

**BOARD OF DIRECTORS
HILTON CREEK COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
TUESDAY, DECEMBER 12, 2023
5:00 P.M.
CROWLEY LAKE COMMUNITY CENTER
58 PEARSON ROAD
CROWLEY LAKE, CALIFORNIA**

AGENDA

- 1. CALL MEETING TO ORDER**
 - A. Roll Call

- 2. ADDITIONS TO AGENDA**
 - A. Items added to the agenda must be approved by the Board pursuant to Government Code §54954.2

- 3. PUBLIC COMMENT**
 - A. The public may make a statement or pose questions on Items **NOT** on the agenda** (see note at end of agenda)

- 4. CONSENT AGENDA**
 - A. Financial Reports
 1. Consideration & Approval of Disbursements List
 - a. Disbursements and Checks
 - B. Review & Acceptance of Monthly Financial Reports
 1. Account Balances – All Funds
 2. Budget Report: YTD Actual to Budget Report –November 2023
 3. District Fund Transfers – November 2023
 4. Southern California Edison Report
 5. Equipment Use Hours Report
 - C. Approval of Minutes
 1. Minutes of the Regular Board Meeting of November 14, 2023

- 6. SEWER FACILITIES UPDATE - GENERAL UPDATE**
 - A. General Report on Status of Facilities, Operational Stability
 1. Plant Automation
 2. Clarifier #2
 3. Blower
 4. Wells
 5. Manholes and Sewer Lines
 6. Drying Beds
 7. Testing and Flows
 8. Miscellaneous Projects

- 7. NEW BUSINESS**
 - A. Studio Apartment Definition
 - B. Audit – Information Update

8. OLD BUSINESS

A. Contract Blower – APGN

9. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS

10. BOARD MEMBER COMMENTS/REPORTS

11. ANNOUNCEMENTS

A. Regular Board Meeting: January 9, 2023 at 5 p.m.
Crowley Lake Community Center

12. ADJOURNMENT

****NOTE:** Members of the public will have the opportunity to directly address the Board of Directors concerning any item listed on the Agenda below before or during consideration of that item. In order to better accommodate members of the public, specific times for Agenda Items will be heard at the specified time or soon thereafter. Agenda Items without specific times may be rearranged to accommodate the Board's schedule. All public comments will be limited by the President of the Board to a speaking time of three minutes.

HILTON CREEK COMMUNITY SERVICES DISTRICT CHECKS WRITTEN - ALL FUNDS November 14 through December 14, 2023

Type	Date	Num	Name	Memo	Amount
Nov 14 - 18, 23					
Bill Pmt -...	11/15/2023		AT&T	District Phones - NOV	-221.60
Nov 14 - 18, 23					-221.60
Week of Nov 19, 23					
Week of Nov 19, 23					
Week of Nov 26, 23					
Bill Pmt -...	12/01/2023		PERS 457 Contributions	November Payroll	-183.33
Bill Pmt -...	12/01/2023		PERS Health Insurance	December 2023	-2,460.02
Bill Pmt -...	12/01/2023		PERS Retirement	November Payroll 2023	-949.04
Liability C...	12/01/2023	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # -821610102	-22.65
Liability C...	12/01/2023	E-pay	EFTPS	94-2834850 QB Tracking # -821574102	-3,999.16
Liability C...	12/01/2023	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # -821549102	-1,110.77
Week of Nov 26, 23					-8,724.97
Week of Dec 3, 23					
Liability C...	12/04/2023		QuickBooks Payroll Service	Created by Payroll Service on 12/01/2023	-16,519.99
Paycheck	12/05/2023	DD13...	ADAMSON, CYNTHIA R	Direct Deposit	0.00
Paycheck	12/05/2023	DD13...	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	12/05/2023	DD13...	CONNOLLY, ISABEL S	Direct Deposit	0.00
Paycheck	12/05/2023	DD13...	CZESCHIN, WILLIAM	Direct Deposit	0.00
Paycheck	12/05/2023	DD13...	CZESCHIN, WINDSOR	Direct Deposit	0.00
Paycheck	12/05/2023	DD13...	HAFNER, KEITH	Direct Deposit	0.00
Paycheck	12/05/2023	8495	Hatter, Jason T		-2,430.44
Paycheck	12/05/2023	DD13...	PRESTON, DEVIN M	Direct Deposit	0.00
Paycheck	12/05/2023	DD13...	SHIPLEY, STEVE H	Direct Deposit	0.00
Bill Pmt -...	12/07/2023		MCWD	iNVOICE 2329	-90.00
Bill Pmt -...	12/07/2023		Bank of America	ACH PROCESSING FEE DECEMBER	-15.00
Week of Dec 3, 23					-19,055.43
Dec 10 - 14, 23					
Bill Pmt -...	12/12/2023		AT&T	District Phones - NOV	-221.60
Bill Pmt -...	12/12/2023		FRONTIER COMMUNICATIONS	Pump Station Alarm System 11/22/2023...	-42.66
Bill Pmt -...	12/12/2023	8496	Emp. Dev. Dept.	July - September Assessment	-194.89
Bill Pmt -...	12/12/2023	8497	INFOSEND, INC	CUSTOMER BILLING November 2023	-409.20
Bill Pmt -...	12/12/2023	8498	Inyo County Waste Managment	00379	-152.00
Bill Pmt -...	12/12/2023	8499	NORTH BAY PENSIONS, LLC	GASB 68 Preparation for FY 2022/2023 ...	-1,000.00
Bill Pmt -...	12/12/2023	8500	STATE WATER RESOURCES ...	FACILITY ID 6B140109001 INVOICE W...	-26,785.00
Bill Pmt -...	12/12/2023	8501	STATE WATER RESOURCES ...	FACILITY ID 6SS011147 INVOICE WD...	-3,746.00
Bill Pmt -...	12/12/2023	8502	APG - Neuros Inc.	BLOWER 10% - Approval of Purchase ...	-5,468.00
Bill Pmt -...	12/12/2023	8503	APG - Neuros Inc.	BLOWER 10% - Submission of Shop Dr...	-5,468.00
Bill Pmt -...	12/12/2023	8504	APG - Neuros Inc.	BLOWER 40% - Release for production ...	-21,872.00
Bill Pmt -...	12/14/2023	8505	BABCOCK LABORATORIES, I...	ACCOUNT 4807	-649.96
Bill Pmt -...	12/14/2023	8506	W D Czeschin	Clothing Reimbursement	-475.00
Bill Pmt -...	12/14/2023		MAMMOTH DISPOSAL	NOVEMBER 2023	-207.66
Bill Pmt -...	12/14/2023	8507	RELIABLE TRANSLATIONS, I...	INVOICE 26323	-80.00

2:43 PM

12/09/23

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT
CHECKS WRITTEN - ALL FUNDS
November 14 through December 14, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Bill Pmt -...	12/14/2023	8508	STATE WATER RESOURCES ...	GRADE II EXAM - RETAIKE	-110.00
Bill Pmt -...	12/14/2023		UMPQUA BANK	NOVEMBER 2023 - PAID ONLINE	-3,776.19
Dec 10 - 14, 23					-70,658.16
TOTAL					-98,660.16

Hilton Creek Community Services District					
Sewer Funds Account Balances					
As Of					
November 30, 2023					
	Previous				11/30/2023
Account	Balance	Credits	Debits	Adjustments	Balance
**Bank of America	33,841.49	91,209.99	(38,985.31)	25.00	86,091.17
Sewer Fund Use Fees & Expenses		48,107.51	(37,221.40)		
Cancelled / Return/ Fin. Chg Other				25.00	<i>Reversed NSF Fee 10/2023</i>
County Inv. Pool Transfer		40,000.00			
LAIF Transfers					
Capital Reserve Transfer		-	-		
Connection Fees					
County Loan Transfer					
Availability Fees		-			
Juniper Deposits/Expenses		3,102.48	(1,763.91)		
Juniper Drive Transfers		-	-		
Admin / Late Fees		-			
Capital Reserve	159,823.08	1.31	-	-	159,824.39
Connection & Availability Fees					
Transfers					
Interest		1.31			
LAIF	5,148.71	-	-	-	5,148.71
Checking Transfers					
Interest					
Other					
Other					
County Investment Pool	488,790.65	3,863.93	(40,000.00)	-	452,654.58
Checking Transfers			(40,000.00)		
LAIF Transfers					
Interest		3,863.93			9/30/2023 Int Appt
Unsec. Property Tax					
Secure Property Tax					
Other					
Unitary Property Tax					
Delinquent Accounts Collection					
Total**	687,603.93	95,075.23	(78,985.31)	25.00	703,718.85

** Balance Owed to Juniper Fund (5,168.95)
Total with Juniper Drive Oweing 698,549.90

COUNTY INVESTMENT POOL HOLDINGS - REMAINS WITHIN INVEMENT POOL					
HOLDINGS	35,092.80	125,000.00	-	-	160,092.80
<i>Emergency Reserves Holdings</i>	<i>17,546.40</i>	<i>25,000.00</i>			<i>Net Prop Tax 2023-2024</i>
<i>Capital Reserves Holdings</i>	<i>17,546.40</i>	<i>25,000.00</i>			
<i>Operation Reserves Holdings</i>		<i>25,000.00</i>			
<i>PERS UAL Holdings</i>		<i>25,000.00</i>			
<i>Personnel Leave Liability Holdings</i>		<i>25,000.00</i>			

Juniper Drive Special Zone of Benefit Funds

**As Of
November 30, 2023**

	Previous	Credits	Debits	Adjustments	11/30/2023 Balance
Bank of America	113,039.18	7,772.22	(117.00)	-	120,694.40
Juniper Drive Fees Collected		7,772.22			Snow Removal
Juniper Drive Expenses			(117.00)		
LAIF	4,810.79	-	-	-	4,810.79
Interest					No Change
Other					
County Investment Pool	318,945.90	2,521.29	-	-	321,467.19
Checking Transfers					
Interest		2,521.29			9/30/2023 Int Appt
Other					
Total**	436,795.87	10,293.51	(117.00)	-	446,972.38

** Balance Owed to Juniper Fund 5,168.95

Total with Balance Owed to Sewer Fund 452,141.33

Juniper Drive Wash						
Fwd		JD Fees Coll	JD Checks	Adjust	SF Paid	SF Owes JD
	3,830.38	3,102.48	(1,763.91)			5,168.95

Funds collected / paid in Sewer Fund

HILTON CREEK COMMUNITY SERVICES DISTRICT

Balance Sheet

As of November 30, 2023

12/09/23

Accrual Basis

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
10000 · 1 Bank of America-Checking	86,091.17
12000 · 3 B of America-Capital Reserve	159,824.39
13000 · 4 Mono Co Treasury Inv. Pool	452,654.58
14000 · 5 LAIF	
General Sewer Fund	4,957.36
14000 · 5 LAIF - Other	191.35
Total 14000 · 5 LAIF	5,148.71
Total Checking/Savings	703,718.85
Accounts Receivable	
Accounts receivable	
ADMIN FEE - DELINQUENT ACCOUNTS	-30.00
AVAILABILITY FEES	1,930.00
Non Customer	-291.60
SEWER USE FEES	
Finance Charge	2,747.59
LIEN FEE	-100.00
SEWER USE FEES - Other	56,715.32
Total SEWER USE FEES	59,362.91
Accounts receivable - Other	-92,301.54
Total Accounts receivable	-31,330.23
SEWER CONNECTION FEE	-110.62
Total Accounts Receivable	-31,440.85
Other Current Assets	
Allowance for uncollectibles	-254.45
1499 · Undeposited Funds	585.74
Total Other Current Assets	331.29
Total Current Assets	672,609.29
Fixed Assets	
Property, Plant & Equipment	
Equipment	3,104,881.53
Facilities Improvements	78,028.37
Other Equipment	21,391.22
Vehicles	16,500.00
Property, Plant & Equipment - Other	53,625.00
Total Property, Plant & Equipment	3,274,426.12
Total Fixed Assets	3,274,426.12
Other Assets	
Accumulated depreciation	-2,921,143.35
Total Other Assets	-2,921,143.35
TOTAL ASSETS	1,025,892.06
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	-90.00
Total Accounts Payable	-90.00

HILTON CREEK COMMUNITY SERVICES DISTRICT

Balance Sheet

As of November 30, 2023

12/09/23

Accrual Basis

	Nov 30, 23
Other Current Liabilities	
Accounts payable	2,877.10
17000 · Juniper Dr SZB Clearing Acct	5,168.95
2100 · Payroll Liabilities	
457 Employee Cont	3,085.00
457 Employer Contributions	338.44
B Retirement - EE Cont	13,896.70
Retirement - Employer	1,719.15
2100 · Payroll Liabilities - Other	1,914.17
Total 2100 · Payroll Liabilities	20,953.46
2110 · Direct Deposit Liabilities	156.05
Total Other Current Liabilities	29,155.56
Total Current Liabilities	29,065.56
Long Term Liabilities	
PENSION LIABILITIES	
Def inflows of resources-actuar	127,851.00
Def outflows of resources-actua	-26,206.00
Deferred outflows-contributions	-6,103.00
Net Pension Liability	147,505.00
Total PENSION LIABILITIES	243,047.00
Total Long Term Liabilities	243,047.00
Total Liabilities	272,112.56
Equity	
Capital Improvement Reserve	52,898.82
1110 · Retained Earnings	687,702.02
Net Income	13,178.66
Total Equity	753,779.50
TOTAL LIABILITIES & EQUITY	1,025,892.06

HILTON CREEK COMMUNITY SERVICES DISTRICT

All Sewer Fund Transaction Detail Report

November 2023

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Paycheck	11/01/2023	8491	Hatter, Jason T		10000 · 1 Bank o...	162	-SPLIT-		2,458.90
Liability Check	11/01/2023		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		16,320.50
Bill Pmt -Check	11/01/2023		PERS 457 Contributi...	October Payroll	10000 · 1 Bank o...		20000 · *Accou...		183.33
Bill Pmt -Check	11/01/2023		PERS Health Insura...	November 2023	10000 · 1 Bank o...		20000 · *Accou...		2,460.02
Bill Pmt -Check	11/01/2023		PERS Retirement	September 2...	10000 · 1 Bank o...		20000 · *Accou...		949.04
Deposit	11/01/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	10.00	
Deposit	11/01/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	10.00	
Deposit	11/01/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	256.92	
Bill Pmt -Check	11/01/2023		MCWD	iNVOICE 2230	10000 · 1 Bank o...		20000 · *Accou...		90.00
Paycheck	11/02/2023	DD1349	ADAMSON, CYNTH...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/02/2023	DD1350	BEATTY, LORINDA A	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/02/2023	DD1351	CONNOLLY, ISABE...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/02/2023	DD1353	CZESCHIN, WINDS...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/02/2023	DD1354	HAFNER, KEITH	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/02/2023	DD1355	PRESTON, DEVIN M	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/02/2023	DD1356	SHIPLEY, STEVE H	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/02/2023	DD1352	CZESCHIN, WILLIAM	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Bill Pmt -Check	11/03/2023		MAMMOTH DISPO...	October 2023	10000 · 1 Bank o...		20000 · *Accou...		207.66
Bill Pmt -Check	11/07/2023		Bank of America	ACH PROCE...	10000 · 1 Bank o...		20000 · *Accou...		15.00
Deposit	11/08/2023		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	196.84	
Deposit	11/08/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	1,232.83	
Bill Pmt -Check	11/09/2023		USDA FOREST SE...	Hilton Cr. Co...	10000 · 1 Bank o...		20000 · *Accou...		76.37
Bill Pmt -Check	11/09/2023		Intuit		10000 · 1 Bank o...		20000 · *Accou...		789.72
Deposit	11/10/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Bill Pmt -Check	11/11/2023		SCE Plant	2023 10/02 to...	10000 · 1 Bank o...		20000 · *Accou...		1,653.51
Bill Pmt -Check	11/11/2023		SCE Pump Station	2023 10/02 to...	10000 · 1 Bank o...		20000 · *Accou...		749.94
Bill Pmt -Check	11/13/2023		FRONTIER COMM...	Pump Station ...	10000 · 1 Bank o...		20000 · *Accou...		42.60
Bill Pmt -Check	11/13/2023		UMPQUA BANK	OCTOBER 2...	10000 · 1 Bank o...		20000 · *Accou...		1,963.76
Bill Pmt -Check	11/13/2023	8492	BABCOCK LABOR...	ACCOUNT 48...	10000 · 1 Bank o...		20000 · *Accou...		167.50
Bill Pmt -Check	11/13/2023	8493	CSDA	Membership -...	10000 · 1 Bank o...		20000 · *Accou...		2,204.00
Bill Pmt -Check	11/13/2023	8494	Lorinda Beatty	MEDICAL RE...	10000 · 1 Bank o...		20000 · *Accou...		1,894.65
Liability Check	11/13/2023	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		50.15
Liability Check	11/13/2023	E-pay	EFTPS	94-2834850 Q...	10000 · 1 Bank o...		-SPLIT-		5,048.60
Liability Check	11/13/2023	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		1,317.84
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.92	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.00	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Deposit	11/14/2023		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	1,570.78	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	281.94	
Deposit	11/14/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	156.30	
Deposit	11/15/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Bill Pmt -Check	11/15/2023		AT&T	District Phone...	10000 · 1 Bank o...		20000 · *Accou...		221.60
Deposit	11/16/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	23,152.08	
Transfer	11/16/2023			Funds Transf...	10000 · 1 Bank o...	162	13000 · 4 Mon...	40,000.00	

HILTON CREEK COMMUNITY SERVICES DISTRICT

Juniper Drive Clearing Account Monthly Detail Report

November 2023

Type	Date	Name	Memo	Class	Debit	Credit
General Journal	11/01/2023		10% GROSS ...	164	551.72	
General Journal	11/01/2023		10% GROSS ...	164	110.42	
General Journal	11/01/2023		10% GROSS ...	164		
General Journal	11/01/2023		10% GROSS ...	164	336.90	
General Journal	11/01/2023		10% GROSS ...	164	18.33	
General Journal	11/01/2023		Total 10% CA...	164	28.33	
General Journal	11/01/2023		Total 10% IC ...	164	28.33	
General Journal	11/01/2023		Total 10% W...	164	28.33	
General Journal	11/01/2023		Total 10% DP...	164	28.33	
General Journal	11/01/2023		Total 10% SS...	164	28.33	
Bill	11/01/2023	PERS 457 Contributi...	10%	164	18.33	
Bill	11/01/2023	PERS Retirement	10% ER CON...	164	56.28	
Bill	11/01/2023	PERS Health Insura...	10% Health Ins	164	215.34	
Bill	11/01/2023	PERS Health Insura...	10% Health Ins	164	30.65	
Deposit	11/08/2023	JUNIPER DRIVE FE...	J6012014 MC...	164		196.84
Bill	11/13/2023	Lorinda Beatty	10% JD	164	189.47	
Bill	11/14/2023	UMPQUA BANK	10% OFFICE	164	40.60	
Bill	11/14/2023	UMPQUA BANK	10% FUEL	164	32.06	
Deposit	11/14/2023	JUNIPER DRIVE FE...	J6016015 K C...	164		85.10
Deposit	11/14/2023	JUNIPER DRIVE FE...	J6016017 K C...	164		196.84
Bill	11/15/2023	AT&T	10%	164	22.16	
Deposit	11/20/2023	JUNIPER DRIVE FE...	J6012014 MC...	164		196.84
Deposit	11/20/2023	JUNIPER DRIVE FE...	J6012001 RO...	164		196.84
Deposit	11/20/2023	JUNIPER DRIVE FE...	J6017004 CA...	164		196.84
Deposit	11/20/2023	JUNIPER DRIVE FE...	J6017005 CA...	164		85.10
Deposit	11/22/2023	JUNIPER DRIVE FE...	J6020003 FO...	164		196.84
Deposit	11/22/2023	JUNIPER DRIVE FE...	J6020006 FO...	164		85.10
Deposit	11/24/2023	JUNIPER DRIVE FE...	J6014008 MIL...	164		98.42
Deposit	11/26/2023	JUNIPER DRIVE FE...	J6016016-001...	164		98.42
Deposit	11/27/2023	JUNIPER DRIVE FE...	J6014012 T P...	164		400.00
Deposit	11/30/2023	JUNIPER DRIVE FE...	J6015013 KE...	164		85.10
Deposit	11/30/2023	JUNIPER DRIVE FE...	J6016005 SO...	164		196.84
Deposit	11/30/2023	JUNIPER DRIVE FE...	J6013006 HA...	164		196.84
Deposit	11/30/2023	JUNIPER DRIVE FE...	J6020010-001...	164		196.84
Deposit	11/30/2023	JUNIPER DRIVE FE...	J6017015 FIO...	164		196.84
Deposit	11/30/2023	JUNIPER DRIVE FE...	J6013002 RO...	164		196.84
TOTAL					1,763.91	3,102.48

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

Balance Sheet

12/09/23

As of November 30, 2023

Accrual Basis

	<u>Nov 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
101 - Checking - B of A	120,694.40
102 - LAIF	4,810.79
Mono County Treasury Inv. Pool	321,467.19
Total Checking/Savings	<u>446,972.38</u>
Accounts Receivable	
120 - ACCOUNTS RECEIVABLE	
121 - FINANCE CHARGES	880.31
122 - MAINTENANCE FEES	8,338.66
Total 120 - ACCOUNTS RECEIVABLE	<u>9,218.97</u>
Total Accounts Receivable	9,218.97
Other Current Assets	
JDSZB Wash Account	5,168.95
Total Other Current Assets	<u>5,168.95</u>
Total Current Assets	<u>461,360.30</u>
TOTAL ASSETS	<u>461,360.30</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202 - ACCOUNTS PAYABLE	-3.00
Total Accounts Payable	<u>-3.00</u>
Total Current Liabilities	<u>-3.00</u>
Total Liabilities	-3.00
Equity	
32000 · 304 - Retained Earnings	435,650.34
Net Income	25,712.96
Total Equity	<u>461,363.30</u>
TOTAL LIABILITIES & EQUITY	<u>461,360.30</u>

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12/09/23

Accrual Basis

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Transactions By Month
November 2023

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Clr</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Nov 23							
Deposit	11/16/2023	Deposit	101 - Checking - B o...	X	-SPLIT-	6,729.56	
Check	11/20/2023	ACH PROCE...	101 - Checking - B o...	X	68110 · Bank ...		117.00
Deposit	11/30/2023	Deposit	101 - Checking - B o...	X	-SPLIT-	1,042.66	
Nov 23						<u>7,772.22</u>	<u>117.00</u>

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12/09/23

Accrual Basis

JUNIPER DRIVE WASH ACCCOUNT

Transactions By Month

November 2023

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Nov 23									
General Journal	11/01/2023	LB FY...		10% GROSS ...	JDSZB Wash Account		-SPLIT-		551.72
General Journal	11/01/2023	LB FY...		10% ADD RE...	JDSZB Wash Account		JDSZB Wash ...		110.42
General Journal	11/01/2023	LB FY...		100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	11/01/2023	LB FY...		10% Gross L...	JDSZB Wash Account		-SPLIT-		336.90
General Journal	11/01/2023	LB FY...		10% ADD CO...	JDSZB Wash Account		JDSZB Wash ...		18.33
General Journal	11/01/2023	LB FY...		10% CA Gros...	JDSZB Wash Account		-SPLIT-		28.33
General Journal	11/01/2023	LB FY...		10% IC Gross...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	11/01/2023	LB FY...		10% WC Gro...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	11/01/2023	LB FY...		10% DP Gros...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	11/01/2023	LB FY...		10% SS Gros...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	11/01/2023	LB FY...		Health Insura...	JDSZB Wash Account		-SPLIT-		215.34
General Journal	11/01/2023	LB FY...		Health Insura...	JDSZB Wash Account	X	JDSZB Wash ...		30.65
General Journal	11/01/2023	LB FY...		10% Retireme...	JDSZB Wash Account		-SPLIT-		56.28
General Journal	11/01/2023	LB FY...		10% 457 BC	JDSZB Wash Account		JDSZB Wash ...		18.33
General Journal	11/01/2023	LB FY...		ATT	JDSZB Wash Account		68100 · 515 - T...		22.16
Deposit	11/08/2023			Deposit	JDSZB Wash Account		12000 · Undep...	196.84	
General Journal	11/14/2023	LB FY...		CC Fuel	JDSZB Wash Account		-SPLIT-		32.06
General Journal	11/14/2023	LB FY...		CC Office Exp...	JDSZB Wash Account		JDSZB Wash ...		40.60
General Journal	11/14/2023	LB FY...		10% Medical ...	JDSZB Wash Account		504 C EE Med ...		189.47
Deposit	11/14/2023			Deposit	JDSZB Wash Account		-SPLIT-	281.94	
Deposit	11/20/2023			Deposit	JDSZB Wash Account		-SPLIT-	675.62	
Deposit	11/22/2023			Deposit	JDSZB Wash Account		-SPLIT-	281.94	
Deposit	11/28/2023			Deposit	JDSZB Wash Account		12000 · Undep...	400.00	
Deposit	11/28/2023			Deposit	JDSZB Wash Account		12000 · Undep...	98.42	
Deposit	11/28/2023			Deposit	JDSZB Wash Account		12000 · Undep...	98.42	
Deposit	11/30/2023			Deposit	JDSZB Wash Account		-SPLIT-	1,069.30	
								3,102.48	1,763.91
Nov 23									

HILTON CREEK COMMUNITY SERVICES DISTRICT

Profit & Loss

November 2023

12/09/23

Accrual Basis

	Nov 23
Ordinary Income/Expense	
Income	
4010 · Fees	
Returned /Rejected Payments	-235.42
Use Fees	78,497.70
Total 4010 · Fees	78,262.28
5009 · Returned Check Charges	25.00
Total Income	78,287.28
Gross Profit	78,287.28
Expense	
Community Improvement Fund	-80.00
6003 · Depreciation Expense	7,500.00
6100 · Employee Benefits	
A Medical Reimb - Board	0.00
A Medical Reimb - Employee	1,705.18
B Health Insurance	
6104 · C Health Insurance - OIT	1,938.12
6105 · D Health Insurance - Retired	275.91
Total B Health Insurance	2,214.03
C Retirement	
B Retirement - EE Contributions	
6111 · Retirement EE Cont - OIT	386.20
Total B Retirement - EE Contributions	386.20
6108 · Retirement ER Cont - OIT	506.56
Total C Retirement	892.76
F Additional Compensation	
6116 · Add Compensation - Director	825.00
6117 · Add Compensation - Secretary	165.00
Total F Additional Compensation	990.00
Total 6100 · Employee Benefits	5,801.97
6200 · Payroll Expenses	
6201 · Gross Payroll-Board of Director	450.00
6203 · Gross Payroll OIT/Maint Tech	
Additional Duties - OIT	1,266.63
Overtime 1.5 OIT Tech	811.75
Weekly Standby Stipend - OIT	400.00
6203 · Gross Payroll OIT/Maint Tech - Other	4,855.17
Total 6203 · Gross Payroll OIT/Maint Tech	7,333.55
6204 · Gross Payroll - Chief Plant Op	
Weekly Standby Stipend - CPO	0.00
6204 · Gross Payroll - Chief Plant Op - Other	6,956.25
Total 6204 · Gross Payroll - Chief Plant Op	6,956.25
6205 · Gross Payroll - Per Diem	3,090.00
6206 · Gross Payroll-Secretary	3,032.13
6210 · Payroll Taxes	1,288.93
6200 · Payroll Expenses - Other	0.00
Total 6200 · Payroll Expenses	22,150.86
6500 · Operations Administration	
6307 · Licenses and Permits	76.37
6557 · Telephone	
6557B · Telephone - Cell	199.44

HILTON CREEK COMMUNITY SERVICES DISTRICT

Profit & Loss

November 2023

12/09/23

Accrual Basis

	<u>Nov 23</u>
6557C · Telephone - Fire Alarm	42.60
Total 6557 · Telephone	<u>242.04</u>
Total 6500 · Operations Administration	318.41
6550 · Office Expenses	
6550A · Bank Service Charges	521.30
6550C · Website / Advert./ Pub Notice	210.60
6550E · Postage/Shipping - Lab Testing	122.76
6550G · Office Communication- Not Phone	36.00
6550K · Postage / Shipping General	118.80
Total 6550 · Office Expenses	<u>1,009.46</u>
6600 · Repairs & Maintenance	
6601 · A Automobile Expense	
6601A · Fuel	288.56
Total 6601 · A Automobile Expense	288.56
6603 · Lab Testing	383.98
6604 · Plant - General / Misc	722.34
6605 · Tools & Equipment - Non Capital	419.36
6611 · U Utilities	
6611 B · SCE - Plant	1,653.51
6611 C · SCE - Pump Station	749.94
Total 6611 · U Utilities	<u>2,403.45</u>
6620 · Plant Equipment - Capital	53.86
Total 6600 · Repairs & Maintenance	<u>4,271.55</u>
Total Expense	<u>40,972.25</u>
Net Ordinary Income	37,315.03
Other Income/Expense	
Other Income	
Interest Income	1.31
Total Other Income	1.31
Other Expense	
8010 · Other Expenses	0.00
Total Other Expense	<u>0.00</u>
Net Other Income	1.31
Net Income	<u><u>37,316.34</u></u>

HILTON CREEK COMMUNITY SERVICES District
Budget to Actual
November 30, 2023

REVENUE	Proposed SEWER Budget	October		November	Year To Date	Over (Under)	% used of Budget	Goal 0.4167	Over
		0.3333	0.4167						
General Operating Revenue:									
Property Taxes <u>Transferred</u> to Operations ESTIMATE	231,000.00			40,000.00	106,000.00	(125,000.00)	46%		4% OVER
Sewer Operation & Maintenance Revenue:									
Sewer Use Fees ESTIMATE	446,900.00	21,708.16		48,107.51	167,163.37	(279,736.63)	37%		-4%
Sewer Capital Improvement Revenue: Moved									
Investment Revenue									
Interest on Investments	0.00		46.01			(0.00)			
Transfer From Reserves	0.00					(0.00)			
Transfer From Other Funds	0.00					(0.00)			
Other Revenue	0.00					(0.00)			
Late Charges	0.00					(0.00)			
<hr/>									
TOTAL REVENUES	677,900.00	21,754.17		88,107.51	273,163.37	(404,736.63)	0.83		(0.00) -
EXPENSES									
ADMINISTRATION EXPENSES									
Administration Fee				(80.00)	(80.00)	(80.00)			
Trasfer out to Emergency Reserves					-				
Transfer out to Capital Improvement Projects					-				
Mono County Admin Fee (Book Entry)	4,500.00				-	(4,500.00)	0%		-42%
***Depreciation Expense (Book Entry Only)	90,000.00	7,500.00		7,500.00	37,500.00	(52,500.00)	42%		0%
SUBTOTAL	94,500.00	7,500.00		7,420.00	37,420.00	(57,080.00)	0.42		(0.42) -

	Proposed SEWER Budget	October	November	Year To Date	Over	% used	Goal
Estimated EMPLOYEE BENEFITS							
Medical Reimbursement - Director (5)	11,696.00	553.50		1,711.80	(9,984.20)	15%	-27%
Medical Reimbursement - GM	1,800.00			-	(1,800.00)	0%	-42%
Medical Reimbursement - OIT	4,496.00			-			
Medical Reimbursement - Secretary	3,200.00		1,705.18	1,705.18			
Health Insurance (1) General Manager	25,000.00				(25,000.00)	0%	-42%
Health Insurance (1) Base Rate OIT	25,000.00	1,938.12	1,938.12	9,690.78	(15,309.22)	39%	-3%
Health Insurance - Retired (2)	3,300.00	275.91	275.91	1,379.67	(1,920.33)	42%	0%
Retirement Benefits - Employer Contributions GM	9,233.35			-	(9,233.35)	0%	-42%
Retirement Benefits - Employer Contributions OIT (10.1%)	6,100.00		506.56	2,026.24	(4,073.76)	33%	-8%
*** Retirement Benefits - Employee Contributions GM	7,000.00			-			
*** Retirement Benefits - Employee Contributions OIT	4,700.00		386.20	1,544.80			
***457 - Employee Contributions	0.00			330.03	330.03		
457 Employer Contributions GM	1,980.00			-	(1,980.00)	0%	-42%
457 Employer Contributions OIT	1,980.00			165.00	(1,815.00)	8%	-33%
Add Compensation - Directors	9,900.00	916.65	825.00	3,260.15	(6,639.85)	33%	-9%
Add Compensation - Secretary	1,980.00	183.33	165.00	660.03	(1,319.97)	33%	-8%
SUBTOTAL	117,365.35	3,867.51	5,801.97	22,473.68	(78,745.65)	19%	-23%
PAYROLL							
Salaries & Employee Benefits:					-		
Director's Gross Salary							
+ \$3,000 Special Meetings if they occur	8,100.00	500.00	450.00	2,470.00	(5,630.00)	30%	-11%
General Manager Salary	91,419.30			-	(91,419.30)	0%	-42%
OIT	61,000.00	5,822.69	4,855.17	19,736.05	(41,263.95)	32%	-9%
OIT Overtime	10,000.00	1,313.13	811.75	4,591.96	(5,408.04)	46%	4%
OIT Additional Duties Pay	13,500.00	1,367.01	1,266.63	5,335.78	(8,164.22)	40%	-2%
OIT Operations Stand by Time	7,000.00	450.00	400.00	1,612.50	(5,387.50)	23%	-19%
Chief Plant Operator - Part Time	55,000.00	7,000.00	6,956.25	29,518.75	(25,481.25)	54%	12% OVER
CPO Operations Stand by Time	7,000.00	50.00		168.75			
Perdiem	25,000.00	2,425.00	3,090.00	9,370.00	(15,630.00)	37%	-4%
Secretarial Gross Salary Part Time	36,000.00	3,369.03	3,032.13	13,910.18	(22,089.82)	39%	-3%
Payroll Taxes	26,000.00	1,879.45	1,288.93	5,362.77	(20,637.23)	21%	-21%
SUBTOTAL	340,019.30	24,176.31	22,150.86	92,076.74	(241,111.31)	3.22	(0.95)

	Proposed SEWER Budget	October	November	Year To Date	Over	% used	Goal		
OPERATIONS									
Liability Insurance	9,000.00			8,396.08	(603.92)	93%	52%		
Worker's Comp Insurance	8,100.00	474.72		6,099.14	(2,000.86)	75%	34%		
Accounting	10,800.00			-	(10,800.00)	0%	-42%		
Legal Fees	5,000.00	157.70		551.45					
Rate Study Avail Fees & Connection Fees	36,000.00			-					
Dues & Subscriptions	2,610.00	2,204.00		3,117.38	507.38	119%	78% OVER		
Travel -Non Litigation	900.00			1,563.84	663.84	174%	132% OVER		
License and Fees	30,000.00		76.37	76.37	(29,923.63)	0%	-41%		
Educational Expenses	8,100.00			795.00	(7,305.00)	10%	-32%		
Telephone	3,240.00	286.66	242.04	868.33	(2,371.67)	27%	-15%		
Office Expenses	9,000.00	1,120.65	1,009.46	4,562.41	(4,437.59)	51%	9% OVER		
Rent/Property Lease	500.00			-					
Contingency Admin Operations	10,000.00			-	(10,000.00)	0%	-42%		
	SUBTOTAL	133,250.00	4,243.73	1,327.87	26,030.00	(66,271.45)	5.49	1.33	-
REPAIRS & MAINTENANCE									
Auto Expenses	4,500.00	543.09	288.56	1,304.53	(3,195.47)	29%	-13%		
Contract Services	5,000.00			-	(5,000.00)	0%	-42%		
Lab Testing	6,500.00	194.98	383.98	1,714.68	(4,785.32)	26%	-15%		
Plant - General Repairs & Maintenance	15,000.00	554.82	722.34	3,635.32	(11,364.68)	24%	-17%		
Tools & Equipment - Non Capital	20,000.00	1,831.11	419.36	5,461.35	(14,538.65)	27%	-14%		
SCADA	15,000.00			-	(15,000.00)	0%	-42%		
Plant - Pond Maintenance	5,350.00			-	(5,350.00)	0%	-42%		
Plant - Sludge Removal	9,000.00			290.50	(8,709.50)	3%	-38%		
Sewer Lines - Vactor & General Maintenance	25,000.00	35,760.00		35,760.00	10,760.00	143%	101% OVER		
Supplies	900.00			-	(900.00)	0%	-42%		
Water	1,200.00	300.00		600.00	(600.00)	50%	8%		
SCE- Plant	30,000.00	2,206.05	1,653.51	9,695.11	(20,304.89)	32%	-9%		
SCE - Pump Station	11,000.00	1,016.42	749.94	4,070.22	(6,929.78)	37%	-5%		
Heavy Equipment & Snow Removal Plant	15,000.00			1,250.00	(13,750.00)	8%	-33%		
Repairs & Maintenance Contingency	10,198.00	139.50	53.86	193.36	(10,004.64)	2%	-40%		
	SUBTOTAL	173,648.00	42,545.97	4,271.55	63,975.07	(109,672.93)	37%	-5%	

	Proposed SEWER Budget	October	November	Year To Date	Over	% used	Goal
LONG TERM LIABILITY							
Debt - So Cal Ren - In Capital	16,600.00			-	(16,600.00)		
CalPERS Unfunded Liability	21,150.00			19,142.10			
Leave Payout (Vac & SL)	17,000.00			-			
SUBTOTAL	54,750.00	-	-	19,142.10	(16,600.00)		
SUBTOTAL ALL EXPENSES	913,532.65	82,333.52	40,972.25	261,117.59	(569,481.34)	29%	-13%
LESS ADJUSTMENTS							
***Non-Budget Items Expense	106,200.00	7,500.00	7,886.20	39,374.83	(66,825.17)	37%	-5%
**** Vacant GM Position	129,432.65	-	-	-	(129,432.65)	0%	-42%
TOTAL ADJUSTED EXPENSES	677,900.00	74,833.52	33,086.05	221,742.76	(456,157.24)	33%	-9%
Year to Date Available Revenue (Include. Prop. Tax Rec)				273,163.37			
Year to Date Expenses				221,742.76			
Net Available Revenue				51,420.61			

Budget to Actual Notes

10% Juniper Drive Cost Share has been calculated out of SewerC Budget

Blower Expense Project Transfer Pending from Capital

December Adjustments : Move to Vactoring (10,760 Deficit)

Liab Ins.	600.00
WC Inc	2,000.00
Sludge	6,000.00
Repairs & Maint Cont	2,160.00
Total Adj to Vactor	10,760.00

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

12/09/23

Profit & Loss

Accrual Basis

November 2023

	<u>Nov 23</u>
Ordinary Income/Expense	
Income	
400 - REVENUE	
401 - Maintenance Fees	14,555.06
Total 400 - REVENUE	<u>14,555.06</u>
Total Income	<u>14,555.06</u>
Gross Profit	14,555.06
Expense	
500- OPERATING EXPENSES	
504 - Employee Benefits	
504-A - Retirement	56.28
504-AA-457 Employer Contributio	18.33
504-B - Health Insurance	245.99
504 C EE Med Reimb	<u>189.47</u>
Total 504 - Employee Benefits	510.07
64900 · 507 - Office Expense	157.60
66000 · 508 - Payroll Expenses	
508-B - Gross Payroll - Sec.	336.90
508 D - 10% Director Gross	141.65
Additional Compensation	18.33
Gross Salary - OIT/Maint Tech	662.14
OIT OVERTIME	<u>0.00</u>
Total 66000 · 508 - Payroll Expenses	1,159.02
67200 · 511 - Repairs and Maintenance	
60200 · 514- Automobile Expense	<u>32.06</u>
Total 67200 · 511 - Repairs and Maintenance	32.06
68100 · 515 - Telephone Expense	<u>22.16</u>
Total 500- OPERATING EXPENSES	<u>1,880.91</u>
Total Expense	<u>1,880.91</u>
Net Ordinary Income	<u>12,674.15</u>
Net Income	<u><u>12,674.15</u></u>

**JUNIPER DRIVE
Budget to Actual
November 30, 2023**

REVENUE	BUDGET	October	November	Year to Date	Over (Under)	%	Goal %
		Month 4	Month 5		{+ or -}	Rec	0.41667
Road Maintenance Revenue:							
Maintenance Fees Collected	50,000.00	1,069.30	7,772.22	25,251.00	(24,749.00)	51%	9% OVER
Maintenance Fees Collected Through Sewer Fund	35,000.00	3,143.54	3,102.48	14,034.53	(20,965.47)	40%	-2%
Combined Maintenance Fees Collected	85,000.00	4,212.84	10,874.70	39,285.53	(45,714.47)	46%	5% OVER
Interest - LAIF	-	43.00	-	74.74	74.74	-	-
Interest - County Investment Pool	-	-	2,521.29	4,866.54	4,866.54	-	-
Transfer	-	-	-	-	-	-	-
Late Fees	-	-	-	-	-	-	-
TOTAL REVENUES	170,000.00	4,255.84	13,395.99	44,226.81	(86,487.66)	26%	26% OVER
EXPENSES							
ADMINISTRATION EXPENSES Used							
Administration Fee	-	-	-	-	-	-	-
SUBTOTAL	-	-	-	-	-	-	-
EMPLOYEE BENEFITS							
Medical Reimbursement - Director	1,300.00	61.50	-	190.20	(1,109.80)	15%	-27%
Medical Reimbursement - Employee	851.00	-	189.47	189.47	(661.53)	22%	-19%
Health Insurance - Base	3,000.00	215.34	215.34	1,076.73	(1,923.27)	36%	-6%
Health Insurance - Retired	400.00	30.65	30.65	153.27	(246.73)	38%	-3%
Retirement Benefits - Employer Contributions	700.00	-	56.28	258.92	(441.08)	37%	-5%
457 Employer Contributions	220.00	-	18.33	73.33	(146.67)	33%	-8%
Sec Additional Compensation	220.00	-	18.33	73.33	(146.67)	33%	-8%
SUBTOTAL:	6,691.00	307.49	528.40	2,015.25	(4,675.75)	30%	-12%
PAYROLL							
Salaries & Employee Benefits:							
Director's Gross Salary	1,500.00	-	141.65	636.65	(863.35)	42%	1% OVER
Manager Gross Salary	0.00	-	-	-	(0.00)	0%	-42%
OIT Gross Salary + Add Duties Pay	8,500.00	-	662.14	2,638.35	(5,861.65)	31%	-11%
OIT Overtime (JD OT Only)	7,000.00	-	-	-	-	-	-
Leave Buy Out	1,900.00	-	-	-	-	-	-
Secretarial Gross Salary	4,000.00	-	336.90	1,565.94	(2,434.06)	39%	-3%
SUBTOTAL	22,900.00	-	1,140.69	4,840.94	(18,059.06)	21%	-18%
OPERATIONS							
Liability Insurance	1,000.00	-	-	932.90	(67.10)	93%	52% OVER
Worker's Comp Insurance	900.00	52.74	-	677.68	(222.32)	75%	34% OVER
PERS Unfunded Liability	2,350.00	-	-	2,093.10	(256.90)	89%	47% OVER
Accounting	1,200.00	-	-	-	(1,200.00)	0%	-42%
Legal	-	-	-	-	-	-	-
Dues & Subscriptions	290.00	-	-	70.00	(220.00)	24%	-18%
Travel -Non Litigation	100.00	-	-	-	(100.00)	0%	-42%
License and Fees	0.00	-	-	-	(0.00)	0%	-42%
Office Expenses	2,000.00	102.91	157.60	594.32	(1,405.68)	30%	-12%
Educational Expenses	810.00	-	-	-	(810.00)	0%	-42%
Telephone	360.00	27.14	22.16	72.93	(287.07)	20%	-21%
Contingency	10,000.00	-	-	-	(10,000.00)	0%	-42%
SUBTOTAL	19,010.00	182.79	179.76	4,440.93	(14,569.07)	23%	-18%
REPAIRS & MAINTENANCE							
Auto Expenses	800.00	60.34	32.06	144.94	(655.06)	18%	-24%
Contract Services	-	-	-	-	-	-	-
Snow Removal Contract	25,000.00	-	-	-	(25,000.00)	0%	-42%
Snow Removal Beyond Contract	20,000.00	-	-	11,250.00	(8,750.00)	56%	15% OVER
Supplies	0.00	-	-	-	(0.00)	0%	-42%
Repairs & Maintenance	50,000.00	-	-	-	(50,000.00)	0%	-42%
Transfer to Juniper Drive Investment Account	74,200.00	-	-	-	(74,200.00)	0%	-42%
SUBTOTAL:	170,000.00	60.34	32.06	11,394.94	(158,605.06)	7%	7% OVER
Debt Service:							
TOTAL EXPENSES	218,601.00	550.62	1,880.91	22,692.06	(177,849.88)	10%	10% OVER
Year to Date Available Revenue				44,226.81			
Year to Date Expenses				22,692.06			
Net Available Revenue				21,534.75			

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12/09/23

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT
Capital Reserve Transaction Detail Report
July through November 2023

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Transfer	07/05/2023	Connection F...	12000 · 3 B of Ameri...	10000 · 1 Bank...	7,343.00	
Deposit	07/31/2023	July 2023	12000 · 3 B of Ameri...	Interest Income	1.35	
Transfer	08/23/2023	Funds Transf...	12000 · 3 B of Ameri...	10000 · 1 Bank...	420.00	
Deposit	08/31/2023	August 2023	12000 · 3 B of Ameri...	Interest Income	1.35	
Deposit	09/29/2023	Deposit	12000 · 3 B of Ameri...	Interest Income	1.31	
Deposit	10/31/2023	October 2023	12000 · 3 B of Ameri...	Interest Income	1.36	
Deposit	11/30/2023	NOVEMBER ...	12000 · 3 B of Ameri...	Interest Income	1.31	
TOTAL					<u>7,769.68</u>	<u>0.00</u>

HILTON CREEK COMMUNITY SERVICES District
Preliminary Capital Improvement Budget FY 2023 2024
Thursday, November 30, 2023

		October	November	Year To Date	Budget Remaining
REVENUE		0.3333	0.4167		
General Capital Reserve Funds					
Balance FWD	67,593.06			0.00	67,593.06
Sewer Connection Fees	14,686.00			0.00	14,686.00
Availability Fees	1,050.00	407.00		757.00	293.00
Sewer Connection Inspection Fees	100.00			0.00	100.00
Investment Interest	12.00	1.36	1.31	5.33	6.67
<i>Potential Reserves Allocation</i>	<i>42,456.40</i>			<i>42,456.40</i>	<i>0.00</i>
<i>So Cal Ren Loan</i>	<i>91,806.00</i>				<i>91,806.00</i>
<i>Transfer from Other Funds</i>	<i>0.00</i>			<i>0.00</i>	<i>0.00</i>
	TOTAL REVENUES	217,703.46	408.36	1.31	43,218.73
EXPENSES					
Capital Improvement Projects - 5 Year Plan					
Clarifier 2 Parts (Paid in FY 2021/2022 Budget)					0.00
Clarifier 2 - Labor & Heavy Equipment	20,000.00	6,546.80	496.60	12,615.70	7,384.30
Clarifier 1 Parts	50,000.00			0.00	50,000.00
Clarifier 1 Labor & Heavy Equipment	22,000.00			0.00	22,000.00
Aeration Blowers = Oxygen ** / SCR Loan	91,806.00	38.20	38.20	444.10	91,361.90
Drying Beds / Sludge Dewatering	150,000.00				150,000.00
Emergency Generator - Plant	150,000.00				150,000.00
Sewer Lines Camera	15,000.00			0.00	15,000.00
District Vehicle	75,000.00			0.00	75,000.00
Capital Purchases - Failed Equipment	0.00			0.00	0.00
Capital Off Road Vehicle - Manhole Access	0.00			0.00	0.00
	SUBTOTAL	573,806.00	6,585.00	534.80	13,059.80

DEFICIT -356,102.54

*Pendng TXF from General Fund

Pending TXF Out for Payment

Labor Hours Per Capital Project

	July	Aug	Sept	Oct	Nov	Year to Date
Clarifier #2 Hours						
Billy	1.50			36.50	13.00	51.00
Keith	4.50	3.00	11.00	17.50		36.00
Jason	9.00		13.00	22.00		44.00
Other	187.50					187.50
Total Clarifier 2	202.50	3.00	24.00	76.00	13.00	318.50

Blower Hours						
Billy			1.00	1.00	1.00	3.00
Keith						-
Jason			2.00			2.00
Other						-
Total Blower	-	-	3.00	1.00	1.00	5.00

Hourly Rates Clarifier							
Billy	38.20	57.30	-	-	1,394.30	496.60	1,948.20
Keith	175.00	787.50	525.00	1,925.00	3,062.50	-	6,300.00
Jason	95.00	855.00	-	1,235.00	2,090.00	-	4,180.00
Other		187.50	-	-	-	-	187.50
Total Labor Costs - Clarifier 2		1,887.30	525.00	3,160.00	6,546.80	496.60	12,615.70

Hourly Rates Blower							
Billy	38.20	-	-	38.20	38.20	38.20	114.60
Keith	175.00	-	-	-	-	-	-
Jason	95.00	-	-	190.00	-	-	190.00
Other		-	-	-	-	-	-
Total Labor Costs - Blower		-	-	228.20	38.20	38.20	304.60

Part Costs						
Clarifier 2						
Blower	139.50					

	July	Aug	Sept	Oct	Nov	Year to Date
Total Clarifier 2 Costs	1,887.30	525.00	3,160.00	6,546.80	496.60	12,615.70
Total Blower Costs	-	-	367.70	38.20	38.20	444.10

HILTON CREEK COMMUNITY SERVICES DISTRICT
Investment Accounts Report FY 2023 2024
November 30, 2023

	October	November	Year To Date
Mono County & LAIF REVENUE	0.3333	0.4167	
Investment Pool Revenue			
Property Taxes Recorded in County Investment Pool			
Secure Property Tax			-
Unsecure Property Tax	9,317.44		9,317.44
Excess ERAF			35,606.29
Unitary			-
LAIF			-
Total Property Tax Received	9,317.44	-	44,923.73
Fund Interest - Sewer Fund		3,863.93	3,863.93
Fund Interest - Juniper Drive		2,521.29	2,521.29
Tax Fund Interest 100% Sewer Fund			-
Other Tax Fund Interest 100% Sewer Fund			-
LAIF Interest - Sewer Fund	46.01		46.01
LAIF Interest - Juniper Drive	43.00		43.00
Total Interest	89.01	6,385.22	6,474.23
Delinquent Accounts Payments			-
Miscellaneous			-
Total Miscellaneous	-	-	-
Total Investment Pool Revenue	9,406.45	6,385.22	51,397.96
Investment Transferred			
Funds Transferred from Hilton Creek - Mono			-
Funds Transferred from Juniper Drive - Mono			-
Funds Transferred From Capital - Mono			-
Funds Transferred from Hilton Creek - LAIF			-
Funds Transferred from Juniper Drive - LAIF			-
Funds Transferred From Capital - LAIF			-
Total Investments Transferred	-	-	-
Transfers and Expenses			
Property Tax Admin Fee			-
Property Taxes Transferred to Operations		40,000.00	106,000.00
Property Taxes Transferred to Capital			-
Property Taxes Transferred to Juniper			-
Delinquent Account Payments TXF to Operations			-
Miscellaneous Adjustments			-
Total Outgoing	-	40,000.00	106,000.00
Net Investment Pool Revenue	-	(40,000.00)	(106,000.00)
Funds Earmarked for Reserves, Capital and Operating			
Emergency Reserves			42,456.40
Capital Reserves			42,456.40
Operation Reserves			25,000.00
PERS UAL			25,000.00
Personnel Leave Liabilities			25,000.00
Total Earmarked Funds	-	-	159,912.80
Net Investment Funds	-	(40,000.00)	(265,912.80)

COUNTY OF MONO
G/L TRANSACTION DETAIL

From Date: 07/01/2023
 To Date: 06/30/2024
 From Account: 380
 To Account: 380
 Include Accounts With No Activity
 Run Date: 12/04/2023
 User: slegrand

G/L#	EFFECTIVE DATE	DESCRIPTION	STP SOURCE	JE#	DEPOSIT	CHECK	VENDOR	VENDOR INVOICE#	DEBIT	CREDIT	BALANCE
380-00-000-00100	07/07/2023	CASH - HILTON CREEK COMM SVC DISTRICT District Draw Request 7/3/2023	SYS AP	591940		14267	HILTON CREEK COMMUNITY SERVICES DISTRICT	70323	Balance	Forward 31,000.00	828,812.82 797,812.82
	08/01/2023	PC-Excess ERAF	AJ GL	602363					35,606.29		833,419.11
	08/31/2023	District Draw Request 8/23/2023	SYS AP	602288		14740	HILTON CREEK COMMUNITY SERVICES DISTRICT	082323		35,000.00	798,419.11
	09/30/2023	PC-Sept. 2023 Cur Unsecured FY 2023-24	AJ GL	608460					9,317.44		807,736.55
	09/30/2023	PC-1Q 23-24 Interest Appt	AJ GL	612885							814,121.77
	11/16/2023	District Draw Request 11/13/2023	SYS AP	615013		15330	HILTON CREEK COMMUNITY SERVICES DISTRICT	111323	6,385.22	40,000.00	774,121.77
		TOTAL ACCOUNTS PAYABLE							51,308.95	106,000.00	774,121.77
380-00-000-00203	07/05/2023	District Draw Request 7/3/2023	SYS AP	591937		14267	HILTON CREEK COMMUNITY SERVICES DISTRICT	70323	Balance	Forward 31,000.00	0.00 31,000.00 CR
	07/07/2023	District Draw Request 7/3/2023	SYS AP	591940		14267	HILTON CREEK COMMUNITY SERVICES DISTRICT	70323	31,000.00		0.00
	08/23/2023	District Draw Request 8/23/2023	SYS AP	602282		14740	HILTON CREEK COMMUNITY SERVICES DISTRICT	082323		35,000.00	35,000.00 CR
	08/31/2023	District Draw Request 8/23/2023	SYS AP	602288		14740	HILTON CREEK COMMUNITY SERVICES DISTRICT	082323	35,000.00		0.00
	11/13/2023	District Draw Request 11/13/2023	SYS AP	615001		15330	HILTON CREEK COMMUNITY SERVICES DISTRICT	111323		40,000.00	40,000.00 CR

G/L#	EFFECTIVE DATE	DESCRIPTION	STP SOURCE	JE#	DEPOSIT	CHECK	VENDOR	VENDOR INVOICE#	DEBIT	CREDIT	BALANCE
	11/16/2023	District Draw Request 11/13/2023	SYS AP	615013		15330	DISTRICT HILTON CREEK COMMUNITY SERVICES DISTRICT	111323	40,000.00		0.00
		TOTAL							106,000.00	106,000.00	0.00
380-00-000-00208		Long-Term Debt Payable							Balance	Forward	0.00
380-00-000-00497		FUND BALANCE AVAILABLE							Balance	Forward	694,101.47 CR
380-00-000-14010		INTEREST INCOME							Balance	Forward	0.00
	09/30/2023	1Q 23-24 Interest Appt	AJ GL	612885						6,385.22	6,385.22 CR
		TOTAL							0.00	6,385.22	6,385.22 CR
380-00-000-17010		MISCELLANEOUS REVENUE							Balance	Forward	0.00
	08/01/2023	FY 2022 Excess ERAF Allocation	AJ GL	602363						35,606.29	35,606.29 CR
	09/30/2023	Sept. 2023 Cur Unsecured FY 2023-24	AJ GL	608460						9,317.44	44,923.73 CR
		TOTAL							0.00	44,923.73	44,923.73 CR
380-00-000-20010		EXPENDITURES							Balance	Forward	0.00
	07/05/2023	District Draw Request 7/3/2023	SYS AP	591937		14267	HILTON CREEK COMMUNITY SERVICES DISTRICT	70323	31,000.00		31,000.00
	08/23/2023	District Draw Request 8/23/2023	SYS AP	602282		14740	HILTON CREEK COMMUNITY SERVICES DISTRICT	082323	35,000.00		66,000.00
	11/13/2023	District Draw Request 11/13/2023	SYS AP	615001		15330	HILTON CREEK COMMUNITY SERVICES DISTRICT	111323	40,000.00		106,000.00
		TOTAL							106,000.00	0.00	106,000.00
		GRAND TOTAL							263,308.95	263,308.95	134,711.35

HILTON CREEK COMMUNITY SERVICES DISTRICT County Investment Pool Activity Detail Report July through November 2023

Type	Date	Name	Memo	Split	Debit	Credit
Jul 23						
Transfer	07/10/2023		Funds Transf...	10000 · 1 Bank...		31,000.00
Deposit	07/31/2023		FY 2022 2023...	Mono County T...	2,105.21	
Jul 23					2,105.21	31,000.00
Aug 23						
Check	08/31/2023		FY 2022 2023...	Interest Income		1.32
Deposit	08/31/2023		FY 2022 2023...	Interest Income	3,601.03	
Deposit	08/31/2023		HOPTR Intere...	Interest Income	2.38	
Deposit	08/31/2023		ERAF 2022	Mono County T...	35,606.29	
Deposit	08/31/2023		Tax Fund Intr...	Interest Income	116.39	
Aug 23					39,326.09	1.32
Sep 23						
Transfer	09/01/2023		Funds Transf...	10000 · 1 Bank...		35,000.00
Deposit	09/30/2023		Total Amount ...	Interest Income	3,863.93	
Sep 23					3,863.93	35,000.00
Oct 23						
Deposit	10/01/2023		Current Unse...	Mono County T...	9,317.44	
Oct 23					9,317.44	0.00
Nov 23						
Transfer	11/16/2023		Funds Transf...	10000 · 1 Bank...		40,000.00
Nov 23					0.00	40,000.00
TOTAL					54,612.67	106,001.32

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12/09/23

Accrual Basis

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Mono Country Inv. Pool Transactions
July 2023 through June 2024

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Jul '23 - Jun 24									
Deposit	08/31/2023			FY 2022 2023...	Mono County Treas...		601- Interest In...	2,345.25	
Deposit	09/30/2023			FY 2023-2024...	Mono County Treas...		601- Interest In...	2,521.29	
Jul '23 - Jun 24								4,866.54	0.00

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

December 01, 2023

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

HILTON CREEK COMMUNITY SERVICES DISTRICT

SECRETARY OF THE BOARD
3222 CROWLEY LAKE DR.
CROWLEY LAKE, CA 93546

[Tran Type Definitions](#)



Account Number: 16-26-001

November 2023 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	9,959.50
Total Withdrawal:	0.00	Ending Balance:	9,959.50

HILTON CREEK COMMUNITY SERVICES DISTRICT

District Funds Transfer Transactions

July 2023 through June 2024

Type	Date	Memo	Account	Debit	Credit
Jul 23					
Transfer	07/05/2023	Connection Fee - Adkins A6033015 - Sierra Springs	10000 · 1 Bank of America-Chec...		7,343.00
Transfer	07/05/2023	Connection Fee - Adkins A6033015 - Sierra Springs	12000 · 3 B of America-Capital ...	7,343.00	
Transfer	07/10/2023	Funds Transfer - Operating Expenses - FY 2023 PERS UAL - S...	10000 · 1 Bank of America-Chec...	31,000.00	
Transfer	07/10/2023	Funds Transfer - Operating Expenses - FY 2023 PERS UAL - S...	13000 · 4 Mono Co Treasury Inv....		31,000.00
Jul 23				38,343.00	38,343.00
Aug 23					
Transfer	08/07/2023	Funds Transfer Snow Removal	10000 · 1 Bank of America-Chec...	11,250.00	
Transfer	08/07/2023	Funds Transfer Snow Removal	17000 · Juniper Dr SZB Clearing...		11,250.00
Transfer	08/23/2023	Funds Transfer Clear Account Including Snow Removal	10000 · 1 Bank of America-Chec...	10,552.66	
Transfer	08/23/2023	Funds Transfer Availability Fees FY 2022 2023	10000 · 1 Bank of America-Chec...		420.00
Transfer	08/23/2023	Funds Transfer Avail Fees FY 2022 2023	12000 · 3 B of America-Capital ...	420.00	
Transfer	08/23/2023	Funds Transfer Clear Account Including Snow Removal	17000 · Juniper Dr SZB Clearing...		10,552.66
Aug 23				22,222.66	22,222.66
Sep 23					
Transfer	09/01/2023	Funds Transfer Operating Expenses - Payroll and Vactoring	10000 · 1 Bank of America-Chec...	35,000.00	
Transfer	09/01/2023	Funds Transfer Operating Expenses - Payroll and Vactoring	13000 · 4 Mono Co Treasury Inv....		35,000.00
Sep 23				35,000.00	35,000.00
Oct 23					
Oct 23					
Nov 23					
Transfer	11/16/2023	Funds Transfer - Operations & Payroll	10000 · 1 Bank of America-Chec...	40,000.00	
Transfer	11/16/2023	Funds Transfer - Operations & Payroll	13000 · 4 Mono Co Treasury Inv....		40,000.00
Nov 23				40,000.00	40,000.00
Dec 23					
Dec 23					
Jan 24					
Jan 24					
Feb 24					
Feb 24					
Mar 24					
Mar 24					
Apr 24					
Apr 24					
May 24					
May 24					

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12/09/23

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT
District Funds Transfer Transactions
July 2023 through June 2024

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
Jun 24					
Jun 24					
TOTAL				<u><u>135,565.66</u></u>	<u><u>135,565.66</u></u>

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Fund Transfer Transactions
July 2023 through June 2024

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
Jul '23 - Jun 24					
Transfer	08/07/2023	Funds Transf...	101 - Checking - B o...		11,250.00
Transfer	08/07/2023	Funds Transf...	JDSZB Wash Account	11,250.00	
Transfer	08/23/2023	Funds Transf...	101 - Checking - B o...		10,552.66
Transfer	08/23/2023	Funds Transf...	JDSZB Wash Account	10,552.66	
Transfer	08/28/2023	Reverse 8/23/...	JDSZB Wash Account		10,552.66
Transfer	08/28/2023	Reverse 8/23/...	101 - Checking - B o...	10,552.66	
Jul '23 - Jun 24				<u>32,355.32</u>	<u>32,355.32</u>

HILTON CREEK COMMUNITY SERVICES DISTRICT
Revenue Report FY 2023 2024
November 30, 2023

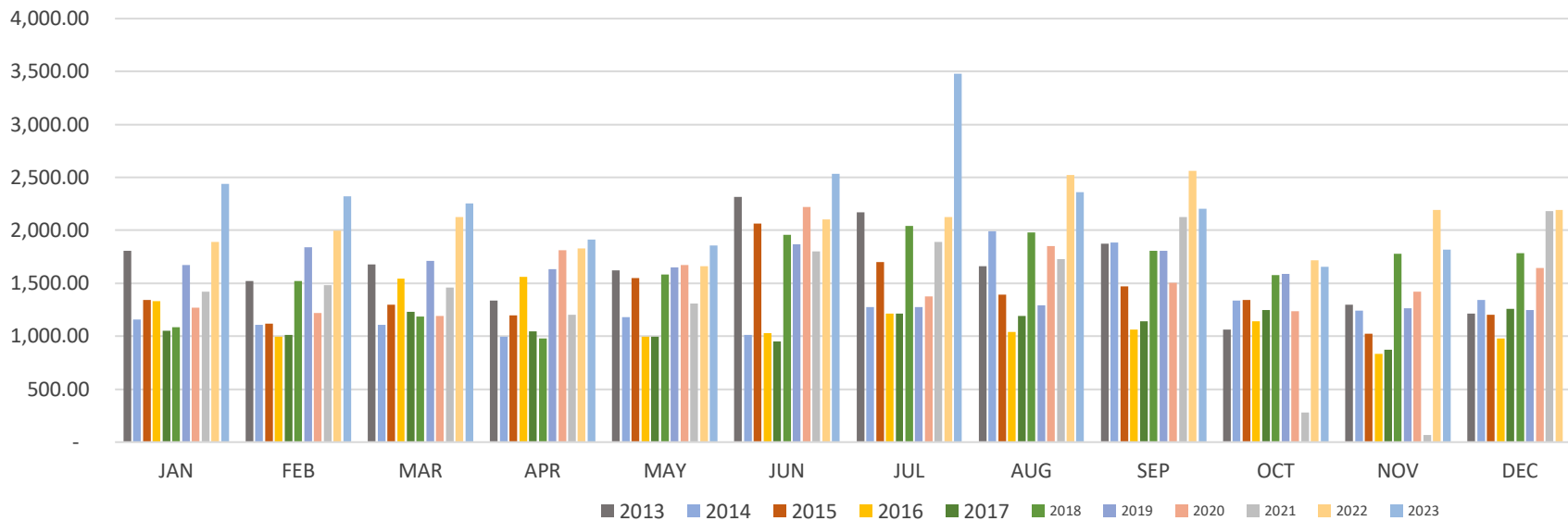
	<u>October</u>	<u>November</u>	<u>Year To</u>
	<u>Jul & Aug</u>	<u>Sep & Oct</u>	<u>Date</u>
Sewer Operation & Maintenance Revenue:			
Previous Month's Outstanding (Even Month's Only)	36,228.80		
Sewer Use Fees Billed	146.30	78,404.90	220,209.21
Late & Admin Fees Charges Billed	(60.83)		285.34
Availability Fees Charged	10.00	10.00	
Other Charges Billed			-
Total Charged	36,324.27	78,414.90	324,242.95
Sewer Fees Collected	20,453.44	48,298.07	166,121.09
Late & Admin Fees Collected			253.32
Availability Fees Collected	470.00	330.00	
Other Collections		80.00	80.01
*Total Collected	20,923.44	48,708.07	167,604.42
Less Prepaid	(3,370.90)	(1,885.51)	(14,205.93)
Total Net Collections	17,552.54	46,822.56	153,398.49
Outstanding Collections Sewer Use Fees	(20,307.14)	30,106.83	88,940.89
Outstanding Collections - Late & Admin Fees	(60.83)	-	
Percent Collected	48%	60%	47%
<i>*Payment associated with Invoice Date</i>			

	<u>October</u>	<u>November</u>	<u>Year To</u>
	<u>Jul & Aug</u>	<u>Sep & Oct</u>	<u>Date</u>
Juniper Drive Revenue			
Previous Month's Outstanding (Even Month's Only)	3,941.98		
Road Maintenance Fees Billed		14,555.06	43,665.18
Late Fees Charges			-
Other Charges			-
Total Charged	3,941.98	14,555.06	58,420.16
Road Maintenance Fees Collected	4,212.84	10,874.70	38,660.28
Late Fees Collected			470.87
Other Collections			-
*Total Collected	4,212.84	10,874.70	39,131.15
Less Prepaid	(577.20)	-	(1,127.76)
Total Net Collections	3,635.64	10,874.70	38,003.39
Juniper Outstanding Road Maintenance Fees	(4,212.84)	3,680.36	5,004.90
Outstanding Collections - Late & Admin Fees	-	-	
Percent Collected	92%	75%	65%
<i>*Payment associated with Invoice Date</i>			

HILTON CREEK CSD PLANT SCE ELECTRIC BILLS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2013	1,807.29	1,522.48	1,680.87	1,335.15	1,621.01	2,317.05	2,169.45	1,661.44	1,871.40	1,061.05	1,300.27	1,215.51
2014	1,159.40	1,105.89	1,105.96	998.57	1,180.62	1,015.24	1,274.09	1,992.96	1,882.55	1,337.29	1,241.11	1,345.37
2015	1,344.08	1,117.86	1,296.95	1,198.81	1,551.49	2,063.42	1,699.59	1,394.97	1,471.93	1,344.89	1,026.53	1,204.75
2016	1,330.52	995.19	1,543.03	1,563.37	998.18	1,029.09	1,211.52	1,040.58	1,065.69	1,140.95	830.92	978.51
2017	1,049.12	1,015.01	1,229.32	1,046.69	995.55	952.91	1,212.89	1,192.97	1,139.88	1,247.67	870.98	1,257.64
2018	1,084.24	1,519.62	1,185.24	980.79	1,585.18	1,958.72	2,039.38	1,980.39	1,804.35	1,579.83	1,778.21	1,782.52
2019	1,671.33	1,837.85	1,711.43	1,632.48	1,649.44	1,867.10	1,273.14	1,294.31	1,807.81	1,587.41	1,264.56	1,246.17
2020	1,269.72	1,220.72	1,189.09	1,813.11	1,673.46	2,222.14	1,374.75	1,852.97	1,506.67	1,237.67	1,422.08	1,644.73
2021	1,418.22	1,481.29	1,462.87	1,205.59	1,308.92	1,802.50	1,893.58	1,730.03	2,126.50	279.15	68.30	2,181.00
2022	1,891.71	1,994.83	2,124.45	1,826.94	1,662.05	2,105.34	2,125.08	2,525.43	2,563.23	1,719.03	2,193.01	2,193.11
2023	2,441.54	2,322.66	2,252.72	1,913.41	1,859.59	2,532.82	3,477.21	2,358.34	2,206.05	1,653.51	1,819.99	

SCE Plant Electric Costs
2019 - Present



Plant Electric Use Comparison							PEAK HOURS PLANT			
	FY 2022-2023		FY 2023-2024		Difference		ON PEAK	MID PEAK	OFF PEAK	SPR OFF
	Kwh	Cost	Kwh	Cost	Kwh	Cost				
JUL	10406	2125.08	15030	3477.21	4624	1352.13	2118	1108	11804	
AUG	13062	2525.43	10174	2358.34	-2888	-167.09	1551	575	8048	
SEP	13448	2563.23	10029	2206.05	-3419	-357.18	1399	679	7845	106
OCT	10413	1719.03	8694	1653.51	-1719	-65.52		1834	3966	2894
NOV	13501	2193.01	9972	1819.99	-3529	-373.02		2048	4668	3256
DEC	13020	2193.11			-13020	-2193.11				
JAN	13245	2441.54			-13245	-2441.54				
FEB	12718	2322.66			-12718	-2322.66				
MAR	12910	2252.72			-12910	-2252.72				
APR	10437	1913.41			-10437	-1913.41				
MAY	10298	1859.59			-10298	-1859.59				
JUN	10452	2532.82			-10452	-2532.82				

Pump Station Use Comparison							PEAK HOURS PUMP			
	FY 2021-2022		FY 2022-2023		Difference		ON PEAK	MID PEAK	OFF PEAK	SPR OFF
	Kwh	Cost	Kwh	Cost	Kwh	Cost				
JUL	2751	737.95	4943	1307.68	2192	569.73	751	377	3815	
AUG	2762	758.52	3348	996.18	586	237.66	574	230	2544	
SEP	3098	822.66	3818	1016.42	720	193.76	596	317	2854	54
OCT	3069	618.61	3357	749.94	288	131.33		833	1324	1200
NOV	3840	711.44	3863	823.17	23	111.73		946	1533	1384
DEC	4175	853.36			-4175	-853.36				
JAN	4095	928.76			-4095	-928.76				
FEB	3899	740.11			-3899	-740.11				
MAR	4254	830.09			-4254	-830.09				
APR	5594	1171.26			-5594	-1171.26				
MAY	5192	1046.49			-5192	-1046.49				
JUN	4356	1216.66			-4356	-1216.66				

SUMMER COST PERIODS (June 1 to Sept 30)

PEAK	WEEKDAYS	WEEKENDS & HOLIDAYS
ON	4-9 PM	
MID		4-9PM
OFF	12 AM - 4 PM 9 PM - 12 AM	12 AM TO 4 PM 9 PM - 12 AM

WINTER COST PERIODS (Oct 1 to May 31)

PEAK	WEEKDAYS	WEEKENDS & HOLIDAYS
MID	4-9 PM	4-9 PM
OFF	12 AM - 8 AM 9 PM - 12 AM	12 AM TO 8 AM 9 PM - 12 AM
SUPER OFF	8 AM-4PM	8 AM-4PM

Fiscal Year Summary
 July 1, 2022 to June 30, 2023
 Equipment Use

	Sewer		Juniper		Total	
	Hours	Cost	Hours	Cost	Hours	Cost
July	7.50	897.50	-	22,500.00	7.50	25,000.00
August	5.50	387.50	-	-	5.50	387.50
September - No Charges	-		-	-	-	
October - No Charges	-		-	-	-	
November	7.50		-		7.50	
December	-					
Contract Hours Exceeded	-	-	-	-	-	-
January	-	-	-	-	-	-
February	-	-	-	-	-	-
March	-	-	-	-	-	-
April	-	-	-	-	-	-
May	-	-	-	-	-	-
June	-	-	-	-	-	-
Fiscal Year Total	20.50	1,285.00	-	22,500.00	20.50	25,387.50

Total Reimbursement

Notes:

Contact Agreement = \$25,000 for 60 hours of work. After 60 hours, hourly rates apply
 60 hour criteria met in December

Juniper Drive to be reimbursed for sewer costs over \$2,500 within the 60 hour limit

Snow Activity

Equipment Use Hours

Billy's Snow Removal

November 2023

5% Surcharge Diesel Fuel Over \$5.50 5% Reduction Diesel Fuel Under \$4

Totals	Plant	Juniper	Total Due
Hours	7.50	-	7.50
Pmt	527.50	-	527.50

November 2023

				Sewer							Juniper							
Total Charged Hours				-	-	-	4.00	-	3.50	-	-	-	-	-	-	-	-	-
Fuel Surcharge 5%				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Charge				-	-	-	300.00	-	227.50	-	-	-	-	-	-	-	-	-
Subtotal				-	-	-	300.00	-	227.50	-	-	-	-	-	-	-	-	-
				Skid Truck Truck							621 Skid Truck							
				621 Loader	621 Loader	Steer + blower	Skid Steer	Truck with Cinder	Truck with Trailer	Backhoe	621 Loader + Blower	621 Loader	Steer + lower	Skid Steer	Truck with Cinder	Truck with Trailer	Backhoe	
Bal FWD			47.00	300.00	125.00	200.00	75.00	65.00	65.00	100.00	300.00	125.00	200.00	75.00	65.00	65.00	100.00	
11/9/2023	3.50		43.50						3.50									
11/14/2023	4.00		39.50				4.00											

**HILTON CREEK COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
NOVEMBER 14, 2023
5:00 P.M.
CROWLEY LAKE COMMUNITY CENTER
58 PEARSON ROAD, CROWLEY LAKE, CALIFORNIA
Minutes**

1. **Steve Shipley called the meeting to order at 5:02 p.m.**

A. ROLL CALL

Members Present: Cindy Adamson, Isabel Connolly, Windsor Czeschin, Devin Preston and Steve Shipley

Members Absent: None

Staff Present: Lorinda Beatty, Billy Czeschin and Keith Hafner

Guests: David Richman

2. **ADDITIONS TO AGENDA – None**

3. **PUBLIC COMMENT**

A. Public Comment – items not on the agenda.

Mr. Richman asked for an update on the vibration issues for residence near the pump station. It was noted that the item would be discussed in the Sewer Facilities Update.

4. **CONSENT AGENDA**

A. Financial Reports

1. Consideration & Approval of Disbursements List

B. Review Acceptance of Monthly Financial Reports

1. Account Balances – All Funds

2. Budget Report: YTD Actual to Budget Report November 2023

3. District Fund Transfers – November 2023

3. Southern California Edison Report

4. Equipment Use Hours

C. Approval of Minutes

1. Minutes of the Regular Board meeting of October 10, 2023

Motion: To accept the Consent Agenda as presented.

Moved by Ms. Connolly, Second by Ms. Adamson

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Preston	Mr. Shipley
Aye	Aye	Aye	Aye	Aye

5. **SEWER FACILITIES UPDATE - GENERAL MANAGER UPDATE**
 - A. **General Manager Report on Status of Facilities and Operational**
 1. **Plant Automation update**

DO Controls are pending
 2. **Clarifier #2**

Clarifier #2 project is complete, but it is not in operation pending a discussion with the manufacturer.
 3. **Blower**

The blower discussion will be addressed in New Business.
 4. **Wells**

No updates.
 5. **Manholes**

USA locations continue with SCE power poles and easements. Regarding easements: The District will send out a letter in with billing. If the problem continues the District may have to involve Mono County Code Enforcement in the future. Mr. Richman suggested sending certified letters.
 6. **Drying Beds**

Two drying beds are clean and ready.
 7. **Regular Testing**

Flows are normal, averaging 70,000 gallons per day. Influent BOD is back to normal, affluent BOD is under 7. CBOD is 2.58. All numbers are good, and the plant is running very well.
 8. **Miscellaneous Projects**

Lift station has been looked at, the property owners nearest the lift station are unavailable at the time but staff will reconnect with them soon. Staff will continue to investigate the complaint.
6. **NEW BUSINESS**
 - A. **Contract Amendment Blower / DO Controls Update**

Ms. Beatty reported that after the contract was signed by the Board the manufacturer requested additional changes. While working on those changes it was discovered that some computer components of the DO controls are not American made although they were approved by SoCalRen' s engineers. Staff will continue to work on a solution which may mean that the District will pay for those components with capital funds that are not part of the SoCalRen Loan Program.
7. **OLD BUSINESS - None**
8. **NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS - None**
9. **BOARD MEMBER COMMENTS/REPORTS - None**

10. ANNOUNCEMENTS

A. Regular Board Meeting December 12, 2023 at 5 pm

11. ADJOURNMENT

Motion: To Adjourn the November 14, 2023 Regular Board Meeting at 5:41 p.m.

Moved by Ms. Czeschin, Second by Ms. Adamson

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Preston	Mr. Shipley
Aye	Aye	Aye	Aye	Aye

The meeting was adjourned at 5:41 pm.