

**CLEARLAKE OAKS COUNTY WATER DISTRICT  
AGENDA  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

Clearlake Oaks County Water District Administration Building  
12952 E. Hwy. 20 Clearlake Oaks, CA 95423 (707) 998-3322

**AUGUST 19, 2021**

This meeting will be conducted by Roberts Rule of Order.

Where appropriate or deemed necessary, the Board may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the above address.

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits of three minutes.

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Clearlake Oaks County Water District Secretary to the Board at 707-998-3322. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

**AGENDA**

**Call to Order – 2:00 p.m.**

**Pledge of Allegiance**

**Roll Call**

- Mrs. Margaret Medeiros, President     Mr. Stanley Archacki, Vice President
- Mr. Samuel Boucher, Director     Mr. Michael Herman, Director     Mr. James Burton, Director
- Mrs. Dianna Mann – General Manager     Mrs. Olivia Mann – Board Secretary
  
- Mr. Francisco Castro, Wastewater     Mr. Kurt Jensen, Water     Mr. Jeremy Backus, Distribution

**Public comment on non-agenda items**

This is the opportunity for the public to comment on non-agenda items within the Board's jurisdiction. Comments are limited to three (3) minutes

**Staff Written Operational Reports**

- a. Customer Service
- b. Chief Distribution Operator
- c. Water Plant Chief Operator
- d. Wastewater Plant Chief Operator
- e. General Manager

**Consent Items**

The Board will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any Director, staff, or interested person requests that an item be removed from the Consent Items, it will be considered with the action items.

**1. Financial Reports for review and approval**

- a. July 2021, QB balance sheet and profit & loss statements
- b. Bank account balances and accounts receivable
- c. Employee payroll report
- d. Aged trial balance summary
- e. Vendor aging report, accounts payable breakdown

**2. Minutes of previous meeting for review and approval**

- a. Minutes of Special Meeting 07/15/2021
- b. Minutes of Regular Meeting 07/15/2021

**3. Bills**

- a. MC Engineering invoice number 2085, dated 08/05/2021, in the amount of \$56,363.36 for the USDA Water Projects
- b. T & S Construction invoice number 3, dated 7/20/2021, in the amount of \$32,4597.90 for the USDA Water Projects
- c. T & S Construction invoice number 13, dated 5/19/21, in the amount of \$112,484.95 for the Inflow and Infiltration Const. Phase 3
- d. T & S Construction Retention Billing dated 5/19/21, in the amount of \$141,593.61 for the Inflow and Infiltration Const. Phase 3
- e. T & S Construction Credit Memo dated 8/12/21, in the amount of -\$81,787.15 for the Inflow and Infiltration Const. Phase 2

**Action Taken:** \_\_\_\_\_

**4. Agenda (Old Business)**

- a. Discussion and breakdown of Paradise Cove's Escrow Account

**Action Taken:** \_\_\_\_\_

**5. Agenda (New Business)**

- a. Discussion and consideration of Resolution 21-20, Approving the Transfer of Delinquent Account Balances

**Action Taken:** \_\_\_\_\_

- b. Discussion and consideration of Resolution of 21-21, Approving the Authorized Agent for the extension of the raw water intake pump per the Urgent Drinking Water Needs Funding Application through the Division of Drinking water (DDW)

**Action Taken:** \_\_\_\_\_

- c. Discussion and consideration of Customer Appeal for 10458 Chatten Court, Clearlake Oaks

**Action Taken:** \_\_\_\_\_

- d. Discussion and consideration of Customer Appeal for 12894 Island Circle, Clearlake Oaks

**Action Taken:** \_\_\_\_\_

- e. Discussion and consideration of Customer Appeal for 12505 Foothill Boulevard, Clearlake Oaks

**Action Taken:** \_\_\_\_\_

- f. Discussion and consideration of Customer Appeal for 12588 Acorn Street, Clearlake Oaks

**Action Taken:** \_\_\_\_\_

- g. Discussion and consideration of Customer Appeal for Stubbs Island, Clearlake Oaks

**Action Taken:** \_\_\_\_\_

- h. Discussion and approval of the engagement letter from Pheling and Pheling CPA firm in the amount of \$8,470.00 for annual audit year ending June 30, 2021.

**Action Taken:** \_\_\_\_\_

- i. Discussion and consideration of hiring T & S Construction to repair all asphalt and concrete jobs around the District. Total AC paving work will be \$32,586, total concrete work will be \$25,638

**Action Taken:** \_\_\_\_\_

- j. Discussion and consideration of purchasing a 2,000 gal water truck from Valew Quality Truck Bodies, to be purchased through Lease 2

**Action Taken:** \_\_\_\_\_

- k. Discussion and consideration of Resolution 21-22, Amending the Clearlake Oaks County Water District 'Water' Code

**Action Taken:** \_\_\_\_\_

- l. Discussion and consideration of Resolution 21-23, Amending the Clearlake Oaks County Water District 'Sewer' Code, (Exhibit 1 will be emailed to board members and given as a handout)

**Action Taken:** \_\_\_\_\_

**Adjournment**

**Time:** \_\_\_\_\_

# Clearlake Oaks County Water District

P.O. Box 709 / 12952 East Highway 20  
Clearlake Oaks, CA 95423  
(707) 998-3322 Phone (707) 998-1245 Fax  
[www.clocwd.org](http://www.clocwd.org) (Website)

*August 13, 2021*

## *Administration*

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- ∂ We received 0 water quality complaints (WQC)
- ∂ We received 5 consumer/appeal claim(s)
- ∂ There are 13 accounts on payment arrangements, 6 of those accounts are forfeiture payment arrangements and are not receiving a monthly statement
- ∂ The USDA meter change out is nearing, we only have approximately 40 meters remaining to be installed, a portion of which cannot be installed into the Harvey pipeline is complete.
- ∂ THE USDA Backflow Prevention Assembly (BPA) project is underway which just under 50 BPA's installed, we have approximately 730 remaining. Bailey has been extremely helpful with this project, thank you Bailey!
- ∂ The water shut off moratorium is still in place until September 30, 2021.
- ∂ 49 Collection letters totaling \$49, 292.90 were mailed out on July 29, 2021, these balances will be transferred to the County of Lake Property Tax Collector for the 2021-2022 tax year.
- ∂ The Water Code is on the agenda for amendment this month featuring multiple small changes, this is an ongoing project to ensure information is current.
- ∂ The 2021-2022 Water and Sewer rates went into effect on July 1, 2021, we have processed 1 billing cycle since then. The bills don't quite reflect the entire base rate as customers are charged the old rates from their read date in June-June 30 and the new rates from July 1- read date in July. I can expand further on this during the meeting.
  - This billing cycle was also the first cycle we outsourced, I believe this was a huge success! We were able to include flyers regarding water conservation as well as return envelopes for each customer!
- ∂ The District continues to conduct its billing audit on vacant lots and unbilled properties within District boundaries. This will be an ongoing audit for at least 12-months.

All the best,  
Olivia Mann

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Margaret Medeiros  
President

Stanley Archacki  
Vice President

Samuel Boucher  
Director

Michael Herman  
Director

James Burton  
Director

# Clearlake Oaks County Water District

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August 13, 2021

*Clearlake Oaks County Water District*  
*P.O. Box 709*  
*Clearlake Oaks, CA 95423-0709*

RE: DC board letter,

### **Water distribution main & service lines:**

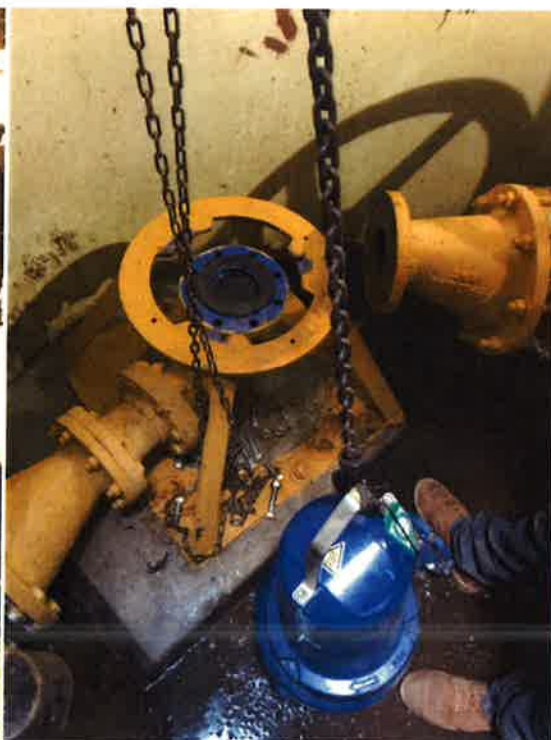
\*T&S Construction are continuing with the back flow installs. T&S is finished with the new main line install on the Harvey Tank project. They are also about finished with the main line install on Spring Rd. Keep in mind that does not mean the mains are in use just installed in the ground.

\*We still have an increase in the number of service line leaks this month. I think it has to do with these extremely hot days and the groundwater table becoming so low.

\*6 inch main repair on Keys.



6" main



LS2

### **Sample stations sites/Boil water notices:**

\*DC crew is still collecting the routine BacT samples every Wednesday. All reports have come back absent for total Coliforms and E.Coli.

Margaret Medeiros  
President

Stanley Archacki  
Vice President

Samuel Boucher  
Director

Michael Herman  
Director

James Burton  
Director



**Sewer collections and Lift station sites:**

\*No new sewer spills to report.

\*Lift Station 2- Pump 1 had a seal failure resulting in pulling the pump and getting it repaired. It is now, back on line. Jerry also had to replace a burnt wire in the cabinet. A replacement contactor and back up contactor is being ordered.

**Staff updating:**

\*DC crew includes;

- Jeremy, Chief – OP. 3, Class B license.
- Jesse, Lead – OP. 2, Class B license, Tech. Ham license. *“Waiting on D3 cert.”*
- Hugo - DC OP. 2, Class B license. Tech. Ham license.
- Jerry - DC OP. in training *“Just got his D2 cert.”*
- Jake - Utility Tech with I.T. knowledge. *“Out on workmen’s comp”*

\*Jesse has spent most of his time working with Kurt in the water plant. With just 2 guys and I, it has been difficult to keep up with everything in DC. If anyone has located the “time” from my time management, please let me know.

**District vehicles:**

\*Our Dodge crane truck's AC is still out, just have not had time to bring it in yet.

\*One of our 28 KW generator's belt snapped causing the fan to break off into the radiator. To save money on the costly repair, we are fixing this in house. The fan parts and radiator just got here.

\*Our 25 KW generator's alternator stopped working. A new one has been ordered. The battery will not take a charge either, so we will be replacing that also.

**Miscellaneous:**

\*35 large concrete blocks were delivered to waste plant to be used as bunkers for our sand, drain rock and gravel.

**Thank You**

**Chief DC, Jeremy Backus**

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July /Aug, 2021  
Board letter

- ◆ Julys and August raw water has become very difficult raw NTU has climbed at times to over 100 NTU. Charge analyzer and jar testing are being done regularly, adjustments are being made multiple times a day and monitored, and backwashes are a daily necessity.
- ◆ James and I have adjusted our schedule to keep the plant up as much as possible one of us come in for days and one for nights, We have been here 7 days a week Jesse from DC has also been training with us as he has his T2 license we plan to utilize him to give us breaks.
- ◆ Water production for the month of June was 28.72 MG.
- ◆ Due to high demand and heat the plant is running 24 hrs a day.
- ◆ DC has been doing the weekly tank runs for testing of chlorine residuals in all the tank locations.
- ◆ Continuing maintenance / cleanup through the plant area.
- ◆ I believe the floats around the dock intake do help with the larger algae, however when the in picks up over 15mph the algae does make it through.
- ◆ A new evaporative cooler for the filter / lab room was able to be installed, also we were able to install a gate on the pier entrance to help keep people off the pier.

Water sample list is attached

Treatment staff:

James Simons T2 Operator/ Kurt Jensen T3, D2 Chief

Helping treatment: Jesse Seth T2 operator

Thank you,

*Kurt Jensen*

WTP Chief Plant Operator

[k.jensen@clocwd.org](mailto:k.jensen@clocwd.org)

# Water Sample Testing

	DATE	DATE	DATE	
Bacti R(BW) & CW (M)	7/7/2021	8/4/2021		A = Annually
Bacti R (BW)	7/22/2021			Q = Quarterly
TOC ALK R (M)	7/21/2021			M = Monthly
TOC CW (M)	7/21/2021			BW = Bi-weekly
R & CW TCP123 (BA)				BA = Bi-annually
Color / Odor (A)				
Cyano Toxin(W)	7/16/2021	7/23/2021	8/6/2021	8/13/2021
Bromate (Q)				
Perchlorate (A)				
TTHM (Q)				
HAA5 (Q)				
Lead & Copper (A)(1)				
Lead & Copper (A)(1)				
Lead & Copper (A)(1)				
Nitrate (A)				
Nitrite (A)				
Antimony (A)				
Arsenic(A)				
Barium(A)				
Beryllium(A)				
Cadmium(A)				
Chromium Total (A)				
Fluoride Natural(A)				
Mercury(A)				
Nickel(A)				
Selenium(A)				
Thallium(A)				
Simazine(A)				
Bicarbonate Alaklinity(A)				
Calcium(A)				
Carbonate Alakalinity(A)				
Chloride(A)				
Copper(A)				
Foaming Agents (MBAS)(A)				
Hardness Total as CaCO3(A)				
Hydroxide Alakalinity(A)				
Iron(A)				
Magnesium(A)				
Manganese(A)				
PH, Laboratory(A)				
Silver(A)				
Sodium(A)				
Specific Coductance(A)				



Sulfate(A)  
Total Dissolved Solids(A)  
Turbidity, Laboratory(A)  
Zinc(A)  
Aluminum(A)  
MTBE(A)  
Color / Odor


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August 16, 2021

Clearlake Oaks County Water District  
P.O. Box 709  
Clearlake Oaks, CA 95423-0709

RE: July Board Letter

The amount of gallons received through our headwork's totaled to 10.742 MG averaging 347,000 gallons a day. The total gallons treated and sent through effluent line was 9.093 averaging 293,000 gallons a day (203 gpm). Clearlake averaged -.59 Rumsey gauge ending at -.90 at end of month. All in lab and out sourced lab results were in compliance with our WDR. As noted on the amount of gallons received and treated, there has been an increase. This is due to the amount of backwash water that we are getting from the water plant from their carbon filters, filter 1 and clarifier blow off system. We have seen an effect on our process due to the amount of algae that is coming from the water plant as noted in the attachment with this letter (see attachment). The algae coming in the system is depleting our dissolved oxygen when it goes through its respiration process. This in turn stimulates the growth of Filaments in our process that has a major effect in our settling. It has been difficult to keep our MLSS blanket down due to poor settling because of the filamentous bacteria. When this happens solids are sent over our weirs. I have been running our brush rotors up to 23 hrs a day and this can't even keep up with the D.O demand. In a positive we continue to be in compliance with discharge permit. The usage of chemical and energy has definitely increased because of this matter. The heat is also not helping; it's also playing its role in our process. I will be reporting on changes and moves done during the month of August that has helped with the situation at the plant.

On July 8<sup>th</sup> I submitted our annual bio-solids waste manifest for renewal. It has been approved. At this time we have about 80% of our sludge dry ready for disposal. It is our intention to dispose of all sludge by the end of September. All maintenance and testing have been done for the month.

Francisco Castro  
Wastewater Chief Plant Operator

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Margaret Medeiros  
President

Stanley Archacki  
Vice President

Samuel Boucher  
Director

Michael Herman  
Director

James Burton  
Director

**Clearlake Oaks County Water District  
Board of Directors  
Board Meeting August 19, 2021**

Hello Board Members,

Hot August nights have arrived with vengeance. The triple digit days just keep on coming, and it seems our water operators just can't catch a break. With the low lake level and the extreme condition of algae and ammonia, the water plant is now requiring monitoring almost 24 hours per day.



Both staff and I were present at Lake View/Stubbs fire a couple of Sunday nights ago, and the firefighters did a very good job on sparing the District's water. They used the fire hydrant at the top of Lakeview to fill only one tender, with the other trucks filling up from the lake. Jeremy and Kurt also assisted the firefighters on the Sulphur Bank fire that was located up by Mr. Pluth's property.



The eight million dollar USDA Water Improvement Project is making great progress. Most of the new meters are now installed, taking meter reading off the field staff and allowing Admin to read meters in a matter of hours. The installation of the backflow

devices are taking a little longer than anticipated with the different terrain the installers have to deal with. The pipeline up to Harvey is nearly completed with the start of the water tank nearing construction.

After three years, the Inflow and Infiltration grant has finally come to an end. T & S Construction received the valve for the SEPS that took over 13 months to receive and I just received the Notice of Completion. Will be receiving the final payment from the State soon so I can make final payments and wrap this one up.

As you can see from the Resolution on the agenda, I am currently working on a grant through the State that will allow the District to extend the water intake line further into the lake that will hopefully allow for better water quality. This might not help this year, however, it is in preparation for next year if we do not receive the rains this winter.

As always, a huge thank you to Staff for working hard and taking pride in a job well done.

Respectfully Submitted,  
Dianna Mann  
General Manager

Clearlake Oaks County Water District  
Summary Balance Sheet  
As of July 31, 2021

	Jul 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	2,269,698.42
Other Current Assets	1,754,096.63
<b>Total Current Assets</b>	4,023,795.05
<b>Fixed Assets</b>	18,260,808.08
<b>TOTAL ASSETS</b>	<b>22,284,603.13</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	36,863.48
Credit Cards	4,648.44
Other Current Liabilities	3,531,082.52
<b>Total Current Liabilities</b>	3,572,594.44
<b>Total Liabilities</b>	3,572,594.44
<b>Equity</b>	18,712,008.69
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>22,284,603.13</b>

**Clearlake Oaks County Water District**  
**Balance Sheet**  
 As of July 31, 2021

	Jul 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102.13 · SEWER RESERVES-9592	50,000.00
102.11 · PC ESCROW - 6184	132,707.32
102.10 · CRP PC - 6192	13,791.79
102.12 · WATER RESERVES- 8503	300,200.00
102.001 · GL - 9122 (Old Acct. # 053420019)	630,512.28
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	
CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550) - Other	871,586.21
<b>Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)</b>	<b>1,060,586.21</b>
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK CHECKIN...	88.98
102.02 · CRP Water - 6990	30,588.58
102.03 · CRP Sewer - 3745	51,223.26
<b>Total Checking/Savings</b>	<b>2,269,698.42</b>
<b>Other Current Assets</b>	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	29,609.68
130 · Const In Progress - Studies	124,897.10
132 · CRP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	983,511.67
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	249,148.33
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1097010)	351,149.26
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	15,474.00
<b>Total Other Current Assets</b>	<b>1,754,096.63</b>
<b>Total Current Assets</b>	<b>4,023,795.05</b>
<b>Fixed Assets</b>	
138 · USDA Water Improvements	2,309,266.35
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Force Main)	3,978,978.37
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distributio...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distribut...	150,784.44
<b>Total 121 · Wtr Dist &amp; Wtr Storage Projects (Replacement or installation of water distri...</b>	<b>266,285.10</b>
131 · Waste Water Plant	
131.1 · Pumps/Equipment	99,784.99
131 · Waste Water Plant - Other	57,768.09
<b>Total 131 · Waste Water Plant</b>	<b>157,553.08</b>
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43
<b>USDA Project</b>	<b>-523,819.00</b>
127 · Water Plant	
127.7 · Ozone System	12,785.71
127.6 · Swan AMI Turbiwell Monitor	25,079.10
127.5 · A/C installation for Filter Rm	750.00
127.4 · PH System	9,959.72
127.2 · Harvy Vault Chlor Inject Proj	1,408.61
127.1 · Major Equipment	182,836.13
127 · Water Plant - Other	211,458.66
<b>Total 127 · Water Plant</b>	<b>444,277.93</b>
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)	1,926,858.13
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	27,331.49
120.75 · SCADA	22,386.51
120.90 · Vehicles/Generators/Trailers	691,610.28
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other	95,008.57
<b>Total 120 · District General CRP (EQUIPMENT - WAS 1011181)</b>	<b>2,763,194.98</b>

**Clearlake Oaks County Water District**  
**Balance Sheet**  
 As of July 31, 2021

	Jul 31, 21
122 · Bldgs/Grounds Cap Improvements	8,547,329.06
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)	
124.2 · GIS Online Mapping System	6,565.17
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	56,539.80
<b>Total 124.30 · Lift Stations</b>	<b>122,582.03</b>
124.50 · Mains	14,788.58
124.60 · Meters	24,010.72
124.90 · Water Tanks	40,615.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011...)	3,146,308.39
<b>Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 10...</b>	<b>3,354,869.93</b>
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-8,856,056.00
<b>Total Fixed Assets</b>	<b>18,260,808.08</b>
<b>TOTAL ASSETS</b>	<b>22,284,603.13</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	36,863.48
<b>Total Accounts Payable</b>	<b>36,863.48</b>
<b>Credit Cards</b>	
211 · WAB Credit Card	
211.16 · WAB - Francisco - 5312	391.65
211.15 · WAB - Kurt - 9133	-161.07
211.14 · WAB - Dianna - 3226 (211.14: - WAB - Dianna - 3226)	3,210.51
211.13 · WAB - Jeremy - 2499	1,207.35
<b>Total 211 · WAB Credit Card</b>	<b>4,648.44</b>
<b>Total Credit Cards</b>	<b>4,648.44</b>
<b>Other Current Liabilities</b>	
Annual Depreciation	249,035.55
224 · USDA Retainage	10,000.00
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal tax deposi...	-3,928.96
280 · Loan	
280.15 · USDA Water Improvement Project (USDA Wtr Improvement Proj total ...	1,964,825.75
280.02 · KS State Bank - 2019 Vac-Con	286,919.11
280.12 · USDA Loan	961,320.41
<b>Total 280 · Loan</b>	<b>3,213,065.27</b>
221 · Health Ins - EE Portion	2,622.79
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	383.04
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAKE CO SHE...	12,069.62
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-11,733.75
<b>Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)</b>	<b>335.87</b>
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYABLE - WAS 2...	-12.40
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WAS 2097112)	-2.90
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - WAS 2097...	-1.00
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - INS CO-...	-9,674.68
223.80 · GASB 68 Pension ( - WAS 2097190)	16,533.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - WAS 20...	6,486.14
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLOYEE B...	54,922.20
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or accrue...	-8,681.40
<b>Total Other Current Liabilities</b>	<b>3,531,082.52</b>
<b>Total Current Liabilities</b>	<b>3,572,594.44</b>

10:51 AM  
08/12/21  
Accrual Basis

Clearlake Oaks County Water District  
**Balance Sheet**  
As of July 31, 2021

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	<u>Jul 31, 21</u>
Total Liabilities	3,572,594.44
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	5,956,568.19
304 · Opening Balance Equity (Opening balances during setup post to this account. T...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/3...	13,242,238.74
Net Income	97,485.00
Total Equity	<u>18,712,008.69</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>22,284,603.13</u></b>

## Clearlake Oaks County Water District

## Profit and Loss

July 2021

08/12/21

Accrual Basis

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Income</b>					
410 · Client Reg Pmt	0.00	121,846.14	156,530.97	278,377.11	278,377.11
420 · Connection Fees	0.00	0.00	10,419.00	10,419.00	10,419.00
430 · Penalty & Interest	0.00	1,333.57	1,905.90	3,239.47	3,239.47
450 · Other - Non S/W Rev	0.00	8,796.74	8,815.48	17,612.22	17,612.22
<b>Total Income</b>	<b>0.00</b>	<b>131,976.45</b>	<b>177,671.35</b>	<b>309,647.80</b>	<b>309,647.80</b>
<b>Total Income</b>	<b>0.00</b>	<b>131,976.45</b>	<b>177,671.35</b>	<b>309,647.80</b>	<b>309,647.80</b>
<b>Gross Profit</b>	<b>0.00</b>	<b>131,976.45</b>	<b>177,671.35</b>	<b>309,647.80</b>	<b>309,647.80</b>
<b>Expense</b>					
<b>Salaries &amp; EE Benefits</b>					
505 · Salaries & Wages	41,607.68	28,737.55	27,158.62	97,503.85	97,503.85
520 · FICA - District Share	3,114.65	2,195.28	2,084.22	7,394.15	7,394.15
530 · Medical Ins - Dist Share	7,147.29	7,443.42	3,721.71	18,312.42	18,312.42
540 · PERS - District Share	2,639.26	1,563.77	753.42	4,956.45	4,956.45
<b>Total Salaries &amp; EE Benefits</b>	<b>54,508.88</b>	<b>39,940.02</b>	<b>33,717.97</b>	<b>128,166.87</b>	<b>128,166.87</b>
<b>Services &amp; Supplies</b>					
610 · Bank Fees	2,301.82	0.00	0.00	2,301.82	2,301.82
620 · Communications & Internet	388.95	981.90	997.76	2,368.61	2,368.61
630 · Equip - Office	193.04	0.00	0.00	193.04	193.04
640 · Fuel & Oil	0.00	627.42	938.92	1,566.34	1,566.34
645 · Insurance	0.00	9,909.05	9,909.04	19,818.09	19,818.09
657 · Lab	0.00	711.00	1,459.52	2,170.52	2,170.52
660 · Memberships & Subscription	5.07	75.00	75.00	155.07	155.07
675 · Professional Services	23,664.20	4,850.33	4,660.00	33,174.53	33,174.53
685 · Rents	1,344.40	0.00	0.00	1,344.40	1,344.40
690 · Safety & Security	0.00	241.09	117.56	358.65	358.65
700 · Tools & Instruments	0.00	110.67	0.00	110.67	110.67
705 · Supplies - Office	702.80	0.00	0.00	702.80	702.80
715 · Supplies-Chemicals-Operating	0.00	7,021.57	24,914.44	31,936.01	31,936.01
720 · Supplies - Inventory - Other	0.00	370.78	264.80	635.58	635.58
735 · Training/Classes/Certs/ClassB	0.00	125.00	0.00	125.00	125.00
750 · Utilities	0.00	5,770.81	0.00	5,770.81	5,770.81
760 · Waste Disposal	0.00	2,074.67	0.00	2,074.67	2,074.67
795 · Yolo Co	0.00	0.00	6,111.12	6,111.12	6,111.12
799 · Misc					
799.1 · Customer Refund - Acct clo...	0.00	0.00	349.15	349.15	349.15
<b>Total 799 · Misc</b>	<b>0.00</b>	<b>0.00</b>	<b>349.15</b>	<b>349.15</b>	<b>349.15</b>
<b>Total Services &amp; Supplies</b>	<b>28,600.28</b>	<b>32,869.29</b>	<b>49,797.31</b>	<b>111,266.88</b>	<b>111,266.88</b>
<b>Repairs &amp; Replacement</b>					
810 · R&R Buildings & Grounds	110.00	121.31	0.00	231.31	231.31
840 · R&R Vehicles	0.00	192.50	202.42	394.92	394.92
<b>Total Repairs &amp; Replacement</b>	<b>110.00</b>	<b>313.81</b>	<b>202.42</b>	<b>626.23</b>	<b>626.23</b>
<b>Total Expense</b>	<b>83,219.16</b>	<b>73,123.12</b>	<b>83,717.70</b>	<b>240,059.98</b>	<b>240,059.98</b>
<b>Net Ordinary Income</b>	<b>-83,219.16</b>	<b>58,853.33</b>	<b>93,953.65</b>	<b>69,587.82</b>	<b>69,587.82</b>
<b>Net Income</b>	<b>-83,219.16</b>	<b>58,853.33</b>	<b>93,953.65</b>	<b>69,587.82</b>	<b>69,587.82</b>



**Clearlake Oaks Co Water District  
PROJECTED BUDGET 2021-2022**

1

Target % > **8%**

As of July 2022 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
<b>Total Operating Revenue</b>	1,267,621	105,635	177,671	14%	1,292,200	107,683	131,977	10%
<b>Total Operating Expenses</b>	1,150,876	95,906	124,721	11%	1,269,661	105,805	114,364	9%
<b>Operating Balance (loss)</b>	<b>116,745</b>	<b>9,729</b>	<b>52,950</b>		<b>22,539</b>	<b>1,878</b>	<b>17,613</b>	
420 Connection Fees	10,000	833	10,419	104%	10,000	833	-	0%
435								
450 Other - Non S/W Rev	100,000	8,333	8,815	9%	100,000	8,333	8,797	9%
Reserves	150,000	12,500	12,500	0%	-	-	-	0%
<b>Net Change In Net Position (loss)</b>	<b>76,745</b>	<b>6,395</b>	<b>59,684</b>		<b>132,539</b>	<b>11,045</b>	<b>26,410</b>	

**Current Revenue Notes:**

440- Misc Water = Bulk Water

450 - Other - Non S/W Rev: ATT Lease and Tax Roll

**Past Revenue Notes**

General Ledger	<b>719,115</b>
District CRP	\$102,234.56
Paradise Cove CRP	\$15,436.61
Paradise Cove Escrow	\$65,824.82
Water Reserve	\$312,700.00
Sewer Reserve	<b>\$55,000.00</b>
LAIF Account	\$1,061,452.15
<b>Total</b>	<b>\$1,612,648.14</b>

As of July 2022 Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,232,621	102,718	156,531	13%	1,267,200	105,600	121,846	10%
430 Penalty & Interest	30,000	2,500	1,906	6%	25,000	2,083	1,334	5%
440 Misc	5,000	417	-	0%	0	0	-	0%
<b>Total Revenue &gt;</b>	<b>1,267,621</b>	<b>105,635</b>	<b>158,437</b>	<b>12%</b>	<b>1,292,200</b>	<b>107,683</b>	<b>123,180</b>	<b>10%</b>

As of July 2022 Operating Expenses	Budget				Actual			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	% Spent	Annual	YTD	YTD	% Spent
505 Salaries & Wages	357,579	29,798	47,963	13%	481,584	40,132	49,542	10%
520 FICA - District Share	29,824	2,485	3,641	12%	40,251	3,354	3,752	9%
530 Medical Ins - District Share	107,214	8,934	7,296	7%	159,912	13,326	11,017	7%
540 PERS - District Share	66,236	5,520	2,073	3%	77,083	6,424	2,884	4%
550 Unemployment	9,000	750	-	0%	9,000	750	-	0%
560 Workers Comp Ins	21,103	1,759	-	0%	25,370	2,114	-	0%
<b>Salaries and Employee Benefits &gt;</b>	<b>590,956</b>	<b>49,246</b>	<b>60,972</b>	<b>10%</b>	<b>793,201</b>	<b>66,100</b>	<b>67,194</b>	<b>8%</b>

605 Advertising	200	17	-	0%	200	17	-	0%
610 Bank Fees	12,430	1,036	1,151	9%	12,420	1,035	1,151	9%
620 Communications & Internet	19,000	1,583	1,193	6%	19,000	1,583	1,177	6%
622 Board Exp	3,750	313	-	0%	3,750	313	-	0%
625 Equip - Field (\$300-\$4999)	2,500	208	-	0%	4,000	333	-	0%
630 Equip - Office	1,500	125	97	6%	2,000	167	97	5%
640 Fuel & Oil	13,500	1,125	939	7%	15,000	1,250	627	4%
645 Insurance	35,000	2,917	9,909	28%	35,000	2,917	9,909	28%
650 Interest	3,000	250	-	0%	3,000	250	-	0%

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657	Lab	20,000	1,667	1,460	7%	21,000	1,750	711	3%
660	Memberships & Subscriptions	26,500	2,208	78	0%	33,500	2,792	78	0%
665	Mileage Reimb	750	63	-	0%	500	42	-	0%
670	Postage & Shipping	2,000	167	-	0%	2,000	167	-	0%
675	Professional Services	54,000	4,500	16,492	31%	39,000	3,250	16,682	43%
685	Rents	6,550	546	672	10%	6,550	546	672	10%
690	Safety & Security	2,500	208	118	5%	7,500	625	241	3%
700	Tools & Instruments	2,000	167	-	0%	2,500	208	111	4%
703	Supplies - Clothing & Personal	2,500	208	-	0%	3,100	258	-	0%
705	Supplies - Office	3,500	292	352	10%	4,000	333	352	9%
715	Treatment Chemicals	75,000	6,250	24,914	33%	52,000	4,333	7,022	14%
720	Supplies - Operating - Other	5,000	417	265	5%	22,000	1,833	371	2%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	2,750	229	-	0%	2,250	188	125	6%
745	Travel	1,000	83	-	0%	1,000	83	-	0%
750	Utilities	190,900	15,908	-	0%	125,900	10,492	5,771	5%
760	Waste Disposal	3,090	258	-	0%	52,290	4,358	2,075	4%
795	Yolo Co	61,000	5,083	6,111	10%				
799	Misc	-	-	-	0%	-	-	-	0%
Services and Supplies >		549,920	45,827	63,749	12%	469,460	39,122	47,170	10%
810	R&R Buildings & Grounds	7,000	583	-	0%	4,500	375	-	0%
815	R & R Damage Claims	0	0	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	0	0	-	0%	0	0	-	0%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,000	250	-	0%	2,500	208	-	0%
850	Maintenance Reserve Account	-	-	-	0%	-	-	-	0%
Repairs & Replacement >		10,000	833	-	0%	7,000	583	-	0%
<b>Total Expenses &gt;</b>		<b>1,150,876</b>	<b>95,906</b>	<b>124,721</b>	<b>11%</b>	<b>1,269,661</b>	<b>105,805</b>	<b>114,364</b>	<b>9%</b>

1 Administration - Budget Variance Report July 1, 2021 through June 30, 2022		Target % >		8.3%	GL ADMIN	
As of July 2022		2020-2021 Budget		Actual	Total	
Expenses		Annual	YTD	YTD	% Spent	Remaining
505	Salaries & Wages	394,151	32,846	41,608	10.6%	352,543
520	FICA - District Share	33,421	2,785	3,115	9.3%	30,306
530	Medical Ins - District Share	109,031	9,086	7,147	6.6%	101,884
540	PERS-District Share (incl unfunded Liab, 78,867.)	112,884	9,407	2,639	2.3%	110,244
550	Unemployment	18,000	1,500		0.0%	18,000
560	Workers Comp Ins	8,035	670		0.0%	8,035
Salaries and Employee Benefits >		675,522	56,293	54,509	8.1%	621,013
605	Advertising	400	33	-	0.0%	400
610	Bank Fees	24,840	2,070	2,302	9.3%	22,538
620	Communications & Internet	7,000	583	389	5.6%	6,611
622	Board Exp	7,500	625		0.0%	7,500
625	Equip - Field (up to \$4999)	0	0		0.0%	0
630	Equip - Office	2,000	167	193	9.7%	1,807
640	Fuel & Oil	0	0		0.0%	0
645	Insurance	0	0		0.0%	0
650	Interest	0	0		0.0%	0
657	Outsource Lab / Internal Lab	0	0		0.0%	0
660	Memberships & Subscriptions	3,000	250	5	0.2%	2,995
665	Mileage Reimb	500	42		0.0%	500
670	Postage & Shipping	4,000	333		0.0%	4,000
675	Professional Services (Legal, IT, CUSI annual)	58,000	4,833	23,664	40.8%	34,336
685	Rents	13,100	1,092	1,344	10.3%	11,756
690	Safety & Security (boots)	1,000	83		0.0%	1,000
700	Tools & Instruments	0	0		0.0%	0
703	Supplies - Clothing & Personal	600	50		0.0%	600
705	Supplies - Office	5,000	417	703	14.1%	4,297
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	0	0		0.0%	0
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (Classes, books)	1,500	125		0.0%	1,500
745	Travel / Lodging	1,000	83		0.0%	1,000
750	Utilities	5,800	483		0.0%	5,800
760	Waste Disposal	580	48		0.0%	580
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
Services and Supplies >		135,820	11,318	28,600	21.1%	107,220
810	R&R Buildings & Grounds	4,000	333		0.0%	4,000
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	-	-		0.0%	-
830	R&R Equipment	0	0		0.0%	0
832	R&R Mains/Service Lines	0	0		0.0%	0
840	R&R Vehicles (\$2k/vehicle)	0	0		0.0%	0
Repairs & Replacement >		4,000	333	-	0.0%	4,000
<b>Total Expenses &gt;</b>		<b>815,342</b>	<b>67,945</b>	<b>83,109</b>	<b>10.2%</b>	<b>732,233</b>

505 = Three pay periods in the month of July

1	Sewer - Budget Variance Report July 1, 2021 through June 30, 2022	Target % >	8.3%	GL SEWER		
	As of July 2022	2020-2021 Budget	Actual	%		
	Expenses	Annual	YTD	Spent		
			YTD			
				Total		
				Remaining		
505	Salaries & Wages	284,509	23,709	28,738	10.1%	255,771
520	FICA - District Share	23,541	1,962	2,195	9.3%	21,346
530	Medical Ins - District Share	105,397	8,783	7,443	7.1%	97,954
540	PERS - District Share (\$14.5K Unfunded)	20,641	1,720	1,564	7.6%	19,077
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	21,353	1,779		0.0%	21,353
	Salaries and Employee Benefits >	455,440	37,953	39,940	8.8%	415,500
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	1,083	982	7.6%	12,018
622	Board Exp	0	0		0.0%	0
625	Equip - Field (up to \$4999)	1,500	125		0.0%	1,500
630	Equip - Office	1,000	83		0.0%	1,000
640	Fuel & Oil (Schaeffers)	10,000	833	627	6.3%	9,373
645	Insurance	35,000	2,917	9,909	28.3%	25,091
650	Interest	0	0		0.0%	0
657	Outsource Lab / Internal Lab	21,000	1,750	711	3.4%	20,289
660	Memberships & Subscriptions	32,000	2,667	75	0.2%	31,925
665	Mileage Reimb	250	21		0.0%	250
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA)	10,000	833	4,850	48.5%	5,150
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	7,000	583	241	3.4%	6,759
700	Tools & Instruments	2,500	208	111	4.4%	2,389
703	Supplies - Clothing & Personal	2,800	233		0.0%	2,800
705	Supplies - Office	1,500	125		0.0%	1,500
715	Treatment Chemicals	52,000	4,333	7,022	13.5%	44,978
720	Supplies-Operating-Other-Titan Tubes	22,000	1,833	371	1.7%	21,629
730	Taxes - Licenses	-	-			-
735	Training, Certs (classes, books)	1,500	125	125	8.3%	1,375
745	Travel / Lodging	500	42		0.0%	500
750	Utilities	123,000	10,250	5,771	4.7%	117,229
760	Waste Disposal	52,000	4,333	2,075	4.0%	49,925
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
799.1	Customer Refund					
	Services and Supplies >	388,550	32,379	32,870	8.5%	355,680
810	R&R Buildings & Grounds	2,500	208		0.0%	2,500
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	0	0		0.0%	0
832	R&R Mains/Service Lines	0	0	-	0.0%	-
840	R&R Vehicles	2,500	208		0.0%	2,500
		-	-		0.0%	-
	Repairs & Replacement >	5,000	417	-	0.0%	5,000
	<b>Total Expenses &gt;</b>	<b>848,990</b>	<b>70,749</b>	<b>72,810</b>	<b>8.6%</b>	<b>776,180</b>
	<b>Expense Notes</b>					

1	Water - Budget Variance Report July 1, 2021 through June 30, 2022 As of July 2022	2020-2021 Budget		Target % >	8.3%	GL WATER
	Expenses	Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	160,503	13,375	27,159	16.9%	133,344
520	FICA - District Share	13,114	1,093	2,084	15.9%	11,030
530	Medical Ins - District Share	52,698	4,392	3,722	7.1%	48,976
540	PERS - District Share	9,794	816	753	7.7%	9,041
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	17,086	1,424		0.0%	17,086
	Salaries and Employee Benefits >	253,195	21,100	33,718	13.3%	219,477
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	1,083	998	7.7%	12,002
622	Board Exp	0	0		0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630	Equip - Office	500	42		0.0%	500
640	Fuel & Oil	8,500	708	939	11.0%	7,561
645	Insurance	35,000	2,917	9,909	28.3%	25,091
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	20,000	1,667	1,460	7.3%	18,540
660	Memberships & Subscriptions	25,000	2,083	75	0.3%	24,925
665	Mileage Reimb	500	42		0.0%	500
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA, Mtce Prog)	25,000	2,083	4,660	18.6%	20,340
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	2,000	167	118	5.9%	1,882
700	Tools & Instruments	2,000	167		0.0%	2,000
703	Supplies - Clothing & Personal	2,200	183		0.0%	2,200
705	Supplies - Office	1,000	83		0.0%	1,000
715	Treatment Chemicals	75,000	6,250	24,914	33.2%	50,086
720	Supplies - Operating - Other	5,000	417	265	5.3%	4,735
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	2,000	167		0.0%	2,000
745	Travel / Lodging	500	42		0.0%	500
750	Utilities	188,000	15,667		0.0%	188,000
760	Waste Disposal	2,800	233		0.0%	2,800
795	Yolo Co	61,000	5,083	6,111	10.0%	54,889
799	Misc	0	0		0.0%	0
799.1	Customer Refund			349		
	Services and Supplies >	469,000	39,083	49,798	10.6%	419,202
810	R&R Buildings & Grounds	5,000	417		0.0%	5,000
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	0	0		0.0%	0
832	R&R Mains	0	0		0.0%	-
840	R&R Vehicles	3,000	250		0.0%	3,000
	Repairs & Replacement >	8,000	667	-	0.0%	8,000
	<b>Total Expenses &gt;</b>	<b>730,195</b>	<b>60,850</b>	<b>83,516</b>	<b>11.4%</b>	<b>646,679</b>

505 O.T. due to assisting at the 2nd & Hoover and Lakeview fires, working plant 24/7 due to drought conditions

**Clearlake Oaks County Water District**  
**CRP/CIP Profit and Loss**  
**July 2021**

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Income</b>					
425 · CRP (Capital Replacment Plan)	1,596.10	43,211.82	42,015.99	86,823.91	86,823.91
430 · Penalty & Interest	48.72	866.00	627.52	1,542.24	1,542.24
<b>Total Income</b>	<u>1,644.82</u>	<u>44,077.82</u>	<u>42,643.51</u>	<u>88,366.15</u>	<u>88,366.15</u>
<b>Total Income</b>	1,644.82	44,077.82	42,643.51	88,366.15	88,366.15
<b>Gross Profit</b>	1,644.82	44,077.82	42,643.51	88,366.15	88,366.15
<b>Expense</b>					
<b>Salaries &amp; EE Benefits</b>					
505 · Salaries & Wages	0.00	11,435.85	20,599.65	32,035.50	32,035.50
520 · FICA - District Share	0.00	859.83	1,528.44	2,388.27	2,388.27
530 · Medical Ins - Dist Share	0.00	3,425.58	2,521.68	5,947.26	5,947.26
540 · PERS - District Share	0.00	1,143.49	176.09	1,319.58	1,319.58
<b>Total Salaries &amp; EE Benefits</b>	0.00	16,864.75	24,825.86	41,690.61	41,690.61
<b>Services &amp; Supplies</b>					
620 · Communications & Internet	0.00	119.34	119.35	238.69	238.69
625 · Equip - Field (\$300-\$4999)	0.00	2,110.68	0.00	2,110.68	2,110.68
640 · Fuel & Oil	0.00	1,305.25	1,305.23	2,610.48	2,610.48
650 · Interest	0.00	415.05	415.04	830.09	830.09
657 · Lab	0.00	114.00	0.00	114.00	114.00
<b>Total Services &amp; Supplies</b>	0.00	4,064.32	1,839.62	5,903.94	5,903.94
<b>Repairs &amp; Replacement</b>					
810 · R&R Buildings & Grounds	0.00	64.90	126.71	191.61	191.61
830 · R&R Equipment					
830.1 · Hydrants	0.00	6,228.57	0.00	6,228.57	6,228.57
830 · R&R Equipment - Other	0.00	2,077.55	740.48	2,818.03	2,818.03
<b>Total 830 · R&amp;R Equipment</b>	0.00	8,306.12	740.48	9,046.60	9,046.60
832 · R&R Mains and Sewer Lines	0.00	1,656.23	207.88	1,864.11	1,864.11
840 · R&R Vehicles	0.00	90.14	90.13	180.27	180.27
<b>Total Repairs &amp; Replacement</b>	0.00	10,117.39	1,165.20	11,282.59	11,282.59
<b>Total Expense</b>	0.00	31,046.46	27,830.68	58,877.14	58,877.14
<b>Net Ordinary Income</b>	1,644.82	13,031.36	14,812.83	29,489.01	29,489.01
<b>Net Income</b>	<u>1,644.82</u>	<u>13,031.36</u>	<u>14,812.83</u>	<u>29,489.01</u>	<u>29,489.01</u>



Clearlake Oaks Co Water District  
**Budget Variance Report July 1, 2021 through June 30, 2022**

Target % > **8.3%** CRP-PC

1

As of July 2022

Summary	Budget Annual	YTD	Actual YTD Amount	%		
PC CRP Revenue	19,536	1,628	1,645	8.4%	0%	
PC CRP Expenses	0	0	-	0.0%	0%	

Expenses		2021-2022 Budget		Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
605	Advertising	-	-	-	0.0%	-
610	Bank Fees	-	-	-	0.0%	-
620	Communications & Internet	-	-	-	0.0%	-
622	Board Exp	-	-	-	0.0%	-
625	Equip - Field (up to \$4999)	-	-	-	0.0%	-
630	Equip - Office	-	-	-	0.0%	-
640	Fuel & Oil	-	-	-	0.0%	-
645	Insurance	-	-	-	0.0%	-
650	Interest	-	-	-	0.0%	-
657	Outsource Lab / Internal Lab	-	-	-	0.0%	-
660	Memberships & Subscriptions	-	-	-	0.0%	-
665	Mileage Reimb	-	-	-	0.0%	-
670	Postage & Shipping	-	-	-	0.0%	-
675	Professional Services (SCADA)	-	-	-	0.0%	-
685	Rents	-	-	-	0.0%	-
690	Safety & Security (includes boots)	-	-	-	0.0%	-
700	Tools & Instruments	-	-	-	0.0%	-
703	Supplies - Clothing & Personal	-	-	-	0.0%	-
705	Supplies - Office	-	-	-	0.0%	-
715	Treatment Chemicals	-	-	-	0.0%	-
720	Supplies - Operating - Other	-	-	-	0.0%	-
730	Taxes - Licenses	-	-	-	0.0%	-
735	Training, Certs (classes, books)	-	-	-	0.0%	-
745	Travel / Lodging	-	-	-	0.0%	-
750	Utilities	-	-	-	0.0%	-
760	Waste Disposal	-	-	-	0.0%	-
795	Yolo Co	-	-	-	0.0%	-
799	Misc	0	0	-	0.0%	0
<b>Services and Supplies &gt;</b>		<b>0</b>	<b>0</b>	<b>-</b>	<b>0.0%</b>	<b>0</b>
810	R&R Buildings & Grounds	-	-	-	0.0%	-
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	-	-	-	0.0%	-
832	R&R Mains/Laterals	-	-	-	0.0%	-
840	R&R Vehicles	-	-	-	0.0%	-
<b>Repairs &amp; Replacement &gt;</b>		<b>0</b>	<b>0</b>	<b>-</b>	<b>0.0%</b>	<b>0</b>
<b>Total Expenses &gt;</b>		<b>0</b>	<b>0</b>	<b>-</b>	<b>0.0%</b>	<b>0</b>

**Clearlake Oaks Co Water District**  
**Budget Variance Report July 1, 2021 through June 30, 2022**

1 SEWER-CRP Target % > **8.3%** CRP-SEWER

As of July 2022

Summary	Budget	YTD		Actual YTD	
	Annual			Amount	%
<b>SEWER CRP Revenue</b>	551,245	45,937	42,644	7.7%	0%
<b>SEWER CRP Expenses</b>	376,230	31,352	27,830	7.4%	0%
USDA Annual Payment	105,280	8,773			
<b>Operating Balance (loss)</b>	<b>69,735</b>	<b>5,811</b>	<b>14,814</b>		

Expenses	2020-2021 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	180,886	15,074	20,600	11.4%	160,286
520 FICA - District Share	14,845	1,237	1,528	10.3%	13,317
530 Medical Ins - District Share	33,861	2,822	2,522	7.4%	31,339
540 PERS - District Share	10,466	872	176	1.7%	10,290
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	15,172	1,264	-	0.0%	15,172
<b>Salaries and Employee Benefits &gt;</b>	<b>255,230</b>	<b>21,269</b>	<b>24,826</b>	<b>9.7%</b>	<b>230,404</b>
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	417	119	2.4%	4,881
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	104	-	0.0%	1,250
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	12,000	1,000	1,305	10.9%	10,695
645 Insurance	0	0	-	0.0%	0
650 Interest	0	0	415	0.0%	(415)
657 Outsource Lab / Internal Lab	0	0	-	0.0%	0
660 Memberships & Subscriptions	0	0	-	0.0%	0
665 Mileage Reimb	0	-	-	0.0%	0
670 Postage & Shipping	0	0	-	0.0%	0
675 Professional Services (SCADA)	0	0	-	0.0%	0
685 Rents	-	-	-	0.0%	-
690 Safety & Security (includes boots)	2,500	208	-	0.0%	2,500
700 Tools & Instruments	750	63	-	0.0%	750
703 Supplies - Clothing & Personal	1,500	125	-	0.0%	1,500
705 Supplies - Office	-	-	-	0.0%	-
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	-	-	-	0.0%	-
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training, Certs (classes, books)	500	42	-	0.0%	500
745 Travel / Lodging	-	-	-	0.0%	-
750 Utilities	0	0	-	0.0%	0
760 Waste Disposal	0	0	-	0.0%	0
795 Yolo Co	0	0	-	0.0%	0
799 Misc	0	0	-	0.0%	0
<b>Services and Supplies &gt;</b>	<b>23,500</b>	<b>1,958</b>	<b>1,839</b>	<b>7.8%</b>	<b>21,661</b>
810 R&R Buildings & Grounds	7,500	625	127	1.7%	7,373
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	1,667	-	0.0%	20,000
830 R&R Equipment	35,000	2,917	740	2.1%	34,260
832 R&R Mains/Laterals	25,000	2,083	208	0.8%	24,792
840 R&R Vehicles	10,000	833	90	0.9%	9,910
	-	-	-	0.0%	-
<b>Repairs &amp; Replacement &gt;</b>	<b>97,500</b>	<b>8,125</b>	<b>1,165</b>	<b>1.2%</b>	<b>96,335</b>
<b>Total Expenses &gt;</b>	<b>376,230</b>	<b>31,352</b>	<b>27,830</b>	<b>7.4%</b>	<b>348,400</b>

OT due to assisting at Hoover & 2nd and Lakeview fires, Jesse is assisting @ WTP to give relief to Operators



Clearlake Oaks Co Water District  
**Budget Variance Report July 1, 2021 through June 30, 2022**

1

Target % > **8.3%** **CRP-WATER**

As of July 2022 Summary		WATER - CRP Budget			Actual YTD	
		Annual	YTD		Amount	%
<b>WATER CRP Revenue</b>		416,123	34,677	44,078	10.6%	0%
<b>WATER CRP Expenses</b>		371,599	30,967	31,047	8.4%	0%
<b>Operating Balance</b>		<b>44,524</b>	<b>3,710</b>	<b>13,031</b>		
Expenses		2020-2021 Annual	Budget YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	169,830	14,153	11,436	6.7%	158,394
520	FICA - District Share	13,910	1,159	860	6.2%	13,050
530	Medical Ins - District Share	64,088	5,341	3,426	5.3%	60,662
540	PERS - District Share	10,765	897	1,143	10.6%	9,622
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	15,006	1,251		0.0%	15,006
<b>Salaries and Employee Benefits &gt;</b>		<b>273,599</b>	<b>22,800</b>	<b>16,865</b>	<b>6.2%</b>	<b>256,734</b>
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	3,500	292	119	3.4%	3,381
622	Board Exp	0	0		0.0%	0
625	Equip - Field (up to \$4999)	1,250	104	2,111	168.9%	(861)
630	Equip - Office	-				
640	Fuel & Oil	12,000	1,000	1,305	10.9%	10,695
645	Insurance	0	0		0.0%	0
650	Interest	0	0	415	0.0%	(415)
657	Outsource Lab / Internal Lab	4,000	333	114	0.0%	3,886
660	Memberships & Subscriptions	0	0		0.0%	0
665	Mileage Reimb	0	0		0.0%	0
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services Leak Chk	-	-		0.0%	-
685	Rents	0	0		0.0%	0
690	Safety & Sec (includes boots)	1,500	125		0.0%	1,500
700	Tools & Instruments	750	63		0.0%	750
703	Supplies - Clothing & Personal	1,500	125		0.0%	1,500
705	Supplies - Office	-	-		0.0%	-
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	-	-		0.0%	-
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	500	42		0.0%	500
745	Travel / Lodging	-	-		0.0%	-
750	Utilities	0	0		0.0%	0
760	Waste Disposal	0	0		0.0%	0
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
<b>Services and Supplies &gt;</b>		<b>25,000</b>	<b>2,083</b>	<b>4,064</b>	<b>16.3%</b>	<b>20,936</b>
810	R&R Buildings & Grounds	5,000	417	65	1.3%	4,935
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	25,000	2,083	2,078	8.3%	22,922
830.1	Hydrants			6,229		
832	R&R Mains/Service Lines/Tanks	25,000	2,083	1,656	6.6%	23,344
840	R&R Vehicles	18,000	1,500	90	0.5%	17,910
<b>Repairs &amp; Replacement &gt;</b>		<b>73,000</b>	<b>6,083</b>	<b>10,118</b>	<b>13.9%</b>	<b>62,882</b>
<b>Total Expenses &gt;</b>		<b>371,599</b>	<b>30,967</b>	<b>31,047</b>	<b>8.4%</b>	<b>340,552</b>

**Clearlake Oaks County Water District**  
**Capital Improvements**  
As of July 31, 2021

08/12/21

Accrual Basis

Date	Name	Memo	Class	Amount
130 · Const In Progress - Studies				
<b>138 · USDA Water Improvements</b>				
07/01/2021	AES - Analytical Envir...	June 2021 professio...	Loan/Grant:...	3,954.36
07/07/2021	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	48,143.68
07/12/2021	Pace	150 ea Watts backfl...	Loan/Grant:...	22,361.63
07/19/2021	Pace	2 Watts backflow de...	Loan/Grant:...	298.16
07/22/2021	Badger Meter	2 meters, 2 endpoints	Loan/Grant:...	1,501.06
07/29/2021	Badger Meter	Services for July 2021	Loan/Grant:...	123.71
Total 138 · USDA Water Improvements				76,382.60
<b>128 · Sewer Infrstrcture &amp; Rehab Proj (Phase 1 was the installation of the Force Main)</b>				
Total 128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the F...				
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distrib...				
<b>131 · Waste Water Plant</b>				
<b>131.1 · Pumps/Equipment</b>				
Total 131.1 · Pumps/Equipment				
<b>131 · Waste Water Plant - Other</b>				
Total 131 · Waste Water Plant - Other				
Total 131 · Waste Water Plant				
<b>127 · Water Plant</b>				
<b>127.6 · Swan AMI Turbiwell Monitor</b>				
Total 127.6 · Swan AMI Turbiwell Monitor				
<b>127.5 · A/C installation for Filter Rm</b>				
Total 127.5 · A/C installation for Filter Rm				
<b>127.4 · PH System</b>				
Total 127.4 · PH System				
<b>127.2 · Harvy Vault Chlor Inject Proj</b>				
Total 127.2 · Harvy Vault Chlor Inject Proj				
<b>127.1 · Major Equipment</b>				
Total 127.1 · Major Equipment				
<b>127 · Water Plant - Other</b>				
Total 127 · Water Plant - Other				
Total 127 · Water Plant				
<b>120 · District General CRP (EQUIPMENT - WAS 1011181)</b>				
<b>120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)</b>				
Total 120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...				
<b>120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)</b>				
Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
<b>120.75 · SCADA</b>				
Total 120.75 · SCADA				
<b>120.90 · Vehicles/Generators/Trailers</b>				
Total 120.90 · Vehicles/Generators/Trailers				
<b>120 · District General CRP (EQUIPMENT - WAS 1011181) - Other</b>				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181) - Other				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)				
<b>122 · Bldgs/Grounds Cap Improvements</b>				
07/21/2021	Arrow Fencing	Replace/Repair - Tre...	CRP:PC	12,179.49
Total 122 · Bldgs/Grounds Cap Improvements				12,179.49
<b>124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)</b>				
124.30 · Lift Stations				
<b>124.50 · Mains</b>				
Total 124.50 · Mains				

**Clearlake Oaks County Water District**  
**Capital Improvements**  
As of July 31, 2021

---

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
<b>124.60</b>	<b>· Meters</b>			
	Total 124.60	· Meters		
<b>124.90</b>	<b>· Water Tanks</b>			
	Total 124.90	· Water Tanks		
<b>124</b>	<b>· D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other</b>			
	Total 124	· D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...		
	Total 124	· D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...		
<b>125</b>	<b>· Land - Dist. Cap. Improvements</b>			
	Total 125	· Land - Dist. Cap. Improvements		
<b>129</b>	<b>· ALLOW. FOR DEPRECIATION</b>			
	Total 129	· ALLOW. FOR DEPRECIATION		
<b>TOTAL</b>				<u><u>88,562.09</u></u>



## Accounts

[Transfer](#)[Settings](#)

### CRP PC \*6192

Available **\*\*\$15,436.61**

Current \$15,436.61

### CRP SEWER \*3745

Available **\*\*\$62,325.36**

Current \$62,325.36

### GENERAL LEDGER \*9122

Available **\*\*\$724,852.55**

Current \$719,114.82

### PC ESCROW \*6184

Available **\*\*\$65,824.82**

Current \$65,824.82

### PUBLIC REGULAR CHK \*8503

Available **\*\*\$312,700.00**

Current \$312,700.00

### PUBLIC REGULAR CHK \*9592

Available **\*\*\$55,000.00**

Current \$55,000.00

## Make a Payment

Make paying bills fast and easy

Pay your bills on one screen in seconds.



[Sign up for payments](#)

## Purchase Rewards

You currently have no rewards available. Check back soon.



\*6192-CRP PC

[change account](#) ▼

[How does this work?](#)

## Money Management

CRP WATER \*6990

Available \*\*\$70,955.66

Current \$70,955.66

### BALANCE TOTALS

Total Deposit Accounts \$1,301,357.27

\*\*This balance may include overdraft or line of credit funds

## Budgets made easy!



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### Outside Accounts



No outside accounts added.

Add account

August 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	<b>13</b>	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

California State Treasurer  
**Fiona Ma, CPA**



Local Agency Investment Fund  
 P.O. Box 942809  
 Sacramento, CA 94209-0001  
 (916) 653-3001

August 13, 2021

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

CLEARLAKE OAKS COUNTY WATER DISTRICT

AUDITOR/SECRETARY  
 P.O. BOX 709  
 12952 HIGHWAY 20  
 CLEARLAKE OAKS, CA 95423-0709

[Tran Type Definitions](#)

**Account Number:** 90-17-001

July 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/15/2021	7/14/2021	QRD	1680245	N/A	SYSTEM	865.94

**Account Summary**

Total Deposit:	865.94	Beginning Balance:	1,060,586.21
Total Withdrawal:	0.00	Ending Balance:	1,061,452.15

**Aged Accounts Receivable**  
**As of 08/16/2021**

0-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Total Balance
\$90,337.34	\$20,732.83	\$21,397.91	\$16,715.28	\$254,677.47	<u>\$403,860.83</u>

**Total number of accounts with open balances: 873**

These totals include all accounts on the Tax Roll

<b>Water</b>	\$101,061.48
<b>Water Penalty</b>	\$9,923.37
<b>Sewer</b>	\$162,627.00
<b>Sewer Penalty</b>	\$12,733.29
<b>CRP Water</b>	\$46,698.05
<b>CRP Water Penalty</b>	\$3,074.04
<b>CRP Sewer</b>	\$63,172.60
<b>CRP Sewer Penalty</b>	\$4,048.22
<b>CRP PC</b>	\$488.44
<b>CRP PC Penalty</b>	\$34.34

**Total Balance: \$403,860.83**

**\*\*July Statements are due August 16, 2021\*\***

**Clearlake Oaks County Water District**  
**Payroll Summary**  
**July 2021**

	Hours	Rate	Jul 21
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
02-50 Holiday Worked	7.5	62.55	469.13
Bereavement	40	23.10	924.00
CTO Saved	-143.5	43.04	-6,528.36
CTO Used	200.29	39.73	5,553.22
Holiday	101.25	26.75	3,202.83
Holiday Worked (x2.5)	11.25	71.73	781.43
Overtime (x1.5)	416	43.04	18,884.92
PTO	142.21	26.75	3,754.60
Straight	3,150	26.75	96,475.71
Board			800.00
Duty Pay			6,615.00
<b>Total Gross Pay</b>	<b>3,925</b>		<b>130,932.48</b>
<b>Deductions from Gross Pay</b>			
ACWA (pre-tax)			-2,300.41
AFLAC (pre-tax)			-757.53
AFLAC (taxable) AFTER TAX			-193.32
CALPers 457			-600.00
CALPers EE (Pretax)			-6,616.12
<b>Total Deductions from Gross Pay</b>			<b>-10,467.38</b>
<b>Adjusted Gross Pay</b>	<b>3,925</b>		<b>120,465.10</b>
<b>Taxes Withheld</b>			
Federal Withholding			-13,067.00
Medicare Employee			-1,854.18
Social Security Employee			-7,928.24
CA - Withholding			-5,057.82
CA - Disability			-1,534.48
<b>Total Taxes Withheld</b>			<b>-29,441.72</b>
<b>Deductions from Net Pay</b>			
Miscellaneous Deduction			-225.00
Wage Garnishment			-1,532.95
<b>Total Deductions from Net Pay</b>			<b>-1,757.95</b>
<b>Net Pay</b>	<b>3,925</b>		<b>89,265.43</b>
<b>Employer Taxes and Contributions</b>			
Medicare Company			1,854.18
Social Security Company			7,928.24
<b>Total Employer Taxes and Contributions</b>			<b>9,782.42</b>



## Clearlake Oaks County Water District

## Trial Balance

As of July 31, 2021

08/12/21

Accrual Basis

	Jul 31, 21	
	Debit	Credit
102.13 · SEWER RESERVES-9592	50,000.00	
102.11 · PC ESCROW - 6184	132,707.32	
102.10 · CRP PC - 6192	13,791.79	
102.12 · WATER RESERVES- 8503	300,200.00	
102.001 · GL - 9122	630,512.28	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK	871,586.21	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	30,588.58	
102.03 · CRP Sewer - 3745	51,223.26	
CUSI Accounts Receivable	0.00	
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	29,609.68	
130 · Const In Progress - Studies	124,897.10	
130 · Const In Progress - Studies:130.75 · SCADA	0.00	
132 · CRP SEWER	983,511.67	
132 · CRP SEWER:132.05 · CIP SEWER LABOR	0.00	
135 · CRP WATER	249,148.33	
135 · CRP WATER:135.02 · Aircon Project	0.00	
135 · CRP WATER:135.05 · Backwash Pump Filters #2-#3	0.00	
135 · CRP WATER:135.10 · High Valley Project 2013	0.00	
135 · CRP WATER:135.20 · CIP WATER LABOR	0.00	
111 · INVENTORY - WATER	0.00	
114 · ACCOUNTS RECEIVABLE.	351,149.26	
115 · PRE-PAID INSURANCE	15,474.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
138 · USDA Water Improvements	2,309,266.35	
128 · Sewer Infrstrcture & Rehab Proj	3,978,978.37	
121 · Wtr Dist & Wtr Storage Projects	150,784.44	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Project - District Exp	115,500.66	
131 · Waste Water Plant	57,768.09	
131 · Waste Water Plant:131.1 · Pumps/Equipment	99,784.99	
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85	
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43	
USDA Project		523,819.00
127 · Water Plant	211,458.66	
127 · Water Plant:127.7 · Ozone System	12,785.71	
127 · Water Plant:127.6 · Swan AMI Turbiwell Monitor	25,079.10	
127 · Water Plant:127.5 · A/C installation for Filter Rm	750.00	
127 · Water Plant:127.4 · PH System	9,959.72	
127 · Water Plant:127.2 · Harvy Vault Chlor Inject Proj	1,408.61	
127 · Water Plant:127.1 · Major Equipment	182,836.13	
120 · District General CRP	95,008.57	
120 · District General CRP:120.01 · General Equipment/Tools	1,926,858.13	
120 · District General CRP:120.60 · Office	27,331.49	
120 · District General CRP:120.75 · SCADA	22,386.51	
120 · District General CRP:120.90 · Vehicles/Generators/Trailers	691,610.28	
122 · Bldgs/Grounds Cap Improvements	8,547,329.06	
124 · D/C System Cap Improvements	3,146,308.39	
124 · D/C System Cap Improvements:124.2 · GIS Online Mapping System	6,565.17	
124 · D/C System Cap Improvements:124.30 · Lift Stations	56,539.80	
124 · D/C System Cap Improvements:124.30 · Lift Stations:124.31 · Lift Station 7 Bypass	66,042.23	
124 · D/C System Cap Improvements:124.50 · Mains	14,788.58	
124 · D/C System Cap Improvements:124.60 · Meters	24,010.72	
124 · D/C System Cap Improvements:124.90 · Water Tanks	40,615.04	
125 · Land - Dist. Cap. Improvements	299,770.00	
129 · ALLOW. FOR DEPRECIATION		8,856,056.00
200 · ACCOUNTS PAYABLE		36,863.48
211 · WAB Credit Card:211.16 · WAB - Francisco - 5312		391.65
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133		
211 · WAB Credit Card:211.14 · WAB - Dianna - 3226	161.07	
211 · WAB Credit Card:211.13 · WAB - Jeremy - 2499		3,210.51
211 · WAB Credit Card:211.12 · WAB- Francisco - 2481		1,207.35
211 · WAB Credit Card:211.11 · WAB - Dan - 2507	0.00	
211 · WAB Credit Card:211.10 · WAB - Dianna - 2473	0.00	
210 · Cal Card	0.00	

Clearlake Oaks County Water District

08/12/21

Trial Balance

Accrual Basis

As of July 31, 2021

	Jul 31, 21	
	Debit	Credit
210 · Cal Card:210-09 · Cal Card - 5855	0.00	
210 · Cal Card:210-08 · Cal Card - 5848	0.00	
210 · Cal Card:210-07 · Cal-Card	0.00	
210 · Cal Card:210.06 · Cal Card - 3879	0.00	
210 · Cal Card:210.05 · Cal Card - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - 7397	0.00	
210 · Cal Card:210.01 · Cal Card -	0.00	
210 · Cal Card:210.02 · Cal Card 0010	0.00	
210 · Cal Card:210.03 · Cal Card	0.00	
Annual Depreciation		249,035.55
224 · USDA Retainage		10,000.00
223.56 · FEDERAL PAYROLL TAX PENALTY	3,928.96	
280 · Loan:280.15 · USDA Water Improvement Project		1,964,825.75
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con		286,919.11
280 · Loan:280.12 · USDA Loan		961,320.41
280 · Loan:280.10 · Bridge for I & I Rehab Project	0.00	
280 · Loan:280.07 · Bridge Loan for Forced Main	0.00	
280 · Loan:280.05 · USDA Bridge Loan	0.00	
280 · Loan:280.01 · Kansas State Bk - VACON	0.00	
280 · Loan:280.03 · Kansas State Bk - Camera Traile	0.00	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion		2,622.79
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical	0.00	
222 · Direct Deposit Liabilities		383.04
223 · COMP DUMP ACCOUNT	0.00	
223 · COMP DUMP ACCOUNT:223.01 · ADMIN - COMP USED	0.00	
223 · COMP DUMP ACCOUNT:223.02 · SEWER - COMP USED	0.00	
223 · COMP DUMP ACCOUNT:223.03 · WATER - COMP USED	0.00	
223.15 · GARNISHMENTS	11,733.75	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		12,069.62
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation Time	0.00	
223.25 · Vacation Dump Account:223.27 · Sewer - Vacation	0.00	
223.25 · Vacation Dump Account:223.28 · Water - Vacation	0.00	
223.30 · Sick Dump Account	0.00	
223.30 · Sick Dump Account:223.31 · Admin - Sick	0.00	
223.30 · Sick Dump Account:223.32 · Sewer - Sick	0.00	
223.30 · Sick Dump Account:223.33 · Water - Sick	0.00	
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE	12.40	
223.50 · MEDICARE TAX PAYABLE	2.90	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	0.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	0.00	
223.65 · STATE DISABILITY PAYABLE	1.00	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	9,674.68	
223.80 · GASB 68 Pension		16,533.00
223.85 · MISC DEDUCTIONS PAYABLE		6,486.14
223.90 · COMPENSATED EMPLOYEE BENEFITS		54,922.20
24000 · Payroll Liabilities	8,681.40	
226 · USDA Int Pymnt-Swr Clarifier	0.00	
225 · USDA Payment - Sewer Clarifier	0.00	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		5,956,568.19
304 · Opening Balance Equity	584,283.24	
306 · Retained Earnings - OLD		13,242,238.74
Income:410 · Client Reg Pmt		278,377.11
Income:420 · Connection Fees		10,419.00
Income:425 · CRP		86,823.91
Income:430 · Penalty & Interest		4,781.71
Income:450 · Other - Non S/W Rev		17,612.22
Salaries & EE Benefits:545 · CALPers 457		400.00
Salaries & EE Benefits:505 · Salaries & Wages	129,539.35	
Salaries & EE Benefits:520 · FICA - District Share	9,782.42	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	24,259.68	

3A

Clearlake Oaks County Water District

Trial Balance

08/12/21

As of July 31, 2021

Accrual Basis

	Jul 31, 21	
	Debit	Credit
Salaries & EE Benefits:540 · PERS - District Share	6,276.03	
Salaries & EE Benefits:560 · Workers Comp Ins	0.00	
Services & Supplies:610 · Bank Fees	2,301.82	
Services & Supplies:620 · Communications & Internet	2,607.30	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	2,110.68	
Services & Supplies:630 · Equip - Office	193.04	
Services & Supplies:640 · Fuel & Oil	4,176.82	
Services & Supplies:645 · Insurance	19,818.09	
Services & Supplies:650 · Interest	830.09	
Services & Supplies:657 · Lab	2,284.52	
Services & Supplies:660 · Memberships & Subscription	225.14	
Services & Supplies:675 · Professional Services	33,174.53	
Services & Supplies:685 · Rents	1,344.40	
Services & Supplies:690 · Safety & Security	387.28	
Services & Supplies:700 · Tools & Instruments	110.67	
Services & Supplies:705 · Supplies - Office	702.80	
Services & Supplies:715 · Supplies-Chemicals-Operating	31,936.01	
Services & Supplies:720 · Supplies - Inventory - Other	635.58	
Services & Supplies:735 · Training/Classes/Certs/ClassB	625.00	
Services & Supplies:750 · Utilities	5,770.81	
Services & Supplies:760 · Waste Disposal	2,074.67	
Services & Supplies:795 · Yolo Co	6,111.12	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct closed	349.15	
Repairs & Replacement:810 · R&R Buildings & Grounds	422.92	
Repairs & Replacement:830 · R&R Equipment	2,818.03	
Repairs & Replacement:830 · R&R Equipment:830.1 · Hydrants	6,228.57	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	1,864.11	
Repairs & Replacement:840 · R&R Vehicles	575.19	
7130 · Sewer Ops - Emp Bens -holid	469.13	
66000 · Payroll Expenses	924.00	
<b>TOTAL</b>	<b>32,583,886.48</b>	<b>32,583,886.48</b>

**Clearlake Oaks County Water District**  
**A/P Aging Summary**  
**All Transactions**

08/13/21

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Alpha Analytical Labs	1,520.00	0.00	0.00	0.00	0.00	1,520.00
Badger Meter	1,624.77	0.00	0.00	0.00	0.00	1,624.77
California State Disbursement Unit	265.38	0.00	0.00	0.00	0.00	265.38
Clearlake Lava	3,670.10	0.00	0.00	0.00	0.00	3,670.10
County of Lake - Water Resources Dept.	89.68	0.00	0.00	0.00	0.00	89.68
Dean A Enderlin, P.G.	1,050.33	0.00	0.00	0.00	0.00	1,050.33
Deeper Cleaning	405.00	0.00	0.00	0.00	0.00	405.00
Document Output Center, LLC	540.45	0.00	0.00	0.00	0.00	540.45
EDD - Unemployment	1,064.99	0.00	0.00	0.00	0.00	1,064.99
Eric Deng	61.41	0.00	0.00	0.00	0.00	61.41
Fernando Iglesias	34.33	0.00	0.00	0.00	0.00	34.33
Geo Land	7,600.00	0.00	0.00	0.00	0.00	7,600.00
Glen Brown	107.38	0.00	0.00	0.00	0.00	107.38
Hartley Rosenberg	84.71	0.00	0.00	0.00	0.00	84.71
Hasa Inc	6,145.58	0.00	0.00	0.00	0.00	6,145.58
Hayden Solar, LLC	5,406.38	0.00	0.00	0.00	0.00	5,406.38
High Country Security	342.00	0.00	0.00	0.00	0.00	342.00
Karola Kennedy	330.00	0.00	0.00	0.00	0.00	330.00
Lake County Waste Solutions	730.63	0.00	0.00	0.00	0.00	730.63
MC Engineering, Inc	56,363.36	0.00	0.00	0.00	0.00	56,363.36
Mendo Mill	384.39	0.00	0.00	0.00	0.00	384.39
Meyers Nave	4,261.00	0.00	0.00	0.00	0.00	4,261.00
Napa Auto Parts	81.70	0.00	0.00	0.00	0.00	81.70
Nave Law Office, P.C.	1,819.50	0.00	0.00	0.00	0.00	1,819.50
Pace	0.00	466.95	0.00	0.00	0.00	466.95
People Services Inc	110.00	0.00	0.00	0.00	0.00	110.00
PG&E	22,096.85	0.00	0.00	0.00	0.00	22,096.85
PNP CPA	4,235.00	0.00	0.00	0.00	0.00	4,235.00
Quill	361.86	0.00	0.00	0.00	0.00	361.86
Redwood Coast Fuels	0.00	2,898.64	0.00	0.00	0.00	2,898.64
Richard Nelson	67.76	0.00	0.00	0.00	0.00	67.76
Solenis LLC	1,843.63	0.00	0.00	0.00	0.00	1,843.63
Spanish Canyon Investments, LLC	88.55	0.00	0.00	0.00	0.00	88.55
State of California - Franchise Tax Board	0.00	181.95	0.00	0.00	0.00	181.95
T & S Construction Co. Inc.	578,676.46	-81,787.15	0.00	0.00	0.00	496,889.31
Tri-Cities Answering Service	325.00	0.00	0.00	0.00	0.00	325.00
USA BlueBook	1,854.22	0.00	0.00	0.00	0.00	1,854.22
Yolo County Flood Control	0.00	6,111.12	0.00	0.00	0.00	6,111.12
<b>TOTAL</b>	<b>703,642.40</b>	<b>-72,128.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>631,513.91</b>

## Account Payable Breakdown

Date: 8/13/2021

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger - 9122	\$727,649.65	\$719,114.82	\$724,852.55
CRP Water - 6990	\$39,909.20	\$70,955.66	\$70,955.66
CRP Sewer - 3745	\$62,325.36	\$62,325.36	\$62,325.36
CRP PC - 6192	\$15,436.61	\$15,436.61	\$15,436.61
PC Escrow	\$65,824.82	\$65,824.82	\$65,824.82
Water Reserve - 8503	\$312,700.00	\$312,700.00	\$312,700.00
Sewer Reserve - 9592	\$55,000.00	\$55,000.00	\$55,000.00
LAIF Balance	\$1,061,452.15	\$1,061,452.15	
Current A/P Aging	\$631,513.91		
Kansas State Bank-VacCon	\$7,421.47	EFT - 8/15/2021	
Credit Card	\$6,368.68	Estimate	
TOTAL	\$645,304.06		

**CLEARLAKE OAKS COUNTY WATER DISTRICT  
MINUTES  
SPECIAL MEETING OF THE BOARD OF DIRECTORS**

*Clearlake Oaks County Water District- Administration  
12952 E. Highway 20, Clearlake Oaks, CA 95423*

**July 15, 2021**

This meeting will be conducted by Roberts Rule of Order.

Where appropriate or deemed necessary, the Board may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the above address.

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits of three minutes.

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Clearlake Oaks County Water District Secretary to the Board at 707-998-3322. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

**AGENDA**

**Call to Order – 1:30 p.m.**

**Pledge of Allegiance**

**Roll Call**

√ Mrs. Margaret Medeiros, President √ Mr. Stanley Archacki, Vice President √ Mr. Samuel Boucher, Director,  
√ Mr. Michael Herman, Director √ Mr. James Burton, Director

√ Mrs. Dianna Mann– General Manager √ Mrs. Olivia Mann - Secretary to the Board √ Mr. Kurt Jensen,  
Water

**Public comment on non-agenda items**

This is the opportunity for the public to comment on non-agenda items within the Board's jurisdiction. Comments are limited to three (3) minutes

**New Business**

- a. Discussion and approval of Resolution 21-19, Approving and Accepting a Utility Easement for Lift Station 10

**Action Taken: Motion to approve Resolution 21-19, Approving and Accepting a Utility Easement for Lift Station 10**

**BURTON/BOUCHER M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON**

**NOES: NONE**

**ABSENT: NONE**

- b. Discussion of potential water quality

**Action Taken: NO ACTION**

c. Discussion of consideration of seeking funding to extend the Districts intake pump

**Action Taken: It is consensus of the Board to give direction to the General Manager to begin seeking funding to extend the Districts intake pump.**

**Adjournment**

**Time: 2:02 PM**

**SIGNED: \_\_\_\_\_  
Margaret Medeiros, President**

**ATTESTED TO: \_\_\_\_\_  
Olivia Mann, Board Secretary**

**CLEARLAKE OAKS COUNTY WATER DISTRICT  
MINUTES  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

Clearlake Oaks County Water District Administration Building  
12952 E. Hwy. 20 Clearlake Oaks, CA 95423 (707) 998-3322

**JULY 15, 2021**

This meeting will be conducted by Roberts Rule of Order.

Where appropriate or deemed necessary, the Board may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the above address.

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**AGENDA**

**Call to Order – 2:04 p.m.**

**Pledge of Allegiance**

**Roll Call**

- √ Mrs. Margaret Medeiros, President    √ Mr. Stanley Archacki, Vice President
- √ Mr. Samuel Boucher, Director    √ Mr. Michael Herman, Director    √ Mr. James Burton, Director
- √ Mrs. Dianna Mann – General Manager    √ Mrs. Olivia Mann – Board Secretary
  
- Mr. Francisco Castro, Wastewater    √ Mr. Kurt Jensen, Water     Mr. Jeremy Backus, Distribution

**Public comment on non-agenda items**

This is the opportunity for the public to comment on non-agenda items within the Board's jurisdiction. Comments are limited to three (3) minutes

**Staff Written Operational Reports**

- a. Customer Service
- b. Chief Distribution Operator
- c. Water Plant Chief Operator
- d. Wastewater Plant Chief Operator
- e. General Manager

**Consent Items**

The Board will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any Director, staff, or interested person requests that an item be removed from the Consent Items, it will be considered with the action items.

**1. Financial Reports for review and approval**

- a. June 2021, QB balance sheet and profit & loss statements
- b. Bank account balances and accounts receivable
- c. Employee payroll report
- d. Aged trial balance summary
- e. Vendor aging report, accounts payable breakdown



**2. Minutes of previous meeting for review and approval**

- a. Minutes of Regular Meeting 06/17/2021
- b. Minutes of Special Meeting 06/22/2021
- c. Minutes of Special Meeting 07/06/2021

**3. Bills**

- a. MC Engineering invoice number 2077, dated 07/07/2021, in the amount of \$48,143.68 for the USDA Water Projects
- b. T & S Construction invoice number 2, dated 6/30/2021, in the amount of \$684,742.90 for the USDA Water Projects

**Action Taken: Motion to approve the consent items**  
**ARCHACKI/HERMAN M/S/C**  
**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON**  
**NOES: NONE**  
**ABSENT: NONE**

**4. Agenda (Old Business)**

- a. Discussion of Fire Hydrants in the District

**Action Taken: NO ACTION**

**5. Agenda (New Business)**

- a. Discussion and consideration of approving the Third Amendment to the Joint Powers Agreement Creating the Lake County Community Risk Reduction Authority and giving the General Manager permission to sign

**Action Taken: Motion to approve the Third Amendment to the Joint Powers Agreement Creating the Lake County Community Risk Reduction Authority and giving the General Manager permission to sign**  
**HERMAN/ARCHACKI M/S/C**  
**AYES: MEDEIROS/ARCHACKI/HERMAN/BURTON**  
**NOES: BOUCHER**  
**ABSENT: NONE**

- b. Discussion and consideration of approving the proposal from Arrow fencing in the amount of \$13,179.49 to replace the fence and gate around the Paradise Cove tank that was damaged due to a fallen tree. This will be paid out of the Paradise Cove CRP Account.

**Action Taken: Motion to approve the proposal from Arrow Fencing in the amount of \$13, 179.49**  
**BURTON/BOUCHER M/S/C**  
**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON**  
**NOES: NONE**  
**ABSENT: NONE**

- c. Discussion and consideration of approving the electrical easement for Lift Station 10

**Action Taken: NO ACTION**

d. Discussion and consideration of purchasing 50,000 lbs of Pro Pac 9800 from NTU Technologies

**Action Taken: Motion to approve the purchase of 50,000 lbs of Pro Pac 9800 from NTU Technologies**  
**ARCHACKI/HERMAN M/S/C**  
**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON**  
**NOES: NONE**  
**ABSENT: NONE**

**Adjournment**

**Time: 2:44 PM**

**SIGNED: \_\_\_\_\_**  
**Margaret Medeiros, President**

**ATTESTED TO: \_\_\_\_\_**  
**Olivia Mann, Board Secretary**



MC Engineering, Inc.

9294 Madison Ave  
Orangevale, CA 95662

# Invoice

Date	Invoice #
8/5/2021	2085

**Bill To**

Clearlake Oaks Water District  
12545 Highway 20  
Clearlake Oaks, CA 95423

P.O. No.	Terms	Due Date	Project	
	Net 30	9/4/2021	USDA Meters and Water Tank PER	
Description	Qty	Rate	Amount	
Assistant Engineer, Jose Diaz-Mendez	141	105.00	14,805.00	
Project Engineer 2, Richard Relyea	148	130.00	19,240.00	
Operations Management Engineer, John Pedri, PE	49.5	160.00	7,920.00	
Project Manager, Mark Carey, PE	8	165.00	1,320.00	
Assistant Engineer, Jared P. Nelson	22	130.00	2,860.00	
Administrative Support	3	65.00	195.00	
OV Copy Inv 37572		9.53	9.53	
RGH Consultants Inv 0621130	1.13	3,240.00	3,661.20	
EDEA Invoice 1113	1.13	990.00	1,118.70	
Island Park RV	1	688.89	688.89	
RV Rental July 2021	1	750.00	750.00	
Reimbursable Expenses		3,795.04	3,795.04	
<b>Total</b>			<b>\$56,363.36</b>	
<b>Payments/Credits</b>			<b>\$0.00</b>	
<b>Balance Due</b>			<b>\$56,363.36</b>	

138-USDA Wtr Improv. Proj DM

Phone #	Fax #	E-mail
916-546-7898	916-860-1863	markacarey@msn.com

AS



## Contractor's Application for Payment No. #13

To (Owner):	Application Period: 5/1/2021 - 5/19/2021
Project:	Application Date: 5/19/2021
Owner's Contract No.:	Via (Construction Manager): Jared Nelson
Contractor's Project No.: 1808	Engineer's Project No.:

Approved Change Orders		Application For Payment Change Order Summary	
Number	Additions	Deductions	
1	\$25,785.18		
2	\$5,800.05		
3		\$2,510.30	
4	\$0.00		
5	\$24,900.00		
6	\$95,798.00		
7	\$18,433.16		
8	\$5,117.00		
9A & 10			
11	\$124,666.00		
12			
<b>TOTALS</b>			
NET CHANGE BY			\$228,498.29
CHANGE ORDERS			

<b>1. ORIGINAL CONTRACT PRICE</b> ..... \$ 2,603,374.00 <b>2. Net change by Change Orders</b> ..... \$ 228,498.29 <b>3. Current Contract Price (Line 1 ± 2)</b> ..... \$ 2,831,872.29 <b>4. TOTAL COMPLETED AND STORED TO DATE</b> <b>5. RETAINAGE:</b> a. 5% X \$2,831,872.29 Work Completed..... \$ 141,593.61 b. 5% X \$0.00 Stored Material..... \$ - c. Total Retainage (Line 5a + Line 5b)..... \$ 141,593.61 <b>6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)</b> ..... \$ 2,690,278.68 <b>7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)</b> ..... \$ 2,577,793.73 <b>8. AMOUNT DUE THIS APPLICATION</b> ..... \$ 112,484.95 <b>9. BALANCE TO FINISH, PLUS RETAINAGE</b> (Column G on Progress Estimate + Line 5 above)..... \$ 141,593.61	Payment of: \$ _____ (Date) <u>5-19-21</u> is recommended by: <u>Jared Nelson</u> Inspector Payment of: \$ _____ (Date) <u>5/21/21</u> is recommended by: <u>[Signature]</u> Engineer is approved by: <u>[Signature]</u> Owner Approved by: _____ (Date) _____ (Date)
---	--

**Contractor's Certification**

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: [Signature] Date: 5/10/2021





T & S CONSTRUCTION CO. INC

A/R Invoices with Retainage  
by Job

# A/R Invoices with Retainage

08/12/21

CREDIT MEMO

Job	Due Date	Description	Invoice Total	Retention	Balance
1809 - PHASE 2 WASTEWATER REHABILITATION AND INFRASTRUCTURE	10/30/2019	Progress Billing# 1	38,481.25	1,924.06	1,924.06
	01/30/2020	Progress Billing# 2	280,955.78	14,047.79	14,047.79
	02/29/2020	Progress Billing# 3	82,476.25	4,123.81	4,123.81
	03/30/2020	Progress Billing# 4	8,911.35	445.57	445.57
	04/30/2020	Progress Billing# 5	417,621.29	20,881.06	20,881.06
	05/30/2020	Progress Billing# 6	-123,209.44	3,252.78	-123,209.44
			705,236.48	44,675.07	-81,787.15
			705,236.48	44,675.07	-81,787.15

*188 - inflow & inflow. Const. (Pm)*

Report  
STACI

*3*



# Customer Payment Coupon

August 04, 2021

Clearlake Oaks County Water District  
12952 E. Hwy 20  
CLEARLAKE OAKS, CA 95423

References	
Notification #	119811294
Contract #	50046942 V1
E15-PM #	35221021
E16-PM #	35221021
Customer #	2746605

## Customer Payment Summary

9940 HARVEY BLVD, CLEARLAKE OAKS

Please pay the Total Due based upon the payment option(s) you selected on page two of the enclosed Gas and Electric Extension Agreement.

Payment Options	Subtotal	Total Due
10-Year Refundable Advance Option Gas and Electric	\$200,144.64	\$197,644.64
Non-Refundable 50 percent Discount Option for Gas and Electric	\$101,911.32	\$99,411.32
10-Year Refundable Advance Option for Gas and Non-Refundable 50 percent Discount Option for Electric	\$101,911.32	\$99,411.32
Non-Refundable 50 percent Discount Option for Gas and 10-Year Refundable Advance Option for Electric	\$200,144.64	\$197,644.64

The Total Due for each payment option above includes:

Advance Credit	(\$2,500.00)
----------------	--------------

## Important Payment Information

To complete your contract ONLINE

- Follow the instructions provided with your electronic contract
- Submit payment at [pge.com/contractpayments](http://pge.com/contractpayments)

To complete your contract BY MAIL

- Please make check payable to: **PG&E or Pacific Gas and Electric**
- Complete, sign and return the enclosed agreement(s), the SACAC form and the customer payment coupon with your payment
- **Remit payment and SACAC form to:**  
PG&E CFM/PPC Department  
PO BOX 997340  
Sacramento, CA 95899-7340

### IMPORTANT MESSAGE

Please review the enclosed information and total due. This document needs to be returned with the enclosed agreements.

If you complete your contract ONLINE, a copy will be saved to your Customer Connections Online (CCO) account at [pge.com/cco](http://pge.com/cco).

To learn more about PG&E's gas and electric safety initiatives and resources please visit [pge.com/safety](http://pge.com/safety).

**Have Questions?**

**Please Call 1-800-422-0436**



119811294





# Gas and Electric Extension Agreement\*

For Internal Use	
Notification #	119811294
Contract #	50046942 V1
E-PM #	35221021
G-PM #	
E-Prior MLX/PM#	
G-Prior MLX/PM#	
Customer #	2746605

August 04, 2021

Clearlake Oaks County Water District  
12952 E. Hwy 20  
CLEARLAKE OAKS, CA, 95423

Re: 9940 HARVEY BLVD, CLEARLAKE OAKS

Dear Dianna Mann

We are writing to let you know Pacific Gas and Electric Company (PG&E) will extend its facilities to provide the requested gas and electric service to the project address listed above. PG&E's costs have been developed based on the choices and information provided in your application and may change if you make changes. This letter, including PG&E's tariffs, which are incorporated by reference below, will serve as our contract. As required by the California Public Utilities Commission (CPUC), special facilities will be handled in a separate contract. Please complete the following four steps to execute this contract.

**1 Review the following work responsibilities and cost information.**

Work To Be Done By	GAS MAIN		GAS SERVICE		ELECTRIC DISTRIBUTION			ELECTRIC SERVICE		
	Trench	Pipe	Trench	Pipe	Trench	Substr.	Facilities	Trench	Substr.	Facilities
PG&E							X			X
Customer										

	GAS		ELECTRIC	
<b>Total non-refundable project costs</b>		<b>\$0.00</b>		<b>\$3,677.99</b>
<b>Refundable extension costs</b>		<b>\$0.00</b>		<b>\$197,245.88</b>
Allowances (credit)	-	\$0.00	-	\$779.23
<b>Net refundable amount</b>	=	<b>\$0.00</b>	=	<b>\$196,466.64</b>
<b>10 YEAR REFUNDABLE OPTION</b>				
<b>Net refundable amount</b>		<b>\$0.00</b>		<b>\$196,466.64</b>
Credit for value of design and/or facilities provided by applicant	-	\$0.00	-	\$0.00
<b>Total non-refundable project costs</b>	+	<b>\$0.00</b>	+	<b>\$3,677.99</b>
<b>Total (if you select this option)</b>	=	<b>\$0.00</b>	=	<b>\$200,144.64</b>
<b>NON-REFUNDABLE 50% DISCOUNT OPTION</b>				
<b>Net refundable amount</b>		<b>\$0.00</b>		<b>\$196,466.64</b>
Discount: 50% of Net refundable amount	-	\$0.00	-	\$98,233.32
Credit for value of design and/or facilities provided by applicant	-	\$0.00	-	\$0.00
<b>Total non-refundable project costs</b>	+	<b>\$0.00</b>	+	<b>\$3,677.99</b>
<b>Total (if you select this option)</b>	=	<b>\$0.00</b>	=	<b>\$101,911.32</b>
<b>Potential refund per residential lot/unit</b>		<b>\$0.00</b>		<b>\$0.00</b>
<b>Potential reimbursement per service completion</b>				
Pressurized or energized system		\$0.00		\$0.00
Not pressurized or energized system		\$0.00		\$0.00
<b>Reimbursement for other work performed</b>		<b>\$0.00</b>		<b>\$0.00</b>

**DEFINITIONS AND EXPLANATION OF TERMS**

(For more detail see rules 15 and 16):

**Total non-refundable project costs** include costs for work such as electric trench and excavation, conduits, inspections, streetlights, conversion from overhead to underground and contract processing.

**Refundable extension costs** include costs for facilities such as electric conductor, transformers and poles; gas pipe, gas share of distribution trench and regulators; and meters.

**Allowances** are a credit against refundable extension costs. They are based upon the number of residential units expected to be connected within the first six months and the expected annual non-residential net (distribution) revenue from your project.

Allowances granted under either option are subject to **deficiency billing** if the number of residential units connected or the annual non-residential net revenue falls below the forecast used to calculate the allowances.

**Net refundable amount** is the portion of overall costs eligible for refund to you based upon additional residential meters being set or upon increases in non-residential annual net (distribution) revenue. A cost-of-ownership charge is assessed against the Net refundable amount (except for individual residential applicants) per Rule 15.

**Potential refund per residential lot/unit** is for those lots/units for which you did not already receive an allowance (i.e., units not expected to be connected in the first six months). Any refunds may be decreased or eliminated by cost-of-ownership charges assessed under the provisions of Rule 15.

**Potential reimbursement per service completion** is the amount to which a customer may be entitled for performing certain service connection work PG&E would otherwise perform when installing service extensions and are not to be confused with refunds.

**Reimbursement for other work performed** is the amount to which a customer may be entitled for performing certain work (other than service completions) that normally is PG&E's responsibility.

All amounts include the Income Tax Component of Contribution (ITCC) PG&E is required to charge customers, where applicable.



119811294

PG&E refers to Pacific Gas and Electric Company, a subsidiary of PG&E Corporation. ©2015 Pacific Gas and Electric Company. All rights reserved.

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# Gas and Electric Extension Agreement\*

## 2 Select one of the following payment options.

- 10-Year Refundable Option for Gas and Electric
- Non-Refundable 50 Percent Discount Option for Gas and Electric
- 10-Year Refundable Option for Gas and Non-Refundable 50 Percent Discount Option for Electric
- Non-Refundable 50 Percent Discount Option for Gas and 10-Year Refundable Option for Electric

Gas	Electric	Advance	Total Due
\$0.00	\$200,144.64	SEE PMT CPN	\$200,144.64
\$0.00	\$101,911.32	SEE PMT CPN	\$101,911.32
\$0.00	\$101,911.32	SEE PMT CPN	\$101,911.32
\$0.00	\$200,144.64	SEE PMT CPN	\$200,144.64

## 3 Review these important terms and conditions.

This Gas and Electric Extension Agreement is controlled by, and incorporates by reference, PG&E's tariffs, including Gas and Electric rules 2, 15, and 16; the Distribution and Service Extension Agreement-Provisions (Form 62-0982) and the General Terms & Conditions for Gas and Electric Extension & Service Construction by Applicant (Form 79-716), all as approved and authorized by the CPUC. This agreement at all times shall be subject to such modifications as the CPUC may direct from time to time in the exercise of its jurisdiction.

You can view PG&E's tariffs online at [pge.com/tariffs](http://pge.com/tariffs) or contact the PG&E representative listed below. Additional details underlying the amounts shown in this agreement, as well as the calculation of allowances, refunds or deficiency bills can also be provided by your local PG&E representative.

## 4 After completing steps 1, 2 and 3 and having checked one, but only one, of the four payment options above, please complete and return the following items to PG&E.

- Sign and return this contract as indicated below.
- Submit the Payment Coupon with Total Due based on your option selected.
- Sign and return the enclosed Statement of Applicant's Contract Anticipated Costs (SACAC) [Form 79-1003] (explanation in box to the right).

**Please provide your payment and required forms within 90 days from August 04, 2021. PG&E is not bound by the costs set forth above if payment and the signed forms are not received by PG&E within 90 days.**

If you have any questions, please contact Ken Burroughs at 877-743-7782 or by email at [K7BL@PGE.COM](mailto:K7BL@PGE.COM).

### ADDITIONAL INFORMATION

#### What is the SACAC form

Under PG&E's rules 15 and 16 you have a choice: you can perform the work yourself, hire a qualified contractor to perform the work or hire PG&E to do the work. We are required by the CPUC to provide you with PG&E's costs.

This form identifies our cost for the refundable service that is PG&E's responsibility to install. PG&E's costs were developed based on your choices within the application and may change if you change that choice.

#### How do I fill out the SACAC?

If you want to do this work yourself or have a qualified contractor do this work, please enter your estimated costs in the section of the SACAC form entitled "Applicant's Costs" or check the box in the section entitled "Applicant's Election Not To Provide Costs," sign and return to PG&E. PG&E will send you a revised agreement by return mail only if you choose to provide your estimated costs.

If you want PG&E to do this work, please check the section "Applicant's Election Not to Provide Costs," sign and return the SACAC form along with a check for the Total Due based on the option you selected above.

You must return the completed SACAC form to PG&E regardless of who you choose to do the work.

**Please follow payment instructions found on your Payment Coupon.**

## Pacific Gas and Electric Company

This contract has been reviewed and approved by:

Carol Franklin  
Service Planning Supervisor

## Customer

Agreed and accepted by:

Clearlake Oaks County Water District, A GOVERNMENT AGENCY

Authorized Signatory Dianna Mann

Title General Manager

Signature Dianna Mann

Date 8/5/2021 | 8:52:21 AM PDT



119811294

\* Automated document, Preliminary Statement, Part A





STATEMENT OF APPLICANT'S CONTRACT  
ANTICIPATED COSTS.\*

August 04, 2021

Project Name: CLOCWD Harvey Tank

Project Location: 9940 HARVEY BLVD, CLEARLAKE OAKS

Notification Number: 119811294

PM Number(s): (Gas)

(Electric)

35221021

APPLICANT COSTS

The following statement must only include the contracted anticipated installed costs of facilities installed by the Applicant that are refundable and that are PG&E's responsibility under its tariffs.

The costs provided by the Applicant must be taken from the Applicant's contract with its contractor. If the Applicant will be performing the work itself, the Applicant must also complete and sign this form.

The Applicant's statement of costs will be compared with PG&E's estimated installed costs of the same facilities, the lower of which will be used to determine the amount subject to allowances and refunds in accordance with the provisions of PG&E's Gas and Electric Rules 15 and 16.

If the Applicant chooses not to provide its costs, it must complete the last section of this form. Until the Applicant either provides the refundable cost from its contract with its contractor (or its own cost, if applicable), or returns this form indicating that it will not do so, PG&E will not proceed with any work on the Applicant's project.

GAS

**Residential Service Facilities:**

Applicant: \$ \_\_\_\_\_

PG&E:

\$0.00

Number of gas service: 0

Stubs:0

ELECTRIC

**Residential Service Facilities:**

Applicant: \$ \_\_\_\_\_

PG&E:

\$0.00

Number of Electric service: 0

Applicant's statement of costs include: overhead or underground service conductors, poles, service transformers, connection fittings, service pipe, valves, service connections, and other PG&E-owned service equipment, as detailed in Gas and Electric Rule 16.

Applicant's statement of costs DOES NOT include: inspection fees, nonresidential service costs, regulators, or PG&E-owned metering equipment.



119811294



**GAS**

**ELECTRIC**

**Gas Distribution Facilities  
and Non-Residential Service Services:**

**Electric Distribution Facilities  
and Non-Residential Service Services:**

Applicant: \$ \_\_\_\_\_

Applicant: \$ \_\_\_\_\_

PG&E: \$0.00

PG&E: \$35,660.51

**GAS DISTRIBUTION TRENCH**

Applicant: \$ \_\_\_\_\_

PG&E: \$0.00

Applicant's statement of costs include: cables, switches, transformers, distribution main, valves, regulators, nonresidential service costs, and other distribution facilities required to complete the distribution line extension, as detailed in Gas and Electric Rule 15 as PG&E's responsibility.

Applicant's statement of costs DOES NOT include: inspection fees, tie-in of system by PG&E, distribution substructures, electric trench, conduits, feeder conduits, or protective structures, as detailed in Gas and Electric Rule 15.

**I declare under penalty of perjury that the foregoing is true and correct.**

**APPLICANT'S ELECTION NOT TO PROVIDE COSTS:** (if this option selected, box must be checked)

I choose not to provide to the utility my refundable costs for this project as taken from my contract with my contractor, or as performed by myself, and acknowledge that PG&E will use its estimate of the refundable costs for this project in the contract between it and me.

Executed on 8/5/2021 | 8:52:21 AM PDT at \_\_\_\_\_  
(Date) (City)

By: Dianna Mann

Print Applicant Name: Clearlake Oaks County Water District, A GOVERNMENT AGENCY

Signed: Dianna Mann  
DocuSigned by:  
Dianna Mann  
CB378665214E47A

Title: General Manager



119811294

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**CLEARLAKE OAKS COUNTY WATER DISTRICT**

**P.O. Box 709, 12952 E. HWY. 20  
CLEARLAKE OAKS, CA 95423  
(707) 998-3322**

**RESOLUTION NO. 21-20**

**RESOLUTION TO TRANSFER DELINQUENT ACCOUNT  
BALANCES TO THE COUNTY OF LAKE FOR INCLUSION  
WITH THE COUNTY'S SECURED TAX COLLECTIONS.**

**WHEREAS**, the Clearlake Oaks County Water District's Board of Directors has determined that there is a need for assistance in collecting the District's delinquent accounts receivables; and

**WHEREAS**, the County of Lake has a means of collecting government agency's delinquent accounts by placing liens on the secured tax roll for real property within its jurisdiction. (See Attachment A)

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Clearlake Oaks County Water District herewith requests that the County of Lake place as a lien on the secured tax roll of certain real property within the County of Lake's jurisdiction, the District's delinquent accounts

**THE ABOVE RESOLUTION** is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a special meeting thereof held on the 19<sup>th</sup> day of August 2021, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**CLEARLAKE OAKS COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Margaret Medeiros, Board President

Attest: \_\_\_\_\_  
Olivia Mann, Board Secretary

# CLEARLAKE OAKS COUNTY WATER DISTRICT

## RESOLUTION NO. 21-21

### AUTHORIZING REPRESENTATIVE FOR THE URGENT DRINKING WATER NEEDS FUNDING GRANT THROUGH THE DIVISION OF DRINKING WATER (DDW)

**WHEREAS**, per the awarding of the funding contract from the Urgent Drinking Water Needs through the Division of Drinking Water (DDW) for the purpose of extending our raw water intake pipe, the following is resolved by the Clearlake Oaks County Water District Board of Directors:

**WHEREAS**, The General Manager (“the Authorized Representative”) or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial responsibility of the District; and

**BE IT FURTHER RESOLVED**, the Authorized Representative, or his/her designee, is designated to represent the District in carrying out the District’s responsibilities under the financing agreement, including approving contractor billing and certifying and approving disbursement requests on behalf of the District, in compliance with applicable state and federal laws.

**THE ABOVE RESOLUTION** is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 19<sup>th</sup> day of August 2021, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: \_\_\_\_\_  
Margaret Medeiros, President

Attest: \_\_\_\_\_  
Olivia Mann, Board Secretary

SK

RECEIVED  
JUL 19 2021

BY: *BJA*  
Via email

# Clearlake Oaks County Water District

12952 East Highway 20, P.O. Box 709  
Clearlake Oaks, CA 95423  
(707) 998-3322 Phone (707) 998-1245 Fax  
www.clocwd.org (Website)

Name: Hou Jung Liu

Mailing Address: 2222 Bayberry Cir, Pittsburg, CA 94565

Property Address  
(If different than above): 10458 Chatten Ct, Clearlake Oaks, CA 95423

## APPEAL

Please select the charge that you are appealing:

Misc. Charge  Late Fee Waiver  High Usage / Bill

Other: application/transfer fee

Date of the charge that you are appealing: 7/7/2021

Please describe below in detail the reason for your appeal:

**We just purchased the property and received the application for transfer from previous owner. On the application itself, it was highlighted to provide the tenant authorization form if it is tenant occupied. It was indeed intended for tenant occupied so therefore we filled out the tenant authorization form. We did not know the \$50 transfer fee will be separate bills. We returned the application form along with authorization form believing it is required because of tenant occupied intention and the highlighted section by your office. At that point, we were also told on the phone to send back the tenant authorization form if it will have tenants. However we called today and was told it was not required when it was highlighted to us. Now we are stuck with another \$50 transfer fee and was told it is under tenant's name when it was not required to do so. Owner will be responsible for water and thus tenant name does not need to be on it if it is not required. We urge you to help solve this issue and provide fine prints on the application form if tenant authorization form is not required to mitigate future confusion. We do not believe it is fair to submit the tenant authorization, if not required, just so your office can charge another \$50 for the transfer to tenant. We have no intention of transferring to tenant if it is not required to do so. Thank you!**

DocuSigned by:

*Hou Jung Liu*

Signature

7/19/2021 | 12:07 PM PDT

Date





**Clearlake Oaks County Water District**  
 12952 East Highway 20, P.O. Box 709  
 Clearlake Oaks, CA 95423  
 (707) 998-3322 Phone (707) 998-1245 Fax

**Application for Water / Sewer Service**

Name(s) on Account: \_\_\_\_\_ Date: 08/29/2021  
 Service Address: \_\_\_\_\_ Effective Date of Ownership Change: 04/23/2021  
 A/P #: 035-692-07 Meter No: 0032034829 Account #: 02018  
 Name of Former Customer, if any: \_\_\_\_\_  
 A backflow prevention device is  or is not  required for this property.

**SECTION TO BE COMPLETED BY CUSTOMER(S)/APPLICANT(S)**

Billing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Primary Phone No.:(\_\_\_\_\_) \_\_\_\_\_  
 Secondary Phone No.:(\_\_\_\_\_) \_\_\_\_\_  
 Social Security Number: \_\_\_\_\_  
 Driver's License Number: \_\_\_\_\_  
 (Copy of Driver's License is required with application)

Type of Service: Residential  or Commercial . For email billing, please provide an email address: \_\_\_\_\_ It is intended that this property will be **Owner Occupied**  or **Tenant Occupied** . (Provide customer with an authorization form, if property is intended to be tenant occupied).

**SECTION FOR FEES PAID FOR EXISTING AND/OR NEW CONNECTIONS TO DISTRICT SERVICES**

Capacity Expansion/Connection Fee	\$ <u>0</u>	(Fee represents proportionate cost of capacity in existing and future facilities)
Meter Installation & Maintenance Fee	\$ <u>0</u>	(Fee represents cost of meter for life of THIS account)
Application Fee	\$ <u>50.00</u>	(Fee represents administrative servicing of THIS account)
Total Paid	\$ _____	Date Paid: _____

**PLEASE COMPLETE AND RETURN**

\*All amounts charged are as ordained by the District's Board of Directors and are in accordance with the District's current Rates & Fees Schedule.

**ACKNOWLEDGMENT/AGREEMENT TO BE COMPLETED BY CUSTOMER(S)/APPLICANT(S)**

The undersigned hereby applies to the Clearlake Oaks County Water District for Water and Sewer service/ connection to be supplied to the address noted above, and promises to pay Clearlake Oaks County Water District in accordance with the schedule of Water & Sewer service rates and fees as ordained by the District's Board of Directors, and to conform to and abide by District rules and regulations in force relating to the purchase and sale of said Water & Sewer service. The undersigned acknowledges the District's right to access the customer's premises to read the meter, make periodic inspections related to said services, and to service District equipment, in accordance with District ordinance(s). Delivery of service shall be to the property line. The undersigned understands and acknowledges that for purposes of inspection, maintenance, construction, and to provide water service the District may or may not have the right to access utility easements recorded against the real property noted above. The undersigned further acknowledges that by requesting connection to District water services, the District must maintain continual and sufficient treatment, distribution and storage capacity for this property eternally. All District fees, which may, or may not have been collected by the District at the time of this application, are considered to be non-refundable.

**Applicants**

Legal Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Applicant's**

Legal Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Copies of Ordinances, Resolutions, Policies, Rate Schedules, Billable Fees, and any unmentioned district forms are available upon request and subject to \$0.10 charge per copy.

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RECEIVED  
AUG 09 2021  
BY: .....

# Clearlake Oaks County Water District

12952 East Highway 20, P.O. Box 709  
Clearlake Oaks, CA 95423  
(707) 998-3322 Phone (707) 998-1245 Fax  
www.clocwd.org (Website)

Name: Scott J Drew

Mailing Address: PO Box 1136  
\_\_\_\_\_

Property Address  
(If different than above): 12894 Island Circle Acct. #1949

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## APPEAL

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Please select the charge that you are appealing:

Misc. Charge  Late Fee Waiver  High Usage / Bill

Other: \_\_\_\_\_

Date of the charge that you are appealing: July 23, 2021

Please describe below in detail the reason for your appeal: After the new water meter was installed near the end of June, 2021, I noticed that the water company's curb valve was now locked open. I called and talked to Bailey, she said that we could install our own shut off valve on our side of the meter. She said that we would have one free turn off and turn on for this procedure. I asked how much notice they needed, she said to allow an hour for the mainenance man to arrive. On July 6th our handyman plumber prepared the area for the new valve box, and I called to have our water shut off. Bailey told me again that we would have a free shut off and turn on for this project. After our plumber finished the job I called again, reconfirmed with Bailey that there would be no charge for this turn off and turn on, and requested that we have our water turned back on. The maintenance man came in a timely manner, turned on our water, no leaks, so we thought that the project was finished. When our water bill came it showed some confusing numbers that didn't add up correctly. When I called, the person I talked to said that there was a \$50.00 charge for turning our water off and back on. I am disputing this charge. We were told multiple times that this would be a free turn off and turn back on for our shut off valve installation. Thank you.

Scott J. Drew August 5, 2021  
Signature / Date



P.O. Box 709/12952 East Highway 20  
 Clearlake Oaks, CA 95423  
 Phone: (707) 998-3322 Fax: (707) 998-1245  
 customerservice@clowd.org  
 www.clowd.org

SCOTT DREW  
 P.O. BOX 1136  
 CLEARLAKE OAKS, CA 95423-1136

STATEMENT DATE		ACCOUNT NUMBER	
7/23/21		1949	
PREV BALANCE	PAYMENTS	BAL FORWARD	
\$122.06	-\$122.06	\$0.00	
DUE DATE		AMOUNT DUE	
8/16/21		\$176.59	
CUSTOMER NAME			
SCOTT DREW			
SERVICE LOCATION			
12894 ISLAND CIRCLE DR			

SERVICE DESCRIPTION	FROM	TO	METER READINGS		USAGE	AMOUNT
			PRIOR	CURRENT		
WATER	6/17/21	7/15/21	201	805	4518	42.21
CRP WATER						15.80
SEWER						46.67
CRP SEWER						21.91

126.59

*Pl. 7-30-21  
 # 162*

Sign up for ALERTS on our website at [www.clowd.org](http://www.clowd.org). For our 24/7 'Pay By Phone' option, please dial (707) 216-2006. EVERY DROP COUNTS.

TOTAL CURRENT CHARGE

\$176.59

A late charge will be assessed if payment is not received by the due date.

# Clearlake Oaks County Water District

12952 East Highway 20, P.O. Box 709  
Clearlake Oaks, CA 95423  
(707) 998-3322 Phone (707) 998-1245 Fax  
www.clocwd.org (Website)

Name: County of Lake - Public Services Department

Mailing Address: 333 Second street, Lakeport, CA 95453

Property Address  
(If different than above): 12505 Foothill, Clearlake Oaks, CA

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## APPEAL

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Please select the charge that you are appealing:

Misc. Charge  Late Fee Waiver  High Usage / Bill

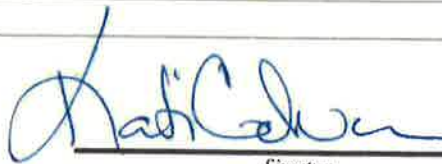
Other: \_\_\_\_\_

Date of the charge that you are appealing: 3-16-21, 4-20-21, 5-18-21, 6-16-21, 7-19-21, August 2021

Please describe below in detail the reason for your appeal:

The county pays invoices as soon as they are received but it can take up to 30 days from receipt of invoice. We are requesting that the past late fees be waived and moving forward allow a longer grace period for due dates. We apologize for the inconvenience and hope that we can come to an agreement that is mutually fair and beneficial to all.

If this is not resolved before the August statement cutoff, we request a waiver of additional late fees until this is resolved.



Signature

8/10/21  
Date



P.O. Box 709/12952 East Highway 20  
 Clearlake Oaks, CA 95423  
 Phone: (707) 998-3322 Fax: (707) 998-1245  
 customerservice@clowd.org  
 www.clowd.org

COUNTY OF LAKE PARKS DEPARTMENT  
 333 SECOND ST  
 LAKEPORT, CA 95453-0000

STATEMENT DATE		ACCOUNT NUMBER	
6/24/21		3953	
PREV BALANCE	PAYMENTS	BAL FORWARD	
\$ 2,826.90	-\$2,312.47	\$ 514.43	
DUE DATE		AMOUNT DUE	
7/19/21		3,410.79	
CUSTOMER NAME			
COUNTY OF LAKE PARKS DEPARTMENT			
SERVICE LOCATION			
12505 FOOTHILL			

SERVICE DESCRIPTION	FROM	TO	METER READINGS IN CUBIC FEET (CF)		USAGE IN GALLONS	AMOUNT
			PRIOR	CURRENT		
WATER BASE WATER USAGE	5/12/21	6/15/21	6355370	6452950	729947	583.94 2,122.85
CRP WATER						189.57

On May 20, 2021, the Board voted to initiate Stage 2 of our Water Conservation Policy, Stage 2 is a condition resulting in 10-20% voluntary water use reduction. Please visit our website at [www.clowd.org](http://www.clowd.org) for more information. Every Drop Counts! We will be CLOSED July 5, 2021 in observance of Independence Day!

TOTAL CURRENT CHARGE **\$2,896.36**

**A late charge will be assessed if payment is not received by the due date.**



P.O. Box 709/12952 East Highway 20  
 Clearlake Oaks, CA 95423  
 Phone: (707) 998-3322 Fax: (707) 998-1245  
 customerservice@clowd.org  
 www.clowd.org

COUNTY OF LAKE PARKS DEPARTMENT  
 333 SECOND ST  
 LAKEPORT, CA 95453-0000

DUE DATE		ACCOUNT NUMBER	
7/19/21		3953	
LOCATION NUMBER		AMOUNT DUE	
01395		3,410.79	
IF PAYING AFTER DUE DATE PLEASE PAY			
\$ 3,700.43			
Enter Amount Enclosed		\$	

Make Checks Payable To: Clearlake Oaks County Water District  
 Please return this stub with your payment.

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## CLEARLAKE OAKS COUNTY WATER DISTRICT Account History

**Customer Information**

Account No. 3953  
 COUNTY OF LAKE PARKS DEPARTMENT  
 333 SECOND ST  
 LAKEPORT, CA 95453-0000  
 UNITED STATES

**Location Information**

Location No. 1395  
 12505 FOOTHILL

Trans. Date	Trans. Type	Reference	Type / Reason	Amount	Balance
7/12/2021	Payment		Check	(\$2,896.36)	\$514.43
6/24/2021	Charge			\$2,896.36	\$3,410.79
6/16/2021	Delinquency	Past Due: \$2312.47 - 06/16/2021		\$231.25	\$514.43
6/14/2021	Payment		Check	(\$2,312.47)	\$283.18
5/27/2021	Charge			\$2,312.47	\$2,595.65
5/18/2021	Delinquency	Past Due: \$1649.73 - 05/18/2021		\$164.97	\$283.18
5/11/2021	Payment		Check	(\$1,649.73)	\$118.21
4/26/2021	Adjustment			(\$121.13)	\$1,767.94
4/22/2021	Charge			\$1,649.73	\$1,889.07
4/21/2021	Delinquency	Past Due: \$118.21 - 04/21/2021		\$0.00	\$239.34
4/20/2021	Delinquency	Past Due: \$1211.26 - 04/20/2021		\$121.13	\$239.34
4/12/2021	Payment		Check	(\$1,211.26)	\$118.21
3/25/2021	Charge			\$1,211.26	\$1,329.47
3/22/2021	Payment		Check	(\$1,182.13)	\$118.21
3/16/2021	Delinquency	Past Due: \$1182.13 - 03/16/2021		\$118.21	\$1,300.34
2/25/2021	Charge			\$1,182.13	\$1,182.13
2/16/2021	Payment		Check	(\$1,234.70)	\$0.00

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# CLEARLAKE OAKS COUNTY WATER DISTRICT Aged Receivables - Detailed

Date as of: 7/14/2021  
Report Based On Transaction Date

Limited to : Account No 3953 Location No 1395  
Positive Balances - Negative Balances - Zero Balances - Tax Details

Location No.	Account No.	Customer Name	Status	1-30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	>120 Days	Balance
1395	3953	COUNTY OF LAKE PARKS DEPARTMENT	Current						
		WATER		\$324.86	\$0.00	\$0.00	\$0.00	\$0.00	\$324.86
		WATER CONV		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		WATER Penalty		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		WATER Shutoff		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		CRP WATER		\$189.57	\$0.00	\$0.00	\$0.00	\$0.00	\$189.57
		CRP WATER Penalty		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		<b>Totals:</b>		<b>\$514.43</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$514.43</b>

Grand Totals	Current	1-30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	>121 Days	Balance
WATER	\$0.00	\$324.86	\$0.00	\$0.00	\$0.00	\$0.00	\$324.86
WATER CONV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER Shutoff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CRP WATER	\$0.00	\$189.57	\$0.00	\$0.00	\$0.00	\$0.00	\$189.57
CRP WATER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals:</b>	<b>\$0.00</b>	<b>\$514.43</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$514.43</b>

Number of Accounts on each column	1-30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	>121 Days
	1	0	0	0	0

**Report Counts**  
Distinct Account Numbers: 1  
Distinct Location Numbers: 1

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# Clearlake Oaks County Water District

12952 East Highway 20, P.O. Box 709  
Clearlake Oaks, CA 95423  
(707) 998-3322 Phone (707) 998-1245 Fax  
www.clocwd.org (Website)

Name: County of Lake - Public Services Department

Mailing Address: 333 Second street, Lakeport, CA 95453

Property Address  
(If different than above): 12588 Acorn Street, Clearlake Oaks, CA

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## APPEAL

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Please select the charge that you are appealing:

Misc. Charge  Late Fee Waiver  High Usage / Bill

Other: \_\_\_\_\_

Date of the charge that you are appealing: 3-16-21, 4-20-21, 5-18-21, 6-16-21, 7-19-21, August 2021

Please describe below in detail the reason for your appeal:

The county pays invoices as soon as they are received but it can take up to 30 days from receipt of invoice. We are requesting that the past late fees be waived and moving forward allow a longer grace period for due dates. We apologize for the inconvenience and hope that we can come to an agreement that is mutually fair and beneficial to all.

If this is not resolved before the August statement cutoff, we request a waiver of additional late fees until this is resolved.

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 8/10/21  
Signature / Date





P.O. Box 709/12952 East Highway 20  
 Clearlake Oaks, CA 95423  
 Phone: (707) 998-3322 Fax: (707) 998-1245  
 customerservice@clocwd.org  
 www.clocwd.org

COUNTY OF LAKE PARKS DEPT (RESTROOM)  
 333 2ND ST  
 LAKEPORT, CA 95453-0000

STATEMENT DATE		ACCOUNT NUMBER	
6/24/21		4061	
PREV BALANCE	PAYMENTS	BAL FORWARD	
\$ 223.09	-\$177.56	\$ 45.53	
DUE DATE		AMOUNT DUE	
7/19/21		233.91	
CUSTOMER NAME			
COUNTY OF LAKE PARKS DEPT (RESTROOM)			
SERVICE LOCATION			
12588 ACORN ST			

SERVICE DESCRIPTION	FROM	TO	METER READINGS IN CUBIC FEET (CF)		USAGE IN GALLONS	AMOUNT
			PRIOR	CURRENT		
WATER BASE	5/13/21	6/15/21	240575	244697	30835	38.90
WATER USAGE						75.98
CRP WATER						14.61
SEWER						44.89
CRP SEWER						14.00

On May 20, 2021, the Board voted to initiate Stage 2 of our Water Conservation Policy, Stage 2 is a condition resulting in 10-20% voluntary water use reduction. Please visit our website at [www.clocwd.org](http://www.clocwd.org) for more information. Every Drop Counts! We will be CLOSED July 5, 2021 in observance of Independence Day!

TOTAL CURRENT CHARGE **\$188.38**

**A late charge will be assessed if payment is not received by the due date.**



P.O. Box 709/12952 East Highway 20  
 Clearlake Oaks, CA 95423  
 Phone: (707) 998-3322 Fax: (707) 998-1245  
 customerservice@clocwd.org  
 www.clocwd.org

COUNTY OF LAKE PARKS DEPT (RESTROOM)  
 333 2ND ST  
 LAKEPORT, CA 95453-0000

DUE DATE		ACCOUNT NUMBER	
7/19/21		4061	
LOCATION NUMBER		AMOUNT DUE	
02020		233.91	
IF PAYING AFTER DUE DATE PLEASE PAY			
\$ 252.75			
Enter Amount Enclosed			\$

Make Checks Payable To: Clearlake Oaks County Water District  
 Please return this stub with your payment.

bx



## CLEARLAKE OAKS COUNTY WATER DISTRICT Account History

**Customer Information**

Account No. 4061  
 COUNTY OF LAKE PARKS DEPT (RESTROOM)  
 333 2ND ST  
 LAKEPORT, CA 95453-0000  
 UNITED STATES

**Location Information**

Location No. 2020  
 12588 ACORN ST

Trans. Date	Trans. Type	Reference	Type / Reason	Amount	Balance
7/12/2021	Payment		Check	(\$188.38)	\$45.53
6/24/2021	Charge			\$188.38	\$233.91
6/16/2021	Delinquency	Past Due: \$177.56 - 06/16/2021		\$17.76	\$45.53
6/14/2021	Payment		Check	(\$177.56)	\$27.77
5/27/2021	Charge			\$177.56	\$205.33
5/18/2021	Delinquency	Past Due: \$155.05 - 05/18/2021		\$15.51	\$27.77
5/11/2021	Payment		Check	(\$155.05)	\$12.26
4/28/2021	Adjustment			(\$11.85)	\$167.31
4/22/2021	Charge			\$155.05	\$179.16
4/20/2021	Delinquency	Past Due: \$118.48 - 04/20/2021		\$11.85	\$24.11
4/12/2021	Payment		Check	(\$118.48)	\$12.26
3/25/2021	Charge			\$118.48	\$130.74
3/22/2021	Payment		Check	(\$122.58)	\$12.26
3/16/2021	Delinquency	Past Due: \$122.58 - 03/16/2021		\$12.26	\$134.84
2/25/2021	Charge			\$122.58	\$122.58
2/8/2021	Payment		Check	(\$113.92)	\$0.00

# CLEARLAKE OAKS COUNTY WATER DISTRICT Aged Receivables - Detailed

Date as of: 7/14/2021  
Report Based On Transaction Date

Limited to : Account No. 4061 Location No. 2020  
Positive Balances - Negative Balances - Zero Balances - Tax Details

Location No. Service	Account No.	Customer Name	Status	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Balance
2020	4061	COUNTY OF LAKE PARKS DEPT (RESTROOM)	Current						
		WATER		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		WATER CONV		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		WATER Penalty		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		CRP WATER		\$14.61	\$0.00	\$0.00	\$0.00	\$0.00	\$14.61
		CRP WATER Penalty		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		SEWER		\$16.92	\$0.00	\$0.00	\$0.00	\$0.00	\$16.92
		SEWER Penalty		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		CRP SEWER		\$14.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.00
		CRP SEWER Penalty		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		SEWER SURCHARGE		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		SEWER SURCHARGE Penalty		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		<b>Totals:</b>		<b>\$45.53</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45.53</b>

Grand Totals	Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Balance
WATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER CONV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEWER	\$0.00	\$16.92	\$0.00	\$0.00	\$0.00	\$0.00	\$16.92
SEWER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEWER SURCHARGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEWER SURCHARGE Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CRP WATER	\$0.00	\$14.61	\$0.00	\$0.00	\$0.00	\$0.00	\$14.61
CRP WATER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CRP SEWER	\$0.00	\$14.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.00
CRP SEWER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals:</b>	<b>\$0.00</b>	<b>\$45.53</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45.53</b>

Number of Accounts on each column	1	0	0	0	0	0
	1	0	0	0	0	0

Report Counts	Distinct Account Numbers:	Distinct Location Numbers:
	1	1

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# Clearlake Oaks County Water District

12952 East Highway 20, P.O. Box 709  
Clearlake Oaks, CA 95423  
(707) 998-3322 Phone (707) 998-1245 Fax  
www.clocwd.org (Website)

Name: County of Lake - Public Services Department

Mailing Address: 333 Second street, Lakeport, CA 95453  
\_\_\_\_\_

Property Address  
(If different than above): Stubbs Island, Clearlake Oaks, CA

---

## APPEAL

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Please select the charge that you are appealing:

Misc. Charge  Late Fee Waiver  High Usage / Bill

Other: \_\_\_\_\_

Date of the charge that you are appealing: 3-16-21, 4-20-21, 5-18-21, 6-16-21, 7-19-21, August 2021

Please describe below in detail the reason for your appeal:

The county pays invoices as soon as they are received but it can take up to 30 days from receipt of invoice. We are requesting that the past late fees be waived and moving forward allow a longer grace period for due dates. We apologize for the inconvenience and hope that we can come to an agreement that is mutually fair and beneficial to all.

If this is not resolved before the August statement cutoff, we request a waiver of additional late fees until this is resolved.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

 / 8/10/21  
Signature / Date



P.O. Box 709/12952 East Highway 20  
 Clearlake Oaks, CA 95423  
 Phone: (707) 998-3322 Fax: (707) 998-1245  
 customerservice@clocwd.org  
 www.clocwd.org

STATEMENT DATE		ACCOUNT NUMBER	
6/24/21		32	
PREV BALANCE	PAYMENTS	BAL FORWARD	
\$ 237.68	-\$185.56	\$ 52.12	
DUE DATE		AMOUNT DUE	
7/19/21		271.38	
CUSTOMER NAME			
COUNTY OF LAKE			
SERVICE LOCATION			
STUBBS ISLAND COMMUNITY B			

COUNTY OF LAKE  
 PARKS DEPARTMENT  
 333 2ND ST  
 LAKEPORT, CA 95453-0000

SERVICE DESCRIPTION	FROM	TO	METER READINGS IN CUBIC FEET (CF)		USAGE IN GALLONS	AMOUNT
			PRIOR	CURRENT		
WATER BASE	5/12/21	6/15/21	691206	694688	26047	38.90
WATER USAGE						61.97
CRP WATER						14.61
SEWER						89.78
CRP SEWER						14.00

On May 20, 2021, the Board voted to initiate Stage 2 of our Water Conservation Policy, Stage 2 is a condition resulting in 10-20% voluntary water use reduction. Please visit our website at www.clocwd.org for more information. Every Drop Counts! We will be CLOSED July 5, 2021 in observance of Independence Day!

**TOTAL CURRENT CHARGE \$219.26**

**A late charge will be assessed if payment is not received by the due date.**



P.O. Box 709/12952 East Highway 20  
 Clearlake Oaks, CA 95423  
 Phone: (707) 998-3322 Fax: (707) 998-1245  
 customerservice@clocwd.org  
 www.clocwd.org

COUNTY OF LAKE  
 PARKS DEPARTMENT  
 333 2ND ST  
 LAKEPORT, CA 95453-0000

DUE DATE		ACCOUNT NUMBER	
7/19/21		32	
LOCATION NUMBER		AMOUNT DUE	
00053		271.38	
IF PAYING AFTER DUE DATE PLEASE PAY			
\$ 293.31			
Enter Amount Enclosed			\$

Make Checks Payable To: Clearlake Oaks County Water District  
 Please return this stub with your payment.

## CLEARLAKE OAKS COUNTY WATER DISTRICT Account History

**Customer Information**

Account No. 32  
 COUNTY OF LAKE  
 PARKS DEPARTMENT  
 333 2ND ST  
 LAKEPORT, CA 95453-0000  
 UNITED STATES

**Location Information**

Location No. 53  
 STUBBS ISLAND COMMUNITY B

Trans. Date	Trans. Type	Reference	Type / Reason	Amount	Balance
7/12/2021	Payment		Check	(\$219.26)	\$52.12
6/24/2021	Charge			\$219.26	\$271.38
6/16/2021	Delinquency	Past Due: \$185.56 - 06/16/2021		\$18.56	\$52.12
6/14/2021	Payment		Check	(\$185.56)	\$33.56
5/27/2021	Charge			\$185.56	\$219.12
5/18/2021	Delinquency	Past Due: \$174.15 - 05/18/2021		\$17.42	\$33.56
5/11/2021	Payment		Check	(\$174.15)	\$16.14
4/28/2021	Adjustment			(\$16.55)	\$190.29
4/22/2021	Charge			\$174.15	\$206.84
4/20/2021	Delinquency	Past Due: \$165.47 - 04/20/2021		\$16.55	\$32.69
4/12/2021	Payment		Check	(\$165.47)	\$16.14
3/25/2021	Charge			\$165.47	\$181.81
3/22/2021	Payment		Check	(\$161.41)	\$16.14
3/16/2021	Delinquency	Past Due: \$161.41 - 03/16/2021		\$16.14	\$177.55
2/25/2021	Charge			\$161.41	\$161.41
2/8/2021	Payment		Check	(\$256.84)	\$0.00

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# CLEARLAKE OAKS COUNTY WATER DISTRICT Aged Receivables - Detailed

Date as of: 7/14/2021  
Report Based On Transaction Date

Limited to : Account No 32 Location No 53  
Positive Balances - Negative Balances - Zero Balances - Tax Details

Location No. Service	Account No.	Customer Name Current	Status	1-30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	>120 Days	Balance
53	32	COUNTY OF LAKE	Current						
WATER		\$0.00	Current	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
WATER CONV		\$0.00		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
WATER Penalty		\$0.00		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
CRP WATER		\$0.00		\$14.61		\$0.00	\$0.00	\$0.00	\$14.61
CRP WATER Penalty		\$0.00		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
SEWER		\$0.00		\$23.51		\$0.00	\$0.00	\$0.00	\$23.51
SEWER Penalty		\$0.00		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
CRP SEWER		\$0.00		\$14.00		\$0.00	\$0.00	\$0.00	\$14.00
CRP SEWER Penalty		\$0.00		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
SEWER SURCHARGE		\$0.00		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
SEWER SURCHARGE Penalty		\$0.00		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals:</b>		<b>\$0.00</b>		<b>\$52.12</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$52.12</b>

Grand Totals	Current	1-30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	>121 Days	Balance
WATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER CONV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEWER	\$0.00	\$23.51	\$0.00	\$0.00	\$0.00	\$0.00	\$23.51
SEWER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEWER SURCHARGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEWER SURCHARGE Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CRP WATER	\$0.00	\$14.61	\$0.00	\$0.00	\$0.00	\$0.00	\$14.61
CRP WATER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CRP SEWER	\$0.00	\$14.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.00
CRP SEWER Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals:</b>	<b>\$0.00</b>	<b>\$52.12</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$52.12</b>

**Number of Accounts on each column**

Current	1-30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	>121 Days
1	0	0	0	0	0

**Report Counts**

Distinct Account Numbers:	1
Distinct Location Numbers:	1

70



July 28, 2021

Clearlake Oaks County Water District  
PO Box 709  
Clearlake Oaks, CA 95423

Dear Board:

We are pleased to confirm our understanding of the services we are providing for Clearlake Oaks County Water District for the year ended June 30, 2021. We will audit the Statement of Net Position, Statement of Activities and where applicable the Statement of Revenues, Expenditures, and Change in Fund Balance, Balance Sheet and Statement of Cash Flows of Clearlake Oaks County Water District as of and for the year ended Clearlake Oaks County Water District.

Accounting standards generally accepted in the United States of America call for certain required supplementary information (RSI) to accompany the basic financial statements. The Governmental Accounting Standards Board also considers this information a necessary part of financial reporting as it provides perspective to the basic financial statements. Therefore, as part of this engagement, we will apply limited procedures to Clearlake Oaks County Water District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will primarily consist of inquiries of management regarding their methods of measurement and presentation. However, we will not express an opinion or provide any assurance on this RSI as our limited procedures do not provide us with sufficient evidence to do so under our professional standards. Consequently, the financial statements we present to you will include the following required RSI that will not be audited and, as such, our report will disclaim an opinion on this RSI:

- Management's Discussion and Analysis

We also understand that supplementary information other than RSI will accompany Clearlake Oaks County Water District's basic financial statements. In accordance with auditing standards generally accepted in the United States of America, we will apply auditing procedures and other additional procedures deemed necessary to the following supplementary information accompanying the basic financial statements in order to provide an opinion on this information in relation to the financial statements as a whole.

### **Objective**

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional supplementary information referred to above when considered in relation to the financial statements taken as a whole.

Our audit will be conducted in accordance with U.S. generally accepted auditing standards (GAAS). Our professional standards as defined by GAAS require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement and are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. As such, our audit will involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements and will include tests of the accounting records of Clearlake Oaks County Water District and other procedures we consider necessary. The procedures we determine necessary will depend on our "auditor's" judgment and will be based, in part, on our assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. If our opinion is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or form an opinion, we may disclaim an opinion or not issue a report.



**Audit Procedures**

Our audit will involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements and will include tests of the accounting records of Clearlake Oaks County Water District and other procedures we consider necessary. The procedures we determine necessary will depend on our “auditor’s” judgment and will be based, in part, on our assessment of the risks of material misstatement of the financial statements, whether from errors, fraudulent financial reporting, misappropriations of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If we deem it appropriate, our procedures will also include tests of documentary evidence supporting the transactions recorded in the accounts, may include tests of the physical existence of inventories, and will include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters. These representations will include acknowledging our assistance with the preparation of your financial statements, the supplementary information, and notes accompanying these documents, and that you have reviewed and approved these documents, approved their release, and that you have accepted responsibility for them.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected by our firm, even though our audit is properly planned and performed in accordance with GAAS and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors that come to our attention, and we will inform you, or the appropriate level of management, of any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

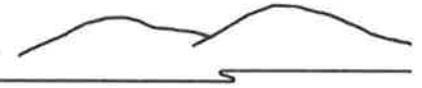
In making our risk assessments, we will consider internal controls relevant to the preparation and fair presentation of the Clearlake Oaks County Water District's financial statements in order to design audit procedures that are appropriate in the circumstances. However, our audit procedures are not designed for the purpose of expressing an opinion on the effectiveness of your internal control. In accordance with our professional standards, we will communicate in writing to the appropriate level of management and those charged with governance matters concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of Clearlake Oaks County Water District's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion. Management maintains the responsibility for identifying and ensuring that Clearlake Oaks County Water District complies with applicable laws, regulations, contracts, and other agreements.

Our responsibility as auditors is, of course, limited to the period covered by our audit and does not extend to any other periods.

Zach Pehling is the engagement partner for the audit services specified in this letter. His responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.





**Responsibilities of Management and Those Charged with Governance**

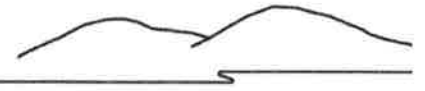
As part of our engagement, we may advise you about appropriate accounting principles and their application; however, the management of Clearlake Oaks County Water District acknowledges and understands that the final responsibility for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America remains with you. This responsibility includes the financial statements, all accompanying information, and the representations that accompany them. As such, the management of Clearlake Oaks County Water District is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Other management responsibilities include maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.

By your signature below, you also acknowledge that the management of Clearlake Oaks County Water District is responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements, and all accompanying information, that are free from material misstatement, whether due to fraud or error. This responsibility includes the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the Clearlake Oaks County Water District and the respective changes in financial position and where applicable, cash flows, in conformity with accounting principles generally accepted in the United States of America. In addition, management is also responsible for having appropriate programs and controls in place to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the organization that involves management, employees who have significant roles in internal control, regulators, and others where fraud could have a material impact on the financial statements. The management of Clearlake Oaks County Water District is also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud affecting Clearlake Oaks County Water District received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the Clearlake Oaks County Water District complies with applicable laws and regulations and for taking timely and appropriate actions to remedy any fraud, illegal acts, or violations of contracts and agreements. You agree that you will confirm your understanding of your responsibilities as defined in this letter to us in your representation letter.

Management is also responsible for the preparation and fair presentation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree that you will confirm your understanding of your responsibilities with respect to the supplementary information in your representation letter. You further agree to include our report on the supplementary information in any document that contains and indicates that we have reported on such supplementary information.

Management's responsibilities also include designating qualified individuals with the necessary expertise to be responsible and accountable for overseeing all the nonattest services we perform as part of this engagement, as well as evaluating the adequacy and results of those services and accepting responsibility for them.

You further acknowledge and understand that management is responsible for providing us with access to all information management is aware of that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters; for the accuracy and completeness of the information that is provided to us; and for informing us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements. This responsibility also includes providing us with any additional information that we may request from management for the purpose of the audit; as well as allowing us unrestricted access to individuals within the organization from whom we may determine it necessary to obtain audit



evidence, including access to your designated employees who will type all confirmations we request.

**Written Report**

We expect to issue a written report upon completion of our audit of Clearlake Oaks County Water District's financial statements. Our report will be addressed to the Board of Directors of Clearlake Oaks County Water District. We cannot provide assurance that an unmodified opinion will be expressed on the financial statements. Circumstances may arise in which it is necessary for us to modify our opinion, add emphasis-of-matter or other-matter paragraphs, decline to express an opinion or withdraw from the engagement.

**Other Matters**

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, typing, postage, copies, and telephone calls), except that we agree that our gross fee, including expenses, will not exceed 8470 for the audit for this contract. An initial deposit of 4235 due at the beginning of the year and the remainder due at completion of the audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit.. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

It is our policy to keep records related to this engagement for 7 years. However, Zach Pehling CPAs does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by government or regulatory agencies.

By your signature below, you acknowledge and agree that upon the expiration of the 7-year period Zach Pehling CPAs shall be free to destroy our records related to this engagement.

We appreciate the opportunity to be of service to Clearlake Oaks County Water District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Zach Pehling

**RESPONSE:**

This letter correctly sets forth the understanding of Clearlake Oaks County Water District.

**APPROVED:**

\_\_\_\_\_  
Clearlake Oaks County Water District

\_\_\_\_\_  
Date

T & S CONSTRUCTION CO., INC.  
GENERAL ENGINEERING CONSTRUCTION



August 3<sup>rd</sup>, 2021

Clearlake Oaks County Water District  
12952 E. Hwy 20  
Clearlake Oaks, CA 95423  
ATTN: Dianna Mann, General Manager

RE: Extra AC Paving and Concrete Work-Proposal

1. **Total AC Paving Work=\$32,586**
2. **Total Concrete Work=\$25,638**

Sincerely,

Art Spinella  
T&S Construction Co., Inc.



# Paving Work Around District

patch qty. 21 ea X 2 hrs ea. 42 hrs. round to 48 hrs  
 patch size 5' x 5'  
 saw cut 0.5 each  
 dig out 0.5 each  
 pave 18 ton use 3 days = 9 hrs x 3 = 27 hrs  
 (use 6 ton per day, waste cold material)

	qty	rate	hours	labor	equipt.	fuel	material	sub	others	total
foreman	1	110	48	5,280						5,280
op	1	105	48	5,040						5,040
lab	2	75	96	7,200						7,200
pickup	1	15	48		720	300				1020
saw	1	45	10		450	10				460
580 / roller	1	45	48		2,160	300				2460
10 wheeler pave	1	120	27					3,240		3240
10 wheeler digout	1	45	11		495	50				545
bitch	ls						200			200
asphalt	18 ton	95					1,710			1710
				17,520	3,825	660	1910	3240		27,155
									mark-up	5,431
										32,586

# Valew Quality Truck Bodies

## New 2022 Mack MD642R With Valew 2000 Gallon Water Tank

### **Mack Specifications:**

**6.7 Cummins Diesel Engine w/ 220Hp – 600 torque**

Allison 2500 RDS 6-Speed Auto Transmission

33,000 GVW components factory de-rated to 26,000 GVW

#### **Air Brakes**

VGT Engine brake

Aluminum 50-gallon fuel tank, small DEF tank

A/C, P/S, AM/FM Bluetooth Radio, power windows and locks, power and heated mirrors,

Air Driver and Passenger non-suspension bucket seats

White in color

### **Valew Water Tank Specifications:**

Valew Tank Constructed from HI Tinsel Steel with Internal Baffles and Horizontal Bracing Welded in Accordance with ASTM Welding Practices. Tank also includes a Steel Tube Manifold System and a Steel Sub frame with Reinforced Bracing. Tank capacities can be less than advertised

#### **Approximately 2000-Gallon Capacity**

Steel Tank with internal baffle system and load level limiter

Frame mounted centrifugal 3" x 4" pump

Hot Shift P.T.O. 126%

Independent Air Controls

2 front sprays, 2 rear sprays, and 2 side spray

(1) 1 ½ hose outlet

(1) ¾ hose bib

Push block with toolbox

Anti-siphon loading pipe

Equipped with over fill protection

Hose kit

Legal lights and mud flaps

Suction Plumbing

Site Tube

Valew Style Hose Reel

New Primer and Painted White in Color

**Price \$85,900.00 plus all applicable taxes and fees (Quotation Only)**

Quote # 2022-MK

**CLEARLAKE OAKS COUNTY WATER DISTRICT**  
P.O. Box 709, 12952 E. HWY. 20  
CLEARLAKE OAKS, CA 95423  
(707) 998-3322

**RESOLUTION NO. 21-22**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF CLEARLAKE OAKS COUNTY WATER DISTRICT  
AMENDING A WATER CODE**

**WHEREAS**, Clearlake Oaks County Water District is organized and existing pursuant to the County Water District Law, California Water Code section 30000, *et seq.* (the "Act");

**WHEREAS**, the District is authorized by the Act to set rates and establish rules and regulations for the provision of water service to District customers;

**WHEREAS**, the District desires has established a Water Code that contains the rates, rules, and regulations related to the receipt of water service from the District;

**WHEREAS**, the Board of Directors desires to make certain changes to the Water Code as set forth below

**NOW, THEREFORE, BE IT RESOLVED:**

1. The amendments to the Water Code specified in Exhibit 1, attached hereto and incorporated herein by reference, are hereby approved.
2. These amendment to the Water Code shall be effective as of August 19, 2021.

**THE ABOVE RESOLUTION** is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 19<sup>th</sup> day of August 2021, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**CLEARLAKE OAKS COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Margaret Medeiros, President

Attest: \_\_\_\_\_  
Olivia Mann, Board Secretary

**EXHIBIT 1**

Amendments (noted in red) to the Water Code as approved on August 19, 2021

**3-1.108 SERVICE FEES**

“Service Fees” or “Miscellaneous Fees” means the fees levied to recover costs incurred to operate and maintain the water system. All properties for which service is readily available pay the base rate whether or not the property owner has applied for service.

**3-2.105 OWNERSHIP AND ACCESSIBILITY OF SERVICE CONNECTIONS**

Any person who covers or in any way obstructs Districts access to the water meter will be charged the base rate and any estimated usage calculated from 12-month prior usage charges or the start of their service, plus a Billing Obstruction Fee for each billing cycle the obstruction remains over the meter as stated in Section 3-6.104.

It is unlawful for any plumber or other person to make connection with any District water main, or any conduit or pipe belonging to or under control of the District, without the prior approval of the District, or to make any such connection after service to the property has been disconnected, or to turn water service on or off to any property without permission of the District.

**3-2.201 FEES AND DEPOSITS: GENERAL**

An applicant shall pay the applicable fees and deposits as set forth herein.

**3-4.211 CHANGE OF CUSTOMERS WITHOUT NOTICE**

All properties for which water service is readily available shall pay the base rate whether or not the owner has applied for service.

**3-6.104 BILLABLE FEES**

Billing Obstruction Fee		\$100.00
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**4-1.103 UNAUTHORIZED USE OF FIRE HYDRANTS**

The District shall not be liable or responsible for any losses by fire by reason of any lack of supply of water or water pressure at the time of fire alarms or at any other time. Water is supplied for domestic purposes, not for fire protection to any consumer, and all contracts for water are made subject to this rule.



**4-1.105      DAMAGE TO PROPERTY**

The customer shall be liable for any damage to the meter or other equipment or property owned by the District, which results from any intentional or negligent act by the customer, their tenants, agents, employees, contractors or licensees. The District shall be reimbursed by the customer for any such damage promptly on receipt of a District invoice. If an invoice remains unpaid for an excess of 60 days, the invoice shall be added to the customer's monthly bill.

**3-1.108 SERVICE FEES**

“Service Fees” or “Miscellaneous Fees” means the fees levied to recover costs incurred to operate and maintain the water system. **All properties for which service is readily available pay the base rate whether or not the property owner has applied for service.**

**3-1.109 TYPES OF SERVICE**

- (a) District provides permanent service only.
- (b) “Permanent Service” means service to property, parcel and/or lot with a service connection to the District with or without a structure.
- (c) “Sewer Service” – See Clearlake Oaks County Water District ‘Sewer’ Code

“Residential” refers to a property, parcel and/or lot with a service connection to the District with or without a structure. Said property, parcel and/or lot will be billed a monthly residential base rate regardless of meter size as per the current enacted rate Ordinance. Residential includes: Single Family, Multi-Family, RV and Mobile Home Parks that service multiple single family residences with one (1) master meter. Classification when in question is to be determined at the discretion of the General Manager.

“Commercial” refers to a property, parcel and/or lot with a service connection to the District with or without a structure. Said property, parcel and/or lot will be billed a monthly commercial base rate according to meter size as per the current enacted rate Ordinance. Commercial includes: all uses of property excluding Single Family, Multi-Family, RV, and Mobile Home Parks. Classification when in question is to be determined at the discretion of the General Manager.

**3-1.110 UNIT**

“Unit” means one hundred cubic feet or 748 gallons.

**Chapter 2 - Commencement of Service**

**Article 1 - Application for Service**

**3-2.101 COMMENCEMENT OF SERVICE: GENERAL**

An applicant for water service or to change an existing water service shall: provide adequate property documentation, execute appropriate application process, pay the required service initiation fees, make the required deposits, and meet the conditions set forth herein.

- (a) No water service of the District shall be furnished to any premises or to any person free of charge except by authorization of the Board of Directors.

- (6) Real Estate Agents may request to transfer service(s) into their name for which they are facilitating the sale of real property by providing a listing agreement.
- (7) No customer shall supply water to any person, firm, or corporation other than the occupants of the premises of such customer.

**3-2.104 METER REQUIRED**

All water furnished by the District, except as provided in this Code, must pass through a meter. No by-pass or connection around a meter between the customers' plumbing and the District's main shall be made or maintained.

All meters, service connections, and other equipment furnished by the District shall be placed, maintained, and repaired by the District. The customer shall provide a space for and exercise proper care to protect the property of the District. In the event of loss or damage to the District's property arising from neglect or misuse by the customer, the cost of necessary repairs or replacement shall be paid for by the customer.

**3-2.105 OWNERSHIP AND ACCESSIBILITY OF SERVICE CONNECTIONS**

Service connections shall be kept safely and readily accessible for District personnel. The expense of maintenance, repairs, and renewal of such service connections and meters, due to normal wear and tear, shall be borne by the District. Water pipes and appurtenances downstream of the meter are the property of the customer who is responsible for operation and maintenance.

Any person who covers or in any way obstructs Districts access to the water meter will be charged the base rate and any estimated usage calculated from 12-month prior usage charges or the start of their service, plus a Billing Obstruction Fee for each billing cycle the obstruction remains over the meter as stated in Section 3-6.104.

The District reserves the right to discontinue service which may seriously impair service to any other customer or to the District's service facilities.

It is unlawful for any plumber or other person to make connection with any District water main, or any conduit or pipe belonging to or under control of the District, without the prior approval of the District, or to make any such connection after service to the property has been disconnected, or to turn water service on or off to any property without permission of the District.

## **Article 2 - Fees and Deposits**

### **3-2.201 FEES AND DEPOSITS: GENERAL**

An applicant shall pay the applicable fees and deposits as set forth herein.

### **3-2.202 SERVICE FROM EXISTING SERVICE CONNECTION**

The applicant is not required to pay capital expansion fees if the applicant's property can be served from an existing service connection. Outstanding connection fees and service fees shall be paid if the applicant requests that a forfeited service be activated.

### **3-2.203 SERVICE FROM NEW SERVICE CONNECTION**

If the applicant's property cannot be served from an existing connection but can be served from an existing water main, the applicant shall pay Capital Expansion Fees prior to the connection being made. Each service connection is specific to only one (1) individual dwelling of unit and accessory structures.

### **3-2.204 CAPITAL EXPANSION**

A person may obtain a connection to an existing District main by paying a Capital Expansion Fee based upon the size of meter which is required for the service.

All new connections or upgrades are required to have a completed Capital Expansion Fee quote on file, and all costs associated with service connection must be paid in full prior to connection.

Capital Expansion Fees for mobile home parks, approved subdivisions, or any other type of multi-unit development shall be charged on a per mobile home or unit basis at the same rate as for a single-family dwelling.

All costs associated with the installation, maintenance, or repair of the aforementioned connection(s), along with inspection fees, shall be the sole responsibility of the property owner.

Meter Size	Capital Expansion Fee	Administrative Fee	Inspection Fee	Total Installation Cost
1"	\$10,000.00	\$300.00	\$96.00	\$10,396.00
1 1/2"	\$20,000.00	\$300.00	\$96.00	\$20,396.00

**3-4.207 NOTICE OF BILLING DISCONTINUANCE REQUIRED**

Customers desiring to discontinue billing in their name shall notify the District at least 24 hours prior to vacating the premises.

Water service will not be interrupted during a transfer of ownership or change in tenancy, unless the service is off for delinquency.

**3-4.208 MULTIPLE DISTRICT SERVICES**

The rates and charges for all services and facilities furnished by the District shall be collected with its water rates and charges. All such charges shall be included within the same bill and collected as one item. In the event of failure to pay the whole or any part of the bill, the District may discontinue any or all service for which the bill is rendered.

**3-4.209 PRORATION OF CHARGES FOR ODD PERIODS**

Bills for water service for periods of time less than one month or a specified billing period will be prorated.

**3-4.210 ESTIMATED BILLS**

- (a) If a meter in working condition cannot be read for any reason, an estimate shall be made of the quantity of water used and a bill rendered for the estimated quantity. Should the succeeding reading indicate that the estimate is materially in error, an adjustment shall be made in the succeeding bill.
- (b) If a meter becomes inoperable, billing shall be based on the quantity used in a similar period, unless circumstances indicate clearly a material change in the rate of consumption, in which case the Billing Department shall estimate the quantity used, considering all pertinent factors, and render a bill accordingly.

**3-4.211 CHANGE OF CUSTOMERS WITHOUT NOTICE**

A person taking possession of premises and using water from an active connection without having made application to the District for water service, shall be held liable for the water delivered from the date of the last recorded reading, and if the meter is found inoperative, the quantity consumed will be estimated by the Billing Department. If proper application for water service is not made upon notification to do so by the District, and if accumulated bills for service and the fees herein provided are not paid immediately, the service may be discontinued by the District without further notice. **All properties for which water service is readily available shall pay the base rate whether or not the owner has applied for service.**



## Chapter 6 - Fees

### 3-6.101 SCOPE

This Chapter applies to District fees, penalties, and deposits.

### 3-6.102 FEES: INSTALLATION CHARGES

A person may obtain a connection to an existing District main by paying to the District the following installation charges based upon the size of meter which is required for the service:

Size of Meter	Installation Charge July 1, 2020		
3/4" – 5/8"	\$269.00		
1"	\$269.00		
1-1/2" (or larger)	Actual Cost to District		

### 3-6.103 MISCELLANEOUS FEES

- (a) If the District takes steps to discontinue service for failure to comply with this Code, the customer shall pay the following additional charges before service is reinstated:
- (1) A \$25.00 "Door Hanger Fee" for each trip to the property to deliver notice of disconnection of service.
  - (2) A \$50.00 "Turn On Fee" for each trip to the property during regular business hours at the request of the customer to reactivate water service previously disconnected for nonpayment.
  - (3) A \$150.00 "After Hours Service Fee" for each trip made to the property after regular business hours at the request of the customer.

### 3-6.104 BILLABLE FEES

Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$150.00
Backflow Device Inspection Fee	(If District has a Certified Backflow Tester, this fee will be charged to the customer's account)	\$45.00
Billing Obstruction Fee		\$100.00
Delinquent Turn Off Fee		\$100.00
Door Hanger Fee		\$25.00
Foliage Removal Fee		\$37.50
Grease Trap Reinspection Fee		\$70.00

satisfactory to the General Manager, have been given that no further unauthorized use will occur.

The District shall not be liable or responsible for any losses by fire by reason of any lack of supply of water or water pressure at the time of fire alarms or at any other time. Water is supplied for domestic purposes, not for fire protection to any consumer, and all contracts for water are made subject to this rule.

#### **4-1.104 OPERATION OF DISTRICT FACILITIES RESTRICTED**

No one except an employee or representative of the District shall at any time, in any manner, operate service valves, main valves or gates of the District's system, or interfere with meters or their connections, water mains or other parts of the District's water system.

Tampering with equipment or theft of service will be grounds for discontinuance of water service. Theft of service shall include, but not limited to the following:

- (a) Opening or closing valves at the curb or meter;
- (b) Breaking, picking, damaging, or cutting off locks;
- (c) Taking unmetered water from hydrants by anyone other than authorized official of a recognized fire department, fire insurance company or District personnel for any purpose other than fire protection;
- (d) Removing, disabling, or adjusting meter registers;
- (e) Connecting to or intentionally damaging water lines, valves, or other appurtenances for the purpose of stealing or damaging the Districts equipment;
- (f) Moving the meter or extending service without permission of the District;
- (g) Any other intentional act of defacement, destruction, or vandalism to District property or act that affects District;
- (h) Any intentional blockage or obstruction of District equipment;

A "Notice of violation" may be mailed or otherwise delivered at the discretion of the Districts General Manager if:

- (a) Evidence suggests the possibility of theft of water service at the customer's property;
- (b) The violation does not constitute an immediate threat of safety or equipment integrity to the system

The customer will be ordered to immediately cease any unlawful practice. In addition, the customer will be subject to a \$100.00 Illegal Tampering Fee as well as any other time and materials charges as detailed by the District.

**4-1.105 DAMAGE TO PROPERTY**

In no case will the District be liable for damages occasioned by water running from opened or faulty fixtures, or from opened or damaged pipes on the customer side of the meter. The customer shall be liable for any damage to the District’s service facilities when such damage is from any act or omission of the customer or their family, tenants, agents, employees, squatters, occupants, contractors, licensees, or permittees.

The customer shall be liable for any damage to the meter or other equipment or property owned by the District, which results from any intentional or negligent act by the customer, their tenants, agents, employees, contractors or licensees. The District shall be reimbursed by the customer for any such damage promptly on receipt of a District invoice. If an invoice remains unpaid for an excess of 60 days, the invoice shall be added to the customer’s monthly bill.

**4-1.106 FRAUD**

Service may be discontinued, if necessary, to protect the District against fraud or abuse.

**4-1.107 REQUIREMENTS**

Customers shall conserve water supplied by the District by the prevention and elimination of all waste or leakage of water.

All fixtures must be approved by the State Department of Housing and Community Development, and toilets, urinals and showerheads must have a certification of volume by a reputable independent testing organization.

Where requirements of this subsection would cause hardship or if suitable fixtures are not available, hot water re-circulating systems or point of use hot water heaters may be substituted as water conserving measures for up to two toilet installations per single family dwelling.

In commercial uses, developers/owners may install fixtures that use up to 3.5 gallons per flush when rest room facilities must meet County handicapped use requirements and/or when vandalism of tank style toilets is likely. All water conserving fixture installations may be subject to compliance inspection, prior to issuance of final occupancy permits.

**4-1.108 WATER CONSERVATION MEASURES**

(a) Customers shall comply with the following water conservation measures:





**CLEARLAKE OAKS COUNTY WATER DISTRICT**

**P.O. Box 709, 12952 E. HWY. 20  
CLEARLAKE OAKS, CA 95423  
(707) 998-3322**

**RESOLUTION NO. 21-23**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF CLEARLAKE OAKS COUNTY WATER DISTRICT  
AMENDING A SEWER CODE**

**WHEREAS**, Clearlake Oaks County Water District is organized and existing pursuant to the County Water District Law, California Water Code section 30000, *et seq.* (the “Act”);

**WHEREAS**, the District is authorized by the Act to set rates and establish rules and regulations for the provision of sewer service to District customers;

**WHEREAS**, the District desires has established a Sewer Code that contains the rates, rules, and regulations related to the receipt of water service from the District;

**WHEREAS**, the Board of Directors desires to make certain changes to the Sewer Code as set forth below

**NOW, THEREFORE, BE IT RESOLVED:**

1. The amendments to the Sewer Code specified in Exhibit 1, attached hereto and incorporated herein by reference, are hereby approved.
2. These amendment to the Sewer Code shall be effective as of August 19, 2021.

**THE ABOVE RESOLUTION** is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 19th day of August 2021, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**CLEARLAKE OAKS COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Margaret Medeiros, President

Attest: \_\_\_\_\_  
Olivia Mann, Board Secretary