-62	1.000% to 2.500%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for all Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 8: PENSION PLAN (CONTINUED)

A. General Information about the Pension Plans (Continued)

Contributions (Continued)

	<u>Employer Contribution Rates</u>	<u>Employee Contribution Rates</u>	<u>Employer Paid Member Contribution Rates</u>
Miscellaneous	9.671%	8.000%	0.000%
Miscellaneous PEPRAs	6.250%	6.250%	0.000%

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended June 30, 2016, the contributions recognized as part of pension expense for each Plan were as follows:

	<u>Contributions-Employer</u>	<u>Contributions-Employee (Paid by Employer)</u>
Miscellaneous	\$ 132,131	\$ -

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2015, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2014 rolled forward to June 30, 2015 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The District's proportionate share of the net pension liability for the Plan as of June 30, 2014 and 2015 was as follows:

	<u>Proportion June 30, 2014</u>	<u>Proportion June 30, 2015</u>	<u>Change - Increase (Decrease)</u>
Miscellaneous	.01414%	.01560%	.00146%

As of June 30, 2016, the District reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	<u>Proportionate Share of Net Pension Liability</u>
Miscellaneous	\$ 1,071,015
Total Net Pension Liability	<u>\$ 1,071,015</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

For the year ended June 30, 2016, the District recognized pension expense of (\$363,240). At June 30, 2016, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions subsequent to measurement date	\$ 130,850	\$ -
Changes of assumptions	-	(81,880)
Difference between expected and actual experience	8,655	-
Differences between projected and actual earnings on pension plan investments	-	(41,047)
Difference between District contributions and proportionate share of contributions	45,513	-
Adjustment due to differences in proportions	<u>-</u>	<u>(170,704)</u>
Total	<u>\$ 185,018</u>	<u>(\$ 293,631)</u>

\$130,850 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year Ended June 30</u>	
2017	(\$ 90,120)
2018	(92,470)
2019	(86,196)
2020	29,323
Thereafter	<u>-</u>
Total	<u>(\$ 239,463)</u>

Actuarial Assumptions

The total pension liabilities in the June 30, 2014 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2014
Measurement Date	June 30, 2015
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.65%
Inflation	2.75%
Projected Salary Increase	Varies by entry age and service
Mortality	Derived using CalPERS membership data for all funds
Post-Retirement Benefit Increase	Contract COLA up to 2.75% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.75% thereafter

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Actuarial Assumptions (Continued)

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2014 valuation were based on the results of an actuarial experience study for the period 1997 to 2011 including updates to salary increase, mortality, and retirement rates. Further details of the Experience Study can be found on the CalPERS website.

Change of Assumptions

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50 percent used for the June 30, 2014 measurement date was net of administrative expenses. The discount rate of 7.65 percent used for the June 30, 2015 measurement date is without reduction of pension plan administrative expense.

Discount Rate

The discount rate used to measure the total pension liability was 7.65 percent for the Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of asset. Therefore, the current 7.65 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.65 percent is applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at the CalPERS website under the GASB 68 section.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 8: PENSION PLAN (CONTINUED)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Discount Rate (Continued)

Asset Class	New Strategic Allocation	Real Return Years 1 - 10(a)	Real Return Years 11+(b)
Global Equity	51.0%	5.25%	5.71%
Global Fixed Income	19.0%	0.99%	2.43%
Inflation Sensitive	6.0%	0.45%	3.36%
Private Equity	10.0%	6.83%	6.95%
Real Estate	10.0%	4.50%	5.13%
Infrastructure and Forestland	2.0%	4.50%	5.09%
Liquidity	2.0%	-0.55%	-1.05%
Total	<u>100%</u>		

(a) An expected inflation of 2.5% used for this period

(b) An expected inflation of 3.0% used for this period

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District’s proportionate share of the net pension liability for the Plan as of the measurement date, calculated using the discount rate for the Plan, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	1% Decrease	Discount Rate	1% Increase
	<u>6.50%</u>	<u>7.50%</u>	<u>8.50%</u>
Miscellaneous	\$ 1,623,756	\$ 1,071,015	\$ 614,661

Pension Plan Fiduciary Net Position

Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB)

A. Plan Description

The District provides a defined benefit healthcare plan (the “Retiree Health Plan”) for eligible employees. The Retiree Health Plan provides lifetime healthcare insurance for eligible retirees through Special District Risk Management Authority (SDRMA), which covers both active and retired members. Spouses are also covered throughout the retiree’s life. The District pays 50 percent of the healthcare premiums for all retirees.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

B. Funding Policy

The District has hired a consultant to calculate the ARC and related information using the alternative measurement method permitted by GASB 45 for employers in plans with fewer than one hundred total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

GASB 45 does not require pre-funding of OPEB benefits. Therefore, the District's funding policy is to continue to pay healthcare premiums for retirees as they fall due. The District has elected not to establish an irrevocable trust at this time. The District Board reserves the authority to review and amend this funding policy annually.

C. Annual OPEB Cost and Net OPEB Obligation

The District's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45.

The following table shows the components of the District's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in its net OPEB obligation to the Retiree Health Plan:

Annual Required Contribution		\$ 88,156	
Interest on Net OPEB Obligation		13,157	
Adjustment to Annual Required Contribution		<u>(16,780)</u>	
Annual OPEB Cost		84,533	
Contributions Made		<u>(19,538)</u>	
Increase in Net OPEB Obligation		64,995	
Net OPEB Obligation - Beginning of Year		<u>438,553</u>	
Net OPEB Obligation - End of Year		<u><u>\$ 503,548</u></u>	

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan and the net OPEB obligation for the year ended June 30, 2016 is as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2014	\$ 100,368	11.88%	\$ 350,997
June 30, 2015	99,895	12.35%	438,553
June 30, 2016	84,532	23.11%	503,548

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

D. Funding Status and Funding Progress

As of July 1, 2015, the actuarial accrued liability (AAL) for benefits was \$840,129, all of which was unfunded. The covered payroll (annual payroll of employees covered by the plan) was \$734,856 and the ratio of the UAAL to the covered payroll was 114.3 percent.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrences of events far into the future. Examples include assumptions about future employment, mortality and healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer as subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress, presented as supplementary information following the notes to the financial statements presents multi-year trend information (as it becomes available) about whether the actuarial value of plan assets are increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

E. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term prospective of the calculations.

The following simplifying assumptions were made:

Retirement age for active employees - Based on the historical average retirement age for the covered group, active plan members were assumed to retire at age 59, or at the first subsequent year in which the member would qualify for benefits.

Mortality - Life expectancies at the calculation date are based on the most recent mortality tables published by the National Center for Health Statistics website (www.cdc.gov). The calculation of OPEB liability for each year is based on the assumption that all participants will live until their expected age as displayed in the mortality tables.

Turnover - The probability that an employee will remain employed until the assumed retirement age was determined using non-group-specific age-based turnover data provided in Table 1 in paragraph 35 of GASB Statement No. 45. In addition the expected future working lifetimes of employees were determined using Table 2 in paragraph 35c of GASB Statement No. 45.

Healthcare cost trend rate - Healthcare cost trend rates were selected based on a combination of national and state trend surveys as well as professional judgment. The ultimate trend rate was 3.5 percent.

Health insurance premiums - 2015 health insurance premiums for retirees were used as a basis for calculation of the present value of total benefits to be paid. An employee is assumed to continue with the same medical plan upon retirement. If an employee waived medical coverage, then such waiver is assumed to continue into retirement.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Notes to Basic Financial Statements

For the Year Ended June 30, 2016

NOTE 9: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

E. Actuarial Methods and Assumptions (Continued)

Payroll increase - Changes in the payroll for current employees are expected to increase at a rate of approximately 2 percent annually.

Discount rate - The calculation uses an annual discount rate of 3 percent. This is based on the assumed long-term return on plan assets or employer assets.

Actuarial cost method - The entry age actuarial cost method was used. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at July 1, 2016, was twenty-five years.

NOTE 10: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District has joined together with other municipalities to participate in the Special District Risk Authority Management (SDRMA) for general liability, vehicle liability, and errors and omissions purposes. SDRMA is a public entity risk pool which serves as a common risk management and insurance program. The District pays an annual premium to SDRMA for its insurance coverage. The agreements with SDRMA provide that they will be self sustaining through member premiums and will reinsure through commercial companies for excess coverage.

There is no claims liability to be reported based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

There are no significant reductions in insurance coverage from prior years and there have been no settlements exceeding the insurance coverages for each of the past three fiscal years.

NOTE 11: OTHER INFORMATION

A. Subsequent Event

Management has evaluated events subsequent to June 30, 2016 through March 14, 2017, the date on which the financial statements were available for issuance. Management has determined no subsequent events requiring disclosure have occurred.

**Required Supplementary Information
(Unaudited)**

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District Pension Plan
Schedule of Proportionate Share of the Net Pension Liability
For the Year Ended June 30, 2016
Last 10 Years*

Measurement Period	<u>2014</u>	<u>2015</u>
Miscellaneous Plan		
Proportion of the net pension liability	0.01414%	0.01560%
Proportionate share of the net pension liability	\$ 880,120	\$ 1,071,015
Covered employee payroll	641,041	758,445
Proportionate share of the net pension liability as a percentage of covered employee payroll	137.30%	141.21%
Plan's fiduciary net position	3,073,394	3,073,394
Plan fiduciary net position as a percentage of the total pension liability	77.74%	73.61%

*The District implemented GASB 68 for the fiscal year June 30, 2015, therefore only two years are shown.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District Pension Plan
Schedule of Contributions
For the Year Ended June 30, 2016
Last 10 Years*

	2015	2016
Miscellaneous Plan		
Contractually required contribution (actuarially determined)	\$ 134,415	\$ 68,280
Contributions in relation to the actuarially determined contributions	(134,415)	(146,425)
Contribution deficiency (excess)	\$ -	\$ (78,145)
Covered employee payroll	641,041	797,110
Contributions as a percentage of covered employee payroll	20.97%	18.37%

*The District implemented GASB 68 for the fiscal year June 30, 2015, therefore only two years are shown.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District Pension Plan
Notes to District Pension Plan
For the Year Ended June 30, 2016

NOTE 1: SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

Change of assumptions: The discount rate was changed from 7.50 percent (net of administrative expense) to 7.65 percent to correct for an adjustment to exclude administrative expense.

NOTE 2: SCHEDULE OF CONTRIBUTIONS

Methods and assumptions used to determine the contribution rates were as follows:

Valuation Date	June 30, 2012
Actuarial cost method	Entry Age Normal
Amortization method	Level percentage of payroll, closed
Asset valuation method	Actuarial value of assets
Inflation	2.75%
Salary increases	Varies by entry age and service
Investment rate of return	7.50% (1)
Retirement age	(2)
Mortality	Derived using CalPERS membership data for all funds

(1) Net of pension plan investment and administrative expense, including inflation

(2) Based on the CalPERS Experience Study of the period from 1997 to 2007

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Required Supplementary Information
District OPEB Plan
Schedule of Funding Progress
For the Year Ended June 30, 2016

SCHEDULE OF FUNDING PROGRESS

The Schedule of Funding Progress - Other Postemployment Benefits (OPEB) presents a consolidated snapshot of the District's ability to meet current and future liabilities with the plan assets. Of particular interest to most is the funded status ratio. This ratio conveys a plan's level of assets to liabilities, an important indicator to determine the financial health of the OPEB plan. The closer the plan is to 100 percent funded status, the better position it will be in to meet all of its future liabilities.

The table below shows a three year analysis of the actuarial value of assets as a percentage of the actuarial accrued liability and the unfunded actuarial accrued liability as a percentage of the annual covered payroll for the District Other Postemployment Benefit Plan.

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded Liability (UAAL)	Funded Ratio	Annual Covered Payroll	UAAL as a % of Covered Payroll
June 30, 2011	\$ -	\$ 1,240,847	\$ 1,240,847	0.00%	\$ 874,882	141.83%
July 1, 2012	-	815,015	815,015	0.00%	585,598	139.18%
July 1, 2015	-	840,129	840,129	0.00%	734,856	114.30%

Combining Fund Statements

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2016

	<u>Sewer</u>	<u>1995-2 Bond Redemption</u>	<u>State Revolving Fund</u>	<u>USDA Solar Loan</u>
ASSETS				
Current Assets:				
Cash and investments	\$ 236,842	\$ 334,141	\$ -	\$ 104,718
Investments with fiscal agent	-	220,003	-	-
Receivables:				
Accounts (net of allowance)	97,464	-	-	-
Assessments	-	24,820	-	-
Prepaid costs	36,288	-	-	-
Total Current Assets	<u>370,594</u>	<u>578,964</u>	<u>-</u>	<u>104,718</u>
Noncurrent Assets:				
Advances to other funds	19,085	-	-	-
Delinquent assessments receivable	-	66,115	-	-
Capital assets, net	4,327,426	-	-	-
Total Noncurrent Assets	<u>4,346,511</u>	<u>66,115</u>	<u>-</u>	<u>-</u>
Total Assets	<u>4,717,105</u>	<u>645,079</u>	<u>-</u>	<u>104,718</u>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred pension adjustments	91,690	-	-	-
Total Deferred Outflows of Resources	<u>91,690</u>	<u>-</u>	<u>-</u>	<u>-</u>
LIABILITIES				
Current Liabilities:				
Accounts payable	16,716	45,000	-	-
Salaries and benefits payable	17,518	-	-	-
Interest payable	-	36,533	-	7,250
Due to other funds	-	-	-	-
Compensated absences	10,125	-	-	-
Bonds	-	152,263	-	-
Certificates of participation	-	-	-	15,000
Total Current Liabilities	<u>44,359</u>	<u>233,796</u>	<u>-</u>	<u>22,250</u>
Noncurrent Liabilities:				
Advances from other funds	-	-	8,499	-
Compensated absences	3,920	-	-	-
Bonds	-	3,533,952	-	-
Certificates of participation	-	-	-	565,000
Net pension liability	519,299	-	-	-
Net OPEB obligation	230,889	-	-	-
Total Noncurrent Liabilities	<u>754,108</u>	<u>3,533,952</u>	<u>8,499</u>	<u>565,000</u>
Total Liabilities	<u>798,467</u>	<u>3,767,748</u>	<u>8,499</u>	<u>587,250</u>

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
\$ 280,930	\$ 664,253	\$ 31,209	\$ 40,947	\$ 10,133	\$ 1,703,173
-	-	-	-	-	220,003
-	-	-	-	-	97,464
-	760	-	-	-	25,580
-	-	-	-	-	36,288
<u>280,930</u>	<u>665,013</u>	<u>31,209</u>	<u>40,947</u>	<u>10,133</u>	<u>2,082,508</u>
-	6,000	-	-	341,000	366,085
-	-	-	-	-	66,115
-	-	-	-	-	4,327,426
-	6,000	-	-	341,000	4,759,626
<u>280,930</u>	<u>671,013</u>	<u>31,209</u>	<u>40,947</u>	<u>351,133</u>	<u>6,842,134</u>
-	-	-	-	-	91,690
-	-	-	-	-	91,690
-	-	-	-	-	61,716
-	-	-	-	-	17,518
-	-	-	-	-	43,783
-	101,000	-	-	-	101,000
-	-	-	-	-	10,125
-	-	-	-	-	152,263
-	-	-	-	-	15,000
-	101,000	-	-	-	401,405
16,586	-	-	-	-	25,085
-	-	-	-	-	3,920
-	-	-	-	-	3,533,952
-	-	-	-	-	565,000
-	-	-	-	-	519,299
-	-	-	-	-	230,889
<u>16,586</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,878,145</u>
<u>16,586</u>	<u>101,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,279,550</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Sewer Operations
June 30, 2016

	<u>Sewer</u>	<u>1995-2 Bond Redemption</u>	<u>State Revolving Fund</u>	<u>USDA Solar Loan</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred pension adjustments	142,135	-	-	-
Total Deferred Inflows of Resources	<u>142,135</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET POSITION				
Net investment in capital assets	4,327,426	(3,686,215)	-	(580,000)
Restricted for debt service	-	563,546	(8,499)	-
Restricted for capital facilities	-	-	-	-
Unrestricted	(459,233)	-	-	97,468
Total Net Position	<u>\$ 3,868,193</u>	<u>\$ (3,122,669)</u>	<u>\$ (8,499)</u>	<u>\$ (482,532)</u>

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
-	-	-	-	-	142,135
-	-	-	-	-	142,135
-	-	-	-	-	61,211
-	-	31,209	-	-	586,256
264,344	-	-	-	-	264,344
-	570,013	-	40,947	351,133	600,328
<u>\$ 264,344</u>	<u>\$ 570,013</u>	<u>\$ 31,209</u>	<u>\$ 40,947</u>	<u>\$ 351,133</u>	<u>\$ 1,512,139</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses,
And Changes in Net Position
Sewer Operations
For the Year Ended June 30, 2016

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
OPERATING REVENUES				
Assessments	\$ -	\$ 343,563	\$ (14,972)	\$ -
Permits and inspections	9,300	-	-	-
Charges for services	1,049,854	-	-	-
Miscellaneous	146,966	11,284	-	59,155
Total Operating Revenues	<u>1,206,120</u>	<u>354,847</u>	<u>(14,972)</u>	<u>59,155</u>
OPERATING EXPENSES				
Salaries and benefits	772,181	-	-	-
Insurance	75,096	-	-	-
Office expenses	17,624	-	-	-
Contract services	42,933	-	-	-
Continuing education	7,479	-	-	-
Dues and subscriptions	3,597	-	-	-
Postage	652	-	-	-
Repairs and maintenance	109,410	-	-	-
Gas, fuel and oil	10,921	-	-	-
Supplies	12,723	-	-	-
Professional services	44,842	-	-	-
Travel	1,450	-	-	-
Telephone	9,141	-	-	-
Power	32,570	-	-	-
Depreciation	1,203,038	-	-	-
Other operating	3,091	-	-	-
Office and safety equipment	3,750	-	-	-
Environmental monitoring	36,413	-	-	-
Annual operating fees	1,199	-	-	-
Total Operating Expenses	<u>2,388,110</u>	<u>-</u>	<u>-</u>	<u>-</u>
Operating Income (Loss)	<u>(1,181,990)</u>	<u>354,847</u>	<u>(14,972)</u>	<u>59,155</u>
NON-OPERATING REVENUES (EXPENSES)				
Interest income	275	563	-	67
Interest expense	-	(168,003)	-	(17,436)
Issuance of debt	-	(184,213)	-	-
Loss on disposal	(74,426)	-	-	-
Total Non-Operating Revenue (Expenses)	<u>(74,151)</u>	<u>(351,653)</u>	<u>-</u>	<u>(17,369)</u>
Income (Loss) before Transfers	<u>(1,256,141)</u>	<u>3,194</u>	<u>(14,972)</u>	<u>41,786</u>
Transfers in	271,831	10	-	1
Transfers out	(98,829)	-	(7,610)	-
Change in Net Position	<u>(1,083,139)</u>	<u>3,204</u>	<u>(22,582)</u>	<u>41,787</u>
Total Net Position - Beginning	<u>4,951,332</u>	<u>(3,125,873)</u>	<u>14,083</u>	<u>(524,319)</u>
Total Net Position - Ending	<u>\$ 3,868,193</u>	<u>\$(3,122,669)</u>	<u>\$ (8,499)</u>	<u>\$ (482,532)</u>

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 328,591
38,000	9,500	-	-	-	56,800
-	-	-	-	-	1,049,854
-	31	-	-	-	217,436
<u>38,000</u>	<u>9,531</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,652,681</u>
-	-	-	-	-	772,181
-	-	-	-	-	75,096
-	-	-	-	-	17,624
-	-	-	4,354	-	47,287
-	-	-	-	-	7,479
-	-	-	-	-	3,597
-	-	-	-	-	652
-	-	-	-	-	109,410
-	-	-	-	-	10,921
-	-	-	-	-	12,723
-	-	-	1,243	-	46,085
-	-	-	-	-	1,450
-	-	-	-	-	9,141
-	-	-	-	-	32,570
-	-	-	-	-	1,203,038
-	-	-	-	-	3,091
-	-	-	-	-	3,750
-	-	-	-	-	36,413
-	-	-	-	-	1,199
-	-	-	5,597	-	2,393,707
<u>38,000</u>	<u>9,531</u>	<u>-</u>	<u>(5,597)</u>	<u>-</u>	<u>(741,026)</u>
1,413	864	29	113	-	3,324
-	-	-	-	-	(185,439)
-	-	-	-	-	(184,213)
-	-	-	-	-	(74,426)
<u>1,413</u>	<u>864</u>	<u>29</u>	<u>113</u>	<u>-</u>	<u>(440,754)</u>
39,413	10,395	29	(5,484)	-	(1,181,780)
-	98,829	-	-	-	370,671
<u>(239,000)</u>	<u>(29,461)</u>	<u>(4,103)</u>	<u>-</u>	<u>-</u>	<u>(379,003)</u>
(199,587)	79,763	(4,074)	(5,484)	-	(1,190,112)
<u>463,931</u>	<u>490,250</u>	<u>35,283</u>	<u>46,431</u>	<u>351,133</u>	<u>2,702,251</u>
<u>\$ 264,344</u>	<u>\$ 570,013</u>	<u>\$ 31,209</u>	<u>\$ 40,947</u>	<u>\$ 351,133</u>	<u>\$ 1,512,139</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2016

	Sewer	1995-2 Bond Redemption	State Revolving Fund	USDA Solar Loan
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash received from customers	\$ 1,250,603	\$ 353,052	\$ 7,600	\$ 59,155
Cash paid to suppliers	(398,433)	-	-	-
Cash paid to employees	(616,172)	-	-	-
Net Cash Provided (Used) by Operating Activities	235,998	353,052	7,600	59,155
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Transfers from other funds	271,831	10	-	1
Transfers to other funds	(98,829)	-	(7,610)	-
Interfund loans received	6,000	-	-	-
Interfund loans made	-	-	-	-
Net Cash Provided (Used) by Non-Capital Financing Activities	179,002	10	(7,610)	1
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Principal paid on debt	-	(3,684,000)	-	(14,500)
Interest paid on debt	-	(199,010)	-	(17,617)
Issuance of debt	-	3,547,002	-	-
Acquisition of capital assets	(344,376)	-	-	-
Disposition of capital assets	98,830	-	-	-
Net Cash Provided (Used) by Capital and Related Financing Activities	(245,546)	(336,008)	-	(32,117)
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest on investments	275	563	-	67
Net Cash Provided (Used) by Investing Activities	275	563	-	67
Net Increase (Decrease) in Cash and Cash Equivalents	169,729	17,617	(10)	27,106
Balances - Beginning	67,113	536,527	10	77,612
Balances - Ending	\$ 236,842	\$ 554,144	\$ -	\$ 104,718

Wastewater Capital Facilities Reserved	Wastewater Capital Facilities Unreserved	USDA Reserve Fund	All Bonds Administration	All Bonds Assessment Revolving Fund	Total Sewer Operations
\$ 38,000	\$ 23,621	\$ -	\$ -	\$ -	\$ 1,732,031
-	-	-	(5,597)	-	(404,030)
-	-	-	-	-	(616,172)
<u>38,000</u>	<u>23,621</u>	<u>-</u>	<u>(5,597)</u>	<u>-</u>	<u>711,829</u>
-	98,829	-	-	-	370,671
(239,000)	(29,461)	(4,103)	-	-	(379,003)
-	101,000	-	-	-	107,000
-	(6,000)	-	-	-	(6,000)
<u>(239,000)</u>	<u>164,368</u>	<u>(4,103)</u>	<u>-</u>	<u>-</u>	<u>92,668</u>
-	-	-	-	-	(3,698,500)
-	-	-	-	-	(216,627)
-	-	-	-	-	3,547,002
-	-	-	-	-	(344,376)
-	-	-	-	-	98,830
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(613,671)</u>
<u>1,413</u>	<u>864</u>	<u>29</u>	<u>113</u>	<u>-</u>	<u>3,324</u>
<u>1,413</u>	<u>864</u>	<u>29</u>	<u>113</u>	<u>-</u>	<u>3,324</u>
(199,587)	188,853	(4,074)	(5,484)	-	194,150
<u>480,517</u>	<u>475,400</u>	<u>35,283</u>	<u>46,431</u>	<u>10,133</u>	<u>1,729,026</u>
<u>\$ 280,930</u>	<u>\$ 664,253</u>	<u>\$ 31,209</u>	<u>\$ 40,947</u>	<u>\$ 10,133</u>	<u>\$ 1,923,176</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Sewer Operations
For the Year Ended June 30, 2016

	<u>Sewer</u>	<u>1995-2 Bond Redemption</u>	<u>State Revolving Fund</u>	<u>USDA Solar Loan</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES				
Operating income (loss)	\$ (1,181,990)	\$ 354,847	\$ (14,972)	\$ 59,155
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation/amoritzation	1,203,038	-	-	-
Decrease (increase) in:				
Accounts receivable	44,483	-	22,572	-
Assessments receivable	-	(1,795)	-	-
Prepaid costs	15,535	-	-	-
Pension adjustment - deferred outflows	(10,405)	-	-	-
Increase (decrease) in:				
Accounts payable	(1,077)	-	-	-
Salaries and benefits payable	1,905	-	-	-
Compensated absences payable	(5,150)	-	-	-
Net pension liability	98,311	-	-	-
Net OPEB obligation	32,521	-	-	-
Pension adjustment - deferred inflows	38,827	-	-	-
Net Cash Provided (Used) by Operating Activities	<u>\$ 235,998</u>	<u>\$ 353,052</u>	<u>\$ 7,600</u>	<u>\$ 59,155</u>

<u>Wastewater Capital Facilities Reserved</u>	<u>Wastewater Capital Facilities Unreserved</u>	<u>USDA Reserve Fund</u>	<u>All Bonds Administration</u>	<u>All Bonds Assessment Revolving Fund</u>	<u>Total Sewer Operations</u>
\$ 38,000	\$ 9,531	\$ -	\$ (5,597)	\$ -	\$ (741,026)
-	-	-	-	-	1,203,038
-	14,090	-	-	-	81,145
-	-	-	-	-	(1,795)
-	-	-	-	-	15,535
-	-	-	-	-	(10,405)
-	-	-	-	-	(1,077)
-	-	-	-	-	1,905
-	-	-	-	-	(5,150)
-	-	-	-	-	98,311
-	-	-	-	-	32,521
-	-	-	-	-	38,827
<u>\$ 38,000</u>	<u>\$ 23,621</u>	<u>\$ -</u>	<u>\$ (5,597)</u>	<u>\$ -</u>	<u>\$ 711,829</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Water Operations
June 30, 2016

	<u>Water</u>	<u>CIEDB Loan Redemption</u>	<u>CIEDB Loan Reserve</u>	<u>Water Capital Fund</u>	<u>Total Water Operations</u>
ASSETS					
Current Assets:					
Cash and investments	\$ 350	\$ -	\$ 146,543	\$ -	\$ 146,893
Receivables:					
Accounts (net of allowance)	140,855	22,577	-	-	163,432
Prepaid costs	36,288	-	-	-	36,288
Due from other funds	94,961	-	24,530	6,039	125,530
Total Current Assets	<u>272,454</u>	<u>22,577</u>	<u>171,073</u>	<u>6,039</u>	<u>472,143</u>
Noncurrent Assets:					
Capital assets, net	3,795,557	-	-	-	3,795,557
Total Noncurrent Assets	<u>3,795,557</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,795,557</u>
Total Assets	<u>4,068,011</u>	<u>22,577</u>	<u>171,073</u>	<u>6,039</u>	<u>4,267,700</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred pension adjustments	93,328	-	-	-	93,328
Total Deferred Outflows of Resources	<u>93,328</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>93,328</u>
LIABILITIES					
Current Liabilities:					
Accounts payable	47,505	-	-	-	47,505
Salaries and benefits payable	10,907	-	-	-	10,907
Interest payable	-	29,143	-	-	29,143
Due to other funds	6,752	17,778	-	-	24,530
Compensated absences	7,552	-	-	-	7,552
Loans	-	95,989	-	-	95,989
Total Current Liabilities	<u>72,716</u>	<u>142,910</u>	<u>-</u>	<u>-</u>	<u>215,626</u>
Noncurrent Liabilities:					
Advances from other funds	201,000	140,000	-	-	341,000
Compensated absences	2,924	-	-	-	2,924
Loans	-	1,913,810	-	-	1,913,810
Net pension liability	551,716	-	-	-	551,716
Net OPEB obligation	272,659	-	-	-	272,659
Total Noncurrent Liabilities	<u>1,028,299</u>	<u>2,053,810</u>	<u>-</u>	<u>-</u>	<u>3,082,109</u>
Total Liabilities	<u>1,101,015</u>	<u>2,196,720</u>	<u>-</u>	<u>-</u>	<u>3,297,735</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred pension adjustments	151,496	-	-	-	151,496
Total Deferred Inflows of Resources	<u>151,496</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>151,496</u>

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Net Position
Water Operations
June 30, 2016

	<u>Water</u>	<u>CIEDB Loan Redemption</u>	<u>CIEDB Loan Reserve</u>	<u>Water Capital Fund</u>	<u>Total Water Operations</u>
NET POSITION					
Net investment in capital assets	\$ 3,795,557	\$ (2,009,799)	\$ -	\$ -	\$ 1,785,758
Restricted for debt service	-	-	171,073	-	171,073
Restricted for capital facilities	-	-	-	6,039	6,039
Unrestricted	(886,729)	(164,344)	-	-	(1,051,073)
Total Net Position	<u>\$ 2,908,828</u>	<u>\$ (2,174,143)</u>	<u>\$ 171,073</u>	<u>\$ 6,039</u>	<u>\$ 911,797</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Revenues, Expenses,
And Changes in Net Position
Water Operations
For the Year Ended June 30, 2016

	Water	CIEDB Loan Redemption	CIEDB Loan Reserve	Water Capital Fund	Total Water Operations
OPERATING REVENUES					
Charges for services	\$ 1,242,754	\$ 187,996	\$ -	\$ -	\$ 1,430,750
Miscellaneous	133,248	-	-	-	133,248
Total Operating Revenues	<u>1,376,002</u>	<u>187,996</u>	<u>-</u>	<u>-</u>	<u>1,563,998</u>
OPERATING EXPENSES					
Salaries and benefits	850,007	-	-	-	850,007
Insurance	16,135	-	-	-	16,135
Office expenses	17,380	-	-	-	17,380
Continuing education	5,026	-	-	-	5,026
Dues and subscriptions	16,700	-	-	-	16,700
Postage	652	-	-	-	652
Repairs and maintenance	237,628	-	-	-	237,628
Gas, fuel and oil	10,485	-	-	-	10,485
Supplies	42,885	-	-	-	42,885
Professional services	(92,091)	-	-	-	(92,091)
Travel	2,013	-	-	-	2,013
Telephone	9,141	-	-	-	9,141
Power	135,970	-	-	-	135,970
Depreciation	377,208	-	-	-	377,208
Other operating	33,951	-	-	-	33,951
Office and safety equipment	3,132	-	-	-	3,132
Director's compensation	1,882	-	-	-	1,882
Environmental monitoring	15,364	-	-	-	15,364
Water conservation	5,208	-	-	-	5,208
Water rights	37,280	-	-	-	37,280
Annual operating fees	19,107	6,308	-	-	25,415
Total Operating Expenses	<u>1,745,063</u>	<u>6,308</u>	<u>-</u>	<u>-</u>	<u>1,751,371</u>
Operating Income (Loss)	<u>(369,061)</u>	<u>181,688</u>	<u>-</u>	<u>-</u>	<u>(187,373)</u>
NON-OPERATING REVENUES (EXPENSES)					
Interest income	\$ 357	\$ (37)	\$ 639	\$ -	\$ 959
Interest expense	-	(71,824)	-	-	(71,824)
Total Non-Operating Revenue (Expenses)	<u>357</u>	<u>(71,861)</u>	<u>639</u>	<u>-</u>	<u>(70,865)</u>
Income (Loss) before Transfers	<u>(368,704)</u>	<u>109,827</u>	<u>639</u>	<u>-</u>	<u>(258,238)</u>
Transfers in	-	15,200	-	22	15,222
Transfers out	(6,890)	-	-	-	(6,890)
Change in Net Position	<u>(375,594)</u>	<u>125,027</u>	<u>639</u>	<u>22</u>	<u>(249,906)</u>
Total Net Position - Beginning	<u>3,284,422</u>	<u>(2,299,170)</u>	<u>170,434</u>	<u>6,017</u>	<u>1,161,703</u>
Total Net Position - Ending	<u>\$ 2,908,828</u>	<u>\$ (2,174,143)</u>	<u>\$ 171,073</u>	<u>\$ 6,039</u>	<u>\$ 911,797</u>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2016

	<u>Water</u>	<u>CIEDB Loan Redemption</u>	<u>CIEDB Loan Reserve</u>	<u>Water Capital Fund</u>	<u>Total Water Operations</u>
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from customers	\$ 1,382,183	\$ 198,370	\$ -	\$ -	\$ 1,580,553
Cash paid to suppliers	(508,914)	(6,308)	-	-	(515,222)
Cash paid to employees	(708,028)	-	-	-	(708,028)
Net Cash Provided (Used) by Operating Activities	<u>165,241</u>	<u>192,062</u>	<u>-</u>	<u>-</u>	<u>357,303</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Transfers from other funds	-	15,200	-	22	15,222
Transfers to other funds	(6,890)	-	-	-	(6,890)
Interfund loans received	713	(41,295)	-	(22)	(40,604)
Interfund loans made	(35,866)	-	(24,530)	-	(60,396)
Net Cash Provided (Used) by Non- Capital Financing Activities	<u>(42,043)</u>	<u>(26,095)</u>	<u>(24,530)</u>	<u>-</u>	<u>(92,668)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Principal paid on debt	-	(92,761)	-	-	(92,761)
Interest paid on debt	-	(73,169)	-	-	(73,169)
Acquisition of capital assets	(265,484)	-	-	-	(265,484)
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>(265,484)</u>	<u>(165,930)</u>	<u>-</u>	<u>-</u>	<u>(431,414)</u>
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest on investments	358	(37)	639	-	960
Net Cash Provided (Used) by Investing Activities	<u>358</u>	<u>(37)</u>	<u>639</u>	<u>-</u>	<u>960</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(141,928)	-	(23,891)	-	(165,819)
Balances - Beginning	142,278	-	170,434	-	312,712
Balances - Ending	<u>\$ 350</u>	<u>\$ -</u>	<u>\$ 146,543</u>	<u>\$ -</u>	<u>\$ 146,893</u>

Continued (Page 1 of 2)

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Combining Statement of Cash Flows
Water Operations
For the Year Ended June 30, 2016

	<u>Water</u>	<u>CIEDB Loan Redemption</u>	<u>CIEDB Loan Reserve</u>	<u>Water Capital Fund</u>	<u>Total Water Operations</u>
RECONCILIATION OF OPERATING INCOME					
(LOSS) TO NET CASH PROVIDED (USED) BY					
OPERATING ACTIVITIES					
Operating income (loss)	\$ (369,061)	\$ 181,688	\$ -	\$ -	\$ (187,373)
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation/amortization	377,208	-	-	-	377,208
Decrease (increase) in:					
Accounts receivable	6,181	10,374	-	-	16,555
Prepaid costs	15,535	-	-	-	15,535
Pension adjustment - deferred outflows	(4,678)	-	-	-	(4,678)
Increase (decrease) in:					
Accounts payable	(6,601)	-	-	-	(6,601)
Salaries and benefits payable	(6,544)	-	-	-	(6,544)
Compensated absences payable	(10,683)	-	-	-	(10,683)
Net pension liability	92,584	-	-	-	92,584
Net OPEB obligation	32,474	-	-	-	32,474
Pension adjustment - deferred inflows	38,826	-	-	-	38,826
Net Cash Provided (Used) by Operating Activities	<u>\$ 165,241</u>	<u>\$ 192,062</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 357,303</u>

Continued (Page 2 of 2)

OTHER REPORT AND SCHEDULES

- **Other Report**
- **Schedule of Findings and Recommendations**
- **Schedule of Prior Year Findings and Recommendations**
- **Management's Corrective Action Plan**

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of business-type activities and each major fund of Hidden Valley Lake Community Services District, California (District) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated March 14, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and recommendations that we consider to be material weaknesses. (2016-001)

The Board of Directors
Hidden Valley Lake Community Services District
Hidden Valley Lake, California

Compliance and Other Matters

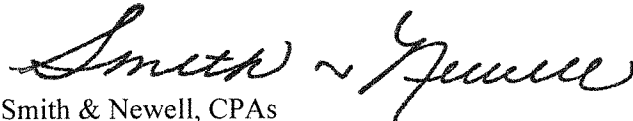
As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

District's Response to Finding

The District's response to the finding identified in our audit is described in the accompanying schedule of findings and recommendations. The District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Smith & Newell, CPAs
Yuba City, California
March 14, 2017

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Findings and Recommendations
For the Year Ended June 30, 2016

2016-001 Account Balances (Material Weakness)

Condition

During our audit, we noted the following:

1. Approximately \$220,000 of cash and investments was not reported on the general ledger.
2. Intergovernmental receivables/revenues were not recorded.
3. Assessments receivable for June 30, 2015 had not been reversed out of the account balance and the June 30, 2016 balance had not been recorded.
4. Prepaid accruals for June 30, 2015 had not been reversed out of the balance and the current year amounts recorded.
5. Miscellaneous revenues of approximately \$76,983 were recorded as a liability and should have been recorded as revenue.
6. The payroll tax accrual was posted twice.
7. The June 30, 2015 interest payable liability was not reversed out of the current balance.
8. The debt payment had not been recorded against the loan balance and the additional debt refunding of \$300,000 had not been recorded.

Cause

We noted that cash and investments, intergovernmental receivables, prepaids, salaries payable, interest payable, and debt payable were not adjusted as necessary to accurately reflect current balances.

Criteria

Generally accepted accounting principles require that account balances be adjusted as necessary to reflect current balances.

Effect of Condition

Accounts were not properly adjusted prior to the start of the annual audit.

Recommendation

We recommend that the District reconcile and adjust account balances in a timely manner.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Schedule of Prior Year Findings and Recommendations
For the Year Ended June 30, 2016

<u>Audit Reference</u>	<u>Status of Prior Year Audit Recommendation</u>
2015-001	<p>Account Balances</p> <p>Recommendation</p> <p>We recommend that the District reconcile and adjust account balances in a timely manner.</p> <p>Status</p> <p>In Progress</p>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
Management's Corrective Action Plan
For the Year Ended June 30, 2016

Finding 2016-001 Account Balances (Material Weakness)

We recommend that the District reconcile and adjust account balances in a timely manner.

Responsible Individual: Trish Wilkinson, Full Charge Bookkeeper

Corrective Action Plan: Accounts will be properly reconciled and adjustments will be made in a timely manner. The full charge bookkeeper is currently enrolled in college accounting classes.

Anticipated Completion Date: June 30, 2017

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

DATE: April 18, 2017

AGENDA ITEM: Hidden Valley Lake Community Services District Strategic Plan

RECOMMENDATIONS: Approve the revised 2013-2018 Hidden Valley Lake Community Services District Strategic Plan

FINANCIAL IMPACT: None

BACKGROUND: At a publicly noticed Board workshop The Board of Directors and Staff reviewed the 2013-2018 Strategic Plan. Several updates were recommended by the General Manager and Board of Directors. Staff recommends the Board review and adopt the final draft strategic plan as written or with revisions.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on April 18, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Secretary to the Board



Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
(707) 987-9201

Strategic Plan

2013-2018
(UPDATE 3-8-17)



www.HiddenValleyLakeCSD.com

Our Mission

To effectively and innovatively manage the natural resources with which we have been entrusted; to provide reliable, safe, high-quality water and wastewater services in an economically and environmentally responsible manner.

Core Values

- ***Public Health***
- ***Customer Service***
- ***Cost-Effectiveness***
- ***Integrity***
- ***Organizational Excellence***
- ***Reliability***
- ***Stewardship***
- ***Innovation***

Goals

- ***Deliver High Quality Water and Wastewater Services***
- ***Maintain Financial Stability***
- ***Expand Education and Outreach***
- ***Offer Innovative Services***
- ***Refine Governance and Administrative Processes***

Situational Analysis

No change in financial reserves as they are still nearly depleted. There is an ever-growing list of deferred-maintenance activities, no formal capital improvement plan to sustain our infrastructure, and a portion of the District's water rights remain unsecured. Like nearly all water utilities, we are working within an increasingly complex and sophisticated regulatory framework, additional operating protocols & constraints and increasingly stringent water quality standards.

We are still at a crossroads and must make smart choices that will define the character of our organization for years to come.

Challenges

Our top challenges:

- A. Financial health of the District-The District continues to covered water and to a lesser extent, sewer service operating costs by deferring maintenance. The repercussions of deferring maintenance are now being recognized through predictable infrastructure failures such as water mainline breaks and Sewer I & I; along with the increased costs associated with repairing or replacing equipment, pipelines and facilities.
- B. Of equal concern, is the debilitating effect funding shortfalls have on our ability to pursue new opportunities. It takes money to prepare grant requests, to retain personnel who can research and assess the feasibility of implementing new opportunities, to obtain matching funds and loans and to advocate on behalf of the District. The District is currently not well positioned, financially, to pursue new opportunities or solve existing issues.
- C. In addition to replacing aging infrastructure and strengthening our financial position, we must secure and protect the District's water supply. In 2012 we submitted a "Petition for Change" to the State Water Resources Control Board's Division of Water Rights – a process through which we intend to solidify the District's water rights to current and future water supplies. The Petition for Change, although largely a "paper study" as opposed to the traditional "brick and mortar" project, could easily take five years to complete and cost in excess of \$300,000.
- D. The California Department of Public Health has adopted stringent drinking water standards for hexavalent chromium (Cr6) of 10ppb. The District's annual average for Cr6 is 11.1ppb. We now know the cost required to comply with the forthcoming (Dec. 31, 2019) drinking water standard for hexavalent chromium. (Treatment \$2.5M Well \$1M)
- E. The District must find and secure a "new & approved" water source to address the building moratorium. This is only a small fraction of the solution as the District then needs to drill a new well, install the treatment system, SCADA system, meet new

security standards and build the infrastructure to deliver this new water source to the system.

(It is expected that this can be done in conjunction with meeting all State requirements for item D, the Chrome 6 requirements, if the new water source is below 10.0ppb.)

- F. The Putah Creek underflow replenishment requirement by the State Water Board creates many issue for the community, environment and water basin. Several are the proliferation of non-native species that disadvantages the native species of frogs and the exportation of our valuable water resource from a water basin that is self-sufficient, self-reliant and sustainable; all within our own closed loop system. This water exportation is magnified during times of drought and sends a poor message to the public as the District pumps thousands of gallons into Putah Creek, simply to be sucked up by local farmers and never making the intended destination. Additional water must then be wasted down the creek to make up for this diversion of water further exasperation the issue.

Five-Year Vision

The five-year vision as portrayed in the 2013-2018 Strategic Plan has not played out as described. The economy continued to pause...giving us this chance to reevaluate the direction our district is going and the opportunities that are before us today. We now have an opportunity to move in a new direction to meet our Mission Statement, Core Values and Goals.

Goals

Goal: Deliver High Quality Water and Wastewater Services

1A. Secure and protect the water supply

As a part of this strategic plan, we will take the following actions:

- Amend and expand water rights
 - Water Rights Petition for Change
 - Update analysis of future water demands
- Increase knowledge of watershed and factors impacting quantity and quality of water supply
 - Expand water quality monitoring program
 - Expand groundwater elevation monitoring program
 - Compile library of technical studies and associated documents
 - Evaluate risk of “emerging contaminants”

- Hexavalent chromium
 - Endocrine disrupters
 - And now 1,2,3-Trichloropropane at 5 parts per trillion (ppt)
- Increase understanding of surface water – groundwater interactions within the Coyote Valley groundwater basin
 - Promote stewardship of Coyote Valley Groundwater Basin
 - Monitor and participate in County land use planning activities
 - Support local watershed protection groups

1B. Maintain and enhance sewer infrastructure

As a part of this strategic plan, we will take the following actions to upgrade the District's sewer infrastructure:

- Complete inventory/catalog of sewer infrastructure
- Implement updated Sewer System Management Plan (SSMP)
 - Expand systematic sewer maintenance cleaning program
 - Implement systematic service line replacement program
- Implement Sewer Capital Improvement Plan

1C. Maintain and enhance water infrastructure

As a part of this strategic plan, we will take the following actions to upgrade the District's water infrastructure:

- Complete inventory/catalog of water infrastructure
- Implement Water Capital Improvement Plan
- Implement leak detection program
- Implement systematic water meter replacement program

It is now a viable option to replace traditional water meters with smart meters due to lost revenue capture. Industry standard conservatively estimates that you can see an average revenue increase of \$2 to \$3 per connection with the installation of smart meters. That would be an additional income of \$5K to \$7.5K per month that would be used to pay on a loan and the associated 50/50 matching grant. To add an additional margin for error, the potential Verizon cell tower rental site is expected to generate \$2.5K per month toward a matching loan payment as well.

1D. Enhance site security for all facilities and infrastructure

As a part of this strategic plan we will construct enclosures/housing for water supply wells.

1E. Evaluate flood control

As a part of this strategic plan we will:

- Identify current level of flood protection provided by existing facilities
- Implement facilities maintenance program
- Develop dedicated source of funding

The District has identified a potential opportunity to move the community forward through a public, private partnership to address flooding issues, storm culverts and ditch maintenance. Ultimately, it is staff's recommendation that Lake County Water Resources be the final responsible agency if a funding source can be agreed upon. This would save the sewer enterprise account thousands of dollars annually and bring the District into compliance with funding regulations.

1. Lake County Water Resources has the expertise, finances and ability to place a property tax on the ballot to cover the expenses of maintaining the Putah Creek levee, storm basin & pump, culverts and ditches throughout Hidden Valley Lake. If passed, the Association and CSD would deed specific properties to Lake County Water Resources as they would have the revenue stream to maintain the facilities.
2. Prior to a land transfer to Lake County Water Resources, and through the generous donation of private land owner, the District would merge the existing storm basin and this new property (Portions of this land may be retained by the District which would require the land to be subdivided first) allowing Lake County Water Resources to remove the eastern basin wall/levee so storm water could naturally flow by gravity to Putah Creek. This would reduce the need for the pump station and likely the flooding we have seen in recent months.

Goal: Maintain Financial Stability

We will maintain financial stability and equitable rates.

Water and sewer reserves fall short of the District's needs and requirements for grants and loans.

2A. Update fiscal policies to promote financial stability

In order to maintain and enhance the District's credit rating we will:

- Develop reserve fund policies

- Fund depreciation

2B. Adopt fixed asset management plan

We will develop a fixed asset management plan which will form the basis for determining appropriate funding levels for infrastructure and other fixed asset depreciation.

2C. Expand our ability to track and manage financial data

To enhance our ability to track and analyze financial data, we will:

- Upgrade administrative computer system
- Monitor trends and develop long-term fiscal projections
- Improve cost tracking by activity/project

2D. Ensure rates are equitable and promote financial stability

We will commission a third-party water, sewer and miscellaneous fee study to determine the financially prudent revenue stream required to execute this strategic plan.

2E. Identify sustainable funding mechanism for flood control facilities

(This is a repeat of item 1E. The two could be combined)

There is currently no dedicated revenue stream for funding operation and maintenance of our existing flood control facilities, nor expansion of flood control facilities or responsibilities should the District be required to obtain a National Pollutant Discharge Elimination System (NPDES) storm water discharge permit in the future. As part of this strategic plan we will conduct an analysis of current and future flood control funding requirements, and identify potential funding sources.

Goal: Expand Education and Outreach

We will expand education and outreach programs to enhance customer awareness of District services and promote government transparency.

3A. Expand customer education about the District and our services

Nationwide, the cost of providing safe, reliable municipal drinking water has risen steadily and often, -from the customer's perspective, for unknown or unsubstantiated reasons. A frequently heard complaint is that customers are being told to conserve water, which they do, and are subsequently "rewarded" with increased water rates. In general, water utility customers are unaware of the true cost of producing and delivering municipal drinking water *or of the financial impact that new and increasingly stringent regulations have on the cost of these services.* Similarly, they are often not fully aware

of the water utility's services, or its responsibilities to maintain its sewer and drinking water infrastructure.

Coupled with the need to better educate customers is the related task of expanding the modes of communication. Among some demographics, electronic social media has become the preferred mode of communication. Disseminating information via social media is less expensive and often more effective than newsletters and other traditional means. As a part of this strategic plan, we will:

- Familiarize customers with the scope and breath of District services and the true cost of providing those services
- Utilize electronic social media, in conjunction with traditional newsletters, to disseminate information

3B. Educate customers about resource conservation and pollution prevention

To promote resource stewardship, we will continue to educate customers and increase public awareness of water conservation, [the cost of doing business](#), and will also designate funding to expand programs to educate the public about:

- Sewer lateral maintenance
- Stormwater management
- Safe disposal of grease, cleaning agents, pharmaceuticals and other household wastes

3C. Expand customer service training for employees

The District will expand and formalize its employee customer service training program to reflect the evolving functions of the District and the expanding role of electronic media. Specifically, the District will:

- Provide formal training (webinar, video, lectures)
- Initiate an annual customer satisfaction survey

Goal: Offer Innovative Services

4A. Leverage District resources to generate revenue

The District possesses expertise, equipment, and infrastructure that could be used to generate revenue and/or provide additional services to the community. As a part of this strategic plan we will:

- Expand solar power generation capacity

- Investigate the feasibility of wind power generation
- Investigate feasibility of providing facilities for the provision of internet services
- Investigate feasibility of converting sludge to marketable products
- Investigate feasibility of rainwater capture financing and installation
- Investigate feasibility of providing water/wastewater quality laboratory analysis services
- Provide expertise and intellectual capital to other organizations
 - Billing services
 - Consulting/contractor services
- Rent/lease heavy equipment
- It is now a viable option to install a hydro turbine at the base of the dam (Per Schneider Electric's evaluation & their grant knowledge) to offset operational costs of a well in that location. Grants are currently available which may provide 50 to 100% of the funding.

4B. Pursue partnerships and strategic alliances to develop revenue-generating activities

We will cultivate partnerships and alliances through participation in integrated regional water management planning efforts and water industry organizations such as the Association of California Water Agencies, and where appropriate, through political advocacy. Specifically, we will:

- Actively participate in the Westside Sacramento Integrated Regional Water Management Plan group
- Promote and facilitate communication between water purveyors and wastewater service providers in the Upper Putah Creek drainage
- Cultivate relations with local, State and Federal elected officials

Goal: Refine Governance and Administration

5A. Update governance procedures to promote efficiency and transparency

To improve Board governance we will adopt Board of Director Rules and Procedures to guide the conduct of Board meetings, communication among individual Board

members, communication between the Board and District staff, and communication between individual Board members and District staff:

5B. Update administrative processes to enhance customer service

- Implement a paperless service order program and promote electronic billing to improve customer service and reduce administrative costs
- Automate meter reading to improve customer service, reduce administrative costs, and improve records retention and retrieval
- Utilize network system/cloud services to improve records retention and retrieval, and enhance preservation of District records in the event of disaster
- Implement an automated call system to improve customer service and enhance emergency response capabilities

5C. Conduct customer satisfaction surveys

We have never conducted a customer satisfaction survey and have historically received comparatively little feedback from our customers regarding services provided, or potential interest in new or expanded services. To assess the appropriateness and quality of our services, we will conduct annual web-based customer satisfaction surveys to assess the District's ability to provide services, and the need or interest in providing additional services.

5D. Continuously update human resources policies and practices to recruit and retain skilled employees

- Maintain up-to-date job descriptions to reflect current and future staffing needs
- Provide competitive compensation to attract and retain staff
- Develop staff skills and capabilities that will enhance District's ability to provide services
- Provide training/cross-training and offer education reimbursements to facilitate development of staff skills and capabilities

5E. Review organizational structure and staffing needs

As a part of this strategic plan, we will review our organizational structure and staff composition to ensure that the District's organizational and staffing capabilities are aligned with current and future needs.

Strategic Plan Updates

To ensure this Strategic Plan remains functional, practical, and continues to address the current needs of the District we will review and update the plan annually, prior to adoption of the District's budget for the following fiscal year. As a part of this annual review we will:

- Identify specific elements of the Strategic Plan to be initiated and/or completed in the next fiscal year
- Measure our performance toward achieving the Strategic Plan's goals
- Publish a report summarizing the progress made and any changes with respect to the Strategic Plan goals, strategies or initiatives

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

DATE: April 18, 2017

AGENDA ITEM: RESOLUTION 2017-04 Resolution of The Hidden Valley Lake Community Services District In Support of The Association of California Water Agencies’ Policy Statement on Bay-Delta Flow Requirements

RECOMMENDATIONS: Approve Resolution 2017-04 Resolution of The Hidden Valley Lake Community Services District In Support of The Association of California Water Agencies’ Policy Statement on Bay-Delta Flow Requirements

FINANCIAL IMPACT: None

BACKGROUND: ACWA’s Board of Directors has adopted a strong policy statement urging the State Water Resources Control Board to set aside its problematic “unimpaired flow” approach to setting new water quality objectives in the Bay-Delta watershed.

To demonstrate the broadest support possible for ACWA’s policy statement, ACWA is requesting its member agencies adopt a resolution and use key message points to educate audience on the issue.

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 April 18, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Secretary to the Board

RESOLUTION 2017-04

**RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
IN SUPPORT OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES'
POLICY STATEMENT ON BAY-DELTA FLOW REQUIREMENTS**

WHEREAS, California is facing a defining moment in water policy that will be substantially impacted by the State Water Resources Control Board's approach to water quality objectives under the Water Quality Control Plan for the San Francisco Bay/Sacramento-San Joaquin Delta; and

WHEREAS, the State Water Board has the responsibility for updating the Bay-Delta Plan in a manner that establishes water quality objectives that ensure the reasonable protection of all beneficial uses of water in a way that is consistent with the coequal goals of improving water supply reliability and protecting, restoring and enhancing the Delta ecosystem and with respect to the commitments made in the California Water Action Plan; and

WHEREAS, the State Water Board staff's current proposal, which focuses singularly on an "unimpaired flow" approach, is irreconcilable with a policy of coequal goals of improving both water supply reliability and ecosystem health; it is also inconsistent with the broader water policy objectives of the Brown Administration; and

WHEREAS, the ACWA Board of Directors has unanimously adopted a strong policy statement calls for a better approach that can more effectively achieve ecological objectives while maintaining water supply reliability. The statement calls on the State Water Board to set aside its "unimpaired flow" approach and heed Gov. Jerry Brown's call for negotiated agreements, which have been successful on many rivers and tributaries in California.

WHEREAS, the ACWA statement notes that to be successful, the state's flow policy must be consistent with the principles of collaboration, comprehensive solutions, science, functional flows, economic considerations, consistency with state policy, and leadership; and

WHEREAS, California's local urban and agricultural water managers are united in their vision for a future that includes a vibrant California economy as well as healthy ecosystems and fish populations, and believe that vision is best achieved through a comprehensive, collaborative approaches;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Hidden Valley Lake CSD hereby supports ACWA's Policy Statement on Bay-Delta Flows and encourages the State Water Resources Control Board to embrace the approach articulated in ACWA's policy statement.

PASSED AND ADOPTED on April 18, 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim Lieberman
President of the Board of Directors

ATTEST:

Kirk Cloyd
Secretary to the Board of Directors

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

DATE: April 18, 2017

AGENDA ITEM: Designation of Applicant's Agent Resolution for Non-State Agencies

RECOMMENDATIONS: Approve Resolution 2017-05, Designation of Applicant's Authorized Agent

FINANCIAL IMPACT: None

BACKGROUND: The Federal Emergency Management Agency (FEMA) announced the availability of funding for eligible entities (including Special Districts) affected by storms that occurred 1/3/17 – 1/12/17. The Governor's Office of Emergency Services (Cal OES) is working in concert with FEMA, to help applicants navigate through the application process. Cal OES Form 130, Designation of Applicant's Agent Resolution is a required form to move forward in the application process.

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 January 17, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Secretary to the Board

HVLCSD Resolution 2017-05

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Directors OF THE Hidden Valley Lake Community Services District
(Governing Body) (Name of Applicant)

THAT General Manager, is hereby authorized to execute for and on behalf of the Hidden Valley Lake Community Services District, a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Hidden Valley Lake Community Services District, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this 18th day of April, 2017

Jim Lieberman, President, Board of Directors
(Name and Title of Governing Body Representative)

Carolyn Graham, Vice President, Board of Directors
(Name and Title of Governing Body Representative)

Linda Herndon, Director, Board of Directors
(Name and Title of Governing Body Representative)

Judy Mirbegian, Director, Board of Directors
(Name and Title of Governing Body Representative)

Jim Freeman, Director, Board of Directors
(Name and Title of Governing Body Representative)

CERTIFICATION

I, Penny Cuadras, duly appointed and Administrative Assistant of
(Name) (Title)

Hidden Valley Lake Community Services District, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the Hidden Valley Lake Community Services District
(Governing Body) (Name of Applicant)

on the _____ day of _____, 20__.

(Signature)

(Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification.")