

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*

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

- 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 38)*

Action Taken: _____

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

Action Taken: _____

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 the approval up to \$250,000.00

Action Taken: _____

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: _____

4. Discussion and consideration of Resolution 24-07, Authorizing Agreement with Umpqua Bank

Action Taken: _____

5. Discussion and approval of MC Engineering Agreement for Professional Consulting Services in the amount of \$8,600 for Wastewater Phase 4 Project

Action Taken: _____

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

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 (Website)

September 13, 2024

Administration

- ∂ 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, 732/952 devices have been tested. An additional round of letters will be out within the next couple of weeks.
- ∂ We received an additional tax roll check from the County in the amount of \$71,622.00, \$18,472.39 of that was applied directly to customer accounts.
- ∂ We are currently in the migration phase of our new website platform. I had the initial kick off call on 09/12/24, my next call is 10/10/24. Streamline is handling almost everything, this has been a very seamless transition, we are very excited!
- ∂ Heaven, Dianna and I have been working closely on a Return to Work (RTW) Policy, this will be on the agenda next month for approval.
- ∂ UCM is underway with their utility bill audit, this is mainly behind the scenes and hands off for us. I will update again when I have more information.
- ∂ GOVdeals is a benefit of CSDA which allows the free posting of surplus items for sale, we have created an account for some of the extra items the district is holding onto. We will lose no money by posting items for sale through this site.

Olivia Mann
Administrative Services Manager
Board Secretary

Stanley Archacki
President

Michael Herman
Vice President

Samuel Boucher
Director

James Burton
Director

William McHugh
Director

Aged Accounts Receivable
As of 09/16/2024 (AM)

	1-30 Days	31-60 Days	61-90 Days	91-120 Days	120+ Days	Total Balance
	\$108,786.94	\$39,182.77	\$25,165.47	\$14,067.74	\$176,364.35	\$363,567.27
No. of Accounts:	845	328	247	136	223	1779

These totals include all accounts on the Tax Roll

Water	\$109,988.00
Water Penalty	\$8,549.75
Sewer	\$121,390.81
Sewer Penalty	\$7,162.22
CRP Water	\$50,565.42
CRP Water Penalty	\$3,817.46
CRP Sewer	\$57,908.27
CRP Sewer Penalty	\$3,475.48
CRP PC	\$673.37
CRP PC Penalty	\$36.49
Total Balance:	\$363,567.27

****August Statements are due September 16, 2024****

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September 16, 2024

RE: DC board letter,

Water distribution main, service lines and tank sites:

- We had 5 service line repairs.
- Replaced a section of main that was leaking on Widgeon Way.
- Working on Lead service line inspections.

Miscellaneous work:

- Our crew finished welding and installing the other half of the fence project at the Administration building.



Sewer lateral full of roots



Staff welded up this gate for the admin

Sewer collections and Lift station sites:

- Jesse and James replaced the floats at lift station 6.
- Jesse and James also replaced the floats at lift station 10 along with preventing rats and mice from entering wet pit and chewing the wires.
- Jetted all of Shoreview due excessive grease build-up and roots

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 Widgeon Way 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:

- I ordered a few needed parts for Vaccon, save money making the repairs ourselves. Mike and Chris replaced the upper 8” hose on the Vaccon.
- Mike replaced the starter in our F150

Staff training:

- I am teaching mandatory class B driver training to Chris.

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

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September 16, 2024

September 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 9-11-24 the lake level is at 2.73 dropping 1.24 ft in the last month.
- ◆ Water production for the month of July was 20.063 MG down from 2023 production of 22.479 MG. Raw water intake was 25.902 MG. The daily production average has dropped from 708,000 GPD in July to 647,000 GPD for August.
- ◆ 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 Aug is a low testing month.
- ◆ The new Chlorine tank is scheduled to be delivered early in the week of the 16th.
- ◆ We have received our new SWAN turbidity meter it is installed and working again.
- ◆ We received our flange to bypass the extended intake pump to back wash the screen and discovered air coming from the line. We have since had the diver come in and tighten the flange bolts. While down there he tightened bolts on four different flanges.



Stanley Archacki
President

Michael Herman
Vice President

Samuel Boucher
Director

James Burton
Director

William McHugh
Director

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@clowd.org



Water Sample Testing

Sample Taken On	DATE	DATE	DATE	Month Due
Bacti R(BW) & CW (M)	8/7/24	9/4/24		Aug
Bacti R (BW)	8/21/24			Aug
Bacti Tank Farm (once)				
R & CW TCP123 (BA)				
Color / Odor (A)				
Cyano Toxin Raw (Raw & Treated)				
Bromate (Q)				
Perchlorate (A)				
TTHM (Q)				
HAA5 (Q)				
Lead & Copper (A)(1)				
Lead & Copper (A)(1)				
Lead & Copper (A)(1)				
TOC / ALK	08/29/24			Aug
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



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September 16, 2024

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

RE: August Board Letter

FLOWS FOR THE MONTH/CLEARLAKE LAKE LEVEL:

- ❖ **INFLUENT: 10.393 MG (AVERAGE: 335,000 GPD)**
- ❖ **EFFLUENT: 8.794 MG (AVERAGE: 284,000 GPD/197 GPM)**
- ❖ **CLEARLAKE AVERAGE LEVEL: 3.55' RUMSEY GAUGE**

As per the data shown above, flows continue to drop, as summer continues. The process at the waste plant continues to work well. Lack of settling in the process has been an issue but no where near what was experienced during the drought years. All the in lab and outsourced lab results have been within compliance. Per Pac Machine the RAS pump should be ready in the middle of next week so it can go back into the RAS pit. Rotor #1 got a bearing replacement. This was done as preventative maintenance. It costs less to replace a bearing rather than waiting for it to fail. This preventative maintenance allows the bearing shaft, clipper ring and back plate to be intact, saving the district repair cost. Rotor #2 was pulled for inspection and a gear oil change. During this inspection it was noted that some of the inside structure that supports the motor is compromised due to corrosion (see attached pics). Spare parts have been refurbished and will be used to replace existing parts.

Sludge hauling continues. The backhoe has been an issue lately. N&S Tractor company has been out to address the issue. Currently, it continues to alarm. N&S Tractor is in contact with JCB company techs to find a solution to this problem. In the meantime, sludge drying continues and hauling in on hold.

Francisco Castro
WWTP CPO

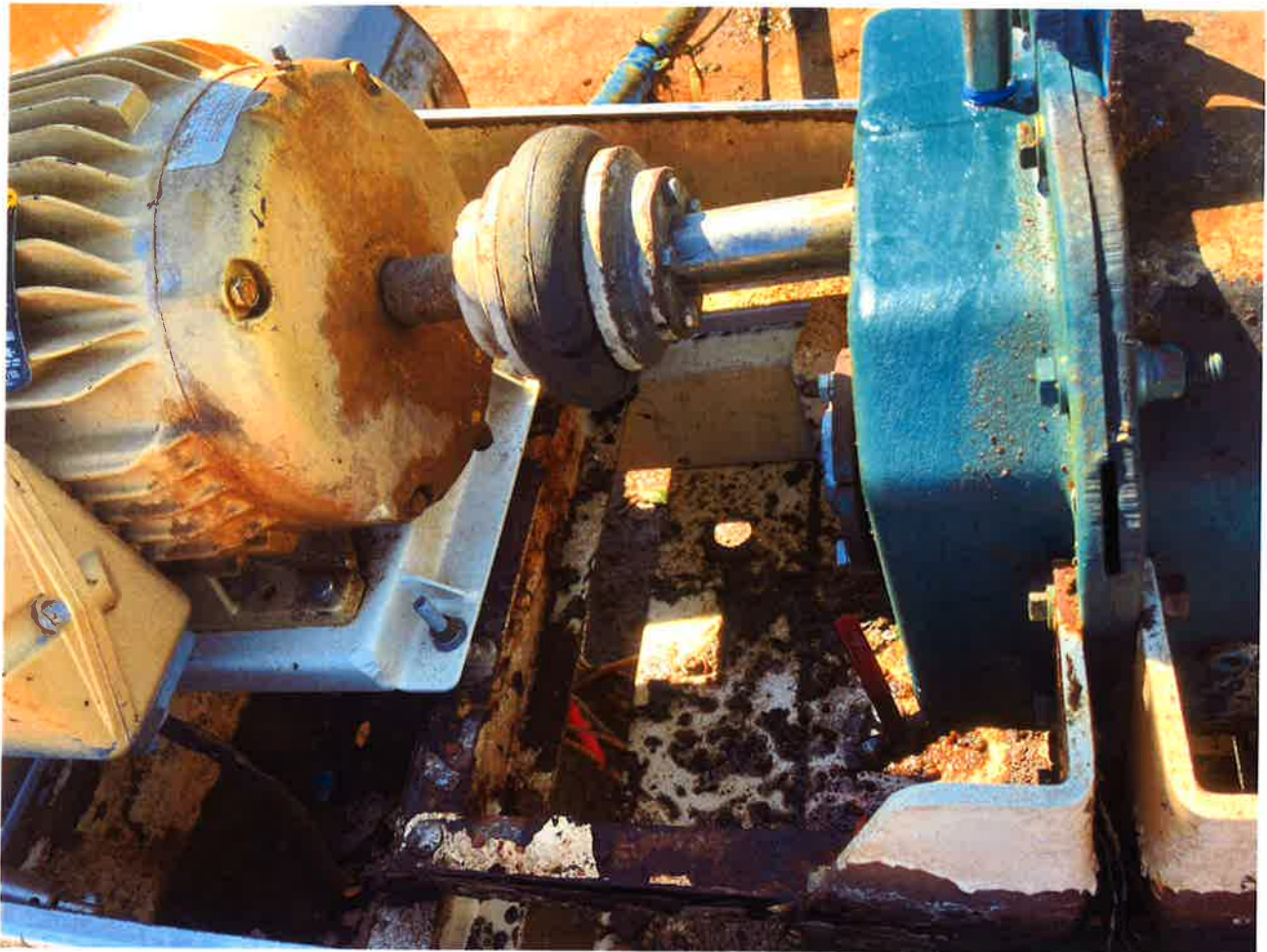
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**Clearlake Oaks County Water District
Board of Directors
Board Meeting September 19, 2024**

Board of Directors,

The weather is finally rounding the bend and cooling off a little, giving staff a well needed break from the heat.

DC Staff are still chasing leaks around the District. The picture on the right shows a leak in our main on Hwy. 20. Staff were able to fix the leak with shoulder work only.



I have sent a list of hot patch areas around the District over to Case Excavation and am patiently waiting for a quote.

Prior to the team luncheon, the staff reviewed both the Workplace Violence Prevention Policy and the Injury and Illness Prevention Program per compliance. In addition, our Safety Officer has completed 40 hours of safety training that includes Cal-Osha. Moving forward staff agreed that October will be a good month to designate as safety month for all our annual reviews.



As discussed last month, cyanobacteria sample that was taken for our treated water came back ND (Non-Detect)

All District's sub banking accounts, i.e., CRP and Reserve accounts have been transferred to California Class.

MC Engineering have been working a model with our DMA meter reads and determined the Pluth Area is a significant contributor to our water loss. I will be scheduling a drawdown test to isolate that area of the system to strategically prioritize the problem pipes to update our Master Water Plan for the TA Grant.

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

Respectfully Submitted,
Dianna Mann
General Manager

9:37 AM

09/06/24

Accrual Basis

Clearlake Oaks County Water District
Summary Balance Sheet
As of August 31, 2024

	<u>Aug 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	1,365,761.97
Accounts Receivable	204,087.00
Other Current Assets	3,175,796.51
Total Current Assets	<u>4,745,645.48</u>
Fixed Assets	23,148,936.01
TOTAL ASSETS	<u>27,894,581.49</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	218,517.69
Other Current Liabilities	8,393,230.06
Total Current Liabilities	<u>8,611,747.75</u>
Long Term Liabilities	<u>-848,765.91</u>
Total Liabilities	7,762,981.84
Equity	<u>20,131,599.65</u>
TOTAL LIABILITIES & EQUITY	<u>27,894,581.49</u>

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Clearlake Oaks County Water District
Balance Sheet
 As of August 31, 2024

	Aug 31, 24
ASSETS	
Current Assets	
Checking/Savings	
101.5 · CA CRP PC (California Class)	120,643.02
101.4 · CA CRP Sewer (California Class)	115,265.90
101.3 · CA CRP Water (California Class)	168,191.58
101.2 · CA Sewer Reserves (California Class)	93,150.35
101.1 · CA Water Reserves (California Class)	198,630.04
102.001 · GL - 9122 (Old Acct. # 053420019)	226,239.49
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	
CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550) - Other	254,552.61
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	443,552.61
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK CHE...	88.98
Total Checking/Savings	1,365,761.97
Accounts Receivable	
CUSI Accounts Receivable	204,087.00
Total Accounts Receivable	204,087.00
Other Current Assets	
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 Pil (Actiflo Pilot Program)	3,280.00
130.96 · Const in Progress - WWP 2022 (Grant application for WWTP for all t...	5,585.00
130.95 · Source Capacity Studygrant prep	18,190.25
130 · Const In Progress - Studies - Other	691,882.44
Total 130 · Const In Progress - Studies	718,937.69
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)	810,005.90
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	13,571.00
Total Other Current Assets	3,175,796.51
Total Current Assets	4,745,645.48
Fixed Assets	
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 the Force M...	3,890,219.87
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distrib...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water dist...	279,432.11
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water ...	394,932.77
131 · Waste Water Plant	
131.1 · Pumps/Equipment	163,546.35
131 · Waste Water Plant - Other	230,059.50
Total 131 · Waste Water Plant	393,605.85
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

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9:39 AM

09/06/24

Accrual Basis

Clearlake Oaks County Water District

Balance Sheet

As of August 31, 2024

	Aug 31, 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	375,652.94
127 · Water Plant - Other	239,426.30
Total 127 · Water Plant	550,638.39
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 101...	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
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)	3,029,250.82
122 · Bldgs/Grounds Cap Improvements	8,547,329.06
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 101...	
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
Total 124.30 · Lift Stations	126,642.03
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 - WAS 1...	3,150,613.27
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WA...	3,350,937.18
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-11,078,963.62
Total Fixed Assets	23,148,936.01
TOTAL ASSETS	27,894,581.49
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	218,517.69
Total Accounts Payable	218,517.69
Other Current Liabilities	
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 federal tax de...	-3,928.96
280 · Loan	
280.04 · 2021 Water Truck	44,646.15
280.15 · USDA Water Improvement Project (USDA Wtr Improvement Proj t...	4,780,000.00
280.02 · KS State Bank - 2019 Vac-Con	28,932.70
280.12 · USDA Loan for Sewer Clarifier	2,946,172.41
Total 280 · Loan	7,799,751.26
221 · Health Ins - EE Portion	10,638.85
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	20,551.59
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.16 · GARNISHMENT - COURT DEBT ORDER (GARNISHMENT - COUR...	-134.76
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAKE CO ...	22,143.67
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-21,142.28

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Clearlake Oaks County Water District
Balance Sheet
 As of August 31, 2024

	Aug 31, 24
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	866.63
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROLL TAX ...	-1,050.73
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - WAS ...	-1.00
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - INS...	-25,184.71
223.80 · GASB 68 Pension (- WAS 2097190)	26,313.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - WA...	8,712.34
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLOY...	86,839.02
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or ac...	-22,846.43
Total Other Current Liabilities	8,393,230.06
Total Current Liabilities	8,611,747.75
Long Term Liabilities	
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
Total Long Term Liabilities	-848,765.91
Total Liabilities	7,762,981.84
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	3,334,114.80
304 · Opening Balance Equity (Opening balances during setup post to this accou...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS ...	17,148,646.12
Net Income	233,121.97
Total Equity	20,131,599.65
TOTAL LIABILITIES & EQUITY	27,894,581.49

8:15 AM

Clearlake Oaks County Water District

09/06/24

Profit and Loss

Accrual Basis

July through August 2024

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
Ordinary Income/Expense					
Income					
Income					
445 · Bulk Water	0.00	0.00	137.00	137.00	137.00
410 · Client Reg Pmt	0.00	224,335.90	285,655.56	509,991.46	509,991.46
420 · Connection Fees	0.00	10,245.00	0.00	10,245.00	10,245.00
430 · Penalty & Interest	0.00	3,776.05	4,128.52	7,904.57	7,904.57
450 · Other - Non S/W Rev	0.00	43,709.71	43,759.37	87,469.08	87,469.08
Total Income	0.00	282,066.66	333,680.45	615,747.11	615,747.11
Total Income	0.00	282,066.66	333,680.45	615,747.11	615,747.11
Gross Profit	0.00	282,066.66	333,680.45	615,747.11	615,747.11
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	62,380.11	42,706.88	34,843.44	139,930.43	139,930.43
520 · FICA - District Share	4,709.30	3,132.11	2,608.75	10,450.16	10,450.16
530 · Med/Life Insurance- Dist Share	11,151.47	12,365.22	5,551.98	29,068.67	29,068.67
540 · PERS - District Share	22,134.00	3,740.66	2,761.16	28,635.82	28,635.82
560 · Workers Comp Ins	1,125.04	3,281.76	3,507.36	7,914.16	7,914.16
Total Salaries & EE Benefits	101,499.92	65,226.63	49,272.69	215,999.24	215,999.24
Services & Supplies					
610 · Bank Fees	4,405.27	0.00	0.00	4,405.27	4,405.27
620 · Communications & Internet	1,961.96	1,958.12	2,113.91	6,033.99	6,033.99
630 · Equip - Office	912.22	0.00	0.00	912.22	912.22
640 · Fuel & Oil	0.00	1,710.81	1,015.55	2,726.36	2,726.36
645 · Insurance	0.00	18,880.22	18,880.23	37,760.45	37,760.45
657 · Lab	0.00	5,142.36	2,765.00	7,907.36	7,907.36
660 · Memberships & Subscription	2,048.52	210.93	313.04	2,572.49	2,572.49
670 · Postage & Shipping	1,713.52	0.00	0.00	1,713.52	1,713.52
675 · Professional Services	8,852.83	2,202.52	1,953.34	13,008.69	13,008.69
685 · Rents	386.46	0.00	0.00	386.46	386.46
690 · Safety & Security	125.65	281.20	395.70	802.55	802.55
700 · Tools & Instruments	0.00	118.90	94.93	213.83	213.83
703 · Supplies - Clothing & Personal	740.00	613.54	752.99	2,106.53	2,106.53
705 · Supplies - Office	290.27	0.00	0.00	290.27	290.27
715 · Supplies-Chemicals-Operating	0.00	10,906.62	39,135.64	50,042.26	50,042.26
720 · Supplies - Inventory - Other	0.00	733.30	265.64	998.94	998.94
745 · Travel / Lodging	7.00	0.00	0.00	7.00	7.00
750 · Utilities	1,881.85	13,278.51	60,105.07	75,265.43	75,265.43
760 · Waste Disposal	65.66	11,876.80	395.99	12,338.45	12,338.45
795 · Yolo Co	0.00	0.00	4,975.73	4,975.73	4,975.73
799 · Team Building	176.92	0.00	0.00	176.92	176.92
Total Services & Supplies	23,568.13	67,913.83	133,162.76	224,644.72	224,644.72
Repairs & Replacement					
810 · R&R Buildings & Grounds	644.00	0.00	0.00	644.00	644.00
Total Repairs & Replacement	644.00	0.00	0.00	644.00	644.00
Total Expense	125,712.05	133,140.46	182,435.45	441,287.96	441,287.96
Net Ordinary Income	-125,712.05	148,926.20	151,245.00	174,459.15	174,459.15
Net Income	-125,712.05	148,926.20	151,245.00	174,459.15	174,459.15

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

As of August 2024 Summary	WATER				WASTEWATER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,374,612	229,102	333,681	24%	1,248,780	208,130	282,067	23%
Total Operating Expenses	1,397,481	232,914	245,292	18%	1,366,371	227,728	195,998	14%
Operating Balance (loss)	(22,869)	(3,812)	88,389		(117,591)	(19,598)	86,069	
420 Connection Fees	10,000	1,667	-	0%	10,000	1,667	10,245	102%
445 Bulk Water Sales	50,000		137					
450 Non S/W Rev - ATT Cell Lease	9,606	1,601	10,039		9,606	1,601	10,039	
450 Non S/W Rev - County Treasury	100,000	16,667	33,720	34%	165,000	27,500	33,671	20%
Reserves	50,000	8,333	-	0%	25,000	4,167		0%
Net Change In Net Position (loss)	96,737	7,789	132,285		42,015	7,003	140,024	

Current Revenue Notes:

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

Past Revenue Notes

General Ledger	\$185,172.44
District CRP	\$283,457.48
Paradise Cove CRP	\$120,643.02
Water Reserve	\$198,630.04
Sewer Reserve	\$93,150.35
LAIF Account	\$443,552.61
Total	\$1,324,605.94

As of August 2024 Operating Revenue	WATER				WASTEWATER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,341,612	223,602	285,656	21%	1,212,480	202,080	224,336	19%
430 Penalty & Interest	33,000	5,500	4,129	13%	36,300	6,050	3,776	10%
440 Misc	-	-	-	0%	-	-	-	0%
Total Revenue >	1,374,612	229,102	289,785	21%	1,248,780	208,130	228,112	18%

As of August 2024 Operating Expenses	WATER				WASTEWATER			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	% Spent	Annual	YTD	YTD	% Spent
505 Salaries & Wages	431,386	71,898	66,033	15%	565,111	94,185	73,897	13%
520 FICA - District Share	35,003	5,834	4,964	14%	46,986	7,831	5,487	12%
530 Medical Ins - District Share	69,968	11,661	11,128	16%	120,067	20,011	17,941	15%
540 CalPERS - District Share	80,947	13,491	13,828	17%	95,604	15,934	14,808	15%
550 Unemployment	2,500	417	-	0%	2,500	417	-	0%
560 Workmans Compensation	28,460	4,743	4,070	14%	30,435	5,072	3,845	13%
Salaries and Employee Benefits >	648,263	108,044	100,022	15%	860,703	143,451	115,977	13%

605 Advertising	200	33	-	0%	200	33	-	0%
610 Bank Fees	19,810	3,302	2,203	11%	19,800	3,300	2,203	11%
620 Communications & Internet	19,000	3,167	3,095	16%	19,000	3,167	2,939	15%
622 Board Exp	3,500	583	-	0%	3,500	583	-	0%
625 Equip - Field <\$4,000.00	2,500	417	-	0%	4,000	667	-	0%
630 Equip - Office	2,000	333	456	23%	2,500	417	456	18%
640 Fuel & Oil	15,200	2,533	1,016	7%	12,500	2,083	1,711	14%
645 Insurance	44,100	7,350	18,880	43%	44,000	7,333	18,880	43%

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650	Interest	2,000	333	-	0%	2,000	333	-	0%
657	Lab	22,200	3,700	2,765	12%	18,630	3,105	5,142	28%
660	Memberships/Subscriptions/Licenses	45,500	7,583	1,338	3%	54,500	9,083	1,236	2%
665	Mileage Reimb	500	83	-	0%	250	42	-	0%
670	Postage & Shipping	13,000	2,167	857	7%	13,000	2,167	857	7%
675	Professional Services	30,000	5,000	6,380	21%	25,000	4,167	6,630	27%
685	Rents	8,338	1,390	193	2%	8,338	1,390	193	2%
690	Safety & Security	5,250	875	459	9%	8,750	1,458	344	4%
700	Tools & Instruments	3,700	617	95	3%	2,500	417	119	5%
703	Apparel	3,350	558	1,123	34%	3,150	525	984	31%
705	Supplies - Office	4,000	667	145	4%	4,000	667	145	4%
715	Treatment Chemicals	125,250	20,875	39,136	31%	55,000	9,167	10,907	20%
720	Supplies - Operating - Other	5,000	833	266	5%	28,000	4,667	733	3%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	3,750	625	-	0%	2,750	458	-	0%
745	Travel	2,000	333	4	0%	1,750	292	4	0%
750	Utilities	266,970	44,495	61,046	23%	108,770	18,128	14,220	13%
760	Waste Disposal	30,350	5,058	429	1%	56,030	9,338	11,910	21%
795	Yolo Co	61,000	10,167	4,976	8%				
799	Misc	1,750	292	89	0%	1,750	292	89	0%
	Services and Supplies >	740,218	123,370	144,949	20%	499,668	83,278	79,700	16%
	Repairs & Replacement								
810	R&R Buildings & Grounds	6,000	1,000	322	5%	3,500	583	322	9%
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	500	-	0%	2,500	417	-	0%
	Repairs & Replacement >	9,000	1,500	322	4%	6,000	1,000	322	5%
	Total Expenses >	1,397,481	232,914	245,292	18%	1,366,371	227,728	195,998	14%

2 Administration Budget Variance Report July 1, 2024 through June 30, 2025		Target % >		16.7%	GL ADMIN	
As of August 2024		2024-2025 Budget		Actual	Total	
Expenses		Annual	YTD	YTD	% Spent	Remaining
505	Salaries & Wages	419,495	69,916	62,380	14.9%	357,115
520	FICA - District Share	33,155	5,526	4,709	14.2%	28,446
530	Medical Ins - District Share	63,054	10,509	11,151	17.7%	51,903
540	CalPERS-District Share (Unfunded Liab \$103,000)	132,659	22,110	22,134	16.7%	110,525
550	Unemployment	5,000	833		0.0%	5,000
560	Workers Comp Ins	8,186	1,364	1,125	13.7%	7,061
Salaries and Employee Benefits >		661,548	110,258	101,499	15.3%	560,049
605	Advertising	400	67	-	0.0%	400
610	Bank Fees	39,600	6,600	4,405	11.1%	35,195
620	Communications & Internet	7,000	1,167	1,962	28.0%	5,038
622	Board	7,000	1,167		0.0%	7,000
625	Equip - Field <\$4,999.00	0	0		0.0%	0
630	Equip - Office	3,000	500	912	30.4%	2,088
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	2,500	2,049	13.7%	12,951
670	Postage & Shipping	26,000	4,333	1,714	6.6%	24,286
675	Professional Services (Legal, IT)	40,000	6,667	8,853	22.1%	31,147
685	Rents	16,675	2,779	386	2.3%	16,289
690	Safety & Security	1,500	250	126	8.4%	1,374
700	Tools & Instruments	0	0		0.0%	0
703	Apparel	700	117	740	105.7%	(40)
705	Supplies - Office	6,000	1,000	290	4.8%	5,710
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	0	0		0.0%	0
735	Training, Certifications	3,500	583		0.0%	3,500
745	Travel	3,000	500	7	0.2%	2,993
750	Utilities	7,540	1,257	1,882	25.0%	5,658
760	Waste Disposal	700	117	66	9.4%	634
795	Yolo Co	0	0		0.0%	0
799	Team Building	3,500	583	177	0.0%	3,323
Services and Supplies >		181,115	30,186	23,569	13.0%	157,546
Repairs & Replacement						
810	R&R Buildings & Grounds	2,000	333	644	32.2%	1,356
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	333	644	32.2%	1,356
Total Expenses >		844,663	140,777	125,712	14.9%	718,951

2 **Wastewater Budget Variance Report July 1, 2024 through June 30, 2025** Target % > **16.7%** **GL WASTEWATER**

As of August 2024		2024-2025 Budget		Actual	%	Total
Expenses	Annual	YTD	YTD	Spent	Remaining	
505 Salaries & Wages	355,364	59,227	42,707	12.0%	312,657	
520 FICA - District Share	30,409	5,068	3,132	10.3%	27,277	
530 Medical Ins - District Share	88,540	14,757	12,365	14.0%	76,175	
540 CalPERS - District Share	29,274	4,879	3,741	12.8%	25,533	
550 Unemployment	0	0		0.0%	0	
560 Workmans Compensation	26,342	4,390	3,282	12.5%	23,060	
Salaries and Employee Benefits >	529,929	88,322	65,227	12.3%	464,702	
605 Advertising	0	0		0.0%	0	
610 Bank Fees	0	0		0.0%	0	
620 Communications & Internet	13,000	2,167	1,958	15.1%	11,042	
622 Board	0	0		0.0%	0	
625 Equip - Field <\$4,999.00	1,500	250		0.0%	1,500	
630 Equip - Office	1,000	167		0.0%	1,000	
640 Fuel & Oil	7,500	1,250	1,711	22.8%	5,789	
645 Insurance	44,000	7,333	18,880	42.9%	25,120	
650 Interest	0	0		0.0%	0	
657 Outsource Lab / Internal Lab	18,630	3,105	5,142	27.6%	13,488	
660 Memberships/Subscriptions/Permits	47,000	7,833	211	0.4%	46,789	
665 Mileage Reimb	250	42		0.0%	250	
670 Postage & Shipping	0	0		0.0%	0	
675 Professional Services (SCADA)	5,000	833	2,203	44.1%	2,797	
685 Rents	0	0		0.0%	0	
690 Safety & Security	8,000	1,333	281	3.5%	7,719	
700 Tools & Instruments	2,500	417	119	4.8%	2,381	
703 Apparel	2,800	467	614	21.9%	2,186	
705 Supplies - Office	1,000	167		0.0%	1,000	
715 Treatment Chemicals	55,000	9,167	10,907	19.8%	44,093	
720 Supplies-Operating-Other-Titan Tubes	28,000	4,667	733	2.6%	27,267	
730 Vacant	-	-			-	
735 Training, Certifications	1,000	167		0.0%	1,000	
745 Travel	250	42		0.0%	250	
750 Utilities	105,000	17,500	13,279	12.6%	91,721	
760 Waste Disposal	55,680	9,280	11,877	21.3%	43,803	
795 Yolo Co	0	0		0.0%	0	
798 Customer Refund						
799.1 Team Building						
Services and Supplies >	397,110	66,185	67,915	17.1%	329,195	
Repairs & Replacement						
810 R&R Buildings & Grounds	2,500	417		0.0%	2,500	
815 R&R Damage Claims	0	0		0.0%	0	
820 R&R Lift Stations	0	0		0.0%	0	
830 R&R Equipment	0	0		0.0%	0	
832 R&R Mains/Service Lines	0	0	-	0.0%	-	
840 R&R Vehicles	2,500	417		0.0%	2,500	
	-	-		0.0%	-	
Repairs & Replacement >	5,000	833	-	0.0%	5,000	
Total Expenses >	932,039	155,340	133,142	14.3%	798,897	
Expense Notes						

2 Water Budget Variance Report July 1, 2024 through June 30, 2025		2024-2025 Budget		Target % >	16.7%	GL WATER
As of August 2024				Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	221,639	36,940	34,843	15.7%	186,796
520	FICA - District Share	18,426	3,071	2,609	14.2%	15,817
530	Medical Ins - District Share	38,441	6,407	5,552	14.4%	32,889
540	CalPERS - District Share	14,617	2,436	2,761	18.9%	11,856
550	Unemployment	0	0		0.0%	0
560	Workmans Compensation	24,368	4,061	3,507	14.4%	20,861
Salaries and Employee Benefits >		317,490	52,915	49,272	15.5%	268,218
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	2,167	2,114	16.3%	10,886
622	Board Exp	0	0		0.0%	0
625	Equip - Field <\$4,999.00	0	0		0.0%	0
630	Equip - Office	500	83		0.0%	500
640	Fuel & Oil	10,200	1,700	1,016	10.0%	9,184
645	Insurance	44,100	7,350	18,880	42.8%	25,220
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	22,200	3,700	2,765	12.5%	19,435
660	Memberships/Subscriptions/Permits	38,000	6,333	313	0.8%	37,687
665	Mileage Reimb	500	83		0.0%	500
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA, Mtce Prog)	10,000	1,667	1,953	19.5%	8,047
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	4,500	750	396	8.8%	4,104
700	Tools & Instruments	3,700	617	95	2.6%	3,605
703	Apparel	3,000	500	753	25.1%	2,247
705	Supplies - Office	1,000	167		0.0%	1,000
715	Treatment Chemicals	125,250	20,875	39,136	31.2%	86,114
720	Supplies - Operating - Other	5,000	833	266	5.3%	4,734
730	Vacant	0	0		0.0%	0
735	Training, Certifications	2,000	333		0.0%	2,000
745	Travel	500	83		0.0%	500
750	Utilities	263,200	43,867	60,105	22.8%	203,095
760	Waste Disposal	30,000	5,000	396	1.3%	29,604
795	Yolo Co	61,000	10,167	4,976	8.2%	56,024
798	Customer Refund					
799	Team Building	0	0		0.0%	0
Services and Supplies >		637,650	106,275	133,164	20.9%	504,486
Repairs & Replacement						
810	R&R Buildings & Grounds	5,000	833		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	500		0.0%	3,000
Repairs & Replacement >		8,000	1,333	-	0.0%	8,000
Total Expenses >		963,140	160,523	182,436	18.9%	780,704

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

09/06/24

Accrual Basis

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
Ordinary Income/Expense					
Income					
Income					
425 · CRP (Capital Replacment Plan)	3,172.48	77,717.81	87,950.79	168,841.08	168,841.08
430 · Penalty & Interest	71.52	1,723.52	2,060.76	3,855.80	3,855.80
440 · Misc Revenue	0.00	41.76	41.76	83.52	83.52
450 · Other - Non S/W Rev	0.00	17.28	17.28	34.56	34.56
Total Income	<u>3,244.00</u>	<u>79,500.37</u>	<u>90,070.59</u>	<u>172,814.96</u>	<u>172,814.96</u>
Total Income	<u>3,244.00</u>	<u>79,500.37</u>	<u>90,070.59</u>	<u>172,814.96</u>	<u>172,814.96</u>
Gross Profit	3,244.00	79,500.37	90,070.59	172,814.96	172,814.96
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	32,487.67	29,608.29	62,095.96	62,095.96
520 · FICA - District Share	0.00	2,424.79	1,805.30	4,230.09	4,230.09
530 · Med/Life Insurance- Dist Share	0.00	4,776.82	4,343.50	9,120.32	9,120.32
540 · PERS - District Share	0.00	2,022.52	2,685.87	4,708.39	4,708.39
560 · Workers Comp Ins	0.00	3,735.95	3,735.95	7,471.90	7,471.90
Total Salaries & EE Benefits	<u>0.00</u>	<u>45,447.75</u>	<u>42,178.91</u>	<u>87,626.66</u>	<u>87,626.66</u>
Services & Supplies					
620 · Communications & Internet	0.00	877.20	877.20	1,754.40	1,754.40
640 · Fuel & Oil	0.00	3,151.71	3,151.70	6,303.41	6,303.41
650 · Interest	0.00	268.67	268.68	537.35	537.35
657 · Lab	0.00	400.00	0.00	400.00	400.00
660 · Memberships & Subscription	0.00	48.75	48.75	97.50	97.50
690 · Safety & Security	0.00	467.85	467.83	935.68	935.68
700 · Tools & Instruments	0.00	635.27	635.27	1,270.54	1,270.54
703 · Supplies - Clothing & Personal	0.00	745.97	745.95	1,491.92	1,491.92
720 · Supplies - Inventory - Other	0.00	1,814.18	219.77	2,033.95	2,033.95
735 · Training/Classes/Certs/ClassB	0.00	159.56	159.56	319.12	319.12
Total Services & Supplies	<u>0.00</u>	<u>8,569.16</u>	<u>6,574.71</u>	<u>15,143.87</u>	<u>15,143.87</u>
Repairs & Replacement					
810 · R&R Buildings & Grounds	0.00	0.00	335.70	335.70	335.70
820 · R&R Lift Stations	0.00	0.00	1,928.52	1,928.52	1,928.52
830 · R&R Equipment	0.00	770.59	2,017.30	2,787.89	2,787.89
832 · R&R Mains and Sewer Lines	0.00	6,785.46	1,595.54	8,381.00	8,381.00
840 · R&R Vehicles	0.00	1,555.26	1,288.54	2,843.80	2,843.80
Total Repairs & Replacement	<u>0.00</u>	<u>9,111.31</u>	<u>7,165.60</u>	<u>16,276.91</u>	<u>16,276.91</u>
Total Expense	<u>0.00</u>	<u>63,128.22</u>	<u>55,919.22</u>	<u>119,047.44</u>	<u>119,047.44</u>
Net Ordinary Income	<u>3,244.00</u>	<u>16,372.15</u>	<u>34,151.37</u>	<u>53,767.52</u>	<u>53,767.52</u>
Net Income	<u><u>3,244.00</u></u>	<u><u>16,372.15</u></u>	<u><u>34,151.37</u></u>	<u><u>53,767.52</u></u>	<u><u>53,767.52</u></u>

2x

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

2 Target % > **16.7%** CRP-PC

As of August 2024

Summary	Budget Annual	YTD	Actual YTD		%	
PC CRP Revenue	19,536	3,256	3,244	16.6%	0%	
PC CRP Expenses	0	0	-	0.0%	0%	
Expenses	2024-2025 Budget		Actual	%	Total	
	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	
Services and Supplies >		0	0	-	0.0%	0
Repairs & Replacement						
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%	-	
Repairs & Replacement >		0	0	-	0.0%	0
Total Expenses >		0	0	-	0.0%	0

25

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

2

Target % > **16.7%** **CRP-WATER**

As of August 2024 Summary	WATER - CRP Budget			Actual YTD	
	Annual	YTD		Amount	%
WATER CRP Revenue	474,875	79,146	79,500	16.7%	0%
WATER CRP Expenses	462,264	77,044	63,130	13.7%	0%

Operating Balance	12,611	2,102	16,370
-------------------	--------	-------	--------

Expenses		2020-2021 Budget Annual	Budget YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	227,056	37,843	32,488	14.3%	194,568
520	FICA - District Share	18,919	3,153	2,425	12.8%	16,494
530	Medical Ins - District Share	31,527	5,255	4,777	15.2%	26,750
540	CalPERS - District Share	15,402	2,567	2,023	13.1%	13,379
550	Unemployment	0	0		0.0%	0
560	Workmans Compensation	20,710	3,452	3,736	18.0%	16,974
	Salaries and Employee Benefits >	313,614	52,269	45,449	14.5%	268,165
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	3,500	583	877	25.1%	2,623
622	Board	0	0		0.0%	0
625	Equip - Field <\$4,999.00	1,250	208		0.0%	1,250
630	Equip - Office	-				
640	Fuel & Oil	14,400	2,400	3,152	21.9%	11,248
645	Insurance	0	0		0.0%	0
650	Interest	6,000	1,000	269	4.5%	5,731
657	Outsource Lab / Internal Lab	5,000	833	400	8.0%	4,600
660	Memberships/Subscriptions/Licenses	0	0	49	0.0%	(49)
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 & Security	5,000	833	468	9.4%	4,532
700	Tools & Instruments	2,000	333	635	31.8%	1,365
703	Apparel	2,000	333	746	37.3%	1,254
705	Supplies - Office	-	-		0.0%	-
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	3,000	500	1,814	60.5%	1,186
735	Training, Certifications	500	83	160	32.0%	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
	Services and Supplies >	42,650	7,108	8,570	20.1%	34,080
	Repairs & Replacement					
810	R&R Buildings & Grounds	3,000	500		0.0%	3,000
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	35,000	5,833	771	2.2%	34,229
830.1	Hydrants	-				
832	R&R Mains/Service Lines/Tanks	50,000	8,333	6,785	13.6%	43,215
840	R&R Vehicles	18,000	3,000	1,555	8.6%	16,445
	Repairs & Replacement >	106,000	17,667	9,111	8.6%	96,889
	Total Expenses >	462,264	77,044	63,130	13.7%	399,134

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

2

SEWER-CRP

Target % > **16.7%** CRP-SEWER

As of August 2024

Summary	Budget			Actual YTD	
	Annual	YTD		Amount	%
SEWER CRP Revenue	599,800	99,967	90,071	15.0%	0%
SEWER CRP Expenses	588,962	98,160	55,922	9.5%	0%

Operating Balance (loss)	10,838	1,806	34,149
---------------------------------	---------------	--------------	---------------

Expenses	2020-2021 Budget		Actual YTD	%	Total
	Annual	YTD			
505 Salaries & Wages	302,823	50,470	29,608	9.8%	273,215
520 FICA - District Share	24,988	4,165	1,805	7.2%	23,183
530 Medical Ins - District Share	90,580	15,097	4,344	4.8%	86,236
540 CalPERS - District Share	22,235	3,706	2,686	12.1%	19,549
550 Unemployment	-	-	-	0.0%	-
560 Workmans Compensation	26,186	4,364	3,736	14.3%	22,450
Salaries and Employee Benefits >	466,812	77,802	42,179	9.0%	424,633
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	833	877	17.5%	4,123
622 Board	0	0	-	0.0%	0
625 Equip - Field <\$4,999.00	1,250	208	-	0.0%	1,250
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	14,400	2,400	3,152	21.9%	11,248
645 Insurance	0	0	-	0.0%	0
650 Interest	6,000	1,000	269	4.5%	5,731
657 Outsource Lab / Internal Lab	0	0	-	0.0%	0
660 Memberships/Subscriptions/Licenses	0	0	-	0.0%	0
665 Mileage Reimb	0	-	49	0.0%	(49)
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	833	468	9.4%	4,532
700 Tools & Instruments	2,000	333	635	0.0%	1,365
703 Apparel	2,000	333	746	37.3%	1,254
705 Supplies - Office	-	-	-	0.0%	-
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	3,000	500	220	7.3%	2,780
735 Training, Certification	500	83	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
Services and Supplies >	39,150	6,525	6,576	16.8%	32,574
Repairs & Replacement					
810 R&R Buildings & Grounds	3,000	500	336	11.2%	2,664
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	3,333	1,929	9.6%	18,071
830 R&R Equipment	30,000	5,000	2,017	6.7%	27,983
832 R&R Mains/Laterals	20,000	3,333	1,596	8.0%	18,404
840 R&R Vehicles	10,000	1,667	1,289	12.9%	8,711
	-	-	-	0.0%	-
Repairs & Replacement >	83,000	13,833	7,167	8.6%	75,833
Total Expenses >	588,962	98,160	55,922	9.5%	533,040

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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)			
	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			
	127.7 · Ozone System			
	Total 127.7 · Ozone System			
	127.6 · Swan AMI Turbiwell Monitor			
	Total 127.6 · Swan AMI Turbiwell Monitor			
	127.4 · PH System			
	Total 127.4 · PH System			
	127.2 · Harvy Vault Chlor Inject Proj			
	Total 127.2 · Harvy Vault Chlor Inject Proj			
	127.1 · Major Equipment			
	Total 127.1 · Major Equipment			
	127 · Water Plant - Other			
	Total 127 · Water Plant - Other			
	Total 127 · Water Plant			
	120 · District General CRP (EQUIPMENT - WAS 1011181)			
	120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)			
	Total 120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...			
	120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)			
	Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)			
	120.75 · SCADA			
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
	120.90 · Vehicles/Generators/Trailers			
	Total 120.90 · Vehicles/Generators/Trailers			
	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)			2,304.21
	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			
	Total 124.2 · GIS Online Mapping System			
	124.30 · Lift Stations			
	124.50 · Mains			
	Total 124.50 · Mains			
	124.60 · Meters			
	Total 124.60 · Meters			
	124.90 · Water Tanks			

9:40 AM

09/06/24

Accrual Basis

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

Date	Name	Memo	Class	Amount
Total 124.90 · Water Tanks				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				
125 · Land - Dist. Cap. Improvements				
Total 125 · Land - Dist. Cap. Improvements				
129 · ALLOW. FOR DEPRECIATION				
Total 129 · ALLOW. FOR DEPRECIATION				
280 · Loan				
280.04 · 2021 Water Truck				
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
280.02 · KS State Bank - 2019 Vac-Con				
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
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/31/2011)				
Total 306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ...				
Loans/Grants				
945 · Wastewater I and I Phase IV				
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
TOTAL				20,520.30



Accounts

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

GENERAL LEDGER *9122

Available **\$201,886.61

Current \$185,172.44

BALANCE TOTALS

Total Deposit Accounts \$185,172.44

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

Make a Payment

Make paying bills fast and easy

Pay your bills on one screen in seconds.

[Sign up for payments](#)

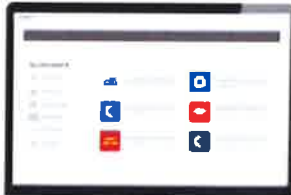
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We've teamed up with TurboTax to help you get your **maximum refund, guaranteed.**

[Start for free](#)

Outside Accounts



No outside accounts added.

[Add account](#)

Money Management



Clearlake Oaks County Water District (CA-01-0184)

11/11/11 15:00:00

Total Balance As Of 09/16/24: \$695,880.89

California CLASS

As of 09/16/24

\$695,880.89

[Detail ->](#)

California CLASS

Enhanced Cash

As of 09/13/24

\$0.00

[Detail ->](#)

Subaccounts

Account #	Name	Avail. Balance	Fund Name
CA-01-0184-0001	Water Reserves	\$198,630.04	California CLASS
CA-01-0184-0002	Sewer Reserves	\$93,150.35	California CLASS
CA-01-0184-0003	CRP Water	\$168,191.58	California CLASS
CA-01-0184-0004	CRP Sewer	\$115,265.90	California CLASS
CA-01-0184-0005	CRP PC	\$120,643.02	California CLASS
CA-01-0184-0006	General Savings	\$0.00	California CLASS
CA-01-0184-E001	General Savings	\$0.00	California CLASS Enhanced Cash
CA-01-0184-E002	Water Reserves	\$0.00	California CLASS Enhanced Cash
CA-01-0184-E003	Sewer Reserves	\$0.00	California CLASS Enhanced Cash

[View ->](#)



California State Treasurer *Fiona Ma, CPA*



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

September 16, 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

August 2024 Statement

Account Summary

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

Clearlake Oaks County Water District Payroll Summary August 2024

	Hours	Rate	Aug 24
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-34	56.64	-1,984.35
CTO Used	23.25	50.37	1,123.75
Overtime (x1.5)	107	56.64	6,698.36
PTO	129.75	50.37	5,081.75
Straight Board Duty Pay	2,081.5	37.76	84,259.88
			500.00
			5,045.00
Total Gross Pay	2,307.5		100,724.39
Deductions from Gross Pay			
ACWA (pre-tax)			-1,615.34
AFLAC (pre-tax)			-454.26
AFLAC (taxable) AFTER TAX			-154.08
CALPers 457			-600.00
CALPers EE (Pretax)			-6,879.75
Total Deductions from Gross Pay			-9,703.43
Adjusted Gross Pay	2,307.5		91,020.96
Taxes Withheld			
Federal Withholding			-8,501.00
Medicare Employee			-1,430.48
Social Security Employee			-5,890.30
CA - Withholding			-3,513.39
CA - Disability			-1,085.21
Total Taxes Withheld			-20,420.38
Deductions from Net Pay			
Miscellaneous Deduction			-38.77
Wage Garnishment			-269.52
Total Deductions from Net Pay			-308.29
Net Pay	2,307.5		70,292.29
Employer Taxes and Contributions			
Medicare Company			1,430.48
Social Security Company			5,890.30
Total Employer Taxes and Contributions			7,320.78

9:42 AM

Clearlake Oaks County Water District

09/06/24

Trial Balance

Accrual Basis

As of August 31, 2024

	Aug 31, 24	
	Debit	Credit
101.5 · CA CRP PC	120,643.02	
101.4 · CA CRP Sewer	115,265.90	
101.3 · CA CRP Water	168,191.58	
101.2 · CA Sewer Reserves	93,150.35	
101.1 · CA Water Reserves	198,630.04	
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	226,239.49	
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	375,652.94	
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	

3A

9:42 AM

09/06/24

Accrual Basis

Clearlake Oaks County Water District

Trial Balance

As of August 31, 2024

	Aug 31, 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		218,517.69
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 - 5312	0.00	
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133	0.00	
211 · WAB Credit Card:211.14 · WAB - Dianna - 3226	0.00	
211 · WAB Credit Card:211.13 · WAB - Jeremy - 2499	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		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		44,646.15
280 · Loan:280.15 · USDA Water Improvement Project		4,780,000.00
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con		28,932.70
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		10,638.85
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	21,142.28	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	134.76	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		22,143.67
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation Time	0.00	
223.25 · Vacation Dump Account:223.27 · Sewer - Vacation	0.00	
223.25 · Vacation Dump Account:223.28 · Water - Vacation	0.00	
223.30 · Sick Dump Account	0.00	
223.30 · Sick Dump Account:223.31 · Admin - Sick	0.00	
223.30 · Sick Dump Account:223.32 · Sewer - Sick	0.00	
223.30 · Sick Dump Account:223.33 · Water - Sick	0.00	
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE	0.00	

9:42 AM

09/06/24

Accrual Basis

Clearlake Oaks County Water District

Trial Balance

As of August 31, 2024

	Aug 31, 24	
	Debit	Credit
223.50 · MEDICARE TAX PAYABLE	0.00	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	1,050.73	
223.60 · STATE PAYROLL TAX WITHHOLDING	0.00	
223.65 · STATE DISABILITY PAYABLE	1.00	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	25,184.71	
223.80 · GASB 68 Pension		26,313.00
223.85 · MISC DEDUCTIONS PAYABLE		8,712.34
223.90 · COMPENSATED EMPLOYEE BENEFITS		86,839.02
24000 · Payroll Liabilities	22,846.43	
228 · FEMA Interest on Overpaymnt/Pen		769,106.25
227 · FEMA Overpayment/Penalties	1,969,862.75	
295 · NET PENSION LIABILITY		723,163.00
226 · USDA Int Pymnt-Swr Clarifier	0.00	
225 · USDA Payment - Sewer Clarifier	371,172.41	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		3,334,114.80
304 · Opening Balance Equity	584,283.24	
306 · Retained Earnings - OLD		17,148,646.12
Income:445 · Bulk Water		137.00
Income:410 · Client Reg Pmt		509,991.46
Income:420 · Connection Fees		10,245.00
Income:425 · CRP		168,841.08
Income:430 · Penalty & Interest		11,760.37
Income:430 · Penalty & Interest:430.2 · Bank Interest		5,351.91
Income:435 · Loans/Grants:435-11 · Wellness		680.00
Income:440 · Misc Revenue		83.52
Income:450 · Other - Non S/W Rev		87,503.64
Loans/Grants:945 · Wastewater I and I Phase IV	450.00	
Salaries & EE Benefits:545 · CALPers 457		250.00
Salaries & EE Benefits:505 · Salaries & Wages	202,026.39	
Salaries & EE Benefits:520 · FICA - District Share	14,680.25	
Salaries & EE Benefits:530 · Med/Life Insurance- Dist Share	38,188.99	
Salaries & EE Benefits:540 · PERS - District Share	33,344.21	
Salaries & EE Benefits:560 · Workers Comp Ins	15,386.06	
Services & Supplies:610 · Bank Fees	4,405.27	
Services & Supplies:620 · Communications & Internet	7,788.39	
Services & Supplies:630 · Equip - Office	912.22	
Services & Supplies:640 · Fuel & Oil	9,029.77	
Services & Supplies:645 · Insurance	37,760.45	
Services & Supplies:650 · Interest	537.35	
Services & Supplies:657 · Lab	8,307.36	
Services & Supplies:660 · Memberships & Subscription	2,669.99	
Services & Supplies:670 · Postage & Shipping	1,713.52	
Services & Supplies:675 · Professional Services	13,008.69	
Services & Supplies:675 · Professional Services:675-7 · MC On Call Services/Pre Grant	900.00	
Services & Supplies:685 · Rents	386.46	
Services & Supplies:690 · Safety & Security	1,738.23	
Services & Supplies:700 · Tools & Instruments	1,484.37	
Services & Supplies:703 · Supplies - Clothing & Personal	3,598.45	
Services & Supplies:705 · Supplies - Office	290.27	
Services & Supplies:715 · Supplies-Chemicals-Operating	50,042.26	
Services & Supplies:720 · Supplies - Inventory - Other	3,032.89	
Services & Supplies:735 · Training/Classes/Certs/ClassB	319.12	
Services & Supplies:745 · Travel / Lodging	7.00	
Services & Supplies:750 · Utilities	75,265.43	
Services & Supplies:760 · Waste Disposal	12,338.45	
Services & Supplies:795 · Yolo Co	4,975.73	
Services & Supplies:799 · Team Building	176.92	
Repairs & Replacement:810 · R&R Buildings & Grounds	979.70	
Repairs & Replacement:820 · R&R Lift Stations	1,928.52	
Repairs & Replacement:830 · R&R Equipment	2,787.89	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	8,381.00	

9:42 AM
09/06/24
Accrual Basis

Clearlake Oaks County Water District
Trial Balance
As of August 31, 2024

	Aug 31, 24	
	Debit	Credit
Repairs & Replacement:840 · R&R Vehicles	2,880.41	
66000 · Payroll Expenses	0.00	
TOTAL	43,198,961.03	43,198,961.03

Account Payable Breakdown

Date: 9/16/2024

	<u>QuickBooks</u>	<u>Balance</u>	<u>Available</u>
General Ledger - 9122	\$153,887.46	\$201,886.61	\$185,172.44
Cal Class CRP Water	\$168,191.58	\$168,191.58	\$168,191.58
Cal Class CRP Sewer	\$115,265.90	\$115,265.90	\$115,265.90
Cal Class CRP PC	\$120,643.02	\$120,643.02	\$120,643.02
Cal Class Water Reserves	\$198,630.04	\$198,630.04	\$198,630.04
Cal Class Sewer Reserves	\$93,150.35	\$93,150.35	\$93,150.35
LAIF Balance	\$443,552.61	\$443,552.61	\$443,552.61
Current A/P Aging	\$89,555.97	(PG&E Payment Plan for True-Up)	
ACWA Health Ins.	\$16,688.71	9/19/2024	
Kansas State Bank-Water Truck	\$1,730.25	9/20/2024	
TOTAL	\$107,974.93		
Paid On-line/Auto Out			
9/15/2024 Kansas St. VacCon	\$7,421.47		
9/10/2024 Amazon Amex Card	\$3,310.19		
9/5/2024 PG&E	\$47,274.14		
9/3/2024 Canon Financial	\$575.49		
9/3/2024 USDA Water Impr.	\$29,875.00		
9/3/2024 Bluefin	\$4,293.13		
8/26/2024 WAB Credit Card	\$18,569.03		
TOTAL-Paid On-line/Auto Out	\$111,318.45		

10:05 AM

09/16/24

Clearlake Oaks County Water District
A/P Aging Summary
As of September 16, 2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Alpha Analytical Labs	516.00	0.00	0.00	0.00	0.00	516.00
B&B Industrial Supply	89.66	0.00	0.00	0.00	0.00	89.66
Clearlake Lava	212.36	0.00	0.00	0.00	0.00	212.36
Everett Swesey	35.68	0.00	0.00	0.00	0.00	35.68
Hayden Solar, LLC	6,152.83	0.00	0.00	0.00	0.00	6,152.83
HC3	1,623.82	0.00	0.00	0.00	0.00	1,623.82
Justin Koehler	109.09	0.00	0.00	0.00	0.00	109.09
MC Engineering, Inc	4,338.95	0.00	0.00	0.00	0.00	4,338.95
Mendo Mill	156.49	0.00	0.00	0.00	0.00	156.49
People Services Inc	130.00	0.00	0.00	0.00	0.00	130.00
PG&E	0.00	0.00	0.00	0.00	70,547.80	70,547.80
Pitney Bowes, Inc	502.03	0.00	0.00	0.00	0.00	502.03
Redwood Coast Fuels	1,149.57	0.00	0.00	0.00	0.00	1,149.57
Yolo County Flood Control	0.00	3,991.69	0.00	0.00	0.00	3,991.69
TOTAL	<u>15,016.48</u>	<u>3,991.69</u>	<u>0.00</u>	<u>0.00</u>	<u>70,547.80</u>	<u>89,555.97</u>

39

CLEARLAKE OAKS COUNTY WATER DISTRICT
NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: August 15, 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, *Excused* □ Mr. Kurt Jensen, Water, *Excused* √ 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. July 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 07/18/2024 (*Page 38*)

Action Taken: Motion to approve the consent items

BURTON/BOUCHER M/S/C

AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH

NOES: NONE

ABSENT: NONE

E. NEW BUSINESS

1. Discussion of Cyanobacteria

Action Taken: NO ACTION

2. Discussion and approval of chlorine tank for Water Treatment Plant form Ryan Process in the amount of \$20,597.45, to be paid out of Water Reserves (*Page 41*)

Action Taken: Motion to approve the purchase of a chlorine tank for the Water Treatment Plant from Ryan Process Inc., in the amount of \$20,597.45, to be paid out of Water Reserves

BURTON/BOUCHER M/S/C

AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH

NOES: NONE

ABSENT: NONE

3. Discussion and approval of the policy pertaining to the Injury and Illness Prevention Program (*Page 42*)

Action Taken: Motion to approve the Injury and Illness Prevention Program Policy

HERMAN/BURTON M/S/C

AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH

NOES: NONE

ABSENT: NONE

4. Discussion and approval of the policy pertaining to the Grant Financial Management (*Page 79*)

Action Taken: Motion to approve the Grant Financial Management Policy

BURTON/MCHUGH M/S/C

AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH

NOES: NONE

ABSENT: NONE

5. Discussion and approval of the policy pertaining to the Workplace Violence Prevention Plan (*Page 89*)

Action Taken: Motion to approve the Workplace Violence Prevention Plan Policy

MCHUGH/HERMAN M/S/C

AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH

NOES: NONE

ABSENT: NONE

6. Discussion and approval of the policy pertaining to Non-Retaliation (*Page 103*)

Action Taken: Motion to approve the Non-Retaliation Policy

BURTON/MCHUGH M/S/C

AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH

NOES: NONE

ABSENT: NONE

7. Discussion and consideration of purchasing 4000 gallons of Pro Pac 9800 from NTU Technologies, Inc. in the amount of \$32,083.20 (Budgeted) (*Page 104*)

Action Taken: Motion to approve the purchase of 4000 gallons of Pro Pac 9800 from NTU Technologies Inc., in the amount of \$32,083.20 plus tax and freight

BOUCHER/MCHUGH M/S/C

AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH

NOES: NONE

ABSENT: NONE

ADJOURNMENT

Time: 2:45 PM

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.

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.

AL

2024 FORD F600



USD **USD \$195,900**

Machine Location: [2231 HAMNER AVE](#) [Norco, California 92860](#)

Seller Information

COMMERCE TRUCK & EQUIPMENT SALES LLC

Contact: Commerce Sales

Phone: (951) 291-0241

Norco, California 92860

(951) 291-0241

Video Chat



[Hide Thumbnails](#)

Description

4x4, 6.7L DSL, A/T, A/C, P/S, C/C, Tilt, 22,000GVW, Spring Suspension, Hydraulic Brakes, Stellar 8630, TMAX1-13 Aluminum Mechanic Body, 13' Body, American Eagle 40P hydraulic driven aluminum and cast iron compressor that produces 40CFM @100psi, 8000lbs Max Cap, 30' Full Hydraulic Reach, CDTplus radio remote control, compressor+,30 Gal Air Tank, 2 Heavy Duty Aluminum Drawer Sets (See Pictures), 21" work bench bumper, LED Work Flood Light Kit, LED Compartment Lights,

Specifications

Year	2024	Manufacturer	FORD
Model	F600	Condition	New

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13

2024 RAM 5500 HD



USD **USD \$189,900**

Machine Location: [2231 HAMNER AVE Norco, California 92860](#)

Seller Information

COMMERCE TRUCK & EQUIPMENT SALES LLC

Contact: Commerce Sales

Phone: (951) 291-0241

Norco, California 92860

(951) 291-0241

Video Chat



[Hide Thumbnails](#)

Description

4x4, 6.7L Cummins, 360HP, A/T, A/C, P/S, C/C, 19,500GVW, 225/75R19.5 Tires, Steel Wheels, Steel Tank(s), approx 169WB, Spring Suspension, Hydraulic Brakes, Stellar 7630, TMAX1-11 Aluminum Mechanic Body, American Eagle 40P hydraulic driven aluminum and cast iron compressor that produces 40CFM @100psi, 7500lbs Max Cap, 30' Full Hydraulic Reach, CDTplus radio remote control, compressor+, 30 Gal Air Tank, 2 Heavy Duty Aluminum Drawer Sets (See Pictures), 21" work bench bumper, LED Work Flood Light Kit, LED Compartment Lights, Tare Weight 15,240

Specifications

Year	2024	Manufacturer	RAM
------	------	--------------	-----

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Fuel Type	Diesel	Drive	4x4
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AA

HEAVY EQUIPMENT FINANCING

FLEXIBLE TERMS • FREE ESTIMATES • AUCTIONS

CURRE

GET PRE-APPROVED TO

Seller Information

COMMERCE TRUCK & EQUIPMENT SALES LLC

Contact: Commerce Sales

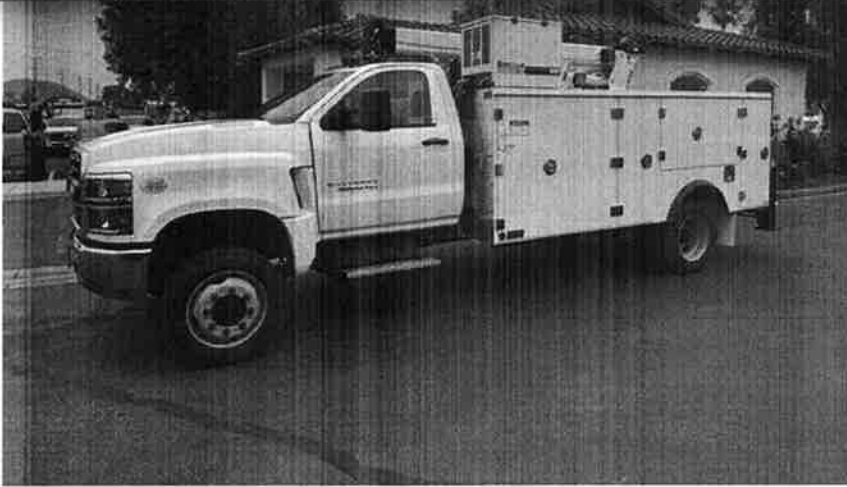
Phone: (951) 291-0258

Norco, California 92860

(951) 291-0258

Video Chat

\$199,900



[Hide Thumbnails](#)

Description

4x4, 6.6L DSL, 350HP, Allison 2750 RDS, A/C, P/S, C/C, Tilt, 23,000GVW, 225 70 R19.5 Tires, Steel Wheels, approx 108C/A, Spring Suspension, Hydraulic Brakes, Stellar 7630 Crane, 7500 Max Cap, 30' Reach, CDT Pro Equipped, Crane Boom Tip serial # DIK24D1660, TMAX 1-13 Aluminum Mechanics body, 13' Body, 52" Tall Boxes, Steel Crane Compartment, Stellar 40P Hydraulic Driven Compressor, Compressor serial # 68971FFB, 21 Gal Air Tank, (3) Heavy Duty Aluminum Drawer Sets (See Pictures), 21 Drawer Steel Bolt Bin, LED Work Flood Lights, LED Compartment Lights, 21" Work Bench Bumper, 16,340lb Dry Weight,

Specifications

Year	2023	Manufacturer	CHEVROLET
Model	SILVERADO 6500HD	Condition	New
Stock Number	23M4486	Horsepower	350 HP
Transmission	Automatic	Drive	4x4

AS

**CLEARLAKE OAKS COUNTY WATER DISTRICT
RESOLUTION NO. 24-07**

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

AUTHORIZING AGREEMENT WITH UMPQUA BANK COMMERCIAL CARD PROGRAM

WHEREAS, Credit cards and purchasing cards are mechanisms for purchasing goods and services for the convenience of Clearlake Oaks County Water District, and

WHEREAS, the Umpqua Bank has negotiated with Clearlake Oaks County Water District to provide a Purchasing Card Program for vendor payments, purchasing, travel or fleet transactions, and

WHEREAS Umpqua Bank requires an application for credit approval, a resolution by Clearlake Oaks County Water District's Governing Board, and Clearlake Oaks County Water District's policy and procedures regarding the use of credit cards; and

WHEREAS, the Clearlake Oaks County Water District has a Standard Practice of procedures for using credit cards as required by the Program,

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Clearlake Oaks County Water District directs the following action:

- a. Authorize participation with Umpqua Bank in the Purchasing Card program
- b. Authorize the application to the Program for credit cards or purchasing cards
- c. Authorize the Board President to execute any necessary agreements
- d. Authorize, General Manager, or Administrative Service Manager, or Office Manager to add new participants or cancel former employees
- e. Authorize General Manager to close existing credit card account with Westamerica Bank (Elan Financial Services)
- f. Authorize the General Manager to close all CRP Accounts and both Reserve Accounts at Westamerica Bank

THE ABOVE RESOLUTION is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a Regular Meeting held on the 19th day of September 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

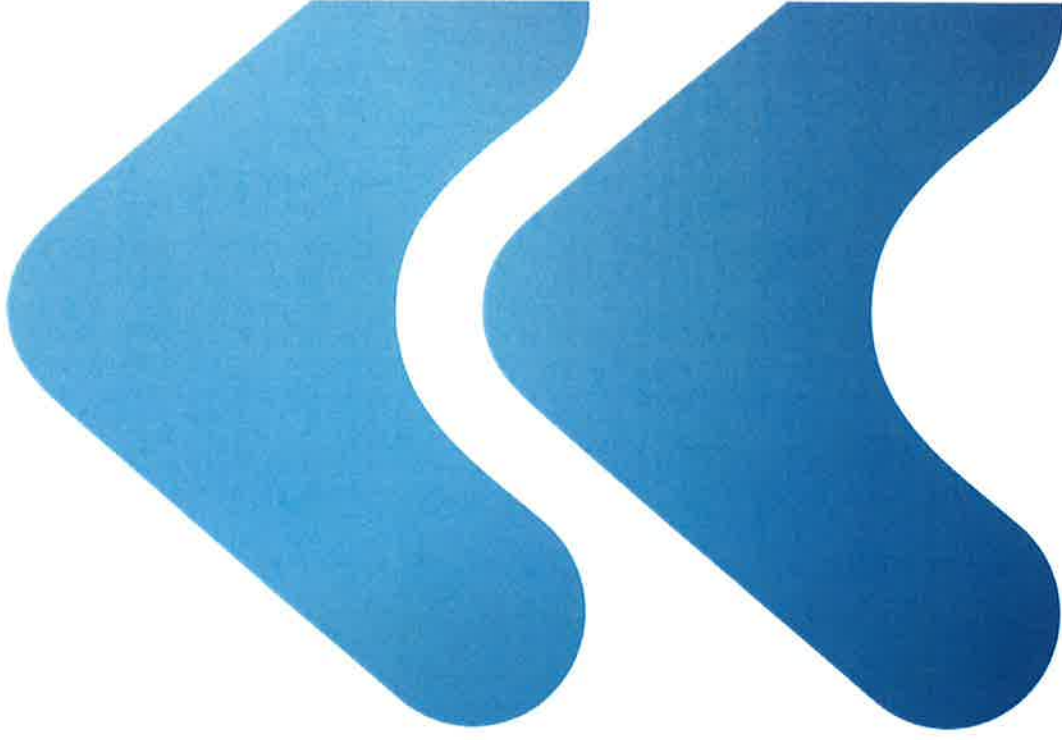
CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Stanley Archacki, Board President

Attest: _____
Olivia Mann, Board Secretary

Approved as to Form and Legal Sufficiency: _____
Scott Nave, Legal Counsel

UMPQ-PRIVATE



California Special Districts Association

Commercial Card Proposal

Umpqua Bank | Member FDIC | Equal Housing Lender | NMLS 401867 | SBA Preferred Lender

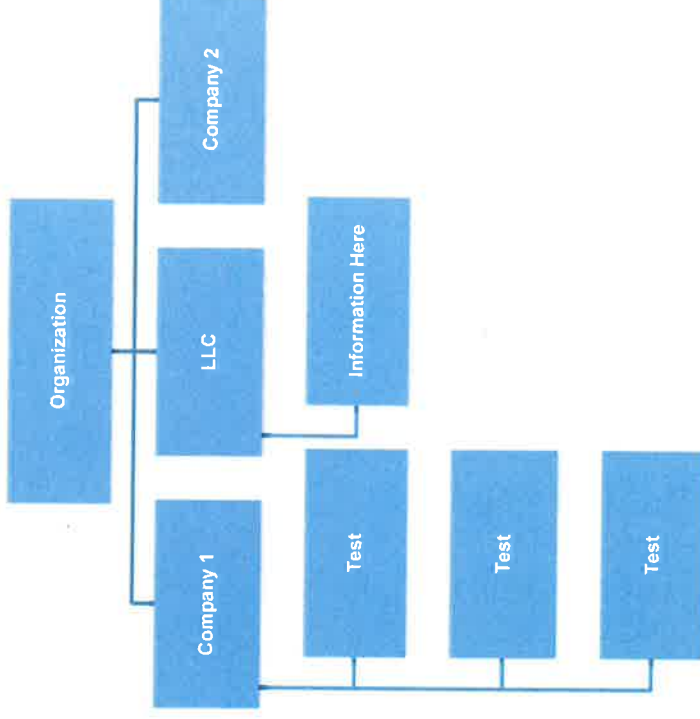
Our One-Card Solution

Umpqua Bank Cards can be configured to meet any and all needs in a one card.

Customize Your Company Set-Up

- Travel & Expense Cards (merchant categories can be customized)
- Purchasing Cards (including Virtual Cards if needed)
- Fleet Cards (restricted to only fuel purchases)
- Automated payables & Integrated payment

A direct data feed into Concur, Expensify, Chrome River, Certify and many others



How We Protect You

Visa Liability Waiver

Protect your company against
unauthorized use and charges
by employees

Up to \$100,000
per cardholder

Our commercial card consolidates the specialized features and benefits of purchasing, travel and fleet cards into one powerful and flexible business tool.

Visa Travel & Emergency Services

- Emergency card replacement
- Lost luggage assistance
- Auto rental collision waiver
- Travel accident insurance
- Medical & legal referral
- Emergency messaging

Visa Fraud Protection

- Protection against unauthorized charges
- Ability to review and dispute transactions that may be fraudulent or authorized

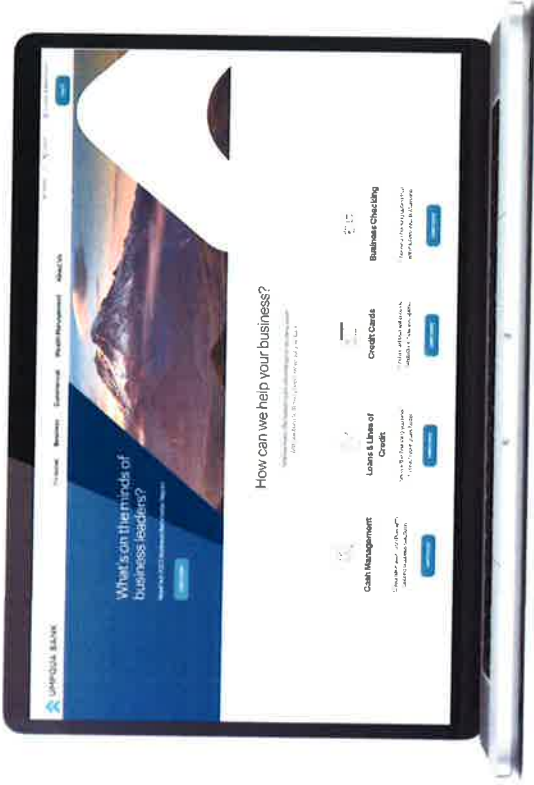
“It’s no joke that the loss of trust is far more damaging than the loss of money.”

Kelly Paxton, Author



Custom Controls Made for Your Team

With unlimited administrator access, make changes, get updates, and manage data in real-time, whenever and wherever you need it most.



What you can do:

- Manage cardholder limits (temporary or permanent)
- Order new cards
- Dispute transactions (if needed)
- Establish card blocks or close cards
- View statements and transaction details
- View authorizations and pending transactions
- View, sort, customize, and download transaction reports with detail
- Apply Merchant Category Code (MCC) restrictions at company or card level

Customize Your Company Set-Up

- Travel and expense cards — merchant categories can be customized.
- Purchasing Cards — including Virtual Cards.
- Fleet Cards —restricted to only fuel purchases.
- Automated payables & integrated payment.



Contactless Card

It's fast and easy to use—just tap and go on applicable card readers. One-time codes ensure each unique transaction is secure. Reduce your contact with people and surfaces.



Mobile Wallet

Easy to shop online and in store with instant approvals and tap-to-go technology. Lighten your pockets! With the mobile wallet, you reduce the need to carry physical cards.



Visa Commercial Pay

Request and deploy virtual cards on-demand. Digitally issue virtual cards to employee and contractor's mobile devices. Centrally manage business travel spend.

Revenue Share Opportunity

Umpqua bank offers CSDA members revenue share designed to reward your current activity and achieve your company's growth and implementation goals.

Estimated financial benefit to your District based on an *estimated* annual combined spend.

Volume	Rate	Estimated Revenue
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\$120,000

1.00%

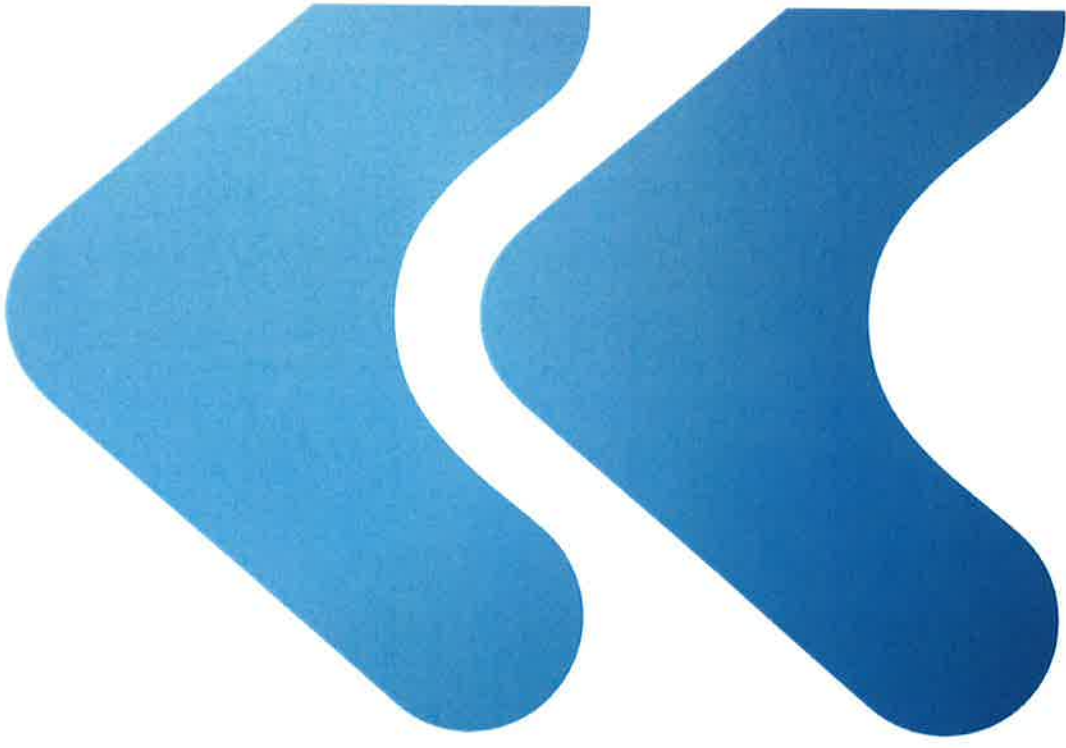
\$1,200

The revenue share to be paid annually. Deposited to an Umpqua Bank checking account or credited to commercial card billing account.

UMPQ-PRIVATE



Thank
you.



Umpqua Bank | Member FDIC | Equal Housing Lender | NMLS 401867 | SBA Preferred Lender

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

Engineering Services to Prepare and Submit a Phase 4 SWRCB SRF DAC Program Grant Application for the Wastewater Treatment and Collection System Infrastructure and Rehabilitation Project

This Agreement was made and entered into as of **August 30, 2024** by and between Clearlake Oaks County Water District, hereinafter referred to as "District" and MC Engineering, Inc., a California Corporation, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

- a. The District has prepared and completed Phases 1, 2, and 3 of the Wastewater Treatment and Collection System Infrastructure and Rehabilitation Project, including planning, environmental, design, bidding and construction under the SWRCB SRF DAC Program (SWRCB SRF) with the total grant award and project completion efforts to-date totaling over \$ 20,000,000 dollars.
- b. This specific Consultant's services will include the preparation of an updated SWRCB SRF DAC Grant application to the SWRCB FFAST Program for review and approval by the SWRCB program staff for project components as shown within Item c., below.
- c. The District with engineering assistance from the MC Engineering staff had recently submitted a request for financial assistance to the SWRCB SRF in the amount of \$\$17,170,010, to eliminate existing system-wide wastewater deficiencies, including sewer lift stations, collection system rehabilitation, and various WWTP system components. The majority of the improvements were already designed but could not be completed due to funding limitations as imposed by the SWRCB DAC grant program (funding cap). Certain new system upgrades that have been identified within the Wastewater Collection System Infiltration and Inflow Analysis and Mapping Program Project Report, dated 2017 (Revised), Recycled Water Feasibility Study, Dated 2018, and the USDA Preliminary Engineers Report, Dated 2014. The reports also included associated CEQA and NEPA required approvals. To-date a portion of the projects have not been designed or constructed and these system-wide improvements include the following Phases within the updated SWRCB SRF grant submittal:
 - A. **Phase 4a Projects** -Update Design, Bid, and Construct Projects (**Total Cost \$7,460,000**)
 - B. **Phase 4b Projects** – Update Project Report and Environmental Documents, Design, and Construct (**Total Cost \$ 5,534,880**)
- d. Consultant represents that it has the qualifications, skills, and experience to provide these services, and is willing to provide them according to the terms of this Agreement. the success of his services including the successful planning, design, bidding, and construction of Phases 1, 2, and 3 of the Wastewater Facilities Updated Planning Grant.
- e. The Consultant has also prepared the proposed Scope of Work, Work Schedule, and Schedule of Fees for completing the SWRCB SRF grant application for Phases 4a and Phase 4b (**Attachment A**). The total cost for completing and submitting the updated Phase 4a and 4b SWRCB SRF application is **\$8,600**.

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TERMS OF AGREEMENT

1.0 DESCRIPTION OF PROJECT

- 1.1 As set forth in Description-of-Project within the Recitals and as specified within future Work Orders.

2.0 SCOPE OF SERVICES

- 2.1 As set forth in future Work Orders.
- 2.2 Additional Services. Additional services, if any, shall only proceed upon written agreement between District and Consultant. The written Agreement shall be in the form of an Amendment to this Agreement.

3.0 CONDUCT OF WORK

- 3.1 Time of Completion. Consultant shall commence performance of services as described in the Scope-of-Work, Work Schedule, and Fee Schedule ("**Attachment A**") and upon receipt of signed Work Order(s) and shall proceed in a diligent manner with adjustments made in response to feedback.
- 3.2 Assumptions. The Consultant will also rely heavily on staff assistance from both the District and at times the "acting" CLOCWD staff during all phases of the project.

4.0 COMPENSATION FOR SERVICES

- 4.1 Basis for Compensation. For the performance of the professional services of this Agreement, Consultant shall be compensated on a time and expense basis. Charges shall be based upon Consultant's standard billing rates for the various classifications of personnel or expense, as specified in Project Scope and Schedule-of-Fees (under Compensation in "**Attachment A**"). Specified rates shall include all indirect costs and expenses, except direct expenses. The direct expenses and the fees to be charged for same shall be customary and reasonable.

The Schedule-of-Fees (under Compensation in "**Attachment A**") shall be revised at the end of each calendar year for the following year, but any increases shall not exceed 5% per year.

- 4.2 Changes. Should changes in compensation be required because of revisions to the Scope-of-Work of this Agreement, the parties shall agree in writing to any changes in compensation. "Changes" to the Scope-of-Work means different activities than those described in "**Attachment A**".
- 4.3 Sub-contractor Payment. The use of sub-Consultants or other services needed to perform a portion of the work of this Agreement shall be approved by the District prior to commencement of work.
- 4.4 Terms of Payment. Payment to Consultant for services rendered in accordance with this contract shall be based upon submission of monthly invoices for the work

satisfactorily performed prior to the date of invoice less any amount already paid to Consultant, which amounts shall be due and payable within 30 days from receipt by District. Invoices shall be accompanied by documentation sufficient to enable District to determine the progress made.

5.0 ASSURANCES OF CONSULTANT

- 5.1 Independent Contractor. Consultant is an independent contractor and is solely responsible for its acts or omissions. Consultant (including its agents, servants, and employees) is not District agent, employee, or representative for any purpose.
- 5.2 Conflict of Interest. Consultant understands that its professional responsibility is solely to the District. Consultant has no interest, and will not acquire any direct or indirect interest, which would conflict with its performance of the Agreement. Consultant shall not, in the performance of this Agreement, employ a person having such an interest.

6.0 INDEMNIFICATION

- 6.1 Insurance Liability. Without limiting Consultant's obligations arising under Paragraph 6.2 Consultant shall not begin work under this Agreement until it procures and maintains for the duration of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with its performance under this Agreement.

A. Minimum Scope of Insurance Coverage

shall be at least as broad as:

1. Insurance Services Office ("ISO") Commercial General Liability Coverage Form No. CG 00 01 11 85.
2. ISO Form No. CA 0001 (Ed. 1/78) covering Automobile Liability, Code 1 "any auto" or Code 8, 9 if no owned autos and endorsement CA 0025.
3. Worker's Compensation Insurance as required by the Labor Code of the State of California and Employers Liability Insurance.
4. Professional Liability Insurance covering damages which may result from errors, omissions, or acts of professional negligence by Consultant.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall apply separately to the work performed under this Agreement, or the aggregate limit shall be twice the prescribed per occurrence limit.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
3. Worker's Compensation and Employers Liability: Worker's compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.

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4. Professional Liability Coverage: \$500,000 combined single limit per occurrence. If the coverage is an aggregate limit, the aggregate limit must apply separately to the work performed under this Agreement, or the aggregate limit shall be twice the per occurrence limit.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the District. At the option of the District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects to the District, its officers, officials, employees, and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses. Any additional expense incurred by Consultant because of changes requested by District shall be reimbursed by District.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

- a. The District, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied, or used by the Consultant, or automobiles owned, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the District, its officers, officials, employees, or volunteers.
- b. The Consultant's insurance coverage shall be primary insurance as respects to the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the District, its officers, officials, employees, or volunteers.
- d. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Worker's Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the District, its officers, officials, employees, and volunteers for losses arising from Consultant's performance of the work, pursuant to this Agreement.

3. Professional Liability Coverage

If written on a claims-made basis, the retroactivity date shall be the effective date of this Agreement.

4. All Coverages

Each Insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District.

E. Acceptability of Insurers

Except for professional liability insurance, insurance is to be placed with insurers with a Best's rating of no less than A: VII and who are admitted insurers in the State of California.

F. Verification of Coverage

Consultant shall furnish the District with certificates of Insurance and with original Endorsements effecting coverage required by this Agreement. The Certificates and Endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates and Endorsements are to be on forms provided or approved by the District. Whereby statute, the District's Workers' Compensation - related forms cannot be used, equivalent forms approved by the Insurance Commissioner are to be substituted. All Certificates and Endorsements are to be received and approved by the District before Consultant begins the work of this Agreement. The District reserves the right to require complete, certified copies of all required insurance policies, at any time. If Consultant fails to provide the coverages required herein, the District shall have the right, but not the obligation, to purchase any or all of them. In that event, the cost of insurance becomes part of the compensation due the Consultant after notice to Consultant that District has paid the premium.

G. Subcontractors

If Consultant uses subcontractors or sub-Consultants, it shall cover them under its policies or require them to separately comply with the insurance requirements set forth in this Paragraph 6.1.

6.2 Indemnification. Notwithstanding the foregoing insurance requirements, and in addition thereto, Consultant shall indemnify, defend and hold harmless District officers, agents and employees from and against any and all claims, demands, liability, costs and expenses, including court costs and counsel fees, arising out of the injury to or death of any person or loss of or physical damage to any property resulting from any negligent or wrongful act or omission committed by Consultant or its officers, agents or employees while performing services under this Agreement. As to events which occur during Consultant's performance of this Agreement, District shall hold Consultant harmless from and defend Consultant against all claims, liability, damage, or loss arising out of any injury or death of any person or damage to or destruction of property attributable to the negligent or willfully wrongful act or omission of DISTRICT or its officers and employees, where the injury, death or damage is caused by the sole and active negligence or willful misconduct of District or District's employees.

7.0 CONTRACT PROVISIONS

- 7.1 Ownership of Work. All documents furnished to Consultant by District, and all reports and supportive data prepared by Consultant under this Agreement are District's property and shall be given to District at the completion of Consultant's services at no additional cost to District. Deliverables are identified in the Scope-of-Work and within each individual Work Orders.
- 7.2 Governing Law. Consultant shall comply with the laws and regulations of the United States, the State of California, and all local governments having jurisdiction over this Agreement. The interpretation and enforcement of this Agreement shall be governed by California law and any action arising under or in connection with this Agreement must be filed in a Court of competent jurisdiction in Lake County.
- 7.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.
- 7.4 Severability. If any term of this Agreement is held invalid by a court of competent jurisdiction, the remainder of this Agreement shall remain in effect.
- 7.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.
- 7.6 Assignment. Consultant's services are considered unique and personal. Consultant shall not assign, transfer, or sub-contract its interest or obligation under all or any portion of this Agreement without District's prior written consent.
- 7.7 Waiver. No waiver of a breach of any covenant, term, or condition of this Agreement shall be a waiver of any other or subsequent breach of the same or any other covenant, term or condition or a waiver of the covenant, term, or condition itself.
- 7.8 Litigation. In the event a suit or action is instituted to enforce any of the terms and conditions of this Agreement, the prevailing party shall collect, in addition to the costs and disbursements allowed by statutes, such sums as the court may adjudge reasonable as attorney's fees in such suit or action in both trial and appellate courts.
- 7.9 Termination. This Agreement may only be terminated by either party: 1) for breach of the Agreement; 2) because funds are no longer available to pay Consultant for services provided under this Agreement; or 3) District has abandoned and does not wish to complete the project for which Consultant was retained. A party shall notify the other party of any alleged breach of the Agreement and of the action required to cure the breach. If the breaching party fails to cure the breach within the time specified in the notice, the contract shall be terminated as of that time. If terminated for lack of funds or abandonment of the project, the contract shall terminate on the date notice of termination is given to Consultant. District shall pay the Consultant only for services performed and expenses incurred as of the effective termination date. In such event, as a condition to payment, Consultant shall provide to District all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by the Consultant under this Agreement.

Consultant shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder, subject to offset for any direct or consequential damages District may incur as a result of Consultant's breach of contract.

- 7.10 Duplicate Originals. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. When so signed, each such document shall be admissible in administrative or judicial proceedings as proof of the terms of the Agreement between the parties.
- 7.11 Project Cost. The current and proposed estimate to complete the SWRCB SRF Design/Construction grant application package and submittal shall not exceed \$ 8,600, unless otherwise approved through an amendment to this agreement.

8.0 NOTICES

Any notice given under this Agreement shall be in writing and deemed given when personally delivered or deposited in the mail (certified or registered) addressed to the parties as follows:

Clearlake Oaks County Water District
 12952 East Highway 20
 Clearlake Oaks, CA 95423

MC Engineering, Inc.
 9294 Madison Avenue
 Orangevale, Ca. 95662

9.0 SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written:

Clearlake Oaks County Water District

MC Engineering, Inc.

BY: _____
Dianna Mann, General Manager

BY: _____
Mark A. Carey, PE President

Date: _____

Date: _____

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ATTACHMENT A

PROJECT SCOPE, BUDGET, and SCHEDULE OF FEES

Scope-of-Work, Project Budget, Schedule attached hereto, below:

Project Scope of Work:

1. Respond to Comments as Submitted by the SWRCB SRF DFA Program.
2. Update Project Cost Estimates with Additional Documentation for the Phase 4 Wastewater Project.
3. Provide Guidance, Communications, and Direction as it Relates to the FAAST Submittal Updates, Including Environmental Packages (NEPA/CEQA Process).

Project Budget:

ATTACHMENT A PROJECT SCOPE AND BUDGET - PHASE 4												
SCOPE OF WORK FOR SWRCB SRF GRANT SUBMITTAL												
PHASE 4 WASTEWATER INFRASTRUCTURE AND REHABILITATION PROJECT												
CLEARLAKE OAKS COUNTY WATER DISTRICT												
Task No.	Description	Budget Total	PM	SE	EIT	PE	DR	ADM	ODC	Subs	Comments	
1	Task 1 - Review Existing Faast Application and Amend Descriptions and Cost Estimates, Including Coordination With the CLOCWD Staff	\$4,860	2	14					2	\$1,370		
2	Task 2- Update and Prepare for Submittal to the SWRCB FAAST Program Documents and Other Technical and Financial Application Material for the Pump Stations, WWTP, and Collection System Facilities	\$2,100		8			4					
4	Task 4- Preparation and Coordinating of All Environmental Documents	\$820		4								
5	Task 5- General Project Management and Coordination with the General Manager and Board (Resolutions and Documents for Signature)	\$820		4								
Total:		\$8,600	2	30	0	0	4	2	\$1,370			

Staff Name	Rates		
Mark Carey, P.E.	PM: Project Manager	\$215.00	\$/hr.
John Pedri, P.E.	SE: Senior Engineer	\$205.00	\$/hr.
Julia Asbenson	EIT: Jr. Engineer/Draftsperson	\$145.00	\$/hr.
Joseph D'Ascenzi	DR: Draftsperson/GIS Analyst	\$115.00	\$/hr.
Staff	ADM: Administrative Assistant	\$95.00	\$/hr.
Jared Nelson, P.E.	PE: Project Engineer	\$170.00	\$/hr.
Staff	EIT: Jr. Engineer	\$95.00	\$/hr.
ODC: Other Direct Costs (travel including mileage @ applicable rates)			

Date: September 16, 2024

To: Diana Mann

From: Mark Carey

RE: Preliminary Offsite Effluent Storage Investigation

The CLOCWD received a planning grant from the California State Department of Water Resources in 2016 to investigate the potential for developing a reclaimed water project. The study, which was completed in 2017, identified the need for seasonal storage in order to support the use of tertiary treated effluent for agricultural irrigation and to help mitigate the potential for peak wet weather discharges to Clear Lake, a threat that became very real during the floods of 2015 and 2017.

The study identified viable uses of the reclaimed water pending the construction of various improvements including:

- 1) New chlorine contact basin
- 2) Upgrades to allow the use of the existing effluent pump station for conveying reclaimed water to offsite use areas
- 3) A new effluent discharge pipeline and storage tank
- 4) Construction of an estimated 150 MG of offsite storage

Additional features that would be needed for the proposed site would include construction of a new offsite storage booster pump station to return flows to the various use areas and a pipeline that ties to the proposed effluent discharge line.

The existing plant includes four tiered storage ponds that provide approximately 28 MG of storage. These ponds must be reserved for peak wet weather emergencies only, thus requiring the construction of the proposed offsite seasonal storage ponds. The following excerpt was included in the 2017 Reclamation Study:

“A practical approach to storage would be to consider enough storage for a 10-year return interval by which roughly 150 MG of storage (depending on the size of the vineyard) would be needed to maximize the use of the effluent (assuming no discharge to the Geysers), equating to an area of approximately 55 acres.”

Various parcels have been identified as a potential storage site resulting from a private donation for use by the County. Constructing usable effluent storage on this site would require, at a minimum, upgrades to the existing effluent pump station at the plant and a new pipeline. To provide the most beneficial uses, additional upgrades would be needed at the CLOCWD plant for the addition of filters and improved disinfection facilities. Placing storage on the subject site is strategic in that it is located roughly midway between the Shannon Ranch Vineyards and the Diamond Ridge Vineyards as depicted in Figure 5.2 from the Recycled Water Market Study. The tertiary treated effluent could also provide irrigation water for the immediate property for additional crop irrigation, parks, and other uses.

The 2017 study identified several potential use areas which are depicted in Figure 6.4.1 from the reclamation study report along with the proposed new storage site and related pipeline.

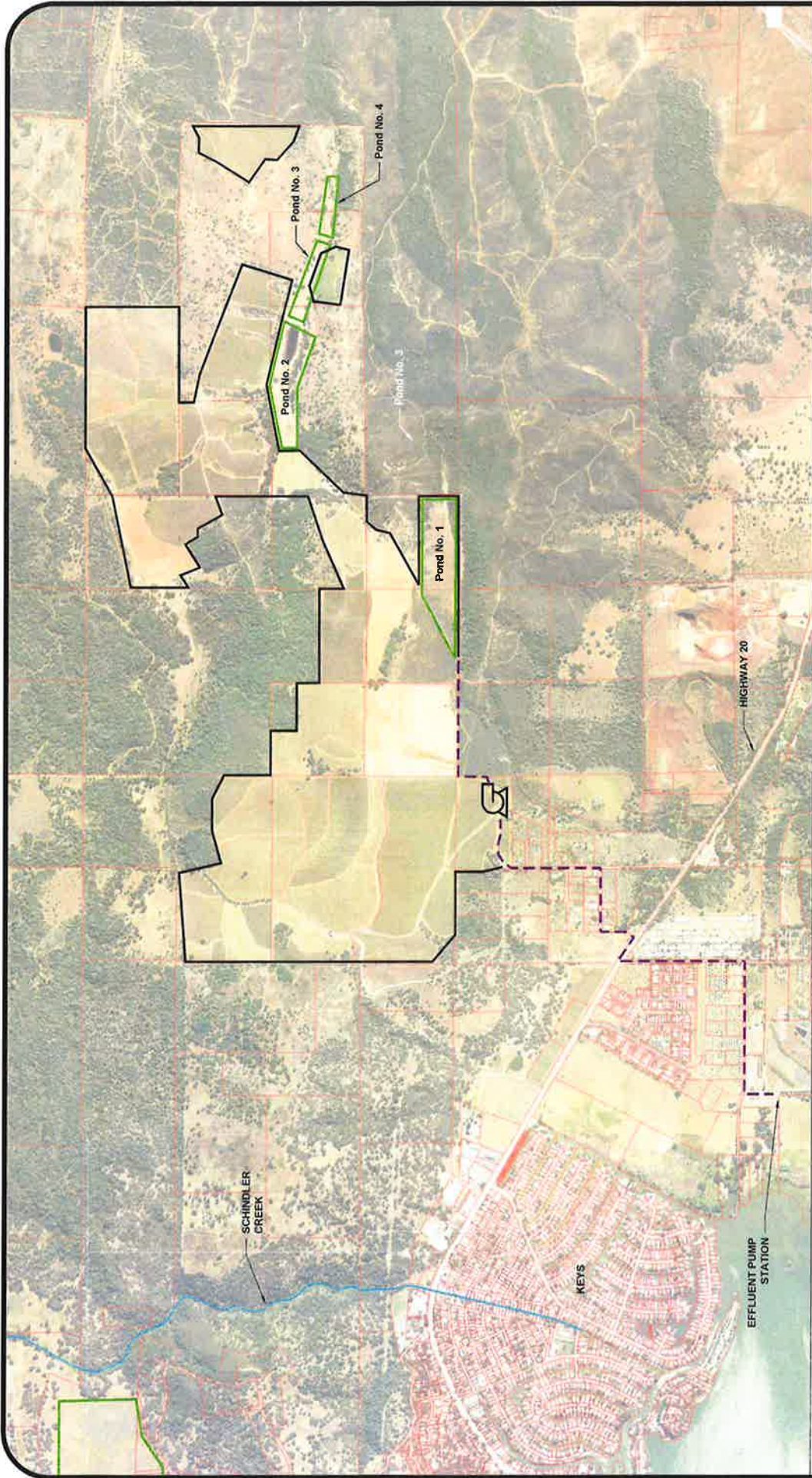




SCALE: 1" = 3950'

- LEGEND**
- ▽ Potential outfall location for stream flow augmentation
 - Potential pasture/alfalfa use
 - Vineyards
 - Orchards
 - 16" LACOSAN SEWAGE PIPELINE

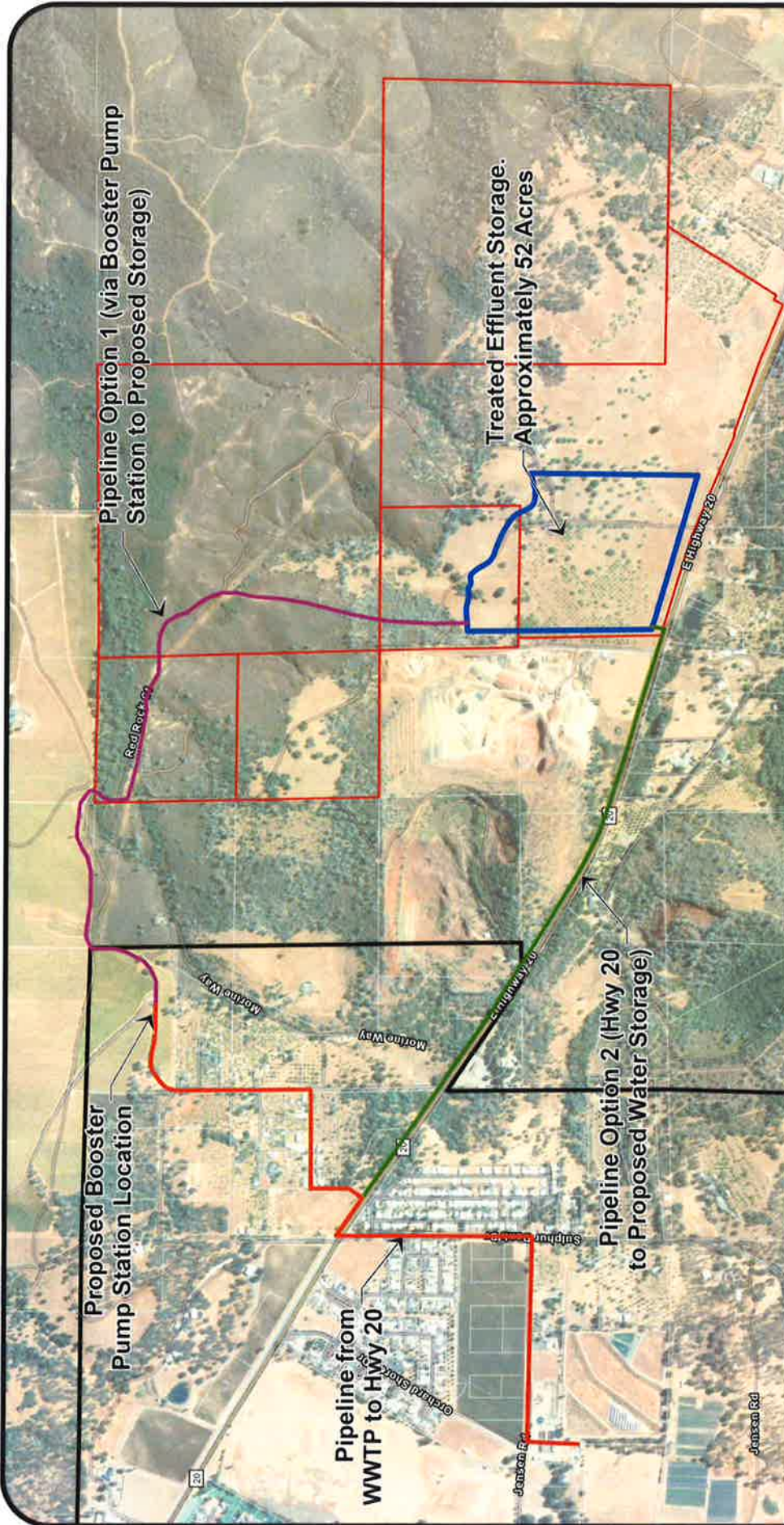
FIGURE 5.2
 RECYCLED WATER MARKET VICINITY MAP
 CLOCWD RECYCLED WATER FEASIBILITY STUDY



SCALE: 1" = 1333'

- LEGEND**
- Proposed Pump Station
 - Proposed 10-year Storage Reservoirs
 - Proposed 12" Reclamation Water Alignment
 - Vineyards

FIGURE 6.4.1
SHANNON RANCH PROJECT ALTERNATIVE
CLOCWD RECYCLED WATER FEASIBILITY STUDY



Tentative Tertiary Offsite Storage and Conveyance

Clearlake Oaks County Water District

- Pipeline Option 1
- Pipeline Option 2
- Reclamation Study Alignment
- Tentative Parcels
- Proposed Water Storage
- CLOCWD Service Area
- Parcels



MC Engineering
 9294 Madison Ave
 Orangevale, CA 95662
 (916) 546-7998
 www.mc-engineers.com
 8/23/2024

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Additional investigations are needed to confirm the feasibility of the proposed storage site, develop current costs for related facilities, identify funding opportunities, and re-visit end uses and the market potential. Benefits are anticipated to include:

- 1) Establishing a reliable backup to the Geysers pipeline and storage at the Lacosan treatment and storage site which came very close to reaching critical capacity during the 2017 floods,
- 2) Providing irrigation water for local vineyards, including two of the largest identified during the 2017 study
- 3) Minimizing impacts to underlying groundwater, particularly during extremely dry years where the efficiency of the agricultural wells is significantly diminished
- 4) Adding protection against peak wet weather discharges to Clear Lake
- 5) Providing irrigation water for further development of parks and recreational facilities
- 6) Future solar array for pumping and on site electrical uses

Proposed next steps should include preparing a work plan for further evaluation of the proposed storage site and continuing discussions with all stakeholders while emphasizing the regional benefits of the proposed project. A concurrent activity can include applying for planning grant funds from the State Water Resources Control Board (SWRCB) or other State and/or Federal agencies to augment the 2017 study while reaching out to area vitners and collaborating with interested parties to identify cost effective public/private funding and construction opportunities.

