

HLCSD Minutes
2020 Board Meeting
June 11, 2020 @ 7:00 P.M.
VIRTUAL MEETING

<https://notredame.zoom.us/j/9642987269>

- 1) Call to order 7:04 pm. Board members present Paul Cowdery, Fred Ott, Sheryl; Baldwin and Bob Dacy. Absent - Craig Dorrrough and General Manager Sandy Guernsey
- 2) Pledge of Allegiance Recited by all
- 3) Reading of minutes - Revised to include action item for Sheryl to contact SDMRA and request reduction of insurance costs. Minutes were motioned to be approved with this revision by Sheryl. Seconded by Fred and all members present approved
- 4) Treasurer's report

\$27,936.58 current balance (see attached summaries)

Proposed new budget for 2020-2021 with \$20k rollover from 2019-2020. Added \$6k for maintenance vehicle in budget. Fred motioned that the budget be approved as submitted. Bob seconded the motion and all Board Members approved.

Invoiced need to be paid this period:

\$120.00 for gopher spraying on the dam
\$2,446.42 for Liability Insurance
\$248.70 maintenance receipts from Tom
\$1,185 Bill from inundation map to be paid on 7/1/20

Fred motioned that we pay these invoices as submitted. Bob seconded the motion and all Board Members approved.

Paul and Bob signed the conflict of interest statement.

12/31/20 the EAD & EAP are due to be submitted.

Sheryl will add to the "To DO List". Special use permit application adhering to the CSD rules. Sheryl will draft a form and permit for review at next meeting.

5) Lake ad-hoc Committed Report

Lake Committee - blue-green Algae **Tom bought chemicals for algae. Brad will help tom disperse the chemicals**

Golf Cart - Proposed Rule Changes **Ad Hoc report - Brief report given by Dan Cordova. No change of the HLCSD rules at this time. No motor vehicles except for maintenance and emergency. Pondering a "special use permit" that would be issued by HLCSD Board. The committee will meet again this Monday at the point. Bob suggested Mike Loveless be invited to that meeting.**

OLD BUSINESS:

- 6) **Inundation Map:** We have engaged Joe Domenichelli and Associates to prepare our inundation map. No additional information was available prior to this meeting **We received out first invoice that will be paid in 7/1/20**
- 7) **Sawmill Creek parcel split:** The property located just south of Holiday Lake owned by Mr. Zweck has a proposed parcel split before the county of El Dorado. This project is still on hold. **Property is currently listed for sale for \$1,950,000. No word from County or response to 44-page letter submitted by Brad Pearson**
- 8) **SDRMA notifies HLCSD of 55% increase in insurance premiums:** The 5/12/2020 Invoice for insurance was \$3,421.52. On May 27th Sheryl contacted SDRMA and negotiated a price reduction for this year to \$2,446.42! This is less than a 10% increase from the previous year as compared to a 35% increase originally assessed to HLCSD. **Nice work Sheryl!!! We need to notify SDMRA by 4/1/21 if we want to continue to purchase thru SDMRA next year.**

NEW BUSINESS:

- 9) **Direct Charges going paperless due to Government Shutdown COVID-19 response:** For the first time all the forms necessary to file our annual Special Tax with the county will be using "Fillable PDF" forms. This will not make the process any faster, there are still many forms to fill out, but will make it paperless. **No comments**

Important Dates:

August 4, 2020	5:30 PM	National Night Out Ice Cream Social - Cowdery's House
September 10, 2020	7:00 PM	CSD Board Meeting
November 12, 2020	7:00 PM	CSD Board Meeting

Meeting adjourned at 8:08 pm

El Dorado County Special District's
 Budget Worksheets - Holiday Lake CSD
 Fiscal Year 7/1/2020-6/30/2021
 APPROVED June 11, 2020 BY HLCSD Board

Revenues:

Account #		Amount
0001	Carryover Fund Balance	20,000.00
0002	Reserves	0.00
0100	Current Sec Prop. Taxes	5,036.00
0110	Current Uns Prop. Taxes	91.00
0120	Prior Secured	
0130	Prior Unsecured	
0140	Supplemental	116.00
0150	Supplemental - Prior	
0175	Direct Assessments	17,790.00
0360	Pen. & Cost Delinq. Taxes	
0400	Interest	
0420	Rent - Land & Buildings	
0421	Rent - Equipment	
0820	Homeowners Prop Tax Relief	
0880	State - Other	
1200	Other - Governmental Agencies	
1203	Misc Rev - NTCD	
1204	Misc Rev - Calif Proj	
1400	Planning and Engineering Services	
1403	Development Fees	
1686	Ambulance Services	
1740	Charges for Services	
1742	Miscellaneous Copy Fees	
1762	Special Districts	
1769	Capital Imprvmnt New Connection Fee	
1770	Water Installation Fee	
1940	Miscellaneous Revenue	
1941	Miscellaneous Reimbursements	
1942	Insurance Refunds	
1943	Miscellaneous Donations	
1950	Misc Revenues PERS Surplus	
1951	Misc. Bus Advertising	
2000	Sale of Fixed Assets	
2020	Operating Transfer In	
2040	Long Term Debt Proceeds	
2060	Other Financing Sources	
	Total	43,033.00

3042	Longterm Disability Insurance		
3043	Employer Share of Deferred Comp		
3044	Vision Insurance		
3060	Workers Compensation		
3080	Flexible Benefits		
	Salary and Benefits		
4020	Clothing and Personal Supplies		
4021	Fire Turnouts		
4022	Uniforms		
4040	Communications - Telephone		
4041	Communications		
4042	Communications - Radio		
4060	Food		
4080	Household Expenses		
4081	Household Expense - Paper Goods		
4082	Household Expense - Other		
4084	Expendable Household Equipment		
4085	Refuse Disposal		
4086	Janitorial/Custodial Services		
4087	Extermination / Fumigation Services		
4100	Insurance	2,446.52	Received invoice
4103	Spec Dist Board of Directors Insurance		Sheryl got it lower
4140	Maintenance Equipment	750.00	
4141	Maintenance Office Equipment		
4142	Maintenance Radio		
4160	Maint Vehicles - Contract Service		
4161	Maint Vehicles - Drop Ship Inventory		
4162	Maint Vehicles - Supplies		
4163	Maint Vehicles - Inventory		
4164	Maint Vehicles - Tires & Tubes		

4165	Maint Vehicles - Oil & Grease		
4180	Maintence Buildings & Improvements		
4181	Maintenance Meeting & Office Center		
4182	Maintenance - Rental Property		
4183	Maintenance - Grounds		
4184	Maintenance - Cemetery		
4185	Maintenance - Park	0.00	
4186	Maintenance Lake	1,000.00	
4187	Maintenance Trail		
4188	Maintenance Dam	1,500.00	
4189	Maintenance - Water System		
4190	Maintenance - Drainage		
4191	Maintenance - Road		
4192	Maintenance - Lighting		
4198	Maintenance - Roads FEMA		
4200	Medical, Dental and Lab Supplies		
4201	Medical Supplies - Field		
4220	Memberships	180.00	
4240	Miscellaneous Expense	0.00	
4260	Office Expenses	125.00	
4261	Postage	25.00	
4262	Software		
4263	Subscription/Newspaper/Journal		
4265	Law Books		
4266	Printing and Duplicating		
4300	Professional & Specialized Services	13,172.00	Dam Fees
4301	Professional & Specialized Services	17,000.00	Inundation MAP 8
4303	Maintence - Road		Domenichelli & A
4304	Spec Dept Exp - Agency Adm Fees	100.00	
4305	Prof Serv - Accounting	0.00	
4313	Prof & Spec Serv - Legal		
4345	Special District Director Services		
4400	Publications & Legal Notices		
4420	Rents and Leases Equipment		
4440	Rents and Leases Building & Improvements		
4460	Small Tools and Instruments		
4461	Minor Equipment		
4500	Special Departmental Expense	265.00	
4502	Educational Materials		

4503	Staff Development		
4507	Fire and Safety Supplies		
4504	Educational Training - Board of Directors		
4515	Fleet Fuel Purchases		
4530	Spec Dept Exp - Water Treatment	1,000.00	
4564	Road: Herbicide		
4565	Spec Dept Exp - Chip Seal		
4566	Spec Dept Exp - Plant Mix		
4567	Spec Dept Exp - AB Rock		
4568	Spec Dept Exp - Crack Filler		
4569	Spec Dept Exp - Culverts	0.00	
4570	Spec Dept Exp - Emulsion		
4571	Spec Dept Exp - Signs		
4572	Spec Dept Exp - Beads		
4573	Spec Dept Exp - Paint		
4574	Spec Dept Exp - Snow Removal		
4575	Spec Dept Exp - Signal Materials		
4576	Spec Dept Exp - Striping		
4600	Transportation and Travel		
4602	Private Auto Mileage		
4606	Fuel Purchases	300.00	
4620	Utilities		
	Services and Supplies		
5060	Retirement of Long Term Debt		
5100	Interest on Long Term Debt		
5180	Taxes and Assessments		
	Other Charges		
6000	Land		
6020	Buildings & Improvements		
6040	Fixed Assets - Equipment	6,000.00	Maintenance Veh
6042	Fixed Assets - Computer Equipment		Maintenance Veh
	Fixed Assets		
7700	Appropriation for Contingency		
7800	To Reserves		
7801	For Designation		
	Total Expenditures	43,863.52	

8025000 - 8025000 GENERAL FUND

General Ledger

Summary for the Accounting Period Ended: May 31, 2020

	Debit	Credit	Balance
80250000 HOLIDAY LAKE			
ASSETS			
100 EQUITY IN POOLED CASH	42,594.12	14,857.57	27,736.55
102 IMPREST (PETTY) CASH	200.00	0.00	200.00
164 EQUIPMENT	2,277.03	0.00	2,277.03
165 ACCUM DEPR: EQUIPMENT	0.00	2,277.00	-2,277.00
ASSETS	45,071.15	17,134.57	27,936.58
LIABILITIES			
201 VOUCHERS PAYABLE	14,527.85	14,527.85	0.00
LIABILITIES	14,527.85	14,527.85	0.00
FUND BALANCE			
313 FND BAL: RSVD IMPREST CASH	0.00	200.00	-200.00
350 FND BAL: UNRSVD UNDESIGNATED	0.00	17,258.66	-17,258.66
395 INVESTMENT FIXED ASSETS	0.00	0.03	-0.03
400 BUDGET CLEARING ACCOUNT	0.00	4.00	-4.00
401 ESTIMATED REVENUE	22,451.00	0.00	22,451.00
411 ACTUAL REVENUES	318.03	23,730.36	-23,412.33
420 ORIGINAL BUDGET (APPROPTNS.)	0.00	22,447.00	-22,447.00
431 EXPENDITURES	12,934.44	0.00	12,934.44
FUND BALANCE	35,703.47	63,640.05	-27,936.58
80250000 HOLIDAY LAKE	95,302.47	95,302.47	0.00

8025000 CSD: HOLIDAY LAKE CSD

Printed 5/19/2020
7:33:39 AM

Revenues and Expenditures

Summary For the Month ended: May 31, 2020

	Estimated / Budget	Actual Amount	Balance
8025000 CSD: HOLIDAY LAKE CSD			
Revenue			
01 Taxes			
0100 PROP TAX: CURR SECURED	4,887.00	5,036.17	-149.17
0110 PROP TAX: CURR UNSECURED	0.00	91.93	-91.93
0130 PROP TAX: PRIOR UNSECURED	0.00	3.21	-3.21
0140 PROP TAX: SUPP CURRENT	0.00	116.74	-116.74
0150 PROP TAX: SUPP PRIOR	0.00	4.24	-4.24
0175 TAX: SPECIAL TAX	17,564.00	17,790.21	-226.21
01 Taxes	22,451.00	23,042.50	-591.50
03 Fines & Penalites			
0360 PEN & COST DELINQUENT TAXES	0.00	0.96	-0.96
03 Fines & Penalites	0.00	0.96	-0.96
04 Rev Use Money/Prop			
0400 REV: INTEREST	0.00	330.67	-330.67
04 Rev Use Money/Prop	0.00	330.67	-330.67
05 IG Rev - State			
0820 ST: HOMEOWNER PROP TAX RELIEF	0.00	38.20	-38.20
05 IG Rev - State	0.00	38.20	-38.20
Total Revenue	22,451.00	23,412.33	-961.33
Expense			
40 Services & Supplies			
4087 EXTERM / FUMGN SERVICES	0.00	0.00	0.00
4100 INSURANCE: PREMIUM	2,200.00	2,235.86	-35.86
4140 MAINT: EQUIPMENT	750.00	0.00	750.00
4180 MAINT: BUILDING & IMPROVEMENTS	0.00	0.00	0.00
4186 MAINT: LAKE	1,000.00	690.16	309.84
4188 MAINT: DAM	1,500.00	240.00	1,260.00
4197 MAINT: BUILDINGSUPPLIES	0.00	70.33	-70.33
4220 MEMBERSHIPS	180.00	0.00	180.00
4240 MISC: EXPENSE	100.00	0.00	100.00
4260 OFFICE EXPENSE	105.00	109.00	-4.00
4261 POSTAGE	25.00	14.50	10.50

8025000 CSD: HOLIDAY LAKE CSD

Summary For the Month ended: May 31, 2020

Revenues and Expenditures

	Estimated / Budget	Actual Amount	Balance
4300 PROFESSIONAL & SPECIAL SRVS	13,172.00	9,562.90	3,609.10
4304 AGENCY ADMINISTRATION FEE	100.00	11.69	88.31
4500 SPECIAL DEPT EXPENSE	265.00	0.00	265.00
4530 WATER TREATMENT CHEMICALS	2,750.00	0.00	2,750.00
4606 FUEL PURCHASES (NO OVERNT)	300.00	0.00	300.00
40 Services & Supplies	22,447.00	12,934.44	9,512.56
Total Expense	22,447.00	12,934.44	9,512.56
8025000 CSD: HOLIDAY LAKE CSD	4.00	10,477.89	-10,473.89
Report Total			
Total Revenue	22,451.00	23,412.33	-961.33
Total Expense	22,447.00	12,934.44	9,512.56
	4.00	10,477.89	-10,473.89

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



June 1, 2020

Ms. Sheryl Baldwin, Treasurer
Holiday Lake Community Services District
Post Office Box 2382
Shingle Springs, California 95682

Holiday Lake Dam, No. 1079
El Dorado County

This notice is a follow-up to our letter dated July 14, 2017, regarding the required inundation map(s) for Holiday Lake Dam, pursuant to section 6161 of Part 1, Division 3, Chapter 4 of the California Water Code. Based on the dam's downstream hazard potential classification of "Significant," an Emergency Action Plan (EAP), containing inundation map(s) approved by the Division of Safety of Dams (DSOD), is required to be submitted to the California Governor's Office of Emergency Services (Cal OES) on or before **January 1, 2021**.

While these are unprecedented times with the COVID-19 pandemic, ensuring public safety of the State's critical infrastructure remains a top priority for DSOD. Dam owners play a critical role in fulfilling statutory requirements for dam safety, such as the legal responsibility to prepare inundation map(s) that meet the technical requirements contained in Title 23, Division 2, Chapter 1, Article 6 of the California Code of Regulations. To facilitate compliance with these critical emergency planning requirements, DSOD is recommending that all owners of "Significant" hazard potential dams submit their required inundation map(s) as early as possible. Early submission of inundation maps will aid in providing ample time for DSOD's review and approval process and will better enable dam owners to meet the statutory requirement of submitting their EAPs with approved DSOD inundation map(s) to Cal OES by **January 1, 2021**.

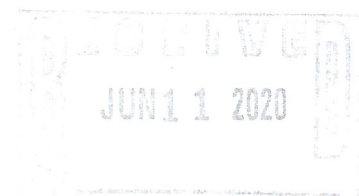
We appreciate your efforts to meet the statutory requirements related to emergency planning of your "Significant" hazard potential dam. If you have any questions or need additional information, please email mapregs@water.ca.gov or contact Project Engineer Vojislav Cvijanovic at (916) 565-7875.

Sincerely,

A handwritten signature in cursive script that reads "Sharon K. Tapia".

Sharon K. Tapia, Chief
Division of Safety of Dams

cc: (See Attached List.)



Division of Safety of Dams

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cc: Mr. José Lara, Chief
Dam Safety Planning Division
California Governor's Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655