

**BOARD OF DIRECTORS  
HILTON CREEK COMMUNITY SERVICES DISTRICT  
SPECIAL BOARD MEETING  
TUESDAY, JANUARY 10, 2023  
5:00 P.M.**

**NOTE: DUE TO WEATHER CONCERNS AND SAFETY THIS MEETING HAS CHANGED  
TO ZOOM (Link below)**

**~~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. PRESENTATIONS**
  - A. RDN – Rate Study
  
- 5. 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 –December 2022
    3. Southern California Edison Report
    4. Equipment Use Hours Report
  - C. Approval of Minutes
    1. *Meeting of Regular December 13, 2022 – No Quorum, No Minutes*
    2. Minutes of the Special Board Meeting of December 21, 2022
  
- 7. SEWER FACILITIES UPDATE - GENERAL UPDATE**
  - A. General Report on Status of Facilities, Operational Stability
  
- 8. NEW BUSINESS**
  - A. Low Income Household Water Assistance Program (LIHWAP) Information Only
  - B. CalPERS UAL Options
  - C. Policy Updates
    - a. Workwear and PPE Policy – Correction

b. Employee Personal Storage – Sewer Plan

**9. OLD BUSINESS**

**A. Easements**

**10. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS**

**11. BOARD MEMBER COMMENTS/REPORTS**

**12. ANNOUNCEMENTS**

A. Regular Board Meeting: February 14, 2023 at 5 p.m.

**13. 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 five minutes.

**TELECONFERENCE INFORMATION**

This meeting will be held via teleconferencing with members of the Board attending from separate remote locations. As authorized by AB361, dated September 16, 2021, a local agency may use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph m. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency and local officials have recommended or imposed measures to promote social distancing or the body cannot meet safely in person and the legislative body has made such findings.

Members of the public may participate via the Zoom webinar including listening to the meeting and providing public comment by following the instructions below or contact the Board Secretary, Lorinda Beatty, at (760) 965-9696 or [info@hiltoncreekcsd.com](mailto:info@hiltoncreekcsd.com)

NOTE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Lorinda Beatty at (760) 965-9696 or [info@hiltoncreekcsd.com](mailto:info@hiltoncreekcsd.com).

Hi there,

**You are invited to a Zoom webinar.**

**When: Jan 10, 2023 05:00 PM Pacific Time (US and Canada)**

**Topic: Hilton Creek CSD**

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/83198324889>**

**Or One tap mobile :**

**US: +16699006833,,83198324889# or +16694449171,,83198324889#**

**Or Telephone:**

**Dial(for higher quality, dial a number based on your current location):**

**US: +1 669 900 6833 or +1 669 444 9171 or +1 719 359 4580 or +1 253 205 0468 or  
+1 253 215 8782 or +1 346 248 7799 or +1 309 205 3325 or +1 312 626 6799 or +1  
360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1  
646 931 3860 or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or +1  
305 224 1968**

**Webinar ID: 831 9832 4889**

**International numbers available: <https://us02web.zoom.us/j/83198324889>**

2:21 PM

## HILTON CREEK COMMUNITY SERVICES DISTRICT CHECKS WRITTEN - ALL FUNDS

01/07/23

Accrual Basis

December 14, 2022 through January 10, 2023

Type	Date	Num	Name	Memo	Amount
<b>Dec 14 - 17, 22</b>					
Bill Pmt -C...	12/15/2022		FRONTIER COMMUNICATIONS	11/22/2022 to 12/21/22	-42.54
Bill Pmt -C...	12/15/2022		SCE Pump Station	11/02/2022 to 12/4/2022	-711.44
Dec 14 - 17, 22					-753.98
<b>Week of Dec 18, 22</b>					
Liability Ch...	12/22/2022		QuickBooks Payroll Service	Created by Payroll Service on 12/21/2022	-5,034.48
Paycheck	12/23/2022	DD1262	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	12/23/2022	DD1263	CZESCHIN, WILLIAM	Direct Deposit	0.00
Week of Dec 18, 22					-5,034.48
<b>Week of Dec 25, 22</b>					
Bill Pmt -C...	12/27/2022		MCWD	INVOICE 01312	-90.00
Bill Pmt -C...	12/27/2022		PERS 457 Contributions	PPE 12/23/2022	-84.61
Bill Pmt -C...	12/27/2022		PERS Retirement	PPE 12/23/2022 & Nov 1 Retro	-431.82
Bill Pmt -C...	12/27/2022		VERIZON WIRELESS	District Cell Phones	-177.82
Bill Pmt -C...	12/31/2022	8401	STATE WATER RESOURCES CONTROL BOARD		-28,140.00
Week of Dec 25, 22					-28,924.25
<b>Week of Jan 1, 23</b>					
Paycheck	01/01/2023	8400	Hatter, Jason T	January 2021 Advance Standby Pay	-907.50
Bill Pmt -C...	01/01/2023		PERS Health Insurance	JANUARY 2023	-2,460.37
Liability Ch...	01/05/2023		QuickBooks Payroll Service	Created by Payroll Service on 01/04/2023	-4,100.65
Liability Ch...	01/05/2023	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # 978692082	-32.25
Liability Ch...	01/05/2023	E-pay	EFTPS	VOID: 94-2834850 QB Tracking # 1036098...	0.00
Liability Ch...	01/05/2023	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # 1036384082	-749.90
Liability Ch...	01/05/2023	E-pay	EFTPS	94-2834850 QB Tracking # 1047627082	-2,072.64
Bill Pmt -C...	01/05/2023		MAMMOTH DISPOSAL		-197.77
Bill Pmt -C...	01/05/2023	8405	BABCOCK LABORATORIES, INC.	INVOICE CL21626-4807	-121.27
Bill Pmt -C...	01/05/2023	8406	BILLY CZESCHIN	Equipment Use - Hours Exceeding 60 Hour...	-3,512.50
Bill Pmt -C...	01/05/2023	8407	CARMICHAEL BUSINESS TECHNOLOGY	Set up computer to enable auditor to access	-95.00
Bill Pmt -C...	01/05/2023	8408	Lorinda Beatty	MEDICAL REIMB	-568.23
Bill Pmt -C...	01/05/2023	8409	MOUNTAIN MEADOWS MUTUAL WATER CO.	MMH2011800 JAN FEB MAR 2023	-300.00
Bill Pmt -C...	01/05/2023	8413	Robert D Niehaus, Inc.	INVOICE 9116 FILE K-319	-620.00
Bill Pmt -C...	01/05/2023	8411	BILLY CZESCHIN	Equipment Use Contract FY 2022/2023 Sec...	-12,500.00
Paycheck	01/06/2023	DD1264	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	01/06/2023	DD1265	CZESCHIN, WILLIAM	Direct Deposit	0.00
Liability Ch...	01/06/2023		QuickBooks Payroll Service	Created by Payroll Service on 01/05/2023	-1,219.30
Bill Pmt -C...	01/06/2023		PERS Retirement	PPE 1/6/2023	-380.97
Bill Pmt -C...	01/06/2023		PERS 457 Contributions	PPE 1/6/2023	-84.61
Week of Jan 1, 23					-29,922.96
<b>Jan 8 - 10, 23</b>					
Paycheck	01/09/2023	DD1266	ADAMSON, CYNTHIA R	Direct Deposit	0.00
Paycheck	01/09/2023	DD1267	CONNOLLY, ISABEL S	Direct Deposit	0.00
Paycheck	01/09/2023	DD1268	CZESCHIN, WINDSOR	Direct Deposit	0.00
Paycheck	01/09/2023	8403	PRESTON, DEVIN M		-259.10
Paycheck	01/09/2023	DD1269	SHIPLEY, STEVE H	Direct Deposit	0.00
Paycheck	01/10/2023	8402	HAFNER, KEITH		-2,658.46
Check	01/10/2023	8410	VOID		0.00
Bill Pmt -C...	01/10/2023	8412	UMPQUA BANK	December 2022	-889.06
Jan 8 - 10, 23					-3,806.62
<b>TOTAL</b>					<b>-68,442.29</b>

Hilton Creek Community Services District Sewer Funds Account Balances As Of December 31, 2022					
	Previous				12/31/2022
Account	Balance	Credits	Debits	Adjustments	Balance
<b>**Bank of America</b>	<b>57,264.41</b>	<b>43,779.36</b>	<b>(63,579.24)</b>	<b>29,192.06</b>	<b>66,656.59</b>
Sewer Fund Use Fees & Expenses		21,122.50	(60,986.59)		
Cancelled / Return/ Fin. Chg Other				29,313.74	<i>Outstanding Checks</i>
County Inv. Pool Transfer		20,000.00	-	(121.68)	<i>Outstanding Deposits</i>
LAIF Transfers					<i>Other</i>
Capital Reserve Transfer		-	-		
Connection Fees					
County Loan Transfer					
Availability Fees		10.00			
Juniper Deposits/Expenses		2,569.72	(2,592.65)		
Juniper Drive Transfers		-	-		
Admin / Late Fees		77.14			
<b>Capital Reserve</b>	<b>52,901.03</b>	<b>0.45</b>	<b>-</b>	<b>-</b>	<b>52,901.48</b>
Connection & Availability Fees					
Transfers					
Interest		0.45			
<b>LAIF</b>	<b>5,002.92</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,002.92</b>
Checking Transfers					<b>No Change</b>
Interest					
Other					
Other					
<b>County Investment Pool</b>	<b>349,734.34</b>	<b>-</b>	<b>(20,000.00)</b>	<b>-</b>	<b>329,734.34</b>
Checking Transfers			(20,000.00)		<i>Prop tax to Operations</i>
LAIF Transfers					
Interest					
Unsec. Property Tax					
Secure Property Tax					
Other					
Unitary Property Tax					
Delinquent Accounts Collection					
<b>Total**</b>	<b>464,902.70</b>	<b>43,779.81</b>	<b>(83,579.24)</b>	<b>29,192.06</b>	<b>454,295.33</b>
					<i>** Balance Owed to Juniper Fund (1,655.52)</i>
					<i>Total with Juniper Drive Oweing 452,639.81</i>
<b>COUNTY INVESTMENT POOL HOLDINGS - REMAINS WITHIN INVEMENT POOL</b>					
<b>HOLDINGS</b>	<b>35,092.80</b>	<b>-</b>	<b>-</b>	<b>-</b>	
Capital Reserves Holding	17,546.40				<i>Net Prop Tax</i>
Emergency Reserves Holdings	17,546.40				<i>FY 2021-2022</i>
Other Holdings					



## HILTON CREEK COMMUNITY SERVICES DISTRICT

## Balance Sheet

01/07/23

As of December 31, 2022

Accrual Basis

	<u>Dec 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · 1 Bank of America-Checking	37,464.53
12000 · 3 B of America-Capital Reserve	52,901.48
13000 · 4 Mono Co Treasury Inv. Pool	329,734.34
14000 · 5 LAIF	
General Sewer Fund	4,957.36
14000 · 5 LAIF - Other	45.56
<b>Total 14000 · 5 LAIF</b>	<u>5,002.92</u>
<b>Total Checking/Savings</b>	425,103.27
<b>Accounts Receivable</b>	
<b>Accounts receivable</b>	
ADMIN FEE - DELINQUENT ACCOUNTS	-30.00
AVAILABILITY FEES	291.58
SEWER USE FEES	
Finance Charge	440.15
SEWER USE FEES - Other	2,945.15
<b>Total SEWER USE FEES</b>	<u>3,385.30</u>
Accounts receivable - Other	-30.00
<b>Total Accounts receivable</b>	3,616.88
SEWER CONNECTION FEE	-221.24
<b>Total Accounts Receivable</b>	<u>3,395.64</u>
<b>Other Current Assets</b>	
Allowance for uncollectibles	-255.07
<b>Total Other Current Assets</b>	<u>-255.07</u>
<b>Total Current Assets</b>	428,243.84
<b>Fixed Assets</b>	
<b>Property, Plant &amp; Equipment</b>	
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
<b>Total Property, Plant &amp; Equipment</b>	<u>3,274,426.12</u>
<b>Total Fixed Assets</b>	3,274,426.12
<b>Other Assets</b>	
Accumulated depreciation	-2,822,665.35
<b>Total Other Assets</b>	<u>-2,822,665.35</u>
<b>TOTAL ASSETS</b>	<u><u>880,004.61</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · *Accounts Payable	5.00
<b>Total Accounts Payable</b>	5.00
<b>Other Current Liabilities</b>	
Accounts payable	876.86
17000 · Juniper Dr SZB Clearing Acct	1,642.59

## HILTON CREEK COMMUNITY SERVICES DISTRICT

## Balance Sheet

As of December 31, 2022

01/07/23

Accrual Basis

	Dec 31, 22
2100 · Payroll Liabilities	
457 Employee Cont	3,250.00
457 Employer Contributions	3,265.72
B Retirement - EE Cont	4,397.70
Retirement - Employer	1,145.46
2100 · Payroll Liabilities - Other	2,814.45
<b>Total 2100 · Payroll Liabilities</b>	<b>14,873.33</b>
2110 · Direct Deposit Liabilities	156.05
<b>Total Other Current Liabilities</b>	<b>17,548.83</b>
<b>Total Current Liabilities</b>	<b>17,553.83</b>
<b>Long Term Liabilities</b>	
<b>PENSION LIABILITIES</b>	
Def inflows of resources-actuar	27,747.00
Def outflows of resources-actua	-33,679.00
Deferred outflows-contributions	-7,176.00
Net Pension Liability	259,339.00
<b>Total PENSION LIABILITIES</b>	<b>246,231.00</b>
<b>Total Long Term Liabilities</b>	<b>246,231.00</b>
<b>Total Liabilities</b>	<b>263,784.83</b>
<b>Equity</b>	
Capital Improvement Reserve	44,223.06
1110 · Retained Earnings	664,884.08
Net Income	-92,887.36
<b>Total Equity</b>	<b>616,219.78</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>880,004.61</b>



## HILTON CREEK COMMUNITY SERVICES DISTRICT All Sewer Fund Transaction Detail Report December 2022

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Paycheck	12/01/2022	8387	Hatter, Jason T		10000 · 1 Bank o...	162	-SPLIT-		907.50
Bill Pmt -Check	12/01/2022		PERS 457 Contributi...	PPE 11/25/20...	10000 · 1 Bank o...		20000 · *Accou...		84.61
Bill Pmt -Check	12/01/2022		PERS Health Insura...	DECEMBER ...	10000 · 1 Bank o...		20000 · *Accou...		2,131.28
Bill Pmt -Check	12/01/2022		PERS Retirement	PPE 11/25/20...	10000 · 1 Bank o...		20000 · *Accou...		362.97
Deposit	12/01/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	12/01/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	12/01/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Liability Check	12/05/2022	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		21.10
Liability Check	12/05/2022	E-pay	EFTPS	94-2834850 Q...	10000 · 1 Bank o...		-SPLIT-		3,084.46
Liability Check	12/05/2022	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		1,037.63
Deposit	12/05/2022		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	478.78	
Deposit	12/05/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	221.24	
Deposit	12/05/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	986.64	
Deposit	12/05/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	3,539.84	
Deposit	12/05/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	12/05/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	12/05/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Liability Check	12/08/2022		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		4,206.13
Paycheck	12/09/2022	DD1255	BEATTY, LORINDA A	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	12/09/2022	DD1256	CZESCHIN, WILLIAM	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Liability Check	12/09/2022		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		3,438.23
Paycheck	12/12/2022	DD1257	ADAMSON, CYNTH...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	12/12/2022	DD1258	CONNOLLY, ISABE...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	12/12/2022	DD1259	CZESCHIN, WINDS...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	12/12/2022	DD1260	HIGERD, GARRETT	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	12/12/2022	DD1261	SHIPLEY, STEVE H	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Deposit	12/12/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	512.70	
Deposit	12/12/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	12/12/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	3,029.78	
Deposit	12/12/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	111.00	
Deposit	12/12/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	2,495.10	
Paycheck	12/13/2022	8388	HAFNER, KEITH		10000 · 1 Bank o...	162	-SPLIT-		2,178.51
Bill Pmt -Check	12/13/2022		Bank of America		10000 · 1 Bank o...		20000 · *Accou...		18.00
Bill Pmt -Check	12/13/2022		PERS 457 Contributi...	PPE 12/9/2022	10000 · 1 Bank o...		20000 · *Accou...		84.61
Bill Pmt -Check	12/13/2022		PERS Retirement	PPE 12/9/2022	10000 · 1 Bank o...		20000 · *Accou...		362.97
Bill Pmt -Check	12/13/2022		SCE Plant	11/022022 to ...	10000 · 1 Bank o...		20000 · *Accou...		2,193.01
Bill Pmt -Check	12/13/2022	8389	BABCOCK LABOR...	ACCOUNT 48...	10000 · 1 Bank o...		20000 · *Accou...		844.57
Bill Pmt -Check	12/13/2022	8390	Community Printing	Clarifier Instru...	10000 · 1 Bank o...		20000 · *Accou...		48.94
Bill Pmt -Check	12/13/2022	8391	DOI/BLM	Hilton Creek ...	10000 · 1 Bank o...		20000 · *Accou...		45.00
Bill Pmt -Check	12/13/2022	8392	INFOSEND, INC	NOVEMBER ...	10000 · 1 Bank o...		20000 · *Accou...		397.88
Bill Pmt -Check	12/13/2022	8393	Lorinda Beatty	Medical Reim...	10000 · 1 Bank o...		20000 · *Accou...		900.53
Bill Pmt -Check	12/13/2022	8394	MAMMOTH DISPO...	VOID: Period ...	10000 · 1 Bank o...		20000 · *Accou...	0.00	
Bill Pmt -Check	12/13/2022	8395	MONO COUNTY D...	INVOICE 102...	10000 · 1 Bank o...		20000 · *Accou...		381.25
Bill Pmt -Check	12/13/2022	8396	Robert D Niehaus, I...	Rate Study - I...	10000 · 1 Bank o...		20000 · *Accou...		3,530.00
Bill Pmt -Check	12/13/2022	8397	RS Instruments & S...	INVOICE 23736	10000 · 1 Bank o...		20000 · *Accou...		469.10
Bill Pmt -Check	12/13/2022	8398	UMPQUA BANK	November 2022	10000 · 1 Bank o...		20000 · *Accou...		1,721.70
Bill Pmt -Check	12/13/2022	8399	W D Czeschin	Clothing Reim...	10000 · 1 Bank o...		20000 · *Accou...		218.78
Deposit	12/14/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	110.62	
Deposit	12/14/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	2,120.80	

## HILTON CREEK COMMUNITY SERVICES DISTRICT

### All Sewer Fund Transaction Detail Report

December 2022

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Deposit	12/14/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	553.00	
Deposit	12/14/2022		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	1,239.50	
Bill Pmt -Check	12/15/2022		FRONTIER COMM...	11/22/2022 to...	10000 · 1 Bank o...		20000 · *Accou...		42.54
Bill Pmt -Check	12/15/2022		SCE Pump Station	11/02/2022 to...	10000 · 1 Bank o...		20000 · *Accou...		711.44
Deposit	12/15/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	12/16/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	12/21/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Liability Check	12/22/2022		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		5,034.48
Paycheck	12/23/2022	DD1262	BEATTY, LORINDA A	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	12/23/2022	DD1263	CZESCHIN, WILLIAM	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Transfer	12/27/2022	Txf		Funds Transf...	10000 · 1 Bank o...		13000 · 4 Mon...	20,000.00	
Bill Pmt -Check	12/27/2022		MCWD	INVOICE 01312	10000 · 1 Bank o...		20000 · *Accou...		90.00
Bill Pmt -Check	12/27/2022		PERS 457 Contributi...	PPE 12/23/20...	10000 · 1 Bank o...		20000 · *Accou...		84.61
Bill Pmt -Check	12/27/2022		PERS Retirement	PPE 12/23/20...	10000 · 1 Bank o...		20000 · *Accou...		431.82
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	442.48	
Deposit	12/27/2022		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	590.52	
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	1,671.74	
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	10.00	
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	113.11	
Deposit	12/27/2022		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	98.42	
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	4,181.96	
Deposit	12/27/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Bill Pmt -Check	12/27/2022		VERIZON WIRELESS	District Cell P...	10000 · 1 Bank o...		20000 · *Accou...		177.82
Bill Pmt -Check	12/31/2022		MAMMOTH DISPO...	Period 11/01/...	10000 · 1 Bank o...		20000 · *Accou...		197.77
Bill Pmt -Check	12/31/2022	8401	STATE WATER RE...		10000 · 1 Bank o...		20000 · *Accou...		28,140.00
<b>TOTAL</b>								<b>43,779.36</b>	<b>63,579.24</b>

## HILTON CREEK COMMUNITY SERVICES DISTRICT

### Juniper Drive Clearing Account Monthly Detail Report

December 2022

Type	Date	Name	Memo	Class	Debit	Credit
Bill	12/01/2022	PERS 457 Contributi...	10%	164	8.46	
Bill	12/01/2022	PERS Health Insura...	10% Health Ins	164	182.92	
Bill	12/01/2022	PERS Health Insura...	10% Health Ins	164	30.21	
Bill	12/01/2022	PERS Retirement	10% ER CON...	164	20.12	
General Journal	12/01/2022		HC Over \$2,5...	162		162.50
Deposit	12/05/2022	JUNIPER DRIVE FE...	J6012003 HA...	164		196.84
Deposit	12/05/2022	JUNIPER DRIVE FE...	J6020017 DA...	164		196.84
Deposit	12/05/2022	JUNIPER DRIVE FE...	J6020017 DA...	164		85.10
General Journal	12/09/2022		10% GROSS ...	164	146.30	
General Journal	12/09/2022		10% GROSS ...	164	8.46	
General Journal	12/09/2022		10% GROSS ...	164	231.04	
General Journal	12/09/2022		10% GROSS ...	164	46.24	
General Journal	12/09/2022		10% GROSS ...	164	194.94	
General Journal	12/09/2022		10% GROSS ...	164	39.02	
Bill	12/09/2022	PERS 457 Contributi...	10%	164	8.46	
Bill	12/09/2022	PERS Retirement	10% ER CON...	164	20.12	
General Journal	12/10/2022		10% Medical ...	164	0.00	
General Journal	12/12/2022		10% Board M...	164	0.00	
General Journal	12/12/2022		10% Board M...	164	0.00	
General Journal	12/12/2022		10% Board M...	164	0.00	
General Journal	12/12/2022		10% Board M...	164	160.01	
General Journal	12/12/2022		10% Board M...	164	0.00	
General Journal	12/12/2022		Total 10% CA...	164	48.33	
General Journal	12/12/2022		Total 10% IC ...	164	48.33	
General Journal	12/12/2022		Total 10% W...	164	38.33	
General Journal	12/12/2022		Total 10% GH...	164	28.33	
General Journal	12/12/2022		Total 10% SS...	164	38.33	
Bill	12/13/2022	INFOSEND, INC	10% Custom...	164	39.79	
Bill	12/13/2022	W D Czeschin	10% Cost Sh...	164	15.00	
Bill	12/13/2022	W D Czeschin	10% Cost Sh...	164	5.40	
Bill	12/13/2022	W D Czeschin	10% Cost Sh...	164	1.43	
Bill	12/13/2022	UMPQUA BANK	10% Fuel	164	64.57	
Bill	12/13/2022	UMPQUA BANK	10% Office S...	164	32.58	
Bill	12/13/2022	Lorinda Beatty	10% Juniper ...	164	90.05	
Deposit	12/14/2022	JUNIPER DRIVE FE...	J6019005-001...	164		196.84
Deposit	12/14/2022	JUNIPER DRIVE FE...	J6020010-001...	164		196.84
Deposit	12/14/2022	JUNIPER DRIVE FE...	J6019007 HA...	164		196.84
Deposit	12/14/2022	JUNIPER DRIVE FE...	J6013007 NO...	164		196.84
Deposit	12/14/2022	JUNIPER DRIVE FE...	J6013015 NO...	164		85.10
Deposit	12/14/2022	JUNIPER DRIVE FE...	J6013016 NO...	164		85.10
Deposit	12/14/2022	JUNIPER DRIVE FE...	J6020003 FO...	164		196.84
Deposit	12/14/2022	JUNIPER DRIVE FE...	J6020006 FO...	164		85.10
Bill	12/21/2022	VERIZON WIRELESS	10%	164	17.78	
General Journal	12/23/2022		10% GROSS ...	164	146.30	
General Journal	12/23/2022		10% GROSS ...	164	8.46	
General Journal	12/23/2022		10% GROSS ...	164	242.56	
General Journal	12/23/2022		10% GROSS ...	164	48.48	
General Journal	12/23/2022		10% GROSS ...	164	466.17	
General Journal	12/23/2022		10% GROSS ...	164	32.54	

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01/07/23

Accrual Basis

**HILTON CREEK COMMUNITY SERVICES DISTRICT**  
**Juniper Drive Clearing Account Monthly Detail Report**  
**December 2022**

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<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Debit</u>	<u>Credit</u>
General Journal	12/23/2022		10% GROSS ...	164	0.64	
General Journal	12/23/2022		10% GROSS ...	164	23.87	
General Journal	12/23/2022		10% GROSS ...	164	8.96	
General Journal	12/23/2022		10% GROSS ...	164	8.23	
Bill	12/23/2022	PERS 457 Contributi...	10%	164	8.46	
Bill	12/23/2022	PERS Retirement	10% ER CON...	164	23.93	
Deposit	12/27/2022	JUNIPER DRIVE FE...	J6013012 MA...	164		196.84
Deposit	12/27/2022	JUNIPER DRIVE FE...	J6012014 MC...	164		196.84
Deposit	12/27/2022	JUNIPER DRIVE FE...	J6017017 GIL...	164		196.84
Deposit	12/27/2022	JUNIPER DRIVE FE...	J6014008 MIL...	164		98.42
Bill	12/27/2022	CARMICHAEL BUSI...	10%	164	9.50	
<b>TOTAL</b>					<b><u>2,592.65</u></b>	<b><u>2,569.72</u></b>

## JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

## Balance Sheet

01/07/23

As of December 31, 2022

Accrual Basis

	<u>Dec 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101 - Checking - B of A	111,111.17
102 - LAIF	4,674.56
Mono County Treasury Inv. Pool	311,460.71
<b>Total Checking/Savings</b>	<u>427,246.44</u>
<b>Accounts Receivable</b>	
120 - ACCOUNTS RECEIVABLE	
121 - FINANCE CHARGES	669.16
122 - MAINTENANCE FEES	2,190.25
<b>Total 120 - ACCOUNTS RECEIVABLE</b>	<u>2,859.41</u>
<b>Total Accounts Receivable</b>	2,859.41
<b>Other Current Assets</b>	
JDSZB Wash Account	1,642.59
<b>Total Other Current Assets</b>	<u>1,642.59</u>
<b>Total Current Assets</b>	<u>431,748.44</u>
<b>TOTAL ASSETS</b>	<b><u>431,748.44</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
32000 · 304 - Retained Earnings	413,350.63
Net Income	18,397.81
<b>Total Equity</b>	<u>431,748.44</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>431,748.44</u></b>

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01/03/23

Accrual Basis

**JUNIPER DRIVE SPECIAL ZONE OF BENEFIT**  
**Transactions By Month**  
**December 2022**

---

Type	Date	Memo	Account	Clr	Split	Debit	Credit
<b>Dec 22</b>							
Deposit	12/05/2022	Deposit	101 - Checking - B o...	X	-SPLIT-	957.56	
Deposit	12/12/2022	Deposit	101 - Checking - B o...	X	-SPLIT-	393.68	
Deposit	12/14/2022	Deposit	101 - Checking - B o...	X	12000 · Undep...	85.10	
Deposit	12/27/2022	Deposit	101 - Checking - B o...	X	12000 · Undep...	200.00	
<b>Dec 22</b>						<b>1,636.34</b>	<b>0.00</b>

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## JUNIPER DRIVE WASH ACCCOUNT Transactions By Month December 2022

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Dec 22									
General Journal	12/01/2022	LB FY...	Health Insura...	Health Insura...	JDSZB Wash Account		-SPLIT-		182.92
General Journal	12/01/2022	LB FY...	Health Insura...	Health Insura...	JDSZB Wash Account		JDSZB Wash ...		30.21
General Journal	12/01/2022	LB FY...	10% Retireme...	10% Retireme...	JDSZB Wash Account		-SPLIT-		20.12
General Journal	12/01/2022	LB FY...	10% 457 PPE	10% 457 PPE	JDSZB Wash Account		JDSZB Wash ...		8.46
General Journal	12/01/2022	LB FY...	Snow Remov...	Snow Remov...	JDSZB Wash Account		512 - SNOW R...	162.50	
Deposit	12/05/2022		Deposit	Deposit	JDSZB Wash Account		-SPLIT-	478.78	
General Journal	12/09/2022	LB FY...	10% Gross L...	10% Gross L...	JDSZB Wash Account		-SPLIT-		146.30
General Journal	12/09/2022	LB FY...	10% ADD CO...	10% ADD CO...	JDSZB Wash Account		JDSZB Wash ...		8.46
General Journal	12/09/2022	LB FY...	10% Retireme...	10% Retireme...	JDSZB Wash Account		-SPLIT-		20.12
General Journal	12/09/2022	LB FY...	10% 457 bc	10% 457 bc	JDSZB Wash Account		JDSZB Wash ...		8.46
General Journal	12/10/2022	LB FY...	10% Medical ...	10% Medical ...	JDSZB Wash Account		-SPLIT-		90.05
General Journal	12/12/2022	LB FY...	10% GROSS ...	10% GROSS ...	JDSZB Wash Account		-SPLIT-		231.04
General Journal	12/12/2022	LB FY...	10% ADD RE...	10% ADD RE...	JDSZB Wash Account		JDSZB Wash ...		46.24
General Journal	12/12/2022	LB FY...	100% JUNIP...	100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...		194.94
General Journal	12/12/2022	LB FY...	100% JUNIP...	100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...		39.02
General Journal	12/12/2022	LB FY...	10% Board M...	10% Board M...	JDSZB Wash Account		-SPLIT-	0.00	
General Journal	12/12/2022	LB FY...	10% Board M...	10% Board M...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	12/12/2022	LB FY...	10% Board M...	10% Board M...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	12/12/2022	LB FY...	10% Board M...	10% Board M...	JDSZB Wash Account		JDSZB Wash ...		160.01
General Journal	12/12/2022	LB FY...	10% Board M...	10% Board M...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	12/12/2022	LB FY...	10% CA Gros...	10% CA Gros...	JDSZB Wash Account		-SPLIT-		48.33
General Journal	12/12/2022	LB FY...	10% IC Gross...	10% IC Gross...	JDSZB Wash Account		JDSZB Wash ...		48.33
General Journal	12/12/2022	LB FY...	10% WC Gro...	10% WC Gro...	JDSZB Wash Account		JDSZB Wash ...		38.33
General Journal	12/12/2022	LB FY...	10% GH Gros...	10% GH Gros...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	12/12/2022	LB FY...	10% SS Gros...	10% SS Gros...	JDSZB Wash Account		JDSZB Wash ...		38.33
General Journal	12/13/2022	LB FY...	Infosend - Cu...	Infosend - Cu...	JDSZB Wash Account		64900 · 507 - ...		39.79
General Journal	12/13/2022	LB FY...	Clothing Reim...	Clothing Reim...	JDSZB Wash Account		-SPLIT-		15.00
General Journal	12/13/2022	LB FY...	Clothing Reim...	Clothing Reim...	JDSZB Wash Account		JDSZB Wash ...		5.40
General Journal	12/13/2022	LB FY...	State/Local S...	State/Local S...	JDSZB Wash Account		JDSZB Wash ...		1.43
General Journal	12/13/2022	LB FY...	CC Fuel	CC Fuel	JDSZB Wash Account		-SPLIT-		64.57
General Journal	12/13/2022	LB FY...	CC Office Exp...	CC Office Exp...	JDSZB Wash Account		JDSZB Wash ...		32.58
Deposit	12/14/2022		Deposit	Deposit	JDSZB Wash Account		-SPLIT-	1,239.50	
General Journal	12/21/2022	LB FY...	Verizon	Verizon	JDSZB Wash Account		68100 · 515 - T...		17.78
General Journal	12/23/2022	LB FY...	10% Gross L...	10% Gross L...	JDSZB Wash Account		-SPLIT-		146.30
General Journal	12/23/2022	LB FY...	10% ADD CO...	10% ADD CO...	JDSZB Wash Account		JDSZB Wash ...		8.46
General Journal	12/23/2022	LB FY...	10% GROSS ...	10% GROSS ...	JDSZB Wash Account		-SPLIT-		242.56
General Journal	12/23/2022	LB FY...	10% ADD RE...	10% ADD RE...	JDSZB Wash Account		JDSZB Wash ...		48.48
General Journal	12/23/2022	LB FY...	100% JUNIP...	100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...		466.17
General Journal	12/23/2022	LB FY...	100% JUNIP...	100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...		32.54
General Journal	12/23/2022	LB FY...	Retro	Retro	JDSZB Wash Account		JDSZB Wash ...		0.64
General Journal	12/23/2022	LB FY...	Retro	Retro	JDSZB Wash Account		JDSZB Wash ...		23.87
General Journal	12/23/2022	LB FY...	Retro	Retro	JDSZB Wash Account		JDSZB Wash ...		8.96
General Journal	12/23/2022	LB FY...	Retro	Retro	JDSZB Wash Account		JDSZB Wash ...		8.23
General Journal	12/23/2022	LB FY...	10% Retireme...	10% Retireme...	JDSZB Wash Account		-SPLIT-		23.93
General Journal	12/23/2022	LB FY...	10% 457 BC	10% 457 BC	JDSZB Wash Account		JDSZB Wash ...		8.46
Deposit	12/27/2022		Deposit	Deposit	JDSZB Wash Account		-SPLIT-	590.52	
Deposit	12/27/2022		Deposit	Deposit	JDSZB Wash Account		12000 · Undep...	98.42	

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01/03/23

Accrual Basis

**JUNIPER DRIVE WASH ACCCOUNT**  
**Transactions By Month**  
**December 2022**

---

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Clr</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
General Journal	12/27/2022	LB FY...		Computer Set...	JDSZB Wash Account		64900 · 507 - ...		9.50
<b>Dec 22</b>								<b><u>2,569.72</u></b>	<b><u>2,592.65</u></b>



## HILTON CREEK COMMUNITY SERVICES DISTRICT

## Profit &amp; Loss

01/07/23

December 2022

Accrual Basis

	Dec 22
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4010 · Fees</b>	
Availability Fees	10.00
Use Fees	6,139.48
4010 · Fees - Other	592.92
<b>Total 4010 · Fees</b>	6,742.40
<b>Total Income</b>	6,742.40
<b>Gross Profit</b>	6,742.40
<b>Expense</b>	
<b>Professional Fees</b>	
Sewer Use Rate Study	3,530.00
<b>Total Professional Fees</b>	3,530.00
<b>Supplies</b>	
Clothing Reimbursement	196.95
<b>Total Supplies</b>	196.95
<b>6003 · Depreciation Expense</b>	7,500.00
<b>6100 · Employee Benefits</b>	
<b>A Medical Reimb - Board</b>	1,440.07
<b>A Medical Reimb - Employee</b>	810.48
<b>B Health Insurance</b>	
6104 · C Health Insurance - OIT	1,646.30
6105 · D Health Insurance - Retired	271.85
<b>Total B Health Insurance</b>	1,918.15
<b>C Retirement</b>	
<b>A Retirement - ER Contribution</b>	0.00
<b>B Retirement - EE Contributions</b>	
6111 · Retirement EE Cont - OIT	516.02
<b>Total B Retirement - EE Contributions</b>	516.02
6108 · Retirement ER Cont - OIT	577.57
<b>Total C Retirement</b>	1,093.59
<b>E 457 Employer Cont</b>	
6115 · 457 Employer Cont - OIT	228.45
<b>Total E 457 Employer Cont</b>	228.45
<b>F Additional Compensation</b>	
6116 · Add Compensation - Director	825.00
6117 · Add Compensation - Secretary	152.30
<b>Total F Additional Compensation</b>	977.30
6113 · E 457 Employee Contributions	0.00
<b>Total 6100 · Employee Benefits</b>	6,468.04
<b>6200 · Payroll Expenses</b>	
6201 · Gross Payroll-Board of Director	990.00
6203 · Gross Payroll OIT/Maint Tech	
Additional Duties - OIT	1,127.11
Overtime 1.5 OIT Tech	322.39
Weekly Standby Stipend - OIT	400.00
6203 · Gross Payroll OIT/Maint Tech - Other	4,630.72
<b>Total 6203 · Gross Payroll OIT/Maint Tech</b>	6,480.22

## HILTON CREEK COMMUNITY SERVICES DISTRICT

## Profit &amp; Loss

01/07/23

December 2022

Accrual Basis

	Dec 22
6204 · Gross Payroll - Chief Plant Op	2,625.00
6205 · Gross Payroll - Per Diem	1,000.00
6206 · Gross Payroll-Secretary	2,633.40
6210 · Payroll Taxes	814.07
6200 · Payroll Expenses - Other	0.00
<b>Total 6200 · Payroll Expenses</b>	<b>14,542.69</b>
6500 · Operations Administration	
Property Lease	45.00
6307 · Licenses and Permits	28,140.00
6557 · Telephone	
6557C · Telephone - Fire Alarm	42.54
6557 · Telephone - Other	160.04
<b>Total 6557 · Telephone</b>	<b>202.58</b>
<b>Total 6500 · Operations Administration</b>	<b>28,387.58</b>
6550 · Office Expenses	
6550A · Bank Service Charges	28.00
6550C · Website / Advert./ Pub Notice	187.20
6550D · Statement Production - AR	358.09
6550E · Postage/Shipping - Lab Testing	92.82
6550G · Office Communication- Not Phone	121.50
6550K · Postage / Shipping General	54.00
6550 · Office Expenses - Other	16.00
<b>Total 6550 · Office Expenses</b>	<b>857.61</b>
6600 · Repairs & Maintenance	
Plant Equipment - Capital	48.94
6601 · A Automobile Expense	
6601A · Fuel	581.15
<b>Total 6601 · A Automobile Expense</b>	<b>581.15</b>
6603 · Lab Testing	1,398.29
6604 · Plant - General / Misc	197.77
6605 · Tools & Equipment - Non Capital	183.66
6608 · Sludge Removal	381.25
6609 · Sewer Lines- General Maint	469.10
6611 · U Utilities	
6611 B · SCE - Plant	2,193.01
6611 C · SCE - Pump Station	711.44
<b>Total 6611 · U Utilities</b>	<b>2,904.45</b>
<b>Total 6600 · Repairs &amp; Maintenance</b>	<b>6,164.61</b>
6615 · Equipment Rental	
Equip. Use - Guaranteed Hours	162.50
<b>Total 6615 · Equipment Rental</b>	<b>162.50</b>
<b>Total Expense</b>	<b>67,809.98</b>
<b>Net Ordinary Income</b>	<b>-61,067.58</b>
Other Income/Expense	
Other Income	
Interest Income	0.45
<b>Total Other Income</b>	<b>0.45</b>
<b>Net Other Income</b>	<b>0.45</b>
<b>Net Income</b>	<b>-61,067.13</b>

**HILTON CREEK COMMUNITY SERVICES District**  
**Proposed Preliminary Budget FY 2022 2023**  
**December 31, 2022**

REVENUE	SEWER Budget	November 0.4167	December 0.5000	Year To Date	Over (Under)	% used of Budget	Goal 0.5000	Over
<b>General Operating Revenue:</b>								
Property Taxes Transferred to Operations	155,000.00	20,000.00	20,000.00	40,000.00	(115,000.00)	26%	-24%	
<b>Sewer Operation &amp; Maintenance Revenue:</b>								
Sewer Use Fees Collected	340,000.00	37,882.32	21,199.64	184,361.37	(155,638.63)	54%	4% OVER	
<b>Sewer Capital Improvement Revenue: Moved</b>								
<b>Investment Revenue</b>								
Interest on Investments	0.00			26.29	26.29			
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	119.77		743.25	743.25			
<i>Carry Over Rate Study Funds FY 2021-2023</i>	<i>16,827.44</i>							
<b>TOTAL REVENUES</b>	<b>511,827.44</b>	<b>57,882.32</b>	<b>41,199.64</b>	<b>225,130.91</b>	<b>(270,612.34)</b>	<b>0.80</b>	<b>(0.20)</b>	<b>-</b>
<b>EXPENSES</b>								
<b>ADMINISTRATION EXPENSES</b>								
Administration Fee	500.00			-	(500.00)	0%	-50%	
***Mono Invest. Pool Wash - Delinquent Accts.	0.00			-	(0.00)	0%	-50%	
***Depreciation Expense (Book Entry Only)	90,000.00	7,500.00	7,500.00	45,000.00	(45,000.00)	50%	0%	
<b>SUBTOTAL</b>	<b>90,500.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>45,000.00</b>	<b>(45,500.00)</b>	<b>0.50</b>	<b>(1.00)</b>	<b>-</b>

	SEWER Budget	November	December	Year To Date	Over	% used	Goal
<b>Estimated EMPLOYEE BENEFITS</b>							
Medical Reimbursement - Director (5)	10,109.05	193.50	1,440.07	3,101.88	(7,007.17)	31%	-19%
Medical Reimbursement - GM	1,800.00			-	(1,800.00)	0%	-50%
Medical Reimbursement - OIT	3,600.00	364.50					
Medical Reimbursement - Secretary	3,641.76		810.48				
Health Insurance (1) General Manager	22,000.00				(22,000.00)	0%	-50%
Health Insurance (1) Base Rate OIT	22,000.00		1,646.30	9,876.48	(12,123.52)	45%	-5%
Health Insurance - Retired (2)	3,700.00		271.85	1,630.21	(2,069.79)	44%	-6%
Retirement Benefits - Employer Contributions GM	7,300.00			-	(7,300.00)	0%	-50%
Retirement Benefits - Employer Contributions OIT	6,000.00	181.12	577.57	2,460.05	(3,539.95)	41%	-9%
*** Retirement Benefits - Employee Contributions GM	7,000.00			-			
***Retirement Benefits - Employee Contributions OIT	4,600.00	161.73	516.02	2,196.82			
***457 - Employee Contributions	0.00			-	(0.00)	0%	-50%
457 Employer Contributions GM	2,200.00			-	(2,200.00)	0%	-50%
457 Employer Contributions OIT	2,200.00	76.15	228.45	1,074.68	(1,125.32)	49%	-1%
Add Compensation - Directors	11,000.00	825.00	825.00	4,950.15	(6,049.85)	45%	-5%
Add Compensation - Secretary	2,200.00	152.31	152.30	990.08	(1,209.92)	45%	-5%
<b>SUBTOTAL</b>	<b>109,350.81</b>	<b>1,954.31</b>	<b>6,468.04</b>	<b>26,280.35</b>	<b>(66,425.52)</b>	<b>2.99</b>	<b>(3.01) -</b>
<b>PAYROLL</b>							
<b>Salaries &amp; Employee Benefits:</b>							
Director's Gross Salary							
+ \$3,000 Special Meetings if they occur	9,000.00	360.00	990.00	2,520.00	(6,480.00)	28%	-22%
General Manager Salary	96,740.00			-	(96,740.00)	0%	-50%
OIT	64,800.00	6,961.26	6,480.22	42,508.95	(22,291.05)	66%	16% OVER
Chief Plant Operator - Part Time	30,000.00	6,387.50	2,625.00	20,387.50	(9,612.50)	68%	18% OVER
Perdiem	25,000.00	1,000.00	1,000.00	6,085.00	(18,915.00)	24%	-26%
Secretarial Gross Salary Part Time	40,500.00	2,633.40	2,633.40	19,120.95	(21,379.05)	47%	-3%
Payroll Taxes	25,680.00	1,035.83	814.07	5,327.14	(20,352.86)	21%	-29%
<b>SUBTOTAL</b>	<b>291,720.00</b>	<b>18,377.99</b>	<b>14,542.69</b>	<b>95,949.54</b>	<b>(195,770.46)</b>	<b>2.54</b>	<b>(0.96) -</b>

	SEWER Budget	November	December	Year To Date	Over	% used	Goal
<b>OPERATIONS</b>							
Liability Insurance	8,400.00			7,553.49	(846.51)	90%	40%
Worker's Comp Insurance	6,300.00			7,509.75	1,209.75	119%	69%
PERS Unfunded Liability	23,000.00			19,798.20	(3,201.80)	86%	36%
Accounting	8,500.00			-	(8,500.00)	0%	-50%
Rate Study ( Carry - Over FY 2021-2022)	16,827.54	1,185.00	3,530.00	7,095.00	(9,732.54)	42%	-8%
Dues & Subscriptions	2,889.00	2,103.20		3,033.20	144.20	105%	55% OVER
Travel -Non Litigation	963.00			-	(963.00)	0%	-50%
License and Fees	30,000.00		28,185.00	28,185.00	(1,815.00)	94%	44% OVER
Educational Expenses	9,000.00			-	(9,000.00)	0%	-50%
Telephone	2,800.00	202.79	202.58	1,068.09	(1,731.91)	38%	-12%
Office Expenses	8,667.00	953.55	857.61	4,664.77	(4,002.23)	54%	4% OVER
Contingency	14,671.92	135.00		135.00	(14,536.92)	1%	-49%
<b>SUBTOTAL</b>	<b>132,018.46</b>	<b>4,579.54</b>	<b>32,775.19</b>	<b>79,042.50</b>	<b>(52,975.96)</b>	<b>6.29</b>	<b>0.29 -</b>
<b>REPAIRS &amp; MAINTENANCE</b>							
Auto Expenses	5,000.00	151.19	581.15	1,885.61	(3,114.39)	38%	-12%
Contract Services	5,000.00			-	(5,000.00)	0%	-50%
Lab Testing	6,420.00	157.00	1,398.29	3,427.83	(2,992.17)	53%	3% OVER
Plant - General Repairs & Maintenance	15,000.00	454.37	197.77	1,338.50	(13,661.50)	9%	-41%
Tools & Equipment - Non Capital	20,000.00	(165.83)	183.66		(20,000.00)	0%	-50%
SCADA	15,000.00				(15,000.00)	0%	-50%
Plant - Pond Maintenance	5,350.00			-	(5,350.00)	0%	-50%
Plant - Sludge Removal	11,000.00	193.14	381.25	1,079.81	(9,920.19)	10%	-40%
Sewer Lines - General Maintenance	25,000.00		469.10	12,209.10	(12,790.90)	49%	-1%
Supplies	900.00		196.95	196.95	(703.05)	22%	-28%
Water	780.00			195.00	(585.00)	25%	-25%
SCE - Plant	18,190.00	1,719.03	2,193.01	11,125.78	(7,064.22)	61%	11% OVER
SCE - Pump Station	7,490.00	618.61	711.44	3,649.18	(3,840.82)	49%	-1%
Snow Removal (10%)	2,500.00			1,250.00	(1,250.00)	50%	0%
Heavy Equipment - Snow Removal Plant	5,000.00		162.50		(5,000.00)	0%	-50%
Heavy Equipment - Non-snow Removal	5,000.00			-	(5,000.00)	0%	-50%
Repairs & Maintenance Contingency	318.05		48.94		(318.05)	0%	-50%
<b>SUBTOTAL</b>	<b>147,948.05</b>	<b>3,127.51</b>	<b>6,524.06</b>	<b>36,357.76</b>	<b>(111,590.29)</b>	<b>25%</b>	<b>-25%</b>
<b>Debt - So Cal Ren - In Capital</b>							
<b>SUBTOTAL ALL EXPENSES</b>	<b>771,537.32</b>	<b>35,539.35</b>	<b>67,809.98</b>	<b>282,630.15</b>	<b>(472,262.23)</b>	<b>37%</b>	<b>-13%</b>
<b>LESS ADJUSTMENTS</b>							
***Non-Budget Items Expense	101,600.00	7,661.73	8,016.02	47,196.82	(54,403.18)	46%	-4%
**** Vacant GM Position	130,040.00	-	-	-	(130,040.00)	0%	-50%
*****10% Juniper Drive Cost Sharing	28,069.78			-	(28,069.78)	0%	-50%
<b>TOTAL ADJUSTED EXPENSES</b>	<b>511,827.54</b>	<b>27,877.62</b>	<b>59,793.96</b>	<b>238,412.09</b>	<b>(259,749.27)</b>	<b>47%</b>	<b>-3%</b>
Year to Date Available Revenue				225,130.91			
Year to Date Expenses				238,412.09			
Net Available Revenue				(13,281.18)			

## JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

01/07/23

## Profit &amp; Loss

Accrual Basis

December 2022

	<u>Dec 22</u>
Ordinary Income/Expense	
Expense	
500- OPERATING EXPENSES	
504 - Employee Benefits	
504-A - Retirement	64.17
504-AA-457 Employer Contributio	25.38
504-B - Health Insurance	213.13
504 C EE Med Reimb	90.05
504 D 10% Dir Med Reimb.	<u>160.01</u>
Total 504 - Employee Benefits	552.74
512 - SNOW REMOVAL	-162.50
Employee Clothing Reimb	21.83
64900 · 507 - Office Expense	81.87
66000 · 508 - Payroll Expenses	
508-B - Gross Payroll - Sec.	301.06
508 D - 10% Director Gross	201.65
Additional Compensation	8.46
Gross Salary - OIT/Maint Tech	601.50
OIT OVERTIME	<u>741.19</u>
Total 66000 · 508 - Payroll Expenses	1,853.86
67200 · 511 - Repairs and Maintenance	
60200 · 514- Automobile Expense	<u>64.57</u>
Total 67200 · 511 - Repairs and Maintenance	64.57
68100 · 515 - Telephone Expense	<u>17.78</u>
Total 500- OPERATING EXPENSES	<u>2,430.15</u>
Total Expense	<u>2,430.15</u>
Net Ordinary Income	<u>-2,430.15</u>
Net Income	<u><u>-2,430.15</u></u>

**JUNIPER DRIVE  
PROPOSED BUDGET FISCAL YEAR 2022/2023  
December 31, 2022**

REVENUE	BUDGET	November	December	2022/2023	Over (Under)	%	Goal %
		Month 5	Month 6	Year to Date	{+ or -}	Rec	0.50000
<b>Road Maintenance Revenue:</b>							
Maintenance Fees Collected	50,000.00	7,248.30	1,636.34	27,007.64	(22,992.36)	54%	4% OVER
Maintenance Fees Collected Through Sewer Fund	35,000.00	2,456.01	2,567.72	15,829.37	(19,170.63)	45%	-5%
<b>Combined Maintenance Fees Collected</b>	<b>85,000.00</b>	<b>9,704.31</b>	<b>4,204.06</b>	<b>42,837.01</b>	<b>(42,162.99)</b>	<b>50%</b>	<b>0% OVER</b>
Interest - LAIF	15.00			24.55	9.55	164%	114% OVER
Interest - County Investment Pool	3,300.00			-	(3,300.00)	0%	-50%
Transfer From Reserves	0.00			-	(0.00)	0%	-50%
Late Fees	0.00			-	(0.00)	0%	-50%
<b>TOTAL REVENUES</b>	<b>173,315.00</b>	<b>9,704.31</b>	<b>4,204.06</b>	<b>42,861.56</b>	<b>(87,616.43)</b>	<b>25%</b>	<b>25% OVER</b>
<b>EXPENSES</b>							
<b>ADMINISTRATION EXPENSES</b>							
Administration Fee	50.00			-	(50.00)	0%	-50%
<b>SUBTOTAL</b>	<b>50.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(50.00)</b>	<b>0%</b>	<b>0%</b>
<b>EMPLOYEE BENEFITS</b>							
Medical Reimbursement - Director	1,010.91	21.50	160.01	344.65	(666.26)	34%	-16%
Medical Reimbursement - Employee	180.00	40.50	90.05	176.87	(3.13)	98%	48% OVER
Health Insurance - Base	2,200.00		182.92	1,097.38	(1,102.62)	50%	0%
Health Insurance - Retired	370.00		30.21	181.16	(188.84)	49%	-1%
Retirement Benefits - Employer Contributions	600.00	20.12	64.17	273.30	(326.70)	46%	-4%
457 Employer Contributions	220.00	8.46	25.38	110.00	(110.00)	50%	0%
Sec Additional Compensation	220.00	16.92	16.92	110.00	(110.00)	50%	0%
<b>SUBTOTAL:</b>	<b>4,800.91</b>	<b>107.50</b>	<b>569.66</b>	<b>2,293.36</b>	<b>(2,507.55)</b>	<b>48%</b>	<b>-2%</b>
<b>PAYROLL</b>							
<b>Salaries &amp; Employee Benefits:</b>							
Director's Gross Salary	900.00	131.65	201.65	881.62	(18.38)	98%	48% OVER
Manager Gross Salary	0.00			-	(0.00)	0%	-50%
OIT Gross Salary	6,480.00	554.56	1,342.69	4,264.52	(2,215.48)	66%	16% OVER
Secretarial Gross Salary	4,050.00	292.60	292.60	1,859.55	(2,190.45)	46%	-4%
<b>SUBTOTAL</b>	<b>11,430.00</b>	<b>978.81</b>	<b>1,836.94</b>	<b>7,005.69</b>	<b>(4,424.31)</b>	<b>61%</b>	<b>61% OVER</b>
<b>OPERATIONS</b>							
Liability Insurance	840.00			839.28	(0.72)	100%	50% OVER
Worker's Comp Insurance	630.00			834.42	204.42	132%	82% OVER
PERS Unfunded Liability	2,300.00			2,199.80	(100.20)	96%	46% OVER
Accounting	850.00			-	(850.00)	0%	-50%
Dues & Subscriptions	288.90	10.80		80.80	(208.10)	28%	-22%
Travel -Non Litigation	96.30			-	(96.30)	0%	-50%
License and Fees	0.00			-	(0.00)	0%	-50%
Office Expenses	8,667.00	184.15	81.87	724.34	(7,942.66)	8%	-42%
Educational Expenses	900.00			-	(900.00)	0%	-50%
Telephone	280.00	17.81	17.78	115.63	(164.37)	41%	-9%
Contingency	21,117.99	15.00		15.00	(21,102.99)	0%	-50%
<b>SUBTOTAL</b>	<b>35,970.19</b>	<b>227.76</b>	<b>99.65</b>	<b>4,809.27</b>	<b>(31,160.92)</b>	<b>13%</b>	<b>-37%</b>
<b>REPAIRS &amp; MAINTENANCE</b>							
Auto Expenses	500.00	16.80	64.57	249.50	(250.50)	50%	0%
Contract Services	500.00			-	(500.00)	0%	-50%
Snow Removal Contract	22,500.00			-	(22,500.00)	0%	-50%
Snow Removal Beyond Contract	10,000.00		(162.50)	11,087.50	1,087.50	111%	61% OVER
Supplies	0.00		21.83	21.83	21.83	#####	##### OVER
Repairs & Maintenance	50,000.00			-	(50,000.00)	0%	-50%
Transfer to Juniper Drive Investment Account	45,000.00			-	(45,000.00)	0%	-50%
<b>SUBTOTAL:</b>	<b>128,500.00</b>	<b>16.80</b>	<b>(76.10)</b>	<b>11,358.83</b>	<b>(117,141.17)</b>	<b>9%</b>	<b>9% OVER</b>
<b>Debt Service:</b>							
<b>TOTAL EXPENSES</b>	<b>180,751.10</b>	<b>1,330.87</b>	<b>2,430.15</b>	<b>25,467.15</b>	<b>(155,283.95)</b>	<b>14%</b>	<b>14% OVER</b>
Year to Date Available Revenue				42,861.56			
Year to Date Expenses				25,467.15			
Net Available Revenue				17,394.41			

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01/07/23

Accrual Basis

**HILTON CREEK COMMUNITY SERVICES DISTRICT**  
**County Investment Pool Activity Detail Report**  
July through December 2022

---

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Transfer	07/20/2022		Funds Transf...	10000 · 1 Bank...		21,998.00
Check	07/31/2022			8010 · Other E...		145.95
Deposit	09/30/2022		Unsecured F...	Mono County T...	9,091.58	
Transfer	11/03/2022		Funds Transf...	10000 · 1 Bank...		20,000.00
Transfer	12/27/2022		Funds Transf...	10000 · 1 Bank...		20,000.00
<b>TOTAL</b>					<b>9,091.58</b>	<b>62,143.95</b>





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01/07/23

Accrual Basis

**HILTON CREEK COMMUNITY SERVICES DISTRICT**  
**Capital Reserve Transaction Detail Report**  
July through December 2022

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<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Deposit	07/31/2022	July 2022	12000 : 3 B of Ameri...	Interest Receiv...	0.45	
Deposit	08/31/2022	August 2022	12000 : 3 B of Ameri...	Interest Income	0.45	
Deposit	09/30/2022	September 20...	12000 : 3 B of Ameri...	Interest Income	0.43	
Deposit	10/31/2022	October 2022	12000 : 3 B of Ameri...	Interest Income	0.45	
Deposit	11/30/2022	November 2022	12000 : 3 B of Ameri...	Interest Income	0.43	
Deposit	12/30/2022	December 2022	12000 : 3 B of Ameri...	Interest Income	0.45	
<b>TOTAL</b>					<b>2.66</b>	<b>0.00</b>

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**HILTON CREEK COMMUNITY SERVICES DISTRICT**  
**Revenue Report FY 2022 2023**  
**December 31, 2022**

REVENUE	BILLING FOR:	November		Year To Date
		Sep & Oct	December Sep & Oct	
		<b>0.4167</b>	<b>0.5000</b>	
<b>Investment Pool Revenue</b>				
Property Taxes Recorded in County Investment Pool	155,000.00			9,355.43
Interest Received - Hilton Creek				1,386.04
Interest Received - Juniper Drive				
Funds Transferred from Hilton Creek				
Funds Transferred from Juniper Drive				
Funds Transferred From Capital				
<b>Total Property Tax Revenue</b>		-	-	<b>10,741.47</b>
Property Tax Admin Fee				-
Property Taxes Transferred to Operations		20,000.00	20,000.00	60,000.00
Property Taxes Transferred to Capital				-
Property Taxes Transferred to Juniper				-
Delinquent Account Payments TXF to Operations				
<b>Total Outgoing</b>		20,000.00	20,000.00	60,000.00
<b>Net Investment Pool Revenue</b>		(20,000.00)	(20,000.00)	(49,258.53)
<b>Sewer Operation &amp; Maintenance Revenue:</b>				
<b>Previous Month's Outstanding (Even Month's Only)</b>			17,276.49	
Sewer Use Fees Billed		55,365.76	6,732.40	184,014.34
Late & Admin Fees Charges Billed		22.12		1,048.92
Other Charges Billed			10.00	10.00
<b>Total Charged</b>		55,387.88	24,018.89	231,879.10
Sewer Fees Collected	340,000.00	37,969.50	21,275.00	185,210.29
Late & Admin Fees Collected		141.89	77.14	539.10
Other Collections				543.33
<b>*Total Collected</b>		38,111.39	21,352.14	186,292.72
<b>Less Prepaid</b>			(4,637.19)	(20,496.34)
<b>Total Net Collections</b>		38,111.39	16,714.95	165,796.38
<b>Outstanding Collections Sewer Use Fees</b>		17,396.26	(14,542.60)	(1,195.95)
<b>Outstanding Collections - Late &amp; Admin Fees</b>		(119.77)	(77.14)	
<b>Percent Collected</b>		69%	70%	72%
<i>*Payment associated with Invoice Date</i>				
<b>Juniper Drive Revenue</b>				
<b>Previous Month's Outstanding (Even Month's Only)</b>			4,243.03	
Road Maintenance Fees Billed		43,822.10		73,090.90
Late Fees Charges		393.60		981.34
Other Charges				0.00
<b>Total Charged</b>		44,215.70	4,243.03	88,451.33
Road Maintenance Fees Collected	50,000.00	39,913.63	4,043.56	72,748.05
Late Fees Collected		59.04		78.72
Other Collections				-
<b>*Total Collected</b>		39,972.67	4,043.56	72,826.77
<b>Less Prepaid</b>			(457.77)	(1,522.17)
<b>Total Net Collections</b>		39,972.67	3,585.79	71,304.60
<b>Juniper Outstanding Road Maintenance Fees</b>		3,908.47	(4,043.56)	342.85
<b>Outstanding Collections - Late &amp; Admin Fees</b>		334.56	-	
<b>Percent Collected</b>		90%	85%	81%
<i>*Payment associated with Invoice Date</i>				

**HILTON CREEK COMMUNITY SERVICES District**  
**Emergency Reserves**  
**FY 2022-2023**  
**December 31, 2022**

	Year To Date
<b>REVENUE</b>	
<b>Emergency Reserves</b>	
Earmarked Property Tax	17,456.40
Transfers	-
% Collected with billing	-
Other	-
	-
	-
<b>TOTAL REVENUES</b>	<b>17,456.40</b>
<b>EXPENSES</b>	
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
<b>SUBTOTAL</b>	<b>-</b>

**DEFICIT**

**HILTON CREEK COMMUNITY SERVICES District**  
**Rate Study Budget Carry-Over - FY 2021-2022**  
**December 31, 2022**

**REVENUE**

<b>General Capital Reserve Funds</b>	
Rate Study Budget 2021-2022	31,500.00

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<b>Total Budget Available FY 2022-2023</b>	<b>31,500.00</b>
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**EXPENSES**

FYE 2021-2022 Expenses	16,827.44
September-22	2,380.00
November-22	1,185.00
December-22	3,530.00

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<b>SUBTOTAL</b>	<b>23,922.44</b>
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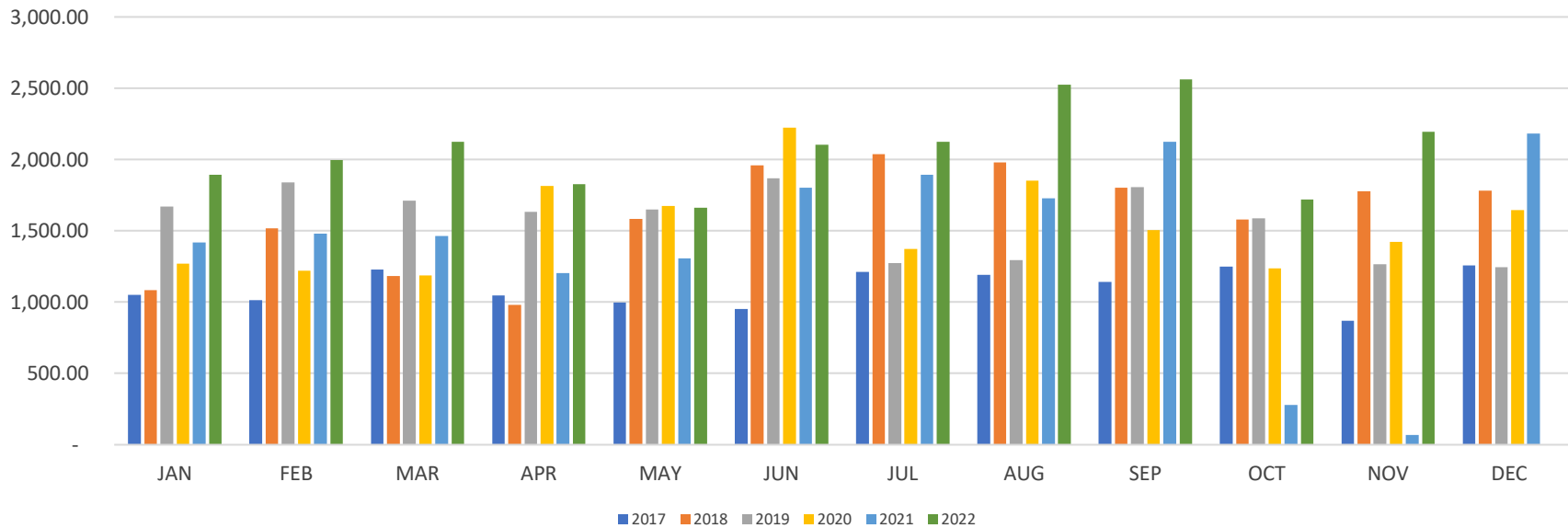
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<b>Remaining Balance</b>	<b>7,577.56</b>
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## HILTON CREEK CSD PLANT SCE ELECTRIC BILLS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>2013</b>	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
<b>2014</b>	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
<b>2015</b>	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
<b>2016</b>	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
<b>2017</b>	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
<b>2018</b>	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
<b>2019</b>	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
<b>2020</b>	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
<b>2021</b>	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
<b>2022</b>	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	

SCE Plant Electric Costs  
2017 - Present



Plant Electric Use Comparison							PEAK HOURS PLANT			
	FY 2021-2022		FY 2022-2023		Difference		ON PEAK	MID PEAK	OFF PEAK	SPR OFF
	Kwh	Cost	Kwh	Cost	Kwh	Cost				
JUL	12273	1893.58	10406	2125.08	-1867	231.50	1566	594	8246	
AUG	10795	1730.03	13062	2525.43	2267	795.40	1974	751	10337	
SEP	13723	2126.50	13448	2563.23	-275	436.73	1834	994	10311	309
OCT	147	279.15	10413	1719.03	10266	1439.88		2162	4733	3518
NOV	0	68.30	13501	2193.01	13501	2124.71		2772	6553	4176
DEC	15856	2181.00	14343		-1513	-2181.00		3019	6895	4429
JAN	13176	1891.71			-13176	-1891.71				
FEB	13468	1994.83			-13468	-1994.83				
MAR	13261	2124.45			-13261	-2124.45				
APR	11343	1826.94			-11343	-1826.94				
MAY	10910	1662.05			-10910	-1662.05				
JUN	11240	2105.34			-11240	-2105.34				

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	2981	711.62	2751	737.95	-230	26.33	486	186	2079	
AUG	2564	648.03	2762	758.52	198	110.49	496	191	2075	
SEP	2996	648.56	3098	822.66	102	174.10	502	289	2232	75
OCT	3025	527.98	3069	618.61	44	90.63		772	1178	1119
NOV	3504	676.60	3840	711.44	336	34.84		973	1443	1424
DEC	3930	647.94	4175	853.36	245	205.42		1044	1581	1550
JAN	3580	739.73			-3580	-739.73				
FEB	3543	609.58			-3543	-609.58				
MAR	3555	686.59			-3555	-686.59				
APR	3382	632.47			-3382	-632.47				
MAY	3156	754.20			-3156	-754.20				
JUN	3306	822.91			-3306	-822.91				

**SUMMER COST PERIODS (June 1 to Sept 30)**

<b>PEAK</b>	<b>WEEKDAYS</b>	<b>WEEKENDS &amp; HOLIDAYS</b>
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)**

<b>PEAK</b>	<b>WEEKDAYS</b>	<b>WEEKENDS &amp; HOLIDAYS</b>
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
<b>SUPER OFF</b>	8 AM-4PM	8 AM-4PM

Equipment Use Hours

**Contract Hours Used**

Billy's Snow Removal

Decemberr 2022

Time TIME Combined 54.25

Totals	Plant	Juniper	Total Due
Hours	8.00	26.25	34.25
Pmt	850.00	2,662.50	3,512.50

Decemberr 2022

Date	Plant Time	Juniper Time	Running Balance	Sewer							Juniper						
				621 Loader + Blower	621 Loader	Skid Steer + blower	Skid Steer	Truck with Cinder	Truck with Trailer	Backhoe	621 Loader + Blower	621 Loader	Skid Steer + blower	Skid Steer	Truck with Cinder	Truck with Trailer	Backhoe
Bal FWD			21.00	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
12/2/2022	2.50	5.50	13.00							2.50						1.50	4.00
12/3/2022		2.00	11.00														2.00
12/4/2022		1.50	9.50														1.50
12/7/2022		1.00	8.50													1.00	
12/8/2022		1.00	7.50													1.00	
12/11/2022	1.50	6.00	-							1.50							6.00
12/11/2022		3.25														1.00	3.25
12/12/2022	1.00	3.00			1.00							2.00				1.00	
12/13/2022	2.00	1.50			2.00							1.50					
12/19/2022		1.00														1.00	
12/27/2022	1.00	6.00			1.00							5.00				1.00	
12/28/2022	0.50	4.00								0.50						1.00	3.00
12/30/2022	2.00						2.00										
12/31/2022	1.50	6.50								1.50							6.50

**HOURS USED DURING CONTRACT**  
December

Totals	Plant	Juniper	Total Due
Hours	4.00	17.00	21.00
Pmt	400.00	1,577.50	1,977.50



**HILTON CREEK COMMUNITY SERVICES DISTRICT  
SPECIAL BOARD MEETING  
December 13, 2022  
5:00 P.M.  
Crowley Lake Community Center  
58 Pearson Road, Crowley Lake, California**

**Minutes**

**A. ROLL CALL**

<b>Members Present:</b>	Cindy Adamson, Windsor Czeschin
<b>Members Absent:</b>	Isabel Connolly, Devin Preston and Steve Shipley
<b>Staff Present:</b>	Lorinda Beatty, Billy Czeschin and Keith Hafner
<b>Guests:</b>	Anthony Elowsky, David Richman

A quorum was not achieved by 5:30 and the meeting was cancelled.

**HILTON CREEK COMMUNITY SERVICES DISTRICT  
SPECIAL BOARD MEETING  
December 21, 2022  
5:00 P.M.  
Crowley Lake Community Center  
58 Pearson Road, Crowley Lake, California**

**Minutes**

- 1. Steve Shipley called the meeting to order at 5:05 p.m.**

**A. ROLL CALL**

**Members Present:** Cindy Adamson (Telephonically), Isabel Connolly, Windsor Czeschin, Devin Preston and Steve Shipley

**Members Absent:** None

**Staff Present:** Lorinda Beatty, Billy Czeschin and Keith Hafner

**Guests:** Pamela Bold of High Sierra Energy

- 2. ADDITIONS TO AGENDA – None**

- 3. PUBLIC COMMENT-** Ms. Beatty stated that she is enrolling the District in a program to help customers with late payments.

Ms. Bold suggested that the plant think about hosting field trips to the plant. Mr. Czeschin stated that he has been talking with the local school director about that topic but they hadn't made any formal plans.

- 4. BOARD VACANCY**

A. Swear in Board Appointed Member: Devin Preston.

Ms. Beatty did not have the appropriate paperwork and will swear in Mr. Preston at a later time. Mr. Preston did swear to uphold and defend the Constitution of the United States and the Constitution of the State of California.

- 5. PRESENTATIONS- None**

- 6. 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 2022

3. Southern California Edison Report

4. Equipment Use Hours

**C. Approval of Minutes**

1. Minutes of the Special Board Meeting of November 7, 2022
2. Minutes of the Special Board meeting of November 30, 2022

**Motion:** To accept the Consent Agenda as presented.

**Moved** by Ms. Czeschin, Second by Ms. Connolly

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

**7. SEWER FACILITIES UPDATE - GENERAL MANAGER UPDATE**

**A. General Manager Report on Status of Facilities and Operational**

Mr. Hafner stated that the plant is running well. Flows are higher than usual, likely due to the holidays and people are leaving their faucets to drip due to the very cold temperatures. The generator has been fueled for the rest of the year and snow plowing continues.

On Sunday night it was -15°f and Monday the sun did not come out. Ceramic heat lamps have been installed and seem to be working better than the previous heat lamps. When it stays cold as it has been it causes problems for the plant, but it seems to be holding up well.

**8. NEW BUSINESS**

**A. SoCalRen Incentive Application**

Ms. Bold was present to answer any questions. Mr. Czeschin had some concerns about the timeline. Ms. Bold stated that the District has at least a year. Ms. Bold stated that there may be some issues as a rural agency, regarding meeting the timeline as it is generally set to areas with more resources. Ms. Bold stated that she would advocate for the District if that event occurred.

**9. OLD BUSINESS**

**A. SoCalRen – Loan Agreement**

No further information

**B. EASEMENTS**

Mr. Czeschin stated that nothing is pressing at this time. There are some concerns with retaining walls built over manholes, but it will be addressed once the snow melts if there are no immediate problems.

**10. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS - None**

**11. BOARD MEMBER COMMENTS/REPORTS - None**

**12. ANNOUNCEMENTS**

A. Special Board Meeting January 10, 2023, at 5:00 p.m.

**13. CLOSED SESSION**

A. Public Employees Performance Evaluation – Operator in Training  
Unrepresented (Government Code §54957)

**14. ADJOURNMENT INTO OPEN SESSION**

**Motion:** To Adjourn into open session at 7:37 p.m.

**Moved** by Ms. Czeschin, Second by Mr. Preston

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

**CLOSED SESSION ANNOUNCEMENT**

It was announced that the Operator in Training will receive a 5% pay increase retroactive to his one-year anniversary of November 1, 2022.

By vote of 4 Ayes/1 Abstention

**15. ADJOURNMENT**

**Motion:** To Adjourn the December 21, 2022 Special Board Meeting at 7:37 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

## EMPLOYEE STORAGE OF PERSONAL ITEMS ON DISTRICT PROPERTY

### Outline

- Storage term is 12 months or less with extension option.
- Items to be stored must be approved by the Board
- Space of approximately 14' by 30' is available for each employee
- The space assigned is non-transferable
- The District is not responsible for damage/loss of any kind to personal items stored in assigned space and storage of personal items is solely at employee's risk.
- If requested by the District, employee will remove personal property within three calendar days from request.
- Personal property must be removed within three calendar days upon separation/termination from HCCSD employment.
- The District reserves the right to have any stored item removed from its property. Removal of any item will be at employee's expense.
- Requests are approved/disapproved on a first come-first serve basis. The District reserves the right to refuse storage requests of any kind.
- Equipment use rental agreement equipment does not require storage agreement

### **Examples (Not Exhaustive, Subject to Change)**

#### **The following examples of items allowed for storage**

Fifth Wheel

Only Class C vehicles that run. No Commercial vehicles.

Trailer/two trailers parked one in front of the other, cannot exceed assigned space.

#### **The following are examples of items that cannot be stored:**

Multiple items belonging to one person unless on a wheeled trailer/vehicles which can be moved.

Nonoperational vehicles/equipment that are not on a wheeled trailer/vehicle which can be moved.

Nothing without wheels; no camper shells, racks, tires, unless on a wheeled trailer/vehicle which can be moved.

A signed agreement(form) by the employee and Board with a full description of stored items to be renewed annually. To be developed upon approval of above terms.