

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: December 15, 2022

Time: 2:00 P.M.

Clearlake Oaks County Water District Administration Building
12952 E. Hwy. 20 Clearlake Oaks, CA 95423

AGENDA

A. CALL TO ORDER

- 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

B. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

The public may comment on items not on the agenda within the Board's jurisdiction. Speakers are limited to three (3) minutes each.

C. STAFF REPORTS

1. Administration
2. Chief Distribution Operator
3. Water Plant Chief Operator
4. Wastewater Plant Chief Operator
5. General Manager

D. CONSENT ITEMS

The Board will be asked to approve all Consent Items at one time without discussion. If any Director, staff, or interested person requests that an item be removed from the Consent Items, it will be considered under New Business.

1. Financial Reports for review and approval

- a. November 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 11/17/2022

3. **Bills**

- a. MC Engineering invoice number 2290, dated 12/5/2022, in the amount of \$8,877.07 for the USDA Water Improvements Project
- b. Veolia invoice number 22001042 RI 05700, dated 11/28/2022, in the amount of \$75,000.00 for the Actiflo Pilot Program
- c. T & S Construction invoice number 17, dated 11/30/2022, in the amount of \$582,746.15 for the USDA Water Improvements Project

Action Taken: _____

E. OLD BUSINESS

- 1. Discussion regarding Rebranding (Renaming) the District

Action Taken: _____

- 2. Discussion of District Fire Hydrants

Action Taken: _____

F. NEW BUSINESS

- 1. Administer Oath of Office to Director Archacki and Director Boucher

Action Taken: _____

- 2. Discussion consideration of nominations and elections of Board President and Vice President

Action Taken: _____

- 3. Discussion of Agenda and Minutes Layout

Action Taken: _____

- 4. Discussion and approval of purchasing 4,000 gallons of 9800 coagulant for the water plant. \$11.14/lb for a total of \$29,409.60

Action Taken: _____

- 5. Discussion and approval of Resolution 22-12, Authorized Representative for the Drought Resiliency Projects through Department of Water Resources (DWR)

Action Taken: _____

- 6. Discussion and approval of Resolution 22-13, Amending the District Water Code

Action Taken: _____

- 7. Discussion and approval of Resolution 22-14, Amending the District Sewer Code

Action Taken: _____

ADJOURNMENT

Time: _____

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 during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments of individual speakers are limited of three minutes per agenda item.

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.

ADJOURNMENT

Time: _____

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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)

December 9, 2022

Administration

- ∂ We received 0 water quality complaints (WQC)
- ∂ We received 0 consumer/appeal claim(s)
- ∂ There are 14 accounts on payment arrangements.
 - We continue to receive payments from the LIHWAP program for past due balances, we are also referring customers to contact the program. To date, we have received \$8,236.00, this amount has prevented services from being shut off and has also restored services.
- ∂ 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 and the rest of the Admin department for locating service connections.
- ∂ † We are in the making progress getting the files prepared to send to Docufree. Admin is assisting with the location numbers on all of the APN files, I began last week sorting through Resolutions and Ordinances. All resolutions are sorted and ready to ship, finishing up Ordinances and Minutes will be thereafter.
- ∂ We purchased the CSDA Sample Policy Handbook at the conference in November, I have gone through about 80% of the recommended drafted policies, we will be implementing these within the Admin Code, stay tuned!!
- ∂ Badger was here on December 1st for a needed field visit, Bailey sat in on the almost full days' worth of work we had ahead of us as a training session for her. We accomplished everything that needed attention, and more. I'd say it was a very successful meeting.
 - Bailey is and has been being trained in the billing department, she is making great strides.
- ∂ As discussed, the proposed billable fee increases are on the agenda for approval this month, these have not been updated since 2015. Unfortunately, there are a handful of increases to be made, some higher percentages increases than others, and some increases that are still somewhat of a loss to the District.

The last Board Letter of 2023, what a year it has been! I'd like to thank the Board for a thorough job well done this year, thank you for all of your support and continued involvement and volunteering! We appreciate you so much and look forward to the next 4 years! ☺

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

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December 9, 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 had a lot of service line repairs this month, again.
- Replaced the remainder of the meter heads at paradise with drive by units.
- DC helped with the DMA project on the highway near Keys Blvd.
- We worked with the treatment crew to install a new swing check valve on high lift one pump.



Sample stations sites/Boil water notices:

- We had to distribute Boil Water notices for the area around Orchard Shores, Sulfur Bank, and Elem for the install of the new DMA on highway 20 near Keys Blvd. Our samples came back absent, so we were able to cancel the BWN.
- DC crew is still collecting the routine BacT samples every Wednesday. All reports have come back absent for total Coliforms and E.Coli.

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

Sewer collections and Lift station sites:

- We had a few sewer blockages this month that we cleared.

DC staff updating:

- 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.
- Heaven - no cert. temporary help

District vehicles: Yellow Vaccon is back from the shop for the steering pump issue.

Miscellaneous: N/A

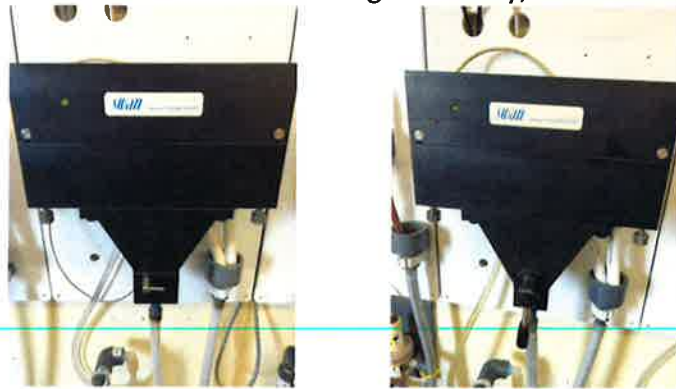
*Jeremy Backus
Clearlake Oaks County Water District
Chief D/C OP.*

Clearlake Oaks County Water District

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November / December 2022 Board letter

- ◆ November raw water NTU from the extended intake has been fairly stable, primarily in the range of 8-10. November has been stable overall. The PH level has been dropping all month. The ammonia levels are staying at low levels as well. Charge analyzer and jar testing are being done regularly; adjustments are being made and monitored to keep up with PH changes. Filter backwashes continue to be every other day.
- ◆ Last month we were having an issue keeping the sludge blanket down, it is under better control, and however still not where we want it to be.
- ◆ Water production for the month of November 2022 was 15.477 MG. Raw water intake is 19.723 MG. Down from November 2021 production of 20.489 MG. Demands have been decreasing as the temperatures drop. The daily range we are producing less than last year is running about 150-200,000 gallons. Production has been averaging just below 500,000 GPD.
- ◆ 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.
- ◆ The Actiflo pilot trailer has been running with the plant since mid October we have been running one clarifier and the actiflo since then we have had some problems with sand, chemical doses and filter run time we have been able to overcome most of these problems, so far.
- ◆ An auto flush valve was installed on our Swan NTU meter that is hooked up the Actiflo. This was installed to stop alarm call outs for high turbidity due to flock build up in the meter and not true high turbidity, these call outs have since stopped.



Margaret Medeiros
President

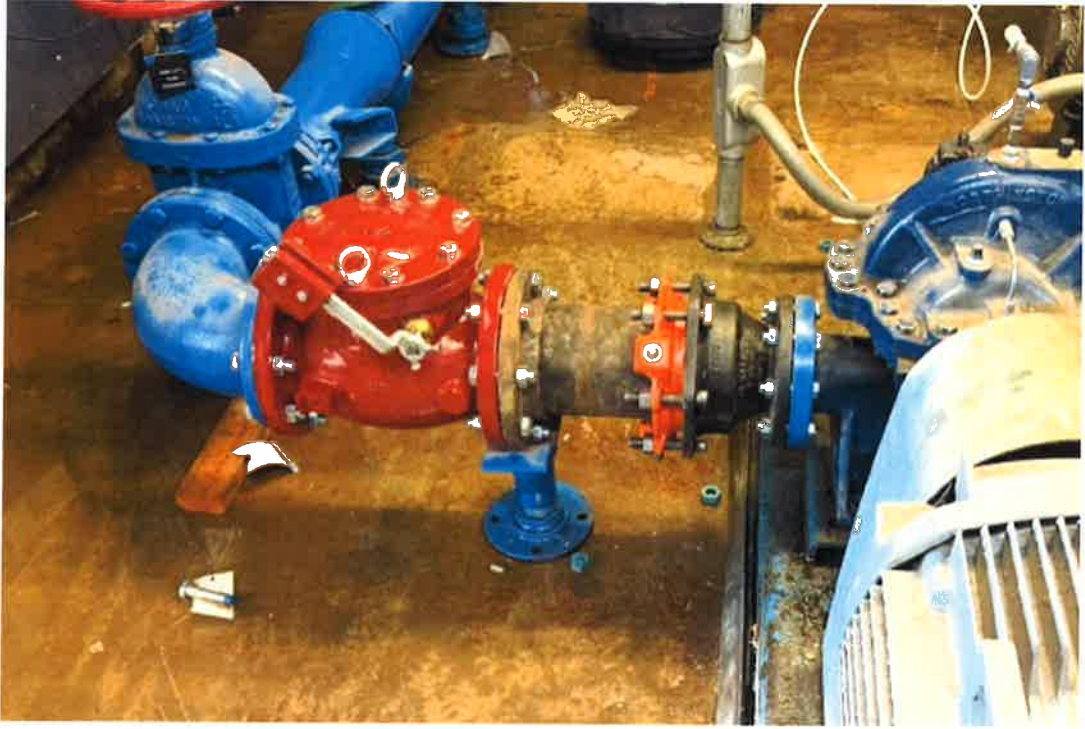
Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

- ◆ The check valve on our main high service pump failed allowing water from the distribution system to flow back into the clearwell and had to be replaced. The DC crew was extremely helpful in the replacement of this valve, thank you to all the DC crew for the help. The new valve also closes slower than the old one reducing water hammer



Water sample list is attached

Treatment staff:

James Simons T3 Operator Class B permit

Kurt Jensen T3, D2 Chief Class B permit

Helping treatment also

Jesse Seth T2 D3 operator

Thank you,

Kurt Jensen

WTP Chief Plant Operator

k.jensen@clowd.org

Clearlake Oaks County Water District

P.O. Box 709 / 12952 East Highway 20
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(707) 998-3322 Phone (707) 998-1245 Fax
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December 12, 2022

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

RE: November Board Letter

FLWS FOR THE MONTH/CLEARLAKE LAKE LEVEL:

- ❖ **INFLUENT: 9.075 MG (AVERAGE: 303,000 GPD)**
- ❖ **EFFLUENT: 8.044 MG (AVERAGE: 268,000GPD/186 GPM)**
- ❖ **CLEARLAKE ENDING LEVEL: -2.69 RUMSEY GAUGE**

During the month of November the waste plant has continued to treat a good amount of solids coming from the water plant. The amount of waste activated sludge that is being produced is quite high. The process within the plant was not as affected this year due to the extra rotor we have installed in the oxidation ditch but the amount of solids that we have had to treat has been about the same. The additional treatment affects the cost at the waste plant in all phases. Treating solids at the water plant as the best approach has not been as transparent in the past. The drought has really exposed this reality. All we can do here at the waste plant is continue to process and continue to haul. On November we installed a temporary sump on the property as seen in the picture. This allows us to capture rain water coming from the levy road and the shops roof. Then it is pumped further onto the grounds so it can naturally flow. All this water was being directed to our bed with ended up in our ditch.



On the 10th we re-sampled for coliform on well #3. That has been submitted to Dean Enderlin for review. We are still waiting for the final report. Everything else is running fine. The process is within our WDR. Thanks for the attention.

Francisco Castro
CPO/Wastewater Plant

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

Clearlake Oaks County Water District
Board of Directors
Board Meeting December 15, 2022

Board Members,

Happy Holidays! Another year is coming to an end bringing with it the near completion of the USDA Water Improvement Project, which should be wrapping up sometime in February. The Engineer's status report is attached to this letter. The project is approx. 92% complete.

Looking back on the past year, it is amazing on how much was accomplished by the District:

- ❖ Replaced all District water meters
- ❖ Installed backflows bringing the District in compliance with State
- ❖ New Mains in the Harvey area
- ❖ Four DMA installations
- ❖ Two new holding tanks
- ❖ Repainting and repair of the Clearwell
- ❖ Repainting and repair of both Clarifiers
- ❖ Actiflo Pilot Program
- ❖ Completion of the emergency intake pump
- ❖ Six new holding tanks to assist with fire protection
- ❖ Started the Source Capacity Study
- ❖ Applied for additional grant funding for 2023

Like I said, all this along with the day to day business of the District is pretty amazing. The pictures to the left are from the last DMA installation on Hwy. 20 just East of Keys Blvd.

The new Harvey tank was brought on line and is now part of our distribution system, with Cerrito tank coming on line in the next week.

Our Auditor, Zach will be in the District mid-February to perform the annual audit.

I would like to take this time and thank the Board of Directors for working so well together and supporting the staff throughout the year.

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

Merry Christmas,
Dianna Mann
General Manager





Report Date: December 5th, 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: November 2022

I. Project Status Update

Work on the project during November included the following:

- Contract facilitation and monthly invoicing
- Misc. correspondence with contractor
- Weekly meetings and minutes
- Onsite inspection services
- Coordination with environmental
- Coordination with geotechnical for pavement compaction at Harvey and DMA 4

II. Budget Status Update

Total Contract w/Design **\$1,318,286.69**

This Invoice: **\$8,877.08**

Cost to Date: **\$1,265,815.14**

Cost to Complete: **\$52,471.55**

III. Projected Tasks for December 2022

- Continue to conduct weekly construction meetings (agenda and minutes)
- Coordination with geotechnical inspections (DMA 4 Paving)
- Startup coordination at Harvey Site
- Inspection of sand blasting, prime, intermediate, and finish coating of east clarifier.
- Respond to and process RFIs and CCOs
- Continue daily field inspections for Harvey site, Cerrito site, and WTP Coating work
- Review of contractor's monthly pay request
- Begin contractor's punch list and prep for project closeout

Clearlake Oaks County Water District
Summary Balance Sheet
As of November 30, 2022

	Nov 30, 22
ASSETS	
Current Assets	
Checking/Savings	2,181,670.97
Accounts Receivable	204,087.00
Other Current Assets	3,217,180.77
Total Current Assets	5,602,938.74
Fixed Assets	22,006,430.21
TOTAL ASSETS	27,609,368.95
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	38,089.35
Credit Cards	4,150.60
Other Current Liabilities	9,545,656.46
Total Current Liabilities	9,587,896.41
Long Term Liabilities	958,676.00
Total Liabilities	10,546,572.41
Equity	17,062,796.54
TOTAL LIABILITIES & EQUITY	27,609,368.95

Clearlake Oaks County Water District
Balance Sheet
As of November 30, 2022

	Nov 30, 22
ASSETS	
Current Assets	
Checking/Savings	
102.14 · CalPERS RESERVE	3,500.00
102.13 · SEWER RESERVES-9592	130,000.00
102.10 · CRP PC - 6192	85,088.52
102.12 · WATER RESERVES- 8503	500,200.00
102.001 · GL - 9122 (Old Acct. # 053420019)	253,788.44
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) - Ot...	880,164.20
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	1,069,164.20
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK ...	88.98
102.02 · CRP Water - 6990	65,026.45
102.03 · CRP Sewer - 3745	74,814.38
Total Checking/Savings	2,181,670.97
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	
130.96 · Const in Progress - WWP 2022 (Grant application for WWTP fo...	4,040.00
130.95 · Source Capacity Studygrant prep	9,859.00
130 · Const In Progress - Studies - Other	1,118,776.24
Total 130 · Const In Progress - Studies	1,132,675.24
132 · CRP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	983,511.67
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	249,148.33
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1097010)	551,411.26
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	15,474.00
Total Other Current Assets	3,217,180.77
Total Current Assets	5,602,938.74
Fixed Assets	
138 · USDA Water Improvements	6,617,821.95
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Fo...	3,952,787.28
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water d...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of wate...	250,195.76
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of w...	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	
127.7 · 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	357,521.21
127 · Water Plant - Other	211,458.66

Clearlake Oaks County Water District
Balance Sheet
 As of November 30, 2022

	Nov 30, 22
Total 127 · Water Plant	618,963.01
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WA...	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	95,883.57
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)	2,826,432.08
122 · Bldgs/Grounds Cap Improvements	8,547,329.06
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WA...	
124.2 · GIS Online Mapping System	8,277.92
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	83,302.80
Total 124.30 · Lift Stations	149,345.03
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 - SEWER - ...	3,146,777.14
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER ...	3,369,804.05
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-9,745,066.00
Total Fixed Assets	22,006,430.21
TOTAL ASSETS	27,609,368.95
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	38,089.35
Total Accounts Payable	38,089.35
Credit Cards	
211 · WAB Credit Card	
211.17 · WAB - Kurt - 0390	188.51
211.16 · WAB - Francisco - 5312	862.91
211.14 · WAB - Dianna - 3226 (211.14: - WAB - Dianna - 3226)	2,409.75
211.13 · WAB - Jeremy - 2499	689.43
Total 211 · WAB Credit Card	4,150.60
Total Credit Cards	4,150.60
Other Current Liabilities	
Annual Depreciation	249,035.55
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal t...	-3,928.96
280 · Loan	
280.04 · 2021 Water Truck	-16,753.14
280.15 · USDA Water Improvement Project (USDA Wtr Improvement ...	6,180,962.81
280.02 · KS State Bank - 2019 Vac-Con	178,321.31
280.12 · USDA Loan for Sewer Clarifier	3,049,172.41
Total 280 · Loan	9,391,703.39
221 · Health Ins - EE Portion	-2,915.02
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	-32,271.08
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAK...	13,467.07
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-13,131.20
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	335.87
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYABL...	-5,593.60
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WAS 2...	-1,308.20

Clearlake Oaks County Water District
Balance Sheet
As of November 30, 2022

	Nov 30, 22
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROLL...	-4,813.73
223.60 · STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL TAX ...	-1,525.31
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - ...	-497.23
223.70 · WORKERS COMP PAYABLE (WORKERS COMP PAYABLE - W...	-58,504.00
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION ...	-12,260.52
223.80 · GASB 68 Pension (- WAS 2097190)	26,313.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE ...	5,734.17
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMP...	18,602.20
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld ...	-22,450.07
Total Other Current Liabilities	9,545,656.46
Total Current Liabilities	9,587,896.41
Long Term Liabilities	
295 · NET PWNSION LIABILITY	958,676.00
Total Long Term Liabilities	958,676.00
Total Liabilities	10,546,572.41
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	3,421,075.19
304 · Opening Balance Equity (Opening balances during setup post to this a...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - E...	13,898,852.53
Net Income	327,152.06
Total Equity	17,062,796.54
TOTAL LIABILITIES & EQUITY	27,609,368.95

Clearlake Oaks County Water District
Profit and Loss
July through November 2022

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
Ordinary Income/Expense					
Income					
Income					
410 · Client Reg Pmt	0.00	424,650.70	604,164.63	1,028,815.33	1,028,815.33
430 · Penalty & Interest	0.00	11,109.40	14,651.69	25,761.09	25,761.09
440 · Misc Revenue	0.00	1,783.37	7,782.33	9,565.70	9,565.70
450 · Other - Non S/W Rev	0.00	51,802.18	51,802.17	103,604.35	103,604.35
Total Income	0.00	489,345.65	678,400.82	1,167,746.47	1,167,746.47
Total Income	0.00	489,345.65	678,400.82	1,167,746.47	1,167,746.47
Gross Profit	0.00	489,345.65	678,400.82	1,167,746.47	1,167,746.47
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	169,676.96	112,474.24	70,674.72	352,825.92	352,825.92
520 · FICA - District Share	12,688.81	8,254.51	5,224.45	26,167.77	26,167.77
530 · Med/Life Insurance- Dist ...	42,556.76	35,884.60	14,148.10	92,589.46	92,589.46
540 · PERS - District Share	53,713.11	7,170.67	4,446.42	65,330.20	65,330.20
560 · Workers Comp Ins	1,705.87	3,865.64	3,387.07	8,958.58	8,958.58
Total Salaries & EE Benefits	280,341.51	167,649.66	97,880.76	545,871.93	545,871.93
Services & Supplies					
610 · Bank Fees	14,577.04	0.00	0.00	14,577.04	14,577.04
620 · Communications & Inter...	2,002.70	4,784.57	5,692.18	12,479.45	12,479.45
622 · Board Exp	4,483.19	0.00	0.00	4,483.19	4,483.19
630 · Equip - Office	451.66	0.00	0.00	451.66	451.66
640 · Fuel & Oil	0.00	2,351.02	4,692.01	7,043.03	7,043.03
645 · Insurance	0.00	13,620.50	13,620.48	27,240.98	27,240.98
657 · Lab	0.00	6,815.00	10,286.14	17,101.14	17,101.14
660 · Memberships & Subscri...	1,804.18	14,205.75	14,664.03	30,673.96	30,673.96
670 · Postage & Shipping	12,062.50	0.00	0.00	12,062.50	12,062.50
675 · Professional Services	22,986.99	2,853.03	3,006.30	28,846.32	28,846.32
685 · Rents	6,006.12	0.00	0.00	6,006.12	6,006.12
690 · Safety & Security	2,354.64	3,410.24	2,389.05	8,153.93	8,153.93
700 · Tools & Instruments	0.00	1,244.25	535.17	1,779.42	1,779.42
703 · Supplies - Clothing & Pe...	0.00	293.56	114.31	407.87	407.87
705 · Supplies - Office	2,546.96	512.70	503.32	3,562.98	3,562.98
715 · Supplies-Chemicals-Ope...	0.00	28,412.43	34,289.18	62,701.61	62,701.61
720 · Supplies - Inventory - Ot...	0.00	4,129.63	1,453.37	5,583.00	5,583.00
730 · Taxes - Licenses	2,538.89	0.00	0.00	2,538.89	2,538.89
735 · Training/Classes/Certs/C...	0.00	762.50	762.50	1,525.00	1,525.00
745 · Travel / Lodging	523.02	37.55	37.52	598.09	598.09
750 · Utilities	2,810.94	38,331.02	112,566.07	153,708.03	153,708.03
760 · Waste Disposal	297.18	28,540.21	1,797.55	30,634.94	30,634.94
795 · Yolo Co	0.00	0.00	21,040.65	21,040.65	21,040.65
799 · Misc					
799.1 · Customer Refund - ...	0.00	0.00	3,421.82	3,421.82	3,421.82
Total 799 · Misc	0.00	0.00	3,421.82	3,421.82	3,421.82
Total Services & Supplies	75,446.01	150,303.96	230,871.65	456,621.62	456,621.62
Repairs & Replacement					
810 · R&R Buildings & Grounds	101.26	923.64	-135.93	888.97	888.97
Total Repairs & Replacement	101.26	923.64	-135.93	888.97	888.97
Total Expense	355,888.78	318,877.26	328,616.48	1,003,382.52	1,003,382.52
Net Ordinary Income	-355,888.78	170,468.39	349,784.34	164,363.95	164,363.95
Net Income	-355,888.78	170,468.39	349,784.34	164,363.95	164,363.95

Clearlake Oaks Co Water District PROJECTED BUDGET 2022-2023

5

Target % > **42%**

As of November 2022 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,298,210	540,921	678,401	52%	1,125,194	468,831	489,345	43%
Total Operating Expenses	1,231,792	513,247	503,138	41%	1,238,635	516,098	496,826	40%
Operating Balance (loss)	66,418	27,674	175,263		(113,441)	(47,267)	(7,481)	
420 Connection Fees	20,000	8,333	-	0%	20,000	8,333	-	0%
435			-				-	
450 Other - Non S/W Rev	150,000	62,500	51,802	35%	180,000	75,000	51,802	29%
Reserves	150,000	62,500	62,500	0%	60,000	25,000	25,000	0%
Net Change In Net Position (loss)	86,418	36,007	164,565		26,559	11,066	19,321	

Current Revenue Notes:

440- Misc Water = Bulk Water

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

Past Revenue Notes

General Ledger	\$293,882.99
District CRP	\$139,840.83
Paradise Cove CRP	\$85,088.52
Water Reserve	\$500,200.00
Sewer Reserve	\$130,000.00
LAIF Account	\$1,069,164.20
Total	\$2,218,176.54

As of November 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	1,268,210	528,421	604,165	48%	1,097,694	457,373	424,651	39%
430 Penalty & Interest	30,000	12,500	14,652	49%	27,500	11,458	11,109	40%
440 Misc	-	-	7,782	0%	0	0	1,783	0%
Total Revenue >	1,298,210	540,921	626,599	48%	1,125,194	468,831	437,543	39%

As of November 2022 Operating Expenses	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	%	Annual	YTD	YTD	Spent
505 Salaries & Wages	393,050	163,771	155,514	40%	515,299	214,708	197,313	38%
520 FICA - District Share	33,023	13,759	11,569	35%	43,454	18,106	14,600	34%
530 Medical Ins - District Share	85,310	35,546	35,427	42%	130,491	54,371	57,164	44%
540 PERS - District Share	71,818	29,924	31,303	44%	83,236	34,682	34,028	41%
550 Unemployment	2,500	1,042	-	0%	2,500	1,042	-	0%
560 Workers Comp Ins	33,028	13,762	4,240	13%	9,102	3,793	4,719	52%
Salaries and Employee Benefits >	618,729	257,804	238,051	38%	784,082	326,701	307,822	39%
605 Advertising	200	83	-	0%	200	83	-	0%
610 Bank Fees	13,424	5,593	7,289	54%	13,414	5,589	7,289	54%
620 Communications & Internet	19,000	7,917	6,694	35%	19,000	7,917	5,787	30%
622 Board Exp	3,500	1,458	2,242	64%	3,500	1,458	2,242	64%
625 Equip - Field (\$300-\$4999)	2,500	1,042	-	0%	4,000	1,667	-	0%
630 Equip - Office	1,500	625	226	15%	2,000	833	226	11%
640 Fuel & Oil	13,500	5,625	4,692	35%	15,000	6,250	2,351	16%
645 Insurance	38,000	15,833	13,620	36%	38,000	15,833	13,621	36%
650 Interest	3,000	1,250	-	0%	3,000	1,250	-	0%

657	Lab	20,000	8,333	10,286	51%	11,000	4,583	6,815	62%
660	Memberships & Subscription	32,000	13,333	15,566	49%	35,400	14,750	15,108	43%
665	Mileage Reimb	750	313	-	0%	500	208	-	0%
670	Postage & Shipping	6,500	2,708	6,032	93%	6,500	2,708	6,032	93%
675	Professional Services	54,000	22,500	14,500	27%	37,500	15,625	14,347	38%
685	Rents	7,250	3,021	3,003	41%	7,250	3,021	3,003	41%
690	Safety & Security	5,250	2,188	3,567	68%	10,250	4,271	4,588	45%
700	Tools & Instruments	3,700	1,542	535	14%	2,500	1,042	1,244	50%
703	Supplies - Clothing & Person	2,800	1,167	114	4%	3,100	1,292	294	9%
705	Supplies - Office	3,500	1,458	1,777	51%	3,500	1,458	1,787	51%
715	Treatment Chemicals	110,250	45,938	34,289	31%	50,000	20,833	28,412	57%
720	Supplies - Operating - Other	5,000	2,083	1,453	29%	25,000	10,417	4,130	17%
730	Taxes - Licenses	0	0	1,270	12695000%	0	0	1,270	12695000%
735	Training	2,250	938	763	34%	1,250	521	763	61%
745	Travel	1,000	417	300	30%	500	208	300	60%
750	Utilities	190,900	79,542	113,972	60%	107,900	44,958	39,737	37%
760	Waste Disposal	3,290	1,371	1,947	59%	48,290	20,121	28,689	59%
795	Yolo Co	61,000	25,417	21,041	34%				
799	Misc	-	-	-	0%	-	-	-	0%
	Services and Supplies >	604,064	251,693	265,173	44%	448,554	186,897	188,030	42%
810	R&R Buildings & Grounds	6,000	2,500	(86)	-1%	3,500	1,458	975	28%
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	1,250	-	0%	2,500	1,042	-	0%
850	Maintenance Reserve Accou	-	-	-		-	-	-	
	Repairs & Replacement >	9,000	3,750	(86)	-1%	6,000	2,500	975	16%
	Total Expenses >	1,231,792	513,247	503,138	41%	1,238,635	516,098	496,826	40%

5 **Administration - Budget Variance Report July 1, 2022 through June 30, 2023** Target % > **41.7%** **GL ADMIN**

As of November 2022

		2020-2021 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	424,702	176,959	169,677	40.0%	255,025
520	FICA - District Share	36,577	15,240	12,689	34.7%	23,888
530	Medical Ins - District Share	95,918	39,966	42,557	44.4%	53,361
540	PERS-District Share (incl unfunded Liab, 78,867.)	122,615	51,090	53,713	43.8%	68,902
550	Unemployment	5,000	2,083		0.0%	5,000
560	Workers Comp Ins	2,982	1,242	1,706	57.2%	1,276
Salaries and Employee Benefits >		687,793	286,581	280,342	40.8%	407,451
605	Advertising	400	167	-	0.0%	400
610	Bank Fees	27,000	11,250	14,577	54.0%	12,423
620	Communications & Internet	7,000	2,917	2,003	28.6%	4,997
622	Board Exp	7,000	2,917	4,483	64.0%	2,517
625	Equip - Field (up to \$4999)	0	0		0.0%	0
630	Equip - Office	2,000	833	452	22.6%	1,548
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	4,000	1,667	1,804	45.1%	2,196
665	Mileage Reimb	500	208		0.0%	500
670	Postage & Shipping	13,000	5,417	12,063	92.8%	937
675	Professional Services (Legal, IT, CUSI annual)	58,000	24,167	22,987	39.6%	35,013
685	Rents	14,500	6,042	6,006	41.4%	8,494
690	Safety & Security (boots)	1,500	625	2,355	157.0%	(855)
700	Tools & Instruments	0	0		0.0%	0
703	Supplies - Clothing & Personal	600	250		0.0%	600
705	Supplies - Office	5,000	2,083	2,547	50.9%	2,453
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	0	0		0.0%	0
730	Taxes - Licenses	0	0	2,539	0.0%	(2,539)
735	Training, Certs (Classes, books)	500	208		0.0%	500
745	Travel / Lodging	1,000	417	523	52.3%	477
750	Utilities	5,800	2,417	2,811	48.5%	2,989
760	Waste Disposal	580	242	297	51.2%	283
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
Services and Supplies >		148,380	61,825	75,447	50.8%	72,933
810	R&R Buildings & Grounds	2,000	833	101	5.1%	1,899
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 >		2,000	833	101	5.0%	1,899
Total Expenses >		838,173	349,239	355,890	42.5%	482,283

690 Complete lock replacement on side door

5	Sewer - Budget Variance Report July 1, 2022 through June 30, 2023	2020-2021 Budget		Target % >	41.7%	GL SEWER
	As of November 2022	Annual	YTD	Actual	%	Total
	Expenses			YTD	Spent	Remaining
505	Salaries & Wages	302,948	126,229	112,474	37.1%	190,474
520	FICA - District Share	25,165	10,486	8,255	32.8%	16,910
530	Medical Ins - District Share	82,532	34,388	35,885	43.5%	46,647
540	PERS - District Share (\$14.5K Unfunded)	21,928	9,137	7,171	32.7%	14,757
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	7,611	3,171	3,866	50.8%	3,745
	Salaries and Employee Benefits >	440,185	183,410	167,651	38.1%	272,534
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	5,417	4,785	36.8%	8,215
622	Board Exp	0	0		0.0%	0
625	Equip - Field (up to \$4999)	1,500	625		0.0%	1,500
630	Equip - Office	1,000	417		0.0%	1,000
640	Fuel & Oil (Schaeffers)	10,000	4,167	2,351	23.5%	7,649
645	Insurance	38,000	15,833	13,621	35.8%	24,379
650	Interest	0	0		0.0%	0
657	Outsource Lab / Internal Lab	11,000	4,583	6,815	62.0%	4,185
660	Memberships/Subscriptions/Permits	33,400	13,917	14,206	42.5%	19,194
665	Mileage Reimb	250	104		0.0%	250
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA)	8,500	3,542	2,853	33.6%	5,647
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	9,500	3,958	3,410	35.9%	6,090
700	Tools & Instruments	2,500	1,042	1,244	49.8%	1,256
703	Supplies - Clothing & Personal	2,800	1,167	294	10.5%	2,506
705	Supplies - Office	1,000	417	513	51.3%	487
715	Treatment Chemicals	50,000	20,833	28,412	56.8%	21,588
720	Supplies-Operating-Other-Titan Tubes	25,000	10,417	4,130	16.5%	20,870
730	Taxes - Licenses	-	-			-
735	Training, Certs (classes, books)	1,000	417	763	76.3%	237
745	Travel / Lodging	-	-	38	0.0%	(38)
750	Utilities	105,000	43,750	38,331	36.5%	66,669
760	Waste Disposal	48,000	20,000	28,540	59.5%	19,460
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
799.1	Customer Refund					
	Services and Supplies >	361,450	150,604	150,306	41.6%	211,144
810	R&R Buildings & Grounds	2,500	1,042	924	37.0%	1,576
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	1,042		0.0%	2,500
					0.0%	-
	Repairs & Replacement >	5,000	2,083	924	18.5%	4,076
	Total Expenses >	806,635	336,098	318,881	39.5%	487,754
	Expense Notes					

5	Water - Budget Variance Report July 1, 2022 through June 30, 2023 As of November 2022	2020-2021 Budget		Target % >	41.7%	GL WATER
	Expenses	Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	180,700	75,291	70,675	39.1%	110,025
520	FICA - District Share	14,734	6,139	5,224	35.5%	9,510
530	Medical Ins - District Share	37,351	15,563	14,148	37.9%	23,203
540	PERS - District Share	10,510	4,379	4,446	42.3%	6,064
550	Unemployment	0	0	-	0.0%	0
560	Workers Comp Ins	31,537	13,140	3,387	10.7%	28,150
	Salaries and Employee Benefits >	274,832	114,513	97,880	35.6%	176,952
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	5,417	5,692	43.8%	7,308
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630	Equip - Office	500	208		0.0%	500
640	Fuel & Oil	8,500	3,542	4,692	55.2%	3,808
645	Insurance	38,000	15,833	13,620	35.8%	24,380
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	20,000	8,333	10,286	51.4%	9,714
660	Memberships/Subscriptions/Permits	30,000	12,500	14,664	48.9%	15,336
665	Mileage Reimb	500	208		0.0%	500
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA, Mtce Prog)	25,000	10,417	3,006	12.0%	21,994
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	4,500	1,875	2,389	53.1%	2,111
700	Tools & Instruments	3,700	1,542	535	14.5%	3,165
703	Supplies - Clothing & Personal	2,500	1,042	114	4.6%	2,386
705	Supplies - Office	1,000	417	503	50.3%	497
715	Treatment Chemicals	110,250	45,938	34,289	31.1%	75,961
720	Supplies - Operating - Other	5,000	2,083	1,453	29.1%	3,547
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	2,000	833	763	38.2%	1,237
745	Travel / Lodging	500	208	38	7.6%	462
750	Utilities	188,000	78,333	112,566	59.9%	75,434
760	Waste Disposal	3,000	1,250	1,798	59.9%	1,202
795	Yolo Co	61,000	25,417	21,041	34.5%	39,959
799	Misc	0	0		0.0%	0
799.1	Customer Refund			3,422		
	Services and Supplies >	516,950	215,396	230,871	44.7%	286,079
810	R&R Buildings & Grounds	5,000	2,083	(136)	-2.7%	5,136
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	1,250		0.0%	3,000
	Repairs & Replacement >	8,000	3,333	(136)	-1.7%	8,136
	Total Expenses >	799,782	333,243	328,615	41.1%	471,167

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

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
Ordinary Income/Expense					
Income					
Income					
425 · CRP (Capital Replacment Plan)	92,125.06	173,667.88	196,708.80	462,501.74	462,501.74
430 · Penalty & Interest	186.55	4,141.10	4,284.12	8,611.77	8,611.77
435 · Loans/Grants					
435-7 · Water Master Plan					
435-7.3 · WTP, Meters, and Ba...	0.00	22.31	0.00	22.31	22.31
Total 435-7 · Water Master Plan	0.00	22.31	0.00	22.31	22.31
Total 435 · Loans/Grants	0.00	22.31	0.00	22.31	22.31
Total Income	92,311.61	177,831.29	200,992.92	471,135.82	471,135.82
Total Income	92,311.61	177,831.29	200,992.92	471,135.82	471,135.82
Gross Profit	92,311.61	177,831.29	200,992.92	471,135.82	471,135.82
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	26,891.56	99,259.72	126,151.28	126,151.28
520 · FICA - District Share	0.00	1,942.87	7,354.81	9,297.68	9,297.68
530 · Med/Life Insurance- Dist Share	0.00	3,863.75	22,908.70	26,772.45	26,772.45
540 · PERS - District Share	0.00	1,589.60	8,088.28	9,677.88	9,677.88
560 · Workers Comp Ins	0.00	1,162.07	5,389.31	6,551.38	6,551.38
Total Salaries & EE Benefits	0.00	35,449.85	143,000.82	178,450.67	178,450.67
Services & Supplies					
620 · Communications & Internet	0.00	479.78	479.67	959.45	959.45
640 · Fuel & Oil	0.00	5,019.64	6,685.22	11,704.86	11,704.86
650 · Interest	0.00	866.75	2,721.54	3,588.29	3,588.29
657 · Lab	0.00	3,300.00	0.00	3,300.00	3,300.00
720 · Supplies - Inventory - Other	0.00	227.00	227.00	454.00	454.00
Total Services & Supplies	0.00	9,893.17	10,113.43	20,006.60	20,006.60
Repairs & Replacement					
810 · R&R Buildings & Grounds	0.00	6,550.00	300.96	6,850.96	6,850.96
830 · R&R Equipment	5,051.48	4,269.63	9,092.99	18,414.10	18,414.10
832 · R&R Mains and Sewer Lines	0.00	9,347.30	3,448.12	12,795.42	12,795.42
840 · R&R Vehicles	0.00	7,552.47	13,277.71	20,830.18	20,830.18
Total Repairs & Replacement	5,051.48	27,719.40	26,119.78	58,890.66	58,890.66
Total Expense	5,051.48	73,062.42	179,234.03	257,347.93	257,347.93
Net Ordinary Income	87,260.13	104,768.87	21,758.89	213,787.89	213,787.89
Net Income	87,260.13	104,768.87	21,758.89	213,787.89	213,787.89

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2022 through June 30, 2023

5 Target % > **41.7%** CRP-PC
 As of November 2022

Summary	Budget Annual	YTD		Actual YTD		Total
		Amount	%	Amount	%	
PC CRP Revenue	19,536	8,140	92,312	472.5%	0%	
PC CRP Expenses	0	0	5,051	0.0%	0%	
Expenses		2021-2022 Budget		Actual	%	Total
	Annual	YTD	YTD	Spent	Remaining	
605 Advertising	-	-	-	0.0%	-	
610 Bank Fees	-	-	-	0.0%	-	
620 Communications & Internet	-	-	-	0.0%	-	
622 Board Exp	-	-	-	0.0%	-	
625 Equip - Field (up to \$4999)	-	-	-	0.0%	-	
630 Equip - Office	-	-	-	0.0%	-	
640 Fuel & Oil	-	-	-	0.0%	-	
645 Insurance	-	-	-	0.0%	-	
650 Interest	-	-	-	0.0%	-	
657 Outsource Lab / Internal Lab	-	-	-	0.0%	-	
660 Memberships & Subscriptions	-	-	-	0.0%	-	
665 Mileage Reimb	-	-	-	0.0%	-	
670 Postage & Shipping	-	-	-	0.0%	-	
675 Professional Services (SCADA)	-	-	-	0.0%	-	
685 Rents	-	-	-	0.0%	-	
690 Safety & Security (includes boots)	-	-	-	0.0%	-	
700 Tools & Instruments	-	-	-	0.0%	-	
703 Supplies - Clothing & Personal	-	-	-	0.0%	-	
705 Supplies - Office	-	-	-	0.0%	-	
715 Treatment Chemicals	-	-	-	0.0%	-	
720 Supplies - Operating - Other	-	-	-	0.0%	-	
730 Taxes - Licenses	-	-	-	0.0%	-	
735 Training, Certs (classes, books)	-	-	-	0.0%	-	
745 Travel / Lodging	-	-	-	0.0%	-	
750 Utilities	-	-	-	0.0%	-	
760 Waste Disposal	-	-	-	0.0%	-	
795 Yolo Co	-	-	-	0.0%	-	
799 Misc	0	0	-	0.0%	0	
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	-	-	5,051	0.0%	(5,051)	
832 R&R Mains/Laterals	-	-	-	0.0%	-	
840 R&R Vehicles	-	-	-	0.0%	-	
Repairs & Replacement >		0	0	5,051	0.0%	(5,051)
Total Expenses >		0	0	5,051	0.0%	(5,051)

\$84,253.05 received from Lake County when closing CSA 16 account

\$5,051 approved by board to purchase new drive by meters

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2022 through June 30, 2023

5

Target % > **41.7%** **CRP-WATER**

As of November 2022		<u>WATER - CRP</u>				
Summary	Annual	YTD	YTD	Amount	%	
WATER CRP Revenue	439,444	183,102	177,831	40.5%	0%	
WATER CRP Expenses	511,279	213,033	73,064	14.3%	0%	
Operating Balance	(71,835)	(29,931)	104,767			
	Expenses	2020-2021	Budget	Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	257,969	107,487	26,892	10.4%	231,077
520	FICA - District Share	21,162	8,817	1,943	9.2%	19,219
530	Medical Ins - District Share	70,407	29,336	3,864	5.5%	66,543
540	PERS - District Share	16,469	6,862	1,590	9.7%	14,879
550	Unemployment	0	0	0	0.0%	0
560	Workers Comp Ins	8,122	3,384	1,162	14.3%	6,960
	Salaries and Employee Benefits >	374,129	155,887	35,451	9.5%	338,678
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	3,500	1,458	480	13.7%	3,020
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	1,250	521	-	0.0%	1,250
630	Equip - Office	-	-	-	0.0%	-
640	Fuel & Oil	14,400	6,000	5,020	34.9%	9,380
645	Insurance	0	0	-	0.0%	0
650	Interest	0	0	867	0.0%	(867)
657	Outsource Lab / Internal Lab	3,000	1,250	3,300	0.0%	(300)
660	Memberships & Subscriptions	0	0	-	0.0%	0
665	Mileage Reimb	0	0	-	0.0%	0
670	Postage & Shipping	0	0	-	0.0%	0
675	Professional Services Leak Chk	-	-	-	0.0%	-
685	Rents	0	0	-	0.0%	0
690	Safety & Sec (includes boots)	-	-	-	0.0%	-
700	Tools & Instruments	2,000	833	-	0.0%	2,000
703	Supplies - Clothing & Personal	1,500	625	-	0.0%	1,500
705	Supplies - Office	-	-	-	0.0%	-
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	3,000	1,250	227	0.0%	2,773
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Certs (classes, books)	500	208	-	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 >	29,150	12,146	9,894	33.9%	19,256
810	R&R Buildings & Grounds	5,000	2,083	6,550	131.0%	(1,550)
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	0	0	-	0.0%	0
830	R&R Equipment	35,000	14,583	4,270	12.2%	30,730
830.1	Hydrants	-	-	-	0.0%	-
832	R&R Mains/Service Lines/Tanks	50,000	20,833	9,347	18.7%	40,653
840	R&R Vehicles	18,000	7,500	7,552	42.0%	10,448
	Repairs & Replacement >	108,000	45,000	27,719	25.7%	80,281
810	Fence Rpr for H/Run					
830	Chlorine Analyzer					
	Total Expenses >	511,279	213,033	73,064	14.3%	438,215

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2022 through June 30, 2023

5

SEWER-CRP

Target % > **41.7%** CRP-SEWER

As of November 2022

Summary	Budget Annual	YTD	Actual YTD Amount	%
SEWER CRP Revenue	509,022	212,093	200,993	39.5%
SEWER CRP Expenses	474,523	197,718	179,235	37.8%

	-	-	-	
	-	-	-	
	-	-	-	
	-	-	-	
Operating Balance (loss)	34,499	14,375	21,758	

Expenses		2020-2021 Budget Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	253,805	105,752	99,260	39.1%	154,545
520	FICA - District Share	21,334	8,889	7,355	34.5%	13,979
530	Medical Ins - District Share	50,738	21,141	22,909	45.2%	27,829
540	PERS - District Share	15,486	6,452	8,088	52.2%	7,398
550	Unemployment	-	-	-	0.0%	-
560	Workers Comp Ins	8,010	3,338	5,389	67.3%	2,621
	Salaries and Employee Benefits >	349,373	145,572	143,001	40.9%	206,372
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	5,000	2,083	480	9.6%	4,520
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	1,250	521	-	0.0%	1,250
630	Equip - Office	-	-	-	0.0%	-
640	Fuel & Oil	14,400	6,000	6,685	46.4%	7,715
645	Insurance	0	0	-	0.0%	0
650	Interest	0	0	2,722	0.0%	(2,722)
657	Outsource Lab / Internal Lab	0	0	-	0.0%	0
660	Memberships & Subscriptions	0	0	-	0.0%	0
665	Mileage Reimb	0	-	-	0.0%	0
670	Postage & Shipping	0	0	-	0.0%	0
675	Professional Services (SCADA)	0	0	-	0.0%	0
685	Rents	-	-	-	0.0%	-
690	Safety & Security (includes boots)	-	-	-	0.0%	-
700	Tools & Instruments	2,000	833	-	0.0%	2,000
703	Supplies - Clothing & Personal	1,500	625	-	0.0%	1,500
705	Supplies - Office	-	-	-	0.0%	-
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	3,000	1,250	227	0.0%	2,773
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Certs (classes, books)	500	208	-	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 >	27,650	11,521	10,114	36.6%	17,536
810	R&R Buildings & Grounds	7,500	3,125	301	4.0%	7,199
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	20,000	8,333	-	0.0%	20,000
830	R&R Equipment	35,000	14,583	9,093	26.0%	25,907
832	R&R Mains/Laterals	25,000	10,417	3,448	13.8%	21,552
840	R&R Vehicles	10,000	4,167	13,278	132.8%	(3,278)
		-	-	-	0.0%	-
	Repairs & Replacement >	97,500	40,625	26,120	26.8%	71,380
	Total Expenses >	474,523	197,718	179,235	37.8%	295,288

Clearlake Oaks County Water District Capital Improvements As of November 30, 2022

Date	Name	Memo	Class	Amount
130 · Const In Progress - Studies				
07/05/2022	MC Engineering, Inc	Construction in progr...	GL:Sewer	1,662.50
07/05/2022	MC Engineering, Inc		GL:Water	1,662.50
07/05/2022	MC Engineering, Inc		GL:Water	1,445.00
09/07/2022	MC Engineering, Inc	SWRCB Water Appli...	GL:Water	4,950.00
10/05/2022	MC Engineering, Inc	SWRCB Wastewate...	GL:Sewer	1,957.57
10/05/2022	MC Engineering, Inc		GL:Water	1,957.57
11/05/2022	MC Engineering, Inc	SWRCB SRF Grant	GL:Water	3,600.00
Total 130 · Const In Progress - Studies				17,235.14
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)				
138 · USDA Water Improvements				
07/05/2022	MC Engineering, Inc		Loan/Grant:...	20,963.26
07/15/2022	AES - Analytical Envir...	Vault installation proj...	Loan/Grant:...	1,975.73
07/31/2022	T & S Construction Co...	Payment #14	Loan/Grant:...	252,320.00
08/05/2022	MC Engineering, Inc	USDA Meters/Tank	Loan/Grant:...	15,697.63
08/31/2022	T & S Construction Co...	#15	Loan/Grant:...	245,416.04
09/07/2022	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	18,505.85
09/30/2022	T & S Construction Co...	USDA Water Improve	Loan/Grant:...	145,920.00
10/05/2022	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	19,600.91
11/05/2022	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	12,839.00
Total 138 · USDA Water Improvements				733,238.42
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Force Main)				
Total 128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the F...				
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distrib...				
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				
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				
09/07/2022	Commercial Pump & ...	Back-up Pump for Di...	CRP:Water	8,655.08
Total 127.1 · Major Equipment				8,655.08
127 · Water Plant - Other				
Total 127 · Water Plant - Other				
Total 127 · Water Plant				
8,655.08				
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				
Total 120.90 · Vehicles/Generators/Trailers				

Clearlake Oaks County Water District
Capital Improvements
As of November 30, 2022

12/06/22

Accrual Basis

Date	Name	Memo	Class	Amount
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)				
122 · Bldgs/Grounds Cap Improvements				
Total 122 · Bldgs/Grounds Cap Improvements				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)				
124.2 · GIS Online Mapping System				
07/05/2022	MC Engineering, Inc	GIS Mapping	GL:Sewer	468.75
08/05/2022	MC Engineering, Inc	GIS	CRP:Water	225.00
08/05/2022	MC Engineering, Inc		CRP:Sewer	225.00
Total 124.2 · GIS Online Mapping System				918.75
124.30 · Lift Stations				
07/26/2022	ABC Plumbing	Sewer camer survey...	CRP:Sewer	4,060.00
Total 124.30 · Lift Stations				4,060.00
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				
07/05/2022	MC Engineering, Inc		GL:Water	468.75
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				468.75
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				5,447.50
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				
07/20/2022	Kansas State Bank - ...	Payment #8	CRP:Water	727.18
07/20/2022	Kansas State Bank - ...	3359488	CRP:Sewer	727.18
08/15/2022	Kansas State Bank - ...	Payment #9	CRP:Water	729.57
08/15/2022	Kansas State Bank - ...	3359488	CRP:Sewer	729.57
09/20/2022	Kansas State Bank - ...	Payment #10	CRP:Sewer	1,463.93
10/20/2022	Kansas State Bank - ...	Payment #11	CRP:Sewer	1,468.73
11/16/2022	Kansas State Bank - ...	3359488	CRP:Water	
11/16/2022	Kansas State Bank - ...	Payment #12	CRP:Sewer	1,473.55
Total 280.04 · 2021 Water Truck				7,319.71
280.15 · USDA Water Improvement Project (USDA Wtr Improvement Proj total \$5 Million)				
08/11/2022	USDA Rural Develop...	Payment #15	Loan/Grant:...	-293,476.66
09/01/2022	USDA Rural Develop...	Payment #1 Water	Loan/Grant:...	30,500.19
09/16/2022	USDA Rural Develop...	Payment #16	Loan/Grant:...	-263,921.89
10/21/2022		#17	Loan/Grant:...	-165,520.91
Total 280.15 · USDA Water Improvement Project (USDA Wtr Improvement Pr...				-692,419.27
280.02 · KS State Bank - 2019 Vac-Con				
07/15/2022	Kansas State Bank - ...	Pymt #31	CRP:Water	3,409.30
07/15/2022	Kansas State Bank - ...	3343293	CRP:Sewer	3,409.29
08/15/2022	Kansas State Bank - ...	Pymt #32	CRP:Water	3,418.94
08/15/2022	Kansas State Bank - ...	3343293	CRP:Sewer	3,418.94
09/15/2022	Kansas State Bank - ...	Pymt #33	CRP:Sewer	6,857.21
09/15/2022	Kansas State Bank - ...	3343293	CRP:Sewer	564.26
10/15/2022	Kansas State Bank - ...	Pymt #34	CRP:Sewer	6,876.61
11/15/2022	Kansas State Bank - ...	Pymt #35	CRP:Sewer	6,896.05
11/15/2022	Kansas State Bank - ...	3343293		

Clearlake Oaks County Water District
Capital Improvements
As of November 30, 2022

12/06/22

Accrual Basis

Date	Name	Memo	Class	Amount
Total 280.02 · KS State Bank - 2019 Vac-Con				34,850.60
Total 280 · Loan				-650,248.96
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/31/2011)				
Total 306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ...				
Income				
435 · Loans/Grants				
435-8 · Intake Pump Extension				
08/22/2022		Invoice #4 - Dept. of ...	GL:Water	-83,690.37
09/26/2022		Intake pipe extensio...	Loan/Grant:...	-40,848.05
Total 435-8 · Intake Pump Extension				-124,538.42
Total 435 · Loans/Grants				-124,538.42
Total Income				-124,538.42
Loans/Grants				
935 · Actiflo Pilot Program				
07/05/2022	MC Engineering, Inc		Loan/Grant:...	2,145.00
08/05/2022	MC Engineering, Inc	Pilot Actiflo	Loan/Grant:...	3,280.00
09/30/2022	T & S Construction Co...	Actiflo	Loan/Grant:...	109,326.28
10/05/2022	MC Engineering, Inc	Actiflow	Loan/Grant:...	4,715.00
10/24/2022	Clear Lake Electronic ...	Lan cable for Actiflo ...	Loan/Grant:...	68.51
10/25/2022	MC Engineering, Inc	Actiflo	Loan/Grant:...	4,165.00
11/03/2022	HomeDepot	Buckets for sand rep...	Loan/Grant:...	32.49
11/04/2022	HomeDepot	Buckets for sand rep...	Loan/Grant:...	16.25
11/05/2022	MC Engineering, Inc	Actiflo	Loan/Grant:...	945.00
Total 935 · Actiflo Pilot Program				124,693.53
930 · Intake Pump Extension				
930.1 · Source Capacity Study				
07/05/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	12,060.00
08/05/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	4,896.50
09/07/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	3,295.00
10/05/2022	MC Engineering, Inc	Source Capacity Study	Loan/Grant:...	1,890.00
11/05/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	6,780.00
Total 930.1 · Source Capacity Study				28,921.50
930 · Intake Pump Extension - Other				
07/05/2022	MC Engineering, Inc	Water Intake Extensi...	Loan/Grant:...	2,407.80
08/05/2022	MC Engineering, Inc	Work done in July - ...	Loan/Grant:...	1,750.00
08/31/2022	Pac Machine Co., Inc.	Service date 8/24/20...	Loan/Grant:...	750.00
08/31/2022	T & S Construction Co...	Water Intake	Loan/Grant:...	3,633.25
09/07/2022	MC Engineering, Inc	Intake/Source	Loan/Grant:...	2,887.50
10/05/2022	MC Engineering, Inc		Loan/Grant:...	1,400.00
11/05/2022	MC Engineering, Inc	Water Intake	Loan/Grant:...	3,237.50
Total 930 · Intake Pump Extension - Other				16,066.05
Total 930 · Intake Pump Extension				44,987.55
Total Loans/Grants				169,681.08
TOTAL				159,469.84



Accounts

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

CRP PC *6192

Available	**\$85,088.52
Current	\$85,088.52

CRP SEWER *3745

Available	**\$74,814.38
Current	\$74,814.38

GENERAL LEDGER *9122

Available	**\$316,566.56
Current	\$300,993.90

PUBLIC REGULAR CHK *8503

Available	**\$500,200.00
Current	\$500,200.00

PUBLIC REGULAR CHK *9592

Available	**\$130,000.00
Current	\$130,000.00

CRP WATER *6990

Available	**\$65,026.45
-----------	---------------

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Money Management

Current

\$65,026.45

BALANCE TOTALS

Total Deposit Accounts **\$1,156,123.25**

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

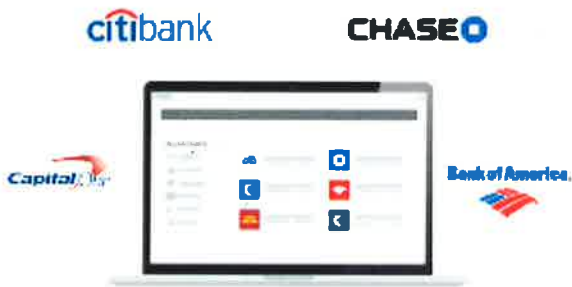
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Outside Accounts



No outside accounts added.

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December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	1	2	3

California State Treasurer *Fiona Ma, CPA*



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

December 12, 2022

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

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

[Tran Type Definitions](#)



Account Number: 90-17-001

November 2022 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	1,069,164.20
Total Withdrawal:	0.00	Ending Balance:	1,069,164.20

Clearlake Oaks County Water District
Payroll Summary
 November 2022

	Hours	Rate	Nov 22
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-14.75	62.58	-831.55
CTO Used	132.51	31.27	4,377.02
Holiday	121	39.75	4,092.25
Holiday Worked (x2.5)	7	97.18	561.60
Overtime (x1.5)	149	59.63	7,150.34
PTO	148.25	33.43	5,013.84
Straight	2,265	39.75	75,269.20
Board			600.00
Duty Pay			4,235.00
Total Gross Pay	2,808.01		100,467.70
Deductions from Gross Pay			
ACWA (pre-tax)			-3,240.02
AFLAC (pre-tax)			-460.14
AFLAC (taxable) AFTER TAX			-245.04
CALPers 457			-400.00
CALPers EE (Pretax)			-5,100.71
Total Deductions from Gross Pay			-9,445.91
Adjusted Gross Pay	2,808.01		91,021.79
Taxes Withheld			
Federal Withholding			-9,146.00
Medicare Employee			-1,403.12
Social Security Employee			-5,999.60
CA - Withholding			-3,661.50
CA - Disability			-1,064.43
Total Taxes Withheld			-21,274.65
Deductions from Net Pay			
Miscellaneous Deduction			-50.00
Wage Garnishment			-530.76
Total Deductions from Net Pay			-580.76
Net Pay	2,808.01		69,166.38
Employer Taxes and Contributions			
Medicare Company			1,403.12
Social Security Company			5,999.60
Total Employer Taxes and Contributions			7,402.72

11:12 AM

Clearlake Oaks County Water District

Trial Balance

12/06/22

As of November 30, 2022

Accrual Basis

	Nov 30, 22	
	Debit	Credit
102.14 · CalPERS RESERVE	3,500.00	
102.13 · SEWER RESERVES-9592	130,000.00	
102.11 · PC ESCROW - 6184	0.00	
102.10 · CRP PC - 6192	85,088.52	
102.12 · WATER RESERVES- 8503	500,200.00	
102.001 · GL - 9122	253,788.44	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK	880,164.20	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	65,026.45	
102.03 · CRP Sewer - 3745	74,814.38	
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	1,118,776.24	
130 · Const In Progress - Studies:130.96 · Const in Progress - WWP 2022	4,040.00	
130 · Const In Progress - Studies:130.95 · Source Capacity Studygrant prep	9,859.00	
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	6,617,821.95	
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:127.7 · Ozone System	12,785.71	
127 · Water Plant:127.6 · Swan AMI Turbiwell Monitor	25,079.10	
127 · Water Plant:127.5 · A/C installation for Filter Rm	750.00	
127 · Water Plant:127.4 · PH System	9,959.72	
127 · Water Plant:127.2 · Harvy Vault Chlor Inject Proj	1,408.61	
127 · Water Plant:127.1 · Major Equipment	357,521.21	
120 · District General CRP	95,883.57	
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	3,146,777.14	
124 · D/C System Cap Improvements:124.2 · GIS Online Mapping System	8,277.92	
124 · D/C System Cap Improvements:124.30 · Lift Stations	83,302.80	
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		38,089.35
211 · WAB Credit Card:211.17 · WAB - Kurt - 0390		188.51
211 · WAB Credit Card:211.16 · WAB - Francisco - 5312		862.91
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133		
211 · WAB Credit Card:211.14 · WAB - Dianna - 3226	0.00	2,409.75

11:12 AM

Clearlake Oaks County Water District

12/06/22

Trial Balance

Accrual Basis

As of November 30, 2022

	Nov 30, 22	
	Debit	Credit
211 · WAB Credit Card:211.13 · WAB - Jeremy - 2499		689.43
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	16,753.14	
280 · Loan:280.15 · USDA Water Improvement Project		6,180,962.81
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con		178,321.31
280 · Loan:280.12 · USDA Loan for Sewer Clarifier		3,049,172.41
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	2,915.02	
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical	0.00	
222 · Direct Deposit Liabilities	32,271.08	
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	13,131.20	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		13,467.07
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	5,593.60	
223.50 · MEDICARE TAX PAYABLE	1,308.20	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	4,813.73	
223.60 · STATE PAYROLL TAX WITHHOLDING	1,525.31	
223.65 · STATE DISABILITY PAYABLE	497.23	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	58,504.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	12,260.52	
223.80 · GASB 68 Pension		26,313.00
223.85 · MISC DEDUCTIONS PAYABLE		5,734.17
223.90 · COMPENSATED EMPLOYEE BENEFITS		18,602.20
24000 · Payroll Liabilities	22,450.07	
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		13,898,852.53
Income:410 · Client Reg Pmt		1,028,995.23
Income:425 · CRP		462,501.74

11:12 AM

Clearlake Oaks County Water District

Trial Balance

12/06/22

As of November 30, 2022

Accrual Basis

	Nov 30, 22	
	Debit	Credit
Income:430 · Penalty & Interest		34,372.86
Income:430 · Penalty & Interest:430.2 · Bank Interest	2.19	
Income:435 · Loans/Grants:435-8 · Intake Pump Extension		124,538.42
Income:435 · Loans/Grants:435-7 · Water Master Plan:435-7.3 · WTP, Meters, and Backflow		22.31
Income:440 · Misc Revenue		9,565.70
Income:450 · Other - Non S/W Rev		103,604.35
Loans/Grants:935 · Actiflo Pilot Program	124,693.53	
Loans/Grants:930 · Intake Pump Extension	16,066.05	
Loans/Grants:930 · Intake Pump Extension:930.1 · Source Capacity Study	28,921.50	
Salaries & EE Benefits:545 · CALPers 457	200.00	
Salaries & EE Benefits:505 · Salaries & Wages	478,977.20	
Salaries & EE Benefits:520 · FICA - District Share	35,465.45	
Salaries & EE Benefits:530 · Med/Life Insurance- Dist Share	120,729.55	
Salaries & EE Benefits:540 · PERS - District Share	75,008.08	
Salaries & EE Benefits:560 · Workers Comp Ins	15,509.96	
Services & Supplies:610 · Bank Fees	14,589.04	
Services & Supplies:620 · Communications & Internet	13,438.90	
Services & Supplies:622 · Board Exp	4,483.19	
Services & Supplies:630 · Equip - Office	451.66	
Services & Supplies:640 · Fuel & Oil	18,747.89	
Services & Supplies:645 · Insurance	27,240.98	
Services & Supplies:650 · Interest	3,588.29	
Services & Supplies:657 · Lab	20,401.14	
Services & Supplies:660 · Memberships & Subscription	30,673.96	
Services & Supplies:670 · Postage & Shipping	12,062.50	
Services & Supplies:675 · Professional Services	28,846.32	
Services & Supplies:685 · Rents	6,006.12	
Services & Supplies:690 · Safety & Security	8,153.93	
Services & Supplies:700 · Tools & Instruments	1,779.42	
Services & Supplies:703 · Supplies - Clothing & Personal	407.87	
Services & Supplies:705 · Supplies - Office	3,562.98	
Services & Supplies:715 · Supplies-Chemicals-Operating	63,571.50	
Services & Supplies:720 · Supplies - Inventory - Other	6,037.00	
Services & Supplies:730 · Taxes - Licenses	2,538.89	
Services & Supplies:735 · Training/Classes/Certs/ClassB	1,525.00	
Services & Supplies:745 · Travel / Lodging	598.09	
Services & Supplies:750 · Utilities	153,708.03	
Services & Supplies:760 · Waste Disposal	30,634.94	
Services & Supplies:795 · Yolo Co	21,040.65	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct closed	3,421.82	
Repairs & Replacement:810 · R&R Buildings & Grounds	7,739.93	
Repairs & Replacement:830 · R&R Equipment	19,559.70	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	12,795.42	
Rcpairs & Replacement:840 · R&R Vehicles	20,830.18	
66000 · Payroll Expenses	2,439.70	
TOTAL	40,074,937.80	40,074,937.80

7:09 AM

12/12/22

Clearlake Oaks County Water District
A/P Aging Summary
As of December 12, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Alpha Analytical Labs	2,090.00	170.00	0.00	0.00	0.00	2,260.00
Arlie Steele	54.13	0.00	0.00	0.00	0.00	54.13
AT & T - CalNet 3	161.14	0.00	0.00	0.00	0.00	161.14
Badger Meter	221.24	0.00	0.00	0.00	0.00	221.24
Bob's Vacuum	115.36	0.00	0.00	0.00	0.00	115.36
California State Disbursement Unit	265.38	0.00	0.00	0.00	0.00	265.38
Clear Lake Keys POA	0.00	100.00	0.00	0.00	0.00	100.00
Clearlake Lava	240.24	0.00	0.00	0.00	0.00	240.24
County of Lake - Special Districts	1,933.84	0.00	0.00	0.00	0.00	1,933.84
Deeper Cleaning	435.00	0.00	0.00	0.00	0.00	435.00
Eureka Oxygen	1,107.58	0.00	0.00	0.00	0.00	1,107.58
Greg Bozzo	106.97	0.00	0.00	0.00	0.00	106.97
Hasa Inc	0.00	1,522.31	0.00	0.00	0.00	1,522.31
Hayden Solar, LLC	4,145.41	0.00	0.00	0.00	0.00	4,145.41
High Country Security	216.53	0.00	0.00	0.00	0.00	216.53
KonocTees	0.00	0.00	0.00	0.00	1,415.29	1,415.29
MC Engineering, Inc	18,224.58	0.00	0.00	6,182.50	999.00	25,406.08
Mendo Mill	308.86	0.00	0.00	0.00	0.00	308.86
Napa Auto Parts	265.44	0.00	0.00	0.00	0.00	265.44
Nave Law Office, P.C.	322.50	0.00	0.00	0.00	0.00	322.50
On Site Safety Services, Inc	875.00	0.00	0.00	0.00	0.00	875.00
Pace	0.00	6,559.21	412.78	0.00	-5,390.54	1,581.45
People Services Inc	95.00	0.00	0.00	0.00	0.00	95.00
PETTY CASH - Bailey Johnson	10.82	0.00	0.00	0.00	0.00	10.82
PG&E	30.66	0.00	0.00	0.00	0.00	30.66
Quill	129.87	0.00	0.00	0.00	0.00	129.87
Ukiah Truck Repair	0.00	0.00	3,660.00	0.00	0.00	3,660.00
TOTAL	31,355.55	8,351.52	4,072.78	6,182.50	-2,976.25	46,986.10

Account Payable Breakdown

Date: 12/12/2022

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger - 9122	\$293,882.99	\$300,993.90	\$316,566.56
CRP Water - 6990	\$65,026.45	\$65,026.45	\$65,026.45
CRP Sewer - 3745	\$74,814.38	\$74,814.38	\$74,814.38
CRP PC - 6192	\$85,088.52	\$85,088.52	\$85,088.52
Water Reserve - 8503	\$500,200.00	\$500,200.00	\$500,200.00
Sewer Reserve - 9592	\$130,000.00	\$130,000.00	\$130,000.00
LAIF Balance	\$1,069,164.20	\$1,069,164.20	\$1,069,164.20
Current A/P Aging	\$46,986.10		
Kansas State Bank-VacCon	\$7,421.47	12/15/2022	
Kansas State Bank-Water Truck	\$1,730.25	12/20/2022	
TOTAL	\$56,137.82		

Paid On-line/Auto Out	
11/29/2022 Cannon	\$892.58
11/3/2022 PG&E	\$23,379.06
12/5/2022 Credit Card	\$4,150.60
12/5/2022 Verizon	\$1,436.09
12/5/2022 Mediacom	\$313.10
TOTAL-Paid On-line/Auto Out	\$30,171.43

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: November 17, 2022

Time: 2:00 P.M.

Clearlake Oaks County Water District Administration Building
12952 E. Hwy. 20 Clearlake Oaks, CA 95423

MINUTES

A. CALL TO ORDER

- 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

B. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

The public may comment on items not on the agenda within the Board's jurisdiction. Speakers are limited to three (3) minutes each.

C. STAFF REPORTS

1. Administration
2. Chief Distribution Operator
3. Water Plant Chief Operator
4. Wastewater Plant Chief Operator
5. General Manager

D. CONSENT ITEMS

The Board will be asked to approve all Consent Items at one time without discussion. If any Director, staff, or interested person requests that an item be removed from the Consent Items, it will be considered under New Business.

1. **Financial Reports for review and approval**
 - a. October 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 10/20/2022

3. **Bills**

- a. MC Engineering invoice number 2274, dated 11/5/2022, in the amount of \$12,839.00 for the USDA Water Improvements Project

Action Taken: Motion to approve the consent items.

BOUCHER/HERMAN M/S/C

AYES: ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: MEDEIROS

E. OLD BUSINESS

1. Discussion regarding Telework Policy and Agreement

Action Taken: NO ACTION

2. Discussion and update of purchasing 12555 E. Highway 20, Clearlake Oaks

Action Taken: NO ACTION

F. NEW BUSINESS

1. Discussion of Rebranding (Renaming) the District

Action Taken: NO ACTION

2. Discussion and consideration of purchasing six (6) Titan Tubes from Ryan Process, Inc in the amount of \$15,180.00 not including tax and shipping, for the Wastewater Treatment Plant

Action Taken: Motion to approve the purchase of (6) Titan Tubes from Ryan Process, Inc. for \$15,180.00 plus tax and shipping

BURTON/ARCHACKI M/S/C

AYES: ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: MEDEIROS

Adjournment

Time: 2:42 PM

SIGNED: _____ ATTESTED TO: _____
Stanley Archacki, Vice President Olivia Mann, Board Secretary

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 during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments of individual

speakers are limited of three minutes per agenda item.

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.



MC Engineering, Inc.

9294 Madison Ave
Orangevale, CA 95662

Invoice

Date	Invoice #
12/5/2022	2290

Bill To

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

Job No.	Terms	Due Date	Project	
	Net 30	1/4/2023	USDA Meters and Water Tank PER	
Description	Qty	Rate	Amount	
Project Manager, Mark Carey, PE	4	165.00	660.00	
Project Engineer, Jared P. Nelson	55.5	130.00	7,215.00	
Reimbursable Expenses		1,002.08	1,002.08	
<p>138- 4/6 USDA Wtr imp.</p> <p style="text-align: center;">(RCN)</p>				
Total			\$8,877.08	
Payments/Credits			\$0.00	
Balance Due			\$8,877.08	

Phone #	Fax #	E-mail
916-546-7898	916-860-1863	mark.carey@mc-engineers.com



Invoice

Invoice No : 22001042 RI 05700
Date : 11/28/2022

Invoice to

CLEARLAKE OAKS COUNTY WATER DISTRICT
PO BOX 709
CLEARLAKE OAKS CA 95423
United States

Customer Information

Customer Number : 1359779
Customer Consolidation Code : S9999
Customer Contact : CLEARLAKE OAKS COUNTY WATER DISTRICT
Customer Phone :
Customer Fax :
Customer Email :

Invoice Information

Project Number : 5702605001
Project Description : CLEARLAKE OAKS CO WATER CA APL
Payment Terms : 30 Days Invoice Date
Due Date : 12/28/2022

Description	Amount (without tax)
ACTIFLO Pilot Study	75,000.00

Bank Information

Bank Name :	BANK OF AMERICA, NA
Bank Currency :	USD
Bank Account Number :	4451244288
Wire Bank Transit :	026009593
ACH Bank Transit :	111000012
IBAN :	
SWIFT Code :	BOFAUS3N

Total Invoice Amount :	75,000.00
GST Amount :	
PST Amount :	
HST Amount :	
Tax Amount :	0.00

Total Due :	75,000.00
Currency Code :	USD

Tax Registration :	27-0094257
---------------------------	------------

Bank Address

222 BROADWAY
NEW YORK NY 10038
United States

Remit Payment to

PO BOX 74008854
CHICAGO IL 60674-8854

*935 - 4/6 ach/bk
SM*



Contractor's Application for Payment No. #17

To (Owner):	CLOCWD	Application Period:	11/1/2022-11/30/2022
Project:	USDA Water System Improvements	From (Contractor):	T & S Construction Co. Inc.
Owner's Contract No.:	USDA CFDA No. 10.760	Contract:	USDA CFDA No. 10.760
		Contractor's Project No.:	20215
		Engineer's Project No.:	USDA CFDA No. 10.760
		Via (Construction Manager):	Jared Nelson
		Application Date:	11/30/2022

Approved Change Orders		Change Order Summary	
Number	Additions	Deductions	
1	\$16,009.53		
2	\$22,623.87		
3	\$2,011.49		
4	\$7,269.00		
5	\$110,978.00		
6	\$54,136.00		
7	\$18,044.67		
8			
TOTALS			
NET CHANGE BY			\$131,977.56
CHANGE ORDERS			

1. ORIGINAL CONTRACT PRICE.....	\$ 6,034,124.00
2. Net change by Change Orders.....	\$ 131,977.56
3. Current Contract Price (Line 1 ± 2).....	\$ 6,166,101.56
4. TOTAL COMPLETED AND STORED TO DATE	\$5,644,221.56
5. RETAINAGE:	
a. 5% X \$5,644,221.56 Work Completed.....	\$ 282,211.08
b. 5% X Stored Material.....	\$ -
c. Total Retainage (Line 5a + Line 5b).....	\$ 282,211.08
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 5,362,010.48
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 4,779,264.33
8. AMOUNT DUE THIS APPLICATION.....	\$582,746.15
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$804,091.08

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: 11/30/2022

138-43-USA# WTR IMP (PW)

Payment of: \$ _____ (Line 8 in footer - attach explanation of the other amount)

is recommended by: Jared Nelson Inspector Date: 12-9-22

Payment of: \$ _____ (Line 8 on other - attach explanation of the other amount)

is recommended by: Jared Nelson Engineer Date: 12-9-22

is approved by: Jared Nelson Owner Date: 12-9-22

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

Certificate of Appointment In Lieu of Election of Director and Oath of Office

STATE OF CALIFORNIA
County of Lake } SS.

I, Maria Valadez, Registrar of Voters in and for the County of Lake, State of California, do hereby certify, that the number of candidates did not exceed the number to be elected; and, a petition was not filed by voters of said District requesting that an election be held for the elective office. Therefore, pursuant to Elections Code section 10515; at a regular meeting of the Board of Supervisors, County of Lake, California, held on November 8, 2022, Resolution No. 2022-139 was adopted appointing

Stanley A. Archacki in lieu of election to the office of
Director of the Clearlake Oaks County Water District
4 year term expiring December, 2026

as if elected at the General Election held on November 8, 2022.



IN WITNESS WHEREOF, I hereunto affix my hand and official seal this 8th day of December 2022.

Maria Valadez
Registrar of Voters

STATE OF CALIFORNIA
County of Lake } SS.

I, **Stanley Adelbert Archacki**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Sign) _____

Subscribed and sworn to before me, this _____ day of _____, 20____

Signature of person administering oath

Printed Name/Title

Certificate of Appointment In Lieu of Election of Director and Oath of Office

STATE OF CALIFORNIA
County of Lake } SS.

I, Maria Valadez, Registrar of Voters in and for the County of Lake, State of California, do hereby certify, that the number of candidates did not exceed the number to be elected; and, a petition was not filed by voters of said District requesting that an election be held for the elective office. Therefore, pursuant to Elections Code section 10515; at a regular meeting of the Board of Supervisors, County of Lake, California, held on November 8, 2022, Resolution No. 2022-139 was adopted appointing

Samuel Boucher in lieu of election to the office of
Director of the Clearlake Oaks County Water District
4 year term expiring December, 2026

as if elected at the General Election held on November 8, 2022.



IN WITNESS WHEREOF, I hereunto affix my hand and official seal this 8th day of December 2022.

Maria Valadez
Registrar of Voters

STATE OF CALIFORNIA
County of Lake } SS.

I, **Samuel Quinton Boucher**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Sign) _____

Subscribed and sworn to before me, this _____ day of _____, 20____

Signature of person administering oath

Printed Name/Title



Clearlake Oaks County Water District

P.O. Box 709 Clearlake Oaks, CA 95423 - P: (707) 998-3322 F: (707) 998-1245

Purchase Order

PO#: 5320

Vendor: NTU technologies

Phone: _____

Address: _____

Fax: _____

Contact: _____

Item	Description	Quantity	Unit Price	Amount
9800 coag	4000 gallons 9800 coagulant	4000	.66 lb	\$29,409.60
	11.14 lb per gallon			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
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				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			Sub-total	\$29,409.60
			Sales Tax:	\$0.00
			Freight:	\$0.00
			Total Due:	\$29,409.60

Comments:

Water
 Sewer
 DC

Ship to: _____

GL

Requested By: Kurt Jensen

Date: 12/6/2022

Ordered By: _____

Date: _____

Authroized By: _____

Date: _____

CLEARLAKE OAKS COUNTY WATER DISTRICT

RESOLUTION NO. 22-12

AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, EXECUTION AND NAMING THE AUTHORIZED REPRESENTATIVE FOR THE SMALL COMMUNITY DROUGHT RELIEF PROGRAM THROUGH THE DEPARTMENT OF WATER RESOURCES (DWR)

WHEREAS, per the awarding of the funding contract from the Small Community Drought Relief Program through the Department of Water Resources (DWR) for the purpose of drought resiliency projects, the following is resolved by the Clearlake Oaks County Water District Board of Directors:

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

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

THE ABOVE RESOLUTION is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 15th day of December 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

Attest: _____
Olivia Mann, Board Secretary

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

RESOLUTION NO. 22-13

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED:

1. The amendments to the Water Code specified in Exhibit 1, attached hereto and incorporated herein by reference, are hereby approved.
2. These amendment to the Water Code shall be effective as of December 15, 2022.

THE ABOVE RESOLUTION is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 15th day of December 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

Attest: _____
Olivia Mann, Board Secretary

EXHIBIT 1

Amendments (noted in red) to the Water Code as approved on December 15, 2022

3-2.104 METER REQUIRED

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

3-5.106 RESTORATION OF WATER SERVICE

When service is terminated for failure to pay rates, fees, or charges, service shall not be restored to the former customer unless and until arrearages that resulted in the termination and costs incurred to terminate and restore service are paid to the District. Payment shall be by cash, credit or debit card, cashier’s check, or money order. Payment processing through Doxo Pay does not qualify for restoration of service until funds have been received by District.

3-6.103 MISCELLANEOUS FEES

- (a) If the District takes steps to discontinue service for failure to comply with this Code, the customer shall pay the following additional charges before service is reinstated:
 - (1) A \$45.00 “Door Hanger Fee” for each trip to the property to deliver notice of disconnection of service.
 - (2) A \$50.00 “Turn On Fee” for each trip to the property during regular business hours at the request of the customer to reactivate water service previously disconnected for nonpayment.
 - (3) A \$175.00 “After Hours Service Fee” for each trip made to the property after regular business hours at the request of the customer.

3-6.104 BILLABLE FEES

Account Fee	All new accounts, new or existing owner	\$65.00
Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$175.00
Backflow Device Inspection Fee	(If District has a Certified Backflow Tester, this fee will be charged to the customer’s account)	\$45.00
Billing Obstruction Fee		\$100.00
Delinquent Turn Off Fee		\$150.00

Door Hanger Fee		\$45.00
Foliage Removal Fee		\$85.00
Grease Trap Reinspection Fee		\$115.00
Illegal Cross Connection Fee		\$500.00
Illegal Tamper Fee	Minimum of \$175.00 and actual repair or replacement	\$175.00
Inspection Fee		\$145.00
Penalty (Late) Fee	\$10.00 or 10.0% whichever is greater	
Lien-Property Tax Roll Fee		\$85.00
Meter Reset Fee	Minimum of \$100.00 or actual repair or replacement	\$100.00
Returned Check Fee		\$45.00
Service Forfeit Reconnect Fee	Minimum of \$150.00 and actual repair or replacement	\$150.00
Service Reduction Inspect Fee		\$145.00
Service Turn On Fee		\$50.00
Transfer Fee (New Owner/Tenant)		\$65.00

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

RESOLUTION NO. 22-14

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED:

1. The amendments to the Sewer Code specified in Exhibit 1, attached hereto and incorporated herein by reference, are hereby approved.
2. These amendment to the Sewer Code shall be effective as of December 15, 2022.

THE ABOVE RESOLUTION is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 15th day of December 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

Attest: _____
Olivia Mann, Board Secretary

EXHIBIT 1

Amendments (noted in red) to the Sewer Code as approved on December 15, 2022

3-4.106 RESTORATION OF SEWER SERVICE

When service is terminated for failure to pay rates, fees, or charges, service shall not be restored to the former customer unless and until arrearages that resulted in the termination and costs incurred to terminate and restore service are paid to the District in accordance with this Code. Payment shall be by cash, credit or debit card, cashier's check, or money order. **Payment processing through Doxo Pay does not qualify for restoration of service until funds have been received by District.**

3-2.102 MISCELLANEOUS FEES

- (a) If the District takes steps to discontinue service for failure to comply with this Code, the customer shall pay the following additional charges before service is reinstated:
- (1) A **\$45.00** "Door Hanger Fee" for each trip to the property to deliver notice of disconnection of service.
 - (2) A \$50.00 "Turn on Fee" for each trip to the property during regular business hours at the request of the customer to reactivate sewer service previously disconnected for nonpayment.
 - (3) A **\$175.00** "After Hours Service Fee" for each trip made to the property after regular business hours at the request of the customer.

3-5.103 BILLABLE FEES

Account Fee	All new account, new or existing owner	\$65.00
Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$175.00
Delinquent Turn Off Fee	Minimum of \$150.00 and actual cost of service	\$150.00
Door Hanger Fee		\$45.00
Grease Trap Inspection Fee		\$115.00
Illegal Cross Connection Fee		\$500.00
Illegal Tamper Fee	Minimum of \$175.00 and actual cost of repair/replacement	\$175.00
Inspection Fee		\$145.00
Penalty (Late) Fee	\$10.00 or 10.0% whichever is greater	
Lien-Property Tax Roll Fee		\$85.00
Returned Check Fee		\$45.00

Service Reduction Inspect Fee		\$145.00
Service Turn On Fee		\$50.00
Transfer Fee (New Owner/Tenant)		\$65.00

Article 2– Maintenance and Inspection

The District follows a bi-annual maintenance schedule to inspect food service facilities, including visual inspection of any and all grease traps. If the District has cause to believe that a user is contributing to excessive grease build-up in the sewer system, either due to lack of appropriate grease control or maintenance, the District may order your interceptor to be cleaned within 30 days and a subsequent inspection to be performed. The user is responsible for costs incurred by the District to perform additional inspections, if it is determined that the District must re-inspect the interceptor, a \$145.00 fee will be associated with the re-inspection.