

**BOARD OF DIRECTORS
HILTON CREEK COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
TUESDAY, FEBRUARY 11, 2025
5:00 P.M.
Crowley Lake Community Center
58 Pearson Road
Crowley Lake, CA 93546**

AGENDA

All items on this agenda are subject to discussion and direction.

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

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

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

- 4. CONSENT AGENDA**
 - A. Financial Reports**
 1. Consideration & Approval of Disbursements List
 - B. Review & Acceptance of Monthly Financial Reports**
 1. Account Summary / Balances – All Funds
 2. Budget Report: YTD Actual to Budget Report –January 2025
 3. District Fund Transfers –January 2025
 4. Southern California Edison Report
 5. Equipment Use Hours Report
 - C. APPROVAL OF MINUTES**
 1. Minutes of the Special Board Meeting of January 14, 2025

- 6. OPERATIONS SEWER FACILITIES /JUNIPER DRIVE GENERAL UPDATE**
 - A. General Report on Status of Facilities, Operational Stability**
 1. Plant Automation
 2. Clarifiers
 3. Blower / DO Controller
 4. Wells
 5. Easements, Manholes and Sewer Lines
 6. Drying Beds
 7. Testing and Flows
 8. Juniper Drive Maintenance
 9. Miscellaneous Projects

7. **SECRETARY /ADMINISTRATIVE UPDATE**
 - a. General Update
 - b. Budget Adjustments Discussion
8. **NEW BUSINESS**
 - A. Replacement Vehicle
 - B. Studio Apartment Guidelines Review – Square Footage
9. **OLD BUSINESS**
 - A. Connection and Availability Fee Study Update
10. **NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS**
11. **BOARD MEMBER COMMENTS/REPORTS**
12. **ANNOUNCEMENTS**
 - A. Regular Board Meeting: March 11, 2025 at 5 p.m.
Crowley Lake Community Center
13. **CLOSED SESSION**
 - A. Personnel Matters – Wastewater Operator II, Board Secretary, Chief Plant Operator
(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 three minutes.

All items on this agenda are subject to discussion and direction.

HILTON CREEK COMMUNITY SERVICES DISTRICT CHECKS WRITTEN - ALL FUNDS January 15 through February 11, 2025

Type	Date	Num	Name	Memo	Amount
Jan 15 - 18, 25					
Jan 15 - 18, 25					
Week of Jan 19, 25					
Bill Pmt -...	01/25/2025		UMPQUA BANK	DECEMBER 2024	-6,947.50
Week of Jan 19, 25					-6,947.50
Week of Jan 26, 25					
Bill Pmt -...	01/27/2025		United States Treasury	EIN FORM 941 94-2834850 Q2 2021 ...	-92.44
Liability C...	01/30/2025		QuickBooks Payroll Service	Created by Payroll Service on 01/29/2025	-12,635.27
Paycheck	01/31/2025	DD14...	BEATTY, LORINDA A	Direct Deposit	0.00
Paycheck	01/31/2025	DD14...	CONNOLLY, ISABEL S	Direct Deposit	0.00
Paycheck	01/31/2025	DD14...	CZESCHIN, WILLIAM	Direct Deposit	0.00
Paycheck	01/31/2025	DD14...	CZESCHIN, WINDSOR	Direct Deposit	0.00
Paycheck	01/31/2025	8640	FIORE, MARK		-258.25
Paycheck	01/31/2025	DD14...	Kirwan, Dena	Direct Deposit	0.00
Paycheck	01/31/2025	DD14...	PRESTON, DEVIN M	Direct Deposit	0.00
Paycheck	01/31/2025	8641	SHIPLEY, STEVE H		-258.25
Liability C...	01/31/2025	8606	PERS Retirement	3320645013	-445.69
Liability C...	01/31/2025		PERS 457 Contributions	3320645013	-183.33
Paycheck	01/31/2025	DD14...	HAFNER, KEITH	Direct Deposit	0.00
Bill Pmt -...	01/31/2025		AT&T	JAN 2025	-259.05
Paycheck	02/01/2025	8642	Hatter, Jason T		-873.50
Week of Jan 26, 25					-15,005.78
Week of Feb 2, 25					
Liability C...	02/03/2025		QuickBooks Payroll Service	Created by Payroll Service on 01/31/2025	-4,188.69
Liability C...	02/04/2025	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # 1714953418	-490.96
Liability C...	02/04/2025	E-pay	Emp. Dev. Dept.	499-0247-1 QB Tracking # 1715071418	-1,047.82
Liability C...	02/04/2025	E-pay	EFTPS	94-2834850 QB Tracking # 1715340418	-3,056.94
Bill Pmt -...	02/04/2025		FRONTIER COMMUNICATIONS	Pump Station Alarm System 1/22/202 t...	-54.87
Bill Pmt -...	02/04/2025		Intuit		-379.00
Bill Pmt -...	02/04/2025		MAMMOTH DISPOSAL	JAN 2025	-228.94
Bill Pmt -...	02/04/2025		PERS Health Insurance	February 2025	-2,801.01
Bill Pmt -...	02/04/2025		PERS Retirement	JANUARY EMPLOYER CONTRIBUTION	-653.04
Bill Pmt -...	02/04/2025		SCE Pump Station	12/03/2024 TO 1/2/2025	-784.52
Bill Pmt -...	02/04/2025		Intuit	ACH CUSTOMER PAYMENTS (NOV & ...	-10.00
Week of Feb 2, 25					-13,695.79
Feb 9 - 11, 25					
Bill Pmt -...	02/11/2025	8643	INFOSEND, INC	CUSTOMER BILLING NOVEMBER & D...	-512.16
Bill Pmt -...	02/11/2025	8644	ROBERT W. JOHNSON, CPA	Audit FY 23/24 - State Controller Finan...	-500.00
Bill Pmt -...	02/11/2025	8645	W D Czeschin	FUEL REIMBURSEMENT PER CONTR...	-42.23
Feb 9 - 11, 25					-1,054.39
TOTAL					-36,703.46

Hilton Creek Community Services District					
Sewer Funds Account Balances					
Preliminary Year End Report As Of					
January 31, 2025					
	Previous				1/31/2025
Account	Balance	Credits	Debits	Adjustments	Balance
**Bank of America *	24,551.97	77,901.75	(56,735.90)	12,500.00	58,217.82
Sewer Fund Use Fees & Expenses Cancelled / Return/ Fin. Chg Other		57,707.36	(35,904.04)		
County Inv. Pool Transfer		-	-	<i>12,500.00 date Adj for correct 1099</i>	
LAIF Transfers					
Capital Reserve Transfer		-	-		
Connection Fees		7,343.00	(7,343.00)		
Delinquent Accounts - Collection		4,740.61			
Availability Fees		2,600.00			
Juniper Deposits/Expenses		5,510.78	(13,488.86)		
Juniper Drive Transfers		-	-		
Admin / Late Fees		-			
Capital Reserve	48,228.70	7,343.43	-	-	55,572.13
Connection & Availability Fees		7,343.00			
Transfers			-		
Interest		0.43			
LAIF	5,378.32	62.55	-	-	5,440.87
Checking Transfers					
Interest		62.55			12/31/2024
Other					
Other					
County Investment Pool	652,122.14	99,524.94	(7,340.61)	-	744,306.47
Checking Transfers			-		
LAIF Transfers					
Interest					
Unsec. Property Tax		337.04			
Secure Property Tax		89,391.08			
Other					
Unitary Property Tax		2,456.21			
Delinquent /Avial Fee Collection		7,340.61	(7,340.61)		transferred to ck
Total**	730,281.13	184,832.67	(64,076.51)	12,500.00	863,537.29

** Balance Owed to Juniper Fund (5,006.67)
Total with Juniper Drive Oweing 858,530.62

COUNTY INVESTMENT POOL HOLDINGS - REMAINS WITHIN INVEMENT POOL					
HOLDINGS	380,092.80	-	-	-	380,092.80
Emergency Reserves Holdings	67,546.40				67,546.40
Capital Reserves Holdings	67,546.40				67,546.40
Operation Reserves Holdings	50,000.00				50,000.00
Capital Generator Holdings	75,000.00				75,000.00
Clarifier Replacement Holdings	70,000.00				70,000.00
PERS UAL Holdings	25,000.00				25,000.00
Personnel Leave Liability Holdings	25,000.00				25,000.00
Vehicle Replacement Holdings					-

Juniper Drive Special Zone of Benefit Funds
Preliminary Year End Report As Of
January 31, 2025

	Previous	Credits	Debits	Adjustments	1/31/2025 Balance
Bank of America	91,138.98	8,860.50	(532.04)	-	99,467.44
Juniper Drive Fees Collected		8,860.50			
Juniper Drive Expenses			(532.04)		
LAIF	5,025.35	58.45	-	-	5,083.80
Interest		58.45			12/31/2024
Other					
County Investment Pool	382,764.29	-	-	-	382,764.29
Checking Transfers					
Interest					No Change
Other					
Total**	478,928.62	8,918.95	(532.04)	-	487,315.53

** Balance Owed to Juniper Fund 5,006.67

Total with Balance Owed to Sewer Fund 492,322.20

Juniper Drive Wash					
Fwd	JD Fees Coll	JD Checks	*Adjust	Pmt to SF	SF Owes JD
	1,734.75	5,510.78	(13,488.86)		11,250.00

Funds collected / paid in Sewer Fund

***Prior month adjustments**

Adjustment to Snow Removal Payment to correct 1099

HILTON CREEK COMMUNITY SERVICES DISTRICT

Balance Sheet

02/07/25

As of January 31, 2025

Accrual Basis

	Jan 31, 25
ASSETS	
Current Assets	
Checking/Savings	
10000 · 1 Bank of America-Checking	58,217.82
12000 · 3 B of America-Capital Reserve	55,572.13
13000 · 4 Mono Co Treasury Inv. Pool	744,306.47
14000 · 5 LAIF	
General Sewer Fund	4,957.36
14000 · 5 LAIF - Other	483.51
Total 14000 · 5 LAIF	5,440.87
16000 · Transfer	7,310.61
Total Checking/Savings	870,847.90
Accounts Receivable	
10100 · Accounts receivable	
10101 · SEWER USE FEES	
10105 · Finance Charge	1,237.15
10109 · LIEN FEE	-100.00
10101 · SEWER USE FEES - Other	88,680.76
Total 10101 · SEWER USE FEES	89,817.91
10102 · AVAILABILITY FEES	1,500.00
10107 · Non Customer	-211.60
10108 · ADMIN FEE - DELINQUENT ACCOUNTS	2,207.57
10100 · Accounts receivable - Other	-495.54
Total 10100 · Accounts receivable	92,818.34
10103 · SEWER CONNECTION FEE	-110.62
Total Accounts Receivable	92,707.72
Other Current Assets	
10202 · Allowance for uncollectibles	-254.45
Total Other Current Assets	-254.45
Total Current Assets	963,301.17
Fixed Assets	
10300 · Property, Plant & Equipment	
10301 · Equipment	3,104,881.53
10302 · Facilities Improvements	78,028.37
10303 · Other Equipment	21,391.22
10304 · Vehicles	16,500.00
10300 · Property, Plant & Equipment - Other	53,625.00
Total 10300 · Property, Plant & Equipment	3,274,426.12
Total Fixed Assets	3,274,426.12
Other Assets	
10305 · Accumulated depreciation	-2,893,782.35
Total Other Assets	-2,893,782.35
TOTAL ASSETS	1,343,944.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	1,148.93
Total Accounts Payable	1,148.93

HILTON CREEK COMMUNITY SERVICES DISTRICT

Balance Sheet

As of January 31, 2025

02/07/25

Accrual Basis

	Jan 31, 25
Other Current Liabilities	
10400 · Accounts payable	2,877.10
17000 · Juniper Dr SZB Clearing Acct	5,006.67
2100 · Payroll Liabilities	
2103 · B Retirement - EE Cont	-0.11
2100 · Payroll Liabilities - Other	906.17
Total 2100 · Payroll Liabilities	906.06
2110 · Direct Deposit Liabilities	2,291.01
Total Other Current Liabilities	11,080.84
Total Current Liabilities	12,229.77
Long Term Liabilities	
10502 · PENSION LIABILITIES	
10503 · Def inflows of resources-actuar	49,993.00
10504 · Def outflows of resources-actua	-100,283.00
10506 · Net Pension Liability	310,167.00
Total 10502 · PENSION LIABILITIES	259,877.00
2500 · Loan - LA County	54,111.55
Total Long Term Liabilities	313,988.55
Total Liabilities	326,218.32
Equity	
1110 · Retained Earnings	789,173.07
1112 · Capital Improvement Reserve	152,054.71
Net Income	76,498.84
Total Equity	1,017,726.62
TOTAL LIABILITIES & EQUITY	1,343,944.94

HILTON CREEK COMMUNITY SERVICES DISTRICT

All Sewer Fund Transaction Detail Report

January 2025

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Paycheck	01/01/2025	8631	Hatter, Jason T		10000 · 1 Bank o...	162	-SPLIT-		911.50
Bill Pmt -Check	01/01/2025	8633	BILLY CZESCHIN	Equipment Us...	10000 · 1 Bank o...		20000 · *Accou...		12,500.00
Paycheck	01/02/2025	DD1445	BEATTY, LORINDA A	VOID: Direct ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/02/2025	DD1448	CZESCHIN, WINDS...	VOID: Direct ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/02/2025	DD1446	CONNOLLY, ISABE...	VOID: Direct ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/02/2025		FIORE, MARK	VOID: Payroll ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/02/2025	DD1451	PRESTON, DEVIN M	VOID: Direct ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/02/2025		SHIPLEY, STEVE H	VOID: Payroll ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/02/2025	DD1449	HAFNER, KEITH	VOID: Direct ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/02/2025	DD1450	Kirwan, Dena	VOID: Direct ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/02/2025	DD1447	CZESCHIN, WILLIAM	VOID: Direct ...	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Deposit	01/02/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	368.10	
Deposit	01/02/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	590.02	
Deposit	01/02/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	74.00	
Deposit	01/02/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	90.00	
Deposit	01/02/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	1,077.58	
Deposit	01/02/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	696.84	
Bill Pmt -Check	01/03/2025		SCE Pump Station	10/31/2024 T...	10000 · 1 Bank o...		20000 · *Accou...		763.88
Bill Pmt -Check	01/03/2025		AT&T	DEC 2024	10000 · 1 Bank o...		20000 · *Accou...		258.79
Bill Pmt -Check	01/03/2025		PERS Health Insura...	January 2025	10000 · 1 Bank o...		20000 · *Accou...		2,962.00
Liability Check	01/06/2025	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		60.20
Liability Check	01/06/2025	E-pay	Emp. Dev. Dept.	499-0247-1 Q...	10000 · 1 Bank o...		-SPLIT-		1,705.50
Liability Check	01/06/2025	E-pay	EFTPS	VOID: 94-283...	10000 · 1 Bank o...		-SPLIT-	0.00	
Liability Check	01/06/2025	E-pay	EFTPS	94-2834850 Q...	10000 · 1 Bank o...		-SPLIT-		3,573.98
Deposit	01/07/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	2,442.23	
Deposit	01/07/2025		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	2,268.38	
Transfer	01/07/2025			OVERESTIM...	10000 · 1 Bank o...		16000 · Transfer	30.00	
Deposit	01/08/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	01/08/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	358.01	
Deposit	01/08/2025			Deposit	10000 · 1 Bank o...		6215 · Payroll ...	3.79	
Bill Pmt -Check	01/08/2025		Bank of America	FEE - REMO...	10000 · 1 Bank o...		20000 · *Accou...		15.00
Deposit	01/09/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	351.12	
Bill Pmt -Check	01/13/2025		FRONTIER COMM...	Pump Station ...	10000 · 1 Bank o...		20000 · *Accou...		54.82
Bill Pmt -Check	01/13/2025		MAMMOTH DISPO...	Dec 2024	10000 · 1 Bank o...		20000 · *Accou...		218.04
Bill Pmt -Check	01/13/2025		MCWD	Lab Testing D...	10000 · 1 Bank o...		20000 · *Accou...		90.00
Bill Pmt -Check	01/13/2025		SCE Plant	10/30/2024 T...	10000 · 1 Bank o...		20000 · *Accou...		3,868.65
Bill Pmt -Check	01/13/2025	8638	MOUNTAIN MEAD...	APN 060-290-...	10000 · 1 Bank o...		20000 · *Accou...		20.00
Bill Pmt -Check	01/13/2025	8639	MOUNTAIN MEAD...	WATER - PU...	10000 · 1 Bank o...		20000 · *Accou...		300.00
Check	01/14/2025	8632	PRESTON/PATERS...	T-910001321-...	10000 · 1 Bank o...	162	10101 · SEWE...		58.52
Bill Pmt -Check	01/14/2025	8634	BABCOCK LABOR...	Lab Testing D...	10000 · 1 Bank o...		20000 · *Accou...		120.26
Bill Pmt -Check	01/14/2025	8635	CARMICHAEL BUSI...	Auditor Acces...	10000 · 1 Bank o...		20000 · *Accou...		90.00
Bill Pmt -Check	01/14/2025	8636	INFOSEND, INC	CSA 1 CHRIS...	10000 · 1 Bank o...		20000 · *Accou...		161.86
Bill Pmt -Check	01/14/2025	8637	MAMMOTH BUSIN...	INVOICE 1169	10000 · 1 Bank o...		20000 · *Accou...		87.74
Deposit	01/14/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	526.68	
Deposit	01/14/2025		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	590.52	
Deposit	01/15/2025		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		17000 · Junipe...	87.78	
Deposit	01/15/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	146.30	
Deposit	01/15/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	175.56	
Deposit	01/16/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	27,957.78	

HILTON CREEK COMMUNITY SERVICES DISTRICT

All Sewer Fund Transaction Detail Report

January 2025

Type	Date	Num	Name	Memo	Account	Class	Split	Debit	Credit
Deposit	01/17/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	175.56	
Deposit	01/18/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	351.12	
Deposit	01/18/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	526.68	
Deposit	01/19/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	175.76	
Deposit	01/19/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	58.52	
Deposit	01/20/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	55.31	
Deposit	01/20/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	2,600.00	
Deposit	01/20/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	215.00	
Deposit	01/20/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	179.56	
Deposit	01/20/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	351.12	
Deposit	01/21/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	526.68	
Deposit	01/21/2025		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	563.88	
Deposit	01/21/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	7,999.39	
Deposit	01/21/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	3,335.64	
Deposit	01/21/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	351.12	
Deposit	01/21/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	175.56	
Deposit	01/22/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	7,343.00	
Transfer	01/22/2025			CONNECTIO...	10000 · 1 Bank o...		12000 · 3 B of ...		7,343.00
General Journal	01/23/2025	LB 20...	SCRUGGS	Returned E P...	10000 · 1 Bank o...	162	10101 · SEWE...		175.56
Deposit	01/23/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	213.56	
Deposit	01/23/2025		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	351.12	
Deposit	01/23/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	648.98	
Deposit	01/23/2025		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	6,704.44	
Deposit	01/24/2025			Deposit	10000 · 1 Bank o...		17000 · Junipe...	196.84	
Deposit	01/24/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	175.56	
Deposit	01/24/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	175.56	
General Journal	01/24/2025	LB 20...	NICKLAS	Rejected E P...	10000 · 1 Bank o...	162	10101 · SEWE...		316.82
Bill Pmt -Check	01/25/2025		UMPQUA BANK	DECEMBER ...	10000 · 1 Bank o...		20000 · *Accou...		6,947.50
Deposit	01/26/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	316.82	
Deposit	01/26/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	175.56	
Bill Pmt -Check	01/27/2025		United States Treas...	EIN FORM 94...	10000 · 1 Bank o...		20000 · *Accou...		92.44
Deposit	01/28/2025		JUNIPER DRIVE FE...	Deposit	10000 · 1 Bank o...		-SPLIT-	1,154.40	
Deposit	01/28/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	877.80	
Deposit	01/28/2025			Deposit	10000 · 1 Bank o...		-SPLIT-	3,401.50	
Deposit	01/28/2025			Deposit	10000 · 1 Bank o...		1499 · Undepo...	175.56	
Deposit	01/29/2025			Umpqua Reb...	10000 · 1 Bank o...		7030 · Other In...	460.15	
Liability Check	01/30/2025		QuickBooks Payroll ...	Created by P...	10000 · 1 Bank o...		2110 · Direct D...		12,635.27
Paycheck	01/31/2025	DD1459	BEATTY, LORINDA A	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/31/2025	DD1460	CONNOLLY, ISABE...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/31/2025	DD1461	CZESCHIN, WILLIAM	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/31/2025	DD1462	CZESCHIN, WINDS...	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/31/2025	8640	FIORE, MARK		10000 · 1 Bank o...	162	-SPLIT-		258.25
Paycheck	01/31/2025	DD1463	Kirwan, Dena	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/31/2025	DD1464	PRESTON, DEVIN M	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	
Paycheck	01/31/2025	8641	SHIPLEY, STEVE H		10000 · 1 Bank o...	162	-SPLIT-		258.25
Liability Check	01/31/2025	8606	PERS Retirement	3320645013	10000 · 1 Bank o...		2103 · B Retire...		445.69
Liability Check	01/31/2025		PERS 457 Contributi...	3320645013	10000 · 1 Bank o...		2101 · 457 Em...		183.33
Paycheck	01/31/2025	DD1465	HAFNER, KEITH	Direct Deposit	10000 · 1 Bank o...	162	-SPLIT-	0.00	

5:31 PM

02/07/25

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT
All Sewer Fund Transaction Detail Report
January 2025

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Bill Pmt -Check	01/31/2025		AT&T	JAN 2025	10000 - 1 Bank o...		20000 - *Accou...		259.05
TOTAL								77,901.75	56,735.90

HILTON CREEK COMMUNITY SERVICES DISTRICT

Juniper Drive Clearing Account Monthly Detail Report

January 2025

Type	Date	Name	Memo	Class	Debit	Credit
Bill	01/01/2025	BILLY CZESCHIN	SNOW REM...	164	6,750.00	
Bill	01/01/2025	BILLY CZESCHIN	SNOW REM...	164	4,500.00	
Bill	01/01/2025	PERS Health Insura...	10% Health Ins	164	264.20	
Bill	01/01/2025	PERS Health Insura...	10% Health Ins	164	32.01	
Deposit	01/07/2025	JUNIPER DRIVE FE...	J6014007 LO...	164		1,254.68
Deposit	01/07/2025	JUNIPER DRIVE FE...	J6014012 PE...	164		226.36
Deposit	01/07/2025	JUNIPER DRIVE FE...	J6019006 MC...	164		787.34
Bill	01/14/2025	CARMICHAEL BUSI...	10% Juniper	164	9.00	
Deposit	01/14/2025	JUNIPER DRIVE FE...	J6020018-001...			590.52
Deposit	01/15/2025	JUNIPER DRIVE FE...	J6017007-001	164		87.78
Deposit	01/21/2025	JUNIPER DRIVE FE...	J6015014 KE...	164		85.10
Deposit	01/21/2025	JUNIPER DRIVE FE...	J6016017 CZ...	164		196.84
Deposit	01/21/2025	JUNIPER DRIVE FE...	J6016015 CZ...	164		85.10
Deposit	01/21/2025	JUNIPER DRIVE FE...	J6012001 RO...	164		196.84
Deposit	01/23/2025	JUNIPER DRIVE FE...	J6020003 FO...	164		196.84
Deposit	01/23/2025	JUNIPER DRIVE FE...	J6020006 FO...	164		85.10
Deposit	01/23/2025	JUNIPER DRIVE FE...	J6013007 NO...	164		196.84
Deposit	01/23/2025	JUNIPER DRIVE FE...	J6013015 NO...	164		85.10
Deposit	01/23/2025	JUNIPER DRIVE FE...	J6013016 NO...	164		85.10
Deposit	01/24/2025	JUNIPER DRIVE FE...	J6013019-001...	164		196.84
Bill	01/25/2025	UMPQUA BANK	10% FUEL & ...	164	399.06	
Bill	01/25/2025	UMPQUA BANK	10% OFFICE ...	164	29.44	
Deposit	01/28/2025	JUNIPER DRIVE FE...	J6019007 HA...	164		196.84
Deposit	01/28/2025	JUNIPER DRIVE FE...	J6017015 FIO...	164		196.84
Deposit	01/28/2025	JUNIPER DRIVE FE...	J6013006 HA...	164		196.84
Deposit	01/28/2025	JUNIPER DRIVE FE...	J6020017 DA...	164		196.84
Deposit	01/28/2025	JUNIPER DRIVE FE...	J6020016 DA...	164		85.10
Deposit	01/28/2025	JUNIPER DRIVE FE...	J6017004 CA...	164		196.84
Deposit	01/28/2025	JUNIPER DRIVE FE...	J6017005 CA...	164		85.10
Bill	01/31/2025	PERS Retirement	10%	164	65.31	
General Journal	01/31/2025		Total 10% IC ...	164	28.33	
General Journal	01/31/2025		Total 10% W...	164	28.33	
General Journal	01/31/2025		Total 10% MF...	164	28.33	
General Journal	01/31/2025		Total 10% DP...	164	28.33	
General Journal	01/31/2025		Total 10% SS...	164	28.33	
General Journal	01/31/2025		10% GROSS ...	164	637.33	
General Journal	01/31/2025		10% GROSS ...	164	127.40	
General Journal	01/31/2025		10% GROSS ...	164	0.00	
General Journal	01/31/2025		10% GROSS ...	164	18.33	
General Journal	01/31/2025		10% GROSS ...	164	389.98	
General Journal	01/31/2025		10% GROSS ...	164	18.33	
General Journal	01/31/2025		10% GROSS ...	164	80.91	
Bill	01/31/2025	AT&T	10%	164	25.91	
TOTAL					13,488.86	5,510.78

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

Balance Sheet

02/07/25

As of January 31, 2025

Accrual Basis

	<u>Jan 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
101 - Checking - B of A	99,467.44
102 - LAIF	5,083.80
Mono County Treasury Inv. Pool	382,764.29
Total Checking/Savings	<u>487,315.53</u>
Accounts Receivable	
120 - ACCOUNTS RECEIVABLE	
121 - FINANCE CHARGES	660.47
122 - MAINTENANCE FEES	6,939.91
Total 120 - ACCOUNTS RECEIVABLE	<u>7,600.38</u>
Total Accounts Receivable	7,600.38
Other Current Assets	
JDSZB Wash Account	5,006.67
Total Other Current Assets	<u>5,006.67</u>
Total Current Assets	<u>499,922.58</u>
TOTAL ASSETS	<u>499,922.58</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202 - ACCOUNTS PAYABLE	108.00
Total Accounts Payable	<u>108.00</u>
Total Current Liabilities	<u>108.00</u>
Total Liabilities	108.00
Equity	
32000 · 304 - Retained Earnings	492,797.95
Net Income	7,016.63
Total Equity	<u>499,814.58</u>
TOTAL LIABILITIES & EQUITY	<u>499,922.58</u>

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

Transactions By Month

January 2025

Type	Date	Memo	Account	Clr	Split	Debit	Credit
Jan 25							
Deposit	01/02/2025	Deposit	101 - Checking - B o...	X	12000 · Undep...	196.84	
Deposit	01/16/2025	Deposit	101 - Checking - B o...	X	-SPLIT-	6,940.12	
Deposit	01/21/2025	Deposit	101 - Checking - B o...	X	12000 · Undep...	85.10	
Check	01/21/2025	ACH PROCE...	101 - Checking - B o...	X	60400 · 502 - ...		123.00
Check	01/21/2025	ACH PROCE...	101 - Checking - B o...	X	64900 · 507 - ...		3.00
General Journal	01/23/2025	RETURNED ...	101 - Checking - B o...	X	122 - MAINTEN...		85.10
General Journal	01/23/2025	RETURNED ...	101 - Checking - B o...	X	122 - MAINTEN...		85.10
General Journal	01/23/2025	RETURNED ...	101 - Checking - B o...	X	122 - MAINTEN...		196.84
Deposit	01/23/2025	Deposit	101 - Checking - B o...	X	-SPLIT-	481.04	
Deposit	01/23/2025	Deposit	101 - Checking - B o...	X	-SPLIT-	760.72	
Check	01/23/2025	REJECTED P...	101 - Checking - B o...	X	REJECTED P...		10.00
Check	01/23/2025	REJECTED P...	101 - Checking - B o...	X	REJECTED P...		10.00
Check	01/23/2025	REJECTED P...	101 - Checking - B o...	X	REJECTED P...		10.00
Check	01/27/2025	ACH PROCE...	101 - Checking - B o...	X	64900 · 507 - ...		9.00
Deposit	01/28/2025	Deposit	101 - Checking - B o...	X	-SPLIT-	396.68	
Jan 25						8,860.50	532.04

JUNIPER DRIVE WASH ACCCOUNT

Transactions By Month

January 2025

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Jan 25									
General Journal	01/01/2025	LB FY...		SNOW REM...	JDSZB Wash Account		-SPLIT-		6,750.00
General Journal	01/01/2025	LB FY...		SNOW REM...	JDSZB Wash Account		JDSZB Wash ...		4,500.00
General Journal	01/01/2025	LB FY...		Health Insura...	JDSZB Wash Account		-SPLIT-		264.20
General Journal	01/01/2025	LB FY...		Health Insura...	JDSZB Wash Account		JDSZB Wash ...		32.01
Deposit	01/08/2025			Deposit	JDSZB Wash Account		-SPLIT-	2,268.38	
General Journal	01/14/2025	LB FY...		Auditor Comp...	JDSZB Wash Account		68100 · 515 - T...		9.00
Deposit	01/20/2025			Deposit	JDSZB Wash Account		12000 · Undep...	590.52	
Deposit	01/20/2025			Deposit	JDSZB Wash Account		12000 · Undep...	87.78	
Deposit	01/21/2025			Deposit	JDSZB Wash Account		-SPLIT-	563.88	
Deposit	01/23/2025			Deposit	JDSZB Wash Account		-SPLIT-	648.98	
General Journal	01/25/2025	LB FY...		CC Fuel	JDSZB Wash Account		-SPLIT-		399.06
General Journal	01/25/2025	LB FY...		CC Office Exp...	JDSZB Wash Account		JDSZB Wash ...		29.44
Deposit	01/27/2025			Deposit	JDSZB Wash Account		12000 · Undep...	196.84	
Deposit	01/28/2025			Deposit	JDSZB Wash Account		-SPLIT-	1,154.40	
General Journal	01/31/2025	LB FY...		10% Retireme...	JDSZB Wash Account		504-A - Retire...		65.31
General Journal	01/31/2025	LB FY...		10% IC Gross...	JDSZB Wash Account		-SPLIT-		28.33
General Journal	01/31/2025	LB FY...		10% WC Gro...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	01/31/2025	LB FY...		10% MF Gros...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	01/31/2025	LB FY...		10% DP Gros...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	01/31/2025	LB FY...		10% SS Gros...	JDSZB Wash Account		JDSZB Wash ...		28.33
General Journal	01/31/2025	LB FY...		10% GROSS ...	JDSZB Wash Account		-SPLIT-		637.33
General Journal	01/31/2025	LB FY...		10% ADD RE...	JDSZB Wash Account		JDSZB Wash ...		127.40
General Journal	01/31/2025	LB FY...		100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	01/31/2025	LB FY...		100% JUNIP...	JDSZB Wash Account		JDSZB Wash ...		18.33
General Journal	01/31/2025	LB FY...		10% Gross L...	JDSZB Wash Account		-SPLIT-		389.98
General Journal	01/31/2025	LB FY...		10% ADD CO...	JDSZB Wash Account		JDSZB Wash ...		18.33
General Journal	01/31/2025	LB FY...		10% Gross P...	JDSZB Wash Account		-SPLIT-		80.91
General Journal	01/31/2025	LB FY...		10% Gross P...	JDSZB Wash Account		JDSZB Wash ...	0.00	
General Journal	01/31/2025	LB FY...		ATT	JDSZB Wash Account		68100 · 515 - T...		25.91
								5,510.78	13,488.86
Jan 25									

HILTON CREEK COMMUNITY SERVICES DISTRICT

Profit & Loss

January 2025

02/07/25

Accrual Basis

	Jan 25
Ordinary Income/Expense	
Income	
4015 · Fees	
4010 · Use Fees	-52.00
4011 · Availability Fees	-20.00
4012 · Connection Fee	7,293.00
4013 · Inspection Fee	50.00
4014 · Returned /Rejected Payments	52.00
Total 4015 · Fees	7,323.00
4020 · Other Income	
4016 · DELINQUENT ACCOUNT PMT RECEIVED	4,740.61
4019 · Availability Fees - Prop Tax	2,600.00
Total 4020 · Other Income	7,340.61
4030 · Reimbursed Expenses	-161.86
7033 · Mono County Tax Revenue	92,184.33
Total Income	106,686.08
Gross Profit	106,686.08
Expense	
6001 · Administration fee	10.00
6100 · Employee Benefits	
6101 · Health Insurance	
6103A · Health Insurance Operator II	2,377.75
6104 · D Health Insurance - Retired	288.04
Total 6101 · Health Insurance	2,665.79
6106 · Retirement	
6107 · Retirement - ER Contribution	
6100A · RETIREMENT ER CONT - OPER II	587.73
Total 6107 · Retirement - ER Contribution	587.73
Total 6106 · Retirement	587.73
6117 · Add Compensation - Director	641.67
6119A · Add Compensation Oper II	165.00
6120 · Add Compensation - Secretary	165.00
6121 · A Medical Reimb - Board	0.00
6122 · A Medical Reimb - Employee	0.00
Total 6100 · Employee Benefits	4,225.19
6200 · Payroll Expenses	
6201 · Gross Payroll-Board of Director	633.33
6203A · Gross Payroll - Oper II	5,736.01
6204A · Gross Payroll Op II - Add Dutie	1,146.58
6205A · Gross PR Oper II OT 1.5 Op II	1,058.96
6206A · Gross PR Op II Standby	356.25
6207 · Gross Payroll - Chief Plant Op	
6208 · Weekly Standby Stipend - CPO	50.00
6207 · Gross Payroll - Chief Plant Op - Other	5,280.00
Total 6207 · Gross Payroll - Chief Plant Op	5,330.00
6211 · Gross Payroll - Per Diem Ops	1,000.00
6212 · Gross Payroll-Secretary	3,509.86
6213 · Per Diem - Project Assistant	728.18
6215 · Payroll Taxes	1,680.58
6200 · Payroll Expenses - Other	0.00
Total 6200 · Payroll Expenses	21,179.75

HILTON CREEK COMMUNITY SERVICES DISTRICT

Profit & Loss

02/07/25

January 2025

Accrual Basis

	Jan 25
6500 · Operations Administration	
6557 · Telephone	
6557B · Telephone - Cell	233.14
6557C · Telephone - Fire Alarm	54.82
Total 6557 · Telephone	287.96
Total 6500 · Operations Administration	287.96
6550 · Office Expenses	
BANK ADJUSTMENT - CUSTOMER PMT	
69810 · Customer Returned Payment Chrg	10.00
Total BANK ADJUSTMENT - CUSTOMER PMT	10.00
6550A · Bank Service Charges	28.00
6550C · Website / Advert./ Pub Notice	113.40
6550E · Postage/Shipping - Lab Testing	87.74
6550G · Office Communication- Not Phone	124.20
6550J · Office General / Misc	98.97
6550K · Postage / Shipping General	9.41
Total 6550 · Office Expenses	471.72
6600 · Repairs & Maintenance	
6601 · A Automobile Expense	
6601A · Fuel	3,591.52
Total 6601 · A Automobile Expense	3,591.52
6603 · Lab Testing	200.26
6604 · Plant - General / Misc	245.86
6605 · Tools & Equipment - Non Capital	2,634.68
6611 · U Utilities	
6611 A · Water	300.00
6611 B · SCE - Plant	3,868.65
6611 C · SCE - Pump Station	784.52
Total 6611 · U Utilities	4,953.17
Total 6600 · Repairs & Maintenance	11,625.49
6615 · Equipment Rental	
6615 B · Equip. Use - Avail/Standby Fee	750.00
6615 C · Equip. Use - Guaranteed Hours	500.00
Total 6615 · Equipment Rental	1,250.00
Total Expense	39,050.11
Net Ordinary Income	67,635.97
Other Income/Expense	
Other Income	
7030 · Other Income z	460.15
7031 · Interest Income	62.98
Total Other Income	523.13
Net Other Income	523.13
Net Income	68,159.10

**JUNIPER DRIVE
ACTUAL TO BUDGET FY 2024-2025**

Friday, January 31, 2025

REVENUE	December Month 6	January Month 7	Year to Date	Over (Under) {+ or -}	Goal % 0.58330
Road Maintenance Revenue:					
Maintenance Fees Collected	1,069.30	8,860.50	34,620.35	(14,379.65)	12% OVER
Maintenance Fees Collected Through Sewer Fund	3,024.58	5,510.78	21,845.25	(9,154.75)	12% OVER
Combined Maintenance Fees Collected	4,093.88	14,371.28	56,465.60	(23,534.40)	12% OVER
Interest - LAIF		58.45	117.35	17.35	
Interest - County Investment Pool			-	(7,000.00)	
Transfer From Wash Account			13,945.84	(6,054.16)	
Late Fees			-	-	
TOTAL REVENUES	4,093.88	14,429.73	70,528.79	(60,105.61)	66% OVER
EXPENSES					
ADMINISTRATION EXPENSES					
Administration Fee			-	(50.00)	
SUBTOTAL	-	-	-	(50.00)	
EMPLOYEE BENEFITS					
Medical Reimbursement - Director	51.50		343.50	(1,311.32)	-38%
Medical Reimbursement - Employee			182.36	(1,055.46)	-44%
Health Insurance - Base	238.43	264.20	1,694.97	(6,705.03)	-38%
Health Insurance - Retired	31.79	32.01	222.87	(137.13)	4% OVER
Retirement Benefits - Employer Contributions	130.52	65.31	456.88	(1,914.44)	-39%
Additional Compensation All Positions	54.99	36.66	312.26	(1,667.74)	-43%
SUBTOTAL:	507.23	398.18	3,212.84	(12,791.12)	-38%
PAYROLL					
Salaries & Employee Benefits:					
Director's Gross Salary	131.65	141.65	886.60	(13.40)	40% OVER
Manager Gross Salary			-	(10,665.59)	-58%
Oper II Gross Salary	1,529.46	764.73	5,353.70	(2,736.55)	8% OVER
OIT Gross Salary			-		
Oper II Overtime	507.38		507.38		
OIT Overtime			-		
Leave Buy Out			-		
Secretarial Gross Salary	389.98	389.98	2,796.78	(2,263.22)	-3%
ADMIN PERDIEMS	81.43	80.91	609.02		
SUBTOTAL	2,639.90	1,377.27	10,153.48		
OPERATIONS					
Liability Insurance			1,003.05	(46.95)	37% OVER
Worker's Comp Insurance			1,152.66	(47.34)	38% OVER
PERS Unfunded Liability			2,502.60	(297.40)	-11%
Accounting			170.00	(1,090.00)	-45%
Legal			-		
Dues & Subscriptions			-	(360.00)	-58%
Travel -Non Litigation			-	(200.00)	-58%
License and Fees			-	(3,500.00)	-58%
Office Expenses	58.42	194.44	1,299.81	(33.52)	39% OVER
Educational Expenses			-	(900.00)	-58%
Telephone	51.62	34.91	189.46	(170.54)	-6%
Contingency			-	-	#DIV/0! #DIV/0!
SUBTOTAL	110.04	229.35	6,317.58	(7,175.75)	-12%
REPAIRS & MAINTENANCE					
Auto Expenses	28.13	399.06	554.02	(245.98)	11% OVER
Contract Services			-	-	
Snow Removal Contract		11,250.00	22,500.00	(2,500.00)	32% OVER
Snow Removal Beyond Contract			-	(10,000.00)	-58%
Supplies			-	(0.00)	
Repairs & Maintenance			82.50	(29,917.50)	-58%
Transfer to Juniper Drive Investment Account			-	-	#DIV/0!
SUBTOTAL:	28.13	11,649.06	23,136.52	(42,663.48)	35% OVER
Debt Service:					
TOTAL EXPENSES	3,285.30	13,653.86	42,820.42	(62,680.35)	32% OVER

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT

Profit & Loss

January 2025

02/07/25

Accrual Basis

	Jan 25
Ordinary Income/Expense	
Income	
400 - REVENUE	
401 - Maintenance Fees	
Returned / Rejected Payments	114.00
401 - Maintenance Fees - Other	-114.00
	<u>0.00</u>
Total 401 - Maintenance Fees	0.00
Total 400 - REVENUE	<u>0.00</u>
Total Income	<u>0.00</u>
Gross Profit	<u>0.00</u>
Expense	
500- OPERATING EXPENSES	
504 - Employee Benefits	
504-A - Retirement	65.31
504-B - Health Insurance	296.21
	<u>361.52</u>
Total 504 - Employee Benefits	361.52
512 - SNOW REMOVAL	11,250.00
64900 · 507 - Office Expense	
60400 · 502 - Bank Service Charges	123.00
64900 · 507 - Office Expense - Other	41.44
	<u>164.44</u>
Total 64900 · 507 - Office Expense	164.44
66000 · 508 - Payroll Expenses	
508-B - Gross Payroll - Sec.	470.89
508 D - 10% Director Gross	141.65
Additional Compensation	36.66
508 E · GROSS PAYROLL OPER II	764.73
508 F · OPERATOR II OVERTIME	0.00
	<u>1,413.93</u>
Total 66000 · 508 - Payroll Expenses	1,413.93
67200 · 511 - Repairs and Maintenance	
60200 · 514- Automobile Expense	399.06
	<u>399.06</u>
Total 67200 · 511 - Repairs and Maintenance	399.06
68100 · 515 - Telephone Expense	34.91
	<u>34.91</u>
Total 500- OPERATING EXPENSES	13,623.86
REJECTED PAYMENT FEE	30.00
Total Expense	<u>13,653.86</u>
Net Ordinary Income	-13,653.86
Other Income/Expense	
Other Income	
600 - OTHER INCOME	
601- Interest Income	58.45
	<u>58.45</u>
Total 600 - OTHER INCOME	58.45
Total Other Income	<u>58.45</u>
Net Other Income	<u>58.45</u>
Net Income	<u><u>-13,595.41</u></u>

**JUNIPER DRIVE
ACTUAL TO BUDGET FY 2024-2025**

Friday, January 31, 2025

REVENUE	December Month 6	January Month 7	Year to Date	Over (Under) {+ or -}	Goal % 0.58330
Road Maintenance Revenue:					
Maintenance Fees Collected	1,069.30	8,860.50	34,620.35	(14,379.65)	12% OVER
Maintenance Fees Collected Through Sewer Fund	3,024.58	5,510.78	21,845.25	(9,154.75)	12% OVER
Combined Maintenance Fees Collected	4,093.88	14,371.28	56,465.60	(23,534.40)	12% OVER
Interest - LAIF		58.45	117.35	17.35	
Interest - County Investment Pool			-	(7,000.00)	
Transfer From Wash Account			13,945.84	(6,054.16)	
Late Fees			-	-	
TOTAL REVENUES	4,093.88	14,429.73	70,528.79	(60,105.61)	66% OVER
EXPENSES					
ADMINISTRATION EXPENSES					
Administration Fee			-	(50.00)	
SUBTOTAL	-	-	-	(50.00)	
EMPLOYEE BENEFITS					
Medical Reimbursement - Director	51.50		343.50	(1,311.32)	-38%
Medical Reimbursement - Employee			182.36	(1,055.46)	-44%
Health Insurance - Base	238.43	264.20	1,694.97	(6,705.03)	-38%
Health Insurance - Retired	31.79	32.01	222.87	(137.13)	4% OVER
Retirement Benefits - Employer Contributions	130.52	65.31	456.88	(1,914.44)	-39%
Additional Compensation All Positions	54.99	36.66	312.26	(1,667.74)	-43%
SUBTOTAL:	507.23	398.18	3,212.84	(12,791.12)	-38%
PAYROLL					
Salaries & Employee Benefits:					
Director's Gross Salary	131.65	141.65	886.60	(13.40)	40% OVER
Manager Gross Salary			-	(10,665.59)	-58%
Oper II Gross Salary	1,529.46	764.73	5,353.70	(2,736.55)	8% OVER
OIT Gross Salary			-		
Oper II Overtime	507.38		507.38		
OIT Overtime			-		
Leave Buy Out			-		
Secretarial Gross Salary	389.98	389.98	2,796.78	(2,263.22)	-3%
ADMIN PERDIEMS	81.43	80.91	609.02		
SUBTOTAL	2,639.90	1,377.27	10,153.48		
OPERATIONS					
Liability Insurance			1,003.05	(46.95)	37% OVER
Worker's Comp Insurance			1,152.66	(47.34)	38% OVER
PERS Unfunded Liability			2,502.60	(297.40)	-11%
Accounting			170.00	(1,090.00)	-45%
Legal			-		
Dues & Subscriptions			-	(360.00)	-58%
Travel -Non Litigation			-	(200.00)	-58%
License and Fees			-	(3,500.00)	-58%
Office Expenses	58.42	194.44	1,299.81	(33.52)	39% OVER
Educational Expenses			-	(900.00)	-58%
Telephone	51.62	34.91	189.46	(170.54)	-6%
Contingency			-	-	#DIV/0! #DIV/0!
SUBTOTAL	110.04	229.35	6,317.58	(7,175.75)	-12%
REPAIRS & MAINTENANCE					
Auto Expenses	28.13	399.06	554.02	(245.98)	11% OVER
Contract Services			-	-	
Snow Removal Contract		11,250.00	22,500.00	(2,500.00)	32% OVER
Snow Removal Beyond Contract			-	(10,000.00)	-58%
Supplies			-	(0.00)	
Repairs & Maintenance			82.50	(29,917.50)	-58%
Transfer to Juniper Drive Investment Account			-	-	#DIV/0!
SUBTOTAL:	28.13	11,649.06	23,136.52	(42,663.48)	35% OVER
Debt Service:					
TOTAL EXPENSES	3,285.30	13,653.86	42,820.42	(62,680.35)	32% OVER

HILTON CREEK COMMUNITY SERVICES DISTRICT

Capital Reserve Transaction Detail Report

July 2024 through January 2025

Type	Date	Memo	Account	Split	Debit	Credit
Deposit	07/31/2024	July 2024	12000 · 3 B of Ameri...	7031 · Interest ...	1.01	
Transfer	08/22/2024	Blower - Invoi...	12000 · 3 B of Ameri...	10000 · 1 Bank...		16,404.00
Transfer	08/22/2024	Blower - Invoi...	12000 · 3 B of Ameri...	10000 · 1 Bank...		2,734.00
Deposit	08/31/2024	August 2024	12000 · 3 B of Ameri...	7031 · Interest ...	0.92	
Deposit	09/30/2024	September 20...	12000 · 3 B of Ameri...	7031 · Interest ...	0.79	
Transfer	10/21/2024	Blower 5% co...	12000 · 3 B of Ameri...	10000 · 1 Bank...		2,734.00
Transfer	10/28/2024	Labor, Mis Pa...	12000 · 3 B of Ameri...	10000 · 1 Bank...		11,871.94
Deposit	10/31/2024	October 2024	12000 · 3 B of Ameri...	7031 · Interest ...	0.79	
Transfer	11/11/2024	Funds Transfer	12000 · 3 B of Ameri...	10000 · 1 Bank...		32,963.48
Deposit	11/29/2024	November 2024	12000 · 3 B of Ameri...	7031 · Interest ...	0.49	
Deposit	12/31/2024	DECEMBER ...	12000 · 3 B of Ameri...	7031 · Interest ...	0.41	
Transfer	01/22/2025	CONNECTIO...	12000 · 3 B of Ameri...	10000 · 1 Bank...	7,343.00	
Deposit	01/31/2025	JANUARY 2025	12000 · 3 B of Ameri...	7031 · Interest ...	0.43	
TOTAL					7,347.84	66,707.42

Capital Improvement Budget FY 2024 2025
Friday, January 31, 2025

REVENUE	December		January	Year To Date	Budget Remaining
	0.5000	0.5833	0.5833		
General Capital Reserve Funds					
Balance FWD				0.00	0.00
Sewer Connection Fees	14,686.00		7,293.00	7,293.00	7,393.00
Availability Fees	1,050.00			0.00	1,050.00
Sewer Connection Inspection Fees	100.00		50.00	50.00	50.00
Investment Interest	12.00			4.00	8.00
<i>Potential Reserves Allocation - Earmarked Funds</i>	<i>67,546.40</i>			0.00	67,546.40
<i>So Cal Ren Loan</i>	<i>91,806.00</i>			-32,936.48	58,869.52
<i>Transfer from Other Funds</i>	<i>0.00</i>			0.00	0.00
TOTAL REVENUES	175,200.40	0.00	7,343.00	-25,589.48	200,789.88
EXPENSES					
Capital Improvement Projects - 5 Year Plan					
					0.00
				0.00	0.00
Clarifier 1 Parts	50,000.00			0.00	50,000.00
Clarifier 1 Labor & Heavy Equipment	22,000.00			0.00	22,000.00
Aeration Blowers = Oxygen ** / SCR Loan	58,998.00			45,615.88	13,382.12
Drying Beds / Sludge Dewatering	150,000.00				150,000.00
Emergency Generator - Plant	150,000.00				150,000.00
Sewer Lines Camera	15,000.00			0.00	15,000.00
District Vehicle	75,000.00			0.00	75,000.00
Capital Purchases - Failed Equipment	0.00			0.00	0.00
Capital Off Road Vehicle - Manhole Access	0.00			0.00	0.00
Sewer Line Replacement					
Sewer Pipe Lining					
*Blower Controls - Not covered by So Cal Ren				0.00	0.00
SUBTOTAL	520,998.00	0.00	0.00	45,615.88	475,382.12
DEFICIT	-345,797.60				-274,592.24

November: Unused So Cal Funds Returned to LA County

Labor Hours Per Capital Project
2024-2025

		July	Aug	Sept	Oct	Nov	Dec	Year to Date
Clarifier #1 Hours								
	Billy							-
	Keith							-
	Jason							-
	Other							-
Total Clarifier 2		-	-	-	-	-	-	-
Blower Hours								
	Billy	6.50	22.00	37.50				66.00
	Keith	-	5.50	5.50				11.00
	Jason	8.50	5.00	8.50				22.00
	Other							-
Total Blower		15.00	32.50	51.50	-	-	-	99.00
Hourly Rates Clarifier								
	Billy	44.12	-	-	-	-	-	-
	Keith	165.00	-	-	-	-	-	-
	Jason	95.00	-	-	-	-	-	-
	Other		-	-	-	-	-	-
Total Labor Costs - Clarifier 2		-	-	-	-	-	-	-
Hourly Rates Blower								
	Billy	44.12	286.78	970.64	1,654.50	-	-	2,911.92
	Keith	165.00	-	907.50	907.50	-	-	1,815.00
	Jason	95.00	807.50	475.00	807.50	-	-	2,090.00
	Other		-	-	-	-	-	-
Total Labor Costs - Blower		1,094.28	2,353.14	3,369.50	-	-	-	6,816.92
Part Costs								
Clarifier 2								
Heavy Equip CL								
	Blower		19,138.00	4,025.82	2,734.00			25,897.82
	Labor	1,094.28	2,353.14	3,369.50	-	-	-	6,816.92
	Heavy Equip BL	181.50	715.00	-				896.50
	Misc Supplies	67.70	65.00					132.70
					11,871.94			
Total Clarifier 1 Costs		-	-	-	-	-	-	-
Total Blower Costs		1,343.48	22,271.14	7,395.32	14,605.94	-	-	45,615.88

HCCSD Mono County Investment Pool

02/06/25

Balance Sheet

Accrual Basis

As of January 31, 2025

	Jan 31, 25
ASSETS	
Current Assets	
Checking/Savings	
000 Mono County Investment Pool	
100 HC Community Serv District	226,224.13
200 Juniper Drive Funds Holding	373,913.21
SEWER FUND	
101 SF Emergency Reserves	67,546.40
102 SF Capital Reserves	
107 SF Emergency Plant Gen	75,000.00
108 SF Clarifier #1	70,000.00
102 SF Capital Reserves - Other	67,546.40
Total 102 SF Capital Reserves	212,546.40
103 SF Operation Reserves	50,000.00
104 SF PERS UAL Holdings	25,000.00
105 SF Personnel Leave Liab	25,000.00
Total SEWER FUND	380,092.80
000 Mono County Investment Pool - Other	146,840.62
Total 000 Mono County Investment Pool	1,127,070.76
LAIF	10,524.67
Total Checking/Savings	1,137,595.43
Total Current Assets	1,137,595.43
TOTAL ASSETS	1,137,595.43
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	9,870.49
Owners Equity	955,641.39
Net Income	172,083.55
Total Equity	1,137,595.43
TOTAL LIABILITIES & EQUITY	1,137,595.43

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02/06/25

Accrual Basis

HCCSD Mono County Investment Pool

Profit & Loss

January 2025

	<u>Jan 25</u>
Ordinary Income/Expense	
Income	
AVAILABILITY FEES COLLECTED	2,600.00
DELINQUENT ACCOUNT PAYMENTS	4,740.61
LAIF - Juniper	58.45
LAIF Sewer	62.55
TAX REVENUE	
Secure Property Tax	89,391.08
Unitary	2,456.21
Unsecure Property Tax	337.04
Total TAX REVENUE	<u>92,184.33</u>
Total Income	99,645.94
Expense	
Availability Fee Transfer	2,600.00
Delinquent Account Payment Txf	4,740.61
Total Expense	<u>7,340.61</u>
Net Ordinary Income	<u>92,305.33</u>
Net Income	<u><u>92,305.33</u></u>

HILTON CREEK COMMUNITY SERVICES DISTRICT
Investment Accounts Report FY 2024-2025
Friday, January 31, 2025

Mono County & LAIF REVENUE	Estimate	December 0.5000	January 0.5833	Year To Date	Fy 2023-2024
Investment Pool Revenue	249,930.00				
Property Taxes Recorded in County Investment Pool	172,669.00			-	
Secure Property Tax	140,000.00		89,391.08	89,391.08	159,134.21
Unsecure Property Tax	9,000.00		337.04	9,673.70	9,798.69
Excess ERAF	15,000.00			54,115.06	53,270.19
Unitary	4,000.00		2,456.21	2,456.21	4,362.51
LAIF			121.00	242.93	
			X		
Total Property Tax Received	168,000.00	-	92,305.33	155,636.05	226,565.60
Fund Interest - Sewer Fund		5,665.74		10,713.30	21,432.81
Fund Interest - Juniper Drive		3,202.73		5,940.52	
Tax Fund Interest 100% Sewer Fund				156.57	
Other Tax Fund Interest 100% Sewer Fund				-	
LAIF Interest - Sewer Fund				-	212.59
LAIF Interest - Juniper Drive				-	198.66
Total Interest	-	8,868.47	-	16,810.39	21,844.06
HOPTR Adj					(247.31)
Avail Fee & Delinquent Accounts Payments			7,340.61	7,340.61	(4,226.65)
Miscellaneous				-	
Total Miscellaneous	-	-	7,340.61	7,340.61	(4,473.96)
Total Investment Pool Revenue	168,000.00	8,868.47	99,645.94	179,787.05	243,935.70
Investment Transferred					
Funds Transferred from Hilton Creek - Mono				-	
Funds Transferred from Juniper Drive - Mono				50,000.00	
Funds Transferred From Capital - Mono				-	
Funds Transferred from Hilton Creek - LAIF				-	
Funds Transferred from Juniper Drive - LAIF				-	
Funds Transferred From Capital - LAIF				-	
Total Investments Transferred	-	-	-	50,000.00	-
Transfers and Expenses					
Property Tax Admin Fee				-	(3,518.00)
Property Taxes Transferred to Operations				-	
Property Taxes Transferred to Capital				-	
Property Taxes Transferred to Juniper				-	
Delinquent Account Payments TXF to Operations			7,340.61	7,340.61	
Miscellaneous Adjustments				-	
Total Outgoing		-	7,340.61	7,340.61	(3,518.00)
Funds Carried Forward	-	-	(7,340.61)	42,659.39	
Funds Carried Forward - Mono					
Funds Carried Forward - LAIF					
Funds Earmarked for Reserves, Capital and Operating					
	Prev Year FWD			Balance	Balance
Emergency Reserves	42,546.40			67,546.40	
Capital Reserves	42,546.40			67,546.40	
Operation Reserves	25,000.00			50,000.00	
Capital- Generator	-			75,000.00	
Capital Clarifier 1	-			70,000.00	
Capital - Vehicle Replacement	-			-	
PERS UAL	25,000.00			25,000.00	
Personnel Leave Liabilities	25,000.00			25,000.00	
Total Earmarked Funds	160,092.80	-	-	380,092.80	-

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02/07/25

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT
County Investment Pool Activity Detail Report
July 2024 through January 2025

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Debit</u>	<u>Credit</u>
Transfer	07/12/2024		Funds Transf...	10000 · 1 Bank...		25,000.00
Deposit	08/31/2024		FUNDS INTE...	7031 · Interest ...	5,047.56	
Deposit	08/31/2024		TAX FUND IN...	7031 · Interest ...	156.47	
Deposit	08/31/2024		HOPTR 6/30/...	7033 · Mono C...	247.31	
Deposit	09/30/2024		ERAF 6/30/20...	7033 · Mono C...	17,663.90	
Deposit	10/15/2024		Current Unse...	7033 · Mono C...	9,336.66	
Deposit	10/15/2024		Excess ERAF	7033 · Mono C...	36,451.16	
Deposit	12/31/2024		FUNDS INTE...	7031 · Interest ...	5,665.74	
Check	01/07/2025		Funds Transf...	-SPLIT-		7,340.61
Deposit	01/31/2025		Unitary 12/31/...	7033 · Mono C...	337.04	
Deposit	01/31/2025		Secure Prope...	7033 · Mono C...	89,391.08	
Deposit	01/31/2025		Unitary Prope...	7033 · Mono C...	2,456.21	
Deposit	01/31/2025		Delinquent Ac...	4016 · DELINQ...	4,740.61	
Deposit	01/31/2025		Availability fe...	4019 · Availabil...	2,600.00	
TOTAL					174,093.74	32,340.61

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02/07/25

Accrual Basis

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Mono Country Inv. Pool Transactions
July 2024 through June 2025

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Jul '24 - Jun 25									
Deposit	08/31/2024			FY 2023-2024...	Mono County Treas...		601- Interest In...	2,737.79	
Transfer	10/01/2024			Funds Transf...	Mono County Treas...		101 - Checking...	50,000.00	
Deposit	12/31/2024			FY 2024/2025...	Mono County Treas...		601- Interest In...	3,202.73	
Jul '24 - Jun 25								55,940.52	0.00

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02/07/25

Accrual Basis

HILTON CREEK COMMUNITY SERVICES DISTRICT
LAIF Fiscal Year Transaction Detail Report
July 2024 through June 2025

<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	10/01/2024		July Aug & Se...	14000 · 5 LAIF	7031 · Interest ...	63.03	
Deposit	01/31/2025		Oct Nov & De...	14000 · 5 LAIF	7031 · Interest ...	62.55	
TOTAL						125.58	0.00

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02/07/25

Accrual Basis

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
LAIF Transactions Fiscal Year 2020/2021
July 2024 through June 2025

<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	10/01/2024		July August &...	102 - LAIF	601- Interest In...	58.90	
Deposit	01/31/2025		Oct Nov & De...	102 - LAIF	601- Interest In...	58.45	
TOTAL						117.35	0.00

HILTON CREEK COMMUNITY SERVICES DISTRICT

District Funds Transfer Transactions

July 2024 through June 2025

Type	Date	Memo	Account	Debit	Credit
Jul 24					
Transfer	07/12/2024	Funds Transfer PERS UAL	10000 · 1 Bank of America-Chec...	25,000.00	
Transfer	07/12/2024	Funds Transfer PERS UAL	13000 · 4 Mono Co Treasury Inv....		25,000.00
Jul 24				25,000.00	25,000.00
Aug 24					
Transfer	08/22/2024	Blower - Invoice 19984	10000 · 1 Bank of America-Chec...	16,404.00	
Transfer	08/22/2024	Blower - Invoice 19986	10000 · 1 Bank of America-Chec...	2,734.00	
Transfer	08/22/2024	Blower - Invoice 19984	12000 · 3 B of America-Capital ...		16,404.00
Transfer	08/22/2024	Blower - Invoice 19986	12000 · 3 B of America-Capital ...		2,734.00
Aug 24				19,138.00	19,138.00
Sep 24					
Transfer	09/11/2024	TRANSFER JUNIPER DRIVE FUNDS OWED TO HILTON CR...	10000 · 1 Bank of America-Chec...	13,945.84	
Transfer	09/11/2024	TRANSFER JUNIPER DRIVE FUNDS OWED TO HILTON CR...	17000 · Juniper Dr SZB Clearing...		13,945.84
Sep 24				13,945.84	13,945.84
Oct 24					
Transfer	10/21/2024	Blower 5% completion - Final	10000 · 1 Bank of America-Chec...	2,734.00	
Transfer	10/21/2024	Blower 5% completion - Final	12000 · 3 B of America-Capital ...		2,734.00
Transfer	10/28/2024	Labor, Mis Parts, Sales Tax & Heavey Equipment = Blower Exp...	10000 · 1 Bank of America-Chec...	11,871.94	
Transfer	10/28/2024	Labor, Mis Parts, Sales Tax & Heavey Equipment = Blower Exp...	12000 · 3 B of America-Capital ...		11,871.94
Oct 24				14,605.94	14,605.94
Nov 24					
Transfer	11/11/2024	Funds Transfer	10000 · 1 Bank of America-Chec...	32,963.48	
Transfer	11/11/2024	Funds Transfer	12000 · 3 B of America-Capital ...		32,963.48
Nov 24				32,963.48	32,963.48
Dec 24					
Transfer	12/16/2024	2024 2025 SEMI ANNUAL SNOW REMOVAL - SECOND INST...	10000 · 1 Bank of America-Chec...	11,250.00	
Transfer	12/16/2024	2024 2025 SEMI ANNUAL SNOW REMOVAL - SECOND INST...	17000 · Juniper Dr SZB Clearing...		11,250.00
Dec 24				11,250.00	11,250.00
Jan 25					
Transfer	01/22/2025	CONNECTION & INSPECTION FEE 43 LARKSPUR LANE 603...	10000 · 1 Bank of America-Chec...		7,343.00
Transfer	01/22/2025	CONNECTION & INSPECTION FEE 43 LARKSPUR LANE 603...	12000 · 3 B of America-Capital ...	7,343.00	
Jan 25				7,343.00	7,343.00
Feb 25					
Feb 25					
Mar 25					
Mar 25					

HILTON CREEK COMMUNITY SERVICES DISTRICT
District Funds Transfer Transactions
July 2024 through June 2025

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
Apr 25					
Apr 25					
May 25					
May 25					
Jun 25					
Jun 25					
TOTAL				<u>124,246.26</u>	<u>124,246.26</u>

JUNIPER DRIVE SPECIAL ZONE OF BENEFIT
Fund Transfer Transactions
July 2024 through June 2025

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
Jul '24 - Jun 25					
Transfer	09/11/2024	Funds Transfer	101 - Checking - B o...		13,945.84
Transfer	09/11/2024	Funds Transfer	JDSZB Wash Account	13,945.84	
Transfer	10/01/2024	Funds Transf...	101 - Checking - B o...		50,000.00
Transfer	10/01/2024	Funds Transf...	Mono County Treas...	50,000.00	
Transfer	12/16/2024	SEMI ANNUA...	101 - Checking - B o...		11,250.00
Transfer	12/16/2024	SEMI ANNUA...	JDSZB Wash Account	11,250.00	
Jul '24 - Jun 25				<u>75,195.84</u>	<u>75,195.84</u>

**HILTON CREEK COMMUNITY SERVICES District
Emergency Reserves
Friday, January 31, 2025**

	Year To Date
REVENUE	
Emergency Reserves	
Earmarked Property Tax	25,000.00
Transfers	-
Other	-
Earmarked Reserves (FY 2023 2024)	42,456.40
	-
	-
TOTAL EMERGENCY RESERVES	67,456.40
EXPENSES	
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
SUBTOTAL	-
DEFICIT	

Fiscal Year Summary
July 1, 2024 to June 30, 2025
Equipment Use

	Sewer		Juniper		Total		Capital	
	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
July	6.50	1,006.50	-	-	6.50	-	1.00	1,006.50
August	5.50	998.25	-	-	5.50	998.25	5.00	715.00
September	7.00	1,097.25	-	-	7.00	-	-	-
October	1.00	143.00	-	-	1.00	-	-	-
November	6.50	-	8.50	-	15.00	-	-	-
December	1.00	181.50	2.00	313.50	3.00	495.00	-	-
January - No Time	-	-	-	-	-	-	-	-
February End Prepaid Hours	-	-	-	-	-	-	-	-
Year End Total Prepaid	27.50	3,426.50	10.50	313.50	38.00	1,493.25		
February Over Hours	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-
Over Prepaid Totals	-	-	-	-	-	-	-	1,721.50
Total Fiscal Year Costs	27.50	3,426.50	10.50	313.50	38.00	1,493.25	-	1,721.50

Notes:

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

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

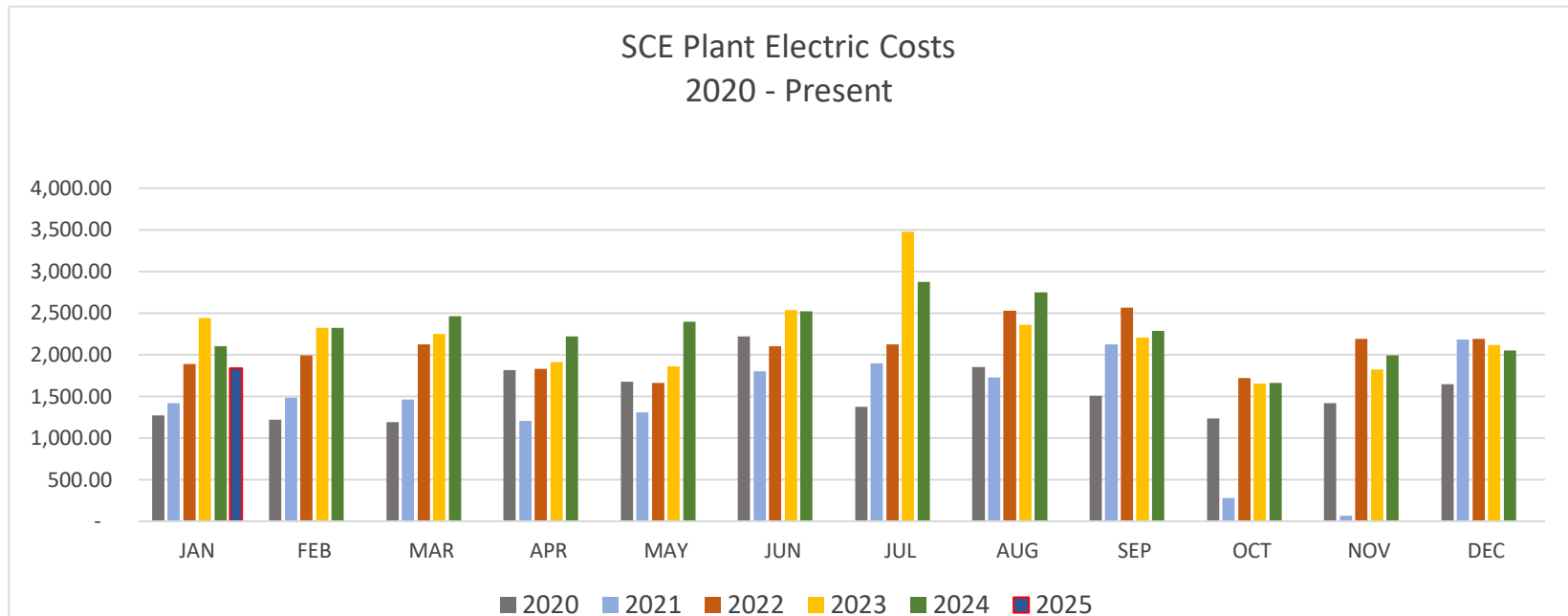
Capital paid directly from capital upon completion of project of FYE

Sewer Fund Owes Juniper Drive	926.50
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Snow Activity Notes

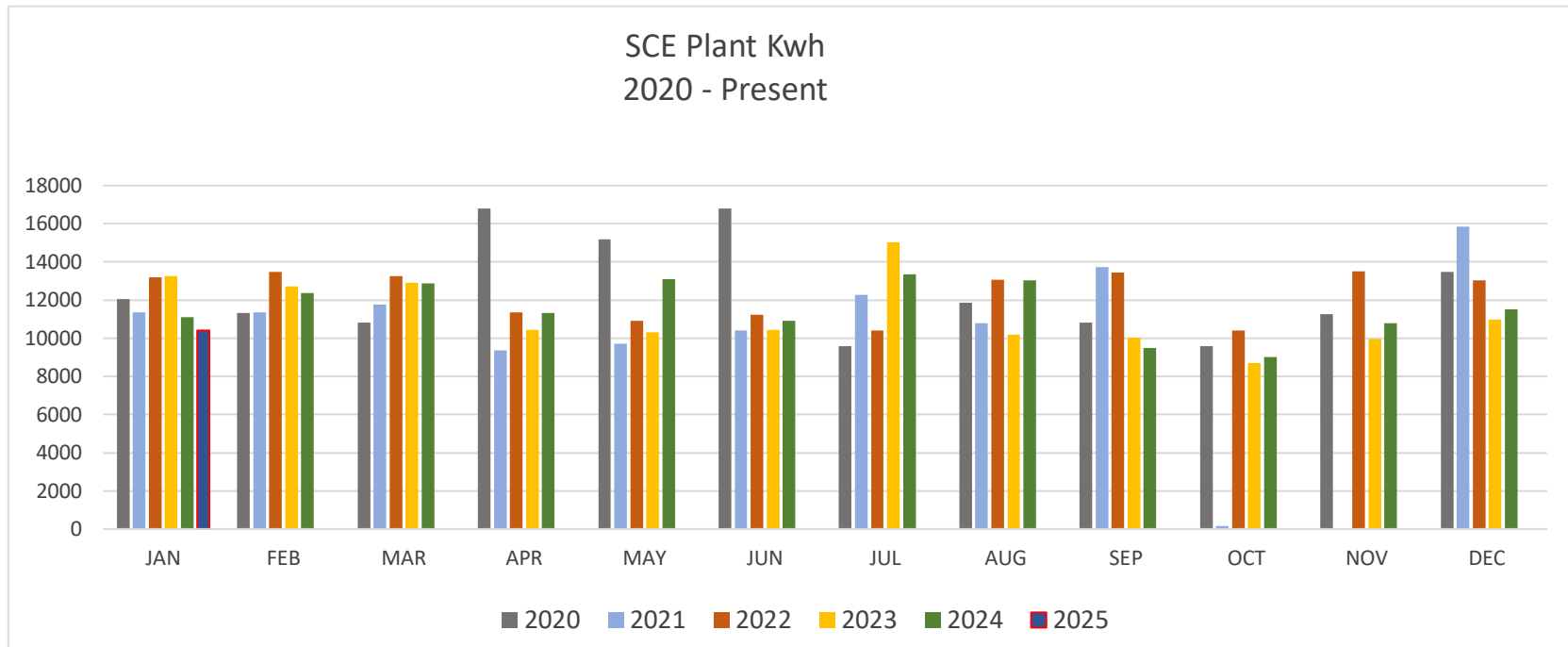
HILTON CREEK CSD PLANT SCE ELECTRIC BILLS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Annual Average
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	1659.69
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	1,357.93
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	1,440.79
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	1,211.04
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	1,171.36
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	1,638.19
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	1,604.77
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	1,572.85
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	1,459.92
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	2,072.79
2023	2,441.54	2,322.66	2,252.72	1,913.41	1,859.59	2,532.82	3,477.21	2,358.34	2,206.05	1,653.51	1,819.99	2,113.98	2,228.83
2024	2,103.84	2,325.97	2,459.36	2,220.73	2,395.00	2,518.34	2,874.61	2,752.02	2,282.86	1,662.58	1,990.48	2,048.31	2,281.39
2025	1,837.99												
Mo. Avg	1,569.92	1,538.28	1,603.44	1,477.97	1,540.04	1,865.39	1,885.44	1,814.70	1,810.74	1,320.92	1,317.20	1,600.97	1,641.63
19-24 Avg	1,799.39	1,863.89	1,866.65	1,768.71	1,758.08	2,174.71	2,169.73	2,085.52	2,082.19	1,356.56	1,459.74	1,904.55	1,870.09
Amounts corrected by SCE 01/08/2025								Original	2427.26	1724.32			



HILTON CREEK CSD PLANT SCE ELECTRIC Kwh

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Annual Average
2020	12056	11327	10809	16785	15195	16781	9591	11875	10822	9597	11274	13470	11662
2021	11356	11370	11768	9369	9696	10419	12273	10795	13723	147	0	15856	9138
2022	13176	13468	13261	11343	10910	11240	10406	13062	13448	10413	13501	13020	11482
2023	13245	12718	12910	10437	10298	10452	15030	10174	10029	8694	9972	10985	10536
2024	11088	12367	12880	11336	13109	10913	13350	13025	9476	9030	10788	11519	10839
2025	10399												
Mo. Avg	11887	12250	12326	11854	11842	11961	12130	11786	11500	7576	9107	12970	10731
20-24 Avg	12184	12250	12326	11854	11842	11961	12130	11786	11500	7576	9107	12970	10731
Amounts corrected by SCE 01/08/2025								Original	11329	9502			



Plant Electric Use Comparison 24-25							PEAK HOURS PLANT 24/25			
	FY 2023-2024		FY 2024-2025		Difference		ON PEAK	MID PEAK	OFF PEAK	SPR OFF
	Kwh	Cost	Kwh	Cost	Kwh	Cost				
JUL	15030	3477.21	13350	2874.61	-1680	-602.60	2046	883	10421	
AUG	10174	2358.34	13025	2752.02	2851	393.68	1801	966	10258	
SEP	10029	2206.05	9476	2282.86	-553	76.81	1488	773	7091	124
OCT	8694	1653.51	9030	1662.58	336	9.07		2065	3785	3180
NOV	9972	1819.99	10788	1990.48	816	170.49		2373	4859	3556
DEC	10985	2113.98	11519	2084.31	534	-29.67		2555	5133	3831
JAN	11088	2103.84	10399	1837.99	-689	-265.85		2326	4575	3498
FEB	12367	2325.97			-12367	-2325.97				
MAR	12880	2459.36			-12880	-2459.36				
APR	11336	2220.73			-11336	-2220.73				
MAY	13109	2395.00			-13109	-2395.00				
JUN	10913	2518.34			-10913	-2518.34				
AVG										
YTD	11,381	\$ 2,304.36	11,084	\$ 2,212.12			1,778	1,706	6,589	2,838

Pump Station Use Comparison							PEAK HOURS PUMP			
	FY 2023-2024		FY 2024-2025		Difference		ON PEAK	MID PEAK	OFF PEAK	SPR OFF
	Kwh	Cost	Kwh	Cost	Kwh	Cost				
JUL	4943	1307.68	3037	886.90	-1906	-420.78	505	233	2299	
AUG	3348	996.18	3096	880.47	-252	-115.71	491	269	2336	
SEP	3818	1016.42	2885	791.26	-933	-225.16	504	229	2114	38
OCT	3357	749.94	2960	686.40	-397	-63.54		745	1148	1067
NOV	3863	823.17	3575	763.88	-288	-59.29		873	1379	1323
DEC	4098	857.79	3717	784.52	-381	-73.27		936	1415	1366
JAN	3696	809.08	3281	738.45	-415	-70.63		847	1278	1156
FEB	4270	889.90			-4270	-889.90				
MAR	3611	719.17			-3611	-719.17				
APR	3279	755.64			-3279	-755.64				
MAY	3362	767.11			-3362	-767.11				
JUN	3125	898.71			-3125	-898.71				
AVG										
YTD	3731	\$ 882.57	3222	\$ 790.27			500	590	1710	990

SUMMER COST PERIODS (June 1 to Sept 30)

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

**HILTON CREEK COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
JANUARY 14, 2025
5:00 P.M.
CROWLEY LAKE COMMUNITY CENTER
58 PEARSON ROAD, CROWLEY LAKE, CALIFORNIA
Minutes**

1. **Steve Shipley called the meeting to order at 5:08 p.m.**

A. ROLL CALL

Members Present: Steve Shipley, Isabel Connolly, Devin Preston
(arrived at 5:12 pm) Windsor Czeschin and
Mark Fiore

Members Absent: None

Staff Present: Lorinda Beatty, Billy Czeschin and Keith
Hafner

Guests: David Richman

2. **ADDITIONS TO AGENDA – None**

3. **PUBLIC COMMENT**

Public Comment – items not on the agenda.

There were no public comments

4. **CONSENT AGENDA**

A. Financial Reports

1. Consideration & Approval of Disbursements List

B. Review Acceptance of Monthly Financial Reports

1. Account Balances – All Funds

2. Budget Report: YTD Actual to Budget Report December, 2024

3. District Fund Transfers – December, 2024

3. Southern California Edison Report

4. Equipment Use Hours

C. Approval of Minutes

1. Minutes of the Regular Board Meeting – December 10, 2024

Agneda stated “Special Board Meeting” this was a Regular Board Meeting.

Motion: To accept the Consent Agenda as presented.

Moved by Ms. Czeschin, Second by Ms. Connolly

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

5. **SEWER FACILITIES UPDATE - GENERAL MANAGER UPDATE**
 - A. **General Manager Report on Status of Facilities and Operational**
 1. **Plant Automation update** – No Updates
 2. **Clarifiers** – Parts should be arriving in March or April
 3. **Blower** – Mr. Czeschin has spent a lot of time making sure the DO controllers are optimized.
 4. **Wells** – The sampling schedule has been changed to coordinate with the quarterly plant samples, which will be March, June, September and December.
 5. **Easements, Manholes and Sewer Lines** – There is a possible new connection at the top of Juniper and would like to run a gravity line and he will need to speak with the neighbors for that connection. .
 6. **Drying Beds** – 1 drying bed is active and 2 are empty.
 7. **Testing and Flows** – Quarterly reports complete and no spill reports are complete. Affluent BOD 19.6 CBOD was 3.2, indicating the plant meets requirements and is working well.
 8. **Juniper Drive Maintenance** – It appears that the creek overflowed a bit near the top of Juniper. An ice dam is suspected and seems to have been resolved.
 9. **Miscellaneous Projects** – No Updates
6. **SECRETARY / ADMINISTRATIVE UPDATE**
 - A. **General Update** – Things are running smoothly. The Project Assistant hours have been reduced due to the Secretaries need for a bit more privacy since her home office is used for administrative duties.
 - B. **Budget Adjustments Discussion** – Ms. Beatty stated that cash flow was a bit low during December, but the finances were sufficiently managed without transfers from reserves. Financially the District is doing better than last year, but an emergency of some sort would impact the District dramatically.
7. **NEW BUSINESS**
 - A. **Budget Mid-Year Review** – Ms. Beatty stated that he budget is on target as a whole. Health insurance increased for the Operator II position and will go over budget Telephone expenses increased and is due to the changes with technical demands. Property tax revenues will be posted and available for discussion in February. There is an increase in customer late payments and rejected check payments. Net revenue is still negative. The lower income families are having a hard time paying the fees and here is an increase in customer late payments and rejected check payments.

Mr. Shipley expressed concern regarding property tax revenue and how the fires in the Los Angeles area will impact the state. Ms. Beatty

expressed that since it has been declared a state of emergency the federal government will be able to assist as well as the state. Ms. Beatty added that she is not sure how the fires in the Palisades and other Los Angeles areas will impact funding or insurance and that we will need to keep a close eye on the situation. Ms. Beatty stated what will impact the property taxes is a sudden shift in property sales and defaults on mortgages. When that occurs, the district will need to prepare for the next few years as receiving little or no property taxes. Ms. Beatty's goal is to keep building reserves to carry the District through lean years.

- B. CIP Mid-Year Review** – Mr. Czeschin stated that they are going to have someone help them decide what back up generators would work best for the plant. Sludge drying seem to be going better and that item can be moved down the list since the plant is creating less solids. Mr. Hafner stated that by taking unnecessary items (such as tanks and the extra clarifier) offline at the plant is performing more efficiently and reducing sludge production.

Mr. Hafner stated that he feels the District should purchase a new vehicle because the oil is frequently low on the current vehicle. Mr. Czeschin stated that it is a good time to purchase the vehicle since you can get last year's model at a lower price and not knowing what will happen in the next year or two. Mr. Czeschin stated the truck works and is running but is burning a considerable amount of oil. The vehicle is a 2016 F150 with approximately 130,000 miles. Mr. Fiore asked if a mechanic had looked at the vehicle. Mr. Czeschin stated no, he thinks it is not worth putting more money into it. Mr. Hafner added that the bumper is falling off. Mr. Czeschin stated that it is an emergency vehicle and needs to be able to respond. Mr. Hafner stated that this item could be financed. Mr. Shipley asked Mr. Fiore and Mr. Preston to assist staff with research on this request.

Additionally, the camera was discussed and for now it can be put off for a little while and perhaps purchase a camera which will allow us to reduce the cost of tving lines with an expensive vendor.

Ms. Beatty stated that if the board chose to change the CIP it would need a motion as the current rate schedule is driven off of the CIP. Ms. Beatty also pointed out that the current CIP is in order of importance which was established during the rate study.

- C. Sewer Use Fee Discussion** – Mr. Shipley voiced his concern regarding the equitability of rate fees and the smaller units such as very small apartments. After some discussion and taking into consideration budget needs, the Board elected to continue forward with the rates as planned and evaluate every year.

D. District and Juniper Drive Formation – Ms. Beatty provided the board with documents found regarding the formation of the District and Juniper Drive Special Zone of Benefit.

8. OLD BUSINESS

A. Availability Fee – Public and Quasi Public Properties – Mr. Shipley stated that he wanted to take into consideration properties that are not able to be developed into the system. Properties that can, at any time for any reason, be converted into something else but at this point and time they don't have the ability to do so. Those properties should be exempt from the standby fee; however, if at any time they are converted into something else, then the party developing or converting that property would need to retroactively pay standby fees with interest.

B. Connection and Availability Fee Study Update – The Board has reviewed and discussed the options provided by RDN and feel that the Benefits Unit option would best fit the needs of the District while fairly address the uniqueness of some properties.

Mr. Shipley also explained that the plant was built to provide service to the vacant lots within the district; however, those lots are not being developed, which causes the District to be deficient of rate payers that are necessary to maintain the sewer plant. That said, the plant is being maintained by current rate payers but not by those who have not developed their property and are essentially not paying their portion to maintain the plant which will eventually provide a service to their property.

C. Mono County Services Questionnaire – Ms. Beatty incorporated the Board's responses to the County's questionnaire and provided a draft to the Board. The Board directed Ms. Beatty to move forward with the response.

9. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS – Mr. Shipley would like to continue to discuss sewer rate fees on some of the smaller units.

10. BOARD MEMBER COMMENTS/REPORTS – None

11. ANNOUNCEMENTS

A. Regular Board Meeting February 11, 2025 at 5 p.m. at the Crowley Lake Community Center

12. ADJOURNMENT

Motion: To Adjourn January 14, 2024 Regular Board Meeting at 7:27 p.m.

Moved by Mr. Preston, Second by Ms. Czeschin

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

The meeting was adjourned at 7:27 pm.