

**BOARD OF DIRECTORS  
HILTON CREEK COMMUNITY SERVICES DISTRICT  
SPECIAL BOARD MEETING  
MONDAY, DECEMBER 13, 2022  
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. BOARD VACANCY**
    - A. Swear in Board Appointed Member: Devin Preston
  
  - 5. PRESENTATIONS**
    - A. RDN – Rate Study
  
  - 6. 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 2022
      3. Southern California Edison Report
      4. Equipment Use Hours Report
    - 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
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- 7. SEWER FACILITIES UPDATE - GENERAL UPDATE**
  - A. General Report on Status of Facilities, Operational Stability
- 
- 8. NEW BUSINESS**
  - A. SoCalRen Incentive Application

- 9. OLD BUSINESS**
  - A. SoCalRen – Loan Agreement
  - B. Easements
- 10. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS**
- 11. BOARD MEMBER COMMENTS/REPORTS**
- 12. ANNOUNCEMENTS**
  - A. Regular Board Meeting: January 10, 2023 at 5 p.m.
- 13. CLOSED SESSION**
  - A. Public Employees Performance Evaluation – Operator in Training Unrepresented (Government Code §54957)
- 14. 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.

# HILTON CREEK COMMUNITY SERVICES DISTRICT

## CHECKS WRITTEN - ALL FUNDS

12/11/22

Accrual Basis

November 9 through December 13, 2022

Type	Date	Num	Name	Memo	Amount
<b>Nov 9 - 12, 22</b>					
Liability C...	11/10/2022		QuickBooks Payroll Service	Created by Payroll Service on 11/09/2022	-4,568.89
Bill Pmt -...	11/10/2022		Bank of America	ACH Processing Fee - November 2022	-15.00
Paycheck	11/11/2022	DD12...	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	11/11/2022	DD12...	CZESCHIN, WILLIAM	Direct Deposit	0.00
Bill Pmt -...	11/11/2022		PERS Retirement	PPE 11/11/2022	-362.97
Bill Pmt -...	11/11/2022		PERS 457 Contributions	PPE 10/28/2022	-84.61
Bill Pmt -...	11/11/2022		Intuit		-312.00
Bill Pmt -...	11/11/2022		SCE Plant	PLANT	-1,719.03
Nov 9 - 12, 22					-7,062.50
<b>Week of Nov 13, 22</b>					
Bill Pmt -...	11/14/2022		MCWD	Invoice 01239	-90.00
Bill Pmt -...	11/15/2022		FRONTIER COMMUNICATIONS		-42.54
Week of Nov 13, 22					-132.54
<b>Week of Nov 20, 22</b>					
Liability C...	11/23/2022		QuickBooks Payroll Service	Created by Payroll Service on 11/22/2022	-4,489.10
Paycheck	11/25/2022	DD12...	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	11/25/2022	DD12...	CZESCHIN, WILLIAM	Direct Deposit	0.00
Week of Nov 20, 22					-4,489.10
<b>Week of Nov 27, 22</b>					
Bill Pmt -...	11/29/2022		VERIZON WIRELESS	DISTRICT PHONE	-178.06
Paycheck	12/01/2022	8387	Hatter, Jason T		-907.50
Bill Pmt -...	12/01/2022		PERS 457 Contributions	PPE 11/25/2022	-84.61
Bill Pmt -...	12/01/2022		PERS Health Insurance	DECEMBER 2022	-2,131.28
Bill Pmt -...	12/01/2022		PERS Retirement	PPE 11/25/2022	-362.97
Week of Nov 27, 22					-3,664.42
<b>Week of Dec 4, 22</b>					
Liability C...	12/05/2022	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # 1479941478	-21.10
Liability C...	12/05/2022	E-pay	EFTPS	94-2834850 QB Tracking # 1480107478	-3,084.46
Liability C...	12/05/2022	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # 1480163478	-1,037.63
Liability C...	12/08/2022		QuickBooks Payroll Service	Created by Payroll Service on 12/07/2022	-4,206.13
Paycheck	12/09/2022	DD12...	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	12/09/2022	DD12...	CZESCHIN, WILLIAM	Direct Deposit	0.00
Liability C...	12/09/2022		QuickBooks Payroll Service	Created by Payroll Service on 12/07/2022	-3,438.23
Week of Dec 4, 22					-11,787.55
<b>Dec 11 - 13, 22</b>					
Paycheck	12/12/2022	DD12...	ADAMSON, CYNTHIA R	Direct Deposit	0.00
Paycheck	12/12/2022	DD12...	CONNOLLY, ISABEL S	Direct Deposit	0.00
Paycheck	12/12/2022	DD12...	CZESCHIN, WINDSOR	Direct Deposit	0.00
Paycheck	12/12/2022	DD12...	HIGERD, GARRETT	Direct Deposit	0.00
Paycheck	12/12/2022	DD12...	SHIPLEY, STEVE H	Direct Deposit	0.00
Paycheck	12/13/2022	8388	HAFNER, KEITH		-2,178.51
Bill Pmt -...	12/13/2022		Bank of America		-18.00
Bill Pmt -...	12/13/2022		PERS 457 Contributions	PPE 11/25/2022	-84.61
Bill Pmt -...	12/13/2022		PERS Retirement	PPE 11/25/2022	-362.97
Bill Pmt -...	12/13/2022		SCE Plant	11/022022 to 12/4/2022	-2,193.01
Bill Pmt -...	12/13/2022	8389	BABCOCK LABORATORIES, I...	ACCOUNT 4807	-844.57
Bill Pmt -...	12/13/2022	8390	Community Printing	Clarifier Instruction Books - Print	-48.94
Bill Pmt -...	12/13/2022	8391	DOI/BLM	Hilton Creek Sewer Treatment Plant CA...	-45.00
Bill Pmt -...	12/13/2022	8392	INFOSEND, INC	NOVEMBER 2022 Billing	-397.88
Bill Pmt -...	12/13/2022	8393	Lorinda Beatty	Medical Reimbursement	-900.53
Bill Pmt -...	12/13/2022	8394	MAMMOTH DISPOSAL	VOID: Period 11/01/22 to 11/30/2022	0.00
Bill Pmt -...	12/13/2022	8395	MONO COUNTY DEPT. OF PU...	INVOICE 1022 TICKET 60770	-381.25
Bill Pmt -...	12/13/2022	8396	Robert D Niehaus, Inc.	Rate Study - Invoice 9091	-3,530.00
Bill Pmt -...	12/13/2022	8397	RS Instruments & Services	INVOICE 23736	-469.10
Bill Pmt -...	12/13/2022	8398	UMPQUA BANK	November 2022	-1,721.70
Bill Pmt -...	12/13/2022	8399	W D Czeschin	Clothing Reimbursement	-218.78
Dec 11 - 13, 22					-13,394.85

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12/11/22

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT

CHECKS WRITTEN - ALL FUNDS

November 9 through December 13, 2022

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Type	Date	Num	Name	Memo	Amount
TOTAL					<u><u>-40,530.96</u></u>

Hilton Creek Community Services District Sewer Funds Account Balances As Of November 30, 2022					
	Previous				11/30/2022
Account	Balance	Credits	Debits	Adjustments	Balance
<b>**Bank of America</b>	<b>24,367.33</b>	<b>60,458.10</b>	<b>(27,905.32)</b>	<b>344.30</b>	<b>57,264.41</b>
Sewer Fund Use Fees & Expenses		37,882.32	(26,697.45)		
Cancelled / Return/ Fin. Chg Other				584.21	<i>Outstanding Checks</i>
County Inv. Pool Transfer		20,000.00	-	(210.18)	<i>Outstanding Deposits</i>
LAIF Transfers				(18.67)	<i>Other</i>
Capital Reserve Transfer		-	-	(11.06)	
Connection Fees					
County Loan Transfer					
Availability Fees		-			
Juniper Deposits/Expenses		2,456.01	(1,207.87)		
Juniper Drive Transfers		-	-		
Admin / Late Fees		119.77			
<b>Capital Reserve</b>	<b>52,900.60</b>	<b>0.43</b>	<b>-</b>	<b>-</b>	<b>52,901.03</b>
Connection & Availability Fees					
Transfers					
Interest		0.43			
<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>369,734.34</b>	<b>-</b>	<b>(20,000.00)</b>	<b>-</b>	<b>349,734.34</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>452,005.19</b>	<b>60,458.53</b>	<b>(47,905.32)</b>	<b>344.30</b>	<b>464,902.70</b>
					<i>** Balance Owed to Juniper Fund (1,653.17)</i>
					<i>Total with Juniper Drive Oweing 463,249.53</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**  
**As of November 30, 2022**

	Nov 30, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · 1 Bank of America-Checking	57,264.41
12000 · 3 B of America-Capital Reserve	52,901.03
13000 · 4 Mono Co Treasury Inv. Pool	349,734.34
14000 · 5 LAIF	
General Sewer Fund	4,957.36
14000 · 5 LAIF - Other	45.56
<b>Total 14000 · 5 LAIF</b>	5,002.92
<b>Total Checking/Savings</b>	464,902.70
<b>Accounts Receivable</b>	
<b>Accounts receivable</b>	
ADMIN FEE - DELINQUENT ACCOUNTS	-30.00
AVAILABILITY FEES	404.69
SEWER USE FEES	
Finance Charge	335.48
SEWER USE FEES - Other	17,656.30
<b>Total SEWER USE FEES</b>	17,991.78
<b>Total Accounts receivable</b>	18,366.47
<b>SEWER CONNECTION FEE</b>	-221.24
<b>Total Accounts Receivable</b>	18,145.23
<b>Other Current Assets</b>	
Allowance for uncollectibles	-255.07
<b>Total Other Current Assets</b>	-255.07
<b>Total Current Assets</b>	482,792.86
<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>	3,274,426.12
<b>Total Fixed Assets</b>	3,274,426.12

## HILTON CREEK COMMUNITY SERVICES DISTRICT

## Balance Sheet

As of November 30, 2022

	Nov 30, 22
Other Assets	
Accumulated depreciation	-2,815,165.35
Total Other Assets	-2,815,165.35
<b>TOTAL ASSETS</b>	<b>942,053.63</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	-90.00
Total Accounts Payable	-90.00
Other Current Liabilities	
Accounts payable	876.86
17000 · Juniper Dr SZB Clearing Acct	1,665.52
2100 · Payroll Liabilities	
457 Employee Cont	4,335.73
457 Employer Contributions	3,265.72
B Retirement - EE Cont	3,061.65
Retirement - Employer	1,145.46
2100 · Payroll Liabilities - Other	4,102.85
Total 2100 · Payroll Liabilities	15,911.41
2110 · Direct Deposit Liabilities	156.05
Total Other Current Liabilities	18,609.84
Total Current Liabilities	18,519.84
Long Term Liabilities	
PENSION LIABILITIES	
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
Total PENSION LIABILITIES	246,231.00
Total Long Term Liabilities	246,231.00
Total Liabilities	264,750.84
Equity	
Capital Improvement Reserve	44,223.06
1110 · Retained Earnings	664,941.84
Net Income	-31,862.11



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12/11/22

Accrual Basis

# HILTON CREEK COMMUNITY SERVICES DISTRICT

## Balance Sheet

As of November 30, 2022

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	<u>Nov 30, 22</u>
Total Equity	<u>677,302.79</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>942,053.63</u></b>

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

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Paycheck	11/01/2022	8375	Hatter, Jason T		10000 · 1 Bank o...	162	-SPLIT-		907.50
General Journal	11/02/2022	LB 20...	LINAWEAVER	Image Prob ...	10000 · 1 Bank o...		SEWER USE ...		221.24
General Journal	11/02/2022	LB 20...	LINAWEAVER	Bounced Che...	10000 · 1 Bank o...		Finance Charge		11.06
Bill Pmt -Check	11/02/2022		SCE Pump Station	PUMP STATI...	10000 · 1 Bank o...		20000 · *Accou...		618.61
Liability Check	11/03/2022	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		22.65
Liability Check	11/03/2022	E-pay	EFTPS	94-2834850 Q...	10000 · 1 Bank o...		-SPLIT-		2,104.66
Liability Check	11/03/2022	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		722.59
Transfer	11/03/2022			Funds Transf...	10000 · 1 Bank o...	162	13000 · 4 Mon...	20,000.00	
Bill Pmt -Check	11/03/2022		MAMMOTH DISPO...	10/1/2022 to ...	10000 · 1 Bank o...		20000 · *Accou...		197.77
Paycheck	11/06/2022	DD1247	CONNOLLY, ISABE...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/06/2022	DD1246	ADAMSON, CYNTH...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/06/2022	DD1248	CZESCHIN, WINDS...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/06/2022	DD1249	HIGERD, GARRETT	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/06/2022	DD1250	SHIPLEY, STEVE H	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Liability Check	11/07/2022		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		1,201.50
Bill Pmt -Check	11/07/2022	8376	BARTKIEWICZ, KR...	Audit Respon...	10000 · 1 Bank o...		20000 · *Accou...		150.00
Bill Pmt -Check	11/07/2022	8377	CSDA	Membership -...	10000 · 1 Bank o...		20000 · *Accou...		2,006.00
Bill Pmt -Check	11/07/2022	8378	MARK PAVLOVICH	ESCROW OV...	10000 · 1 Bank o...		20000 · *Accou...		42.55
Bill Pmt -Check	11/07/2022	8379	MONO COUNTY D...	Sludge Ticket ...	10000 · 1 Bank o...		20000 · *Accou...		193.14
Bill Pmt -Check	11/07/2022	8380	Robert D Niehaus, I...	INVOICE 906...	10000 · 1 Bank o...		20000 · *Accou...		1,185.00
Bill Pmt -Check	11/07/2022	8381	UMPQUA BANK	October 2022	10000 · 1 Bank o...		20000 · *Accou...		694.07
Bill Pmt -Check	11/07/2022	8382	USA BLUE BOOK	INVOICE 148...	10000 · 1 Bank o...		20000 · *Accou...		187.39
Bill Pmt -Check	11/07/2022	8383	W D Czeschin	Medical Reim...	10000 · 1 Bank o...		20000 · *Accou...		405.00
Bill Pmt -Check	11/07/2022	8384	Windsor Czeschin_	Medical Reim...	10000 · 1 Bank o...		20000 · *Accou...		215.00
Bill Pmt -Check	11/07/2022	8385	Ziploc	Telephone Dir...	10000 · 1 Bank o...		20000 · *Accou...		240.00
Paycheck	11/08/2022	8386	HAFNER, KEITH		10000 · 1 Bank o...	162	-SPLIT-		4,717.39
Liability Check	11/10/2022		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		4,568.89
Deposit	11/10/2022		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	196.84	
Deposit	11/10/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/10/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	1,210.98	
Deposit	11/10/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/10/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/10/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	331.86	
Bill Pmt -Check	11/10/2022		Bank of America	ACH Processi...	10000 · 1 Bank o...		20000 · *Accou...		15.00
Deposit	11/10/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	232.30	
Paycheck	11/11/2022	DD1251	BEATTY, LORINDA A	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/11/2022	DD1252	CZESCHIN, WILLIAM	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Bill Pmt -Check	11/11/2022		PERS Retirement	PPE 11/11/20...	10000 · 1 Bank o...		20000 · *Accou...		362.97
Bill Pmt -Check	11/11/2022		PERS 457 Contributi...	PPE 10/28/20...	10000 · 1 Bank o...		20000 · *Accou...		84.61
Bill Pmt -Check	11/11/2022		Intuit		10000 · 1 Bank o...		20000 · *Accou...		312.00
Bill Pmt -Check	11/11/2022		SCE Plant	PLANT	10000 · 1 Bank o...		20000 · *Accou...		1,719.03
Deposit	11/14/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	11/14/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/14/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/14/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/14/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	365.04	
Bill Pmt -Check	11/14/2022		MCWD	Invoice 01239	10000 · 1 Bank o...		20000 · *Accou...		90.00
Bill Pmt -Check	11/15/2022		FRONTIER COMM...		10000 · 1 Bank o...		20000 · *Accou...		42.54
Deposit	11/15/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	

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

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Deposit	11/15/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/15/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	15,210.25	
Deposit	11/15/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	714.51	
Deposit	11/15/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	11/16/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	288.00	
Deposit	11/21/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	619.47	
Liability Check	11/23/2022		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		4,489.10
Paycheck	11/25/2022	DD1253	BEATTY, LORINDA A	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	11/25/2022	DD1254	CZESCHIN, WILLIAM	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Deposit	11/29/2022		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	2,160.75	
Deposit	11/29/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	1,238.95	
Deposit	11/29/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	9,770.78	
Deposit	11/29/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	4,424.80	
Deposit	11/29/2022			Deposit	10000 · 1 Bank o...		-SPLIT-	2,323.02	
Bill Pmt -Check	11/29/2022		VERIZON WIRELESS	DISTRICT PH...	10000 · 1 Bank o...		20000 · *Accou...		178.06
Deposit	11/29/2022		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	98.42	
Deposit	11/29/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	11/29/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	99.56	
Deposit	11/29/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	11.06	
Deposit	11/30/2022			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
<b>TOTAL</b>								<b>60,458.10</b>	<b>27,905.32</b>

## HILTON CREEK COMMUNITY SERVICES DISTRICT

### Juniper Drive Clearing Account Monthly Detail Report

November 2022

Type	Date	Name	Memo	Class	Debit	Credit
Bill	11/07/2022	Ziplocal	10%	164	24.00	
Bill	11/07/2022	BARTKIEWICZ, KR...	10% Legal Fe...	164	15.00	
Bill	11/07/2022	UMPQUA BANK	10% Fuel	164	16.80	
Bill	11/07/2022	UMPQUA BANK	10% Office S...	164	37.15	
Bill	11/07/2022	UMPQUA BANK	10% Subscrip...	164	10.80	
Bill	11/07/2022	W D Czeschin	10% Medical ...	164	40.50	
Bill	11/07/2022	Windsor Czeschin_	10% Med Rei...	164	21.50	
General Journal	11/07/2022		Total 10% CA...	164	28.33	
General Journal	11/07/2022		Total 10% IC ...	164	28.33	
General Journal	11/07/2022		Total 10% W...	164	28.33	
General Journal	11/07/2022		Total 10% GH...	164	28.33	
General Journal	11/07/2022		Total 10% SS...	164	18.33	
Deposit	11/10/2022	JUNIPER DRIVE FE...	J6014012 PE...	164		196.84
General Journal	11/11/2022		10% GROSS ...	164	146.30	
General Journal	11/11/2022		10% GROSS ...	164	8.46	
General Journal	11/11/2022		10% GROSS ...	164	231.04	
General Journal	11/11/2022		10% GROSS ...	164	46.24	
General Journal	11/11/2022		10% GROSS ...	164		
Bill	11/11/2022	PERS Retirement	10% ER CON...	164	20.12	
Bill	11/11/2022	PERS 457 Contributi...	10%	164	8.46	
Bill	11/21/2022	VERIZON WIRELESS	10%	164	17.81	
General Journal	11/25/2022		10% GROSS ...	164	231.04	
General Journal	11/25/2022		10% GROSS ...	164	46.24	
General Journal	11/25/2022		10% GROSS ...	164		
General Journal	11/25/2022		10% GROSS ...	164	146.30	
General Journal	11/25/2022		10% GROSS ...	164	8.46	
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6016017 CZ...	164		199.31
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6012001 RO...	164		196.84
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6016005 SO...	164		196.84
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6012002 CA...	164		196.84
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6013002 RO...	164		196.84
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6013006 HA...	164		393.68
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6013006 HA...	164		19.68
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6017004 JO...	164		196.84
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6017005 JO...	164		85.10
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6017026 LK...	164		85.10
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6017027 LK...	164		196.84
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6017015 FIO...	164		196.84
Deposit	11/29/2022	JUNIPER DRIVE FE...	J6014008 MIL...	164		98.42
<b>TOTAL</b>					<b>1,207.87</b>	<b>2,456.01</b>

## JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

## Balance Sheet

As of November 30, 2022

12/02/22

Accrual Basis

	<u>Nov 30, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101 - Checking - B of A	109,474.83
102 - LAIF	4,674.56
Mono County Treasury Inv. Pool	311,460.71
<b>Total Checking/Savings</b>	<u>425,610.10</u>
<b>Accounts Receivable</b>	
120 - ACCOUNTS RECEIVABLE	
121 - FINANCE CHARGES	874.51
122 - MAINTENANCE FEES	6,399.80
<b>Total 120 - ACCOUNTS RECEIVABLE</b>	<u>7,274.31</u>
<b>Total Accounts Receivable</b>	7,274.31
<b>Other Current Assets</b>	
JDSZB Wash Account	1,653.17
<b>Total Other Current Assets</b>	<u>1,653.17</u>
<b>Total Current Assets</b>	<u>434,537.58</u>
<b>TOTAL ASSETS</b>	<b><u>434,537.58</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
32000 · 304 - Retained Earnings	413,350.63
Net Income	21,186.95
<b>Total Equity</b>	<u>434,537.58</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>434,537.58</u></b>

10:25 AM

12/02/22

Accrual Basis

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

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Type	Date	Memo	Account	Clr	Split	Debit	Credit
<b>Nov 22</b>							
Deposit	11/15/2022	Deposit	101 - Checking - B o...	X	-SPLIT-	6,966.36	
Check	11/17/2022	ACH Fee Pro...	101 - Checking - B o...	X	64900 · 507 - ...		123.00
Deposit	11/29/2022	Deposit	101 - Checking - B o...	X	-SPLIT-	281.94	
<b>Nov 22</b>						<b>7,248.30</b>	<b>123.00</b>

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## JUNIPER DRIVE WASH ACCCOUNT Transactions By Month November 2022

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
<b>Nov 22</b>									
General Journal	11/07/2022	LB FY...		telephone dire...	JDSZB Wash Account		64900 · 507 - ...		24.00
General Journal	11/07/2022	LB FY...		Audit Response	JDSZB Wash Account		509-B - Legal		15.00
General Journal	11/07/2022	LB FY...		CC Fuel	JDSZB Wash Account		-SPLIT-		16.80
General Journal	11/07/2022	LB FY...		CC Office Exp...	JDSZB Wash Account		JDSZB Wash ...		37.15
General Journal	11/07/2022	LB FY...		CC Subscripti...	JDSZB Wash Account		JDSZB Wash ...		10.80
General Journal	11/07/2022	LB FY...		10% Medical ...	JDSZB Wash Account		-SPLIT-		40.50
General Journal	11/07/2022	LB FY...		10% Board M...	JDSZB Wash Account		-SPLIT-		21.50
General Journal	11/07/2022	LB FY...		10% CA Gros...	JDSZB Wash Account		-SPLIT-		28.33
General Journal	11/07/2022	LB FY...		10% IC Gross...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	11/07/2022	LB FY...		10% WC Gro...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	11/07/2022	LB FY...		10% GH Gros...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	11/07/2022	LB FY...		10% SS Gros...	JDSZB Wash Account		JDSZB Wash ...		18.33
Deposit	11/10/2022			Deposit	JDSZB Wash Account		12000 · Undep...	196.84	
General Journal	11/11/2022	LB FY...		10% Gross L...	JDSZB Wash Account		-SPLIT-		146.30
General Journal	11/11/2022	LB FY...		10% ADD CO...	JDSZB Wash Account		JDSZB Wash ...		8.46
General Journal	11/11/2022	LB FY...		10% GROSS ...	JDSZB Wash Account		-SPLIT-		231.04
General Journal	11/11/2022	LB FY...		10% ADD RE...	JDSZB Wash Account		JDSZB Wash ...		46.24
General Journal	11/11/2022	LB FY...		100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	11/11/2022	LB FY...		10% 457 EM...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	11/11/2022	LB FY...		10% ER CON...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	11/11/2022	LB FY...		10% Retireme...	JDSZB Wash Account		-SPLIT-		20.12
General Journal	11/11/2022	LB FY...		10% 457 PPE	JDSZB Wash Account		JDSZB Wash ...		8.46
General Journal	11/21/2022	LB FY...		Verizon	JDSZB Wash Account		68100 · 515 - T...		17.81
General Journal	11/25/2022	LB FY...		10% Gross L...	JDSZB Wash Account		-SPLIT-		146.30
General Journal	11/25/2022	LB FY...		10% ADD CO...	JDSZB Wash Account		JDSZB Wash ...		8.46
General Journal	11/25/2022	LB FY...		10% GROSS ...	JDSZB Wash Account		-SPLIT-		231.04
General Journal	11/25/2022	LB FY...		10% ADD RE...	JDSZB Wash Account		JDSZB Wash ...		46.24
General Journal	11/25/2022	LB FY...		100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	11/25/2022	LB FY...		10% 457 EM...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	11/25/2022	LB FY...		10% ER CON...	JDSZB Wash Account		JDSZB Wash ...	0.00	
Deposit	11/29/2022			Deposit	JDSZB Wash Account		-SPLIT-	2,160.75	
Deposit	11/29/2022			Deposit	JDSZB Wash Account		12000 · Undep...	98.42	
								<b>2,456.01</b>	<b>1,207.87</b>
<b>Nov 22</b>									

## HILTON CREEK COMMUNITY SERVICES DISTRICT

## Profit &amp; Loss

November 2022

12/11/22

Accrual Basis

	Nov 22
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4010 · Fees</b>	
Use Fees	55,035.22
<b>Total 4010 · Fees</b>	55,035.22
<b>4020 · Other Income</b>	
Late Fee Charges	11.06
<b>Total 4020 · Other Income</b>	11.06
<b>Total Income</b>	55,046.28
<b>Gross Profit</b>	55,046.28
<b>Expense</b>	
<b>Professional Fees</b>	
Sewer Use Rate Study	1,185.00
<b>6280 · Legal Fees</b>	
Operations	135.00
<b>Total 6280 · Legal Fees</b>	135.00
<b>Total Professional Fees</b>	1,320.00
<b>6003 · Depreciation Expense</b>	7,500.00
<b>6100 · Employee Benefits</b>	
A Medical Reimb - Board	193.50
A Medical Reimb - Employee	364.50
C Retirement	
A Retirement - ER Contribution	0.00
B Retirement - EE Contributions	
6111 · Retirement EE Cont - OIT	161.73
<b>Total B Retirement - EE Contributions</b>	161.73
6108 · Retirement ER Cont - OIT	181.12
<b>Total C Retirement</b>	342.85
E 457 Employer Cont	
6115 · 457 Employer Cont - OIT	76.15
<b>Total E 457 Employer Cont</b>	76.15
F Additional Compensation	
6116 · Add Compensation - Director	825.00
6117 · Add Compensation - Secretary	152.31
<b>Total F Additional Compensation</b>	977.31
<b>Total 6100 · Employee Benefits</b>	1,954.31
<b>6200 · Payroll Expenses</b>	
6201 · Gross Payroll-Board of Director	360.00
6203 · Gross Payroll OIT/Maint Tech	
Overtime 1.5 OIT Tech	1,507.72
6203 · Gross Payroll OIT/Maint Tech - Other	5,453.54
<b>Total 6203 · Gross Payroll OIT/Maint Tech</b>	6,961.26
6204 · Gross Payroll - Chief Plant Op	6,387.50
6205 · Gross Payroll - Per Diem	1,000.00
6206 · Gross Payroll-Secretary	2,633.40
6210 · Payroll Taxes	1,035.83
<b>Total 6200 · Payroll Expenses</b>	18,377.99
<b>6500 · Operations Administration</b>	
6505 · Dues and Subscriptions	2,103.20



## HILTON CREEK COMMUNITY SERVICES DISTRICT

## Profit &amp; Loss

November 2022

12/11/22

Accrual Basis

	Nov 22
6557 · Telephone	
6557B · Telephone - Cell	160.25
6557C · Telephone - Fire Alarm	42.54
	<hr/>
Total 6557 · Telephone	202.79
	<hr/>
Total 6500 · Operations Administration	2,305.99
6550 · Office Expenses	
6550A · Bank Service Charges	327.00
6550C · Website / Advert./ Pub Notice	514.35
6550E · Postage/Shipping - Lab Testing	76.10
6550G · Office Communication- Not Phone	36.00
6550 · Office Expenses - Other	0.10
	<hr/>
Total 6550 · Office Expenses	953.55
6600 · Repairs & Maintenance	
6601 · A Automobile Expense	
6601A · Fuel	151.19
	<hr/>
Total 6601 · A Automobile Expense	151.19
6603 · Lab Testing	157.00
6604 · Plant - General / Misc	266.98
6604B · Plant - Sewer Equipment	187.39
6605 · Tools & Equipment - Non Capital	-165.83
6608 · Sludge Removal	193.14
6611 · U Utilities	
6611 B · SCE - Plant	1,719.03
6611 C · SCE - Pump Station	618.61
	<hr/>
Total 6611 · U Utilities	2,337.64
	<hr/>
Total 6600 · Repairs & Maintenance	3,127.51
	<hr/>
Total Expense	35,539.35
	<hr/>
Net Ordinary Income	19,506.93
Other Income/Expense	
Other Income	
Interest Income	0.43
	<hr/>
Total Other Income	0.43
	<hr/>
Net Other Income	0.43
	<hr/>
Net Income	<b>19,507.36</b>
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**HILTON CREEK COMMUNITY SERVICES District**  
**Proposed Preliminary Budget FY 2022 2023**  
**November 30, 2022**

REVENUE	SEWER Budget	October 0.3333	November 0.4167	Year To Date	Over (Under)	% used of Budget	Goal 0.4167	Over
<b>General Operating Revenue:</b>								
Property Taxes Transferred to Operations	155,000.00		20,000.00	20,000.00	(135,000.00)	13%	-29%	
<b>Sewer Operation &amp; Maintenance Revenue:</b>								
Sewer Use Fees Collected	340,000.00	21,343.91	37,882.32	163,161.73	(176,838.27)	48%	6% OVER	
<b>Sewer Capital Improvement Revenue: Moved Investment Revenue</b>								
Interest on Investments	0.00	16.97		26.29	26.29			
Transfer From Reserves	0.00			-	(0.00)			
Transfer From Other Funds	0.00			-	(0.00)			
Other Revenue	0.00	193.33			(0.00)			
Late Charges	0.00	66.36	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>21,360.88</b>	<b>57,882.32</b>	<b>183,931.27</b>	<b>(311,811.98)</b>	<b>0.61</b>	<b>(0.22)</b>	<b>-</b>
<b>EXPENSES</b>								
<b>ADMINISTRATION EXPENSES</b>								
Administration Fee	500.00			-	(500.00)	0%	-42%	
***Mono Invest. Pool Wash - Delinquent Accts.	0.00			-	(0.00)	0%	-42%	
***Depreciation Expense (Book Entry Only)	90,000.00	7,500.00	7,500.00	37,500.00	(52,500.00)	42%	0%	
<b>SUBTOTAL</b>	<b>90,500.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>37,500.00</b>	<b>(53,000.00)</b>	<b>0.42</b>	<b>(0.83)</b>	<b>-</b>

	SEWER Budget	October	November	Year To Date	Over	% used	Goal
<b>Estimated EMPLOYEE BENEFITS</b>							
Medical Reimbursement - Director (5)	10,109.05		193.50	1,661.81	(8,447.24)	16%	-25%
Medical Reimbursement - GM	1,800.00			-	(1,800.00)	0%	-42%
Medical Reimbursement - OIT	3,600.00		364.50				
Medical Reimbursement - Secretary	3,641.76						
Health Insurance (1) General Manager	22,000.00				(22,000.00)	0%	-42%
Health Insurance (1) Base Rate OIT	22,000.00	1,646.30		8,230.18	(13,769.82)	37%	-4%
Health Insurance - Retired (2)	3,700.00	271.85		1,358.36	(2,341.64)	37%	-5%
Retirement Benefits - Employer Contributions GM	7,300.00			-	(7,300.00)	0%	-42%
Retirement Benefits - Employer Contributions OIT	6,000.00	362.24	181.12	1,882.48	(4,117.52)	31%	-10%
*** Retirement Benefits - Employee Contributions GM	7,000.00			-			
***Retirement Benefits - Employee Contributions OIT	4,600.00	323.46	161.73	1,680.80			
***457 - Employee Contributions	0.00			-	(0.00)	0%	-42%
457 Employer Contributions GM	2,200.00			-	(2,200.00)	0%	-42%
457 Employer Contributions OIT	2,200.00	152.30	76.15	846.23	(1,353.77)	38%	-3%
Add Compensation - Directors	11,000.00	825.00	825.00	4,125.15	(6,874.85)	38%	-4%
Add Compensation - Secretary	2,200.00	152.30	152.31	837.78	(1,362.22)	38%	-4%
<b>SUBTOTAL</b>	<b>109,350.81</b>	<b>3,733.45</b>	<b>1,954.31</b>	<b>20,622.79</b>	<b>(71,567.06)</b>	<b>2.36</b>	<b>(2.64) -</b>
<b>PAYROLL</b>							
<b>Salaries &amp; Employee Benefits:</b>							
Director's Gross Salary							
+ \$3,000 Special Meetings if they occur	9,000.00	450.00	360.00	1,530.00	(7,470.00)	17%	-25%
General Manager Salary	96,740.00			-	(96,740.00)	0%	-42%
OIT	64,800.00	6,690.80	6,961.26	36,028.73	(28,771.27)	56%	14% OVER
Chief Plant Operator - Part Time	30,000.00	3,412.50	6,387.50	17,762.50	(12,237.50)	59%	18% OVER
Perdiem	25,000.00	1,085.00	1,000.00	5,085.00	(19,915.00)	20%	-21%
Secretarial Gross Salary Part Time	40,500.00	2,633.40	2,633.40	16,487.55	(24,012.45)	41%	-1%
Payroll Taxes	25,680.00	626.65	1,035.83	4,513.07	(21,166.93)	18%	-24%
<b>SUBTOTAL</b>	<b>291,720.00</b>	<b>14,898.35</b>	<b>18,377.99</b>	<b>81,406.85</b>	<b>(210,313.15)</b>	<b>2.10</b>	<b>(0.81) -</b>

	SEWER Budget	October	November	Year To Date	Over	% used	Goal
<b>OPERATIONS</b>							
Liability Insurance	8,400.00			7,553.49	(846.51)	90%	48%
Worker's Comp Insurance	6,300.00			7,509.75	1,209.75	119%	78%
PERS Unfunded Liability	23,000.00			19,798.20	(3,201.80)	86%	44%
Accounting	8,500.00			-	(8,500.00)	0%	-42%
Rate Study ( Carry - Over FY 2021-2022)	16,827.54		1,185.00	3,565.00	(13,262.54)	21%	-20%
Dues & Subscriptions	2,889.00		2,103.20	3,033.20	144.20	105%	63% OVER
Travel -Non Litigation	963.00			-	(963.00)	0%	-42%
License and Fees	30,000.00			-	(30,000.00)	0%	-42%
Educational Expenses	9,000.00			-	(9,000.00)	0%	-42%
Telephone	2,800.00	203.44	202.79	865.51	(1,934.49)	31%	-11%
Office Expenses	8,667.00	709.36	953.55	3,807.16	(4,859.84)	44%	2% OVER
Contingency	14,671.92		135.00	135.00	(14,536.92)	1%	-41%
<b>SUBTOTAL</b>	<b>132,018.46</b>	<b>912.80</b>	<b>4,579.54</b>	<b>46,267.31</b>	<b>(85,751.15)</b>	<b>4.97</b>	<b>(0.03)</b> -
<b>REPAIRS &amp; MAINTENANCE</b>							
Auto Expenses	5,000.00	296.01	151.19	1,304.46	(3,695.54)	26%	-16%
Contract Services	5,000.00			-	(5,000.00)	0%	-42%
Lab Testing	6,420.00	808.17	157.00	2,029.54	(4,390.46)	32%	-10%
Plant - General Repairs & Maintenance	15,000.00	328.09	454.37	1,140.73	(13,859.27)	8%	-34%
Tools & Equipment - Non Capital	20,000.00	1,157.61	(165.83)		(20,000.00)	0%	-42%
SCADA	15,000.00				(15,000.00)	0%	-42%
Plant - Pond Maintenance	5,350.00			-	(5,350.00)	0%	-42%
Plant - Sludge Removal	11,000.00		193.14	698.56	(10,301.44)	6%	-35%
Sewer Lines - General Maintenance	25,000.00	11,740.00		11,740.00	(13,260.00)	47%	5% OVER
Supplies	900.00			-	(900.00)	0%	-42%
Water	780.00	195.00		195.00	(585.00)	25%	-17%
SCE - Plant	18,190.00	2,563.23	1,719.03	8,932.77	(9,257.23)	49%	7% OVER
SCE - Pump Station	7,490.00	822.66	618.61	2,937.74	(4,552.26)	39%	-2%
Snow Removal (10%)	2,500.00			1,250.00	(1,250.00)	50%	8% OVER
Heavy Equipment - Snow Removal Plant	5,000.00				(5,000.00)	0%	-42%
Heavy Equipment - Non-snow Removal	5,000.00			-	(5,000.00)	0%	-42%
Repairs & Maintenance Contingency	318.05				(318.05)	0%	-42%
<b>SUBTOTAL</b>	<b>147,948.05</b>	<b>17,910.77</b>	<b>3,127.51</b>	<b>30,228.80</b>	<b>(117,719.25)</b>	<b>20%</b>	<b>-21%</b>
<b>Debt - So Cal Ren - In Capital</b>							
<b>SUBTOTAL ALL EXPENSES</b>	<b>771,537.32</b>	<b>44,955.37</b>	<b>35,539.35</b>	<b>216,025.75</b>	<b>(538,350.61)</b>	<b>28%</b>	<b>-14%</b>
<b>LESS ADJUSTMENTS</b>							
***Non-Budget Items Expense	101,600.00	7,823.46	7,661.73	39,180.80	(62,419.20)	39%	-3%
**** Vacant GM Position	130,040.00	-	-	-	(130,040.00)	0%	-42%
*****10% Juniper Drive Cost Sharing	28,069.78			-	(28,069.78)	0%	-42%
<b>TOTAL ADJUSTED EXPENSES</b>	<b>511,827.54</b>	<b>37,131.91</b>	<b>27,877.62</b>	<b>178,618.13</b>	<b>(317,821.63)</b>	<b>35%</b>	<b>-7%</b>
Year to Date Available Revenue				183,931.27			
Year to Date Expenses				178,618.13			
Net Available Revenue				5,313.14			

## JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

## Profit &amp; Loss

November 2022

12/02/22

Accrual Basis

	Nov 22
Ordinary Income/Expense	
Income	
400 - REVENUE	
401 - Finance Charges	19.68
401 - Maintenance Fees	14,102.92
Total 400 - REVENUE	14,122.60
Total Income	14,122.60
Gross Profit	14,122.60
Expense	
500- OPERATING EXPENSES	
503 A Dues & Subscriptions	10.80
504 - Employee Benefits	
504-A - Retirement	20.12
504-AA-457 Employer Contributio	8.46
504 C EE Med Reimb	40.50
504 D 10% Dir Med Reimb.	21.50
Total 504 - Employee Benefits	90.58
64900 · 507 - Office Expense	184.15
66000 · 508 - Payroll Expenses	
508-B - Gross Payroll - Sec.	292.60
508 D - 10% Director Gross	131.65
Additional Compensation	16.92
Gross Salary - OIT/Maint Tech	554.56
OIT OVERTIME	0.00
Total 66000 · 508 - Payroll Expenses	995.73
66700 · 509 - Professional Fees	
509-B - Legal	15.00
Total 66700 · 509 - Professional Fees	15.00
67200 · 511 - Repairs and Maintenance	
60200 · 514- Automobile Expense	16.80
Total 67200 · 511 - Repairs and Maintenance	16.80
68100 · 515 - Telephone Expense	17.81
Total 500- OPERATING EXPENSES	1,330.87
Total Expense	1,330.87
Net Ordinary Income	12,791.73
Net Income	12,791.73

**JUNIPER DRIVE  
PROPOSED BUDGET FISCAL YEAR 2022/2023  
November 30, 2022**

REVENUE	BUDGET	October	November	2022/2023	Over (Under)	%	Goal %
		Month 4	Month 5	Year to Date	{+ or -}	Rec	0.41667
<b>Road Maintenance Revenue:</b>							
Maintenance Fees Collected	50,000.00	1,069.30	7,248.30	25,371.30	(24,628.70)	51%	9% OVER
Maintenance Fees Collected Through Sewer Fund	35,000.00	3,323.20	2,456.01	13,261.65	(21,738.35)	38%	-4%
<b>Combined Maintenance Fees Collected</b>	<b>85,000.00</b>	<b>4,392.50</b>	<b>9,704.31</b>	<b>38,632.95</b>	<b>(46,367.05)</b>	<b>45%</b>	<b>4% OVER</b>
Interest - LAIF	15.00	15.85		24.55	9.55	164%	122% OVER
Interest - County Investment Pool	3,300.00			-	(3,300.00)	0%	-42%
Transfer From Reserves	0.00			-	(0.00)	0%	-42%
Late Fees	0.00			-	(0.00)	0%	-42%
<b>TOTAL REVENUES</b>	<b>173,315.00</b>	<b>4,408.35</b>	<b>9,704.31</b>	<b>38,657.50</b>	<b>(96,024.55)</b>	<b>22%</b>	<b>22% OVER</b>
<b>EXPENSES</b>							
<b>ADMINISTRATION EXPENSES</b>							
Administration Fee	50.00			-	(50.00)	0%	-42%
<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	184.64	(826.27)	18%	-23%
Medical Reimbursement - Employee	180.00		40.50	86.82	(93.18)	48%	7% OVER
Health Insurance - Base	2,200.00	182.92		914.46	(1,285.54)	42%	0%
Health Insurance - Retired	370.00	30.21		150.95	(219.05)	41%	-1%
Retirement Benefits - Employer Contributions	600.00	40.24	20.12	209.13	(390.87)	35%	-7%
457 Employer Contributions	220.00	16.92	8.46	84.62	(135.38)	38%	-3%
Sec Additional Compensation	220.00	16.92	16.92	93.08	(126.92)	42%	1% OVER
<b>SUBTOTAL:</b>	<b>4,800.91</b>	<b>287.21</b>	<b>107.50</b>	<b>1,723.70</b>	<b>(3,077.21)</b>	<b>36%</b>	<b>-6%</b>
<b>PAYROLL</b>							
<b>Salaries &amp; Employee Benefits:</b>							
Director's Gross Salary	900.00	141.65	131.65	679.97	(220.03)	76%	34% OVER
Manager Gross Salary	0.00			-	(0.00)	0%	-42%
OIT Gross Salary	6,480.00	554.56	554.56	2,921.83	(3,558.17)	45%	3% OVER
Secretarial Gross Salary	4,050.00	292.60	292.60	1,566.95	(2,483.05)	39%	-3%
<b>SUBTOTAL</b>	<b>11,430.00</b>	<b>988.81</b>	<b>978.81</b>	<b>5,168.75</b>	<b>(6,261.25)</b>	<b>45%</b>	<b>45% OVER</b>
<b>OPERATIONS</b>							
Liability Insurance	840.00			839.28	(0.72)	100%	58% OVER
Worker's Comp Insurance	630.00			834.42	204.42	132%	91% OVER
PERS Unfunded Liability	2,300.00			2,199.80	(100.20)	96%	54% OVER
Accounting	850.00			-	(850.00)	0%	-42%
Dues & Subscriptions	288.90		10.80	80.80	(208.10)	28%	-14%
Travel -Non Litigation	96.30			-	(96.30)	0%	-42%
License and Fees	0.00			-	(0.00)	0%	-42%
Office Expenses	8,667.00	58.99	184.15	642.47	(8,024.53)	7%	-34%
Educational Expenses	900.00			-	(900.00)	0%	-42%
Telephone	280.00	17.83	17.81	97.85	(182.15)	35%	-7%
Contingency	21,117.99		15.00	15.00	(21,102.99)	0%	-42%
<b>SUBTOTAL</b>	<b>35,970.19</b>	<b>76.82</b>	<b>227.76</b>	<b>4,709.62</b>	<b>(31,260.57)</b>	<b>13%</b>	<b>-29%</b>
<b>REPAIRS &amp; MAINTENANCE</b>							
Auto Expenses	500.00	32.89	16.80	184.93	(315.07)	37%	-5%
Contract Services	500.00			-	(500.00)	0%	-42%
Snow Removal Contract	22,500.00			-	(22,500.00)	0%	-42%
Snow Removal Beyond Contract	10,000.00			11,250.00	1,250.00	113%	71% OVER
Supplies	0.00			-	(0.00)	0%	-42%
Repairs & Maintenance	50,000.00			-	(50,000.00)	0%	-42%
Transfer to Juniper Drive Investment Account	45,000.00			-	(45,000.00)	0%	-42%
<b>SUBTOTAL:</b>	<b>128,500.00</b>	<b>32.89</b>	<b>16.80</b>	<b>11,434.93</b>	<b>(117,065.07)</b>	<b>9%</b>	<b>9% OVER</b>
<b>Debt Service:</b>							
<b>TOTAL EXPENSES</b>	<b>180,751.10</b>	<b>1,385.73</b>	<b>1,330.87</b>	<b>23,037.00</b>	<b>(157,714.10)</b>	<b>13%</b>	<b>13% OVER</b>
Year to Date Available Revenue				38,657.50			
Year to Date Expenses				23,037.00			
Net Available Revenue				15,620.50			

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12/11/22

Accrual Basis

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

---

<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	
<b>TOTAL</b>					<b>2.21</b>	<b>0.00</b>

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**HILTON CREEK COMMUNITY SERVICES District**  
**Capital Improvement Budget FY 2022 2023**  
**Wednesday, November 30, 2022**

REVENUE	November 0.4167	Year To Date
<b>General Capital Reserve Funds</b>		
Balance FWD	52,898.82	-
Sewer Connection Fees	14,686.00	-
Availability Fees	1,050.00	380.00
Sewer Connection Inspection Fees	100.00	-
Investment Interest		1.78
<i>Potential Reserves Allocation</i>	-	17,456.40
<i>Transfer from Other Funds</i>	0.00	0.43
<b>TOTAL REVENUES</b>	<b>68,734.82</b>	<b>17,838.61</b>
<b>EXPENSES</b>		
<b>Capital Improvement Projects - 5 Year Plan</b>		
Clarifier 2 Parts (Paid in FY 2021/2022 Budget)		
Clarifier 2 - Labor	20,000.00	-
Clarifier 1 Parts	50,000.00	-
Clarifier 1 Labor	22,000.00	-
Aeration Blowers = Oxygen **	91,806.00	-
Drying Beds / Sludge Dewatering	150,000.00	
Emergency Generator - Plant	150,000.00	
Sewer Lines Camera	15,000.00	-
District Vehicle	75,000.00	-
Capital Purchases - Failed Equipment	0.00	-
Capital Off Road Vehicle - Manhole Access	0.00	-
	0.00	-
	0.00	-
	0.00	-
	0.00	-
	0.00	-
	0.00	-
	0.00	-
<b>SUBTOTAL</b>	<b>573,806.00</b>	<b>-</b>

**DEFICIT (505,071.18)**

*\*Pendng TXF from General Fund*

\*\*Updated 10/14/2022



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12/11/22

Accrual Basis

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

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<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
<b>TOTAL</b>					<b><u>9,091.58</u></b>	<b><u>42,143.95</u></b>

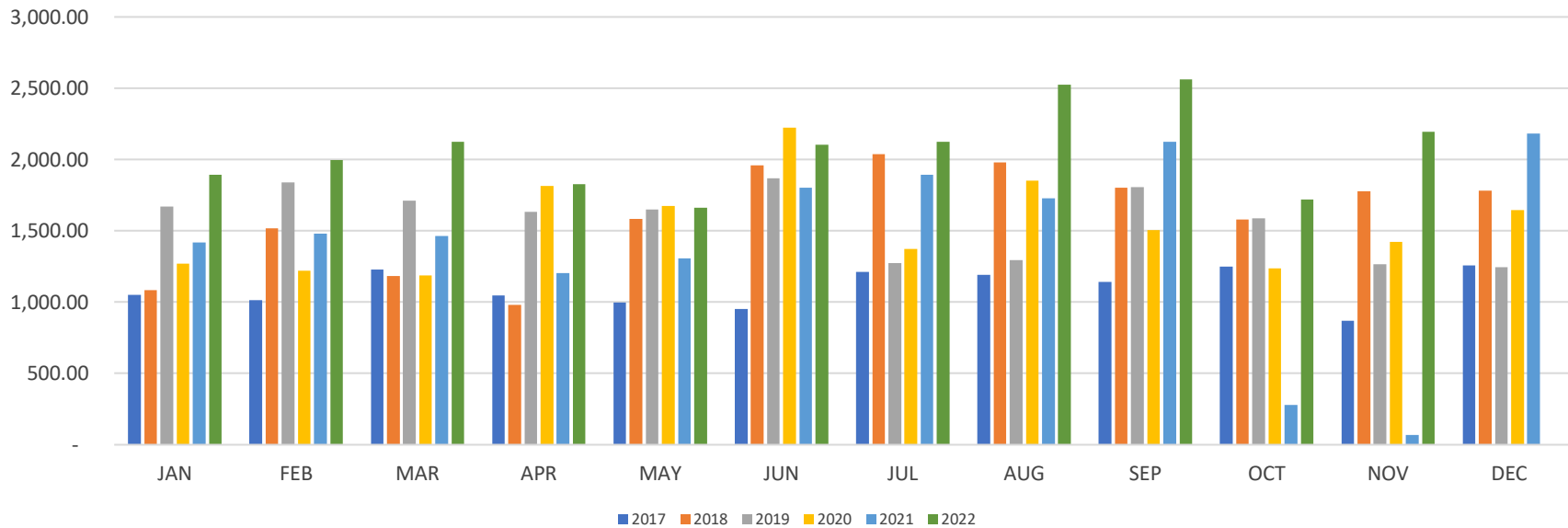
**HILTON CREEK COMMUNITY SERVICES DISTRICT**  
**Revenue Report FY 2022 2023**  
**November 30, 2022**

REVENUE	October	November	Year To Date
	Jul & Aug	Sep & Oct	
	0.3333	0.4167	
<b>Investment Pool Revenue</b>			
Property Taxes Recorded in County Investment Pool			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
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
<b>Net Investment Pool Revenue</b>	(20,000.00)	-	(9,258.53)
<b>Sewer Operation &amp; Maintenance Revenue:</b>			
<b>Previous Month's Outstanding (Even Month's Only)</b>	10,630.93		
Sewer Use Fees Billed	6,783.21	55,365.76	177,281.94
Late & Admin Fees Charges Billed	241.21	22.12	1,048.92
Other Charges Billed			0.00
<b>Total Charged</b>	17,655.35	55,387.88	225,136.70
Sewer Fees Collected	21,399.22	37,969.50	163,935.29
Late & Admin Fees Collected	66.36	141.89	461.96
Other Collections	543.33		543.33
<b>*Total Collected</b>	22,008.91	38,111.39	164,940.58
<b>Less Prepaid</b>	(5,928.52)		(15,859.15)
<b>Total Net Collections</b>	16,080.39	38,111.39	149,081.43
<b>Outstanding Collections Sewer Use Fees</b>	(14,616.01)	17,396.26	13,346.65
<b>Outstanding Collections - Late &amp; Admin Fees</b>	174.85	(119.77)	
<b>Percent Collected</b>	91%	69%	66%
<i>*Payment associated with Invoice Date</i>			
<b>Juniper Drive Revenue</b>			
<b>Previous Month's Outstanding (Even Month's Only)</b>	4,462.52		
Road Maintenance Fees Billed	452.14	43,822.10	73,090.90
Late Fees Charges	185.63	393.60	981.34
Other Charges			0.00
<b>Total Charged</b>	5,100.29	44,215.70	88,451.33
Road Maintenance Fees Collected	4,392.50	39,913.63	68,704.49
Late Fees Collected	-	59.04	78.72
Other Collections			-
<b>*Total Collected</b>	4,392.50	39,972.67	68,783.21
<b>Less Prepaid</b>	(537.24)		(1,064.40)
<b>Total Net Collections</b>	3,855.26	39,972.67	67,718.81
<b>Juniper Outstanding Road Maintenance Fees</b>	(3,940.36)	3,908.47	4,386.41
<b>Outstanding Collections - Late &amp; Admin Fees</b>	185.63	334.56	
<b>Percent Collected</b>	76%	90%	77%
<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
<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	0.17577	0.16564	0.09806	
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			-15856	-2181.00				
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			-3930	-647.94				
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)**

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





**HILTON CREEK COMMUNITY SERVICES DISTRICT  
SPECIAL BOARD MEETING**

**November 7, 2022**

**5:00 P.M.**

**154 South Landing Road, Crowley Lake, California**

**Minutes**

- 1. Steve Shipley called the meeting to order at 5:03 p.m.**

**A. ROLL CALL**

**Members Present:** Cindy Adamson, Isabel Connolly, Windsor Czeschin, Garrett Higerd and Steve Shipley  
**Members Absent:** None  
**Staff Present:** Lorinda Beatty, Billy Czeschin and Keith Hafner  
**Guests:** David Richman and Devin Preston

- 2. ADDITIONS TO AGENDA – None**

- 3. PUBLIC COMMENT-** Ms. Beatty advised that she did send a response to people concerned about snow removal telling them that she was developing a list to send out.

- 4. PRESENTATIONS**

**A. RDN – Rate Study**

Ms. Beatty stated there was no presentation; however, the Board updated Mr. Shipley on the last presentation as he was absent including options to obtain a loan.

**Public Comments:**

You are setting yourselves up for five years from now, having to figure out how to pay your debt at that time too. Three years from now you will say we have to raise rates to pay the loan and we will still have to build capital reserves; you are fighting a losing battle.

I don't like the increase; however, I understand the need and feel like the Board will make the appropriate decision.

As a rate payer I agree that any increase is difficult, but we have to keep the company going. You have to trust the Board and I feel like we are in a bit of a hard spot because there are some projects that can be put off but they are on the list because they will likely fail in the next five years and even if they don't we will still need to replace them soon.

I haven't seen any improvements to the plant since the last expansion in the early 1990s. Equipment has been replaced and repaired but there has been no actual improvements and the plant itself is lacking.

I think option two is better for the rate payers. As a businessman I appreciate option 1 at a higher rate because it will be best for replacing equipment, but as a rate payer option two will be better for the community.

**Motion:** To instruct RDN to move forward with the rate study report for option two.

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

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

**5. 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 October 2022
3. Southern California Edison Report
4. Equipment Use Hours

**C. Approval of Minutes**

1. Minutes of the Regular Board Meeting of October 11, 2022

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

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

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

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

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

Mr. Hafner reported they are up to date on the samples for the month. Wells were sampled at the end of October and results are pending. We fabricated and installed two new bar screens at the headworks at probably ¼ of the price that was quoted. Two shafts were removed from the downed clarifier, and we are getting a little closer to having the clarifier online. Roots have been removed from behind a house on Aspen Place improving flow. The drying beds have been prepared for the winter including being cleaned and scraped and waste taken to the dump.

The easements discussion in Old Business was discussed during this agenda item.



**7. NEW BUSINESS**

**A. Amendment Workwear and PPE Policy**

Ms. Beatty recommended an amendment to the Workwear and PPE Policy. The policy was set in 2020 and prices have increased.

**Motion:** To approve the amendment for Workwear and PPE Policy as presented.

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

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

**8. OLD BUSINESS**

**A. RDN – Rate Study**

Discussion addressed during the presentation (Item 4A)

**B. EASEMENTS (discussed during item 6A)**

Mr. Czeschin stated that access to manholes throughout the District are increasingly blocked by personal property and landscaping. The District will need to work on a way to either work around the easement with an agreement from property owners' or have them clear the easement for access. An alternative agreement in the form of a granted easement on the deed, not just title or handshake, so that we can access the easement when we need to. If the property owner is willing to grant that and there is an access, then we don't have to tear up everything they have done to gain access and that would be a fair compromise for a lot of places. Some properties do not have another access. Not recommending that the Board give up any easements and if there is an emergency, if we have to dig up a pipe for any reason, then whatever structure, landscaping, trees or other improvement will need to be removed at the property owner's expense and will not be replaced by the District, that is how the ordinance reads. There are also encroachments onto our easements. Crowley Lake Drive has paved driveways poured over our main pipeline and if something happens, we will have to dig up the driveway at the owner's expense and the District would not replace the driveway.

**C. Board Vacancy**

Ms. Beatty asked the Board to set a date for interviews for the two candidates that have applied for the Board vacancy which will be created on December 1, 2022 for Director Higerd's end of term on November 30, 2022 as instructed by Mono County. The meeting was set for Wednesday, November 30, 2022 at 5 pm.

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

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

**11. ANNOUNCEMENTS**

- A. Special Board Meeting November 30, 2022, at 5:00 p.m. location to be announced.

**12. ADJOURNMENT**

**Motion:** To Adjourn to the November 7, 2022 Regular Board Meeting at 6:52 p.m.

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

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

**HILTON CREEK COMMUNITY SERVICES DISTRICT  
SPECIAL BOARD MEETING  
November 30, 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, Isabel Connolly (Telephonically), Windsor Czeschin, and Steve Shipley  
**Members Absent:** Garrett Higerd  
**Staff Present:** Lorinda Beatty  
**Guests:** David Richman and Devin Preston

2. **ADDITIONS TO AGENDA** – None

3. **PUBLIC COMMENT**- None

**Motion:** To adjourn into closed session.

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

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Higerd	Mr. Shipley
Aye	Aye	Aye	Absent	Aye

4. **CLOSED SESSION**

**A.** Public Employee/Director Appointment (Government Code §54957)

**B.** Public Employee Performance Evaluation – Operator in Training Unrepresented (Government Code §54957)

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

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

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Higerd	Mr. Shipley
Aye	Aye	Aye	Absent	Aye

**CLOSED SESSION ANNOUNCEMENTS:**

**Motion:** To appoint Devin Preston and the new director.

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

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Higerd	Mr. Shipley
Aye	Aye	Aye	Absent	No

**5. OLD BUSINESS**

**A. RDN – Rate Study**

The Board tabled this discussion to the December 13, 2022 meeting.

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

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

**8. ANNOUNCEMENTS**

**A.** Regular Board Meeting December 13, 2022, at 5:00 p.m. Crowley Lake Community Center

**12. ADJOURNMENT**

**Motion:** To Adjourn to the November 30, 2022 Regular Board Meeting at 7:37 p.m.

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

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Higerd	Mr. Shipley
Aye	Aye	Aye	Absent	Aye