

**BOARD OF DIRECTORS
HILTON CREEK COMMUNITY SERVICES DISTRICT
SPECIAL BOARD MEETING
TUESDAY, MARCH 14, 2023
5:00 P.M.
CROWLEY LAKE COMMUNITY CENTER
58 PEARSON ROAD
CROWLEY LAKE, CALIFORNIA**

AGENDA

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

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

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

- 4. PRESENTATIONS**

No Presentations Scheduled

- 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 –February 2023
 3. Southern California Edison Report
 4. Equipment Use Hours Report
 - C. Approval of Minutes
 1. Minutes of the Board Meeting of February 21, 2023

- 7. SEWER FACILITIES UPDATE - GENERAL UPDATE**
 - A. General Report on Status of Facilities, Operational Stability

- 8. NEW BUSINESS**
 - A. FY 2023-2024 Budget
 - B. Plant Automation
 - C. Availability Fees
 - D. Juniper Drive – Runoff/Creek Concerns

- 9. OLD BUSINESS**
 - A. Rate Study
 - B. So Cal Ren – Loan and Incentives
 - C. Fiscal year 2021-2022 Audit
 - D. Cell Tower
- 10. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS**
- 11. BOARD MEMBER COMMENTS/REPORTS**
- 12. ANNOUNCEMENTS**
 - A. Regular Board Meeting: April 11, 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.

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

**HILTON CREEK COMMUNITY SERVICES DISTRICT
SPECIAL BOARD MEETING
FEBRUARY 21, 2023
5:00 P.M.
CROWLEY LAKE COMMUNITY CENTER
58 PEARSON ROAD, CROWLEY LAKE, CALIFORNIA
Minutes**

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

A. ROLL CALL

Members Present: Cindy Adamson, Windsor Czeschin, and Devin Preston and Steve Shipley
Members Absent: Isabel Connolly
Staff Present: Lorinda Beatty, Billy Czeschin and Keith Hafner
Guests: Dave Richman, Anthony Elowsky, Ryan Hickey

2. ADDITIONS TO AGENDA – None

3. PUBLIC COMMENT- None

4. PRESENTATIONS

A. Cell Tower Proposal

Mr. Ryan Hickey, of Assurance Development, is contracted by T-Mobil who has been working with Mono County to erect a new tower in the area. Mr. Hickey believes that the sewer plant may be a location appealing to his company and asked the Board if they are interested in partnering with T-Mobil to erect a tower. Mr. Hickey stated that T-Mobil would prefer 100' to 125' center line.

Mr. Shipley stated that the maximum height allowable in Mono County is 60'; however, an extension was allowed on the tower to the east of the sewer plant. Mr. Shipley suggested that Mr. Hickey check with Mono County to research the height requirements. Mr. Shipley asked about the space needed for this project. Mr. Hickey stated that they would like a 40' x 40' compound.

Mr. Shipley also stated that the board would need to have a conversation with the staff regarding space and property boundaries. Additionally, Mr. Shipley stated that another hurdle would be BLM. In the past the District wanted to place solar panels on the property, and it was not allowed by BLM.

Mr. Shipley stated that if Mr. Hickey's research with Mono County and BLM would allow the project, then the Board would then decide if they would entertain the proposal.

Mr. Czeschin suggested that Mr. Hickey look at the location as the property is well below the existing tower to the east, which is approximately 70' higher than the District Property. Placing an 80' tower on the property will likely not provide the coverage adequate for his company's goal. Mr. Czeschin also suggested that before his company or the District spend a lot of time and money on the project to research the property topographically.

Mr. Hickey stated they are looking at the northeast corner of the property which might eliminate going on top of the ridge. Mr. Hickey asked the Board, assuming Mono County and BLM would allow the tower, would the District be interested? Mr. Hickey stated that he does not want to spend the time and resources on this location if the District decides they are not interested and so he decided to come to the District first.

A member of the public commented asked if the public had been considered with this project and even at that point, a fake tree does not mitigate the impact of the installation? Mr. Hickey responded that his client wants to go as big as they are legally allowed, while utilizing camouflage and making it as aesthetically pleasing as possible; unfortunately, they are limited financially to some of the designs that could be built.

Mr. Shipley stated that there have been issues in the past as this area is part of the scenic corridor and this sight had been looked at before. However, it was too low and even the higher existing tower does not provide sufficient coverage. Mono County needs to provide the ordinance regarding this information and suggested that he contact Wendy Sugimura first to get accurate information.

Further discussion included questions about the actual leased area. If it is in the fenced area, then there is not enough room on the plant. If it is out of the fenced area, then possibly. There were also concerns about public outcry. It was the consensus of the Board that they will wait for responses from Mono County and BLM before they come to a decision.

B. RDN – Rate Study

Mr. Anthony Elowsky provided the draft presentation of the rate study for approval of the proposed rates and to begin the proposition 218 process.

Mr. Elowsky suggested that the Board hold an outreach meeting for constituents to attend and ask questions prior to the hearing and the Board agreed this would be good to plan a meeting and be as accessible as possible to the District's customers.

Motion: To accept the Rate Study as presented and move forward with the Proposition 218 process.

Moved by Ms. Czeschin, Second by Ms. Adamson

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Preston	Mr. Shipley
Aye	Absent	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 January 2023
3. Southern California Edison Report
4. Equipment Use Hours

C. Approval of Minutes

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

Motion: To accept the Consent Agenda as presented.

Moved by Ms. Czeschin, Second by Ms. Adamson

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

6. SEWER FACILITIES UPDATE - GENERAL MANAGER UPDATE

A. General Manager Report on Status of Facilities and Operational

Mr. Keith Hafner and Mr. Billy Czeschin reported that all the samples collected during the last month passed requirements. The plant is running fairly well with some typical wintertime problems. The water pipes at the plant office have frozen. Mr. Hafner stated that there is a training practice exam course in Elk Grove On March 13-15th that Mr. Czeschin should attend if the weather will allow. Mr. Czeschin reported that Ziploc provided a free advertisement page and presented it to the Board.

Mr. Czeschin also advised the Board that he was approached to do some limited work for the Mountain if the Board would allow. The Board agreed that Mr. Czeschin could pursue this endeavor as long as it did not interfere with District responsibilities and that he was getting enough rest time. Mr. Czeschin also stated that internet access needs to be installed at the plant.

7. NEW BUSINESS - There was no new business

8. OLD BUSINESS

A. Policy – Employee Personal Storage at Sewer Plant

This item has been tabled for discussion after the snow has thawed.

B. Payment Assistance Program Update

Ms. Beatty advised that the application for LIHWAP has been approved and the program is also moving forward with not only assistance for payments in arrears but also for current and ongoing payments. This should be helpful for the low-income families in the District.

9. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS - None

Mr. Shipley stated that he is concerned about the runoff when the snow begins to thaw, given that it has been a very heavy winter. Mr. Shipley would like the District to be proactive with customers on Juniper Drive and possibly send out a letter.

The Board would like to discuss automation for the plant to assist staff and the Board would also like to discuss internet for the plant.

10. BOARD MEMBER COMMENTS/REPORTS - None

11. ANNOUNCEMENTS

A. Regular Board Meeting March 14, 2023, at 5:00 p.m.

12. ADJOURNMENT

Motion: To Adjourn the February 21, 2023 Special Board Meeting at 7:38 p.m.

Moved by Ms. Adamson, Second by Mr. Preston

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

HILTON CREEK COMMUNITY SERVICES DISTRICT

CHECKS WRITTEN - ALL FUNDS

February 17 through March 15, 2023

Type	Date	Num	Name	Memo	Amount
Feb 17 - 18, 23					
Paycheck	02/17/2023	DD12...	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	02/17/2023	DD12...	CZESCHIN, WILLIAM	Direct Deposit	0.00
Liability C...	02/17/2023		QuickBooks Payroll Service	Created by Payroll Service on 02/15/2023	-4,403.79
Bill Pmt -...	02/17/2023		PERS Retirement	PPE 2/17/2023	-380.97
Bill Pmt -...	02/17/2023		PERS 457 Contributions	PPE 2/17/2023	-84.61
Feb 17 - 18, 23					-4,869.37
Week of Feb 19, 23					
Week of Feb 19, 23					
Week of Feb 26, 23					
Paycheck	03/01/2023	8420	Hatter, Jason T		-913.50
Liability C...	03/01/2023	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # -395521114	-139.57
Liability C...	03/01/2023	E-pay	EFTPS	94-2834850 QB Tracking # -395187114	-2,047.90
Liability C...	03/01/2023	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # -395147114	-697.37
Bill Pmt -...	03/01/2023		PERS Health Insurance	March 2023	-2,460.37
Liability C...	03/02/2023		QuickBooks Payroll Service	Created by Payroll Service on 03/01/2023	-4,278.06
Paycheck	03/03/2023	DD12...	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	03/03/2023	DD12...	CZESCHIN, WILLIAM	Direct Deposit	0.00
Bill Pmt -...	03/03/2023		PERS 457 Contributions	PPE 3/3/2023	-84.61
Bill Pmt -...	03/03/2023		PERS Retirement	PPE 3/3/2023	-380.97
Week of Feb 26, 23					-11,002.35
Week of Mar 5, 23					
Week of Mar 5, 23					
Mar 12 - 15, 23					
Bill Pmt -...	03/12/2023	8423	BABCOCK LABORATORIES, I...		-316.12
Bill Pmt -...	03/12/2023	8424	BILLY CZESCHIN	FEBRUARY 2023 EQUIPMENT /SNOW...	-6,296.25
Bill Pmt -...	03/12/2023	8425	Robert D Niehaus, Inc.	INVOICE 9160 FILE K-319	-1,120.00
Bill Pmt -...	03/14/2023		FRONTIER COMMUNICATIONS	2/22/2022 - 3/21/2023	-42.98
Bill Pmt -...	03/14/2023		MAMMOTH DISPOSAL	02/01/2023 to 02/28/2023	-207.66
Bill Pmt -...	03/14/2023		SCE Plant	2/2/2023 to 3/2/2023 PLANT	-2,322.66
Bill Pmt -...	03/14/2023		SCE Pump Station	2/2/2023 to 3/2/2023 PUMP	-740.11
Bill Pmt -...	03/14/2023		UMPQUA BANK	FEBRUARY 2023	-687.20
Liability C...	03/14/2023		QuickBooks Payroll Service	Created by Payroll Service on 03/12/2023	-2,264.45
Liability C...	03/14/2023		QuickBooks Payroll Service	Created by Payroll Service on 03/12/2023	-2,332.49
Paycheck	03/15/2023	DD12...	HAFNER, KEITH	Direct Deposit	0.00
Paycheck	03/15/2023	8426	Hatter, Jason T		-233.19
Paycheck	03/15/2023	DD12...	ADAMSON, CYNTHIA R	Direct Deposit	0.00
Paycheck	03/15/2023	DD12...	CONNOLLY, ISABEL S	Direct Deposit	0.00
Paycheck	03/15/2023	DD12...	CZESCHIN, WINDSOR	Direct Deposit	0.00
Paycheck	03/15/2023	8427	PRESTON, DEVIN M		-259.11
Paycheck	03/15/2023	DD12...	SHIPLEY, STEVE H	Direct Deposit	0.00
Paycheck	03/15/2023	DD12...	CZESCHIN, WILLIAM	Direct Deposit	0.00

4:45 PM

03/12/23

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT
CHECKS WRITTEN - ALL FUNDS
February 17 through March 15, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Mar 12 - 15, 23					-16,822.22
TOTAL					-32,693.94

Hilton Creek Community Services District Sewer Funds Account Balances As Of February 28, 2023					
	Previous				2/28/2023
Account	Balance	Credits	Debits	Adjustments	Balance
**Bank of America	54,718.31	12,793.68	(37,254.80)	(0.20)	30,256.99
Sewer Fund Use Fees & Expenses Cancelled / Return/ Fin. Chg Other		11,062.08	(27,325.21)		
County Inv. Pool Transfer		-	-		
LAIF Transfers					
Capital Reserve Transfer		-			
Connection Fees					
County Loan Transfer					
Availability Fees		-			
Juniper Deposits/Expenses		1,731.60	(9,929.59)		
Juniper Drive Transfers					
Admin / Late Fees		-		(0.20)	<i>Correct Typo</i>
Capital Reserve	52,901.93	0.41	-	-	52,902.34
Connection & Availability Fees Transfers Interest		0.41			
LAIF	5,029.05	-	-	-	5,029.05
Checking Transfers					No Change
Interest					
Other					
Other					
County Investment Pool	423,012.61	-	-	(0.20)	423,012.41
Checking Transfers					No Change
LAIF Transfers					
Interest					
Unsec. Property Tax					
Secure Property Tax					
Other				(0.20)	Correct Typo
Unitary Property Tax					
Delinquent Accounts Collection					
Total**	535,661.90	12,794.09	(37,254.80)	(0.40)	511,200.79
					<i>** Balance Owed to Sewer Fund</i>
					<i>5,345.52</i>
					<i>Total with Juniper Drive Oweing</i>
					<i>516,546.31</i>
COUNTY INVESTMENT POOL HOLDINGS - REMAINS WITHIN INVEMENT POOL					
HOLDINGS	35,092.80	-	-	-	
Capital Reserves Holding	17,546.40				<i>Net Prop Tax</i>
Emergency Reserves Holdings	17,546.40				<i>FY 2021-2022</i>
Other Holdings					

Juniper Drive Special Zone of Benefit Funds

**As Of
February 28, 2023**

	Previous	Credits	Debits	Adjustments	2/28/2023 Balance
Bank of America	104,599.46	1,434.92	-	-	106,034.38
Juniper Drive Fees Collected		1,434.92			
Juniper Drive Expenses					
LAIF	4,698.98	-	-	-	4,698.98
Interest					No Change
Other					
County Investment Pool	312,797.96	-	-	-	312,797.96
Checking Transfers					No Change
Interest					
Other					
Total**	422,096.40	1,434.92	-	-	423,531.32

** Balance Owed to Sewer Fund (5,345.52)
Total with Balance Owing to Sewer Fund 418,185.80

Juniper Drive Wash					
Fwd	JD Fees Coll	JD Checks	Adjust	SF Paid	JD Owes SF
	2,839.53	1,731.60	(9,929.59)	12.94	(5,345.52)

Funds collected / paid in Sewer Fund

HILTON CREEK COMMUNITY SERVICES DISTRICT

Balance Sheet

As of February 28, 2023

03/11/23

Accrual Basis

	Feb 28, 23
ASSETS	
Current Assets	
Checking/Savings	
10000 · 1 Bank of America-Checking	30,256.99
12000 · 3 B of America-Capital Reserve	52,902.34
13000 · 4 Mono Co Treasury Inv. Pool	423,012.61
14000 · 5 LAIF	
General Sewer Fund	4,957.36
14000 · 5 LAIF - Other	71.69
Total 14000 · 5 LAIF	<u>5,029.05</u>
Total Checking/Savings	511,200.99
Accounts Receivable	
Accounts receivable	
AVAILABILITY FEES	404.69
Non Customer	-291.54
SEWER USE FEES	
Finance Charge	556.67
SEWER USE FEES - Other	<u>8,752.53</u>
Total SEWER USE FEES	9,309.20
Accounts receivable - Other	<u>-483.54</u>
Total Accounts receivable	8,938.81
SEWER CONNECTION FEE	<u>-221.24</u>
Total Accounts Receivable	8,717.57
Other Current Assets	
Allowance for uncollectibles	-255.07
1499 · Undeposited Funds	<u>1,210.76</u>
Total Other Current Assets	955.69
Total Current Assets	<u>520,874.25</u>
Fixed Assets	
Property, Plant & Equipment	
Equipment	3,104,881.53
Facilities Improvements	78,028.37
Other Equipment	21,391.22
Vehicles	16,500.00
Property, Plant & Equipment - Other	<u>53,625.00</u>
Total Property, Plant & Equipment	3,274,426.12
Total Fixed Assets	3,274,426.12
Other Assets	
Accumulated depreciation	<u>-2,853,643.35</u>
Total Other Assets	-2,853,643.35
TOTAL ASSETS	<u><u>941,657.02</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	<u>-90.00</u>
Total Accounts Payable	-90.00

HILTON CREEK COMMUNITY SERVICES DISTRICT

Balance Sheet

As of February 28, 2023

03/11/23

Accrual Basis

	Feb 28, 23
Other Current Liabilities	
Accounts payable	2,877.10
17000 · Juniper Dr SZB Clearing Acct	-5,345.52
2100 · Payroll Liabilities	
457 Employee Cont	3,250.00
457 Employer Contributions	338.44
B Retirement - EE Cont	10,407.37
Retirement - Employer	1,719.15
2100 · Payroll Liabilities - Other	-244.73
Total 2100 · Payroll Liabilities	15,470.23
2110 · Direct Deposit Liabilities	156.05
Total Other Current Liabilities	13,157.86
Total Current Liabilities	13,067.86
Long Term Liabilities	
PENSION LIABILITIES	
Def inflows of resources-actuar	127,851.00
Def outflows of resources-actua	-26,206.00
Deferred outflows-contributions	-6,103.00
Net Pension Liability	147,505.00
Total PENSION LIABILITIES	243,047.00
Total Long Term Liabilities	243,047.00
Total Liabilities	256,114.86
Equity	
Capital Improvement Reserve	52,898.82
1110 · Retained Earnings	642,010.62
Net Income	-9,367.28
Total Equity	685,542.16
TOTAL LIABILITIES & EQUITY	941,657.02

HILTON CREEK COMMUNITY SERVICES DISTRICT

All Sewer Fund Transaction Detail Report

February 2023

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Paycheck	02/01/2023	8404	Hatter, Jason T		10000 · 1 Bank o...	162	-SPLIT-		915.50
Liability Check	02/02/2023		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		4,959.14
Paycheck	02/03/2023	DD1272	BEATTY, LORINDA A	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	02/03/2023	DD1273	CZESCHIN, WILLIAM	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Bill Pmt -Check	02/03/2023		PERS 457 Contributi...	PPE 2/3/2023	10000 · 1 Bank o...		20000 · *Accou...		84.61
Bill Pmt -Check	02/03/2023		PERS Retirement	PPE 2/3/2023	10000 · 1 Bank o...		20000 · *Accou...		380.97
Liability Check	02/06/2023		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		2,665.63
Liability Check	02/06/2023	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		254.18
Liability Check	02/06/2023	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		695.55
Liability Check	02/06/2023	E-pay	EFTPS	94-2834850 Q...	10000 · 1 Bank o...		-SPLIT-		2,127.38
Paycheck	02/07/2023	DD1274	HAFNER, KEITH	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Deposit	02/07/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	4,114.65	
Deposit	02/07/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	0.00	
Deposit	02/07/2023		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	760.72	
Deposit	02/07/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	331.56	
Deposit	02/07/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	2,654.88	
Deposit	02/07/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	623.32	
Deposit	02/07/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	221.24	
Deposit	02/07/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	02/07/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	221.24	
Bill Pmt -Check	02/07/2023		Bank of America	ACH Processi...	10000 · 1 Bank o...		20000 · *Accou...		15.00
Deposit	02/08/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	140.00	
Bill Pmt -Check	02/13/2023		MAMMOTH DISPO...	01/01/2023 to...	10000 · 1 Bank o...		20000 · *Accou...		207.66
Bill Pmt -Check	02/13/2023		SCE Plant	01/04/2023 to...	10000 · 1 Bank o...		20000 · *Accou...		2,441.54
Bill Pmt -Check	02/13/2023		SCE Pump Station	01/04/2023 to...	10000 · 1 Bank o...		20000 · *Accou...		928.76
Bill Pmt -Check	02/13/2023	8415	CARMICHAEL BUSI...	Annual Fee - ...	10000 · 1 Bank o...		20000 · *Accou...		80.00
Bill Pmt -Check	02/13/2023	8416	CYNTHIA ADAMS...	REIMBURSE...	10000 · 1 Bank o...		20000 · *Accou...		1,054.51
Bill Pmt -Check	02/13/2023	8417	INFOSEND, INC	JANUARY 20...	10000 · 1 Bank o...		20000 · *Accou...		400.08
Bill Pmt -Check	02/13/2023	8418	ROBERT W. JOHN...		10000 · 1 Bank o...		20000 · *Accou...		500.00
Bill Pmt -Check	02/13/2023	8419	UMPQUA BANK	JANUARY 2023	10000 · 1 Bank o...		20000 · *Accou...		1,903.35
Bill Pmt -Check	02/13/2023	8422	W D Czeschin	Reimburseme...	10000 · 1 Bank o...		20000 · *Accou...		289.97
Bill Pmt -Check	02/13/2023	8421	BILLY CZESCHIN	JANUARY 20...	10000 · 1 Bank o...		20000 · *Accou...		11,277.50
Deposit	02/13/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	02/13/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	02/13/2023		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	196.84	
Deposit	02/14/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Liability Check	02/15/2023		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		944.99
Deposit	02/15/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	02/15/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	02/15/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	02/15/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	02/15/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	02/15/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	0.00	
Deposit	02/15/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	110.62	
Paycheck	02/16/2023	DD1275	ADAMSON, CYNTH...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	02/16/2023	DD1276	CONNOLLY, ISABE...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	02/16/2023	DD1277	CZESCHIN, WINDS...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	02/16/2023	8414	PRESTON, DEVIN M		10000 · 1 Bank o...	162	-SPLIT-		259.11
Paycheck	02/16/2023	DD1278	SHIPLEY, STEVE H	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	

HILTON CREEK COMMUNITY SERVICES DISTRICT

All Sewer Fund Transaction Detail Report

February 2023

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Liability Check	02/16/2023		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		4,403.79
Paycheck	02/17/2023	DD1279	BEATTY, LORINDA A	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	02/17/2023	DD1280	CZESCHIN, WILLIAM	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Deposit	02/17/2023			Deposit	10000 · 1 Bank o...		-SPLIT-	1,759.61	
Deposit	02/17/2023			Deposit	10000 · 1 Bank o...		1499 · Undepo...	110.62	
Deposit	02/17/2023		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	196.84	
Bill Pmt -Check	02/17/2023		PERS Retirement	PPE 2/17/2023	10000 · 1 Bank o...		20000 · *Accou...		380.97
Bill Pmt -Check	02/17/2023		PERS 457 Contributi...	PPE 2/17/2023	10000 · 1 Bank o...		20000 · *Accou...		84.61
Deposit	02/24/2023		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	98.42	
Deposit	02/24/2023		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	478.78	
TOTAL								12,793.68	37,254.80

HILTON CREEK COMMUNITY SERVICES DISTRICT

Juniper Drive Clearing Account Monthly Detail Report

February 2023

Type	Date	Name	Memo	Class	Debit	Credit
Bill	02/01/2023	PERS Health Insura...	10% Health Ins	164	215.37	
Bill	02/01/2023	PERS Health Insura...	10% Health Ins	164	30.67	
General Journal	02/03/2023		10% GROSS ...	164	242.56	
General Journal	02/03/2023		10% GROSS ...	164	48.48	
General Journal	02/03/2023		10% GROSS ...	164	886.77	
General Journal	02/03/2023		10% GROSS ...	164	146.30	
General Journal	02/03/2023		10% GROSS ...	164	8.46	
Bill	02/03/2023	PERS Retirement	10% ER CON...	164	21.12	
Bill	02/03/2023	PERS 457 Contributi...	10%	164	8.46	
Bill	02/07/2023	ROBERT W. JOHN...		164	50.00	
Deposit	02/07/2023	JUNIPER DRIVE FE...	J6012003 HO...	164		196.84
Deposit	02/07/2023	JUNIPER DRIVE FE...	J6013015 NO...	164		196.84
Deposit	02/07/2023	JUNIPER DRIVE FE...	J6013016 NO...	164		85.10
Deposit	02/07/2023	JUNIPER DRIVE FE...	J6013007 NO...	164		85.10
Deposit	02/07/2023	JUNIPER DRIVE FE...	J6017017 GIL...	164		196.84
Bill	02/13/2023	CYNTHIA ADAMS...	10%	164	105.45	
Bill	02/13/2023	INFOSEND, INC	10% Custom...	164	40.01	
Bill	02/13/2023	UMPQUA BANK	10% Office Ex...	164	24.80	
Bill	02/13/2023	UMPQUA BANK	10% Fuel	164	26.95	
Bill	02/13/2023	UMPQUA BANK	Education	164	78.30	
Bill	02/13/2023	BILLY CZESCHIN	SNOW REM...	164	7,052.50	
Deposit	02/13/2023	JUNIPER DRIVE FE...	J6013019-001...	164		196.84
Deposit	02/17/2023	JUNIPER DRIVE FE...	J6019007 HA...	164		196.84
Bill	02/17/2023	PERS Retirement	10% ER CON...	164	21.12	
Bill	02/17/2023	PERS 457 Contributi...	10%	164	8.46	
General Journal	02/17/2023		10% GROSS ...	164	146.30	
General Journal	02/17/2023		10% GROSS ...	164	8.46	
General Journal	02/17/2023		10% GROSS ...	164	242.56	
General Journal	02/17/2023		10% GROSS ...	164	48.48	
General Journal	02/17/2023		10% GROSS ...	164	450.21	
Bill	02/19/2023	VERIZON WIRELESS	10%	164	17.80	
Deposit	02/24/2023	JUNIPER DRIVE FE...	J6014008 MIL...	164		98.42
Deposit	02/24/2023	JUNIPER DRIVE FE...	J6013012 MA...	164		196.84
Deposit	02/24/2023	JUNIPER DRIVE FE...	J6016017 CZ...	164		191.21
Deposit	02/24/2023	JUNIPER DRIVE FE...	J6016015 CZ...	164		90.73
TOTAL					9,929.59	1,731.60

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

Balance Sheet

03/11/23

As of February 28, 2023

Accrual Basis

	Feb 28, 23
ASSETS	
Current Assets	
Checking/Savings	
101 - Checking - B of A	106,034.38
102 - LAIF	4,698.98
Mono County Treasury Inv. Pool	312,797.96
Total Checking/Savings	423,531.32
Accounts Receivable	
120 - ACCOUNTS RECEIVABLE	
121 - FINANCE CHARGES	688.84
122 - MAINTENANCE FEES	2,437.08
Total 120 - ACCOUNTS RECEIVABLE	3,125.92
Total Accounts Receivable	3,125.92
Other Current Assets	
JDSZB Wash Account	-5,345.52
Total Other Current Assets	-5,345.52
Total Current Assets	421,311.72
TOTAL ASSETS	421,311.72
LIABILITIES & EQUITY	
Equity	
32000 · 304 - Retained Earnings	413,350.63
Net Income	7,961.09
Total Equity	421,311.72
TOTAL LIABILITIES & EQUITY	421,311.72

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03/11/23

Accrual Basis

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Transactions By Month
February 2023

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Clr</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Feb 23							
Deposit	02/07/2023	Deposit	101 - Checking - B o...	X	-SPLIT-	1,238.08	
Deposit	02/17/2023	Deposit	101 - Checking - B o...	X	12000 · Undep...	196.84	
Feb 23						<u>1,434.92</u>	<u>0.00</u>

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03/11/23

Accrual Basis

JUNIPER DRIVE WASH ACCCOUNT Transactions By Month February 2023

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Feb 23									
General Journal	02/01/2023	LB FY...		Health Insura...	JDSZB Wash Account		-SPLIT-		215.37
General Journal	02/01/2023	LB FY...		Health Insura...	JDSZB Wash Account		JDSZB Wash ...	30.67	
General Journal	02/03/2023	LB FY...		10% GROSS ...	JDSZB Wash Account		-SPLIT-		242.56
General Journal	02/03/2023	LB FY...		10% ADD RE...	JDSZB Wash Account		JDSZB Wash ...	48.48	
General Journal	02/03/2023	LB FY...		100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...	886.77	
General Journal	02/03/2023	LB FY...		10% Gross L...	JDSZB Wash Account		-SPLIT-		146.30
General Journal	02/03/2023	LB FY...		10% ADD CO...	JDSZB Wash Account		JDSZB Wash ...	8.46	
General Journal	02/03/2023	LB FY...		10% Retireme...	JDSZB Wash Account		-SPLIT-		21.12
General Journal	02/03/2023	LB FY...		10% 457 BC	JDSZB Wash Account		JDSZB Wash ...	8.46	
General Journal	02/07/2023	LB FY...		State Controll...	JDSZB Wash Account		509-A - Audit		50.00
Deposit	02/07/2023			Deposit	JDSZB Wash Account		-SPLIT-	760.72	
General Journal	02/13/2023	LB FY...		10% Board M...	JDSZB Wash Account		-SPLIT-		105.45
General Journal	02/13/2023	LB FY...		Infosend - Cu...	JDSZB Wash Account		64900 · 507 - ...		40.01
General Journal	02/13/2023	LB FY...		SNOW REM...	JDSZB Wash Account		512 - SNOW R...		7,052.50
Deposit	02/13/2023			Deposit	JDSZB Wash Account		12000 · Undep...	196.84	
General Journal	02/13/2023	LB FY...		CC Fuel	JDSZB Wash Account		-SPLIT-		26.95
General Journal	02/13/2023	LB FY...		CC Office Exp...	JDSZB Wash Account		JDSZB Wash ...		24.80
General Journal	02/13/2023	LB FY...		CC Office Exp...	JDSZB Wash Account		JDSZB Wash ...		78.30
Deposit	02/17/2023			Deposit	JDSZB Wash Account		12000 · Undep...	196.84	
General Journal	02/17/2023	LB FY...		10% Retireme...	JDSZB Wash Account		-SPLIT-		21.12
General Journal	02/17/2023	LB FY...		10% 457 BC	JDSZB Wash Account		JDSZB Wash ...		8.46
General Journal	02/17/2023	LB FY...		10% GROSS ...	JDSZB Wash Account		-SPLIT-		242.56
General Journal	02/17/2023	LB FY...		10% ADD RE...	JDSZB Wash Account		JDSZB Wash ...	48.48	
General Journal	02/17/2023	LB FY...		100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...	450.21	
General Journal	02/17/2023	LB FY...		10% Gross L...	JDSZB Wash Account		-SPLIT-		146.30
General Journal	02/17/2023	LB FY...		10% ADD CO...	JDSZB Wash Account		JDSZB Wash ...	8.46	
General Journal	02/19/2023	LB FY...		Verizon	JDSZB Wash Account		68100 · 515 - T...		17.80
Deposit	02/24/2023			Deposit	JDSZB Wash Account		12000 · Undep...	98.42	
Deposit	02/24/2023			Deposit	JDSZB Wash Account		-SPLIT-	478.78	
								1,731.60	9,929.59

HILTON CREEK COMMUNITY SERVICES DISTRICT

Profit & Loss

February 2023

03/11/23

Accrual Basis

	Feb 23
Ordinary Income/Expense	
Income	
4010 · Fees	
Use Fees	1,313.91
4010 · Fees - Other	148.23
Total 4010 · Fees	1,462.14
Total Income	1,462.14
Gross Profit	1,462.14
Expense	
Professional Fees	
6304 · Audit	450.00
Total Professional Fees	450.00
6003 · Depreciation Expense	7,500.00
6100 · Employee Benefits	
A Medical Reimb - Board	949.06
A Medical Reimb - Employee	0.00
B Health Insurance	
6104 · C Health Insurance - OIT	1,938.30
6105 · D Health Insurance - Retired	276.03
Total B Health Insurance	2,214.33
C Retirement	
A Retirement - ER Contribution	0.00
B Retirement - EE Contributions	
6111 · Retirement EE Cont - OIT	339.58
Total B Retirement - EE Contributions	339.58
6108 · Retirement ER Cont - OIT	380.12
Total C Retirement	719.70
E 457 Employer Cont	
6115 · 457 Employer Cont - OIT	236.91
Total E 457 Employer Cont	236.91
F Additional Compensation	
6116 · Add Compensation - Director	916.65
6117 · Add Compensation - Secretary	152.30
Total F Additional Compensation	1,068.95
Total 6100 · Employee Benefits	5,188.95
6200 · Payroll Expenses	
6201 · Gross Payroll-Board of Director	400.00
6203 · Gross Payroll OIT/Maint Tech	
Additional Duties - OIT	1,093.08
Overtime 1.5 OIT Tech	-75.00
Weekly Standby Stipend - OIT	350.00
6203 · Gross Payroll OIT/Maint Tech - Other	4,511.68
Total 6203 · Gross Payroll OIT/Maint Tech	5,879.76
6204 · Gross Payroll - Chief Plant Op	
Weekly Standby Stipend - CPO	53.12
6204 · Gross Payroll - Chief Plant Op - Other	3,193.75
Total 6204 · Gross Payroll - Chief Plant Op	3,246.87
6205 · Gross Payroll - Per Diem	1,000.00
6206 · Gross Payroll-Secretary	2,633.40

HILTON CREEK COMMUNITY SERVICES DISTRICT

Profit & Loss

February 2023

03/11/23

Accrual Basis

	<u>Feb 23</u>
6210 · Payroll Taxes	941.29
Total 6200 · Payroll Expenses	14,101.32
6500 · Operations Administration	
6557 · Telephone	
6557C · Telephone - Fire Alarm	42.98
6557 · Telephone - Other	160.22
Total 6557 · Telephone	203.20
Total 6500 · Operations Administration	203.20
6550 · Office Expenses	
6550A · Bank Service Charges	15.00
6550C · Website / Advert./ Pub Notice	187.20
6550D · Statement Production - AR	360.07
6550E · Postage/Shipping - Lab Testing	73.83
6550G · Office Communication- Not Phone	116.00
Total 6550 · Office Expenses	752.10
6556 · Education	704.69
6600 · Repairs & Maintenance	
6601 · A Automobile Expense	
6601A · Fuel	242.59
Total 6601 · A Automobile Expense	242.59
6603 · Lab Testing	236.23
6604 · Plant - General / Misc	405.67
6605 · Tools & Equipment - Non Capital	384.72
6611 · U Utilities	
6611 B · SCE - Plant	2,441.54
6611 C · SCE - Pump Station	928.76
Total 6611 · U Utilities	3,370.30
Total 6600 · Repairs & Maintenance	4,639.51
6615 · Equipment Rental	
6615 A · Equipment Use - Plant Projects	4,225.00
Total 6615 · Equipment Rental	4,225.00
Total Expense	37,764.77
Net Ordinary Income	-36,302.63
Other Income/Expense	
Other Income	
Interest Income	0.41
Total Other Income	0.41
Net Other Income	0.41
Net Income	-36,302.22

HILTON CREEK COMMUNITY SERVICES District
Budget FY 2022 2023
February 28, 2023

REVENUE	SEWER Budget	January 0.5833	February 0.6667	Year To Date	Over (Under)	% used of Budget	Goal 0.6667	Over
General Operating Revenue:								
Property Taxes Transferred to Operations	155,000.00			40,000.00	(115,000.00)	26%		-41%
Sewer Operation & Maintenance Revenue:								
Sewer Use Fees Collected	340,000.00	31,708.11	11,062.08	227,131.56	(112,868.44)	67%		0% OVER
Sewer Capital Improvement Revenue: Moved								
Investment Revenue								
Interest on Investments	0.00	26.58		52.87	52.87			
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			743.25	743.25			
<i>Carry Over Rate Study Funds FY 2021-2023</i>	<i>16,827.44</i>							
TOTAL REVENUES	511,827.44	31,734.69	11,062.08	267,927.68	(227,815.57)	0.93	(0.41)	-
EXPENSES								
ADMINISTRATION EXPENSES								
Administration Fee	500.00			-	(500.00)	0%		-67%
***Mono Invest. Pool Wash - Delinquent Accts.	0.00			-	(0.00)	0%		-67%
***Depreciation Expense (Book Entry Only)	90,000.00	7,500.00	7,500.00	60,000.00	(30,000.00)	67%		0%
SUBTOTAL	90,500.00	7,500.00	7,500.00	60,000.00	(30,500.00)	0.67	(1.33)	-

	SEWER Budget	January	February	Year To Date	Over	% used	Goal
Estimated EMPLOYEE BENEFITS							
Medical Reimbursement - Director (5)	10,109.05		949.06	4,050.94	(6,058.11)	40%	-27%
Medical Reimbursement - GM	1,800.00			-	(1,800.00)	0%	-67%
Medical Reimbursement - OIT	3,600.00			364.50			
Medical Reimbursement - Secretary	3,641.76	511.41		1,738.79			
Health Insurance (1) General Manager	22,000.00				(22,000.00)	0%	-67%
Health Insurance (1) Base Rate OIT	22,000.00	1,938.30	1,938.30	13,753.08	(8,246.92)	63%	-4%
Health Insurance - Retired (2)	3,700.00	276.03	276.03	2,182.27	(1,517.73)	59%	-8%
Retirement Benefits - Employer Contributions GM	7,300.00			-	(7,300.00)	0%	-67%
Retirement Benefits - Employer Contributions OIT	6,000.00	380.12	380.12	3,220.29	(2,779.71)	54%	-13%
*** Retirement Benefits - Employee Contributions GM	7,000.00			-			
***Retirement Benefits - Employee Contributions OIT	4,600.00	339.58	339.58	2,875.98			
***457 - Employee Contributions	0.00			-	(0.00)	0%	-67%
457 Employer Contributions GM	2,200.00			-	(2,200.00)	0%	-67%
457 Employer Contributions OIT	2,200.00	321.52	236.91	1,633.11	(566.89)	74%	8%
Add Compensation - Directors	11,000.00	825.00	916.65	6,691.80	(4,308.20)	61%	-6%
Add Compensation - Secretary	2,200.00	152.30	152.30	1,294.68	(905.32)	59%	-8%
SUBTOTAL	109,350.81	4,744.26	5,188.95	37,805.44	(57,682.88)	4.09	(3.91) -
PAYROLL							
Salaries & Employee Benefits:							
Director's Gross Salary							
+ \$3,000 Special Meetings if they occur	9,000.00	630.00	400.00	3,550.00	(5,450.00)	39%	-27%
General Manager Salary	96,740.00			-	(96,740.00)	0%	-67%
OIT	64,800.00	6,053.05	5,879.76	54,441.76	(10,358.24)	84%	17% OVER
Chief Plant Operator - Part Time	30,000.00	3,237.50	3,246.87	26,871.87	(3,128.13)	90%	23% OVER
Perdiem	25,000.00	1,000.00	1,000.00	8,085.00	(16,915.00)	32%	-34%
Secretarial Gross Salary Part Time	40,500.00	2,633.40	2,633.40	24,387.75	(16,112.25)	60%	-6%
Payroll Taxes	25,680.00	1,119.14	941.29	7,387.57	(18,292.43)	29%	-38%
SUBTOTAL	291,720.00	14,673.09	14,101.32	124,723.95	(166,996.05)	3.34	(1.32) -

	SEWER Budget	January	February	Year To Date	Over	% used	Goal
OPERATIONS							
Liability Insurance	8,400.00			7,553.49	(846.51)	90%	23%
Worker's Comp Insurance	6,300.00			7,509.75	1,209.75	119%	53%
PERS Unfunded Liability	23,000.00			19,798.20	(3,201.80)	86%	19%
Accounting	8,500.00		450.00	450.00	(8,050.00)	5%	-61%
Rate Study (Carry - Over FY 2021-2022)	16,827.54	620.00		7,715.00	(9,112.54)	46%	-21%
Dues & Subscriptions	2,889.00			3,033.20	144.20	105%	38% OVER
Travel -Non Litigation	963.00			-	(963.00)	0%	-67%
License and Fees	30,000.00			28,185.00	(1,815.00)	94%	27% OVER
Educational Expenses	9,000.00		704.69	704.69	(8,295.31)	8%	-59%
Telephone	2,800.00	202.51	203.20	1,473.80	(1,326.20)	53%	-14%
Office Expenses	8,667.00	765.59	752.10	6,182.46	(2,484.54)	71%	5% OVER
Contingency	14,671.92			135.00	(14,536.92)	1%	-66%
SUBTOTAL	132,018.46	1,588.10	2,109.99	82,740.59	(49,277.87)	6.78	(1.22) -
REPAIRS & MAINTENANCE							
Auto Expenses	5,000.00	263.20	242.59	2,391.40	(2,608.60)	48%	-19%
Contract Services	5,000.00		236.23	236.23	(4,763.77)	5%	-62%
Lab Testing	6,420.00	128.27		3,556.10	(2,863.90)	55%	-11%
Plant - General Repairs & Maintenance	15,000.00	271.61	405.67	2,015.78	(12,984.22)	13%	-53%
Tools & Equipment - Non Capital	20,000.00	92.38	384.72	1,652.54	(18,347.46)	8%	-58%
SCADA	15,000.00			-	(15,000.00)	0%	-67%
Plant - Pond Maintenance	5,350.00			-	(5,350.00)	0%	-67%
Plant - Sludge Removal	11,000.00			1,079.81	(9,920.19)	10%	-57%
Sewer Lines - General Maintenance	25,000.00			12,209.10	(12,790.90)	49%	-18%
Supplies	900.00			196.95	(703.05)	22%	-45%
Water	780.00	300.00		495.00	(285.00)	63%	-3%
SCE - Plant	18,190.00	2,193.11	2,441.54	15,760.43	(2,429.57)	87%	20% OVER
SCE - Pump Station	7,490.00	853.36	928.76	5,431.30	(2,058.70)	73%	6% OVER
Snow Removal (10%)	2,500.00			1,250.00	(1,250.00)	50%	-17%
Heavy Equipment - Snow Removal Plant	5,000.00	850.00	4,225.00		(5,000.00)	0%	-67%
Heavy Equipment - Non-snow Removal	5,000.00	1,250.00		1,250.00	(3,750.00)	25%	-42%
Repairs & Maintenance Contingency	318.05				(318.05)	0%	-67%
SUBTOTAL	147,948.05	6,201.93	8,864.51	47,524.64	(100,423.41)	32%	-35%
Debt - So Cal Ren - In Capital							
SUBTOTAL ALL EXPENSES	771,537.32	34,707.38	37,764.77	352,794.62	(404,880.21)	46%	-21%
LESS ADJUSTMENTS							
***Non-Budget Items Expense	101,600.00	7,839.58	7,839.58	62,875.98	(38,724.02)	62%	-5%
**** Vacant GM Position	130,040.00	-	-	-	(130,040.00)	0%	-67%
*****10% Juniper Drive Cost Sharing	28,069.78			-	(28,069.78)	0%	-67%
TOTAL ADJUSTED EXPENSES	511,827.54	26,867.80	29,925.19	295,205.08	(208,046.41)	58%	-9%
Year to Date Available Revenue				267,927.68			
Year to Date Expenses				295,205.08			
Net Available Revenue				(27,277.40)			

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Profit & Loss
February 2023

	Feb 23
Ordinary Income/Expense	
Expense	
500- OPERATING EXPENSES	
502 - Education	78.30
504 - Employee Benefits	
504-A - Retirement	42.24
504-AA-457 Employer Contributio	16.92
504-B - Health Insurance	246.04
504 D 10% Dir Med Reimb.	105.45
Total 504 - Employee Benefits	410.65
512 - SNOW REMOVAL	7,052.50
64900 · 507 - Office Expense	64.81
66000 · 508 - Payroll Expenses	
508-B - Gross Payroll - Sec.	292.60
Additional Compensation	16.92
Gross Salary - OIT/Maint Tech	582.08
OIT OVERTIME	1,336.98
Total 66000 · 508 - Payroll Expenses	2,228.58
66700 · 509 - Professional Fees	
509-A - Audit	50.00
Total 66700 · 509 - Professional Fees	50.00
67200 · 511 - Repairs and Maintenance	
60200 · 514- Automobile Expense	26.95
Total 67200 · 511 - Repairs and Maintenance	26.95
68100 · 515 - Telephone Expense	17.80
Total 500- OPERATING EXPENSES	9,929.59
Total Expense	9,929.59
Net Ordinary Income	-9,929.59
Net Income	-9,929.59

HILTON CREEK COMMUNITY SERVICES District
Emergency Reserves
FY 2022-2023
February 28, 2023

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

DEFICIT

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03/11/23

Accrual Basis

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Mono Country Inv. Pool Transactions
 July 2022 through June 2023

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Jul - Sep 22 Deposit	09/30/2022			FY 2022 2023...	Mono County Treas...		601- Interest In...	1,337.25	
Jul - Sep 22								1,337.25	0.00
Oct - Dec 22 Oct - Dec 22									
Jan - Mar 23 Jan - Mar 23									
Apr - Jun 23 Apr - Jun 23									
TOTAL								<u>1,337.25</u>	<u>0.00</u>

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03/11/23

Accrual Basis

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Mono Country Inv. Pool Transactions
 July 2022 through June 2023

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Jul - Sep 22 Deposit	09/30/2022			FY 2022 2023...	Mono County Treas...		601- Interest In...	1,337.25	
Jul - Sep 22								1,337.25	0.00
Oct - Dec 22 Oct - Dec 22									
Jan - Mar 23 Jan - Mar 23									
Apr - Jun 23 Apr - Jun 23									
TOTAL								<u>1,337.25</u>	<u>0.00</u>

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03/11/23

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT
LAIF Fiscal Year Transaction Detail Report
July 2022 through June 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Deposit	07/31/2022		June 2022	14000 · 5 LAIF	Interest Income	9.32	
Deposit	10/31/2022		September 20...	14000 · 5 LAIF	Interest Income	16.97	
Deposit	01/31/2023		OCT - DEC 2...	14000 · 5 LAIF	Interest Income	26.13	
TOTAL						52.42	0.00

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03/11/23

Accrual Basis

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
LAIF Transactions Fiscal Year 2020/2021
July 2022 through June 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Jul '22 - Jun 23							
Deposit	07/31/2022		Fourth Quart...	102 - LAIF	601- Interest In...	8.70	
Deposit	10/31/2022		First Quarter ...	102 - LAIF	601- Interest In...	15.85	
Deposit	01/31/2023		SECOND QU...	102 - LAIF	601- Interest In...	24.42	
						<hr/>	<hr/>
Jul '22 - Jun 23						48.97	0.00
						<hr/> <hr/>	<hr/> <hr/>

HILTON CREEK COMMUNITY SERVICES District
Rate Study Budget Carry-Over - FY 2021-2022
February 28, 2023

REVENUE

General Capital Reserve Funds

Rate Study Budget 2021-2022	31,500.00
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Total Budget Available FY 2022-2023	31,500.00
--------------------------------------------	------------------

EXPENSES

FYE 2021-2022 Expenses	16,827.44
September-22	2,380.00
November-22	1,185.00
December-22	3,530.00
January-23	620.00
February-23	-

SUBTOTAL	24,542.44
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Remaining Balance	6,957.56
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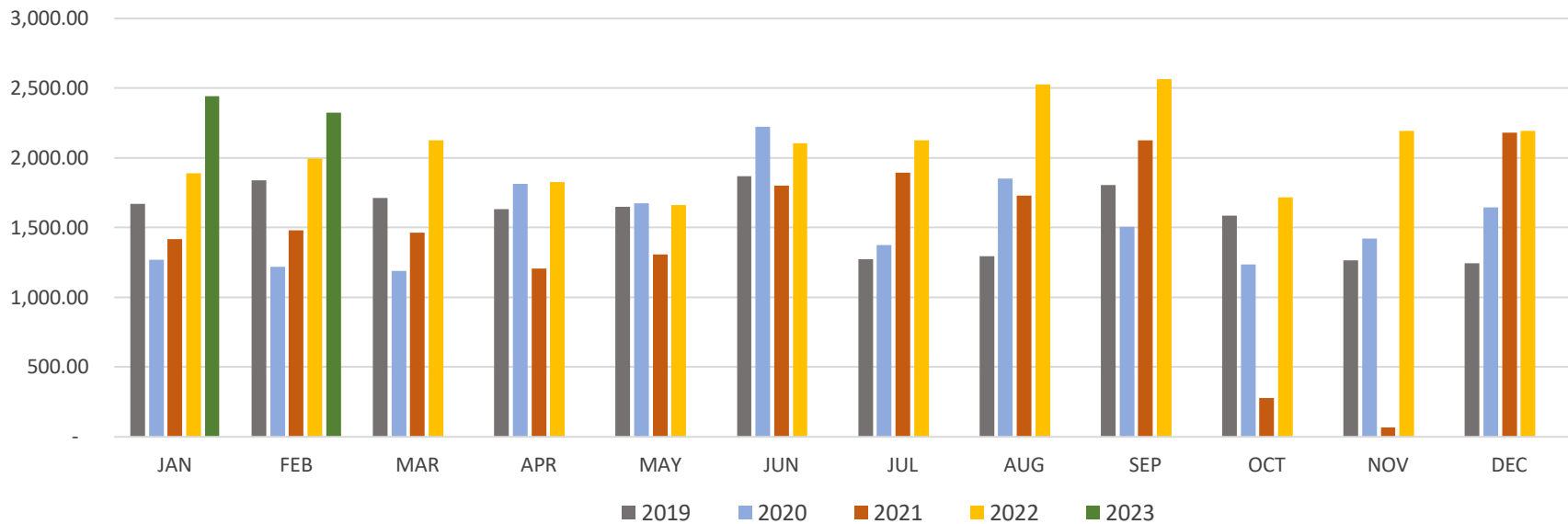
HILTON CREEK COMMUNITY SERVICES DISTRICT
Revenue Report FY 2022 2023
February 28, 2023

			Year To Date
	January	February	
	Nov & Dec	Nov 7 Dec	
REVENUE	0.5833	0.6667	
Investment Pool Revenue			
Property Taxes Recorded in County Investment Pool			102,262.77
Interest Received - Hilton Creek			2,934.45
Interest Received - Juniper Drive			
Funds Transferred from Hilton Creek			
Funds Transferred from Juniper Drive			
Funds Transferred From Capital			
Total Property Tax Revenue	-	-	105,197.22
Property Tax Admin Fee			-
Property Taxes Transferred to Operations			61,998.00
Property Taxes Transferred to Capital			-
Property Taxes Transferred to Juniper			-
Delinquent Account Payments TXF to Operations	1,177.68		
Total Outgoing	1,177.68	-	63,175.68
Net Investment Pool Revenue	(1,177.68)	-	43,358.79
Sewer Operation & Maintenance Revenue:			
Previous Month's Outstanding (Even Month's Only)		16,470.28	
Sewer Use Fees Billed	59,937.40	1,462.14	245,413.88
Late& Admin Fees Charges Billed	218.23	55.30	1,322.45
Other Charges Billed			10.00
Total Charged	60,155.63	17,987.72	310,022.45
Sewer Fees Collected	43,487.77	12,328.16	241,026.22
Late & Admin Fees Collected	197.58	55.30	791.98
Other Collections	291.54		834.87
*Total Collected	43,976.89	12,383.46	242,653.07
Less Prepaid	(3,518.68)	(3,410.97)	(27,425.99)
Total Net Collections	40,458.21	8,972.49	215,227.08
Outstanding Collections Sewer Use Fees	16,449.63	10,866.02	26,119.70
Outstanding Collections - Late & Admin Fees	20.65	-	
Percent Collected	67%	50%	69%
<i>*Payment associated with Invoice Date</i>			
Juniper Drive Revenue			
Previous Month's Outstanding (Even Month's Only)		14,590.96	
Road Maintenance Fees Billed	14,640.16		87,731.06
Late Fees Charges			981.34
Other Charges			0.00
Total Charged	14,640.16	14,590.96	117,682.45
Road Maintenance Fees Collected	11,247.15	3,166.52	87,161.72
Late Fees Collected	49.20		127.92
Other Collections			-
*Total Collected	11,296.35	3,166.52	87,289.64
Less Prepaid		(367.04)	(1,889.21)
Total Net Collections	11,296.35	2,799.48	85,400.43
Juniper Outstanding Road Maintenance Fees	14,640.16	(3,166.52)	11,816.49
Outstanding Collections - Late & Admin Fees	(49.20)	-	
Percent Collected	77%	19%	73%
<i>*Payment associated with Invoice Date</i>			

HILTON CREEK CSD PLANT SCE ELECTRIC BILLS

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

SCE Plant Electric Costs
2019 - 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	13020	2193.11	-2836	12.11		3019	6895	4429
JAN	13176	1891.71	13245	2441.54	69	549.83		2777	6376	4092
FEB	13468	1994.83	12718	2322.66	-750	327.83		2644	6178	3896
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	4095	928.76	515	189.03		1030	1587	1478
FEB	3543	609.58	3899	740.11	356	130.53		963	1518	1418
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

March 8, 2023

Hilton Creek Community Service District - WWTP Aeration Blower and Controls Upgrade
A152WDPO1-P2Z-01
8000925560

Customer Information:

Steve Shipley
Hilton Creek Community Services District (HCCSD)
3222 Crowley Lake Drive
Crowley Lake, CA, 93546

Dear Steve Shipley,

Thank you for pursuing the implementation of your energy efficiency project through the Southern California Regional Energy Network (SoCalREN) Streamlined Savings Pathway program. The project application has been reviewed and has received project approval (PA) effective 3/8/2023.

Hilton Creek Community Services District (HCCSD) may proceed to purchase and install the approved measures at any time. All measures must be completely installed and fully operational within 24 months from the date of the project approval to be eligible for incentives. Funds reserved are based on the approved savings estimate set forth below; however, the actual incentive payments will be made based on measures installed and verified savings' amounts at project completion.

**A152WDPO1-P2Z-01 WWTP Aeration Blower and Controls Upgrade
Approved Savings Estimate**

Measure Number	Measures Description	Annual kWh	Annual kW	Avoided GHG Emissions	Incentive Amount
SSP-PO12	Turbo Blower Installation	42,376	3.13	188	\$20,743.83
SSP-PO4	Dissolved Oxygen (DO) Controls Installation	11,023	1.25	47	\$4,982.85
	Total Approved Savings Estimates	53,399	4.38	235	\$25,725.68

The project is required to be fulfilled in accordance with the approved scope in order for SoCalREN to render the services and resources towards completing the said project as needed during the project life cycle. Any unauthorized changes or alterations to the project scope may affect energy savings, incentive amount, and project financial performance, including SoCalREN services availability. **Any scope changes should be discussed with your SoCalREN Project Manager as it could impact eligible incentives.**

Estimated project savings are based on the audit and attached project feasibility study. SoCalREN's comprehensive and turnkey project delivery offerings are available based on agency needs and program resource availability.

After your project is completely installed, operational, and meets all requirements of the Program, HCCSD shall:

1. Notify SoCalREN that the project has completed construction and all equipment is commissioned properly.
2. Submit final invoices and/or documentation to support project cost, clearly detailing all costs associated with the project (equipment, labor, tax, etc.) to SoCalREN.
3. Submit any relevant measure installation documents, such as as-built drawings, project walk punch lists, change orders, and/or signed completion notices.

SoCalREN will assist with all necessary paperwork required for the Program including:

1. Completion and submission of the Installation Report; and,
2. Submit complete engineering calculations to demonstrate energy savings and documentation, if applicable.

Please submit all required project closeout documentation prior to the 24 month deadline in order for SoCalREN to submit the completed Installation Report by 3/8/2025.

In the meantime, if you have any questions, please contact Tyler Aguirre at the email address taguirre@energycoalition.org or 213-797-7803.