

# ***CLEARLAKE OAKS COUNTY WATER DISTRICT***

## **NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Date: October 17, 2024**

**Time: 2:00 P.M.**

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

### **AGENDA**

#### **A. CALL TO ORDER**

- Pledge of Allegiance
- Roll Call

- Mr. Stanley Archacki, President  Mr. Michael Herman, Vice President  Mr. Samuel Boucher, Director
- Mr. James Burton, Director  Mr. William McHugh, 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. Chief Water Plant Operator
4. Chief Wastewater Plant 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 (Page 12)**
  - a. September 2024 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 09/19/2024 *(Page 35)*
- b. Minutes of Special meeting 09/23/2024 *(Page 38)*

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

**E. NEW BUSINESS**

- 1. Discussion and approval to transfer \$124,318.52 from LAIF to General Ledger for second payment to Federal and State due October 31,2024.

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

- 2. Discussion and consideration of Continental Utility Solutions Inc. (CUSI) Sales Agreement for the Billing System Upgrade from UMS Desktop to UB4 Web Based *(Page 39)*

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

- 3. Discussion and approval of Resolution 24-08, Approval to Purchase One Crane Truck *(Page 47)*

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

- 4. Discussion and approval of lease with Geolinks to rent a 10x10 area for solar panels for cell tower (Lease will be handed out at meeting, not available at packet time)

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

**ADJOURNMENT**

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

Where appropriate or deemed necessary, the Board may act 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 to 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.

# Clearlake Oaks County Water District

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

*October 11, 2024*

## ***Administration***

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- ∂ We received 0 water quality complaints (WQC).
- ∂ We received 0 consumer/appeal claim(s)
- ∂ There are 14 accounts on payment arrangements
- ∂ We are moving along with backflow testing, as of today, 742/952 devices have been tested.
- ∂ I have not received the Return to Work (RTW) back from legal yet, this will move to next month's agenda
- ∂ UCM has completed all audits of our PG&E, Solar and Verizon bills, they found no errors!
- ∂ Last month I mentioned I was working with GOVDeals, a surplus auction website, to set up an account for us to have access to other Districts auction items and be able to list our items. The account has been created and I have already completed the training. Although we don't have anything to list currently, its there if we need it!
- ∂ The DDW Lead Service Line Inventory has taken up quite a bit of time this last 30-days, DC alongside Admin has been working with MC Engineering to get this completed by the due date, October 16<sup>th</sup>. While DC has finished their inventory checks, I am still working with Julia to finalize the paperwork side of things.
- ∂ As you all know, we have been working on alternative ways to find updated addresses for the numerous pieces of returned mail we receive monthly. Hannah has been working on this project and continues to get updated addresses – Returned mail has always been a hurdle in our office; however, we continue to try and minimize it.
- ∂ The migration phase for our IT contract has begun – the Cybersecurity Grant mentioned at last months special meeting was submitted and acknowledged. I don't anticipate hearing back from them for another 45-60 days, if not longer.
- ∂ The upgraded internet version of our billing software is on the agenda for approval! We are so excited about this release! A few of our favorite features are listed below:
  - Internet Application: I/We can now log in from anywhere! This is HUGE because being on call requires me to take my laptop everywhere, not anymore!
  - Enhanced Search Features: The ability to keyword search without it being categorized
  - Reports: We will be able to create our own reports! This has been a longing question of the board, this is HUGE
  - Form Editing: Currently we cannot edit our own forms (Bills, Notices, BPA Letters, ETC) The amount of time it takes going back and forth with tech support is unmeasurable.

Olivia Mann  
Administrative Services Manager  
Board Secretary

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Stanley Archacki  
President

Michael Herman  
Vice President

Samuel Boucher  
Director

James Burton  
Director

William McHugh  
Director

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**Aged Accounts Receivable**

**As of 10/11/2024**

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	<u>1-30 Days</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>91-120 Days</u>	<u>120+ Days</u>	<u>Total Balance</u>
	\$144,421.92	\$40,331.33	\$31,771.70	\$12,456.02	\$193,024.87	<u>\$422,005.84</u>
No. of Accounts:	1061	356	213	155	229	<b>2014</b>

These totals include all accounts on the Tax Roll

<b>Water</b>	\$135,042.30
<b>Water Penalty</b>	\$9,322.37
<b>Sewer</b>	\$138,935.40
<b>Sewer Penalty</b>	\$8,017.27
<b>CRP Water</b>	\$56,288.54
<b>CRP Water Penalty</b>	\$4,132.30
<b>CRP Sewer</b>	\$65,663.44
<b>CRP Sewer Penalty</b>	\$3,933.56
<b>CRP PC</b>	\$643.96
<b>CRP PC Penalty</b>	\$26.70
<b>Total Balance:</b>	<b>\$422,005.84</b>

**\*\*September Statements are due October 15, 2024\*\***

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Clearlake Oaks County Water District

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October 10, 2024

RE: DC board letter,

**Water distribution main, service lines and tank sites:**

- We had 6 service line repairs and 2 different water main breaks on Driftwood and on the way out to Elem.
- State required Lead Service Line Inventory is now completed.
- We kept all the tanks and mains online during the Glenhaven fire.

**Miscellaneous work:**

- Our district staff assisted firefighters for the Elem and Glenhaven fires in addition to mobilizing our generators to tanks and lift stations.



*Elem water main before*



*Elem water main after*

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Stanley Archacki  
President

Michael Herman  
Vice President

Samuel Boucher  
Director

James Burton  
Director

William McHugh  
Director

**Sewer collections and Lift station sites:**

- We had to order some float controls for the lift stations. We had one go bad on us during the power outage.

**Sample station sites/Boil Water Notices, “BWN”:**

- DC crew is still collecting the routine BacT samples every Wednesday. All routine sample reports have come back absent for total Coliforms and E.Coli.
- The BWN for Elem and Driftwood came back absent for total Coliforms and E. Coli.

**DC staff updating:**

- Jeremy - Chief - OP 3, Class B license.
- Jesse - Lead – OP 3, Class B license.
- Heaven – DC OP 2, Class B License, Safety coordinator.
- Chris – Utility Tech. Class B permit.
- Mike – Utility Tech.

**District vehicles:**

- We just added washer fluid and gas to some of our trucks this month and had to get our yellow Vaccon pulled out of the mud.

**Staff training:**

- I am teaching mandatory class B driver training to Chris, without getting it stuck in the mud.

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

# Clearlake Oaks County Water District

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October 2024  
Board letter

- ◆ August - Sept raw water NTU from the extended intake was stable averaging 3-15. Ph running in the range of 7.7 – 9.1. Currently running off the extended intake and filters 2 & 3.
- ◆ As of 10-9-24 the lake level is at 2.11, dropping .613 ft in the last month.
- ◆ Water production for the month of Sept was 19.136 MG down from 2023 production of 20.862 MG. Raw water intake was 22.346 MG. The daily production average dropped from 647,000 GPD in August to 637,000 GPD for September.
- ◆ We are having plant shutdowns with increasing frequency due to decreasing water demands.
- ◆ 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.
- ◆ Water sample list is attached – Please note Sept is a low testing month.
- ◆ The new Chlorine has arrived. The tank has been water tested, plumbed and in use. Thanks to the waste plant staff for help getting the tank unloaded.



Treatment staff:  
James Simons T4, D2 Operator Class B License  
Kurt Jensen T3, D2 Chief Class B License  
Helping treatment also  
Jesse Seth T2 D3 operator

Thank you,

*Kurt Jensen*

WTP Chief Plant Operator  
[k.jensen@clocwd.org](mailto:k.jensen@clocwd.org)

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Stanley Archacki  
President

Michael Herman  
Vice President

Samuel Boucher  
Director

James Burton  
Director

William McHugh  
Director

# Water Sample Testing

Sample Taken On	DATE	DATE	DATE	Month Due
Bacti R(BW) & CW (M)	9/4/24			Sept
Bacti R (BW)	9/18/24			Sept
Bacti Tank Farm (once)				
R & CW TCP123 (BA)				
Color / Odor (A)				
Cyano Toxin Raw ( Raw & Treated)				
Bromate (Q)	9/18/24			Sept
Perchlorate (A)				
TTHM (Q)	9/26/24	9/27/24		Sept
HAA5 (Q)	9/26/24	9/27/24		Sept
Lead & Copper (A)(1)				
Lead & Copper (A)(1)				
Lead & Copper (A)(1)				
TOC / ALK	09/18/24	9-25-24 resample		Sept
Nitrate (A)				
Nitrite (A)				
Antimony (A)				
Arsenic(A)				
Barium(A)				
Beryllium(A)				
Cadmium(A)				
Chromium Total (A)				
Fluoride Natural(A)				
Mercury(A)				
Nickel(A)				
Selenium(A)				
Thallium(A)				
Simazine(A)				
Bicarbonate Alaklinity(A)				
Calcium(A)				
Carbonate Alakalinity(A)				
Chloride(A)				
Copper(A)				
Foaming Agents (MBAS)(A)				
Hardness Total as CaCO3(A)				
Hydroxide Alakalinity(A)				
Iron(A)				
Magnesium(A)				
Manganese(A)				
PH, Laboratory(A)				
Silver(A)				
Sodium(A)				
Specific Coductance(A)				

A = Annually  
 Q = Quarterly  
 M = Monthly  
 W = Weekly

**Please note:  
 December is a large sampling month there with many samples taken this month. \*\*\*\*\*All samples showing on the state web site will populate at the beginning of each month as due now.**



Sulfate(A)				
Total Dissolved Solids(A)				
Turbidity, Laboratory(A)				
Zinc(A)				
Aluminum(A)				
MTBE(A)				
Color / Odor				
Asbestos				
Thiobencarb(A)				
Ethylene Dibromide				
Heptachlor				
Heptachlor Epoxide				
BHC-Gamma				
Methoxychlor				
Toxaphene				
Clearwell VOC				
Reg SOC 504 EDB				
Bacti clearwell				
Regulated SOC 504				
Thiobencarb				

semi annually

Every 9 Years

Every 9 Years

Every 9 Years

Every 9 Years

Every 9 Years

Every 9 Years



# Clearlake Oaks County Water District

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Clearlake Oaks, CA 95423  
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Website: www.clocwd.org

October 11, 2024

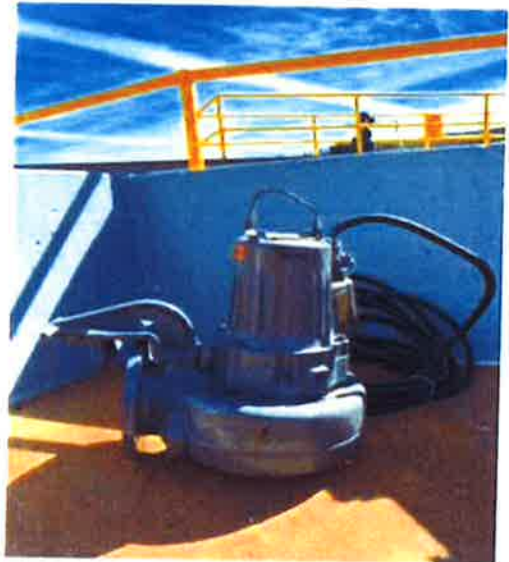
Clearlake Oaks County Water District  
P.O. Box 709  
Clearlake Oaks, CA 95423-0709

**RE: September Board Letter**

**FLOWS FOR THE MONTH/CLEARLAKE LAKE LEVEL:**

- ❖ **INFLUENT: 9.337 MG (AVERAGE: 311,000 GPD)**
- ❖ **EFFLUENT: 7.839 MG (AVERAGE: 261,000 GPD/182 GPM)**
- ❖ **CLEARLAKE AVERAGE LEVEL: 2.63' RUMSEY GAUGE**

As noted in the above data flows continue to drop as the year progresses as compared to last month. Clearlake ended at 2.21' by the end of the month. The process at the plant has been good. All in lab and outsourced lab results have been within compliance. The amount of wasting is up to 70 minutes a day which reflects the number of algae coming in from the water plant during this time of season. On the 25<sup>th</sup>, Guy Childs was out for a plant inspection. He usually comes by once every other year. He took some pictures of the plant and the process. We should receive a report with his findings and recommendations in the following days. We have now received our RAS pump (pictured). I have scheduled to drop this in the pit next week. As of today, all dried sludge has been hauled for the season. A total of 7 trucks were used to haul what we were able to dry. Currently there are 2 full bags and one started. These will not be opened till spring. I am currently working with Auma company to address our SEPS fail-safe valve that was installed during the improvements. At this time the valve is not functioning like I will continue to address this matter in the coming months. I thank the board and management for the support given.



**Francisco Castro**  
WWTP/CPO

Stanley Archacki  
President

Michael Herman  
Vice President

Samuel Boucher  
Director

James Burton  
Director

William McHugh  
Director

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**Clearlake Oaks County Water District  
Board of Directors  
Board Meeting October 17, 2024**

Board of Directors,

As you all know, at approximately 11:40 a.m., on October 4<sup>th</sup>, a wildland fire was reported in the area of Hwy 20 and Glenhaven Drive in Glenhaven. The initial reports showed approximately ¼ to ½ acre involved and quickly spread with spotting and strong wind. Shortly after the start of the fire, the west end of the District lost power, affecting the WTP, admin, multiple lift stations and water tanks.

With “all hands-on deck” the staff managed to keep all lift stations, booster pumps, and water tanks operational. Operations Manager, Jesse, fought the fire, keeping our Cerrito Tank and pump house out of the line of the fire.

Once the immediate threat to structures were eliminated, fire-fighters started pumping water from the lake to help mitigate further impact on our distribution system. All in all, the District suffered no damages and continued to provide services to the community.

As always, a big thank you to staff for a job well done.

Respectfully Submitted,  
Dianna Mann  
General Manager



11:48 AM  
10/03/24  
Accrual Basis

**Clearlake Oaks County Water District**  
**Summary Balance Sheet**  
As of September 30, 2024

	Sep 30, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	1,287,285.31
Accounts Receivable	204,087.00
Other Current Assets	3,175,796.51
<b>Total Current Assets</b>	4,667,168.82
<b>Fixed Assets</b>	23,169,533.46
<b>TOTAL ASSETS</b>	<u>27,836,702.28</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	155,812.16
Credit Cards	352.61
Other Current Liabilities	8,369,525.83
<b>Total Current Liabilities</b>	8,525,690.60
<b>Long Term Liabilities</b>	-848,765.91
<b>Total Liabilities</b>	7,676,924.69
<b>Equity</b>	20,159,777.59
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>27,836,702.28</u>

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**Clearlake Oaks County Water District**  
**Balance Sheet**  
 As of September 30, 2024

Sep 30, 24

<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
101.5 · CA CRP PC (California Class)	122,265.74	
101.4 · CA CRP Sewer (California Class)	94,125.93	
101.3 · CA CRP Water (California Class)	165,840.80	
101.2 · CA Sewer Reserves (California Class)	103,150.35	
101.1 · CA Water Reserves (California Class)	208,630.04	
102.001 · GL - 9122 (Old Acct. # 053420019)	149,630.86	
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 10135...	254,552.61	
<b>Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 101...</b>	<b>443,552.61</b>	
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA...	88.98	
<b>Total Checking/Savings</b>	<b>1,287,285.31</b>	
<b>Accounts Receivable</b>		
CUSI Accounts Receivable	204,087.00	
<b>Total Accounts Receivable</b>	<b>204,087.00</b>	
<b>Other Current Assets</b>		
139 · Docufree (Purchasing space on the Cloud xfering hard copies)	36,026.65	
116 · DEFERRED OUTFLOW- PENSION	279,080.00	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59	
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	85,208.68	
130 · Const In Progress - Studies		
130.97 · Const in Progress - Actiflo Pii (Actiflo Pilot Program)	3,280.00	
130.96 · Const in Progress - WWP 2022 (Grant application for W...	5,585.00	
130.95 · Source Capacity Studygrant prep	18,190.25	
130 · Const In Progress - Studies - Other	691,882.44	
<b>Total 130 · Const In Progress - Studies</b>	<b>718,937.69</b>	
132 · CRP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 11...	983,511.67	
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 119...	249,148.33	
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS ...	810,005.90	
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 10978...	13,571.00	
<b>Total Other Current Assets</b>	<b>3,175,796.51</b>	
<b>Total Current Assets</b>	<b>4,667,168.82</b>	
<b>Fixed Assets</b>		
136 · CUSI Software (All expenses related to billing software)	13,172.00	
138 · USDA Water Improvements	8,782,506.04	
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of ...	3,890,219.87	
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of ...		
121.1 · Sidewalk Project - District Exp	115,500.66	
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation ...	279,432.11	
<b>Total 121 · Wtr Dist &amp; Wtr Storage Projects (Replacement or installati...</b>	<b>394,932.77</b>	
131 · Waste Water Plant		
131.1 · Pumps/Equipment	163,546.35	
131 · Waste Water Plant - Other	230,059.50	
<b>Total 131 · Waste Water Plant</b>	<b>393,605.85</b>	
126 · Forcemain (phase 1) Cap. Imprv.	1,233,797.22	
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43	
USDA Project	-523,819.00	
127 · Water Plant		
127.8 · Water Intake Pump Extension	-140,267.64	
127.7 · Ozone System	38,629.36	

12:44 PM

10/03/24

Accrual Basis

# Clearlake Oaks County Water District

## Balance Sheet

As of September 30, 2024

	Sep 30, 24
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	396,250.39
127 · Water Plant - Other	239,426.30
<b>Total 127 · Water Plant</b>	<b>571,235.84</b>
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATE...	1,922,818.13
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	27,331.49
120.75 · SCADA	48,335.49
120.90 · Vehicles/Generators/Trailers	934,882.14
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other	95,883.57
<b>Total 120 · District General CRP (EQUIPMENT - WAS 1011181)</b>	<b>3,029,250.82</b>
122 · Bldgs/Grounds Cap Improvements	8,547,329.06
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...	
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	60,599.80
<b>Total 124.30 · Lift Stations</b>	<b>126,642.03</b>
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 - SE...	3,150,613.27
<b>Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - S...</b>	<b>3,350,937.18</b>
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-11,078,963.62
<b>Total Fixed Assets</b>	<b>23,169,533.46</b>
<b>TOTAL ASSETS</b>	<b>27,836,702.28</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097...	155,812.16
<b>Total Accounts Payable</b>	<b>155,812.16</b>
<b>Credit Cards</b>	
211 · WAB Credit Card	
211.16 · WAB - Francisco - 9149	352.61
<b>Total 211 · WAB Credit Card</b>	<b>352.61</b>
<b>Total Credit Cards</b>	<b>352.61</b>
<b>Other Current Liabilities</b>	
800 · Bulk Water Deposit	2,025.00
Annual Depreciation	249,035.55
224 · USDA Retainage	241,508.65
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a f...	-3,928.96
280 · Loan	
280.04 · 2021 Water Truck	43,062.42
280.15 · USDA Water Improvement Project (USDA Wtr Improv...	4,780,000.00
280.02 · KS State Bank - 2019 Vac-Con	21,594.60
280.12 · USDA Loan for Sewer Clarifier	2,946,172.41
<b>Total 280 · Loan</b>	<b>7,790,829.43</b>

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12:44 PM  
 10/03/24  
 Accrual Basis

**Clearlake Oaks County Water District**  
**Balance Sheet**  
 As of September 30, 2024

	<b>Sep 30, 24</b>
221 · Health Ins - EE Portion	9,130.82
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	20,551.59
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.16 · GARNISHMENT - COURT DEBT ORDER (GARNISHM...	-134.76
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMEN...	22,413.19
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - ...	-21,411.80
<b>Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)</b>	<b>866.63</b>
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC P...	-6,021.62
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE -...	-1,469.40
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PA...	-4,832.73
223.60 · STATE PAYROLL TAX WITHHOLDING (STATE PAYROL...	-1,645.25
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAY...	-558.35
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDU...	-25,184.71
223.80 · GASB 68 Pension ( - WAS 2097190)	26,313.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PA...	8,934.90
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATE...	86,839.02
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts wi...	-22,867.74
<b>Total Other Current Liabilities</b>	<b>8,369,525.83</b>
<b>Total Current Liabilities</b>	<b>8,525,690.60</b>
<b>Long Term Liabilities</b>	
228 · FEMA Interest on Overpaymnt/Pen	769,106.25
227 · FEMA Overpayment/Penalties	-1,969,862.75
295 · NET PENSION LIABILITY	723,163.00
225 · USDA Payment - Sewer Clarifier	-371,172.41
<b>Total Long Term Liabilities</b>	<b>-848,765.91</b>
<b>Total Liabilities</b>	<b>7,676,924.69</b>
<b>Equity</b>	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	3,334,114.80
304 · Opening Balance Equity (Opening balances during setup post t...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corpora...	17,148,646.12
Net Income	261,299.91
<b>Total Equity</b>	<b>20,159,777.59</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>27,836,702.28</b>

10:02 AM

10/03/24

Accrual Basis

## Clearlake Oaks County Water District Profit and Loss July through September 2024

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Income</b>					
445 · Bulk Water	0.00	0.00	137.00	137.00	137.00
410 · Client Reg Pmt	0.00	286,107.11	385,444.14	671,551.25	671,551.25
420 · Connection Fees	0.00	10,245.00	0.00	10,245.00	10,245.00
430 · Penalty & Interest	0.00	6,088.55	7,140.17	13,228.72	13,228.72
450 · Other - Non S/W Rev	0.00	71,584.52	72,134.17	143,718.69	143,718.69
<b>Total Income</b>	0.00	374,025.18	464,855.48	838,880.66	838,880.66
<b>Total Income</b>	0.00	374,025.18	464,855.48	838,880.66	838,880.66
<b>Gross Profit</b>	0.00	374,025.18	464,855.48	838,880.66	838,880.66
<b>Expense</b>					
<b>Salaries &amp; EE Benefits</b>					
505 · Salaries & Wages	99,511.61	70,043.60	51,984.03	221,539.24	221,539.24
520 · FICA - District Share	7,525.35	5,155.88	3,891.64	16,572.87	16,572.87
530 · Med/Life Insurance- Dist Share	12,154.77	18,085.72	8,402.31	38,642.80	38,642.80
540 · PERS - District Share	32,799.42	5,589.10	3,881.48	42,270.00	42,270.00
560 · Workers Comp Ins	1,125.04	3,281.76	3,507.36	7,914.16	7,914.16
<b>Total Salaries &amp; EE Benefits</b>	153,116.19	102,156.06	71,666.82	326,939.07	326,939.07
<b>Services &amp; Supplies</b>					
610 · Bank Fees	8,789.95	0.00	0.00	8,789.95	8,789.95
620 · Communications & Internet	1,961.96	1,958.12	2,237.15	6,157.23	6,157.23
630 · Equip - Office	1,571.75	155.91	0.00	1,727.66	1,727.66
640 · Fuel & Oil	0.00	2,221.92	1,526.67	3,748.59	3,748.59
645 · Insurance	0.00	18,880.22	18,880.23	37,760.45	37,760.45
657 · Lab	0.00	5,921.67	3,979.00	9,900.67	9,900.67
660 · Memberships & Subscription	8,105.87	210.93	313.04	8,629.84	8,629.84
670 · Postage & Shipping	3,337.34	0.00	0.00	3,337.34	3,337.34
675 · Professional Services	12,746.87	3,235.85	6,731.62	22,714.34	22,714.34
685 · Rents	2,527.18	0.00	0.00	2,527.18	2,527.18
690 · Safety & Security	125.65	420.08	499.72	1,045.45	1,045.45
700 · Tools & Instruments	0.00	87.64	146.40	234.04	234.04
703 · Supplies - Clothing & Personal	740.00	774.14	752.99	2,267.13	2,267.13
705 · Supplies - Office	524.25	0.00	55.13	579.38	579.38
715 · Supplies-Chemicals-Operating	0.00	13,647.62	41,652.84	55,300.46	55,300.46
720 · Supplies - Inventory - Other	0.00	1,460.82	301.59	1,762.41	1,762.41
745 · Travel / Lodging	7.00	0.00	0.00	7.00	7.00
750 · Utilities	2,550.94	22,202.28	90,073.35	114,826.57	114,826.57
760 · Waste Disposal	131.25	14,408.63	791.57	15,331.45	15,331.45
795 · Yolo Co	0.00	0.00	8,967.42	8,967.42	8,967.42
799 · Team Building	176.92	0.00	0.00	176.92	176.92
<b>Total Services &amp; Supplies</b>	43,296.93	85,585.83	176,908.72	305,791.48	305,791.48
<b>Repairs &amp; Replacement</b>					
810 · R&R Buildings & Grounds	927.71	99.75	0.00	1,027.46	1,027.46
<b>Total Repairs &amp; Replacement</b>	927.71	99.75	0.00	1,027.46	1,027.46
<b>Total Expense</b>	197,340.83	187,841.64	248,575.54	633,758.01	633,758.01
<b>Net Ordinary Income</b>	-197,340.83	186,183.54	216,279.94	205,122.65	205,122.65
<b>Net Income</b>	-197,340.83	186,183.54	216,279.94	205,122.65	205,122.65

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**CLO Water and Wastewater District  
PROJECTED BUDGET 2024-2025**

Target % > 25%

As of September 2024 Summary	WATER				WASTEWATER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
<b>Total Operating Revenue</b>	1,374,612	343,653	464,855	34%	1,248,780	312,195	374,026	30%
<b>Total Operating Expenses</b>	1,397,481	349,370	303,501	22%	1,366,371	341,593	286,515	21%
<b>Operating Balance (loss)</b>	<b>(22,869)</b>	<b>(5,717)</b>	<b>161,355</b>		<b>(117,591)</b>	<b>(29,398)</b>	<b>87,512</b>	
420 Connection Fees	10,000	2,500	-	0%	10,000	2,500	10,245	102%
445 Bulk Water Sales	50,000		137					
450 Non S/W Rev - ATT Cell Lease	9,606	2,402	10,039		9,606	2,402	10,245	
450 Non S/W Rev - County Treasury/misc	100,000	25,000	62,095	62%	165,000	41,250	61,340	37%
Reserves	50,000	12,500	-	0%	25,000	6,250		0%
<b>Net Change In Net Position (loss)</b>	<b>96,737</b>	<b>11,684</b>	<b>233,626</b>		<b>42,015</b>	<b>10,504</b>	<b>169,342</b>	

**Current Revenue Notes:**

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

**Past Revenue Notes**

General Ledger	\$105,562.79
District CRP	\$280,106.35
Paradise Cove CRP	\$124,474.44
Water Reserve	\$198,894.30
Sewer Reserve	\$113,557.38
LAIF Account	\$443,552.61
<b>Total</b>	<b>\$1,266,147.87</b>

As of September 2024 Operating Revenue	WATER				WASTEWATER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,341,612	335,403	385,444	29%	1,212,480	303,120	286,107	24%
430 Penalty & Interest	33,000	8,250	7,140	22%	36,300	9,075	6,089	17%
440 Misc				0%				0%
<b>Total Revenue &gt;</b>	<b>1,374,612</b>	<b>343,653</b>	<b>392,584</b>	<b>29%</b>	<b>1,248,780</b>	<b>312,195</b>	<b>292,196</b>	<b>23%</b>

As of September 2024 Operating Expenses	WATER				WASTEWATER			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	%	Annual	YTD	YTD	%
505 Salaries & Wages	431,386	107,846	101,740	24%	565,111	141,278	119,800	21%
520 FICA - District Share	35,003	8,751	7,655	22%	46,986	11,747	8,919	19%
530 Medical Ins - District Share	69,968	17,492	14,480	21%	120,067	30,017	24,164	20%
540 CalPERS - District Share	80,947	20,237	20,281	25%	95,604	23,901	21,989	23%
550 Unemployment	2,500	625	-	0%	2,500	625	-	0%
560 Workmans Compensation	28,460	7,115	4,070	14%	30,435	7,609	3,845	13%
<b>Salaries and Employee Benefits &gt;</b>	<b>648,263</b>	<b>162,066</b>	<b>148,224</b>	<b>23%</b>	<b>860,703</b>	<b>215,176</b>	<b>178,715</b>	<b>21%</b>

605 Advertising	200	50	-	0%	200	50	-	0%
610 Bank Fees	19,810	4,953	4,395	22%	19,800	4,950	4,395	22%
620 Communications & Internet	19,000	4,750	3,095	16%	19,000	4,750	2,939	15%
622 Board Exp	3,500	875	-	0%	3,500	875	-	0%
625 Equip - Field <\$4,000.00	2,500	625	-	0%	4,000	1,000	-	0%
630 Equip - Office	2,000	500	786	39%	2,500	625	942	38%
640 Fuel & Oil	15,200	3,800	1,016	7%	12,500	3,125	2,222	18%
645 Insurance	44,100	11,025	18,880	43%	44,000	11,000	18,880	43%

650	Interest	2,000	500	-	0%	2,000	500	-	0%
657	Lab	22,200	5,550	2,765	12%	18,630	4,658	5,922	32%
660	Memberships/Subscriptions/Licenses	45,500	11,375	4,366	10%	54,500	13,625	4,264	8%
665	Mileage Reimb	500	125	-	0%	250	63	-	0%
670	Postage & Shipping	13,000	3,250	1,669	13%	13,000	3,250	1,669	13%
675	Professional Services	30,000	7,500	8,327	28%	25,000	6,250	9,610	38%
685	Rents	8,338	2,084	1,264	15%	8,338	2,084	1,264	15%
690	Safety & Security	5,250	1,313	459	9%	8,750	2,188	483	6%
700	Tools & Instruments	3,700	925	95	3%	2,500	625	88	4%
703	Apparel	3,350	838	1,123	34%	3,150	788	1,144	36%
705	Supplies - Office	4,000	1,000	262	7%	4,000	1,000	262	7%
715	Treatment Chemicals	125,250	31,313	39,136	31%	55,000	13,750	13,648	25%
720	Supplies - Operating - Other	5,000	1,250	266	5%	28,000	7,000	1,461	5%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	3,750	938	-	0%	2,750	688	-	0%
745	Travel	2,000	500	4	0%	1,750	438	4	0%
750	Utilities	266,970	66,743	61,381	23%	108,770	27,193	23,478	22%
760	Waste Disposal	30,350	7,588	462	2%	56,030	14,008	14,475	26%
795	Yolo Co	61,000	15,250	4,976	8%				
799	Misc	1,750	438	89	0%	1,750	438	89	0%
	<b>Services and Supplies &gt;</b>	<b>740,218</b>	<b>185,054</b>	<b>154,813</b>	<b>21%</b>	<b>499,668</b>	<b>124,917</b>	<b>107,236</b>	<b>21%</b>
	<b>Repairs &amp; Replacement</b>								
810	R&R Buildings & Grounds	6,000	1,500	464	8%	3,500	875	564	16%
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	3,000	750	-	0%	2,500	625	-	0%
	<b>Repairs &amp; Replacement &gt;</b>	<b>9,000</b>	<b>2,250</b>	<b>464</b>	<b>5%</b>	<b>6,000</b>	<b>1,500</b>	<b>564</b>	<b>9%</b>
	<b>Total Expenses &gt;</b>	<b>1,397,481</b>	<b>349,370</b>	<b>303,501</b>	<b>22%</b>	<b>1,366,371</b>	<b>341,593</b>	<b>286,515</b>	<b>21%</b>

3 Administration Budget Variance Report July 1, 2024 through June 30, 2025		Target % >	25.0%	GL ADMIN		
As of September 2024		2024-2025 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	419,495	104,874	99,512	23.7%	319,983
520	FICA - District Share	33,155	8,289	7,525	22.7%	25,630
530	Medical Ins - District Share	63,054	15,764	12,155	19.3%	50,899
540	CalPERS-District Share (Unfunded Liab \$103,000)	132,659	33,165	32,799	24.7%	99,860
550	Unemployment	5,000	1,250		0.0%	5,000
560	Workers Comp Ins	8,186	2,046	1,125	13.7%	7,061
Salaries and Employee Benefits >		661,548	165,387	153,116	<b>23.1%</b>	508,432
605	Advertising	400	100	-	0.0%	400
610	Bank Fees	39,600	9,900	8,790	22.2%	30,810
620	Communications & Internet	7,000	1,750	1,962	28.0%	5,038
622	Board	7,000	1,750		0.0%	7,000
625	Equip - Field <\$4,999.00	0	0		0.0%	0
630	Equip - Office	3,000	750	1,572	52.4%	1,428
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/licenses	15,000	3,750	8,106	54.0%	6,894
670	Postage & Shipping	26,000	6,500	3,337	12.8%	22,663
675	Professional Services (Legal, IT)	40,000	10,000	12,747	31.9%	27,253
685	Rents	16,675	4,169	2,527	15.2%	14,148
690	Safety & Security	1,500	375	126	8.4%	1,374
700	Tools & Instruments	0	0		0.0%	0
703	Apparel	700	175	740	105.7%	(40)
705	Supplies - Office	6,000	1,500	524	8.7%	5,476
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	0	0		0.0%	0
735	Training, Certifications	3,500	875		0.0%	3,500
745	Travel	3,000	750	7	0.2%	2,993
750	Utilities	7,540	1,885	2,551	33.8%	4,989
760	Waste Disposal	700	175	131	18.7%	569
795	Yolo Co	0	0		0.0%	0
799	Team Building	3,500	875	177	0.0%	3,323
Services and Supplies >		181,115	45,279	43,297	<b>23.9%</b>	137,818
<b>Repairs &amp; Replacement</b>						
810	R&R Buildings & Grounds	2,000	500	928	46.4%	1,072
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	0	0		0.0%	0
Repairs & Replacement >		2,000	500	928	<b>46.4%</b>	1,072
<b>Total Expenses &gt;</b>		<b>844,663</b>	<b>211,166</b>	<b>197,341</b>	<b>23.4%</b>	<b>647,322</b>
810	Sprayed Admin for coachroaches					

3 Wastewater Budget Variance Report July 1, 2024 through June 30, 2025			Target % >	25.0%	GL WASTEWATER
As of September 2024			Actual	%	Total
Expenses	2024-2025 Budget	2024-2025 Budget	YTD	Spent	Remaining
	Annual	YTD	YTD		
505 Salaries & Wages	355,364	88,841	70,044	19.7%	285,320
520 FICA - District Share	30,409	7,602	5,156	17.0%	25,253
530 Medical Ins - District Share	88,540	22,135	18,086	20.4%	70,454
540 CalPERS - District Share	29,274	7,319	5,589	19.1%	23,685
550 Unemployment	0	0		0.0%	0
560 Workmans Compensation	26,342	6,585	3,282	12.5%	23,060
Salaries and Employee Benefits >	529,929	132,482	102,157	<b>19.3%</b>	427,772
605 Advertising	0	0		0.0%	0
610 Bank Fees	0	0		0.0%	0
620 Communications & Internet	13,000	3,250	1,958	15.1%	11,042
622 Board	0	0		0.0%	0
625 Equip - Field <\$4,999.00	1,500	375		0.0%	1,500
630 Equip - Office	1,000	250	156	15.6%	844
640 Fuel & Oil	7,500	1,875	2,222	29.6%	5,278
645 Insurance	44,000	11,000	18,880	42.9%	25,120
650 Interest	0	0		0.0%	0
657 Outsource Lab / Internal Lab	18,630	4,658	5,922	31.8%	12,708
660 Memberships/Subscriptions/Permits	47,000	11,750	211	0.4%	46,789
665 Mileage Reimb	250	63		0.0%	250
670 Postage & Shipping	0	0		0.0%	0
675 Professional Services (SCADA)	5,000	1,250	3,236	64.7%	1,764
685 Rents	0	0		0.0%	0
690 Safety & Security	8,000	2,000	420	5.3%	7,580
700 Tools & Instruments	2,500	625	88	3.5%	2,412
703 Apparel	2,800	700	774	27.6%	2,026
705 Supplies - Office	1,000	250		0.0%	1,000
715 Treatment Chemicals	55,000	13,750	13,648	24.8%	41,352
720 Supplies-Operating-Other-Titan Tubes	28,000	7,000	1,461	5.2%	26,539
730 Vacant	-	-			-
735 Training, Certifications	1,000	250		0.0%	1,000
745 Travel	250	63		0.0%	250
750 Utilities	105,000	26,250	22,202	21.1%	82,798
760 Waste Disposal	55,680	13,920	14,409	25.9%	41,271
795 Yolo Co	0	0		0.0%	0
798 Customer Refund					
799.1 Team Building					
Services and Supplies >	397,110	99,278	85,587	<b>21.6%</b>	311,523
<b>Repairs &amp; Replacement</b>					
810 R&R Buildings & Grounds	2,500	625	100	4.0%	2,400
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	625		0.0%	2,500
Repairs & Replacement >	5,000	1,250	100	<b>2.0%</b>	4,900
<b>Total Expenses &gt;</b>	<b>932,039</b>	<b>233,010</b>	<b>187,844</b>	<b>20.2%</b>	<b>744,195</b>
<b>Expense Notes</b>					

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## Water Budget Variance Report July 1, 2024 through June 30, 2025

As of September 2024

Expenses		2024-2025 Budget		Target % >	25.0%	GL WATER
		Annual	YTD	Actual	%	Total
				YTD	Spent	Remaining
505	Salaries & Wages	221,639	55,410	51,984	23.5%	169,655
520	FICA - District Share	18,426	4,606	3,892	21.1%	14,534
530	Medical Ins - District Share	38,441	9,610	8,402	21.9%	30,039
540	CalPERS - District Share	14,617	3,654	3,881	26.6%	10,736
550	Unemployment	0	0		0.0%	0
560	Workmans Compensation	24,368	6,092	3,507	14.4%	20,861
Salaries and Employee Benefits >		317,490	79,372	71,666	22.6%	245,824
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	3,250	2,237	17.2%	10,763
622	Board Exp	0	0		0.0%	0
625	Equip - Field <\$4,999.00	0	0		0.0%	0
630	Equip - Office	500	125		0.0%	500
640	Fuel & Oil	10,200	2,550	1,527	15.0%	8,673
645	Insurance	44,100	11,025	18,880	42.8%	25,220
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	22,200	5,550	3,979	17.9%	18,221
660	Memberships/Subscriptions/Permits	38,000	9,500	313	0.8%	37,687
665	Mileage Reimb	500	125		0.0%	500
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA, Mtce Prog)	10,000	2,500	6,732	67.3%	3,268
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	4,500	1,125	500	11.1%	4,000
700	Tools & Instruments	3,700	925	146	3.9%	3,554
703	Apparel	3,000	750	753	25.1%	2,247
705	Supplies - Office	1,000	250	55	5.5%	945
715	Treatment Chemicals	125,250	31,313	41,653	33.3%	83,597
720	Supplies - Operating - Other	5,000	1,250	302	6.0%	4,698
730	Vacant	0	0		0.0%	0
735	Training, Certifications	2,000	500		0.0%	2,000
745	Travel	500	125		0.0%	500
750	Utilities	263,200	65,800	90,073	34.2%	173,127
760	Waste Disposal	30,000	7,500	792	2.6%	29,208
795	Yolo Co	61,000	15,250	8,967	14.7%	52,033
798	Customer Refund					
799	Team Building	0	0		0.0%	0
Services and Supplies >		637,650	159,413	176,909	27.7%	460,741
<b>Repairs &amp; Replacement</b>						
810	R&R Buildings & Grounds	5,000	1,250		0.0%	5,000
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	0	0		0.0%	0
832	R&R Mains	0	0		0.0%	-
840	R&R Vehicles	3,000	750		0.0%	3,000
Repairs & Replacement >		8,000	2,000	-	0.0%	8,000
<b>Total Expenses &gt;</b>		<b>963,140</b>	<b>240,785</b>	<b>248,575</b>	<b>25.8%</b>	<b>714,565</b>
675 Hired MC Engineering to assist in Lead Service Line Inventory required by State						

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 10/03/24  
 Accrual Basis

**Clearlake Oaks County Water District**  
**CRP/CIP Profit and Loss**  
 July through September 2024

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>425 · CRP (Capital Replacment ...</b>	4,830.76	117,702.42	133,602.72	256,135.90	256,135.90
<b>430 · Penalty &amp; Interest</b>	101.01	2,817.50	3,395.90	6,314.41	6,314.41
<b>440 · Misc Revenue</b>	0.00	41.76	41.76	83.52	83.52
<b>450 · Other - Non S/W Rev</b>	0.00	17.28	17.28	34.56	34.56
<b>Total Income</b>	4,931.77	120,578.96	137,057.66	262,568.39	262,568.39
<b>Total Income</b>	4,931.77	120,578.96	137,057.66	262,568.39	262,568.39
<b>Gross Profit</b>	4,931.77	120,578.96	137,057.66	262,568.39	262,568.39
<b>Expense</b>					
<b>Salaries &amp; EE Benefits</b>					
<b>505 · Salaries &amp; Wages</b>	0.00	56,252.04	43,236.05	99,488.09	99,488.09
<b>520 · FICA - District Share</b>	0.00	4,204.82	2,623.85	6,828.67	6,828.67
<b>530 · Med/Life Insurance- Dist S...</b>	0.00	7,165.23	6,949.60	14,114.83	14,114.83
<b>540 · PERS - District Share</b>	0.00	3,018.33	3,866.37	6,884.70	6,884.70
<b>560 · Workers Comp Ins</b>	0.00	3,735.95	3,735.95	7,471.90	7,471.90
<b>Total Salaries &amp; EE Benefits</b>	0.00	74,376.37	60,411.82	134,788.19	134,788.19
<b>Services &amp; Supplies</b>					
<b>620 · Communications &amp; Internet</b>	0.00	877.20	877.20	1,754.40	1,754.40
<b>640 · Fuel &amp; Oil</b>	0.00	4,685.03	4,685.02	9,370.05	9,370.05
<b>650 · Interest</b>	0.00	383.61	383.63	767.24	767.24
<b>657 · Lab</b>	0.00	400.00	0.00	400.00	400.00
<b>660 · Memberships &amp; Subscript...</b>	0.00	48.75	48.75	97.50	97.50
<b>690 · Safety &amp; Security</b>	0.00	1,031.67	1,031.63	2,063.30	2,063.30
<b>700 · Tools &amp; Instruments</b>	0.00	791.94	791.93	1,583.87	1,583.87
<b>703 · Supplies - Clothing &amp; Per...</b>	0.00	769.62	769.59	1,539.21	1,539.21
<b>720 · Supplies - Inventory - Other</b>	0.00	1,800.86	206.46	2,007.32	2,007.32
<b>735 · Training/Classes/Certs/Cl...</b>	0.00	159.56	159.56	319.12	319.12
<b>Total Services &amp; Supplies</b>	0.00	10,948.24	8,953.77	19,902.01	19,902.01
<b>Repairs &amp; Replacement</b>					
<b>810 · R&amp;R Buildings &amp; Grounds</b>	0.00	0.00	335.70	335.70	335.70
<b>820 · R&amp;R Lift Stations</b>	0.00	0.00	2,047.22	2,047.22	2,047.22
<b>830 · R&amp;R Equipment</b>	0.00	7,498.22	3,281.81	10,780.03	10,780.03
<b>832 · R&amp;R Mains and Sewer Lin...</b>	0.00	7,323.40	1,701.72	9,025.12	9,025.12
<b>840 · R&amp;R Vehicles</b>	0.00	1,786.73	1,799.82	3,586.55	3,586.55
<b>Total Repairs &amp; Replacement</b>	0.00	16,608.35	9,166.27	25,774.62	25,774.62
<b>Total Expense</b>	0.00	101,932.96	78,531.86	180,464.82	180,464.82
<b>Net Ordinary Income</b>	4,931.77	18,646.00	58,525.80	82,103.57	82,103.57
<b>Net Income</b>	4,931.77	18,646.00	58,525.80	82,103.57	82,103.57

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Clearlake Oaks Co Water District  
**Budget Variance Report July 1, 2024 through June 30, 2025**

3

Target % > **25.0%** CRP-PC

As of September 2024

Summary	Budget Annual	YTD		Actual YTD Amount	%	
PC CRP Revenue	19,536	4,884	4,932	25.2%	0%	
PC CRP Expenses	0	0	-	0.0%	0%	
		2024-2025 Budget		Actual	%	Total
Expenses	Annual	YTD	YTD	Spent	Remaining	
605 Advertising	-	-	-	0.0%	-	
610 Bank Fees	-	-	-	0.0%	-	
620 Communications & Internet	-	-	-	0.0%	-	
622 Board	-	-	-	0.0%	-	
625 Equip - Field <\$4,999.00	-	-	-	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	-	-	-	0.0%	-	
700 Tools & Instruments	-	-	-	0.0%	-	
703 Apparel	-	-	-	0.0%	-	
705 Supplies - Office	-	-	-	0.0%	-	
715 Treatment Chemicals	-	-	-	0.0%	-	
720 Supplies - Operating - Other	-	-	-	0.0%	-	
730 Vacant	-	-	-	0.0%	-	
735 Training, Certifications	-	-	-	0.0%	-	
745 Travel / Lodging	-	-	-	0.0%	-	
750 Utilities	-	-	-	0.0%	-	
760 Waste Disposal	-	-	-	0.0%	-	
795 Yolo Co	-	-	-	0.0%	-	
799 Team Building	0	0	-	0.0%	0	
<b>Services and Supplies &gt;</b>		<b>0</b>	<b>0</b>	-	<b>0.0%</b>	<b>0</b>
<b>Repairs &amp; Replacement</b>						
810 R&R Buildings & Grounds	-	-	-	0.0%	-	
815 R&R Damage Claims	0	0	-	0.0%	0	
820 R&R Lift Stations	-	-	-	0.0%	-	
830 R&R Equipment	-	-	-	0.0%	-	
832 R&R Mains/Laterals	-	-	-	0.0%	-	
840 R&R Vehicles	-	-	-	0.0%	-	
<b>Repairs &amp; Replacement &gt;</b>		<b>0</b>	<b>0</b>	-	<b>0.0%</b>	<b>0</b>
<b>Total Expenses &gt;</b>		<b>0</b>	<b>0</b>	-	<b>0.0%</b>	<b>0</b>

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Budget Variance Report July 1, 2024 through June 30, 2025

3

Target % > 25.0% CRP-WATER

As of September 2024 Summary	WATER - CRP Budget			Actual YTD	
	Annual	YTD		Amount	%
WATER CRP Revenue	474,875	118,719	120,579	25.4%	0%
WATER CRP Expenses	462,264	115,566	101,934	22.1%	0%

Operating Balance 12,611 3,153 18,645

Expenses		2020-2021 Budget Annual	Budget YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	227,056	56,764	56,252	24.8%	170,804
520	FICA - District Share	18,919	4,730	4,205	22.2%	14,714
530	Medical Ins - District Share	31,527	7,882	7,165	22.7%	24,362
540	CalPERS - District Share	15,402	3,851	3,018	19.6%	12,384
550	Unemployment	0	0	0	0.0%	0
560	Workmans Compensation	20,710	5,177	3,736	18.0%	16,974
<b>Salaries and Employee Benefits &gt;</b>		<b>313,614</b>	<b>78,403</b>	<b>74,376</b>	<b>23.7%</b>	<b>239,238</b>
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	3,500	875	877	25.1%	2,623
622	Board	0	0	0	0.0%	0
625	Equip - Field <\$4,999.00	1,250	313	0	0.0%	1,250
630	Equip - Office	-	-	-	-	-
640	Fuel & Oil	14,400	3,600	4,685	32.5%	9,715
645	Insurance	0	0	0	0.0%	0
650	Interest	6,000	1,500	384	6.4%	5,616
657	Outsource Lab / Internal Lab	5,000	1,250	400	8.0%	4,600
660	Memberships/Subscriptions/Licenses	0	0	49	0.0%	(49)
665	Mileage Reimb	0	0	0	0.0%	0
670	Postage & Shipping	0	0	0	0.0%	0
675	Professional Services Leak Chk	-	-	0	0.0%	-
685	Rents	0	0	0	0.0%	0
690	Safety & Security	5,000	1,250	1,032	20.6%	3,968
700	Tools & Instruments	2,000	500	792	39.6%	1,208
703	Apparel	2,000	500	770	38.5%	1,230
705	Supplies - Office	-	-	0	0.0%	-
715	Treatment Chemicals	0	0	0	0.0%	0
720	Supplies - Operating - Other	3,000	750	1,801	60.0%	1,199
735	Training, Certifications	500	125	160	32.0%	340
745	Travel	-	-	0	0.0%	-
750	Utilities	0	0	0	0.0%	0
760	Waste Disposal	0	0	0	0.0%	0
795	Yolo Co	0	0	0	0.0%	0
799	Team Building	0	0	0	0.0%	0
<b>Services and Supplies &gt;</b>		<b>42,650</b>	<b>10,663</b>	<b>10,950</b>	<b>25.7%</b>	<b>31,700</b>
<b>Repairs &amp; Replacement</b>						
810	R&R Buildings & Grounds	3,000	750	0	0.0%	3,000
815	R & R Damage Claims	0	0	0	0.0%	0
820	R&R Lift Stations	0	0	0	0.0%	0
830	R&R Equipment	35,000	8,750	7,498	21.4%	27,502
830.1	Hydrants	-	-	0	-	-
832	R&R Mains/Service Lines/Tanks	50,000	12,500	7,323	14.6%	42,677
840	R&R Vehicles	18,000	4,500	1,787	9.9%	16,213
<b>Repairs &amp; Replacement &gt;</b>		<b>106,000</b>	<b>26,500</b>	<b>16,608</b>	<b>15.7%</b>	<b>89,392</b>
<b>Total Expenses &gt;</b>		<b>462,264</b>	<b>115,566</b>	<b>101,934</b>	<b>22.1%</b>	<b>360,330</b>

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Budget Variance Report July 1, 2024 through June 30, 2025

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SEWER-CRP

Target % > 25.0% CRP-SEWER

As of September 2024

Summary	Budget Annual	YTD		Actual YTD	
		Amount	%	Amount	%
SEWER CRP Revenue	599,800	149,950	137,058	22.9%	0%
SEWER CRP Expenses	588,962	147,241	78,535	13.3%	0%

Operating Balance (loss) 10,838 2,709 58,523

Expenses	2020-2021 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	302,823	75,706	43,237	14.3%	259,586
520 FICA - District Share	24,988	6,247	2,624	10.5%	22,364
530 Medical Ins - District Share	90,580	22,645	6,950	7.7%	83,630
540 CalPERS - District Share	22,235	5,559	3,866	17.4%	18,369
550 Unemployment	-	-	-	0.0%	-
560 Workmans Compensation	26,186	6,547	3,736	14.3%	22,450
<b>Salaries and Employee Benefits &gt;</b>	<b>466,812</b>	<b>116,703</b>	<b>60,413</b>	<b>12.9%</b>	<b>406,399</b>
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	1,250	877	17.5%	4,123
622 Board	0	0	-	0.0%	0
625 Equip - Field <\$4,999.00	1,250	313	-	0.0%	1,250
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	14,400	3,600	4,685	32.5%	9,715
645 Insurance	0	0	-	0.0%	0
650 Interest	6,000	1,500	384	6.4%	5,616
657 Outsource Lab / Internal Lab	0	0	-	0.0%	0
660 Memberships/Subscriptions/Licenses	0	0	49	0.0%	(49)
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)	5,000	1,250	1,032	20.6%	3,968
700 Tools & Instruments	2,000	500	792	0.0%	1,208
703 Apparel	2,000	500	770	38.5%	1,230
705 Supplies - Office	-	-	-	0.0%	-
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	3,000	750	206	6.9%	2,794
735 Training, Certification	500	125	160	0.0%	340
745 Travel	-	-	-	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 Team Building	0	0	-	0.0%	0
<b>Services and Supplies &gt;</b>	<b>39,150</b>	<b>9,788</b>	<b>8,955</b>	<b>22.9%</b>	<b>30,195</b>
<b>Repairs &amp; Replacement</b>					
810 R&R Buildings & Grounds	3,000	750	336	11.2%	2,664
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	5,000	2,047	10.2%	17,953
830 R&R Equipment	30,000	7,500	3,282	10.9%	26,718
832 R&R Mains/Laterals	20,000	5,000	1,702	8.5%	18,298
840 R&R Vehicles	10,000	2,500	1,800	18.0%	8,200
				0.0%	
<b>Repairs &amp; Replacement &gt;</b>	<b>83,000</b>	<b>20,750</b>	<b>9,167</b>	<b>11.0%</b>	<b>73,833</b>
<b>Total Expenses &gt;</b>	<b>588,962</b>	<b>147,241</b>	<b>78,535</b>	<b>13.3%</b>	<b>510,427</b>

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 10/03/24  
 Accrual Basis

**Clearlake Oaks County Water District  
 Capital Improvements  
 As of August 31, 2024**

Date	Name	Memo	Class	Amount
	130 · Const In Progress - Studies			
	135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)			
	<b>131 · Waste Water Plant</b>			
	<b>131.1 · Pumps/Equipment</b>			
	Total 131.1 · Pumps/Equipment			
	<b>131 · Waste Water Plant - Other</b>			
	Total 131 · Waste Water Plant - Other			
	Total 131 · Waste Water Plant			
	<b>127 · Water Plant</b>			
	<b>127.7 · Ozone System</b>			
	Total 127.7 · Ozone System			
	<b>127.6 · Swan AMI Turbiwell Monitor</b>			
	Total 127.6 · Swan AMI Turbiwell Monitor			
	<b>127.4 · PH System</b>			
	Total 127.4 · PH System			
	<b>127.2 · Harvy Vault Chlor Inject Proj</b>			
	Total 127.2 · Harvy Vault Chlor Inject Proj			
	<b>127.1 · Major Equipment</b>			
	Total 127.1 · Major Equipment			
	<b>127 · Water Plant - Other</b>			
	Total 127 · Water Plant - Other			
	Total 127 · Water Plant			
	<b>120 · District General CRP (EQUIPMENT - WAS 1011181)</b>			
	<b>120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)</b>			
	Total 120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...			
	<b>120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)</b>			
	Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)			
	<b>120.75 · SCADA</b>			
07/09/2024	Mendo Mill	Scada Project at Wa...	CRP:Sewer	320.21
07/23/2024	Southport Control Sol...	Lift Station Counters...	CRP:Water	992.00
07/23/2024	Southport Control Sol...		CRP:Sewer	992.00
	Total 120.75 · SCADA			2,304.21
	<b>120.90 · Vehicles/Generators/Trailers</b>			
	Total 120.90 · Vehicles/Generators/Trailers			
	<b>120 · District General CRP (EQUIPMENT - WAS 1011181) - Other</b>			
	Total 120 · District General CRP (EQUIPMENT - WAS 1011181) - Other			
	Total 120 · District General CRP (EQUIPMENT - WAS 1011181)			2,304.21
	<b>122 · Bldgs/Grounds Cap Improvements</b>			
	Total 122 · Bldgs/Grounds Cap Improvements			
	<b>124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)</b>			
	<b>124.2 · GIS Online Mapping System</b>			
	Total 124.2 · GIS Online Mapping System			
	124.30 · Lift Stations			
	<b>124.50 · Mains</b>			
	Total 124.50 · Mains			
	<b>124.60 · Meters</b>			
	Total 124.60 · Meters			
	<b>124.90 · Water Tanks</b>			

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 10/03/24  
 Accrual Basis

**Clearlake Oaks County Water District  
 Capital Improvements  
 As of August 31, 2024**

Date	Name	Memo	Class	Amount
Total 124.90 · Water Tanks				
<b>124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other</b>				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				
<b>125 · Land - Dist. Cap. Improvements</b>				
Total 125 · Land - Dist. Cap. Improvements				
<b>129 · ALLOW. FOR DEPRECIATION</b>				
Total 129 · ALLOW. FOR DEPRECIATION				
<b>280 · Loan</b>				
<b>280.04 · 2021 Water Truck</b>				
07/22/2024	Kansas State Bank - ...	Payment #32	CRP:Water	786.69
07/22/2024	Kansas State Bank - ...	3359488	CRP:Sewer	786.69
08/20/2024	Kansas State Bank - ...	Payment #33	CRP:Water	789.27
08/20/2024	Kansas State Bank - ...	3359488	CRP:Sewer	789.28
Total 280.04 · 2021 Water Truck				3,151.93
<b>280.02 · KS State Bank - 2019 Vac-Con</b>				
07/15/2024	Kansas State Bank - ...	Pymt #55	CRP:Water	3,648.38
07/15/2024	Kansas State Bank - ...	3343293	CRP:Sewer	3,648.38
08/15/2024	Kansas State Bank - ...	Payment #56	CRP:Water	3,658.70
08/15/2024	Kansas State Bank - ...	3343293	CRP:Sewer	3,658.70
Total 280.02 · KS State Bank - 2019 Vac-Con				14,614.16
Total 280 · Loan				17,766.09
<b>306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/31/2011)</b>				
Total 306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ...				
<b>Loans/Grants</b>				
<b>945 · Wastewater I and I Phase IV</b>				
08/05/2024	MC Engineering, Inc	Prep of scope work ...	Loan/Grant:...	450.00
Total 945 · Wastewater I and I Phase IV				450.00
Total Loans/Grants				450.00
<b>TOTAL</b>				<b>20,520.30</b>

California State Treasurer  
**Fiona Ma, CPA**



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

October 11, 2024

[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

September 2024 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	443,552.61
Total Withdrawal:	0.00	Ending Balance:	443,552.61

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## Clearlake Oaks County Water District Payroll Summary September 2024

	Hours	Rate	Sep 24
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
CTO Saved	-24	56.64	-1,444.59
CTO Used	9.25	37.74	349.10
Holiday	117	70.27	4,708.99
Holiday Worked (x2.5)	6	94.40	583.56
Overtime (x1.5)	99.5	56.64	6,229.78
PTO	393.06	45.92	20,141.75
Straight Board	2,049.5	70.27	82,677.35
Duty Pay			500.00
			5,255.00
<b>Total Gross Pay</b>	<b>2,650.31</b>		<b>119,000.94</b>
<b>Deductions from Gross Pay</b>			
ACWA (pre-tax)			-1,615.34
AFLAC (pre-tax)			-454.26
AFLAC (taxable) AFTER TAX			-154.08
CALPers 457			-600.00
CALPers EE (Pretax)			-6,891.38
<b>Total Deductions from Gross Pay</b>			<b>-9,715.06</b>
<b>Adjusted Gross Pay</b>	<b>2,650.31</b>		<b>109,285.88</b>
<b>Taxes Withheld</b>			
Federal Withholding			-8,425.00
Medicare Employee			-1,695.50
Social Security Employee			-7,025.79
CA - Withholding			-3,644.13
CA - Disability			-1,286.26
<b>Total Taxes Withheld</b>			<b>-22,076.68</b>
<b>Deductions from Net Pay</b>			
Miscellaneous Deduction			-222.56
Wage Garnishment			-269.52
<b>Total Deductions from Net Pay</b>			<b>-492.08</b>
<b>Net Pay</b>	<b>2,650.31</b>		<b>86,717.12</b>
<b>Employer Taxes and Contributions</b>			
Medicare Company			1,695.50
Social Security Company			7,025.79
<b>Total Employer Taxes and Contributions</b>			<b>8,721.29</b>

11:50 AM

# Clearlake Oaks County Water District Trial Balance As of September 30, 2024

10/03/24

Accrual Basis

	Sep 30, 24	
	Debit	Credit
101.5 · CA CRP PC	122,265.74	
101.4 · CA CRP Sewer	94,125.93	
101.3 · CA CRP Water	165,840.80	
101.2 · CA Sewer Reserves	103,150.35	
101.1 · CA Water Reserves	208,630.04	
102.05 · CRP WATER - 9385	0.00	
102.14 · CalPERS RESERVE - 7355	0.00	
102.13 · SEWER RESERVES-9592	0.00	
102.11 · PC ESCROW - 6184	0.00	
102.10 · CRP PC - 6192	0.00	
102.12 · WATER RESERVES- 8503	0.00	
102.001 · GL - 9122	149,630.86	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK	254,552.61	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	0.00	
102.03 · CRP Sewer - 3745	0.00	
CUSI Accounts Receivable	204,087.00	
139 · Docufree	36,026.65	
116 · DEFERRED OUTFLOW- PENSION	279,080.00	
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	85,208.68	
130 · Const In Progress - Studies	691,882.44	
130 · Const In Progress - Studies:130.97 · Const in Progress - Actiflo Pil	3,280.00	
130 · Const In Progress - Studies:130.96 · Const in Progress - WWP 2022	5,585.00	
130 · Const In Progress - Studies:130.95 · Source Capacity Studygrant prep	18,190.25	
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.	810,005.90	
115 · PRE-PAID INSURANCE	13,571.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
136 · CUSI Software	13,172.00	
138 · USDA Water Improvements	8,782,506.04	
128 · Sewer Infrstrcture & Rehab Proj	3,890,219.87	
121 · Wtr Dist & Wtr Storage Projects	279,432.11	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Project - District Exp	115,500.66	
131 · Waste Water Plant	230,059.50	
131 · Waste Water Plant:131.1 · Pumps/Equipment	163,546.35	
126 · Forcemain (phase 1) Cap. Imprv.	1,233,797.22	
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43	
USDA Project		523,819.00
127 · Water Plant	239,426.30	
127 · Water Plant:127.8 · Water Intake Pump Extension		140,267.64
127 · Water Plant:127.7 · Ozone System	38,629.36	
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	396,250.39	
120 · District General CRP	95,883.57	
120 · District General CRP:120.01 · General Equipment/Tools	1,922,818.13	
120 · District General CRP:120.60 · Office	27,331.49	
120 · District General CRP:120.75 · SCADA	48,335.49	
120 · District General CRP:120.90 · Vehicles/Generators/Trailers	934,882.14	
122 · Bldgs/Grounds Cap Improvements	8,547,329.06	

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11:50 AM

10/03/24

Accrual Basis

# Clearlake Oaks County Water District

## Trial Balance

As of September 30, 2024

	Sep 30, 24	
	Debit	Credit
124 · D/C System Cap Improvements	3,150,613.27	
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	60,599.80	
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		11,078,963.62
200 · ACCOUNTS PAYABLE		155,812.16
8-81000 · Amazon Business Prime Card	0.00	
211 · WAB Credit Card:211.17 · WAB - Kurt - 0390	0.00	
211 · WAB Credit Card:211.16 · WAB - Francisco - 9149		352.61
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133	0.00	
211 · WAB Credit Card:211.14 · WAB - Dianna - 5782	0.00	
211 · WAB Credit Card:211.13 · WAB - Jeremy - 9140	0.00	
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	
800 · Bulk Water Deposit	0.00	2,025.00
Annual Depreciation		249,035.55
224 · USDA Retainage		241,508.65
223.56 · FEDERAL PAYROLL TAX PENALTY	3,928.96	
280 · Loan:280.04 · 2021 Water Truck		43,062.42
280 · Loan:280.15 · USDA Water Improvement Project		4,780,000.00
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con		21,594.60
280 · Loan:280.12 · USDA Loan for Sewer Clarifier		2,946,172.41
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		9,130.82
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical	0.00	
222 · Direct Deposit Liabilities		20,551.59
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	21,411.80	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	134.76	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		22,413.19
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	6,021.62	

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11:50 AM

10/03/24

Accrual Basis

# Clearlake Oaks County Water District

## Trial Balance

As of September 30, 2024

	Sep 30, 24	
	Debit	Credit
223.50 · MEDICARE TAX PAYABLE		
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	1,469.40	
223.60 · STATE PAYROLL TAX WITHHOLDING	4,832.73	
223.65 · STATE DISABILITY PAYABLE	1,645.25	
2135 · CALPERS RETIREMENT PAYABLE	558.35	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	0.00	
223.80 · GASB 68 Pension	25,184.71	
223.85 · MISC DEDUCTIONS PAYABLE		26,313.00
223.90 · COMPENSATED EMPLOYEE BENEFITS		8,934.90
24000 · Payroll Liabilities		86,839.02
228 · FEMA Interest on Overpaymnt/Pen	22,867.74	
227 · FEMA Overpayment/Penalties		769,106.25
295 · NET PENSION LIABILITY	1,969,862.75	
226 · USDA Int Pymnt-Swr Clarifier		723,163.00
225 · USDA Payment - Sewer Clarifier	0.00	
281 · BOND PAYABLE	371,172.41	
302 · RETAINED EARNINGS	0.00	
304 · Opening Balance Equity		3,334,114.80
306 · Retained Earnings - OLD	584,283.24	
Income:445 · Bulk Water		17,148,646.12
Income:410 · Client Reg Pmt		137.00
Income:420 · Connection Fees		671,551.25
Income:425 · CRP		10,245.00
Income:430 · Penalty & Interest		256,135.90
Income:430 · Penalty & Interest:430.2 · Bank Interest		19,543.13
Income:435 · Loans/Grants:435-11 · Wellness		5,351.91
Income:440 · Misc Revenue		680.00
Income:450 · Other - Non S/W Rev		83.52
Loans/Grants:945 · Wastewater I and I Phase IV		143,753.25
Salaries & EE Benefits:545 · CALPers 457	1,044.00	
Salaries & EE Benefits:505 · Salaries & Wages		250.00
Salaries & EE Benefits:520 · FICA - District Share	321,027.33	
Salaries & EE Benefits:530 · Med/Life Insurance- Dist Share	23,401.54	
Salaries & EE Benefits:540 · PERS - District Share	52,757.63	
Salaries & EE Benefits:560 · Workers Comp Ins	49,154.70	
Services & Supplies:610 · Bank Fees	15,386.06	
Services & Supplies:620 · Communications & Internet	8,789.95	
Services & Supplies:630 · Equip - Office	7,911.63	
Services & Supplies:640 · Fuel & Oil	1,727.66	
Services & Supplies:645 · Insurance	13,140.52	
Services & Supplies:650 · Interest	37,760.45	
Services & Supplies:657 · Lab	30,642.24	
Services & Supplies:660 · Memberships & Subscription	10,300.67	
Services & Supplies:670 · Postage & Shipping	8,727.34	
Services & Supplies:675 · Professional Services	3,337.34	
Services & Supplies:675 · Professional Services:675-7 · MC On Call Services/Pre Grant	22,714.34	
Services & Supplies:685 · Rents	900.00	
Services & Supplies:690 · Safety & Security	2,527.18	
Services & Supplies:700 · Tools & Instruments	3,108.75	
Services & Supplies:703 · Supplies - Clothing & Personal	1,817.91	
Services & Supplies:705 · Supplies - Office	3,806.34	
Services & Supplies:715 · Supplies-Chemicals-Operating	579.38	
Services & Supplies:720 · Supplies - Inventory - Other	55,300.46	
Services & Supplies:735 · Training/Classes/Certs/ClassB	3,789.52	
Services & Supplies:745 · Travel / Lodging	319.12	
Services & Supplies:750 · Utilities	7.00	
Services & Supplies:760 · Waste Disposal	114,826.57	
Services & Supplies:795 · Yolo Co	15,331.45	
Services & Supplies:799 · Team Building	8,967.42	
Repairs & Replacement:810 · R&R Buildings & Grounds	176.92	
Repairs & Replacement:820 · R&R Lift Stations	1,363.16	
Repairs & Replacement:830 · R&R Equipment	2,047.22	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	11,090.97	
	9,025.12	

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11:50 AM  
10/03/24  
Accrual Basis

Clearlake Oaks County Water District  
**Trial Balance**  
As of September 30, 2024

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	Sep 30, 24	
	Debit	Credit
Repairs & Replacement:840 · R&R Vehicles		
66000 · Payroll Expenses	3,623.16	
		0.00
<b>TOTAL</b>	<b><u>43,439,557.31</u></b>	<b><u>43,439,557.31</u></b>

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## Account Payable Breakdown

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Date: 10/11/2024

	<u>QuickBooks</u>	<u>Balance</u>	<u>Available</u>
General Ledger - 9122	\$105,562.79	\$141,551.35	\$143,476.20
Cal Class CRP Water	\$168,192.35	\$168,192.35	\$168,192.35
Cal Class CRP Sewer	\$111,913.97	\$111,913.97	\$111,913.97
Cal Class CRP PC	\$124,474.44	\$124,474.44	\$124,474.44
Cal Class Water Reserves	\$198,894.30	\$198,894.30	\$198,894.30
Cal Class Sewer Reserves	\$113,557.38	\$113,557.38	\$113,557.38
LAIF Balance	\$443,552.61	\$443,552.61	\$443,552.61
Current A/P Aging	\$0.00		
ACWA Health Ins.	\$16,688.71	10/19/2024	
Kansas State Bank-Water Truck	\$1,730.25	10/20/2024	
TOTAL	<u>\$18,418.96</u>		

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# ***CLEARLAKE OAKS COUNTY WATER DISTRICT***

## **NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Date: September 19, 2024**

**Time: 2:00 P.M.**

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

### **MINUTES**

#### **A. CALL TO ORDER**

- Pledge of Allegiance
- Roll Call

√ Mr. Stanley Archacki, President √ Mr. Michael Herman, Vice President √ Mr. Samuel Boucher, Director  
√ Mr. James Burton, Director √ Mr. William McHugh, 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. Chief Water Plant Operator
4. Chief Wastewater Plant 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. August 2024 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 08/15/2024 (*Page 40*)

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

**E. NEW BUSINESS**

1. Discussion and approval to allow the General Manager the authority to work with finance companies in preparation of purchasing a new backhoe
2. Discussion and approval to allow the General Manager the authority to work with finance companies in preparation of purchasing a new heavy duty crane truck with approval up to \$250,000.00 (*Page 43*)

**Action Taken: Motion to approve E1 and E2 collectively**  
**BURTON/MCHUGH M/S/C**  
**AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH**  
**NOES: NONE**  
**ABSENT: NONE**

3. Discussion and approval of transfers from Westamerica bank to California CLASS for the following accounts: Water Reserves, \$198,337.36, Sewer Reserves, \$93,013.09, CRP Sewer, \$115,096.06, CRP Water, \$167,943.75, CRP PC, \$120,465.25

**Action Taken: Motion to approve the transfers from West America bank to California CLASS for the following accounts: Water Reserves, \$198,337.36, Sewer Reserves, \$93,013.09, CRP Sewer, \$115,096.06, CRP Water, \$167,943.75, CRP PC, \$120,465.25**  
**BURTON/HERMAN M/S/C**  
**AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH**  
**NOES: NONE**  
**ABSENT: NONE**

4. Discussion and consideration of Resolution 24-07, Authorizing Agreement with Umpqua Bank (*Page 46*)

**Action Taken: Motion to approve Resolution 24-07, Authorizing Agreement with Umpqua Bank**  
**BURTON/MCHUGH M/S/C**  
**AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH**  
**NOES: NONE**  
**ABSENT: NONE**

5. Discussion and approval of MC Engineering Agreement for Professional Consulting Services in the amount of \$8,600.00 for Wastewater Phase 4 Project (*Page 54*)

**Action Taken: Motion to approve the MC Engineering Agreement for Professional Consulting Services in the amount of \$8,600.00 for the Wastewater Phase 4 Project**

**HERMAN/BOUCHER M/S/C**

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

**NOES: NONE**

**ABSENT: NONE**

6. Discussion and appointment of Ad Hoc committee to work with the County to research preliminary offsite effluent storage

**Action Taken: Motion to appoint Vice President Herman and Director Boucher to the Offsite Effluent Storage Ad Hoc Committee.**

**BURTON/MCHUGH M/S/C**

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

**NOES: NONE**

**ABSENT: NONE**

**ADJOURNMENT**

**Time: 2:53 PM**

**SIGNED:** \_\_\_\_\_ **ATTESTED TO:** \_\_\_\_\_  
**Stanley Archacki, Board President** **Olivia Mann, Board Secretary**

Where appropriate or deemed necessary, the Board may act 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 to 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.

# ***CLEARLAKE OAKS COUNTY WATER DISTRICT***

## **NOTICE OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Date: September 23, 2024**

**Time: 10:33 AM**

*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

√ Mr. Stanley Archacki, President √ Mr. Michael Herman, Vice President √ Mr. Samuel Boucher, Director  
√ Mr. James Burton, Director √ Mr. William McHugh, Director √ Mrs. Dianna Mann – General Manager  
√ Mrs. Olivia Mann – Board Secretary

#### **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.

#### **NEW BUSINESS**

1. Discussion and consideration of VC3 Contract for IT Services

**Action Taken: Motion to approve the contract with VC3 for IT Services**

**BOUCHER/MCHUGH M/S/C**

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

**NOES: NONE**

**ABSENT: NONE**

**ADJOURNMENT**

**Time: 11:09 AM**

**SIGNED:** \_\_\_\_\_ **ATTESTED TO:** \_\_\_\_\_  
**Stanley Archacki, Board 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.

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CONTINENTAL UTILITY SOLUTIONS, INC.

Sales Representative: Mario Trimarchi

P. O. Box 1515  
Jonesboro, AR 72403

www.cusi.com  
(870) 277-0488

Quote #: mt241003115249

October 3, 2024

## Sales Agreement



**CLEARLAKE OAKS COUNTY WATER DISTRICT**  
12952 E. Hwy 20  
Clearlake Oaks, CA  
Clearlake Oaks

**Olivia Mann**  
(707) 998-3322  
o.mann@clocwd.org



### Economic Summary

#### CUSI Software & Services

Utility Billing Software as a Service  
Utility Billing Solution - Implementation Services  
Hosting Services

	Up-Front	Monthly	Annual
Utility Billing Software as a Service		\$854.00	
Utility Billing Solution - Implementation Services	\$10,000.00		
Hosting Services	\$0.00	\$600.00	\$0.00
<b>Total CUSI Software &amp; Services (Billed by CUSI)</b>	<b>\$10,000.00</b>	<b>\$1,454.00</b>	
<b>Total Third Party Software &amp; Services (Billed by Providers)</b>			
<b>Total Contract</b>	<b>\$10,000.00</b>	<b>\$1,454.00</b>	

### Billing and Payment Terms

CUSI Up-Front fees shall be invoiced upon contracting. CUSI Software as a Service License fees shall be invoiced upon provisioning of the hosted environment and annually thereafter. CUSI Cloud Hosting Service fees shall be invoiced upon activation of the hosted environment and annually thereafter. Any Software as a Service License fees purchased after initial Go Live shall be invoiced upon contracting. All invoices shall be delivered electronically on or before the first of the month in which payment is due. Company shall remit payment 15 days from date of invoice.

Initial Contract Term: 5 Years Software as a Service and Cloud Hosting Service.

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(870) 277-0488

Quote #: mt241003115249

**Sales Agreement** October 3, 2024



**CLEARLAKE OAKS COUNTY WATER DISTRICT**  
12952 E. Hwy 20  
Clearlake Oaks, CA  
Clearlake Oaks

**Olivia Mann**  
(707) 998-3322  
o.mann@clocwd.org

<b>UB4 Utility Billing Software as a Service - Monthly Fees</b>		Monthly
2,500 Service Location Licenses	\$0.12	\$300.00
4 Named User Licenses	\$52.00	\$208.00
6 Field Service Licenses	\$23.00	\$138.00

<b>UB4 Utility Billing Software Core Modules &amp; Interfaces</b>		Included
1 ACH Bank Draft (First Layout Included)		
1 Electronic Payment Module		
1 Water Conservation Module		
1 CASS Certification API - AutoMail, LLC		
1 Credit Card Terminal Interface		
1 Website API - Customer Web Portal		

<b>Add-On Modules</b>		Monthly
1 IVR Module	\$52.00	\$52.00
1 Text Messaging Module	\$52.00	\$52.00

<b>Standard Flat File Data Exchange Interfaces</b>		Monthly
1 Advanced Metering Interface (AMI) - Badger	\$52.00	\$52.00
1 Third Party Printing Interface - HC3	\$52.00	\$52.00





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Quote #: mt241003115249

**Sales Agreement** October 3, 2024



**CLEARLAKE OAKS COUNTY WATER DISTRICT**  
12952 E. Hwy 20  
Clearlake Oaks, CA  
Clearlake Oaks

**Olivia Mann**  
(707) 998-3322  
o.mann@clocwd.org

**UB4 Utility Billing Software Implementation Services**

<b>1 CUSI Certified Implementation</b>	<b>\$6,000.00</b>	<b>\$6,000.00</b>
Includes Business Requirements Gathering, Application Implementation, Installation, Setup, Formatting, Testing, Transition Support, & Project Management		
<b>2 Days of CUSI Certified Training</b>	<b>\$2,000.00</b>	<b>\$4,000.00</b>
Includes application training for all users as contracted Any and all unused training days will expire 6 months after contracting		

Travel expenses for on-site work will be billed separately.

HA



CONTINENTAL UTILITY SOLUTIONS, INC.

Sales Representative: Mario Trimarchi

P. O. Box 1515  
Jonesboro, AR 72403

www.cusi.com  
(870) 277-0488

Quote #: mt241003115249

## Sales Agreement

October 3, 2024



**CLEARLAKE OAKS COUNTY WATER DISTRICT**  
12952 E. Hwy 20  
Clearlake Oaks, CA  
Clearlake Oaks

**Olivia Mann**  
(707) 998-3322  
o.mann@clocwd.org



### Economic Summary

UB4 Utility Billing Software as a Service - Monthly Fees	\$854.00
UB4 Utility Billing Software Implementation Services	\$10,000.00

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**Miscellaneous Services**

**IVR Service - UB4**

1 CUSI IVR Service - Inbound and Outbound IVR <i>If requirements cannot be met for \$0 CUSI IVR Services, a new Sales Agreement for IVR Tech and associated services may be required to void and replace this service.</i>	\$0.00	per month
1 CUSI IVR Service (Spanish) - Inbound and Outbound IVR <i>No customizations to Spanish IVR flow</i>	\$0.00	per month

**Text Messaging Service**

1 CUSI SMS Messaging Service - Inbound and Outbound SMS	\$0.00	per month
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**Hosting Services**

**UB4 Hosted Environment**

		Monthly
1 UB4 Hosted Environment	\$600.00	\$600.00
Service Term - Five-year		

*CUSI's hosting services rates are subject to periodic review. Any change in rates will be communicated to the client in writing 30 days prior to the change going into effect.*

*It is understood that all software license commitments will be equal to or greater than any cloud hosting service commitments as defined above.*



**Economic Summary**

UB4 Hosted Environment	\$600.00
<b>Total</b>	<b>\$600.00</b>

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## Sales Agreement



CLEARLAKE OAKS COUNTY WATER DISTRICT

12952 E. Hwy 20  
Clearlake Oaks, CA  
Clearlake Oaks

Olivia Mann  
(707) 998-3322  
o.mann@clowd.org



### Terms of Sale

Company has ordered and agrees to purchase from CUSI the products and services defined under this Sales Agreement at the listed quantities and rates. Upon receipt of an executed Sales Agreement CUSI shall ship all products to the Company address and contact defined above and services shall be scheduled and initiated. Company acknowledges that CUSI's products and services are subject to the terms and conditions of a separate Software License Agreements and Services Agreements between Company and CUSI located at [www.cusi.com/legal](http://www.cusi.com/legal). Monthly or yearly rates for services provided by CUSI or third parties may be subject to price increases with or without notice. Any service requiring CUSI or third parties to travel will incur corresponding expenses that will be billed actual as incurred unless otherwise noted. Travel requiring more than 5 hours of travel time will be billed an additional charge equal to 50% of the daily rate. If Company is not tax exempt or does not provide exemption documentation, CUSI shall invoice for such applicable taxes on each invoice. In the event the tax exemption documentation provided by the Company is disallowed or deemed invalid, Company agrees to pay in full all such taxes, including any applicable interest or penalties.

CUSI's hosting services rates are subject to periodic review. Any change in rates will be communicated to the client in writing 30 days prior to the change going into effect. Future purchases of incremental software licenses, add on modules and add on interfaces are subject to an adjustment of the software as a service rate and will take effect the month following installation and configuration of such license. Any adjustments to the software as a service rate will be documented in a Sales Agreement subject to final execution by client. In the event that Company terminates any products and services under this Sales Agreement other than for CUSI's material breach of the applicable Agreement at [www.cusi.com/legal](http://www.cusi.com/legal), Company shall pay all Hosting Fees for the

### Quotation Terms

This quote is valid until 11/02/2024. Quote was created using Sales Agreement Version: 2024.06.17

### Execution Instructions

**Execute, date, and email all pages to CUSI sales representative. Include Tax Exempt Certificate and Sign Off page from Pre-Sale Implementation Guide.**



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## Sales Agreement



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Clearlake Oaks, CA  
Clearlake Oaks

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### Purchaser Authorization

I certify that as the person signing this form I have purchasing authority for CLEARLAKE OAKS COUNTY WATER DISTRICT.

#### Tax Exempt Status

Initial where appropriate:

<input type="checkbox"/>	This entity <b>IS EXEMPT</b> from sales tax and will provide or has provided our exemption certificate
<input type="checkbox"/>	This entity <b>IS NOT EXEMPT</b> from sales tax

Print Name:

Title:

Authorized Signature:

Date:

**CLEARLAKE OAKS COUNTY WATER DISTRICT**

**P.O. Box 709, 12952 E. Hwy. 20**

**CLEARLAKE OAKS, CA 95423**

**(707) 998-3322**

**RESOLUTION NO. 24-08**

**THE BOARD OF DIRECTORS  
OF THE CLEARLAKE OAKS COUNTY WATER DISTRICT**

**A RESOLUTION OF DETERMINATION OF NEED AND APPROVAL AND  
AUTHORIZATION FOR THE PRESIDENT OF THE BOARD TO EXECUTE  
A CONTRACT BETWEEN UMPQUA BANK AND CLEARLAKE OAKS  
COUNTY WATER DISTRICT TO PURCHASE ONE 2024 FORD F600 4X4  
CRANE TRUCK VIN #1FDFF6LT1RDA0D893**

**LESSEE: CLEARLAKE OAKS COUNTY WATER DISTRICT**

At a duly called regular meeting of the governing body of Lessee held the October 17, 2024, the following resolution was introduced and adopted.

**WHEREAS**, the governing body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described in the Lease-Purchase Agreement by and between Lessee and Umpqua Bank, and has further determined that the Equipment will be used solely for essential governmental functions and not for private business use.

**WHEREAS**, Lessee has taken the necessary steps, including, without limitation to compliance with legal bidding requirements, under applicable law to arrange for the acquisition of such Equipment.

**BE IT RESOLVED**, by the governing body of Lessee that the terms of said Proposal, Lease-Purchase Agreement, are in the best interest of Lessee for the acquisition of such Equipment, and the governing body of Lessee designates and confirms the following person to execute and deliver, the Lease-Purchase Agreement and any related documents necessary to the consummation of the transactions contemplated by the Lease-Purchase Agreement.

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect and further certifies that the above and foregoing Lease-Purchase Agreement is the same as presented at said meeting of the governing body of Lessee.

**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 17<sup>th</sup> day of October 2024, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**CLEARLAKE OAKS COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Stanley Archacki, President

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

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