

**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

MARCH 17, 2022

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. Administration
- 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. February 2022, 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 02/17/2022

3. Bills

- a. MC Engineering invoice number 2164, dated 3/5/2022, in the amount of \$26,932.94 for the USDA Water Projects
- b. T & S Construction invoice number 10, dated 2/28/2022, in the amount of \$105,546.43 for the USDA Water Projects

Action Taken _____

4. Agenda (Old Business)

- a. Discussion and update of the Districts Quarterly Newsletter

Action Taken: _____

5. Agenda (New Business)

- a. Discussion and appointment of an Ad Hoc Committee for Customer Billing

Action Taken: _____

- b. Discussion and consideration of purchasing six (6) Hi-Flo Titan Tubes from Ryan Process Inc., in the amount of \$18,785.00, not including tax, for the Wastewater Treatment Plant

Action Taken: _____

- c. Discussion of Water Treatment Plant Filter #1 Surveillance Report from State.

Action Taken: _____

- d. Discussion and consideration of quote from ERS for replacing the media in Filter #1.(The quote was not available at the time of posting, however, it will be a hand out the day of the meeting.)

Action Taken: _____

- e. Discussion and approval of the Administrative Services Manager Job Description

Action Taken: _____

Closed Session **Time:** _____

- a. Pending Litigation: One Case

Open Session **Time:** _____

Action Taken in Closed Session: _____

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 (Website)

March 14, 2022

Administration

- ∂ We received 0 water quality complaints (WQC)
- ∂ We received 0 consumer/appeal claim(s)
- ∂ There are 5 accounts on payment arrangements.
- ∂ The District continues to conduct its billing audit on vacant lots and unbilled properties within District boundaries. This will be an ongoing audit for an unknown period of time as I rely heavily on the DC department for locating service connections
- ∂ After 2 years, the District will be performing shut offs for nonpayment on March 23rd, over 200 shut off notices were sent out last month. We are hoping with bills being due this week, we will receive some account pay downs and not be distributing as many door hangers.
- ∂ I am wrapping up on account payments stemming from the Water Arrearages Program, this grant has taken quite some time to sort through and apply payments, I am currently in week 3 payments and notices and can finally see the light at the end of the tunnel. All state required reporting for this project is complete and waiting to be submitted.
- ∂ The Wastewater Arrearages Program application portal has opened, with a close date of April 1, 2022. I will applying for this grant at the end of this week or early next week depending on the close of the Water Arrearages Grant.
- ∂ The job description for Administrative Services Manager is back on the agenda this month with changes from last month's meeting and also an additive regarding the Districts quarterly newsletter.
- ∂ The water and sewer code was supposed to be on the Agenda this month; however, with the arrearages program and the quarterly newsletter, I was unable to finish all the updates. I hope to have this on the Agenda in April.

All the best,

Olivia Mann
Administrative Services Manager
Board Secretary

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

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 (Website)

March 14, 2022

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

RE: DC board letter,

Water distribution main & service lines:

- * We replaced a 6 inch hydrant isolation valve on Keys about 200 feet past Everglade.
- * A new hydrant and 2, 6 inch isolation valves were installed on Pebble.
- * We also installed a much needed 6 inch isolation valve on Keys at Everglade.
- * DC replaced an entire service line from main to meters, with new curb-stop and lock on 1st.
- *T&S also installed a bunch of isolation valves on Keys at Konocti view Dr. for the DMA install.

Sample stations sites/Boil water notices:

*We had to distribute out Boil Water Notices for the lower end of Keys and Everglade when we shut off that area to replace and install new valves and a hydrant. All samples came back clear and BWN lifts were issued.

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

Sewer collections and Lift station sites:

- *No new sewer spills to report.
- *DC jetted the lateral and main at Eskaton.
- *DC also jetted the main running across the Hwy to Big Oaks and south end of Spinnaker.

Staff updating:

- *DC crew includes;
 - Jeremy- Chief - OP 3, Class B license.
 - Jesse- Lead – OP 3, Class B license, Tech. Ham license.
 - Hugo - DC OP 2, Class B license. Tech. Ham license.
 - Jerry- DC OP 2, Class B license.
 - Garrett-DC OP 2, Class B license. "Welcome back"
 - Brandon- Utility Tech Temp with a Class B permit.
 - Jake - Utility Tech with I.T. knowledge. "Out on workmen's comp".

District vehicles:

- *Our Dodge crane truck's AC is still out, just have not had time to bring it in yet. Maybe come spring.
- *We had to replace the front tires on the backhoe.
- *Tire blew out on the V-28 service truck, so we replaced the rear tires on it.
- *Replaced the alternators on the dump-truck and the crane Dodge in house to save money.

Miscellaneous:

Thank You,

Chief DC, Jeremy Backus

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

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 (Website)

Feb / March 2022
Board letter

- ◆ February raw water had been good NTU levels have been running between 2- 7. The ammonia level has continued to be at zero in the raw water. Charge analyzer and jar testing are being done regularly; adjustments are being made and monitored. Filter backwashes continue to be every other or third day.
- ◆ Water production for the month of February was 17.548 MG.
- ◆ We are still getting regular plant shut downs.
- ◆ Treatment has been able to do the weekly tank runs for testing of chlorine residuals in all the tank locations.
- ◆ Continuing maintenance / cleanup through the plant area
- ◆ James and I have completed the rebuild of the surface washer actuators and plumbing of new supply lines for the washers for filters 2 & 3 they are back online and currently running on these filters.



- ◆ We are currently still running on the tank farm, the clearwell has been sand blasted in zinc primer coat is being applied.
- ◆ We completed a filter inspection / surveillance with Guy Schott from DDW of our filter 1. A report from Guy is attached. We discovered we have significant media loss in cells 3 & 4 and the filter will need to be rebuilt with media and inspect the under drain system when the remaining media is removed. This will need to be done before the filter can be put back online. The last time this was done was in 2012 by ERS industrial. We have reached out to them to get pricing for the work.

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

Water sample list is attached

Treatment staff:
James Simons T2 Operator
Kurt Jensen T3, D2 Chief
Helping treatment also
Jesse Seth T2 D3 operator

Thank you,
Kurt Jensen
WTP Chief Plant Operator
k.jensen@clowd.org

Water Sample Testing

Bacti R(BW) & CW (M)

Bacti R (BW)

Bacti Tank Farm (once)

TOC ALK R (M)

TOC CW (M)

R & CW TCP123 (BA)

Color / Odor (A)

Cyano Toxin(W)

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)

DATE	DATE	DATE	
3/2/2022			A = Annually
2/23/2022			Q = Quarterly
			M = Monthly
upcoming			BW = Bi-weekly
upcoming			BA = Bi-annually
			W = Weekly
2/22/2022			
upcoming			
upcoming			

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

semi annually

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 (Website)

March 14, 2022

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

RE: February Board Letter

FLOWS FOR THE MONTH/CLEARLAKE LAKE LEVEL:

- ❖ **INFLUENT: 6.906 MG (AVERAGE: 223,000 GPD)**
- ❖ **EFFLUENT: 6.072 MG (AVERAGE: 196,000 GPD/136 GPM)**
- ❖ **CLEARLAKE AVERAGE DAILY LEVEL: .53' RUMSEY GAUGE**

During this month we went and inspected our effluent line where an air valve was failing. The air valve at this time has been replaced. We are continuing to clean our emergency ponds of brushes and foliage.



At this time the plant is processing waste as expected. We are expecting a bad summer this year as well. We will continue to prepare for it. All testing in lab and outsourced were in compliance with our DWR. Groundwater Monitoring took effect on the 24th. Well #3 and #1 were sampled. Due to the drought well #2 was not sampled. All maintenance and testing have been done for the month.

Francisco Castro
Wastewater Chief Plant Operator

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director



Report Date: March 7th, 2022

To: Dianna Mann, CLOCWD General Manager

From: Mark Carey, P.E., MC Engineering Principal Engineer

RE: CLOCWD USDA Funded Water System Improvements Project

Billing Period: February, 2022

I. Project Status Update

Work on the project during January included the following:

- Contract facilitation and monthly invoicing
- Misc. correspondence with contractor
- Weekly meetings and minutes
- Onsite inspection services
- Coordination with environmental
- Submittals reviews (shop drawings & and tank coating system)

II. Budget Status Update

Total Contract w/Design \$1,238,396.00

This Invoice: \$26,932.94

Cost to Date: \$1,109,388.47

Cost to Complete: \$129,007.53 (not including "Additional Services" budget)

III. Projected Tasks for March 2022

- Continue to conduct weekly construction meetings (agenda and minutes)
- Coordination with geotechnical subconsultant for materials testing as required
- Review of submittals
- Respond to and process RFIs and CCOs
- Continue daily field inspections for WTP and Harvey site
- Review of contractor's monthly pay request

Clearlake Oaks County Water District

Board of Directors

Board Meeting March 17, 2022

Hello Board Members,

The deeper we get into the clear-well, it is evident that all the beams in the ceiling will need replaced. This will not be a cheap change order to the contract, however, it is a necessary one. The picture to the right shows the plate steel roof that is under the beams along with the rotted beams.



T & S was successful in the completion of the DMA located at Keys Blvd. and Konocti View. Unfortunately, this project



required two water shut-offs and was a huge inconvenience to the residences in that area, nonetheless, planned outages are always better than the alternative when we have a main line break without notice. I fielded many phone calls that were upset with the additional outage, however,



after explaining that repairs and upgrades are necessary on our 60+ year old infrastructure, and some people will fill their bathtubs to use during the outage and to have a couple of five gallon buckets near their toilets, they seemed a little more understanding, and a few even thanked me for performing the repairs and upgrades. District staff took advantage of the planned outages and replaced two hydrants and repaired a leaky valve, even during the snow and sleet that we faced on February 22nd.

I am still waiting on our first reimbursement check from DWR on the Water Intake Extension Project. This has been a bit more challenging than the usual grant, however, I believe we should be receiving the check within the next 30 days.

Per the email I sent out regarding the District's State Engineer, Guy Schotts, slide show that he provided after inspecting our number one filter at the Water Plant., it shows that unfortunately, the media will need to be replaced before the high demands of summer. Kurt will be providing additional information and quotes. In addition to Guy Schott's slide show, I also forwarded the report on the Waste Water Plant by Guy Childs. The main problem that was addressed with our WWP is well number 2 will need to be one, drilled deeper, or two, relocated. I am already looking into some grants for this project.

Please refer to the attached MC Engineering update on the USDA Project currently at 57% complete.

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 February 28, 2022

	<u>Feb 28, 22</u>
ASSETS	
Current Assets	
Checking/Savings	2,050,623.19
Accounts Receivable	204,087.00
Other Current Assets	<u>3,177,100.53</u>
Total Current Assets	5,431,810.72
Fixed Assets	<u>20,512,238.31</u>
TOTAL ASSETS	<u>25,944,049.03</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	269,978.17
Credit Cards	8,953.73
Other Current Liabilities	<u>8,043,710.98</u>
Total Current Liabilities	8,322,642.88
Long Term Liabilities	<u>958,676.00</u>
Total Liabilities	9,281,318.88
Equity	<u>16,662,730.15</u>
TOTAL LIABILITIES & EQUITY	<u>25,944,049.03</u>

Clearlake Oaks County Water District
Balance Sheet
As of February 28, 2022

03/08/22
Accrual Basis

	Feb 28, 22
ASSETS	
Current Assets	
Checking/Savings	
102.13 · SEWER RESERVES-9592	85,000.00
102.10 · CRP PC - 6192	24,916.99
102.12 · WATER RESERVES- 8503	87,700.00
102.001 · GL - 9122 (Old Acct. # 053420019)	637,139.61
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...	873,709.94
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 10135...	1,062,709.94
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA B...	88.98
102.02 · CRP Water - 6990	38,296.91
102.03 · CRP Sewer - 3745	114,770.76
Total Checking/Savings	2,050,623.19
Accounts Receivable	
CUSI Accounts Receivable	204,087.00
Total Accounts Receivable	204,087.00
Other Current Assets	
116 · DEFERRED OUTFLOW- PENSION	236,756.00
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	47,897.68
130 · Const In Progress - Studies	
130.95 · Source Capacity Study	8,498.90
130 · Const In Progress - Studies - Other	1,084,096.10
Total 130 · Const In Progress - Studies	1,092,595.00
132 · CRP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199...	983,511.67
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199...	249,148.33
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 10...	551,411.26
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	15,474.00
Total Other Current Assets	3,177,100.53
Total Current Assets	5,431,810.72
Fixed Assets	
138 · USDA Water Improvements	4,884,843.73
128 · Sewer Infrstructure & Rehab Proj (Phase 1 was the installation of t...	3,952,787.28
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of w...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of...	250,195.76
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation...	365,696.42
131 · Waste Water Plant	
131.1 · Pumps/Equipment	99,784.99
131 · Waste Water Plant - Other	57,768.09
Total 131 · Waste Water Plant	157,553.08
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	
127.8 · Water Intake Pump Extension	442,870.90
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
Total 127 · Water Plant	887,148.83

Clearlake Oaks County Water District

Balance Sheet

03/08/22

As of February 28, 2022

Accrual Basis

	Feb 28, 22
220 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER ...)	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	753,972.38
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other	95,008.57
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)	2,825,557.08
122 · Bldgs/Grounds Cap Improvements	8,547,329.06
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER ...)	
124.2 · GIS Online Mapping System	6,985.17
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	56,539.80
Total 124.30 · Lift Stations	122,582.03
124.50 · Mains	14,788.58
124.60 · Meters	10,000.34
124.90 · Water Tanks	40,615.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEW...)	3,146,308.39
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SE...	3,341,279.55
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-9,745,066.00
Total Fixed Assets	20,512,238.31
TOTAL ASSETS	25,944,049.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	269,978.17
Total Accounts Payable	269,978.17
Credit Cards	
211 · WAB Credit Card	
211.17 · WAB - Kurt - 0390	1,932.08
211.16 · WAB - Francisco - 5312	1,473.29
211.14 · WAB - Dianna - 3226 (211.14: - WAB - Dianna - 3226)	2,787.23
211.13 · WAB - Jeremy - 2499	2,761.13
Total 211 · WAB Credit Card	8,953.73
Total Credit Cards	8,953.73
Other Current Liabilities	
Annual Depreciation	249,035.55
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a fe...	-3,928.96
280 · Loan	
280.04 · 2021 Water Truck	-3,663.42
280.15 · USDA Water Improvement Project (USDA Wtr Improve...	4,444,875.37
280.02 · KS State Bank - 2019 Vac-Con	240,254.53
280.12 · USDA Loan	3,100,172.41
Total 280 · Loan	7,781,638.89
221 · Health Ins - EE Portion	-967.35
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	383.04
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - ...)	8,060.95
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - O...	-7,725.08
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	335.87
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAY...	-1,050.73
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYAB...	-1.00
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUC...	-12,302.88

Clearlake Oaks County Water District

Balance Sheet

As of February 28, 2022

03/08/22

Accrual Basis

	<u>Feb 28, 22</u>
223.80 · GASB 68 Pension (- WAS 2097190)	26,313.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYA...	5,503.01
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED...	18,602.20
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts with...	-19,849.66
Total Other Current Liabilities	<u>8,043,710.98</u>
Total Current Liabilities	<u>8,322,642.88</u>
Long Term Liabilities	
295 · NET PWNSION LIABILITY	958,676.00
Total Long Term Liabilities	<u>958,676.00</u>
Total Liabilities	<u>9,281,318.88</u>
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	3,421,075.19
304 · Opening Balance Equity (Opening balances during setup post to t...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corporati...	13,242,512.58
Net Income	583,425.62
Total Equity	<u>16,662,730.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>25,944,049.03</u></u>

Clearlake Oaks County Water District

Profit and Loss

03/08/22

July 2021 through February 2022

Accrual Basis

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL
Ordinary Income/Expense				
Income				
Income				
410 · Client Reg Pmt	0.00	722,227.27	1,015,777.30	1,738,004.57
420 · Connection Fees	0.00	0.00	10,419.00	10,419.00
430 · Penalty & Interest	0.00	14,934.47	18,873.92	33,808.39
440 · Misc Revenue	0.00	0.00	40.00	40.00
450 · Other - Non S/W Rev	28.90	83,256.67	83,275.41	166,560.98
Total Income	28.90	820,418.41	1,128,385.63	1,948,832.94
Total Income	28.90	820,418.41	1,128,385.63	1,948,832.94
Gross Profit	28.90	820,418.41	1,128,385.63	1,948,832.94
Expense				
Salaries & EE Benefits				
505 · Salaries & Wages	264,123.08	187,465.53	158,049.04	609,637.65
520 · FICA - District Share	19,633.90	13,859.56	11,882.07	45,375.53
530 · Med/Life Insurance- Dist Share	58,936.82	54,194.82	21,545.21	134,676.85
540 · PERS - District Share	55,945.78	13,251.29	6,404.07	75,601.14
550 · Unemployment	1,192.00	0.00	0.00	1,192.00
560 · Workers Comp Ins	1,792.91	4,443.22	5,136.21	11,372.34
Total Salaries & EE Benefits	401,624.49	273,214.42	203,016.60	877,855.51
Services & Supplies				
610 · Bank Fees	18,455.57	0.00	0.00	18,455.57
620 · Communications & Internet	3,231.68	7,899.55	7,750.19	18,881.42
622 · Board Exp	1,699.67	0.00	0.00	1,699.67
630 · Equip - Office	1,048.76	623.98	1,047.63	2,720.37
640 · Fuel & Oil	0.00	6,803.17	4,030.58	10,833.75
645 · Insurance	0.00	37,050.55	37,050.54	74,101.09
657 · Lab	0.00	7,225.30	11,764.37	18,989.67
660 · Memberships & Subscription	2,972.53	33,378.12	29,909.49	66,260.14
665 · Mileage Reimb	0.00	82.21	0.00	82.21
670 · Postage & Shipping	351.10	0.00	0.00	351.10
675 · Professional Services	59,290.94	14,345.63	27,109.43	100,746.00
685 · Rents	8,306.92	0.00	0.00	8,306.92
690 · Safety & Security	1,395.48	6,938.75	5,455.06	13,789.29
700 · Tools & Instruments	0.00	4,490.46	3,861.93	8,352.39
703 · Supplies - Clothing & Personal	444.11	2,542.84	2,258.27	5,245.22
705 · Supplies - Office	4,119.53	578.52	634.07	5,332.12
715 · Supplies-Chemicals-Operating	0.00	34,369.24	84,901.18	119,270.42
720 · Supplies - Inventory - Other	0.00	4,935.72	2,468.69	7,404.41
735 · Training/Classes/Certs/ClassB	0.00	815.04	696.40	1,511.44
745 · Travel / Lodging	0.00	0.00	35.90	35.90
750 · Utilities	3,959.76	53,772.80	118,877.81	176,610.37
760 · Waste Disposal	387.64	32,776.76	2,338.16	35,502.56
795 · Yolo Co	0.00	0.00	35,261.17	35,261.17
799 · Misc				
799.1 · Customer Refund - Acct closed...	0.00	4,402.70	5,171.89	9,574.59
Total 799 · Misc	0.00	4,402.70	5,171.89	9,574.59
Total Services & Supplies	105,663.69	253,031.34	380,622.76	739,317.79
Repairs & Replacement				
810 · R&R Buildings & Grounds	347.20	1,028.23	97.68	1,473.11
840 · R&R Vehicles	0.00	1,174.56	1,164.92	2,339.48
Total Repairs & Replacement	347.20	2,202.79	1,262.60	3,812.59
Total Expense	507,635.38	528,448.55	584,901.96	1,620,985.89
Net Ordinary Income	-507,606.48	291,969.86	543,483.67	327,847.05
Net Income	-507,606.48	291,969.86	543,483.67	327,847.05

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

8

Target % > **67%**

As of February 2022 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,267,621	845,080	1,128,386	89%	1,292,200	861,467	820,419	63%
Total Operating Expenses	1,150,876	767,251	833,548	72%	1,269,661	846,441	777,867	61%
Operating Balance (loss)	116,745	77,830	294,838		22,539	15,026	42,552	
420 Connection Fees	10,000	6,667	10,419	104%	10,000	6,667	-	0%
435								
450 Other - Non S/W Rev	100,000	66,667	83,275	83%	100,000	66,667	83,257	83%
Reserves	150,000	100,000	100,000	0%	-	-	-	0%
Net Change In Net Position (loss)	76,745	51,163	288,532		132,539	88,359	125,809	

Current Revenue Notes:

440- Misc Water = Bulk Water

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

Past Revenue Notes

General Ledger	\$600,741.02
District CRP	\$153,067.67
Paradise Cove CRP	\$24,916.99
Water Reserve	\$87,700.00
Sewer Reserve	\$85,000.00
LAIF Account	\$1,062,709.94
Total	\$2,014,135.62

As of February 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	821,747	1,015,777	82%	1,267,200	844,800	722,227	57%
430 Penalty & Interest	30,000	20,000	18,874	63%	25,000	16,667	14,934	60%
440 Misc	5,000	3,333	40	0%	0	0	-	0%
Total Revenue >	1,267,621	845,080	1,034,691	82%	1,292,200	861,467	737,162	57%

As of February 2022 Operating Expenses	Budget				Actual			
	Annual	YTD	YTD	%	YTD	%	Spent	%
505 Salaries & Wages	357,579	238,386	290,111	81%	481,584	321,056	319,528	66%
520 FICA - District Share	29,824	19,883	21,699	73%	40,251	26,834	23,677	59%
530 Medical Ins - District Share	107,214	71,476	51,014	48%	159,912	106,608	83,664	52%
540 PERS - District Share	66,236	44,157	34,377	52%	77,083	51,389	41,224	53%
550 Unemployment	9,000	6,000	596	7%	9,000	6,000	596	7%
560 Workers Comp Ins	21,103	14,069	6,033	29%	25,370	16,913	5,340	21%
Salaries and Employee Benefits >	590,956	393,971	403,829	68%	793,201	528,801	474,028	60%

605 Advertising	200	133	-	0%	200	133	-	0%
610 Bank Fees	12,430	8,287	9,228	74%	12,420	8,280	9,228	74%
620 Communications & Interne	19,000	12,667	9,366	49%	19,000	12,667	9,516	50%
622 Board Exp	3,750	2,500	850	23%	3,750	2,500	850	23%
625 Equip - Field (\$300-\$4999)	2,500	1,667	-	0%	4,000	2,667	-	0%
630 Equip - Office	1,500	1,000	1,573	105%	2,000	1,333	1,149	57%
640 Fuel & Oil	13,500	9,000	4,031	30%	15,000	10,000	6,803	45%
645 Insurance	35,000	23,333	37,051	106%	35,000	23,333	37,051	106%
650 Interest	3,000	2,000	-	0%	3,000	2,000	-	0%

17

657	Lab	20,000	13,333	11,764	59%	21,000	14,000	7,225	34%
660	Memberships & Subscriptic	26,500	17,667	31,396	118%	33,500	22,333	34,865	104%
665	Mileage Reimb	750	500	-	0%	500	333	82	16%
670	Postage & Shipping	2,000	1,333	176	9%	2,000	1,333	176	9%
675	Professional Services	54,000	36,000	56,755	105%	39,000	26,000	43,992	113%
685	Rents	6,550	4,367	4,154	63%	6,550	4,367	4,154	63%
690	Safety & Security	2,500	1,667	6,153	246%	7,500	5,000	7,637	102%
700	Tools & Instruments	2,000	1,333	3,862	193%	2,500	1,667	4,490	180%
703	Supplies - Clothing & Perso	2,500	1,667	2,480	99%	3,100	2,067	2,765	89%
705	Supplies - Office	3,500	2,333	2,694	77%	4,000	2,667	2,639	66%
715	Treatment Chemicals	75,000	50,000	84,901	113%	52,000	34,667	34,369	66%
720	Supplies - Operating - Othe	5,000	3,333	2,469	49%	22,000	14,667	4,936	22%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	2,750	1,833	696	25%	2,250	1,500	815	36%
745	Travel	1,000	667	36	4%	1,000	667	-	0%
750	Utilities	190,900	127,267	120,858	63%	125,900	83,933	55,753	44%
760	Waste Disposal	3,090	2,060	2,532	82%	52,290	34,860	32,971	63%
795	Yolo Co	61,000	40,667	35,261	58%				
799	Misc	-	-	-	0%				0%
Services and Supplies >		549,920	366,613	428,283	78%	469,460	312,973	301,463	64%
810	R&R Buildings & Grounds	7,000	4,667	272	4%	4,500	3,000	1,202	27%
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	2,000	1,165	39%	2,500	1,667	1,175	47%
850	Maintenance Reserve Acco	-	-	-		-	-	-	
Repairs & Replacement >		10,000	6,667	1,437	14%	7,000	4,667	2,377	34%
Total Expenses >		1,150,876	767,251	833,548	72%	1,269,661	846,441	777,867	61%

8 Administration - Budget Variance Report July 1, 2021 through June 30, 2022 Target % > **66.7%** **GL ADMIN**

As of February 2022		2020-2021 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	394,151	262,768	264,123	67.0%	130,028
520	FICA - District Share	33,421	22,280	19,634	58.7%	13,787
530	Med - Life Insurance - District Share	109,031	72,687	58,937	54.1%	50,094
540	PERS-District Share (incl unfunded Liab, 78,867.)	112,884	75,256	55,946	49.6%	56,938
550	Unemployment	18,000	12,000	1,192	6.6%	16,808
560	Workers Comp Ins	8,035	5,356	1,793	22.3%	6,242
Salaries and Employee Benefits >		675,522	450,348	401,625	59.5%	273,897
605	Advertising	400	267	-	0.0%	400
610	Bank Fees	24,840	16,560	18,456	74.3%	6,384
620	Communications & Internet	7,000	4,667	3,232	46.2%	3,768
622	Board Exp	7,500	5,000	1,700	22.7%	5,800
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	2,000	1,333	1,049	52.5%	951
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	2,000	2,973	99.1%	27
665	Mileage Reimb	500	333	-	0.0%	500
670	Postage & Shipping	4,000	2,667	351	8.8%	3,649
675	Professional Services (Legal, IT, CUSI annual)	58,000	38,667	59,291	102.2%	(1,291)
685	Rents	13,100	8,733	8,307	63.4%	4,793
690	Safety & Security (boots)	1,000	667	1,395	139.5%	(395)
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	600	400	444	74.0%	156
705	Supplies - Office	5,000	3,333	4,120	82.4%	880
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	1,000	-	0.0%	1,500
745	Travel / Lodging	1,000	667	-	0.0%	1,000
750	Utilities	5,800	3,867	3,960	68.3%	1,840
760	Waste Disposal	580	387	388	66.9%	192
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0	-	0.0%	0
Services and Supplies >		135,820	90,547	105,666	77.8%	30,154
810	R&R Buildings & Grounds	4,000	2,667	347	8.7%	3,653
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	2,667	347	8.7%	3,653
Total Expenses >		815,342	543,561	507,638	62.3%	307,704

505 = Three pay periods in the month of July

Sewer - Budget Variance Report July 1, 2021 through June 30, 2022

Target % >

66.7%

GL SEWER

As of February 2022

2020-2021 Budget

Actual

%

Total

Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	284,509	189,672	187,466	65.9%	97,043
520	FICA - District Share	23,541	15,694	13,860	58.9%	9,681
530	Medical Ins - District Share	105,397	70,264	54,195	51.4%	51,202
540	PERS - District Share (\$14.5K Unfunded)	20,641	13,761	13,251	64.2%	7,390
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	21,353	14,235	4,443	20.8%	16,910
Salaries and Employee Benefits >		455,440	303,627	273,215	60.0%	182,225
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	8,667	7,900	60.8%	5,100
622	Board Exp	0	0		0.0%	0
625	Equip - Field (up to \$4999)	1,500	1,000		0.0%	1,500
630	Equip - Office	1,000	667	624	62.4%	376
640	Fuel & Oil (Schaeffers)	10,000	6,667	6,803	68.0%	3,197
645	Insurance	35,000	23,333	37,051	105.9%	(2,051)
650	Interest	0	0		0.0%	0
657	Outsource Lab / Internal Lab	21,000	14,000	7,225	34.4%	13,775
660	Memberships & Subscriptions	32,000	21,333	33,378	104.3%	(1,378)
665	Mileage Reimb	250	167	82	32.8%	168
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA)(CUSI Tech)	10,000	6,667	14,346	143.5%	(4,346)
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	7,000	4,667	6,939	99.1%	61
700	Tools & Instruments	2,500	1,667	4,490	179.6%	(1,990)
703	Supplies - Clothing & Personal	2,800	1,867	2,543	90.8%	257
705	Supplies - Office	1,500	1,000	579	38.6%	921
715	Treatment Chemicals	52,000	34,667	34,369	66.1%	17,631
720	Supplies-Operating-Other-Titan Tubes	22,000	14,667	4,936	22.4%	17,064
730	Taxes - Licenses	-	-			-
735	Training, Certs (classes, books)	1,500	1,000	815	54.3%	685
745	Travel / Lodging	500	333		0.0%	500
750	Utilities	123,000	82,000	53,773	43.7%	69,227
760	Waste Disposal	52,000	34,667	32,777	63.0%	19,223
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
799.1	Customer Refund			4,403		
Services and Supplies >		388,550	259,033	253,033	65.1%	135,517
810	R&R Buildings & Grounds	2,500	1,667	1,028	41.1%	1,472
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	1,667	1,175	47.0%	1,325
Repairs & Replacement >		5,000	3,333	2,203	44.1%	2,797
Total Expenses >		848,990	565,994	528,451	62.2%	320,539

Expense Notes

675 half of CUSI membership/technical support

715 Supplies - Chemicals

More chemicals required due to additional algae from WTP

8	Water - Budget Variance Report July 1, 2021 through June 30, 2022				Target % >	66.7%	GL WATER
As of February 2022		2020-2021 Budget		Actual	%	Total	
Expenses		Annual	YTD	YTD	Spent	Remaining	
505	Salaries & Wages	160,503	107,002	158,049	98.5%	2,454	
520	FICA - District Share	13,114	8,743	11,882	90.6%	1,232	
530	Medical Ins - District Share	52,698	35,132	21,545	40.9%	31,153	
540	PERS - District Share	9,794	6,529	6,404	65.4%	3,390	
550	Unemployment	0	0		0.0%	0	
560	Workers Comp Ins	17,086	11,390	5,136	30.1%	11,950	
Salaries and Employee Benefits >		253,195	168,797	203,016	80.2%	50,179	
605	Advertising	0	0		0.0%	0	
610	Bank Fees	0	0		0.0%	0	
620	Communications & Internet	13,000	8,667	7,750	59.6%	5,250	
622	Board Exp	0	0		0.0%	0	
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0	
630	Equip - Office	500	333	1,048	209.6%	(548)	
640	Fuel & Oil	8,500	5,667	4,031	47.4%	4,469	
645	Insurance	35,000	23,333	37,051	105.9%	(2,051)	
650	Interest	0	0		0.0%	0	
657	Outside Lab / Internal Lab	20,000	13,333	11,764	58.8%	8,236	
660	Memberships & Subscriptions	25,000	16,667	29,909	119.6%	(4,909)	
665	Mileage Reimb	500	333		0.0%	500	
670	Postage & Shipping	0	0		0.0%	0	
675	Prof Services (SCADA, Mtce Prog)(CUSI Tech)	25,000	16,667	27,109	108.4%	(2,109)	
685	Rents	0	0		0.0%	0	
690	Safety & Security (includes boots)	2,000	1,333	5,455	272.8%	(3,455)	
700	Tools & Instruments	2,000	1,333	3,862	193.1%	(1,862)	
703	Supplies - Clothing & Personal	2,200	1,467	2,258	102.6%	(58)	
705	Supplies - Office	1,000	667	634	63.4%	366	
715	Treatment Chemicals	75,000	50,000	84,901	113.2%	(9,901)	
720	Supplies - Operating - Other	5,000	3,333	2,469	49.4%	2,531	
730	Taxes - Licenses	0	0		0.0%	0	
735	Training, Certs (classes, books)	2,000	1,333	696	34.8%	1,304	
745	Travel / Lodging	500	333	36	7.2%	464	
750	Utilities	188,000	125,333	118,878	63.2%	69,122	
760	Waste Disposal	2,800	1,867	2,338	83.5%	462	
795	Yolo Co	61,000	40,667	35,261	57.8%	25,739	
799	Misc	0	0		0.0%	0	
799.1	Customer Refund			5,172			
Services and Supplies >		469,000	312,667	380,622	81.2%	88,378	
810	R&R Buildings & Grounds	5,000	3,333	98	2.0%	4,902	
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	2,000	1,165	38.8%	1,835	
Repairs & Replacement >		8,000	5,333	1,263	15.8%	6,737	
Total Expenses >		730,195	486,797	584,901	80.1%	145,294	

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

675 half of CUSI annual membership/technical support, SCADA for Coagulant pump

715 Higer chemical expense due to the unforeseen extreme condition of the lake due to drought

Clearlake Oaks County Water District
CRP/CIP Profit and Loss
July 2021 through February 2022

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
Ordinary Income/Expense					
Income					
Income					
425 · CRP (Capital Replacment Plan)	12,423.87	284,686.64	313,813.07	610,923.58	610,923.58
430 · Penalty & Interest	297.33	6,561.44	6,644.27	13,503.04	13,503.04
440 · Misc Revenue	0.00	62.07	62.07	124.14	124.14
Total Income	<u>12,721.20</u>	<u>291,310.15</u>	<u>320,519.41</u>	<u>624,550.76</u>	<u>624,550.76</u>
Total Income	<u>12,721.20</u>	<u>291,310.15</u>	<u>320,519.41</u>	<u>624,550.76</u>	<u>624,550.76</u>
Gross Profit	<u>12,721.20</u>	<u>291,310.15</u>	<u>320,519.41</u>	<u>624,550.76</u>	<u>624,550.76</u>
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	124,848.28	96,493.54	221,341.82	221,341.82
520 · FICA - District Share	0.00	9,243.59	7,187.99	16,431.58	16,431.58
530 · Med/Life Insurance- Dist Share	0.00	26,915.06	19,667.43	46,582.49	46,582.49
540 · PERS - District Share	0.00	5,941.53	4,814.48	10,756.01	10,756.01
560 · Workers Comp Ins	0.00	3,891.70	3,891.67	7,783.37	7,783.37
Total Salaries & EE Benefits	<u>0.00</u>	<u>170,840.16</u>	<u>132,055.11</u>	<u>302,895.27</u>	<u>302,895.27</u>
Services & Supplies					
620 · Communications & Internet	0.00	983.54	983.53	1,967.07	1,967.07
625 · Equip - Field (\$300-\$4999)	0.00	2,110.68	0.00	2,110.68	2,110.68
640 · Fuel & Oil	0.00	10,402.21	10,393.56	20,795.77	20,795.77
650 · Interest	0.00	3,821.59	3,821.54	7,643.13	7,643.13
657 · Lab	0.00	1,178.00	0.00	1,178.00	1,178.00
675 · Professional Services	0.00	1,633.30	1,633.30	3,266.60	3,266.60
690 · Safety & Security	0.00	0.00	370.00	370.00	370.00
700 · Tools & Instruments	0.00	312.26	571.45	883.71	883.71
703 · Supplies - Clothing & Personal	0.00	190.57	191.64	382.21	382.21
720 · Supplies - Inventory - Other	0.00	575.84	2,093.65	2,669.49	2,669.49
Total Services & Supplies	<u>0.00</u>	<u>21,207.99</u>	<u>20,058.67</u>	<u>41,266.66</u>	<u>41,266.66</u>
Repairs & Replacement					
810 · R&R Buildings & Grounds	0.00	3,359.73	335.66	3,695.39	3,695.39
820 · R&R Lift Stations	0.00	0.00	18,571.80	18,571.80	18,571.80
830 · R&R Equipment					
830.1 · Hydrants	0.00	12,594.05	0.00	12,594.05	12,594.05
830 · R&R Equipment - Other	32.73	36,571.70	20,221.71	56,826.14	56,826.14
Total 830 · R&R Equipment	<u>32.73</u>	<u>49,165.75</u>	<u>20,221.71</u>	<u>69,420.19</u>	<u>69,420.19</u>
832 · R&R Mains and Sewer Lines	0.00	46,725.63	34,901.65	81,627.28	81,627.28
840 · R&R Vehicles	0.00	5,439.93	4,908.89	10,348.82	10,348.82
Total Repairs & Replacement	<u>32.73</u>	<u>104,691.04</u>	<u>78,939.71</u>	<u>183,663.48</u>	<u>183,663.48</u>
Total Expense	<u>32.73</u>	<u>296,739.19</u>	<u>231,053.49</u>	<u>527,825.41</u>	<u>527,825.41</u>
Net Ordinary Income	<u>12,688.47</u>	<u>-5,429.04</u>	<u>89,465.92</u>	<u>96,725.35</u>	<u>96,725.35</u>
Net Income	<u><u>12,688.47</u></u>	<u><u>-5,429.04</u></u>	<u><u>89,465.92</u></u>	<u><u>96,725.35</u></u>	<u><u>96,725.35</u></u>

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

Target % > **66.7%** CRP-PC

8

As of February 2022

Summary	Budget Annual	YTD		Actual YTD		Total
		Amount	%	Amount	%	
PC CRP Revenue	19,536	13,024	12,721	65.1%	0%	
PC CRP Expenses	0	0	33	0.0%	0%	

Expenses	2021-2022 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
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
Services and Supplies >	0	0	-	0.0%	0
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	-	-	33	0.0%	(33)
832 R&R Mains/Laterals	-	-	-	0.0%	-
840 R&R Vehicles	-	-	-	0.0%	-
Repairs & Replacement >	0	0	33	0.0%	(33)
Total Expenses >	0	0	33	0.0%	(33)

23

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

8

Target % > 66.7% CRP-WATER

As of February 2022 Summary		WATER - CRP Budget			Actual YTD		Total Remaining
		Annual	YTD		Amount	%	
WATER CRP Revenue		416,123	277,415	291,310	70.0%	0%	
WATER CRP Expenses		356,883	237,922	296,742	83.1%	0%	
Operating Balance		59,240	39,493	(5,432)			
		2020-2021 Budget			Actual	%	Total
Expenses		Annual	YTD	YTD	Spent		Remaining
505	Salaries & Wages	158,120	105,413	124,848	79.0%		33,272
520	FICA - District Share	12,939	8,626	9,244	71.4%		3,695
530	Medical Ins - District Share	64,088	42,725	26,915	42.0%		37,173
540	PERS - District Share	9,876	6,584	5,942	60.2%		3,934
550	Unemployment	0	0		0.0%		0
560	Workers Comp Ins	13,862	9,241	3,892	28.1%		9,970
Salaries and Employee Benefits >		258,883	172,589	170,841	66.0%		88,042
605	Advertising	0	0	-	0.0%		0
610	Bank Fees	0	0	-	0.0%		0
620	Communications & Internet	3,500	2,333	984	28.1%		2,516
622	Board Exp	0	0		0.0%		0
625	Equip - Field (up to \$4999)	1,250	833	2,111	168.9%		(861)
630	Equip - Office	-	-				
640	Fuel & Oil	12,000	8,000	10,402	86.7%		1,598
645	Insurance	0	0		0.0%		0
650	Interest	0	0	3,822	0.0%		(3,822)
657	Outsource Lab / Internal Lab	4,000	2,667	1,178	0.0%		2,822
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	-	-	1,633	0.0%		(1,633)
685	Rents	0	0		0.0%		0
690	Safety & Sec (includes boots)	1,500	1,000		0.0%		1,500
700	Tools & Instruments	750	500	312	0.0%		438
703	Supplies - Clothing & Personal	1,500	1,000	191	0.0%		1,309
705	Supplies - Office	-	-		0.0%		-
715	Treatment Chemicals	0	0		0.0%		0
720	Supplies - Operating - Other	-	-	576	0.0%		(576)
730	Taxes - Licenses	0	0		0.0%		0
735	Training, Certs (classes, books)	500	333		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
Services and Supplies >		25,000	16,667	21,209	84.8%		3,791
810	R&R Buildings & Grounds	5,000	3,333	3,360	67.2%		1,640
820	R&R Lift Stations	0	0		0.0%		0
830	R&R Equipment	25,000	16,667	36,572	146.3%		(11,572)
830.1	Hydrants			12,594			
832	R&R Mains/Service Lines/Tanks	25,000	16,667	46,726	186.9%		(21,726)
840	R&R Vehicles	18,000	12,000	5,440	30.2%		12,560
Repairs & Replacement >		73,000	48,667	104,692	143.4%		(31,692)
Total Expenses >		356,883	237,922	296,742	83.1%		60,141

625 - Aerator for intake pump at WTP

720 - Chemical Feed Tubes

830 - Xfer switch and new starter @ High Valley Booster pump, repair clamps/corp stops

832 - Repair of all asphalt/driveways throughout District - Approved in prev Board Mtg

2A

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

178 31, 2022

8

SEWER-CRP

Target % > **66.7%** CRP-SEWER

As of February 2022

Summary	Budget		Actual YTD		
	Annual	YTD	Amount	%	
SEWER CRP Revenue	551,245	367,497	320,519	58.1%	0%
SEWER CRP Expenses	376,230	250,820	231,056	61.4%	0%
USDA Annual Payment	105,280	70,187			
Operating Balance (loss)	69,735	46,490	89,463		

Expenses	2020-2021 Budget		Actual YTD	%	Total Remaining
	Annual	YTD			
505 Salaries & Wages	180,886	120,591	96,494	53.3%	84,392
520 FICA - District Share	14,845	9,896	7,188	48.4%	7,657
530 Medical Ins - District Share	33,861	22,574	19,667	58.1%	14,194
540 PERS - District Share	10,466	6,977	4,814	46.0%	5,652
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	15,172	10,115	3,892	25.7%	11,280
Salaries and Employee Benefits >	255,230	170,153	132,055	51.7%	123,175
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	3,333	984	19.7%	4,016
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	833	-	0.0%	1,250
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	12,000	8,000	10,394	86.6%	1,606
645 Insurance	0	0	-	0.0%	0
650 Interest	0	0	3,822	0.0%	(3,822)
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	1,633	0.0%	(1,633)
685 Rents	-	-	-	0.0%	-
690 Safety & Security (includes boots)	2,500	1,667	370	0.0%	2,130
700 Tools & Instruments	750	500	571	0.0%	179
703 Supplies - Clothing & Personal	1,500	1,000	192	0.0%	1,308
705 Supplies - Office	-	-	-	0.0%	-
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	-	-	2,094	0.0%	(2,094)
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training, Certs (classes, books)	500	333	-	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
Services and Supplies >	23,500	15,667	20,060	85.4%	3,440
810 R&R Buildings & Grounds	7,500	5,000	336	4.5%	7,164
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	13,333	18,572	92.9%	1,428
830 R&R Equipment	35,000	23,333	20,222	57.8%	14,778
832 R&R Mains/Laterals	25,000	16,667	34,902	139.6%	(9,902)
840 R&R Vehicles	10,000	6,667	4,909	49.1%	5,091
	-	-	-	0.0%	-
Repairs & Replacement >	97,500	65,000	78,941	81.0%	18,559
Total Expenses >	376,230	250,820	231,056	61.4%	145,174

832-Repair of all asphalt and driveway, approved in previous board meeting
OT due to assisting at Hoover & 2nd and Lakeview fires, Jesse is assisting @ WTP to give relief to Operators

25

Clearlake Oaks County Water District

Capital Improvements

As of February 28, 2022

Date	Name	Memo	Class	Amount
130 · Const In Progress - Studies				
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)				
138 · USDA Water Improvements				
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
08/05/2021	MC Engineering, Inc	USDA Improvements	Loan/Grant:...	56,363.36
08/05/2021	T & S Construction Co...	7/1/2021 - 7/20/2021	Loan/Grant:...	324,597.90
08/09/2021	Pace	150 Watts backflow ...	Loan/Grant:...	22,361.63
08/24/2021	Badger Meter	12655 E Hwy 20 Fire...	Loan/Grant:...	979.44
08/30/2021	Badger Meter	Services for August ...	Loan/Grant:...	123.71
08/31/2021	T & S Construction Co...	USDA Water Improv...	Loan/Grant:...	281,158.20
09/06/2021	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	48,598.41
09/14/2021	Badger Meter	1 - 3" meter and 1-4"...	Loan/Grant:...	4,588.71
09/15/2021	Pace	2" backflow device - ...	Loan/Grant:...	772.90
09/28/2021	Pace	150 Watts backflow ...	Loan/Grant:...	22,361.63
09/29/2021	Badger Meter	Services for Septem...	Loan/Grant:...	126.38
09/30/2021	T & S Construction Co...	USDA Water Improv...	Loan/Grant:...	342,679.25
10/05/2021	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	43,940.92
10/06/2021	Badger Meter	Hydrant meter at Fir...	Loan/Grant:...	979.44
10/11/2021	Badger Meter	Bulk water meter for ...	Loan/Grant:...	979.63
10/13/2021	Pace	150 ea backflow devi...	Loan/Grant:...	22,361.63
10/31/2021	T & S Construction Co...	USDA Water Improv...	Loan/Grant:...	282,270.65
11/05/2021	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	35,787.36
11/15/2021	Pace	30 backflow devices	Loan/Grant:...	4,472.33
11/30/2021	Badger Meter	Services for Novemb...	Loan/Grant:...	126.38
11/30/2021	T & S Construction Co...	USDA Water Improv...	Loan/Grant:...	541,973.58
12/02/2021	Pace	1 - 2" backflow devis...	Loan/Grant:...	725.28
12/03/2021	BKF Engineers	Services from 10/25/...	Loan/Grant:...	1,104.00
12/03/2021	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	43,202.49
12/08/2021	Pace	1 - Backflow device	Loan/Grant:...	271.12
12/21/2021	Badger Meter	1 meter	Loan/Grant:...	848.35
12/22/2021	Pace	1 backflow device	Loan/Grant:...	271.12
12/29/2021	Badger Meter	Services for Decemb...	Loan/Grant:...	126.38
12/30/2021	Pace	7 backflow devices	Loan/Grant:...	1,043.54
12/31/2021	T & S Construction Co...	12/1/2021 - 12/31/20...	Loan/Grant:...	233,348.38
01/05/2022	MC Engineering, Inc		Loan/Grant:...	29,428.72
01/31/2022	Badger Meter	Services thru 1/31/2...	Loan/Grant:...	126.38
01/31/2022	T & S Construction Co...	USDA Water Improv...	Loan/Grant:...	220,125.92
02/05/2022	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	35,791.91
02/28/2022	Badger Meter	Services thru Februa...	Loan/Grant:...	125.49
02/28/2022	T & S Construction Co...	Invoice #10 Februar...	Loan/Grant:...	105,546.43
Total 138 · USDA Water Improvements				2,786,071.55
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Force Main)				
08/13/2021	T & S Construction Co...	Phase 3 Invoice #13...	Loan/Grant:...	112,484.95
08/13/2021	T & S Construction Co...	Phase 3 Retention 5...	Loan/Grant:...	141,593.61
01/20/2022	MC Engineering, Inc	Inv. dated 3/5/2021 -...	Loan/Grant:...	5,604.50
Total 128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the F...				259,683.06
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distribution pipes)				
09/29/2021	PG&E CFM/PPC Dep...	9940 Harvey Blvd.	Loan/Grant:...	99,411.32
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water ...				99,411.32
131 · Waste Water Plant				
131.1 · Pumps/Equipment				
Total 131.1 · Pumps/Equipment				
131 · Waste Water Plant - Other				
Total 131 · Waste Water Plant - Other				
Total 131 · Waste Water Plant				
127 · Water Plant				
127.6 · Swan AMI Turbiwell Monitor				

Clearlake Oaks County Water District Capital Improvements As of February 28, 2022

Date	Name	Memo	Class	Amount
Total 127.6 · Swan AMI Turbiwell Monitor				
127.5 · A/C installation for Filter Rm				
Total 127.5 · A/C installation for Filter Rm				
127.4 · PH System				
Total 127.4 · PH System				
127.2 · Harvy Vault Chlor Inject Proj				
Total 127.2 · Harvy Vault Chlor Inject Proj				
127.1 · Major Equipment				
Total 127.1 · Major Equipment				
127 · Water Plant - Other				
Total 127 · Water Plant - Other				
Total 127 · Water Plant				
120 · District General CRP (EQUIPMENT - WAS 1011181)				
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)				
Total 120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...				
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
120.75 · SCADA				
Total 120.75 · SCADA				
120.90 · Vehicles/Generators/Trailers				
09/11/2021	Matt Mazzei Chevrolet	2018 Acura - GM ve...	GL:Admin	25,400.10
11/05/2021	Matt Mazzei Chevrolet	2020 Dodge Ram for...	GL:Sewer	36,962.00
Total 120.90 · Vehicles/Generators/Trailers				
62,362.10				
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181) - Other				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)				
62,362.10				
122 · Bldgs/Grounds Cap Improvements				
07/21/2021	Arrow Fencing	Replace/Repair - Tre...	CRP:PC	12,179.49
Total 122 · Bldgs/Grounds Cap Improvements				
12,179.49				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)				
124.30 · Lift Stations				
124.50 · Mains				
Total 124.50 · Mains				
124.60 · Meters				
Total 124.60 · Meters				
124.90 · Water Tanks				
Total 124.90 · Water Tanks				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				
125 · Land - Dist. Cap. Improvements				
Total 125 · Land - Dist. Cap. Improvements				
129 · ALLOW. FOR DEPRECIATION				
Total 129 · ALLOW. FOR DEPRECIATION				
280 · Loan				
280.04 · 2021 Water Truck				
12/07/2021	Kansas State Bank - ...	Payment #1 - Water ...	CRP:Water	403.33
12/07/2021	Kansas State Bank - ...	3359488	CRP:Sewer	403.33
01/12/2022	Kansas State Bank - ...	2,000 gallon water tr...	CRP:Water	713.02
01/12/2022	Kansas State Bank - ...	3359488	CRP:Sewer	713.02
02/17/2022	Kansas State Bank - ...	Payment #3	CRP:Water	715.36

Clearlake Oaks County Water District
Capital Improvements
As of February 28, 2022

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
02/17/2022	Kansas State Bank - ...	3359488	CRP:Sewer	715.36
Total 280.04 · 2021 Water Truck				3,663.42
280.02 · KS State Bank - 2019 Vac-Con				
07/15/2021	Kansas State Bank - ...	Pymt #19	CRP:Water	3,295.69
07/15/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,295.69
08/15/2021	Kansas State Bank - ...	Pymt #20	CRP:Water	3,305.01
08/15/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,305.01
09/14/2021	Kansas State Bank - ...	Pymt #21	CRP:Water	3,314.36
09/14/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,314.36
10/15/2021	Kansas State Bank - ...	Pymt #22	CRP:Water	3,323.73
10/15/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,323.73
11/09/2021	Kansas State Bank - ...	Pymt #23	CRP:Water	3,333.13
11/09/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,333.13
12/15/2021	Kansas State Bank - ...	Pymt #24	CRP:Water	3,342.56
12/15/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,342.56
01/12/2022	Kansas State Bank - ...	Vacon Pymt #25	CRP:Water	3,352.01
01/12/2022	Kansas State Bank - ...	3356496	CRP:Sewer	3,352.01
02/15/2022	Kansas State Bank - ...	Pymt #26	CRP:Water	3,361.49
02/15/2022	Kansas State Bank - ...	3343293	CRP:Sewer	3,361.49
Total 280.02 · KS State Bank - 2019 Vac-Con				53,255.96
Total 280 · Loan				56,919.38
TOTAL				3,276,626.90



Accounts

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

CRP PC *6192

Available ****\$24,916.99**

Current **\$24,916.99**

CRP SEWER *3745

Available ****\$114,770.76**

Current **\$114,770.76**

GENERAL LEDGER *9122

Available ****\$539,903.42**

Current **\$530,257.15**

PUBLIC REGULAR CHK *8503

Available ****\$87,700.00**

Current **\$87,700.00**

PUBLIC REGULAR CHK *9592

Available ****\$85,000.00**

Current **\$85,000.00**

CRP WATER *6990

Available ****\$38,296.91**

Current **\$38,296.91**

Make a Payment

Make paying bills fast and easy

Pay your bills on one screen in seconds.



[Sign up for payments](#)

Get Help with Taxes



We've teamed up with TurboTax to help you get your **maximum refund, guaranteed.**

[Start for free](#)

Money Management

BALANCE TOTALS

Total Deposit Accounts ... \$880,941.81

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

Outside Accounts



No outside accounts added.

Add account

Budgets made easy!



Every transaction is automatically categorized and put into a budget to help you stay on track.

Start now

Banking on the Go with the Westamerica Mobile Banking App

Our mobile banking app makes it simple for you to check your account at any time so you can safeguard your finances and enjoy peace of mind knowing your money is always at your fingertips. Simply use the same login and password you use for your desktop account and start enjoying the freedom of banking from your mobile device.

Enjoy the convenience of Banking on the Go and download the app today!

California State Treasurer **Fiona Ma, CPA**



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

March 07, 2022

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

CLEARLAKE OAKS COUNTY WATER DISTRICT

[Tran Type Definitions](#)

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

Account Number: 90-17-001

February 2022 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	1,062,709.94
Total Withdrawal:	0.00	Ending Balance:	1,062,709.94

Clearlake Oaks County Water District
Payroll Summary
February 2022

	Hours	Rate	Feb 22
Employee Wages, Taxes and Adjustments			
Gross Pay			
Bereavement	16	36.06	576.96
CTO Saved	-41	43.04	-1,882.59
CTO Used	47.34	28.69	1,317.28
Overtime (x1.5)	94	43.04	4,202.42
PTO	141.25	26.75	4,099.23
Straight Board	2,490.75	26.75	75,949.17
Duty Pay			400.00
			4,200.00
Total Gross Pay	2,748.34		88,862.47
Deductions from Gross Pay			
ACWA (pre-tax)			-3,042.30
AFLAC (pre-tax)			-469.62
AFLAC (taxable) AFTER TAX			-154.08
CALPers 457			-400.00
CALPers EE (Pretax)			-4,727.75
Total Deductions from Gross Pay			-8,793.75
Adjusted Gross Pay	2,748.34		80,068.72
Taxes Withheld			
Federal Withholding			-6,699.00
Medicare Employee			-1,237.57
Social Security Employee			-5,291.73
CA - Withholding			-2,399.29
CA - Disability			-938.84
Total Taxes Withheld			-16,566.43
Deductions from Net Pay			
Miscellaneous Deduction			-102.14
Wage Garnishment			-894.66
Total Deductions from Net Pay			-996.80
Additions to Net Pay			
Miscellaneous Addition			94.38
Total Additions to Net Pay			94.38
Net Pay	2,748.34		62,599.87
Employer Taxes and Contributions			
Medicare Company			1,237.57
Social Security Company			5,291.73
Total Employer Taxes and Contributions			6,529.30

Clearlake Oaks County Water District

Trial Balance

03/08/22

As of February 28, 2022

Accrual Basis

	Feb 28, 22	
	Debit	Credit
102.13 · SEWER RESERVES-9592	85,000.00	
102.11 · PC ESCROW - 6184	0.00	
102.10 · CRP PC - 6192	24,916.99	
102.12 · WATER RESERVES- 8503	87,700.00	
102.001 · GL - 9122	637,139.61	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK	873,709.94	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	38,296.91	
102.03 · CRP Sewer - 3745	114,770.76	
CUSI Accounts Receivable	204,087.00	
116 · DEFERRED OUTFLOW- PENSION	236,756.00	
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	47,897.68	
130 · Const In Progress - Studies	1,084,096.10	
130 · Const In Progress - Studies:130.95 · Source Capacity Study	8,498.90	
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.	551,411.26	
115 · PRE-PAID INSURANCE	15,474.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
138 · USDA Water Improvements	4,884,843.73	
128 · Sewer Infrstructure & Rehab Proj	3,952,787.28	
121 · Wtr Dist & Wtr Storage Projects	250,195.76	
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:127.8 · Water Intake Pump Extension	442,870.90	
127 · Water Plant:127.7 · Ozone System	12,785.71	
127 · Water Plant:127.6 · Swan AML 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	753,972.38	
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	6,985.17	
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	10,000.34	
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		9,745,066.00
200 · ACCOUNTS PAYABLE		269,978.17
211 · WAB Credit Card:211.17 · WAB - Kurt - 0390		1,932.08
211 · WAB Credit Card:211.16 · WAB - Francisco - 5312		1,473.29
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133	0.00	
211 · WAB Credit Card:211.14 · WAB - Dianna - 3226		2,787.23
211 · WAB Credit Card:211.13 · WAB - Jeremy - 2499		2,761.13

33

Clearlake Oaks County Water District

Trial Balance

As of February 28, 2022

	Feb 28, 22	
	Debit	Credit
211 · WAB Credit Card:211.12 · WAB- Francisco - 2481	0.00	
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	
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	0.00	
223.56 · FEDERAL PAYROLL TAX PENALTY	3,928.96	
280 · Loan:280.04 · 2021 Water Truck	3,663.42	
280 · Loan:280.15 · USDA Water Improvement Project		4,444,875.37
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con		240,254.53
280 · Loan:280.12 · USDA Loan		3,100,172.41
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	967.35	
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	7,725.08	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		8,060.95
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	0.00	
223.50 · MEDICARE TAX PAYABLE	0.00	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	1,050.73	
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	12,302.88	
223.80 · GASB 68 Pension		26,313.00
223.85 · MISC DEDUCTIONS PAYABLE		5,503.01
223.90 · COMPENSATED EMPLOYEE BENEFITS		18,602.20
24000 · Payroll Liabilities	19,849.66	
295 · NET PWNSION LIABILITY		958,676.00
226 · USDA Int Pymnt-Swr Clarifier	0.00	
225 · USDA Payment - Sewer Clarifier	0.00	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		3,421,075.19
304 · Opening Balance Equity	584,283.24	
306 · Retained Earnings - OLD		13,242,512.58
Income:410 · Client Reg Pmt		1,738,092.57
Income:420 · Connection Fees		10,419.00
Income:425 · CRP		610,923.89

3A

Clearlake Oaks County Water District

Trial Balance

As of February 28, 2022

Feb 28, 22

	Debit	Credit
Income:430 · Penalty & Interest		47,316.02
Income:430 · Penalty & Interest:430.2 · Bank Interest		69.22
Income:435 · Loans/Grants:435-6 · I & I Const Grant		204,087.00
Income:440 · Misc Revenue		164.14
Income:450 · Other - Non S/W Rev		166,560.98
Salaries & EE Benefits:545 · CALPers 457		250.00
Salaries & EE Benefits:505 · Salaries & Wages	832,424.47	
Salaries & EE Benefits:520 · FICA - District Share	61,917.66	
Salaries & EE Benefits:530 · Med/Life Insurance- Dist Share	181,259.34	
Salaries & EE Benefits:540 · PERS - District Share	86,407.15	
Salaries & EE Benefits:550 · Unemployment	1,192.00	
Salaries & EE Benefits:560 · Workers Comp Ins	19,155.71	
Services & Supplies:610 · Bank Fees	18,519.72	
Services & Supplies:620 · Communications & Internet	20,848.49	
Services & Supplies:622 · Board Exp	1,699.67	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	2,110.68	
Services & Supplies:630 · Equip - Office	2,720.37	
Services & Supplies:640 · Fuel & Oil	33,168.13	
Services & Supplies:645 · Insurance	77,305.84	
Services & Supplies:650 · Interest	34,273.13	
Services & Supplies:657 · Lab	20,167.67	
Services & Supplies:660 · Memberships & Subscription	66,260.14	
Services & Supplies:665 · Mileage Reimb	82.21	
Services & Supplies:670 · Postage & Shipping	351.10	
Services & Supplies:675 · Professional Services	104,012.60	
Services & Supplies:675 · Professional Services:675-7 · MC On Call Services/Pre Grant	10,060.00	
Services & Supplies:685 · Rents	8,306.92	
Services & Supplies:690 · Safety & Security	14,159.29	
Services & Supplies:700 · Tools & Instruments	9,236.10	
Services & Supplies:703 · Supplies - Clothing & Personal	5,627.43	
Services & Supplies:705 · Supplies - Office	5,400.72	
Services & Supplies:715 · Supplies-Chemicals-Operating	119,270.42	
Services & Supplies:720 · Supplies - Inventory - Other	10,073.90	
Services & Supplies:735 · Training/Classes/Certs/ClassB	1,511.44	
Services & Supplies:745 · Travel / Lodging	35.90	
Services & Supplies:750 · Utilities	176,610.37	
Services & Supplies:760 · Waste Disposal	35,502.56	
Services & Supplies:795 · Yolo Co	35,261.17	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct closed	9,574.59	
Repairs & Replacement:810 · R&R Buildings & Grounds	5,265.50	
Repairs & Replacement:820 · R&R Lift Stations	18,571.80	
Repairs & Replacement:830 · R&R Equipment	56,826.14	
Repairs & Replacement:830 · R&R Equipment:830.1 · Hydrants	12,594.05	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	81,627.28	
Repairs & Replacement:840 · R&R Vehicles	12,688.30	
7130 · Sewer Ops - Emp Bens -holid	469.13	
66000 · Payroll Expenses	1,908.11	
TOTAL	39,041,163.55	39,041,163.55

Account Payable Breakdown

Date: 3/14/2022

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger - 9122	\$600,741.02	\$530,257.15	\$539,903.42
CRP Water - 6990	\$38,296.91	\$38,296.91	\$38,296.91
CRP Sewer - 3745	\$114,770.76	\$114,770.76	\$114,770.76
CRP PC - 6192	\$24,916.99	\$24,916.99	\$24,916.99
Water Reserve - 8503	\$87,700.00	\$87,700.00	\$87,700.00
Sewer Reserve - 9592	\$85,000.00	\$85,000.00	\$85,000.00
LAIF Balance	\$1,062,709.94	\$1,062,709.84	\$1,062,709.84
Current A/P Aging	\$195,945.84		
ACWA/JPIA Ins.	\$24,994.32		
Kansas State Bank-VacCon	\$7,421.47	EFT - 03/15/2022	
Kansas State Bank-Water Truck	\$1,730.25	EFT - 03/20/2022	
Credit Card	\$3,786.82	On Line - Approx	
TOTAL	\$233,878.70		

8:30 AM

03/14/22

Clearlake Oaks County Water District
A/P Aging Summary
As of March 14, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Alpha Analytical Labs	564.00	0.00	0.00	0.00	0.00	564.00
California State Disbursement Unit	265.38	0.00	0.00	0.00	0.00	265.38
Document Output Center, LLC	930.91	0.00	0.00	0.00	0.00	930.91
Juan Poblete	203.69	0.00	0.00	0.00	0.00	203.69
Lake County Waste Solutions	719.18	0.00	0.00	0.00	0.00	719.18
MC Engineering, Inc	36,575.44	0.00	0.00	0.00	0.00	36,575.44
Meyers Nave	1,756.50	0.00	0.00	0.00	0.00	1,756.50
Napa Auto Parts	152.60	0.00	0.00	0.00	0.00	152.60
PG&E	0.00	44,691.65	0.00	0.00	0.00	44,691.65
Quill	68.60	0.00	0.00	0.00	0.00	68.60
Redwood Coast Fuels	4,102.94	0.00	0.00	0.00	0.00	4,102.94
State of California - Franchise Tax Board	0.00	181.95	0.00	0.00	0.00	181.95
Steve Petty	89.57	0.00	0.00	0.00	0.00	89.57
T & S Construction Co. Inc.	105,546.43	0.00	0.00	0.00	0.00	105,546.43
Terminix	97.00	0.00	0.00	0.00	0.00	97.00
TOTAL	151,072.24	44,873.60	0.00	0.00	0.00	195,945.84

**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

FEBRUARY 17, 2022

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, **EXCUSED** √ 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. Administration
- 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. January 2022, 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 01/20/2022

3. Bills

- a. MC Engineering invoice number 2154, dated 2/5/2022, in the amount of \$35,791.91 for the USDA Water Projects
- b. T & S Construction invoice number 9, dated 1/31/2022, in the amount of \$220,125.92 for the USDA Water Projects

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

4. Agenda (Old Business)

- a. Discussion and update from the Yolo Ad Hoc Committee

Action Taken: NO ACTION

5. Agenda (New Business)

- a. Discussion and approval of Contract for Legal Services with The Law Office of Nancy Harris

**Action Taken: Motion to approve Contract for Legal Services with The Law Offices of Nancy Harris and give the General Manager the authorization to sign and transfer files
HERMAN/ARCHACKI M/S/C
AYES: ARCHACKI/BOUCHER/HERMAN/BURTON
NOES: NONE
ABSENT: MEDEIROS**

- b. Discussion and consideration to surplus the redwood tank at the Pluth site by silent bid

**Action Taken: Motion to approve the surplus of the redwood tank at the Pluth site by silent bid
BOUCHER/BURTON M/S/C
AYES: ARCHACKI/BOUCHER/HERMAN/BURTON
NOES: NONE
ABSENT: MEDEIROS**

- c. Discussion and appointment of an Ad Hoc Committee for the 2022-2023 Budget

Action Taken: The Board appoints Director Archacki and Director Herman to the 2022-2023 Budget Ad Hoc Committee

- d. Discussion and approval of Board Employees' Job Descriptions

**Action Taken: Motion to approve the Board Employees' Job Descriptions with Specified Changes
HERMAN/BURTON M/S/C
AYES: ARCHACKI/BOUCHER/HERMAN/BURTON
NOES: NONE
ABSENT: MEDEIROS**

e. Discussion and approval of Contract with General Manager

Action Taken: Motion to approve the General Managers Employment Contract with Specified Changes

BURTON/ BOUCHER M/S/C

AYES: ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: MEDEIROS

Adjournment

Time: 3:01 PM

SIGNED: _____
Stanley Archacki, Vice President

ATTESTED TO: _____
Olivia Mann, Board Secretary



MC Engineering, Inc.

9294 Madison Ave
Orangevale, CA 95662

Invoice

Date	Invoice #
3/5/2022	2164

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	4/4/2022	USDA Meters and Water Tank PER	
Description		Qty	Rate	Amount
Project Manager, Mark Carey, PE		23	165.00	3,795.00
Assistant Engineer, Jared P. Nelson		83	130.00	10,790.00
Assistant Engineering Tech, Julia Carey		77	75.00	5,775.00
Operations Management Engineer, John Pedri, PE		20.5	160.00	3,280.00
Administrative Support		2	65.00	130.00
RV Rental - February 2022			700.00	700.00
Island Park RV - February 2022			721.62	721.62
Reimbursable Expenses			1,741.32	1,741.32
<i>138-4/B USDA WTR imp.</i> <i>JE-N (SM)</i>		Total		\$26,932.94
		Payments/Credits		\$0.00
		Balance Due		\$26,932.94

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

41

Contractor's Application for Payment No. #10

Application Period: 2/1/2022 - 2/28/2022	Application Date: 2/28/2022	#10
From (Contractor): T & S Construction Co. Inc.	Via (Construction Manager): Jared Nelson	
Contract: USDA CFDA No. 10.760	Engineer's Project No.: USDA CFDA No. 10.760	
Contractor's Project No.: 20215		

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
1	\$16,009.53		
2	\$22,623.87		
3	\$2,011.49		
4	\$7,269.00		
TOTALS			
NET CHANGE BY CHANGE ORDERS			\$40,644.89

1. ORIGINAL CONTRACT PRICE.....	\$ 6,034,124.00
2. Net change by Change Orders.....	\$ 47,913.89
3. Current Contract Price (Line 1 ± 2).....	\$ 6,082,037.89
4. TOTAL COMPLETED AND STORED TO DATE	\$3,406,082.39
5. RETAINAGE:	
a. 5% X \$3,406,082.39 Work Completed.....	\$ 170,304.13
b. 5% X Stored Material.....	\$ -
c. Total Retainage (Line 5a + Line 5b).....	\$ 170,304.13
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 3,235,778.26
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 3,130,231.83
8. AMOUNT DUE THIS APPLICATION.....	\$105,546.43
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$2,846,259.63

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: Anthony Spinella Date: 2/28/2022

Payment of: \$ 105,546.43 (Line 8 or other - attach explanation of the other amount) 3-8-22 (Date)

is recommended by: [Signature] Inspector

Payment of: \$ 105,546.43 (Line 8 or other - attach explanation of the other amount) 3-8-22 (Date)

is recommended by: [Signature] Engineer

is approved by: [Signature] Owner 3-8-22 (Date)

Approved by: _____ Funding Agency (if applicable) _____ (Date)

138 1/6 USDA water imp. prof

GL-W DM



Clearlake Oaks CWD CA171001 Lake County Filter Surveillance

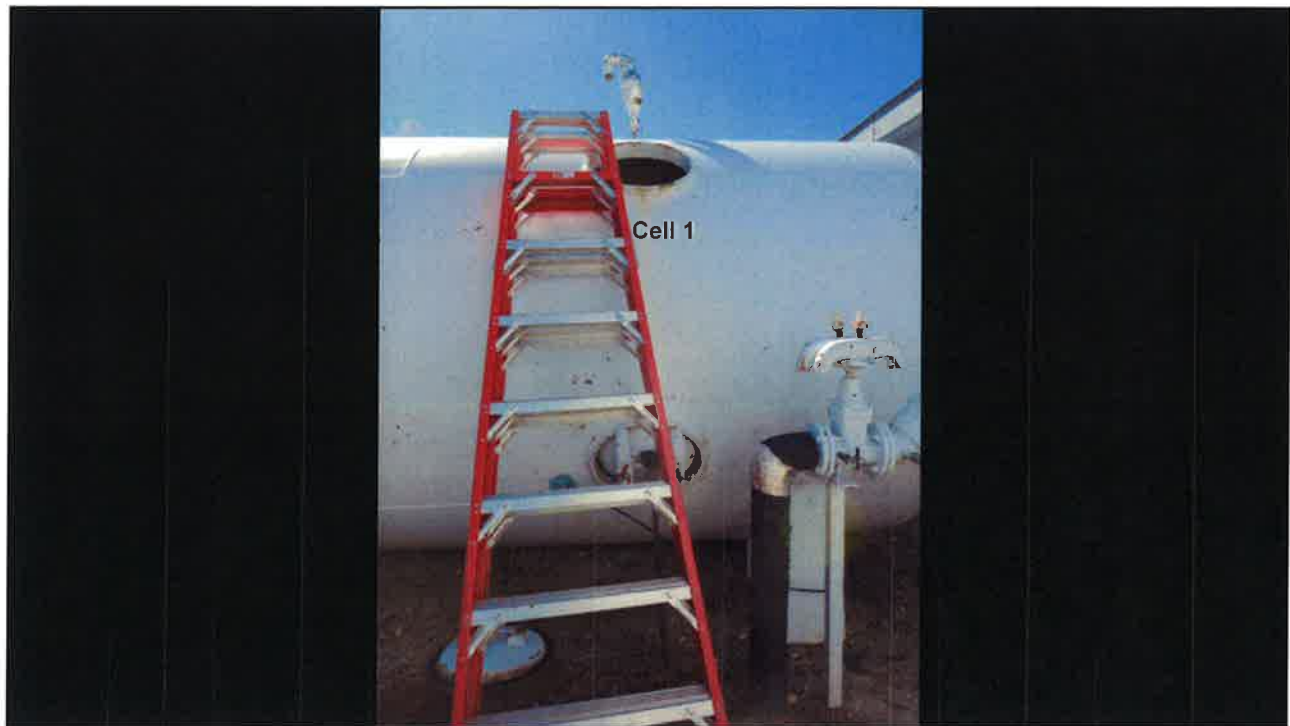
by Guy Schott, P.E.
March 9, 2022

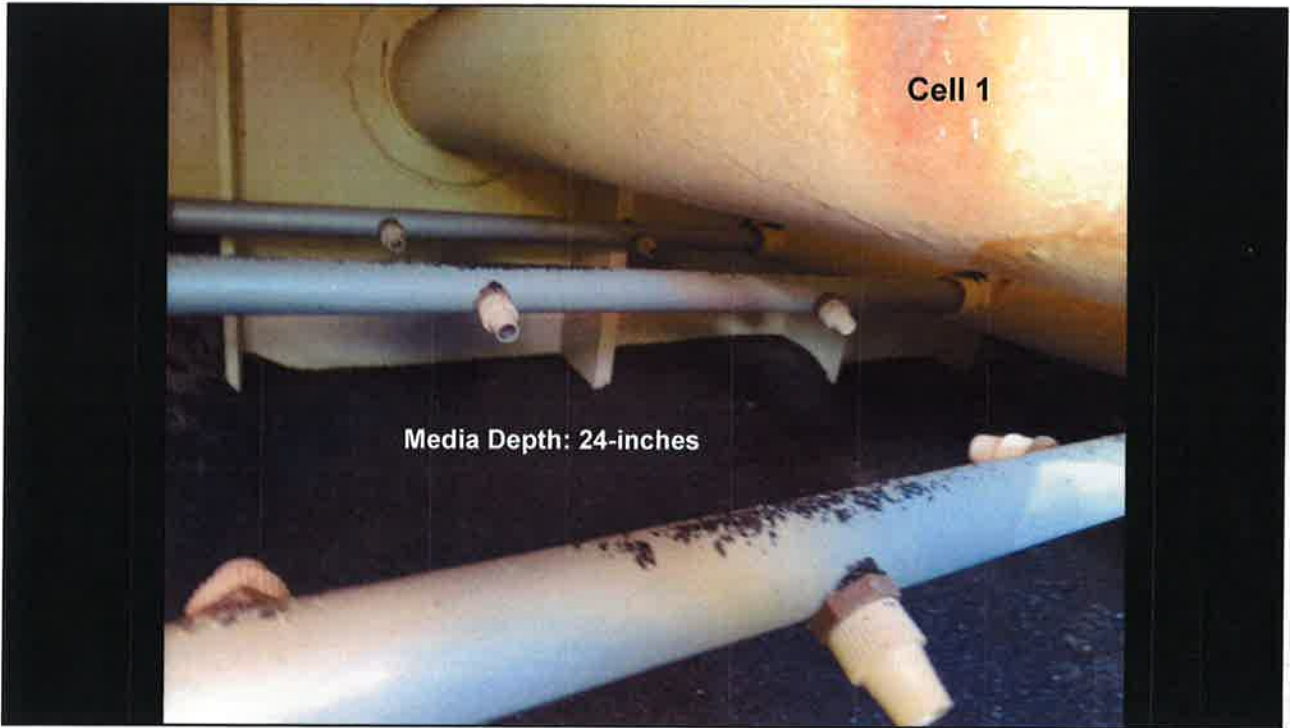
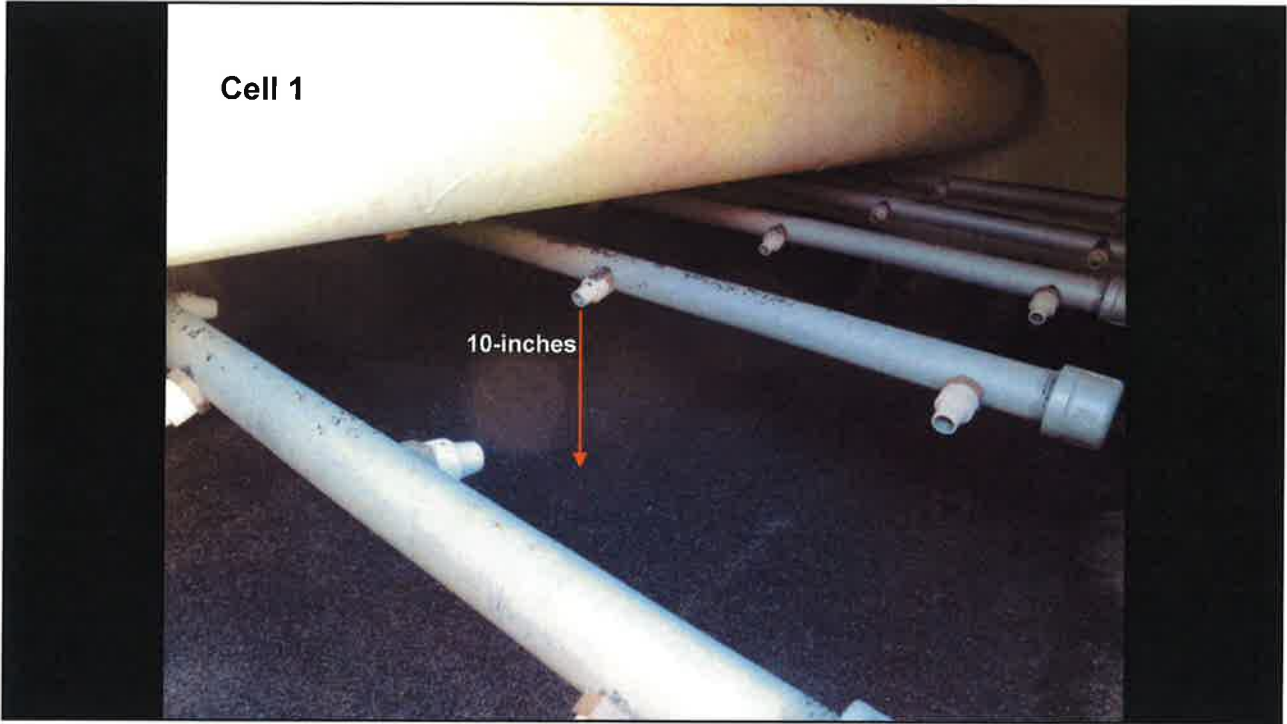
Notes on Filter Surveillance

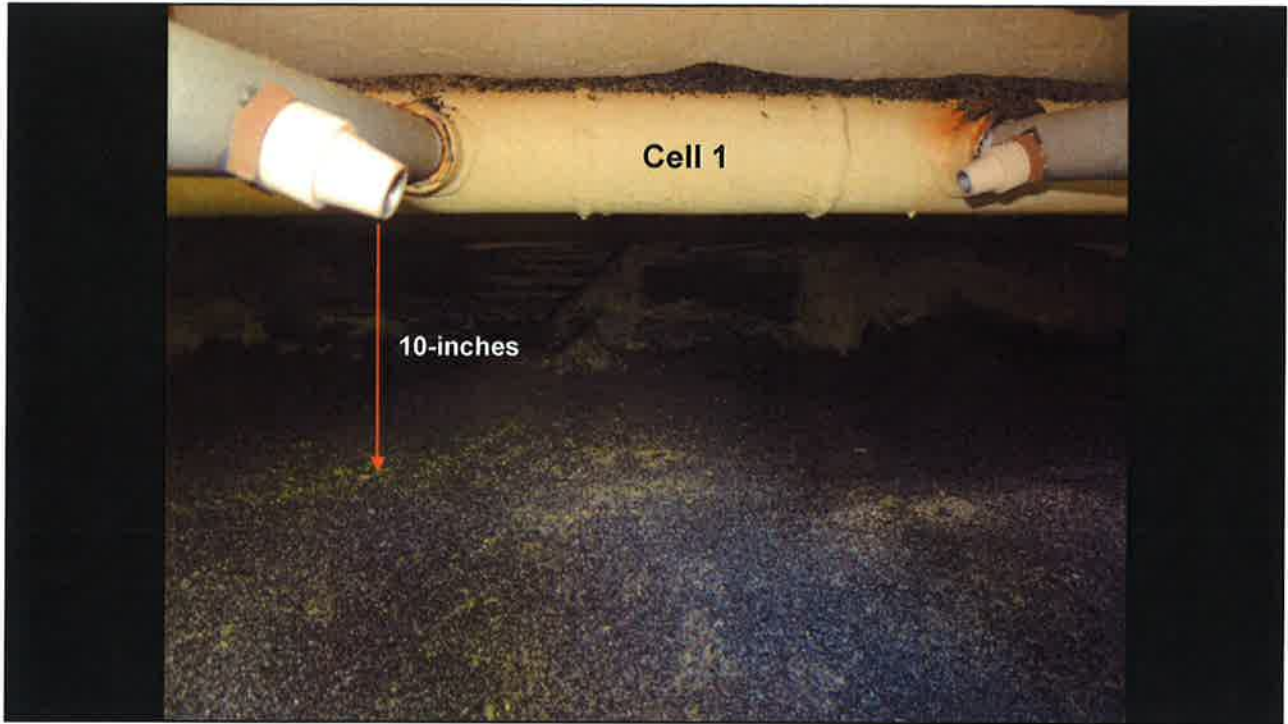
- Significant loss of filter media (anthracite coal)
 - Cell 1: 39% media loss; 10 inches of surface wash nozzle freeboard
 - Cell 2: 15% media loss; 13.5 inches of surface wash nozzle freeboard
 - Cell 3: 69% media loss; 29 inches of surface wash nozzle freeboard
 - Cell 4: 54% media loss; 24.5 inches of surface wash nozzle freeboard
- Improper media matching between anthracite coal and silica sand
- Mud profile of media is what is considered “dirty”
- Backwash process (ramping up/down) needs to be investigated
- Complete filter rehabilitation is required

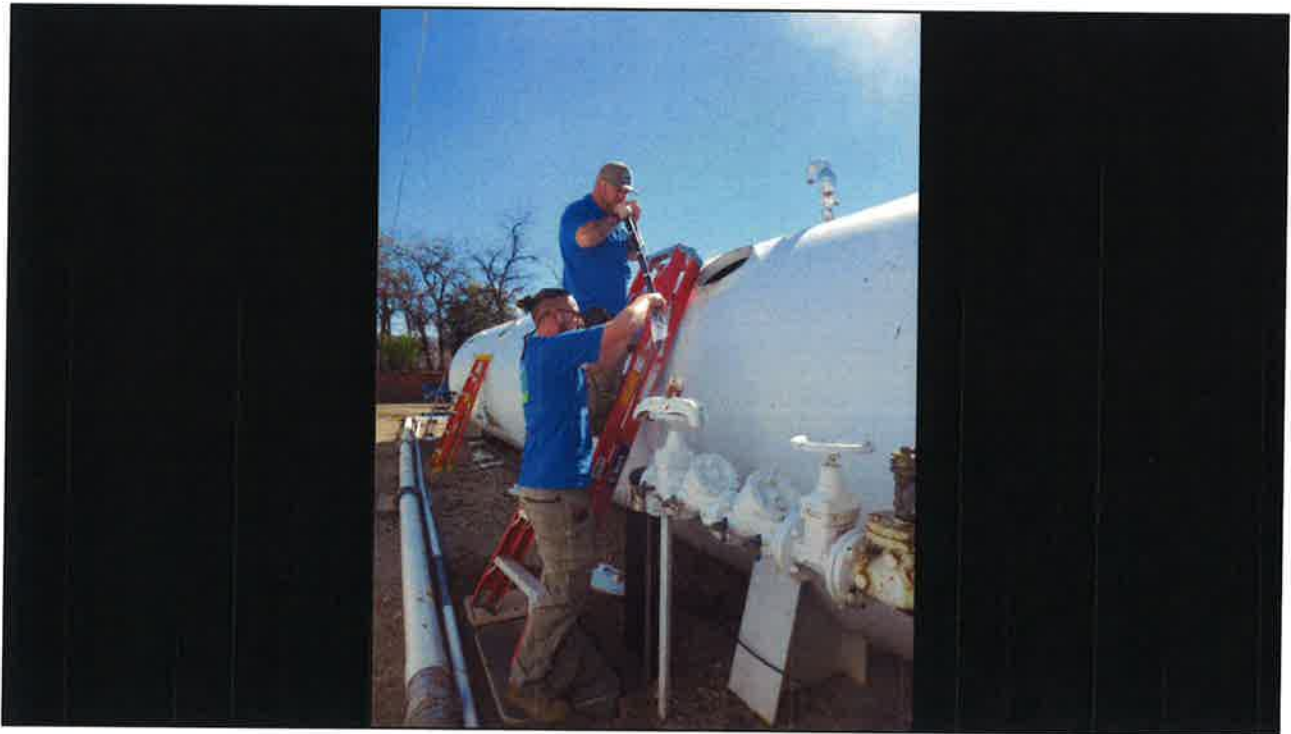
Filter Surveillance

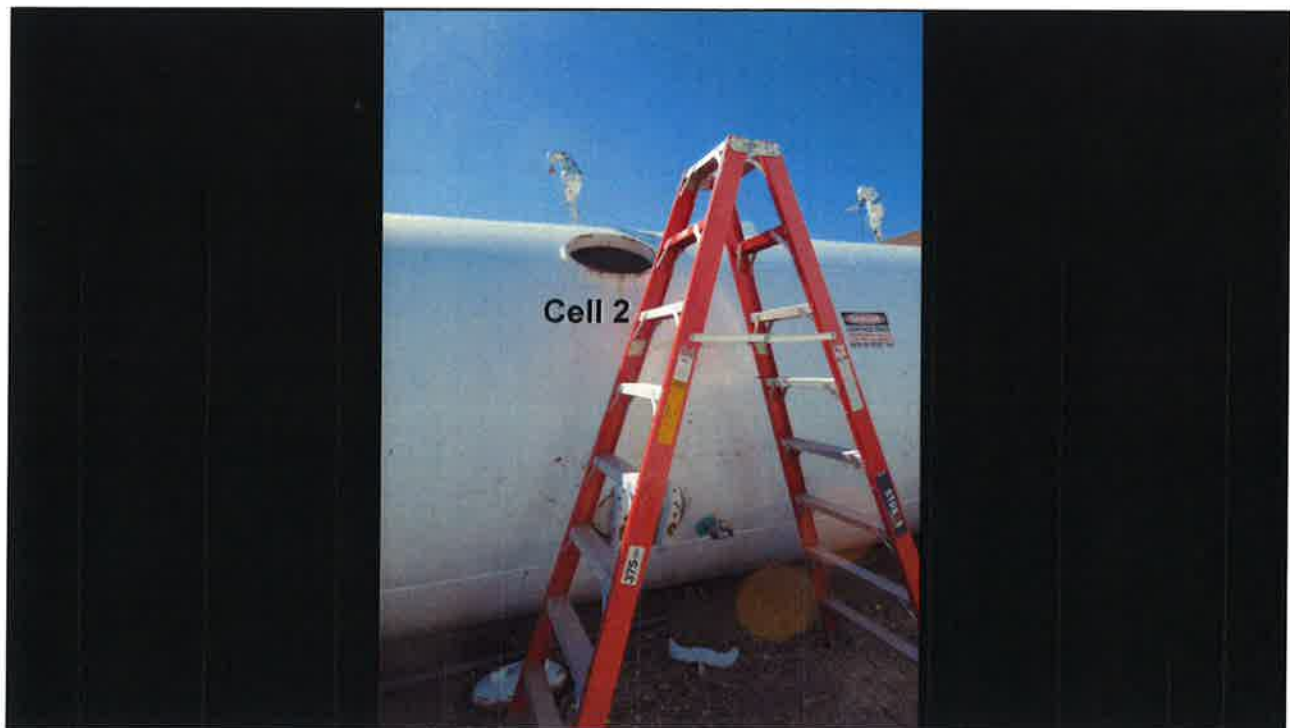
- Pictures and results are based on post-filter backwash.
- Horizontal Filter, 4 Cells
- Diameter: 8-ft, Length: 36 -ft
- Media Replaced Last: 2012
 - *21-inches Anthracite Coal ($d_{10} = 0.60 - 0.80$ mm; UC = 1.5)
 - 18-inches Silica Sand ($d_{10} = 0.45 - 0.55$ mm; UC = 1.5)
 - 4-inches #6 x #12 (3.35 – 1.70 mm)
 - 5-inches $\frac{1}{4}$ x $\frac{1}{8}$ " (6.3 – 3.35 mm)
- Wedge Wire Lateral Underdrain (stainless steel)
- *Note: anthracite coal d_{10} was undersize. Should be 0.85 – 0.95 mm for proper media matching for backwashing.

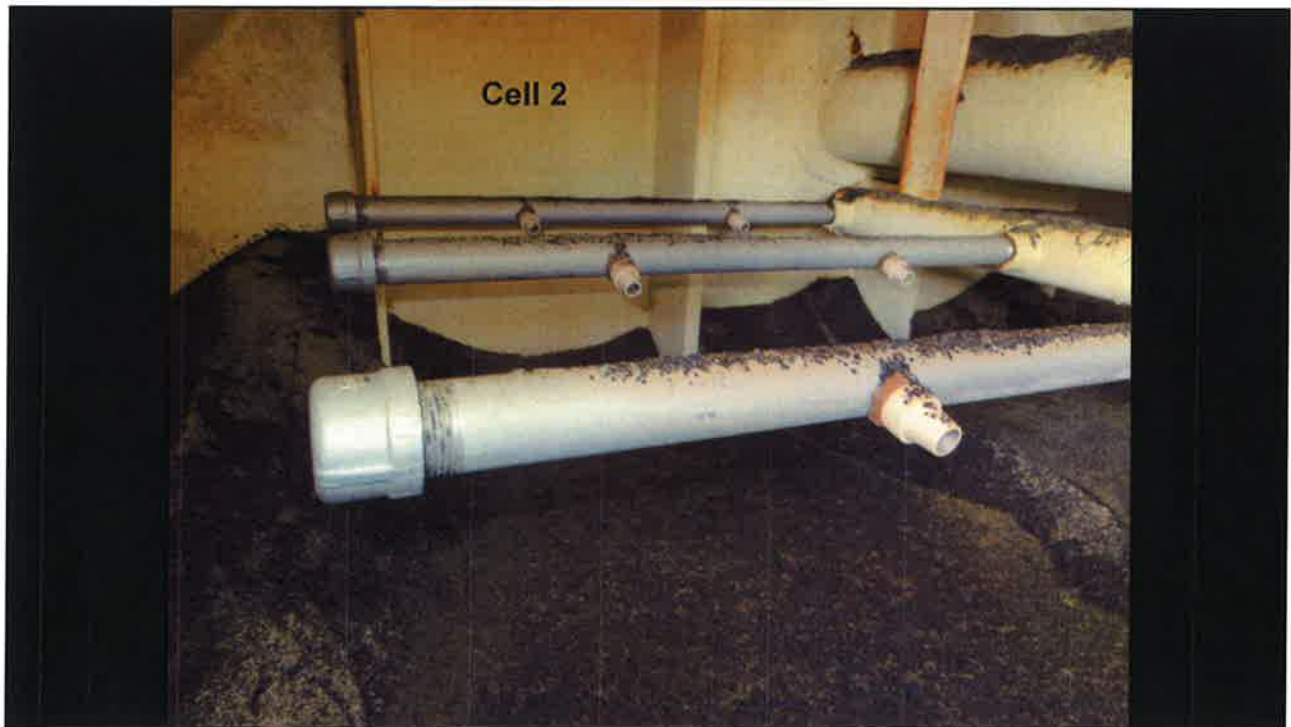
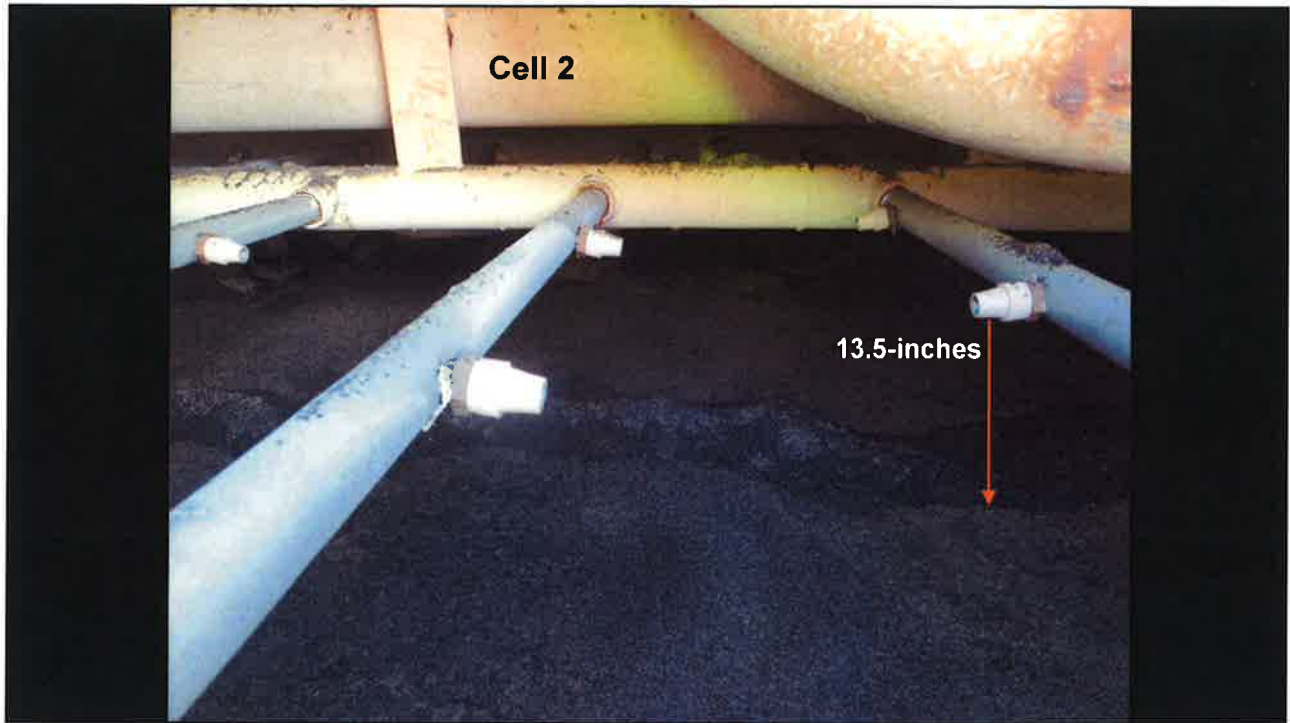




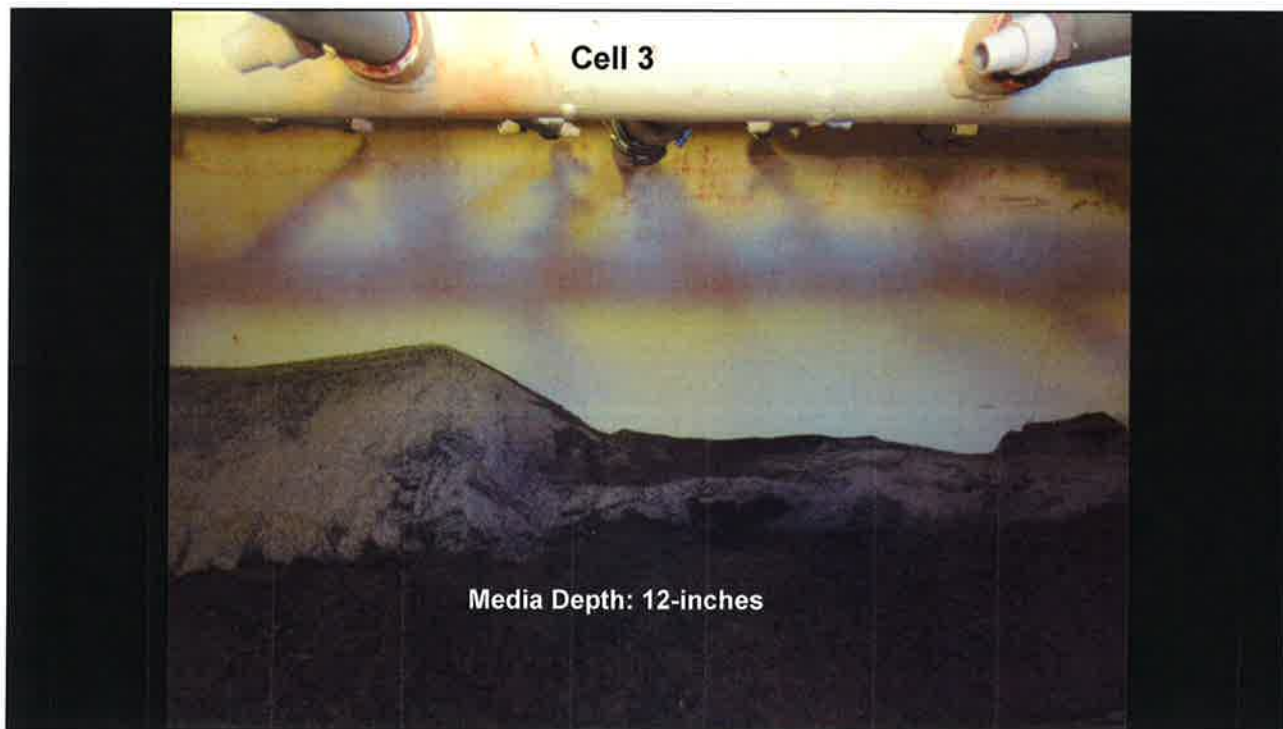
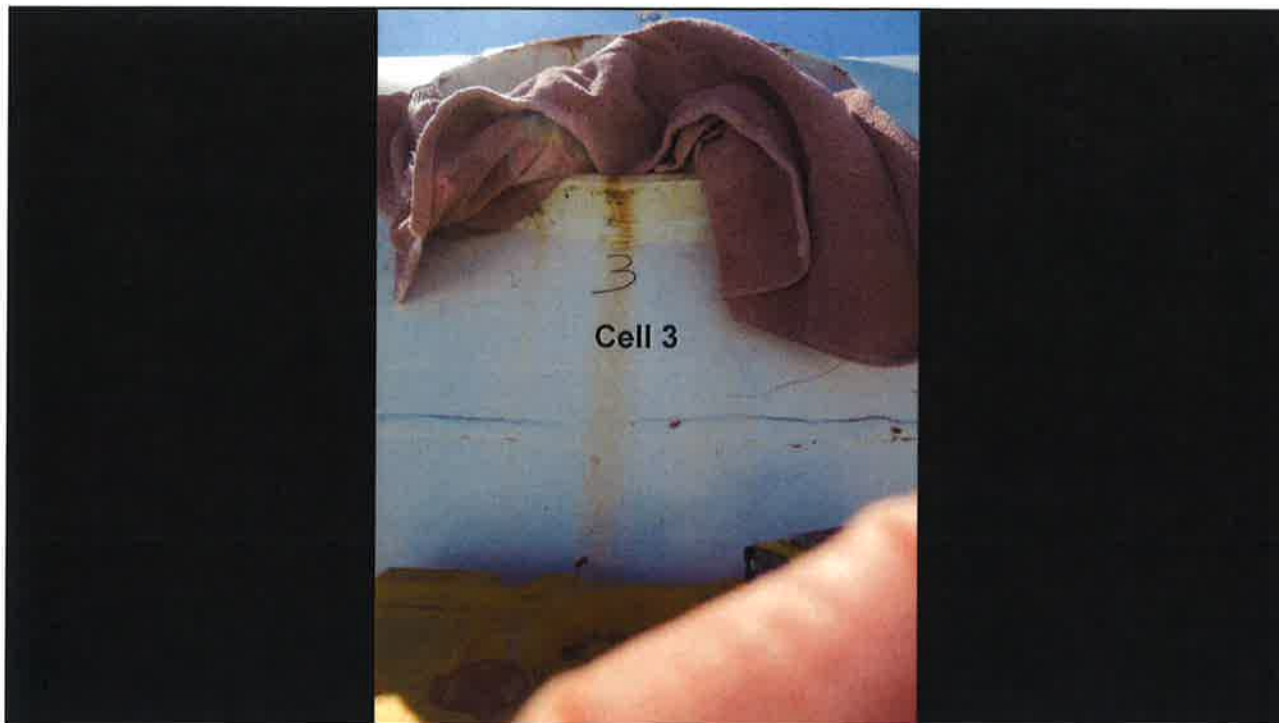


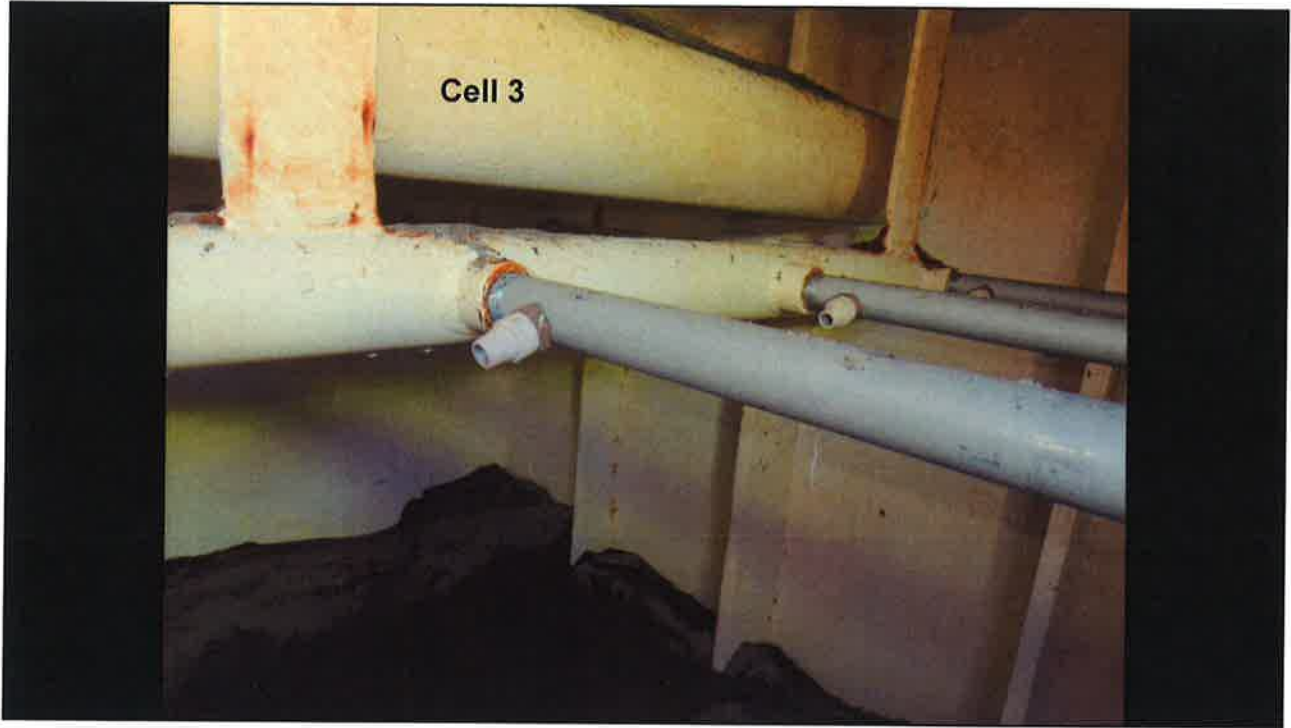


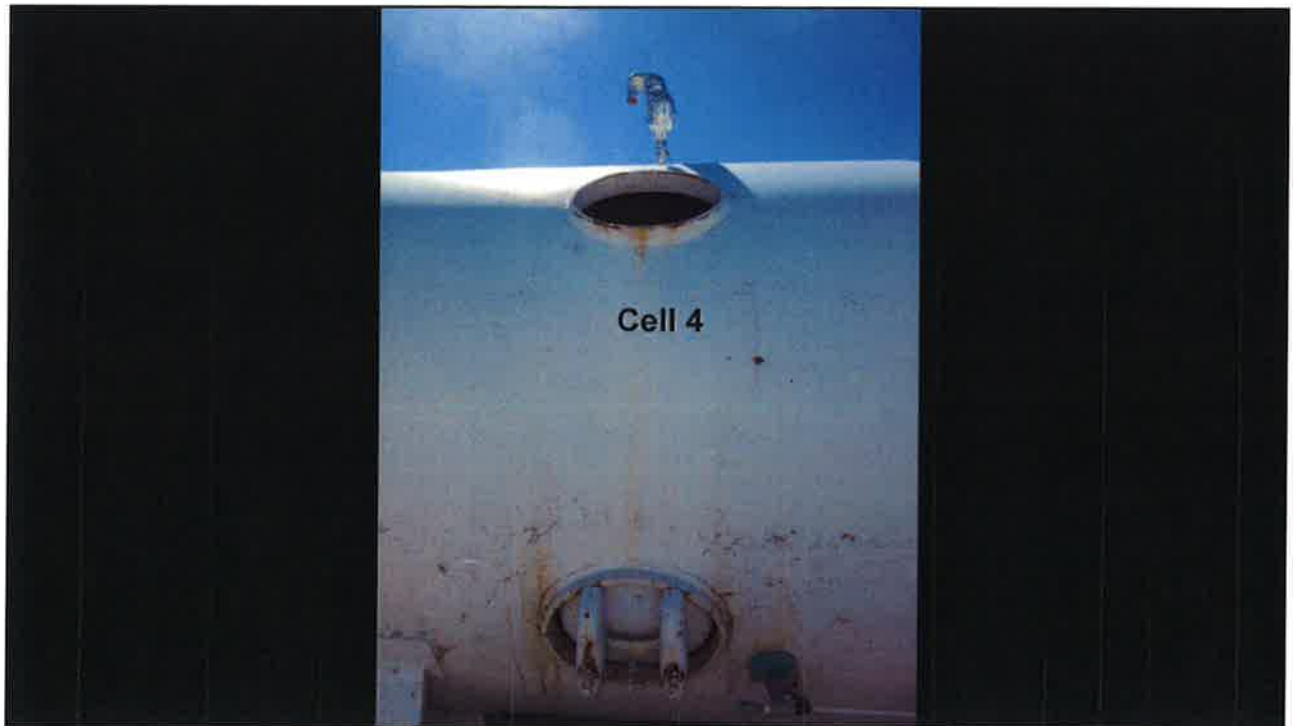
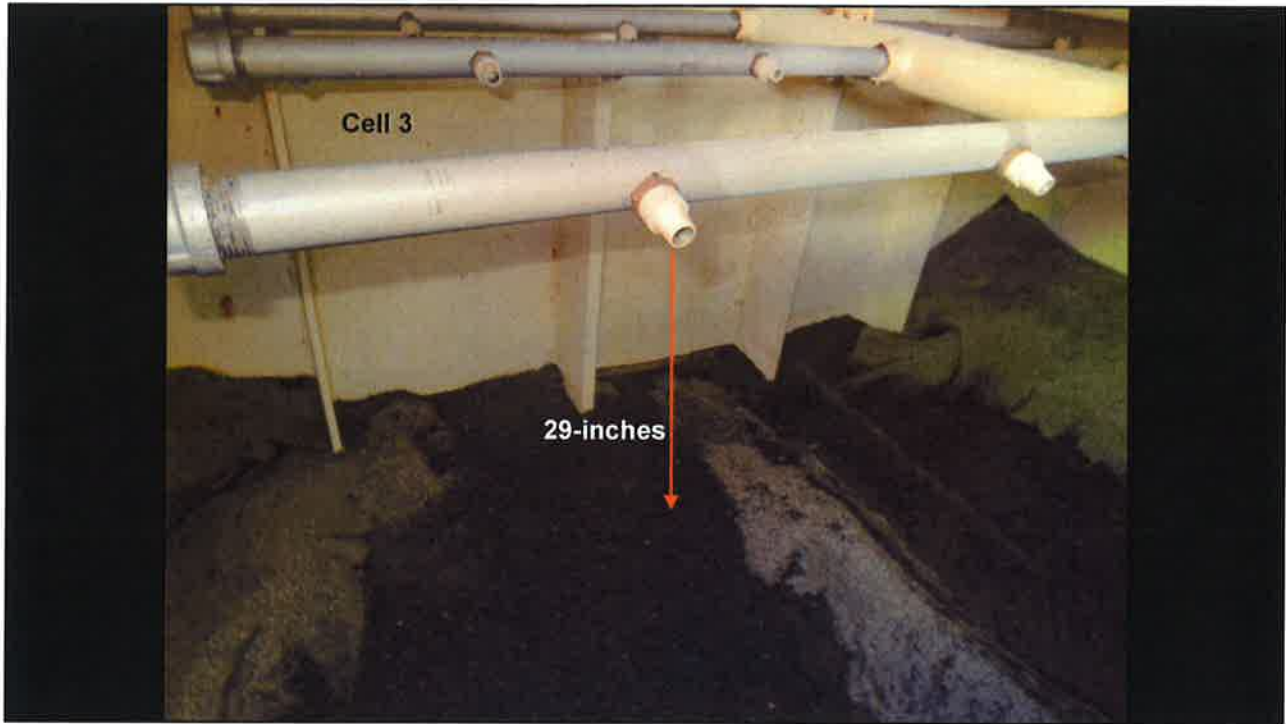


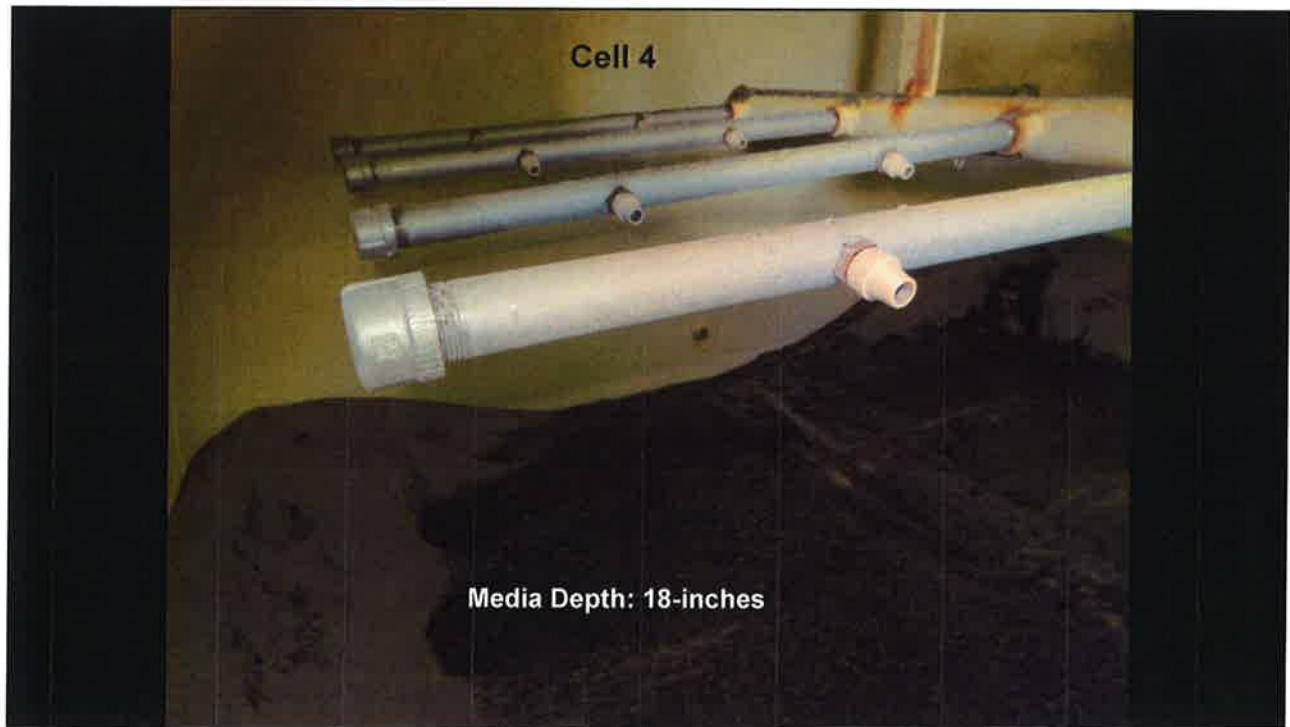
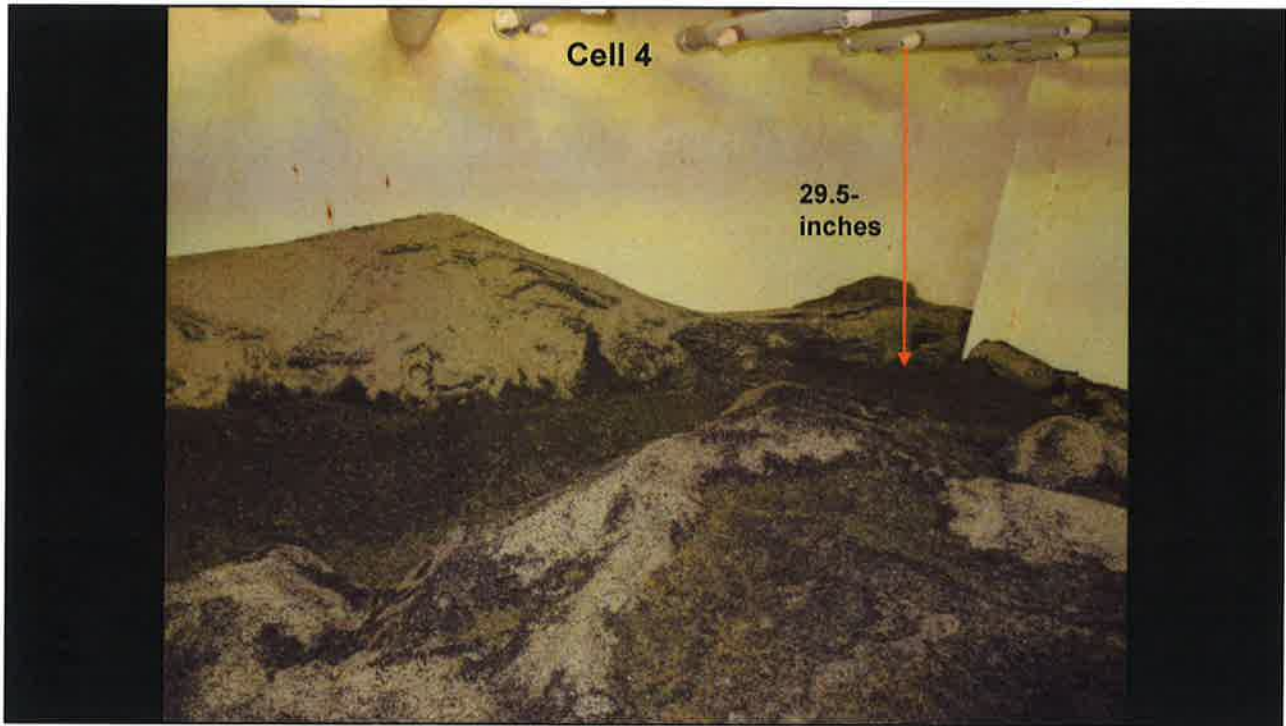


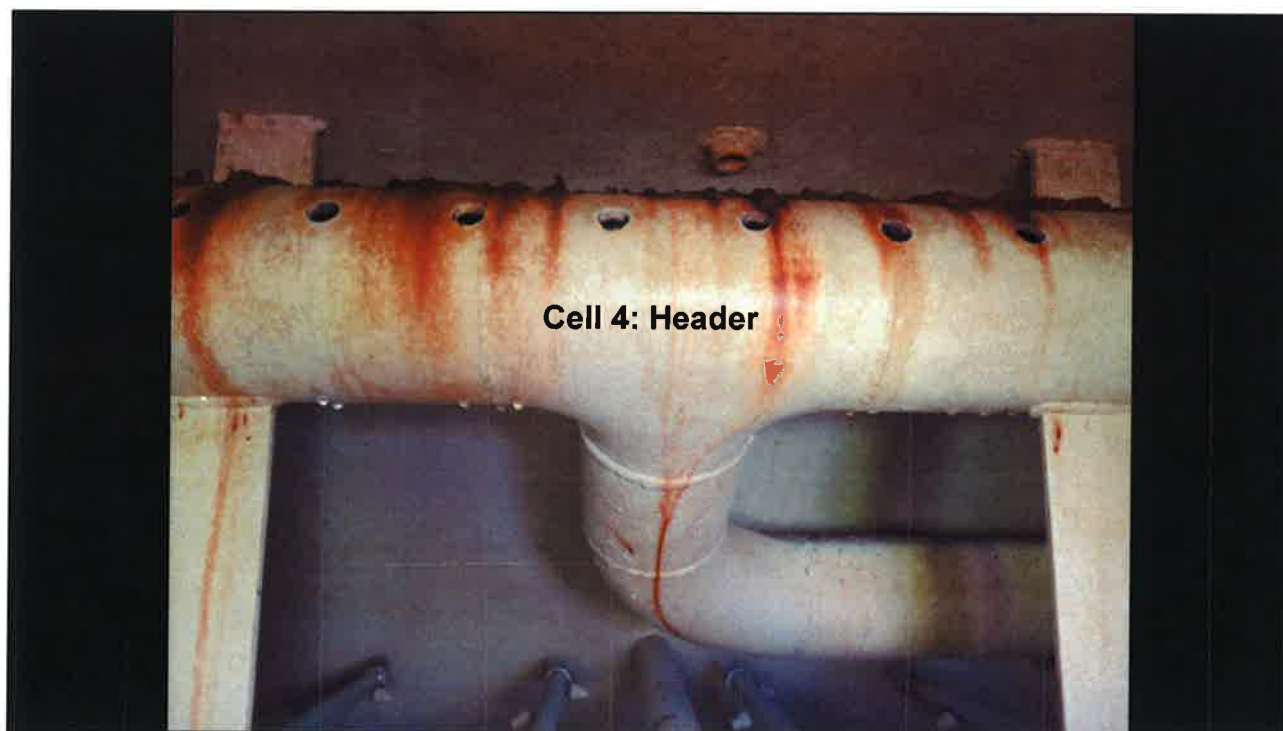


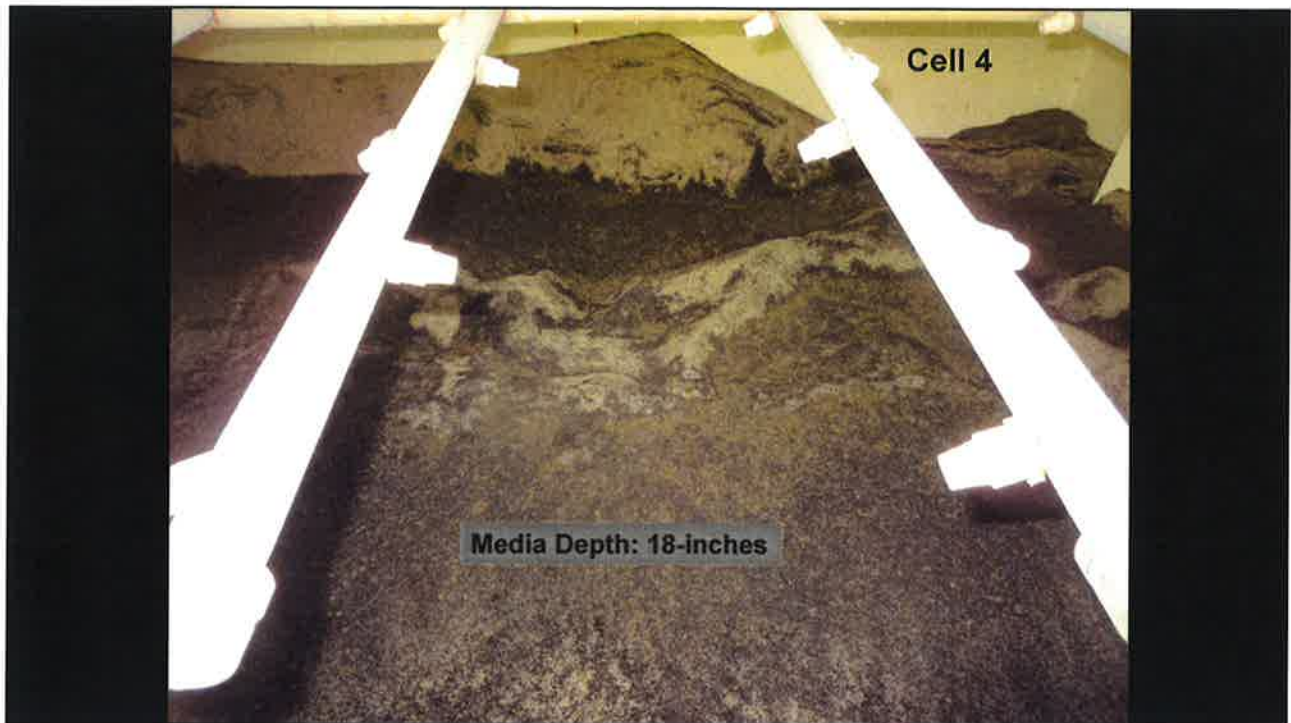












Filter Bed Cleanliness Evaluation

NTU/100 mL per Sample	Actions to Take (after filter backwash)
60 – 120 NTU	Clean bed (normal)/partially ripened – no action required
120 – 300 NTU	Slight dirty bed – ensure retention analysis is done within one year
300 – 600 NTU	Dirty bed/well ripened – evaluate filter wash system and procedures.
600 – 1,000 NTU	Dirty bed/well ripened/possible mud balls – evaluate filter wash system and procedures; may need to replace filter media.
1,000 – 5,000 NTU	Extremely dirty bed/possible mud balls and sludge buildup – Replace media and evaluate filter wash system and procedures.

Floc Retention Analysis – Cell 1 Post Filter Backwash

Core Samples (in.)	NTU	2 x NTU	Weighted Factor	Weighted Average
0 – 2	334	668	2/24	56
2 – 6	834	1,668	4/24	278
6 – 12	410	820	6/24	205
12 – 18	412	824	6/24	206
18 - 24	439	878	6/24	220
			Sum:	965 NTU

Floc Retention Analysis – Cell 2 Post Filter Backwash

Core Samples (in.)	NTU	2 x NTU	Weighted Factor	Weighted Average
0 – 2	355	710	2/30	47
2 – 6	510	1,020	4/30	136
6 – 12	468	936	6/30	187
12 – 18	448	896	6/30	179
18 - 24	321	642	6/30	128
24 - 30	581	1,162	6/30	232
			Sum:	909 NTU

Floc Retention Analysis – Cell 3 Post Filter Backwash

Core Samples (in.)	NTU	2 x NTU	Weighted Factor	Weighted Average
0 – 2	540	1,080	2/12	180
2 – 6	621	1,242	4/12	414
6 – 12	685	1,370	6/12	685
			Sum:	1,279 NTU

Floc Retention Analysis – Cell 4 Post Filter Backwash

Core Samples (in.)	NTU	2 x NTU	Weighted Factor	Weighted Average
0 – 2	605	1,210	2/18	134
2 – 6	223	446	4/18	99
6 – 12	695	1,390	6/18	463
12 - 18	474	948	6/18	316
			Sum:	1,012 NTU



Clearlake Oaks County Water District

Job Description

ADMINISTRATIVE SERVICES MANAGER

Administration

Status: Non-Exempt

Salary Range: \$38.69- \$53.87

Titles covered by Administrative Services Manager

Board Secretary

Billing Manager

Compliance Coordinator

- Certifications, CEU, DOT, Training

Human Resources Coordinator

- Medical, Liabilities, Payroll, Workman's Compensation

Water Quality Coordinator

- Backflow, Cross Connection

Yolo County Coordinator

Publications

Conditions of Employment: This position is an "at will" basis, meaning you may resign at any time and that the Board of Directors may terminate your employment at any time, with or without cause. This position reports directly to and receives general supervision from the Board of Directors.

Definition/Summary: Administrative Services Manager is classified as Regular Full Time, under the direction of the Board of Directors. This position requires the status of Customer Service Rep III with knowledge of all front office positions, directs Customer Service staff and insures quality customer service is provided at all times. This position is responsible for assisting in the development and implementation of policies and procedures essential to maximizing the efficiency of the administration office. This position is distinguished by a high level of understanding of District policies and customer service procedures. Performance of basic to complex customer service functions, including but not limited to: directing customer service staff as needed, process all customer billing, account adjustments, service terminations, delinquent collections, opening and closing customer accounts, handles new service installations, quotes for connection, customer complaints and maintenance of property master files; cash receipts, post payments as needed, insures phones are answered in a timely manner; prepare, process and record work orders; post information to the District website, investigates, answers, and records all water quality complaints, calculate monthly Yolo statement, maintain and add delinquent accounts to the Lake County Tax Roll, provides a monthly activities/status report to the Board of Directors. **Facilitates changes and maintains the Districts Water and Wastewater (Sewer) and Administration Codes. Manages the design, editing and production process of the Districts quarterly newsletter.**

Manages payroll and all payroll liabilities, (including CALPers, AFLAC, quarterlies, etc). Assists with human resources recruitment and orientation, record maintenance and retention, provides clerical support to all employees. Assists with projected District budget for new fiscal year, assists accounts payables with job coding and assist the General Manager in planning, organizing, and coordinating the activities of the District and provides confidential support in areas of expertise.

Schedules and coordinates all personnel training; included but not limited to: Target Solutions, CEU courses, refresher courses, etc. Insures all district staff are compliant with regulations, courses are assigned upon hiring. The training coordinator will schedule all classes, lodging and ensure tuition agreements are in place. All training must be supervisor and/or General Manager approved prior to scheduling.

In addition to the administrative and billing requirements, this position also serves as Secretary to the Board. These duties include, but are not limited to, preparing agendas, board agenda packets, meeting minutes, elections, employee contracts, updating Board information on website, and maintaining compliance with all County/State requirements. This position requires attending Board meetings and activities, along with assisting the Board members on committees or tasks as directed by the Board. This position requires annual or bi-annual CSDA Board Certification at the discretion of the Board and based on District needs.

This position ensures Customer Service Representatives I and II are crossed trained in specific areas to ensure District coverage This position requires a high level of independent judgment and the ability to work independently with little or no supervision.

Minimum Requirements:

Education: High School Graduate or equivalent. Supplemental education in business administration or administrative experience desired. Must possess a valid California Driver License

Experience: Three years of customer service, computerized bookkeeping/accounting/billing and public agency experience desired.

Knowledge of: District policies and procedures related to water and sewer service installations, a high level of understanding of District customer data programs and filing procedures. Special District governance; modern principles practices and methods of public-sector administration; principles and methods of effective communication; principles, practices, and methods of project management; organizational and management practices as applied and evaluation of projects, programs, policies, procedures, and operational needs, applicable federal, state and local laws, regulatory codes. Must be proficient with QuickBooks and Microsoft Word and Excel, and have knowledge of administrative and clerical procedures. **A basic understanding of the Districts Water, Wastewater and Collection systems, to the extent this enhances the ability to perform functions and advise staff. A complete understanding, ability to write, edit and explain the Water and Sewer Codes in entirety.**

Ability To: Understand and follow oral and written instruction; communicate District policy to the public; work cooperatively with coworkers, developers, and the general public; keep accurate records; work independently with little supervision. Type 25 words per minute and use a ten key numeric pad. Ability to respond to public inquires and complaints in a tactful and courteous manner while maintaining a good working relationship with fellow employees. Ability to maintain a clean and professional appearance for themselves, staff and the District facilities they are responsible for.

Physical

Requirements: This position requires prolonged sitting, standing, walking, twisting, turning, kneeling, bending, squatting, stooping, extended computer monitor exposure, and repetitive hand motion, reaching, reading, writing, typing and lifting up to 25 pounds in performance of daily activities. Additionally, the position requires the ability to read correspondence and statistical data on the computer. Acute hearing is required when providing telephone service and communicating in person the position requires responding to public inquiries and complaints in a tactful and courteous manner.

Employee Signature: _____ Date _____

Board Vice President _____ Date _____





Contract Change Order No. 5: Revised Scope of Clearwell Improvements

Date of Issuance: March 1st, 2022 Effective Date: As Dated by the Owner below
 Owner: Clearlake Oaks County Water District Owner's Contract No.: USDA CFDA No. 10.760
 Contractor: T&S Construction Contractor's Project No.: 20215
 Engineer: MC Engineering, Inc. Engineer's Project No.: 001-012
 Project: USDA Water System Improvement Project

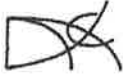
The Contract is modified as follows upon execution of this Change Order:

This intent of this contract change order is to modify the scope of the clearwell rehabilitation improvements as described within the attached work directive.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 6,034,124.00</u>	Original Contract Times: Substantial Completion: <u>456</u> Ready for Final Payment: <u>546</u> days
Increase from previously approved Change Orders No. <u>1</u> to No. <u>4</u> : <u>\$ 47,913.89</u>	Increase from previously approved Change Orders Substantial Completion: <u>1</u> Ready for Final Payment: <u>1</u> days
Contract Price prior to this Change Order: <u>\$ 6,082,037.89</u>	Contract Times prior to this Change Order: Substantial Completion: <u>457</u> Ready for Final Payment: <u>547</u> days or dates
Increase of this Change Order: <u>\$110,978.00</u>	Increase of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates
Contract Price incorporating this Change Order: <u>\$6,193,015.89</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>457</u> Ready for Final Payment: <u>547</u> days or dates

RECOMMENDED: By: <u>[Signature]</u> Engineer (If required) Title: Resident Engineer Date: 3.1.2022	ACCEPTED: By: <u>[Signature]</u> Owner (Authorized Signature) Title: CLOCWD General Manager Date: <u>3-1-22</u>	ACCEPTED: By: <u>[Signature]</u> Contractor (Authorized Signature) Title: Superintendent Date: <u>3-1-22</u>
--	---	--

FUNDING AGENCY APPROVAL:
 BY: [Signature] 3-7-22
 Title: State Engineer USDA Rural Development



Clearwell Rehabilitation Work Directive

Date of Issuance: March 1st, 2022

Owner: Clearlake Oaks County Water District

Owner's Contract No.: USDA CFDA No. 10,760

Contractor: T&S Construction

Contractor's Project No.: 20215

Engineer: MC Engineering, Inc.

Engineer's Project No.: 001-012

Project: USDA Water System Improvement Project

Work Directive Description:

This intent of this work directive is to modify the scope of the clearwell rehabilitation improvements. The original scope of the clearwell improvements is specified in Section 13411.1 of the contract documents. Two changes to the scope are described below:

- 1) Language under Section 13411.1, 2.8, 1, b requires complete replacement of the interior overflow piping including the shell wall penetration reinforcement collar and exterior piping up to the existing dresser coupler.

The scope of work for the overflow piping replacement will now be limited to only the replacement of the 18" dia. X 36" dia. X 20" overflow inlet cone. Replacement of the 18" stand pipe, penetration, and exterior piping is no longer required; the contractor shall include a detailed credit for this work which includes welding, fabrication, and recoating of the tank exterior.

- 2) Remove and replace all 20 of the existing W6X9 rafters. Secure each rafter to the shell wall with angle iron and center support plate as indicated on the attached drawings. Sandblast, prime, and coat areas above rafter flanges prior to installing new flanges. Repair exterior coat to match existing.

The resulting costs and credits associated this work directive are shown below:

Item	Description	Cost	Credit
1	Complete Removal of overflow piping		8,607.00
1	Replacement of overflow inlet cone	3,530.00	
2	Replacement of existing rafters (20 total)	116,055.00	
	Total cost less credits	110,978.00	

2/29/2022

T&S Construction Co., Inc.
6100 Hedge Avenue
P.O. Box 279650
Sacramento, CA 95829

**Cost Proposal for: WTP
Clearlake Oaks County Water District**

<u>Interior overflow piping</u>		
	quantity	
36"D x 12"D x 20"H x 1/4"T reducer	1 each	750.00
foreman	110.00 x 4hrs	440.00
laborer	75.00 x 8	600.00
welder	160.00 x 8	1,280.00
	sub-total	3,070.00
	15%	460.00
		<u>3,530.00</u>



2/19/2022

T&S Construction Co., Inc.
6100 Hedge Avenue
P.O. Box 279650
Sacramento, CA 95829

Credit Proposal for: **WTP**
Clearlake Oaks County Water District

Interior inlet nozzle and piping

	quantity	
12" sch 40 steel standard pipe	20'	1,331.00
12" weld 90o sch 40 standard	1 each	693.00
foreman	110.00 x 8hrs	880.00
laborer	75.00 x 16	1,200.00
welder	160.00 x 16	2,560.00
Carry deck crane	25.00 x 8	200.00
	sub-total	6,864.00
	15%	1,029.00
		7,893.00

Interior overflow piping

	quantity	
18" sch 40 steel standard pipe	20'	1,895.00
24"D x 12"D x 24"H x 1/2"T reducer	1 each	750.00
foreman	110.00 x 8hrs	880.00
laborer	75.00 x 16	1,200.00
welder	160.00 x 16	2,560.00
Carry deck crane	25.00 x 8	200.00
	sub-total	7,485.00
	15%	1,122.00
		8,607.00

Re-grouting of tank bottom annular space

	quantity	
non shrink grout	6 ea	150.00
foreman	110.00 x 4hrs	440.00
laborer	75.00 x 32	2,400.00
	sub-total	2,990.00
	15%	448.00
		3,438.00

Total 19,938.00

W&W

Materials	\$	5,828.00	beams, angle iron, cut to length and purchased
labor	\$	49,360.00	8 days 1 foreman, 1 operator, 5 labors
Equipment	\$	14,500.00	hoisting equipt. Tools, and safety equipt. Ventilation equipt.
Transportation	\$	3,600.00	transport 3 round trips see note 1
welding	\$	7,300.00	40 weld time, includes angle, beams, hatch mod.
Painting	\$	17,500.00	change of original paint scope or bid see note 2
Scaffolding	\$	2,830.00	longer rental duration
mark-up	\$	15,137.00	way to cheap for risky work should be 25%
Estimated Bid Amount	\$	116,055.00	

note 1

Pick up steel at woodland take to bay area.
 Go to the bay area pick up the steel and bring back to Clearlake.
 load out all rust steel and haul to sacramento

note 2

originally
 blast, upper section, prime, then coat

changed scope

first phase

t&s to remove 10 beams
 jeffco blast
 jeffco prime
 jeffco paint

second phase phase

t&s to remove 10 beams
 jeffco blast
 jeffco prime
 jeffco paint

touch up the upper out side paint burn through area
 20 each all aerial with man lift

then finish the upper section
 such as: blast, prime and paint the remainder of the upper section