

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

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

June 15, 2017

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 4:00 p.m.

Pledge of Allegiance

Roll Call

- Mrs. Margaret Medeiros, President Mr. Karl Hosier, Vice President Mrs. Judy Heeszal, Director
- Mr. Samuel Boucher Mr. Stanley Archacki

- Mr. Alan Gardner – General Manager Mr. Jason Mitchell – Operations Manager
- Mrs. Dianna Mann - Secretary to the Board

Scott Nave, Counsel to the Board, is on speaker phone

Public comment on non-agenda items

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

Consent Items

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

1. **Staff Written Operational Reports**
 - a. Customer Service
 - b. Administration/Grants
 - c. Water Plant Chief Operator
 - d. Wastewater Plant Interim Chief Operator
 - e. Operations Manager (verbal)
 - f. General Manager
2. **Financial Reports for review and approval**
 - a. May 2017 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

3. Minutes of previous meeting for review and approval

- a. Minutes of Regular Meeting 05-18-17
- b. Minutes of Special Meeting 06-07-17

4. Bills

- a. **MC Engineering** Invoice No. 1503, dated 5/31/17, in the amount of \$30,245.61, for the USDA Wastewater pre-design, design phase, and construction bidding
- b. **MC Engineering** Invoice No. 1501, dated 5/31/17 in the amount \$9,362.50, for the Reclamation Study
- c. **MC Engineering** Invoice No. 1500, dated 5/31/17, in the amount of \$11,335.00, for the New Force Main Pre-design
- d. **MC Engineering** Invoice No 1499, dated 5/31/17, in the amount of \$10,088.55, for the Analytical Environmental Services for the Inflow and Infiltration grant to include the forcemain form LS 7 to sewer plant
- e. **SUNBELT** Invoice No. 66843606-007, dated 5/29/17, in the amount of \$7,056.01 for rental equipment at LS 7

Action Taken: _____

5. Agenda (Old Business)

- a. Discussion and update of MC Engineering grant status reports and USDA progress

Action Taken: _____

- b. Discussion and update of CSA 16 Annexation progress

Action Taken: _____

- c. Discussion and update of sidewalk project

Action Taken: _____

- d. Discussion and approval of 2017-2018 Budget

Action Taken: _____

6. Agenda (New Business)

- a. Discussion and update of Notice of Violation

Action Taken: _____

- b. Discussion and consideration of General Manager's annual evaluation

Action Taken: _____

- c. Discussion and consideration of Policy Pertaining to a NSF Check Submitted to Prevent A Delinquent Shut Off

Action Taken: _____

- d. Discussion and consideration of General Manager cashing 102 hours of PTO

Action Taken: _____

e. Discussion and consideration of Senate Bill No. 415, Voter Participation

Action Taken: _____

Closed Session **Time:** _____

- a. Existing litigation: Eric Luna vs. CLOCWD
- b. Anticipated litigation:
 - 1. One case

Open Session **Time:** _____

Action Taken in Closed Session: _____

Adjournment **Time:** _____

Clearlake Oaks County Water District Customer Service Report

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June 2017

To: Clearlake Oaks County Water District, Board of Directors

RE: June 2017 Meeting Update

I am currently working the math out to properly update rates in our billing system which I will begin to do as soon as the June billing cycle ends.

CSA 16: Even with the delay's that have occurred I will still be setting up new accounts for all of CSA 16 properties.

Upcoming: After the new rates have been implemented, I plan to seek out some training on liens and releases.

Submitted By:

Rachel Schainblatt
Customer Service Rep II

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Clearlake Oaks County Water District
Administrative Services Manager
June 15, 2017

Administration / Grants

- ❖ State Water Resources Control Board (SWRCB) Wastewater Collection System Mapping and Infiltration and Inflow Construction. \$3.3M – This grant has been revisited since our storms of 2017, and will be amended to include a new forcemain and more inflow and infiltration upgrades with an amended grant amount of \$6M. (Refer to RES 17-04)
- ❖ Department of Water Resources (DWR), Water Master Plan Study Grant in the amount of \$400,000. MC Engineering is approx 99.9% complete as of the end the month. From the Water Master Plan Study, three grants will be applied for:
 - Harvey Tank Installation
 - Storage Tanks and Distribution System Improvements
 - Water Plant, Meters and Backflow Projects
- ❖ State Water Resources Control Board (SWRCB), Wastewater Treatment Plant Reclamation Study in the amount of \$299,640. MC Engineering is approx 70% complete, and we are at 84% of the time allotment. Status report is attached.
- ❖ USDA Wastewater Treatment \$2.8M loan is projected to close this June or July. Bids that were turned in were high, so project went back to bid. It was decided to take lift stations out of the project and only have sewer plant upgrades. Bids are due to be turned in on June 13, so verbal report will be given at the board meeting. Status report attached.
- ❖ USDA Wastewater Treatment Plant Grant \$2M, original amount of grant was \$1M, however, with the help and determination of MC Engineering explaining costs increases, the District received an additional \$1M grant.
- ❖ Storms 2017, I am continuing to work with insurance and FEMA
- ❖ 2017 – 2018 projected budget is part of this packet for consideration and approval

Respectfully Submitted,
Dianna Mann

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Report Date: June 12, 2017

RE: CLOCWD USDA Wastewater Facility Improvements Project Monthly Status Update and Projected Tasks

Billing Period: May, 2017

I. Project Status Update

Work on the design during May included the following:

- Finalized bid response documents for initial bid on 5/12/17
- Attended initial bid opening on 5/12/17
- Based on high bid results the team was charged with re-packaging the project, re-advertising, and re-submitting all documents to the builders exchange and interested contractors
- Coordinated closely with CLOCWD legal counsel and USDA representatives, including addressing potential protest related to clarifier equipment. This potential protest negated the ability to simply work with the 3 initial bidders and prompted a formal re-bid of the project
- New bid date was set for 6/13/17
- Received invoice from EDEA for re-doing the project specifications by eliminating all lift station material while conforming the specifications to all addendum received during the initial bid.
- Received an outstanding invoice from EDEA for \$9,609.40 for work completed between 1/01/2017 and 1/31/2017.
- Received invoice from structural engineer with Stantec related to clarifier structural design and included in this June invoice
- Disregarding the invoice from the structural work by Stantec which was associated with the original design, the costs in May associated with re-bidding the work was the \$12,394.84 listed in the budget along with the \$694.66 associated primarily with classified ads in three papers including the San Francisco Chronicle, Press Democrat, and Bee in Lake County.
- Met with Tom Dugan and Joe Domenicelli of Domenicelli and Associates (D&A) to discuss CM. MCE is partnering with D&A on other projects and plans on relying in part on the services of Tom Daly as Resident Engineer per discussions with CLOCWD staff on 5/12/13. Tom's resume was submitted on 5/12 for review by the GM and staff. A new budget will be submitted on 6/13 that includes costs for the WWTP CM only. The updated budget will include additional grant funds to cover the additional CM work that were part of the recent USDA \$1.0 million increase.

II. Budget Status Update

Total Design, Bidding, and Construction Budget: \$772,238.3

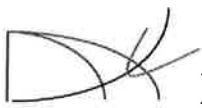
This Invoice: \$30,245.61

Cost to Date: \$397,104.81

Cost to Complete: \$375,133.50

III. Projected Tasks for June 2017

- Review new bids and assist in contract award
- Respond to questions during bidding
- Attend pre-bid meeting on 6/13/17
- Prepare and submit Addendum
- Submit proposed MCE construction budget to CLOCWD staff considering only the WWTP related work
- Begin preparations for construction management services and contractor coordination prior to award and Notice to Proceed being issued



Report Date: June 2, 2017

RE: CLOCWD SWRCD Wastewater Reclamation Study Planning Grant Status Report

Billing Period: May, 2017

- I. **Project Status Update and Work Accomplished to Date:** MCE has a dedicated engineer working toward completing the Reclamation Study. We continue to work with Stantec Engineers to solicit their expertise with respect to permitting and specific process related needs to comply.
- Continued to prepare report alternatives and analyze various reclamation options
 - Analyzed disinfection options including CT and related modifications to the existing chlorine contact channel (CCC)
 - Continued work on offsite use alternatives evaluation and recycled water market needs driving proposed permit and process improvements

Budget Status Update

Total Budget: \$299,640.00
This Invoice: \$9,362.50
Cost to Date: \$209,321.76
Cost to Complete: \$90,318.24

- II. **Projected Tasks for June, 2017**
- Meet with RWQCB and review permit related impacts
 - Meet with representatives from Shannon Ranches to discuss offsite pipeline, easements, and storage for reclamation
 - Layout proposed reclamation facilities with consideration of Phase 1 USDA improvements
 - Continue to investigate filtration and disinfection alternatives and solicit support and review of proposed UV and Amiad filters from Stantec. Consider having Stantec assist with a section of the final report related to filtration, disinfection, and permitting requirements for vineyard irrigation
 - Continue to develop site plan for future process needs for full Title 22 reclamation (filtration and disinfection)
 - Estimate costs for pipeline and storage to serve Shannon Ranch
 - Continue work on required ROWD with RWQCB with input from Stantec engineers

Clearlake Oaks County Water District

12952 East Highway 20, P.O. Box 709

Clearlake Oaks, CA 95423

(707) 998-4758 Phone (707) 998-1245 Fax

www.clocwd.org website f.trujillo@clocwd.org e-mail

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June 6, 2017

This is a brief report of notable events for the month of May, 2017

A Plant Report to SWRCB was completed, and was sent to Amy Little @ SWRCB via EDT on June 5, 2017. A copy was filed at the water plant

Water produced in the month of May, 2017 was 18.082. This time last year our production was 15.587, an increase of 2.495mg or a 14% increase in production. If you break this down to plant run times that would amount to 87.38 hrs or 3.6 days of unnecessary run time, and we are on track to surpass this by even more this month.

Included in this board letter is a production log for the last nine years to date broken down to monthly production amounts. As you can clearly see last month's production was only surpassed by the worst year we have had, that being the year of 2009.

I have also included a daily production sheet that compares our production for the current year (2017) with the daily production for the previous year, that being 2016. You can clearly see that the average production for this month is .583 mgd as compared to last year which was .503 mgd, an average increase of 80,000 gpd. This is above an already high production period. I consider this significant and worthy of our attention.

We did have a leak at the west end of the district off of Spring Rd. which was of some significance but did not have the impact in our production that we had hoped for. Our trend charts are relatively unchanged and our run time hours have not diminished to any significant degree, we are still on track for way above average production as correlated to our usage based on water sold.

Our chemical consumption for this period has remained relatively unchanged as far as dosage per mg. The lake has remained stable so our usage has not significantly increased. Below is the chemical inventory provided by Dan in monetary value that is available for use.

9800 Primary Couagulant	\$11,390
9890 Coagulant Aid	\$8,625
Zinc Corrosion Control	\$15
NaOCL Disinfection	<u>\$1,078</u>
Total value	\$21,608

Thank you,



Frank Trujillo

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Date May-17 **Rng TTL** May-16 **Rng TTL** **Percent**

May-11

1	0.544		0.506	0.038		0.038	7%
2	0.614	1.158	0.495	0.119	1.001	0.157	19%
3	0.475	1.633	0.476	-0.001	1.477	0.156	0%
4	0.515	2.148	0.486	0.029	1.963	0.185	6%
5	0.537	2.685	0.422	0.115	2.385	0.3	21%
6	0.555	3.240	0.426	0.129	2.811	0.429	23%
7	0.515	3.755	0.490	0.025	3.301	0.454	5%
8	0.611	4.366	0.424	0.187	3.725	0.641	31%
9	0.522	4.888	0.467	0.055	4.192	0.696	11%
10	0.648	5.536	0.476	0.172	4.668	0.868	27%
11	0.476	6.012	0.444	0.032	5.112	0.9	7%
12	0.570	6.582	0.448	0.122	5.56	1.022	21%
13	0.566	7.148	0.527	0.039	6.087	1.061	7%
14	0.588	7.736	0.532	0.056	6.619	1.117	10%
15	0.600	8.336	0.511	0.089	7.13	1.206	15%
16	0.60	8.932	0.485	0.111	7.615	1.317	19%
17	0.495	9.427	0.559	-0.064	8.174	1.253	-13%
18	0.512	9.939	0.460	0.052	8.634	1.305	10%
19	0.572	10.511	0.607	-0.035	9.241	1.27	-6%
20	0.707	11.218	0.420	0.287	9.661	1.557	41%
21	0.620	11.838	0.562	0.058	10.223	1.615	9%
22	0.593	12.431	0.496	0.097	10.719	1.712	16%
23	0.592	13.023	0.521	0.071	11.24	1.783	12%
24	0.629	13.652	0.453	0.176	11.693	1.959	28%
25	0.556	14.208	0.510	0.046	12.203	2.005	8%
26	0.582	14.790	0.462	0.12	12.665	2.125	21%
27	0.581	15.371	0.512	0.069	13.177	2.194	12%
28	0.706	16.077	0.621	0.085	13.798	2.279	12%
29	0.709	16.786	0.610	0.099	14.408	2.378	14%
30	0.684	17.470	0.578	0.106	14.986	2.484	15%
31	0.612	18.082	0.601	0.011	15.587	2.495	2%

0.426	
0.408	0.834
0.399	1.233
0.382	1.615
0.381	1.996
0.462	2.458
0.377	2.835
0.405	3.24
0.443	3.683
0.462	4.145
0.515	4.66
0.424	5.084
0.389	5.473
0.396	5.869
0.52	6.389
0.315	6.704
0.321	7.025
0.338	7.363
0.329	7.692
0.335	8.027
0.393	8.42
0.424	8.844
0.468	9.312
0.354	9.666
0.394	10.06
0.332	10.392
0.375	10.767
0.429	11.196
0.369	11.565
0.409	11.974
0.436	12.41

Total	18.082		15.587	2.495			14%
MAX	0.709		0.621	0.287			41%
MIN	0.475		0.42	-0.064			-0.13
Average	0.583		0.503	0.080			13%

12.41
0.52
0.315
0.400

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**Clearlake Oaks County Water District
Finished Water Production**

	2009	2010	2011	2012	2013	2014	2015	2016	2017
Jan	17.628	15.679	11.641	13.076	12.602	12.270	14.155	14.928	15.092
Feb	14.571	12.704	10.173	11.446	10.528	10.905	13.733	12.721	13.139
Mar	15.849	13.219	10.432	11.917	11.906	12.160	16.728	13.268	14.081
Apr	16.872	12.274	10.250	12.495	14.257	12.907	14.207	13.290	14.732
May	20.087	14.488	12.410	16.086	15.837	15.915	15.742	15.587	18.082
Jun	21.093	17.081	13.440	17.389	16.249	17.283	17.751	18.515	0.000
Jul	26.342	21.387	17.400	19.878	19.881	18.431	18.347	21.503	0.000
Aug	25.716	19.975	17.760	20.869	18.121	17.607	18.094	21.899	0.000
Sep	22.366	16.768	16.763	17.288	17.298	16.645	17.660	20.122	0.000
Oct	19.527	15.417	13.600	15.463	15.449	16.041	17.927	17.529	0.000
Nov	17.212	12.487	12.648	12.941	13.107	13.725	16.290	14.905	0.000
Dec	17.330	11.681	12.925	13.298	13.145	13.995	14.174	15.028	0.000
Total (MG)	234.59	183.16	159.44	182.15	178.38	177.88	194.81	199.30	75.13
Min (MG)	14.57	11.681	10.173	11.446	10.528	10.905	13.733	12.721	0.000
Max (MG)	26.34	21.387	17.760	20.869	19.881	18.431	18.347	21.899	18.082
Average(MG)	19.55	15.263	13.287	15.179	14.865	14.824	16.234	16.608	6.261

Jan - May 2016 69.70 mg

Jan - May 2017 75.13 mg

Non Revenue Water at approx. 52%

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Clearlake Oaks County Water District
Finished Water Production

	2009	2010	2011	2012	2013	2014	2015	2016	2017
Jan	17.628	15.679	11.641	13.076	12.602	12.270	14.155	14.928	15.092
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Dec	17.330	11.681	12.925	13.298	13.145	13.995	14.174	15.028	0.000
Total (MG)	234.59	183.16	159.44	182.15	178.38	177.88	194.81	199.30	75.13
Min (MG)	14.57	11.681	10.173	11.446	10.528	10.905	13.733	12.721	0.000
Max (MG)	26.34	21.387	17.760	20.869	19.881	18.431	18.347	21.899	18.082
Average(MG)	19.55	15.263	13.287	15.179	14.865	14.824	16.234	16.608	6.261

Jan - May 2016 69.70 mg

Jan - May 2017 75.13 mg

Non Revenue Water at approx. 52%

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CLEARLAKE OAKS COUNTY WATER DISTRICT
Wastewater Treatment Plant Report
JUNE 2017

Reporting Period: May, 2017

From: Francisco Castro, Supervisor/Lead Plant Operator WWTP

To: Clearlake Oaks County Water District Board of Directors

June 8, 2017

The influent flows for the month of June averaged at 626,000 gpd. An average of 579,000 gpd was treated. Clearlake averaged 7.51 ft at Rumsey. No rain was reported during this month. As of May 4th all Emergency Ponds have been completely emptied.

On May 11th, Second Quarter Ground Water Monitoring was performed along with Metric Spikes and Field Duplicates. An additional Ground Water Monitoring Test on our wells will be performed in June per our Geologist recommendation. We have began our dredge season for the year. New ideas have been put to the test this season to improve the process.

All routine maintenance and testing for the month have been performed.

Thank you,
Francisco Castro
Supervisor/Lead Operator

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June 7, 2017

General Manager's Board Letter

Loans/Grants/ Accounting:

See Dianna's Board letter.

Items done since the last Board Meeting:

- Field customer phone calls and meeting personally with any and all customers on questions regarding the rate changes, the flood, and forfeiture agreements.

Water Plant Generator:

- Request for final permit filed about 2 months before it is due. County has inspected and approved. Expect final operating permit any time.

Sidewalks:

- We made our objections and requests in writing to the County about the south sidewalk and they included them in their filing with Caltrans. We await Caltrans decision.
- Please recall the required work on the north side of Hwy 20 was estimated at \$15,000.
- No word from County as of letter date.

Harvey tank and CSA 16:

- We are meeting with all parties 6/23 at Special District's Office to determine final needs for completion.

Backflows:

- They are being currently submitted in water improvement grant project # 3.

Solar:

- No change. It is back in service from the flood where the lower 1 ½ feet of the panels were partly submerged. The electrical cost from PGE was substantially greater due to both the outage and the flood. We are claiming the cost difference from the last two years with our insurance, the state and FEMA.

Emergency Services Planning:

- Continuing to work with all County water companies to develop an online index of available equipment and personnel. County is very close having the index online.

Eminent Domain

- We have possession of 58 Keyes as of 5/10/17.

Storm impacts will be discussed as a line item on the agenda.

Alan Gardner, GM

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Revenue Totals Through May 2017

	2015-2016		Water		Sewer		2016		2017		YTD Totals	
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April		May
Water	101427.67	89290.68	85414.28	87354.62	81183.77	84563.69	85509.06	76112.73	83858.14	81316.19	77600.12	86101.06
Water CRP	3226.85	16559.61	18736.3	19498.9	19561.25	20841.02	19358.26	19046.38	21320.68	19739.01	19909.3	20909.08
Water Penalty	2796.05	1778.13	1829.99	2586.1	2406.41	2290.32	3025.67	2254.69	2841.63	2602.07	1684.84	2784.03
Water CRP Penalty	0	326.14	903.09	1159.82	1102.34	736.32	762.21	655.56	640.15	600.47	523.68	844.22
Water Misc	3612.29	3078.86	4746.88	3327.4	2738.52	3732.85	5465.33	3856.24	3008.13	2976.13	5259.64	4042.42
Water Redist	-9448.87	-8252.91	-9132.11	-8007.98	-8389.71	-6558.7	-8179.97	-8832.76	-8783.71	-8497.58	-8331.66	-9930.58
Water Int	0	0	0	0	0	0	0	0	0	0	0	0.14
Water Total	\$101,613.99	\$102,780.51	\$102,498.43	\$105,918.86	\$98,602.58	\$105,605.50	\$105,940.56	\$93,092.84	\$102,885.02	\$98,736.29	\$96,645.92	104750.37
Sewer	81702.36	78946.88	76419.45	74837.51	75990.93	80728.73	74685.69	74482.07	81084.73	77162.07	75459.82	81546.3
Sewer Surchg	1653.84	460.98	141.11	23.96	0.36	0	40.44	7.57	0	42	0	10.7
Sewer CRP	2936.87	16642.63	19826.15	19703.68	20342.55	21953.05	19364.11	20366.95	21621.86	20368.24	21011.01	21546.18
Sewer Penalty	320.73	180.33	230	335.19	401.9	363.71	314.69	384.86	263.71	4047.1	247.35	371.55
Swr Surchg Penalty	670	250	20	20	0	0	0	0	0	0	0	1.5
Sewer CRP Penalty	0	80.88	123.19	269.17	334.5	233.56	217.48	252.4	159.58	222	119.39	225.67
Sewer Misc	0	0	0	0	0	0	0	0	100	0	1941	100
Sewer Int	0	0	0	0	0	0	0	0	0	0	0	0.19
Sewer Surchg Int	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Redist	-159.9	-113.28	-111.42	-53.3	-53.35	-58.3	-54.42	-53.3	-53.3	-89.72	-80.28	-106.6
Sewer Total	\$87,123.90	\$96,448.42	\$96,648.48	\$95,136.21	\$97,016.89	\$103,220.75	\$94,567.99	\$95,440.55	\$103,176.58	\$101,751.69	\$98,698.29	103708.99
Total Revenue	\$188,737.89	\$199,228.93	\$199,146.91	\$201,055.07	\$195,619.47	\$208,826.25	\$200,508.55	\$188,533.39	\$206,061.60	\$200,487.98	\$195,344.21	\$208,459.36
Water	85218.84	97628.57	89528.8	98651.41	85835.97	89591.16	79349.34	77240.12	90051.11	75367.3	87462.73	86101.06
Water CRP	19506.75	24977.16	21564.79	24339.55	21719.12	24605.81	22210.76	21131.34	25248.29	20411.46	24120.95	20909.08
Water Penalty	2275.45	1665.53	1451.04	1512.28	1427.22	1661	1194.8	1569.61	1576.99	1204.46	1704.55	2784.03
Water CRP Penalty	897.84	1690.66	941.11	388.57	401.04	429.21	389.17	409.93	453.86	347.56	468.97	844.22
Water Misc	2612.44	3355.4	2574.44	3072.68	3501.66	3917.23	2086.54	4022.18	2666.76	2519.88	2593.92	2784.03
Water Redist	-8700.79	-8900.66	-8470.72	-8315.98	-8365.49	-7931.31	-8287.75	-7206.21	-9422.82	-9307.4	-9348.07	-9930.58
Water Int	0	0	0	0	0	0	0	0	0	0	0	0.14
Water Total	\$101,810.53	\$120,416.66	\$107,589.46	\$119,648.51	\$104,519.52	\$112,273.10	\$96,942.86	\$97,166.97	\$110,574.19	\$90,543.26	\$107,003.05	104750.37
Sewer	74043.04	83535.43	77231.78	83245.45	77145.4	82778.28	77690.05	75342.31	86340.25	74079.45	80745.28	86101.06
Sewer Surchg	3.75	0	7.13	0	0	0	0	0	0	0	0.28	10.7
Sewer CRP	19708.7	25784.85	23624.12	26131.54	23116.3	25732.89	23950.34	23134.33	26434.79	23165.07	24834.9	20909.08
Sewer Penalty	257.96	193.37	1113.37	1148.11	1317.15	1398.21	1172.89	1460.66	1338.07	1200.69	1506.58	2784.03
Swr Surchg Penalty	0	0	0	0	0	0	0	0	0	0	0	1.5
Sewer CRP Penalty	212.24	327.74	339.52	393.87	374.65	460.61	488.51	486.53	425.17	378.48	455.53	4042.42
Sewer Misc	210	200	0	0	0	0	30	0	0	50	0	0.14
Sewer Int	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Surchg Int	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Redist	-113.12	-113.12	-66.92	-113.12	-113.42	-113.12	-113.12	-81.62	-66.56	-148.72	-171.56	-9930.58
Sewer Total	\$94,322.57	\$109,928.27	\$102,249.00	\$110,805.85	\$101,840.08	\$110,256.87	\$103,238.67	\$100,342.21	\$114,471.72	\$98,724.97	\$107,371.01	104750.37
Total Revenue	\$196,133.10	\$230,344.93	\$209,838.46	\$230,454.36	\$206,359.60	\$222,529.97	\$200,181.53	\$197,509.18	\$225,045.91	\$189,268.23	\$214,374.06	\$208,459.36

2.a

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Clearlake Oaks County Water District
Summary Balance Sheet
As of June 30, 2017

2,911

	<u>Jun 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	906,568.24
Accounts Receivable	-6.00
Other Current Assets	<u>662,241.00</u>
Total Current Assets	1,568,803.24
Fixed Assets	<u>6,142,870.89</u>
TOTAL ASSETS	<u><u>7,711,674.13</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	218,468.98
Credit Cards	221.52
Other Current Liabilities	<u>413,208.61</u>
Total Current Liabilities	<u>631,899.11</u>
Total Liabilities	631,899.11
Equity	<u>7,079,775.02</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,711,674.13</u></u>

Balance Sheet

As of June 30, 2017

2.9.2

	<u>Jun 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
102.001 · GL - 9122 (Old Acct. # 053420019)	56,765.87
102.04 · DWR - CHECKING	200.00
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	<u>293,694.37</u>
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	482,694.37
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK CHECKING - ...	200.00
102.02 · CRP Water - 6990	10,465.59
102.03 · CRP Sewer - 3745	<u>356,242.41</u>
Total Checking/Savings	906,568.24
Accounts Receivable	
CUSI Accounts Receivable	<u>-6.00</u>
Total Accounts Receivable	-6.00
Other Current Assets	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	300.00
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	21,680.00
132 · CIP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	366,081.00
135 · CIP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	74,033.00
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1097010)	176,790.00
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	<u>23,357.00</u>
Total Other Current Assets	<u>662,241.00</u>
Total Current Assets	1,568,803.24
Fixed Assets	
120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	
120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)	<u>1,851,100.60</u>
Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	1,851,100.60
122 · Buildings (OFFICE BUILDING - WAS 1011180)	8,475,638.00
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	<u>46,264.48</u>
Total 124.30 · Lift Stations	112,306.71
124.50 · Mains	14,788.58
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other	<u>3,136,437.00</u>
Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)	3,263,532.29
125 · Land	299,770.00
129 · ALLOW. FOR DEPRECIATION	<u>-7,747,170.00</u>
Total Fixed Assets	<u>6,142,870.89</u>
TOTAL ASSETS	<u><u>7,711,674.13</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	<u>218,468.98</u>
Total Accounts Payable	218,468.98
Credit Cards	
210.06 - Cal Card - Jason 3879	1,194.35

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Balance Sheet

As of June 30, 2017

219.3
Jun 30, 17

210 - Cal Card	
210.04 - Cal Card - Alan - 4000	-711.07
210.03 - Cal Card - Matt - 9988	1,622.74
210 - Cal Card - Other	-1,884.50
Total 210 - Cal Card	-972.83
Total Credit Cards	221.52
Other Current Liabilities	
223.56 - FEDERAL PAYROLL TAX PENALTY (Failure to make a federal tax deposit on ...	-322.01
280 - Loan	
280.05 - USDA Bridge Loan (Bridge loan until USDA funds become available to cov...	366,000.00
280.01 - Kansas State Bk - VACON	2,820.08
280.03 - Kansas State Bk - Camera Traile	-12.79
Total 280 - Loan	368,807.29
221 - Health Ins - EE Portion	-606.17
223.15 - GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 - GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAKE CO SHERIFF...	555.98
223.15 - GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-1,667.94
Total 223.15 - GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	-1,111.96
223.45 - FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYABLE - WAS 20971...	-340.68
223.50 - MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WAS 2097112)	-160.05
223.55 - FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROLL TAX WITHHO...	-377.00
223.60 - STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL TAX WITHHOLDING...	-84.49
223.65 - STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - WAS 2097122)	-24.73
223.75 - PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - INS CO-PAY ...	-933.52
223.85 - MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - WAS 2097195)	596.12
223.90 - COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLOYEE BENE...	49,102.00
24000 - Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or accrued, but...	-1,336.19
Total Other Current Liabilities	413,208.61
Total Current Liabilities	631,899.11
Total Liabilities	631,899.11
Equity	
302 - RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	6,009,715.61
304 - Opening Balance Equity (Opening balances during setup post to this account. The b...	326,612.31
306 - Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/31/2011)	1,075,137.51
Net Income	-331,690.41
Total Equity	7,079,775.02
TOTAL LIABILITIES & EQUITY	7,711,674.13

06/07/17

Profit and Loss

Accrual Basis

July 2016 through May 2017

2.0.4

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL
Income					
Income					
410 · Client Reg Pmt	0.00	0.00	830,445.40	945,988.60	1,776,434.00
420 · Connection Fees	0.00	0.00	9,591.50	8,953.50	18,545.00
430 · Penalty & Interest	0.00	0.00	13,050.94	18,615.02	31,665.96
440 · Misc Revenue	0.00	0.00	90.48	27,153.87	27,244.35
450 · Other - Non S/W Rev	0.00	0.00	92,436.71	107,506.87	199,943.58
Total Income	0.00	0.00	945,615.03	1,108,217.86	2,053,832.89
Total Income	0.00	0.00	945,615.03	1,108,217.86	2,053,832.89
Gross Profit	0.00	0.00	945,615.03	1,108,217.86	2,053,832.89
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	326,692.30	52,674.59	137,606.81	127,056.65	644,030.35
510 · Contract Labor	0.00	0.00	11,425.00	0.00	11,425.00
520 · FICA - District Share	24,149.48	3,767.76	10,009.52	9,316.37	47,243.13
530 · Medical Ins - Dist Share	72,888.47	11,173.51	40,582.82	16,963.03	141,607.83
540 · PERS - District Share	28,504.64	2,603.78	7,604.96	12,981.73	51,695.11
550 · Unemployment	9,300.10	0.00	0.00	0.00	9,300.10
560 · Workers Comp Ins	3,870.30	3,654.48	6,121.88	6,600.01	20,246.67
Total Salaries & EE Benefits	465,405.29	73,874.12	213,350.99	172,917.79	925,548.19
Services & Supplies					
605 · Advertising	200.00	0.00	0.00	0.00	200.00
610 · Bank Fees	356.12	0.00	0.00	0.00	356.12
620 · Communications & Internet	4,562.42	320.43	3,269.28	3,473.77	11,625.90
622 · Board Exp	68,388.68	0.00	0.00	0.00	68,388.68
625 · Equip - Field (\$300-\$4999)	0.00	199.75	857.70	0.00	1,057.45
630 · Equip - Office	75.51	0.00	707.83	0.00	783.34
640 · Fuel & Oil	0.00	4,125.56	1,352.44	4,097.45	9,575.45
645 · Insurance	0.00	0.00	31,608.30	31,608.30	63,216.60
650 · Interest	0.00	403.44	1,035.71	-23.33	1,415.82
657 · Lab	0.00	0.00	21,199.28	13,102.56	34,301.84
660 · Memberships & Subscription	770.39	0.00	21,387.00	26,498.29	48,655.68
665 · Mileage Reimb	3,065.82	302.76	0.00	170.75	3,539.33
670 · Postage & Shipping	9,296.20	1.20	7.30	0.00	9,304.70
675 · Professional Services	42,159.96	0.00	7,701.46	5,120.42	54,981.84
685 · Rents	5,851.30	0.00	0.00	0.00	5,851.30
690 · Safety & Security	1,884.32	2,403.31	7,022.45	11,893.83	23,203.91
700 · Tools & Instruments	0.00	744.79	2,943.13	2,184.31	5,872.23
703 · Supplies - Clothing & Personal	779.22	842.73	611.10	407.40	2,640.45
705 · Supplies - Office	5,895.82	101.33	1,099.04	1,213.81	8,310.00
715 · Supplies-Chemicals-Operating	0.00	0.00	49,113.21	36,332.98	85,446.19
720 · Supplies - Inventory - Other	0.00	8,167.15	21,621.74	9,932.45	39,721.34
730 · Taxes - Licenses	0.00	388.00	1,709.00	1,359.30	3,456.30
735 · Training (Classes, books, etc)	169.00	385.00	480.00	240.00	1,274.00
745 · Travel / Lodging	400.28	349.65	315.86	0.00	1,065.79
750 · Utilities	3,960.99	0.00	69,380.09	91,720.65	165,061.73
760 · Waste Disposal	403.92	0.00	47,603.92	0.00	48,007.84
795 · Yolo Co	0.00	0.00	0.00	38,496.74	38,496.74
799 · Misc	4.60	0.00	0.00	0.00	4.60
Total Services & Supplies	148,224.55	18,735.10	291,025.84	277,829.68	735,815.17
Repairs & Replacement					
810 · R&R Buildings & Grounds	3,898.53	0.00	3,006.40	7,645.50	14,550.43
830 · R&R Equipment	0.00	0.00	7,103.34	907.28	8,010.62
840 · R&R Vehicles	100.46	45.35	1,128.31	2,464.34	3,738.46
Total Repairs & Replacement	3,998.99	45.35	11,238.05	11,017.12	26,299.51
Total Expense	617,628.83	92,654.57	515,614.88	461,764.59	1,687,662.87
Net Income	-617,628.83	-92,654.57	430,000.15	646,453.27	366,170.02

Clearlake Oaks Co Water District
APPROVED BUDGET 2016-2017

2.0.5

Thru End of May 2017 Summary	WATER				SEWER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,067,122	978,195	1,108,219	104%	969,433	888,647	945,615	98%
Total Operating Expenses	906,028	830,526	816,905	90%	948,617	869,565	870,754	92%
Operating Balance (loss)	161,094	147,669	291,314		20,816	19,082	74,861	
420 Connection Rev			8,954				9,592	
435 Loan/Grant Rev			-				-	
450 Other - Non S/W Rev	96,000	88,000	107,507	112%	85,000	77,917	92,437	109%
Depreciation Exp	194,168	177,987	177,987	92%	135,786	124,471	124,471	92%
Net Change In Net Position (loss)	62,926	57,682	229,788		(29,970)	(27,472)	52,419	

Current Revenue Notes:

450 - W & S County Apportment Check

WestAmer Op	\$	292,378
WestAmer CRP		366,708
LAIF		483,618
Total	\$	1,142,704

Past Revenue Notes

450-W \$11,491.27 from Tax Roll, and \$14,117.91 from tower lease

450-S \$11,281 from Tax Roll

440-W Bulk Water Sales

Thru End of May 2017 Operating Revenue	WATER				SEWER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,037,122	950,695	945,989	91%	955,933	876,272	830,445	87%
430 Penalty & Interest	30,000	27,500	18,615	62%	13,500	12,375	13,051	97%
440 Misc - Bulk Water - CC rebate	0	0	27,154		0	0	90	0%
Total Revenue >	1,067,122	978,195	991,758	93%	969,433	888,647	843,586	87%

Thru End of May 2017 Operating Expenses	WATER				SEWER			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	% Spent	Annual	YTD	YTD	% Spent
505 Salaries & Wages	337,881	309,724	316,741	94%	364,297	333,939	327,291	90%
510 Contracted Labor	-	-	-	0%	28,000	25,667	11,425	41%
520 FICA - District Share	28,024	25,688	23,275	83%	29,977	27,479	23,969	80%
530 Medical Ins - District Share	65,762	60,282	58,994	90%	94,430	86,561	82,614	87%
540 PERS - District Share	36,003	33,003	28,537	79%	29,324	26,881	23,160	79%
550 Unemployment	6,000	5,500	4,650	78%	6,000	5,500	4,650	78%
560 Workers Comp Ins	17,599	16,132	10,362	59%	15,288	14,014	9,884	65%
Salaries and Employee Benefits >	491,268	450,329	442,558	90%	567,317	520,040	482,992	85%

605 Advertising	125	115	100	80%	125	115	100	80%
610 Bank Fees	2,810	2,576	178	6%	2,800	2,567	178	6%
620 Communications & Internet	5,650	5,179	5,915	105%	4,650	4,263	5,710	123%
622 Board Exp	250	229	34,195	13678%	250	229	34,195	13678%
625 Equip - Field (\$300-\$4999)	1,250	1,146	100	8%	3,250	2,979	958	29%
630 Equip - Office	850	779	38	4%	1,350	1,238	746	55%
640 Fuel & Oil	14,000	12,833	6,160	44%	2,250	2,063	3,415	152%
645 Insurance	38,500	35,292	31,608	82%	38,500	35,292	31,608	82%
650 Interest	1,175	1,077	179	15%	1,925	1,765	1,238	64%

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657	Lab	16,000	14,667	13,102	82%	21,000	19,250	21,199	101%
660	Memberships & Subscriptions	28,450	26,079	26,883	94%	5,450	4,996	21,772	399%
665	Mileage Reimb	1,500	1,375	1,856	124%	1,500	1,375	1,685	112%
670	Postage & Shipping	4,825	4,423	4,649	96%	4,775	4,377	4,656	97%
675	Professional Services	35,000	32,083	26,201	75%	23,000	21,083	28,781	125%
685	Rents	5,950	5,454	2,926	49%	3,950	3,621	2,926	74%
690	Safety & Security	3,075	2,819	14,038	457%	9,075	8,319	9,166	101%
700	Tools & Instruments	3,875	3,552	2,557	66%	4,875	4,469	3,316	68%
703	Supplies - Clothing & Personal	1,200	1,100	1,218	102%	1,700	1,558	1,422	84%
705	Supplies - Office	3,225	2,956	4,213	131%	3,825	3,506	4,098	107%
715	Treatment Chemicals	47,000	43,083	36,333	77%	65,000	59,583	49,113	76%
720	Supplies - Operating - Other	11,525	10,565	14,016	122%	11,525	10,565	25,706	223%
730	Taxes - Licenses	1,750	1,604	1,553	89%	2,550	2,338	1,903	75%
735	Training	4,250	3,896	517	12%	4,250	3,896	757	18%
745	Travel	2,750	2,521	375	14%	2,250	2,063	691	31%
750	Utilities	112,600	103,217	93,702	83%	72,600	66,550	71,361	98%
760	Waste Disposal	550	504	202	37%	60,250	55,229	47,806	79%
795	Yolo Co	42,000	38,500	38,497	92%				
799	Misc	5,375	4,927	3	0%	5,375	4,927	3	0%
Services and Supplies >		395,510	362,551	361,309	91%	358,050	328,213	374,504	105%
810	R&R Buildings & Grounds	7,000	6,417	9,596	137%	7,000	6,417	4,956	71%
815	R & R Damage Claims	5,000	4,583	-	0%	5,000	4,583	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,000	1,833	907	45%	6,000	5,500	7,103	118%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	5,250	4,813	2,537	48%	5,250	4,813	1,201	23%
Repairs & Replacement >		19,250	17,646	13,039	68%	23,250	21,313	13,259	57%
Total Expenses >		906,028	830,526	816,905	90%	948,617	869,565	870,754	92%

11 Administration - Budget Variance Report Jul 2016		2016 - 2017 Budget		Actual	%	Total
Thru End of May 2017		Annual	YTD	YTD	Spent	Remaining
11						
505	Salaries & Wages	365,469	335,014	326,692	89.4%	38,777
510	Contracted Labor	-	-	-	-	-
520	FICA - District Share	30,241	27,721	24,149	79.9%	6,092
530	Medical Ins - District Share	74,799	68,566	72,888	97.4%	1,911
540	PERS - District Share	37,160	34,064	28,505	76.7%	8,655
550	Unemployment	12,000	11,000	9,300	77.5%	2,700
560	Workers Comp Ins	10,415	9,547	3,870	37.2%	6,545
Salaries and Employee Benefits >		530,085	485,912	465,404	87.8%	64,681
605	Advertising	250	229	200	80.0%	50
610	Bank Fees	5,600	5,133	356	6.4%	5,244
620	Communications & Internet	3,300	3,025	4,562	138.2%	(1,262)
622	Board Exp	500	458	68,389	13677.8%	(67,889)
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	700	642	76	10.9%	624
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	900	825	770	85.6%	130
665	Mileage Reimb	2,000	1,833	3,066	153.3%	(1,066)
670	Postage & Shipping	9,400	8,617	9,296	98.9%	104
675	Professional Services (Legal, IT, etc)	20,000	18,333	42,160	210.8%	(22,160)
685	Rents	7,400	6,783	5,851	79.1%	1,549
690	Safety & Security (boots)	2,000	1,833	1,884	94.2%	116
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	400	367	779	194.8%	(379)
705	Supplies - Office	5,000	4,583	5,896	117.9%	(896)
715	Treatment Chemicals	-	-	-	0.0%	-
720	Supplies - Operating - Other	50	46	-	0.0%	50
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training (Classes, books)	2,500	2,292	169	6.8%	2,331
745	Travel / Lodging	2,500	2,292	400	16.0%	2,100
750	Utilities	5,200	4,767	3,961	76.2%	1,239
760	Waste Disposal	500	458	404	80.8%	96
795	Yolo Co	0	0	-	0.0%	0
799	Misc	500	458	5	1.0%	495
Services and Supplies >		68,700	62,975	148,224	215.8%	(79,524)
810	R&R Buildings & Grounds	4,000	3,667	3,899	97.5%	101
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	2,000	1,833	-	0.0%	2,000
832	R&R Mains/Service Lines	0	0	-	0.0%	0
840	R&R Vehicles (\$2k/vehicle)	2,500	2,292	100	4.0%	2,400
Repairs & Replacement >		8,500	7,792	3,999	47.0%	4,501
Total Expenses >		607,285	556,678	617,627	101.7%	(10,342)

Expense Notes

- 620 Communications & Internet** Increased speed of internet, increasing expense
- 622 Board Expense** Lgl fees for: personnel invest & board meetings, etc. Recording Equip
- 665 Mileage** Multiple required meetings in Sacramento and Lakeport by GM
- 675 Professional Services** Research and Legal Fees concerning Dir Kuehn and personnel.
- 703 Supplies - Clothing & Personal** New staff shirts
- 705 Supplies - Office** Purchase of new year calendars and bulk envelopes

2.0.1

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11	D\C - Budget Variance Report Jul 2016	Target % >	91.7%			
11	Thru End of May 2017	2016 - 2017 Budget	Actual	%	Total	
		Annual	YTD	Spent	Remaining	
505	Salaries & Wages	63,954	58,624	52,675	82.4%	11,279
510	Contracted Labor	-	-	-		-
520	FICA - District Share	5,221	4,785	3,768	72.2%	1,453
530	Medical Ins - District Share	20,000	18,333	11,174	55.9%	8,826
540	PERS - District Share	3,159	2,896	2,604	82.4%	555
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	3,339	3,060	3,654	109.5%	(316)
	Salaries and Employee Benefits >	95,671	87,698	73,875	77.2%	21,796
605	Advertising	-	-	-	0.0%	-
610	Bank Fees	-	-	-	0.0%	-
620	Communications & Internet	-	-	320	0.0%	(320)
622	Board Exp	-	-	-	0.0%	-
625	Equip - Field (up to \$4999)	2,500	2,292	200	8.0%	2,300
630	Equip - Office	-	-	-	0.0%	-
640	Fuel & Oil	4,000	3,667	4,126	103.2%	(126)
645	Insurance	-	-	-	0.0%	-
650	Interest	1,750	1,604	403	23.0%	1,347
657	Outsource Lab / Internal Lab	-	-	-	0.0%	-
660	Memberships & Subscriptions	-	-	-	0.0%	-
665	Mileage Reimb	500	458	303	60.6%	197
670	Postage & Shipping	50	46	1	2.0%	49
675	Professional Services (SCADA)	1	1	-	0.0%	1
685	Rents	500	458	-	0.0%	500
690	Safety & Security (boots)	2,150	1,971	2,403	111.8%	(253)
700	Tools & Instruments	3,750	3,438	745	19.9%	3,005
703	Supplies - Clothing & Personal	1,500	1,375	843	56.2%	657
705	Supplies - Office	250	229	101	0.0%	149
715	Treatment Chemicals	-	-	-	0.0%	-
720	Supplies - Operating - Other	13,000	11,917	8,167	62.8%	4,833
730	Taxes - Licenses	500	458	388	77.6%	112
735	Training (classes, books)	1,500	1,375	385	25.7%	1,115
745	Travel / Lodging	1,000	917	350	35.0%	650
750	Utilities	-	-	-	0.0%	-
760	Waste Disposal	-	-	-	0.0%	-
795	Yolo Co	-	-	-	0.0%	-
799	Misc	250	229	-	0.0%	250
	Services and Supplies >	33,201	30,434	18,735	56.4%	14,466
810	R&R Buildings & Grounds	0	0	-	0.0%	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/Service Lines	-	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	0	0	45	450000.0%	(45)
	Repairs & Replacement >	0	0	45	150000.0%	(45)
	Total Expenses >	128,872	118,133	92,655	71.9%	36,217

Expense Notes

703 Supplies - Clothing & Personal

New Pants for DC Crew

735 Training

Eric Luna T-2, Jeremy Backus Wtr Dist Trtment Review

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Thru End of May 2017 11	2016 - 2017 Budget		Actual	%	Total
	Annual	YTD	YTD	Spent	Remaining
505 Salaries & Wages	149,586	137,120	137,607	99.6%	11,979
510 Contracted Labor	28,000	25,667	11,425		16,575
520 FICA - District Share	12,246	11,226	10,010	81.7%	2,236
530 Medical Ins - District Share	47,030	43,111	40,583	86.3%	6,447
540 PERS - District Share	9,165	8,401	7,605	83.0%	1,560
550 Unemployment	0	0		0.0%	0
560 Workers Comp Ins	8,411	7,710	6,122	72.8%	2,289
Salaries and Employee Benefits >	254,439	233,235	213,352	83.9%	41,087
605 Advertising	0	0		0.0%	0
610 Bank Fees	0	0		0.0%	0
620 Communications & Internet	3,000	2,750	3,269	109.0%	(269)
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	2,000	1,833	858	42.9%	1,142
630 Equip - Office	1,000	917	708	70.8%	292
640 Fuel & Oil (Schaeffers)	250	229	1,352	540.8%	(1,102)
645 Insurance	38,500	35,292	31,608	82.1%	6,892
650 Interest	1,050	963	1,036	98.7%	14
657 Outsource Lab / Internal Lab	21,000	19,250	21,199	100.9%	(199)
660 Memberships & Subscriptions	5,000	4,583	21,387	427.7%	(16,387)
665 Mileage Reimb	500	458		0.0%	500
670 Postage & Shipping	50	46	7	14.0%	43
675 Professional Services (SCADA)	13,000	11,917	7,701	59.2%	5,299
685 Rents	-	-	-	0.0%	-
690 Safety & Security (boots)	7,000	6,417	7,022	100.3%	(22)
700 Tools & Instruments	3,000	2,750	2,943	98.1%	57
703 Supplies - Clothing & Personal	1,500	1,375	611	40.7%	889
705 Supplies - Office	1,200	1,100	1,099	91.6%	101
715 Treatment Chemicals	65,000	59,583	49,113	75.6%	15,887
720 Supplies-Operating -Other (Titan Tubes)	5,000	4,583	21,622	432.4%	(16,622)
730 Taxes - Licenses	2,300	2,108	1,709	74.3%	591
735 Training (classes, books)	3,000	2,750	480	16.0%	2,520
745 Travel / Lodging	1,000	917	316	31.6%	684
750 Utilities	70,000	64,167	69,380	99.1%	620
760 Waste Disposal	60,000	55,000	47,604	79.3%	12,396
795 Yolo Co	0	0	-	0.0%	0
799 Misc	5,000	4,583		0.0%	5,000
Services and Supplies >	309,350	283,571	291,024	94.1%	18,326
810 R&R Buildings & Grounds	5,000	4,583	3,006	60.1%	1,994
815 R & R Damage Claims	5,000	4,583	-	0.0%	5,000
820 R&R Lift Stations	-	-	-	0.0%	-
830 R&R Equipment	5,000	4,583	7,103	142.1%	(2,103)
832 R&R Mains/Service Lines	-	-	-	0.0%	-
840 R&R Vehicles (\$2k/vehicle)	4,000	3,667	1,128	28.2%	2,872
Repairs & Replacement >	19,000	17,417	11,237	59.1%	7,763
Total Expenses >	582,789	534,223	515,613	88.5%	67,176

Expense Notes

625 Equip - Field (\$399 - \$4999)

Needle valves for effluent pps 1 & 3

645 Insurance

Annual Auto/General Liability to JPIA

660 Memberships & Subscriptions

Association of California Water Agencies Dues

690 Safety and Security

Security System upgrade for cameras/lighting and warning system on CEPS

715 Supplies - Chemicals

Plymer

720 Supplies - Operating - Other

Gate Valve, materials to rebuild Chlorine Feed Pumps, Titan Tubes

Monthly PG&E bill averages \$2,200 with Hayden Solar equalling \$5,743, PGE

Bill due to solar panels being shut off and plant running 24/7 during flood

750 Utilities

760 Waste Disposal

Sludge Season

830 R&R Equipment

Sewer Tractor Cameras, Chlorine Feed Pump

2.9.10

Thru End of May 2017		2016 - 2017 Budget		Actual	%	Total
11	Annual	YTD	YTD	Spent	Remaining	
505	Salaries & Wages	123,169	112,905	127,057	103.2%	(3,888)
510	Contracted Labor	-	-	-		-
520	FICA - District Share	10,293	9,435	9,316	90.5%	977
530	Medical Ins - District Share	18,362	16,832	16,963	92.4%	1,399
540	PERS - District Share	15,844	14,523	12,982	81.9%	2,862
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	10,722	9,829	6,600	61.6%	4,122
Salaries and Employee Benefits >		178,390	163,524	172,918	96.9%	5,472
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	4,000	3,667	3,474	86.9%	526
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0	-	0.0%	0
630	Equip - Office	500	458	-	0.0%	500
640	Fuel & Oil	12,000	11,000	4,097	34.1%	7,903
645	Insurance	38,500	35,292	31,608	82.1%	6,892
650	Interest	300	275	(23)	-7.7%	323
657	Outside Lab / Internal Lab	16,000	14,667	13,102	81.9%	2,898
660	Memberships & Subscriptions	28,000	25,667	26,498	94.6%	1,502
665	Mileage Reimb	500	458	171	34.2%	329
670	Postage & Shipping	100	92	-	0.0%	100
675	Professional Services (SCADA)	25,000	22,917	5,121	20.5%	19,879
685	Rents	2,000	1,833	-	0.0%	2,000
690	Safety & Security (boots)	1,000	917	11,894	1189.4%	(10,894)
700	Tools & Instruments	2,000	1,833	2,184	109.2%	(184)
703	Supplies - Clothing & Personal	1,000	917	407	40.7%	593
705	Supplies - Office	600	550	1,214	202.3%	(614)
715	Treatment Chemicals	47,000	43,083	36,333	77.3%	10,667
720	Supplies - Operating - Other	5,000	4,583	9,932	198.6%	(4,932)
730	Taxes - Licenses	1,500	1,375	1,359	90.6%	141
735	Training (classes, books)	3,000	2,750	240	8.0%	2,760
745	Travel / Lodging	1,500	1,375		0.0%	1,500
750	Utilities	110,000	100,833	91,721	83.4%	18,279
760	Waste Disposal	300	275	-	0.0%	300
795	Yolo Co	42,000	38,500	38,497	91.7%	3,503
799	Misc	5,000	4,583		0.0%	5,000
Services and Supplies >		346,800	317,900	277,829	80.1%	68,971
810	R&R Buildings & Grounds	5,000	4,583	7,646	152.9%	(2,646)
815	R & R Damage Claims	5,000	4,583	-	0.0%	5,000
820	R&R Lift Stations	-	-	-		-
830	R&R Equipment	1,000	917	907	90.7%	93
832	R&R Mains/Service Lines	-	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	4,000	3,667	2,464	61.6%	1,536
Repairs & Replacement >		15,000	13,750	11,017	73.4%	3,983
Total Expenses >		540,190	495,174	461,764	85.5%	78,426

Expense Notes:

- 645 Insurance Annual Auto/General Liability to JPIA
- 660 Memberships and Subscriptions Large Water System Fees 7/1/15 thru 6/30/16
- 690 Safety and Security Upgrade security system \$9,429, approved 7/21/16 Regular Board Mtg ,New Fire Extinguishers \$780.00
- 700 Tools & Instruments Ozone Leak Detector and microscope \$1,478
- 705 Supplies - Office Toner for new printer
- 720 Supplies - Inventory Rebuild kits for Oxygen Generator \$1,255
- 730 Taxes - Licenses Health Services Dept \$854.
- 750 Utilities Monthly PG&E bill is averaging \$11,900, until September Bill \$12,828
- 810 R&R Buildings & Grounds Tank Rental (\$1,324) Clear PVC piping (\$794) Generator Oil, restock inventory
- 830 R&R Equipment \$483.09 for 2 solenoid valves for Hydrovane compressors for ozone generator
- 840 R&R Vehicles Pwr steering pp, A/C, whl algnmnt for Ford Ranger & new tires for Chevy

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2.9.11

	Water (CRP)	Sewer (CRP)	CRP - Oth... (CRP)	Total CRP	TOTAL
Income					
Income					
425 · CRP (Capital Replacment Plan)					
425.2 · Sewer	0.00	-26.84	0.00	-26.84	-26.84
425.1 · Water	-547.68	-25.54	0.00	-573.22	-573.22
425 · CRP (Capital Replacment Plan) - Other	244,095.31	249,403.10	0.24	493,498.65	493,498.65
Total 425 · CRP (Capital Replacment Plan)	243,547.63	249,350.72	0.24	492,898.59	492,898.59
430 · Penalty & Interest	6,707.27	4,465.03	0.00	11,172.30	11,172.30
Total Income	250,254.90	253,815.75	0.24	504,070.89	504,070.89
Total Income	250,254.90	253,815.75	0.24	504,070.89	504,070.89
Gross Profit	250,254.90	253,815.75	0.24	504,070.89	504,070.89
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	25,158.87	43,690.89	0.00	68,849.76	68,849.76
520 · FICA - District Share	1,823.07	3,328.45	0.00	5,151.52	5,151.52
530 · Medical Ins - Dist Share	9,832.20	7,021.79	0.00	16,853.99	16,853.99
540 · PERS - District Share	790.79	1,771.03	0.00	2,561.82	2,561.82
560 · Workers Comp Ins	1,296.67	1,296.66	0.00	2,593.33	2,593.33
Total Salaries & EE Benefits	38,901.60	57,108.82	0.00	96,010.42	96,010.42
Services & Supplies					
625 · Equip - Field (\$300-\$4999)	848.78	810.17	0.00	1,658.95	1,658.95
640 · Fuel & Oil	5,429.46	3,893.17	0.00	9,322.63	9,322.63
650 · Interest	136.37	161.10	0.00	297.47	297.47
675 · Professional Services	5,412.30	5,812.30	0.00	11,224.60	11,224.60
690 · Safety & Security	121.98	121.96	0.00	243.94	243.94
700 · Tools & Instruments	294.00	1,145.05	0.00	1,439.05	1,439.05
720 · Supplies - Inventory - Other	13,517.67	2,986.80	0.00	16,504.47	16,504.47
Total Services & Supplies	25,760.56	14,930.55	0.00	40,691.11	40,691.11
Repairs & Replacement					
810 · R&R Buildings & Grounds	12,307.48	4,812.20	0.00	17,119.68	17,119.68
820 · R&R Lift Stations	0.00	15,122.53	0.00	15,122.53	15,122.53
830 · R&R Equipment	11,524.41	2,050.92	0.00	13,575.33	13,575.33
832 · R&R Mains and Sewer Lines	33,702.43	7,817.50	0.00	41,519.93	41,519.93
840 · R&R Vehicles	6,623.37	6,454.34	0.00	13,077.71	13,077.71
Total Repairs & Replacement	64,157.69	36,257.49	0.00	100,415.18	100,415.18
Total Expense	128,819.85	108,296.86	0.00	237,116.71	237,116.71
Net Income	121,435.05	145,518.89	0.24	266,954.18	266,954.18

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Clearlake Oaks Co Water District

Budget Variance Report February 2017

Thru End of May 2017

2012

Summary	Budget		Actual YTD	
	Annual	YTD	Amount	%
SEWER CRP Revenue	297,440	272,653	249,403	85.4%
Penalty & Interest			4,465	
SEWER CRP Expenses	174,687	160,129	108,297	62.0%
(1/2 Vac all Camera) Debt Service Exp	47,961	43,964	43,964	
USDA Annual Payment	129,000	118,250		
I & I/Lift Station Rehab Improvements	42,000	38,500		
Short term depreciation reserve	30,000	27,500	27,000	
Previous Year Balance	208,351			
Operating Balance (loss)	82,143	75,298	74,607	

Revenue is down 2% due to rate increase did not reflect until August, with billing being a month behind

Expenses	2016 - 2017 Budget		Actual YTD	%	Total	
	Annual	YTD				Spent
505 Salaries & Wages	31,977	29,312	43,691	136.6%	(11,714)	
510 Contracted Labor	-	-	-	-	-	
520 FICA - District Share	2,610	2,393	3,328	127.5%	(718)	
530 Medical Ins - District Share	10,000	9,166	7,022	70.2%	2,978	
540 PERS - District Share	1,580	1,448	1,771	112.1%	(192)	
550 Unemployment	-	-	-	0.0%	-	
560 Workers Comp Ins	1,669	1,530	1,297	77.7%	372	
Salaries and Employee Benefits >	47,836	43,849	57,109	119.4%	(9,274)	
605 Advertising	0	0	-	0.0%	0	
610 Bank Fees	0	0	-	0.0%	0	
620 Communications & Internet	0	0	-	0.0%	0	
622 Board Exp	0	0	-	0.0%	0	
625 Equip - Field (up to \$4999)	1,250	1,146	810	64.8%	440	
630 Equip - Office	-	-	-	0.0%	-	
640 Fuel & Oil	2,000	1,833	3,893	194.7%	(1,893)	
645 Insurance	-	-	-	0.0%	-	
650 Interest	875	802	161	18.4%	714	
657 Outsource Lab / Internal Lab	-	-	-	0.0%	-	
660 Memberships & Subscriptions	-	-	-	0.0%	-	
665 Mileage Reimb	-	-	-	0.0%	-	
670 Postage & Shipping	25	23	-	0.0%	25	
675 Professional Services (SCADA)	1	1	5,812	0.0%	(5,811)	
685 Rents	250	229	-	0.0%	250	
690 Safety & Security (boots)	1,075	985	122	11.3%	953	
700 Tools & Instruments	1,875	1,719	1,145	61.1%	730	
703 Supplies - Clothing & Personal	-	-	-	0.0%	-	
705 Supplies - Office	125	115	-	0.0%	125	
715 Treatment Chemicals	-	-	-	0.0%	-	
720 Supplies - Operating - Other	6,500	5,958	2,987	46.0%	3,513	
730 Taxes - Licenses	250	229	-	0.0%	250	
735 Training (classes, books)	-	-	-	0.0%	-	
745 Travel / Lodging	-	-	-	0.0%	-	
750 Utilities	-	-	-	0.0%	-	
760 Waste Disposal	-	-	-	0.0%	-	
795 Yolo Co	-	-	-	0.0%	-	
799 Misc	125	115	-	0.0%	125	
Services and Supplies >	14,351	13,155	14,930	104.0%	(579)	
810 R&R Buildings & Grounds	25,000	22,917	4,812	19.2%	20,188	
815 R & R Damage Claims	-	-	-	0.0%	-	
820 R&R Lift Stations	20,000	18,333	15,123	75.6%	4,877	
830 R&R Equipment	5,000	4,583	2,051	41.0%	2,949	
832 R&R Mains/Service Lines	50,000	45,833	7,818	15.6%	42,182	
840 R&R Vehicles (\$2k/vehicle)	12,500	11,458	6,454	51.6%	6,046	
Repairs & Replacement >	112,500	103,125	36,258	32.2%	76,242	
Expense Notes	Total Expenses >	174,687	160,129	108,297	62.0%	66,390

505 Salaries & Wages

625 Field Equip

820 R&R Lift Stations

675 Professional Services

Flood Temp help

Down hole roller for camera trailer

LS # 10 Repairs to Action \$2,100, Check Valves for LS 10 \$1,188, LS 7 Emergency Pumping

ignition SCADA system software - approved at SM 11/29/16 also easement repair on LS 1

750 - Utilities - PG&E cost - runing plant & LS 24/7 during flood

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Clearlake Oaks Co Water District
 Budget Variance Report February 2017

11

Target % > 91.7%

2.9.13

WATER - CRP

Thru End of May 2017 Summary	Budget		Actual YTD	
	Annual	YTD	Amount	%
WATER CRP Revenue	287,532	263,571	244,095	87.2%
Penalty & Interest			6,707	
WATER CRP Expenses	154,687	141,796	128,818	83.3%
(1/2 Vac Con) Debt Service Exp	26,079	23,906	23,906	
**Previous Year Balance	167,406			

** this amount reflects \$40,000 taken from last years CRP for Generator

Revenue is down 2% due to rate increase did not reflect until August, with billing being a month behind

Expenses	2016 - 2017 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	31,977	29,312	25,159	78.7%	6,818
510 Contracted Labor	-	-	-	-	-
520 FICA - District Share	2,610	2,393	1,823	69.8%	787
530 Medical Ins - District Share	10,000	9,166	9,832	98.3%	168
540 PERS - District Share	1,580	1,448	791	50.1%	789
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	1,669	1,530	1,297	77.7%	372
Salaries and Employee Benefits >	47,836	43,849	38,902	81.3%	8,934
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	0	0	-	0.0%	0
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	1,146	849	67.9%	401
640 Fuel & Oil	2,000	1,833	5,429	271.5%	(3,429)
645 Insurance	-	-	-	0.0%	-
650 Interest	875	802	136	15.5%	739
657 Outsource Lab / Internal Lab	-	-	-	0.0%	-
660 Memberships & Subscriptions	-	-	-	0.0%	-
665 Mileage Reimb	-	-	-	0.0%	-
670 Postage & Shipping	25	23	-	0.0%	25
675 Professional Services (SCADA)	1	1	5,412	541200.0%	(5,411)
685 Rents	250	115	-	0.0%	250
690 Safety & Security (boots)	1,075	985	122	11.3%	953
700 Tools & Instruments	1,875	1,719	294	15.7%	1,581
703 Supplies - Clothing & Personal	-	-	-	0.0%	-
705 Supplies - Office	125	115	-	0.0%	125
715 Treatment Chemicals	-	-	-	0.0%	-
720 Supplies - Operating - Other	6,500	5,958	13,518	208.0%	(7,018)
730 Taxes - Licenses	250	229	-	0.0%	250
735 Training (classes, books)	-	-	-	0.0%	-
745 Travel / Lodging	-	-	-	0.0%	-
750 Utilities	-	-	-	0.0%	-
760 Waste Disposal	-	-	-	0.0%	-
795 Yolo Co	-	-	-	0.0%	-
799 Misc	125	57	-	0.0%	125
Services and Supplies >	14,351	12,983	25,760	179.5%	(11,409)
810 R&R Buildings & Grounds	25,000	22,917	12,307	49.2%	12,693
815 R & R Damage Claims	-	-	-	0.0%	-
820 R&R Lift Stations	-	-	-	0.0%	-
830 R&R Equipment	5,000	4,583	11,524	230.5%	(6,524)
832 R&R Mains/Service Lines	50,000	45,833	33,702	67.4%	16,298
840 R&R Vehicles (\$2k/vehicle)	12,500	11,458	6,623	53.0%	5,877
Repairs & Replacement >	92,500	84,792	64,156	69.4%	28,344
Total Expenses >	154,687	141,624	128,818	83.3%	25,869

Expense Notes

- 675 Professional Services Leak Repair in Redwood Wtr Tnk and ignition program for SCADA approved at SM 11/29/16
- 720 Supplies - inventory 18 meters for inventory \$1,393, Replacement Inventory, meter pilot program
- 820 R & R Lift Stations Baker Tank Rental to assist LS 7 during emergency pumping, replacement inventory
- 830 R&R Equipment \$6,992.57 for Controller and Reactor Replacement for 03 Generator, approved at 7-21-16 RM
- 832 R&R mains / Service Lines Clay Valves, \$14,855 Board approved

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**Clearlake Oaks County Water District
 Capital Improvements
 As of May 31, 2017**

2.a.14

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
120 · EQUIPMENT (EQUIPMENT - WAS 1011181)			
120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)			
08/08/2016	Power Plus	2016 Cummins 250 kw Tier 3 Generator	29,876.14
Total 120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 101...			29,876.14
Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)			29,876.14
122 · Buildings (OFFICE BUILDING - WAS 1011180)			
Total 122 · Buildings (OFFICE BUILDING - WAS 1011180)			
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)			
124.30 · Lift Stations			
124.31 · Lift Station 7 Bypass			
07/12/2016	Pace	Returned PVC pipe	-1,275.84
Total 124.31 · Lift Station 7 Bypass			-1,275.84
124.30 · Lift Stations - Other			
09/19/2016	Shape Inc,	2 pumps for Lift Station #10 - Approved Emerg...	23,581.98
Total 124.30 · Lift Stations - Other			23,581.98
Total 124.30 · Lift Stations			22,306.14
124.50 · Mains			
11/17/2016	Utility Services Associates	Approved RM 9/15/16 - Leak detection	9,262.00
Total 124.50 · Mains			9,262.00
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other			
Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other			
Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)			31,568.14
125 · Land			
09/13/2016	TERESA FEDERIGI	Final pymt. for Harvey Blvd. tank easement	1,000.00
02/16/2017	State Treasurer's Office	589 Keys Blvd. for LS #7	21,300.00
Total 125 · Land			22,300.00
TOTAL			83,744.28

28

2.b

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

www.treasurer.ca.gov/pmia-laif/laif.asp
June 08, 2017

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

PMIA Average Monthly Yields

Account Number:
90-17-001

Tran Type Definitions

May 2017 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	483,617.83
Total Withdrawal:	0.00	Ending Balance:	483,617.83

29

MY ACCOUNTS

BILL PAY

TRANSFER FUNDS

MANAGE MONEY

2.b.1

(LAUNCHAPP?APPCODE=MY+ACCOUNTS)

(LAUNCHAPP?APPCODE=BILL+PAY)

ADDITIONAL SERVICES

CREDIT CARD APPLICATION

ESTATEMENTS

My Accounts

Download. Log In MOBILE BANKING GET MOBILE TO

DEPOSIT ACCOUNTS

Manage mobile alerts

Make a transfer

CRP SEWER

Checking *3745

Quick peek

\$356,242.41

**Available \$356,242.41

DWR CHECKING

Checking *3786

Quick peek

\$200.00

**Available \$200.00

GENERAL LEDGER

Checking *9122

Quick peek

\$292,377.75

**Available \$287,823.78

CRP WATER

Savings *6990

Quick peek

\$10,465.59

**Available \$10,465.59

TOTAL DEPOSIT ACCOUNTS

\$659,285.75

TIERED COMMERCIAL LOANS

Credit Line

TCL Credit Line *1999

Quick peek

\$0.00

Available credit \$34,000.00

Note

TCL Note *1001

Quick peek

\$466,000.00

\$2,121.11 due 06/30/2017 pay

TOTAL TIERED COMMERCIAL LOANS

\$466,000.00

Make a Payment

Pay to Select a payee \$ Pay from checking x4587

View My Spending

No activity found within the las

Try refreshing your accounts in Fi accounts from over 18,000 financ

Outside Accounts

MY FINANCIAL INSTITUTION	
Checking	Quick peek
Savings	Quick peek
TOTAL	

Add Outside Accounts

Keep track of all your other accounts and credit cards here.

Add outside accounts

30

210.2

Aged Accounts Receivable
As of 6/08/17

<u>0-30 Days</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>91-120 Days</u>	<u>Over 120 Days</u>	<u>Total Balance</u>
\$113,989.20	\$22,339.17	\$3,180.78	\$3,304.69	\$52,221.53	<u>\$195,035.37</u>

Total number of accounts with open balances: 1199

These totals include all accounts on the Tax Roll

Clearlake Oaks County Water District
Payroll Summary
 June 2017

J.C.

	<u>Hours</u>	<u>Rate</u>	<u>Jun 17</u>
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-8.75	18.24	-190.31
Holiday	72	18.24	1,544.36
Holiday Worked (x2.5)	16	45.60	1,057.14
Overtime (x1.5)	133.25	27.36	3,723.92
PTO	53.25	19.50	1,186.60
Straight Board	882.25	18.24	20,695.08
Duty Pay			500.00
			<u>1,470.00</u>
Total Gross Pay	1,148		29,986.79
Deductions from Gross Pay			
ACWA (pre-tax)			-963.57
AFLAC (pre-tax)			-217.32
AFLAC (taxable) AFTER TAX			-63.97
CALPers EE (Pretax)			-967.58
			<u>-2,212.44</u>
Total Deductions from Gross Pay			-2,212.44
Adjusted Gross Pay	1,148		27,774.35
Taxes Withheld			
Federal Withholding			-2,578.00
Medicare Employee			-417.70
Social Security Employee			-1,785.95
CA - Withholding			-706.85
CA - Disability			-259.24
			<u>-5,747.74</u>
Total Taxes Withheld			-5,747.74
Deductions from Net Pay			
Wage Garnishment			-555.98
			<u>-555.98</u>
Total Deductions from Net Pay			-555.98
Net Pay	1,148		21,470.63
Employer Taxes and Contributions			
Medicare Company			417.70
Social Security Company			1,785.95
			<u>2,203.65</u>
Total Employer Taxes and Contributions			2,203.65

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2.d

	Jun 30, 17	
	Debit	Credit
102.001 · GL - 9122	56,765.87	
102.04 · DWR - CHECKING	200.00	
101 · LAIF - CASH IN BANK	293,694.37	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	200.00	
102.02 · CRP Water - 6990	10,465.59	
102.03 · CRP Sewer - 3745	356,242.41	
CUSI Accounts Receivable		6.00
103 · PETTY CASH	300.00	
104 · COUNTY TREASURY	21,680.00	
130 · CIP	0.00	
130 · CIP:130.75 · SCADA	0.00	
132 · CIP SEWER	366,081.00	
132 · CIP SEWER:132.05 · CIP SEWER LABOR	0.00	
135 · CIP WATER	74,033.00	
135 · CIP WATER:135.02 · Aircon Project	0.00	
135 · CIP WATER:135.05 · Backwash Pump Filters #2-#3	0.00	
135 · CIP WATER:135.10 · High Valley Project 2013	0.00	
135 · CIP WATER:135.20 · CIP WATER LABOR	0.00	
111 · INVENTORY - WATER	0.00	
114 · ACCOUNTS RECEIVABLE.	176,790.00	
115 · PRE-PAID INSURANCE	23,357.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
USDA Project	0.00	
120 · EQUIPMENT:120.01 · GENERAL EQUIPMENT	1,851,100.60	
120 · EQUIPMENT:120.60 · Office	0.00	
120 · EQUIPMENT:120.75 · SCADA	0.00	
120 · EQUIPMENT:120.90 · Vehicles	0.00	
122 · Buildings	8,475,638.00	
124 · D/C System	3,136,437.00	
124 · D/C System:124.30 · Lift Stations	46,264.48	
124 · D/C System:124.30 · Lift Stations:124.31 · Lift Station 7 Bypass	66,042.23	
124 · D/C System:124.50 · Mains	14,788.58	
125 · Land	299,770.00	
129 · ALLOW. FOR DEPRECIATION		7,747,170.00
200 · ACCOUNTS PAYABLE		218,468.98
210.06 · Cal Card - Jason 3879		1,194.35
210 · Cal Card	1,884.50	
210 · Cal Card:210.05 · Cal Card - Dan - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - Alan - 4000	711.07	
210 · Cal Card:210.01 · Cal Card - Iris - 2083	0.00	
210 · Cal Card:210.02 · Cal Card - Larry - 0010	0.00	
210 · Cal Card:210.03 · Cal Card - Matt - 9988		1,622.74
223.56 · FEDERAL PAYROLL TAX PENALTY	322.01	
280 · Loan:280.05 · USDA Bridge Loan		366,000.00
280 · Loan:280.01 · Kansas State Bk - VACON		2,820.08
280 · Loan:280.03 · Kansas State Bk - Camera Traile	12.79	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion	606.17	
222 · Direct Deposit Liabilities	0.00	
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	1,667.94	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		555.98
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	340.68	
223.50 · MEDICARE TAX PAYABLE	160.05	

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Trial Balance

As of June 30, 2017

2.d.1

	Jun 30, 17	
	Debit	Credit
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	377.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	84.49	
223.65 · STATE DISABILITY PAYABLE	24.73	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	933.52	
223.80 · DEFERRED COMP PAYABLE	0.00	
223.85 · MISC DEDUCTIONS PAYABLE		596.12
223.90 · COMPENSATED EMPLOYEE BENEFITS		49,102.00
24000 · Payroll Liabilities	1,336.19	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		6,009,715.61
304 · Opening Balance Equity		326,612.31
306 · Retained Earnings - OLD		1,075,137.51
500 · 2017 Storms:500.3 · Insurance Advancement - JPIA		334,285.23
Income		767.43
Income:410 · Client Reg Pmt		1,816,937.51
Income:420 · Connection Fees		18,545.00
Income:425 · CRP		507,489.57
Income:425 · CRP:425.2 · Sewer	26.84	
Income:425 · CRP:425.1 · Water	573.22	
Income:430 · Penalty & Interest		43,297.03
Income:430 · Penalty & Interest:430.1 · Condemnation Fund (589 Keys)		34.10
Income:435 · Loans/Grants:435-4 · USDA Construction Loan:435-4.1 · Bridge Loan	3,508.75	
Income:435 · Loans/Grants:435-3 · WWTP Reclamation Study		162,284.00
Income:435 · Loans/Grants:435-2 · Water Distribution Study		240,257.87
Income:440 · Misc Revenue		27,184.04
Income:450 · Other - Non S/W Rev		199,971.79
1000 · Storms 2017:1000.2 · February 8 thru TBD	921,892.57	
1000 · Storms 2017:1000.1 · January 18 thru January 23	9,700.00	
Loans/Grants	97,804.01	
Loans/Grants:903 · WTP, Meters, and Backflow	3,445.53	
Loans/Grants:902 · Tanks and Distribution	2,754.86	
Loans/Grants:901 · Harvey Tank Installation	2,296.47	
Loans/Grants:920 · Inflow & Infiltration Construct	15,022.87	
Loans/Grants:915 · USDA Construction Loan	127,512.28	
Loans/Grants:915 · USDA Construction Loan:915.1 · Adams and Ashby Group	5,445.00	
Loans/Grants:910 · MC USDA Construction Loan	193,213.89	
Loans/Grants:905 · MC WWTP Reclamation	115,705.40	
Loans/Grants:900 · MC Water Distribution Study	156,708.96	
Salaries & EE Benefits:505 · Salaries & Wages	742,866.90	
Salaries & EE Benefits:510 · Contract Labor	12,525.00	
Salaries & EE Benefits:520 · FICA - District Share	54,598.30	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	170,802.29	
Salaries & EE Benefits:540 · PERS - District Share	77,084.13	
Salaries & EE Benefits:550 · Unemployment	9,300.10	
Salaries & EE Benefits:560 · Workers Comp Ins	37,009.47	
Services & Supplies:605 · Advertising	200.00	
Services & Supplies:610 · Bank Fees	12,097.75	
Services & Supplies:620 · Communications & Internet	11,625.90	
Services & Supplies:622 · Board Exp	69,908.68	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	2,716.40	
Services & Supplies:630 · Equip - Office	783.34	
Services & Supplies:640 · Fuel & Oil	19,111.34	
Services & Supplies:645 · Insurance	63,216.60	
Services & Supplies:650 · Interest	1,690.17	
Services & Supplies:657 · Lab	35,329.12	
Services & Supplies:660 · Memberships & Subscription	48,715.68	
Services & Supplies:665 · Mileage Reimb	3,777.51	
Services & Supplies:670 · Postage & Shipping	9,328.68	
Services & Supplies:675 · Professional Services	67,766.44	
Services & Supplies:685 · Rents	5,851.30	
Services & Supplies:690 · Safety & Security	23,447.85	
Services & Supplies:700 · Tools & Instruments	7,311.28	
Services & Supplies:703 · Supplies - Clothing & Personal	2,640.45	
Services & Supplies:705 · Supplies - Office	8,336.80	
Services & Supplies:715 · Supplies-Chemicals-Operating	85,446.19	
Services & Supplies:720 · Supplies - Inventory - Other	56,252.44	
Services & Supplies:730 · Taxes - Licenses	3,536.30	
Services & Supplies:735 · Training (Classes, books, etc)	1,274.00	

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Trial Balance

As of June 30, 2017

2.d.2

	Jun 30, 17	
	Debit	Credit
Services & Supplies:745 · Travel / Lodging	1,065.79	
Services & Supplies:750 · Utilities	170,365.73	
Services & Supplies:760 · Waste Disposal	48,012.92	
Services & Supplies:795 · Yolo Co	38,496.74	
Services & Supplies:798 · Reconciliation Discrepancies	20.83	
Services & Supplies:799 · Misc	4.60	
Repairs & Replacement:810 · R&R Buildings & Grounds	31,990.11	
Repairs & Replacement:820 · R&R Lift Stations	15,122.53	
Repairs & Replacement:830 · R&R Equipment	22,185.96	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	41,519.93	
Repairs & Replacement:840 · R&R Vehicles	16,768.32	
5495 · MAINTENANCE & REPAIR -TREATMENT	6.00	
66000 · Payroll Expenses		2,976.54
TOTAL	19,153,031.79	19,153,031.79

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Clearlake Oaks County Water District

A/P Aging Summary

As of June 9, 2017

d,e

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Action Sanitary, Inc	0.00	0.00	0.00	0.00	30,000.00	30,000.00
Adams Ashby	720.00	0.00	0.00	0.00	0.00	720.00
Alpha Analytical Labs	650.00	0.00	0.00	0.00	0.00	650.00
Hasa Inc	2,916.36	0.00	0.00	0.00	0.00	2,916.36
Hayden Solar, LLC	5,304.00	0.00	0.00	0.00	0.00	5,304.00
HD Excavating	0.00	26,382.50	0.00	3,850.00	0.00	30,232.50
Nave & Cortell, LLP	3,080.00	0.00	0.00	0.00	0.00	3,080.00
RAIN FOR RENT	55,316.86	3,011.34	0.00	0.00	0.00	58,328.20
Roto-Rooter of Lake Cou...	0.00	0.00	0.00	71,100.00	0.00	71,100.00
SWRCB Accounting Office	8,786.00	0.00	0.00	0.00	0.00	8,786.00
The Works Inc.	6,814.11	395.21	0.00	0.00	0.00	7,209.32
TOTAL	83,587.33	29,789.05	0.00	74,950.00	30,000.00	218,326.38

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2.c.1

Account Payable Breakdown

Date: 6/8/2017

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger	\$56,765.87	\$292,377.75	\$287,823.78
CRP Water	\$10,465.59	\$10,465.59	\$10,465.59
CRP Sewer	\$356,242.41	\$356,242.41	\$356,242.41
DWR Checking	\$200.00	\$200.00	\$200.00
Current A/P Aging	\$83,587.33		
US Bank Credit Card	\$0.00	Paid 5/7/2017	

NOTES:

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3.a

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

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

MAY 18, 2017

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 4:04 p.m.

Pledge of Allegiance

Roll Call

√ Mrs. Margaret Medeiros, President √ Mr. Karl Hosier, Vice President √ Mrs. Judy Heeszal, Director
√ Mr. Samuel Boucher √ Mr. Stanley Archacki

√ Mr. Alan Gardner – General Manager √ Mr. Jason Mitchell – Operations Manager
√ Mrs. Dianna Mann - Secretary to the Board, attended by speaker phone

Scott Nave, Counsel to the Board, phone network not available, unable to connect

Public comment on non-agenda items

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

Consent Items

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

1. Staff Written Operational Reports

- a. Customer Service
- b. Administration/Grants
- c. Water Plant Chief Operator
- d. Wastewater Plant Interim Chief Operator
- e. Operations Manager
- f. General Manager

2. Financial Reports for review and approval

- a. April 2017 QB balance sheet and profit & loss statements
- b. Bank account balances and accounts receivable and check register
- c. Employee payroll report
- d. Aged trial balance summary
- e. Vendor aging report, accounts payable breakdown

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

- a. Minutes of Regular Meeting 04-20-17

4. **Bills**

- a. **MC Engineering** Invoice No. 1491, dated 5/1/17, in the amount of \$21,741.43, for the USDA Wastewater pre-design, design phase
- b. **MC Engineering** Invoice No. 1489, dated 5/1/17 in the amount \$8,088.11, for the Reclamation Study
- c. **MC Engineering** Invoice No. 1492, dated 5/1/17, in the amount of \$7,602.50, for the revision of the Inflow and Infiltration grant to include the forcemain form LS 7 to sewer plant
HD Excavating
- d. Invoice number 691, dated 4/20/17, in the amount of \$35,142.71, for flood, potholing, and main break
MendoLake Staffing (The Works)
- e. Invoice number 1350, dated 4/27/17, in the amount of \$6,230.58 for temp help for LS 7
Sunbelt Rental
- f. Invoice number 66843606-001, dated 3/7/17, in the amount of \$13,659.50 for rental equipment during flood (trash pumps)
- g. Invoice number 66843606-005, dated 4/3/17, in the amount of \$7,053.86 for rental equipment due to flood
- h. Invoice number 66843606-006, dated /1/17, in the amount of \$7,056.01 for rental equipment

Action Taken: Motion to accept consent items

**BOUCHER/ARCHACKI M/S/C
MOTION PASSED UNANAMOUSLY**

5. **Agenda (Old Business)**

- a. Discussion, update and consideration of MC Engineering grant status reports and USDA progress

Action Taken: No Action

- b. Discussion and update of CSA 16 Annexation progress

Action Taken: Motion to approve letter to Yolo with corrections

**BOUCHER/HOSIER M/S/C
MOTION PASSED UNANAMOUSLY**

- c. Discussion and update of sidewalk project

Action Taken: No Action

- d. Discussion and update of Storm damage to District

Action Taken: No Action

6. **Agenda (New Business)**

- a. Discussion and consideration of Resolution 17-06, Capital Expansion Fees

Action Taken: Motion to approve Resolution 17-06

**HEESZEL/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY**

- b. Discussion and consideration of Resolution 17-07, Pre-design and design of I & I Const

**Action Taken: Motion to approve Resolution 17-07
HOSIER/HEESZEL M/S/C
MOTION PASSED UNANAMOUSLY**

- c. Discussion and consideration of 2017-2018 Budget

Action Taken: No Action

- d. Update and discussion of editing board packet

**Action Taken: Motion to eliminate payroll breakdown report and check register
HEESZEL/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY**

- e. Discussion and consideration of purchasing 800 gallons of Zinc Orthophosphate for corrosion control in Distribution System for the amount of \$10,309.68

**Action Taken: Motion to purchase 800 gallons of Zinc Orthophosphate
HEESZEL/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY**

Closed Session: Closed Session Cancelled

- a. Existing litigation: Eric Luna vs. CLOCWD
- b. Anticipated litigation:
 1. One case
 2. Magen Estep vs. CLOCWD
 3. Pamela Parker vs. CLOCWD

Director Heeszal motioned to adjourn at 6:05, seconded by Director Hosier

**SIGNED: _____
Margaret Medeiros, Board President**

**ATTESTED TO: _____
Dianna Mann, Board Secretary**

3, b

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

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

June 7, 2017

This meeting will be conducted by Roberts Rule of Order.

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

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

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

Public comment on non-agenda items

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

AGENDA

- Call to Order – 1 p.m.**
- Pledge of Allegiance**
- Roll Call**

- √ Mrs. Margaret Medeiros, President √ Mr. Karl Hosier, Vice President
- Mrs. Judy Heeszal, Director, EXCUESED ABSENCE, √ Mr. Samuel Boucher √ Mr. Stanley Archacki
- √ Mr. Alan Gardner – General Manager □ Mr. Jason Mitchell – Operations Manager, EXCUSED ABSENCE
- √ Mrs. Dianna Mann - Secretary to the Board

New Business

- a. Discussion and consideration of Resolution No. 17-09, Authorizing Representative for Water Projects

Action Taken: Motion to approve Resolution 17-09
HOSIER/BOUCHER M/S/C
AYES: MEDEIROS/HOSIER/BOUCHER/ARCHACKI
ABSENT: HEESZEL

- b. Discussion and consideration of Resolution No. 17-10, Reimbursement to SWRCB for Wastewater Rehabilitation and Infrastructure Project

Action Taken: Motion to approve Resolution 17-10
HOSIER/ARCHACKI M/S/C
AYES: MEDEIROS/HOSIER/BOUCHER/ARCHACKI
ABSENT: HEESZEL

Director Hosier motion to adjourn at 1:20 p.m.

SIGNED: _____
Margaret Medeiros, Board President

ATTESTED TO: _____
Dianna Mann, Board Secretary

41



MC Engineering, Inc.

6917 Ohana Place
Orangevale, CA 95662

4.a

Invoice

Date	Invoice #
05/31/2017	1503

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	06/30/2017	USDA Wastewater Engineering Services	
Description	Qty	Rate	Amount	
Project Manager, Mark Carey, PE	22	139.05	3,059.10	
Engineering Tech	12.2	56.65	691.13	
Assistant Engineer, Jared P. Nelson	14	97.85	1,369.90	
Operations Management Engineer, John Pedri, PE	4	139.05	556.20	
Engineering Tech, Jose Diaz-Mendez	4	77.25	309.00	
Administrative Support	1	56.65	56.65	
OV Copy Inv# 26101 3/10/17		50.93	50.93	
OV Copy Inv# 26338 4/10/17		10.50	10.50	
OV Copy Inv# 26341 4/10/17		12.42	12.42	
OV Copy Inv#26458 4/25/17		25.57	25.57	
Total Reimbursable Expenses			99.42	
Travel Mileage 5/12/17 Mark Carey 230 miles	230	0.535	123.05	
Stantec Inv 1198959 05/17/17		6,297.49	6,297.49	
EDEA Inv 916 6/2/17		6,352.86	6,352.86	
EDEA Inv 922 6/9/17		10,858.62	10,858.62	
News Wanger		70.99	70.99	
SF Chronicle		135.20	135.20	
Press Democrat		266.00	266.00	
Total Reimbursable Expenses			472.19	
Total			\$30,245.61	
Payments/Credits			\$0.00	
Balance Due			\$30,245.61	

Phone #	Fax #	E-mail
916-223-3828	916-860-1863	markacarey@msn.com

42



MC Engineering, Inc.

6917 Oriana Place
Orangevale, CA 95662

4.0
Invoice

Date	Invoice #
05/31/2017	1501

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	06/30/2017	Reclamation Evaluation	
Description		Qty	Rate	Amount
Assistant Engineer, Jared P. Nelson		85.5	95.00	8,122.50
Operations Management Engineer, John Pedri, PE		3	145.00	435.00
Project Manager, Mark Carey, PE		5	150.00	750.00
Administrative Support		1	55.00	55.00
Total				\$9,362.50
Payments/Credits				\$0.00
Balance Due				\$9,362.50

Phone #	Fax #	E-mail
916-223-3828	916-860-1863	markacarey@msn.com

43



MC Engineering, Inc.

6917 Ohana Place
Orangevale, CA 95662

910
Invoice

Date	Invoice #
05/31/2017	1500

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	06/30/2017	New Force Main Predesign	
Description	Qty	Rate	Amount	
Operations Management Engineer, John Pedri, PE	34.5	150.00	5,175.00	
Engineering Tech, Jose Diaz-Mendez	62	90.00	5,580.00	
Project Manager, Mark Carey, PE	3.5	150.00	525.00	
Administrative Support	1	55.00	55.00	
Total			\$11,335.00	
Payments/Credits			\$0.00	
Balance Due			\$11,335.00	

Phone #	Fax #	E-mail
916-223-3828	916-860-1863	markacarey@msn.com

44



MC Engineering, Inc.

6917 Ohana Place
Orangethale, CA 95662

4, d
Invoice

Date	Invoice #
05/31/2017	1499

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	06/30/2017	Force Main I/I Grant Assistance and En...	
Description	Qty	Rate	Amount	
Operations Management Engineer, John Pedri, PE	16.5	150.00	2,475.00	
Project Manager, Mark Carey, PE	1	150.00	150.00	
Administrative Support	1	55.00	55.00	
AES Inv 613061 04/30/17		7,296.20	7,296.20	
Travel mileage 4/25/17 John Pedri 210 miles		112.35	112.35	
Total			\$10,088.55	
Payments/Credits			\$0.00	
Balance Due			\$10,088.55	

Phone #	Fax #	E-mail
916-223-3828	916-860-1863	markacarey@msn.com

45

SEND ALL PAYMENTS TO:
 SUNBELT RENTALS, INC.
 PO BOX 409211
 ATLANTA, GA 30384-9211



INVOICE NO.	66843606-007
ACCOUNT NO.	668397
INVOICE DATE	5/29/17
PAGE	1 of 1

INVOICE TO

1oz - 1477 - 1894
 CLEARLAKE OAKS COUNTY WATER DI
 PO BOX 709
 CLEARLAKE OAKS CA 95423-0709

JOB ADDRESS
 LIFT STATION
 579 KEYS BLVD
 CLEARLAKE OAKS, CA 95423
 707-998-3322

RECEIVED BY	CONTRACT NO.
MITCHELL, JASON	66843606
PURCHASE ORDER NO.	
JOB NO.	
1 - LIFT STATION	
BRANCH	
SACRAMENTO PUMP & POWER PC216 4635 POWER INN ROAD SACRAMENTO, CA 95826 916-210-8282	

QTY	EQUIPMENT #	Min	Day	week	4 week	Amount
1	6" DIESEL SELF-PRIMING SILENT TRASH PUMP 750.00 948623 Make: PIONEER Model: SAPP66S12L71404 Ser #: PKG3157 HR OUT: 207.900 HR IN: TOTAL: 207.900 ***TRIPLE SHIFT RATES***	750.00	750.00	2600.00	5800.00	5800.00
1	6" 90 DEGREE BEND	6.00	6.00	6.00	18.00	18.00
1	8" X 6" REDUCER BAUER	8.00	8.00	24.00	50.00	50.00
1	6" BAUER BALL X FLANGE	6.00	6.00	6.00	18.00	18.00
1	6" BAUER SOCKET X FLANGE	6.00	6.00	6.00	18.00	18.00
1	8" X 20' SUCTION HOSE	47.00	47.00	115.00	310.00	310.00
1	8" STRAINER	8.00	8.00	24.00	50.00	50.00
1	6" X 20 SUCTION TANK HOSE	22.00	22.00	56.00	170.00	170.00
Rental Sub-total:						6434.00

SALES ITEMS:

Qty	Item number	Unit	Price	Amount
1	ENVIRONMENTAL ENVIRONMENTAL	EA	145.000	145.00

PAYMENT_HISTORY

DATE TYPE	REF_#	AUTH_#	TRANS_TYPE	AMOUNT	APPLIED
2/12/17 Pay On Return					

QTY	EQUIPMENT #	Min	Day	week	4 week	Amount
-----	-------------	-----	-----	------	--------	--------

BILLED FOR FOUR WEEKS 5/07/17 THRU 6/03/17.

RECEIVED
 JUN - 6 REC'D
 OFFICE OF THE
 C.L.O.C.W.D

Equipment. Service. Guaranteed.

SUBTOTAL	6,579.00
SALES TAX	477.01
INVOICE TOTAL	7,056.01

REMIT TO:
 SUNBELT RENTALS, INC.
 PO BOX 409211
 ATLANTA, GA 30384-9211

NET DUE UPON RECEIPT
 Invoices not paid within 30 days may be subject
 to a 1-1/2% per month charge.

4 WEEK BILL

46

Clearlake Oaks Co Water District
PROJECTED BUDGET 2017-2018

5.2

0

Target % > 0%

Thru End of Summary	WATER				SEWER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,134,732	-	-	0%	998,247	-	-	0%
Total Operating Expenses	986,794	-	-	0%	1,018,856	-	-	0%
Operating Balance (loss)	147,938	-	-		(20,609)	-	-	
420 Connection Rev			-				-	
435			-				-	
450 Other - Non S/W Rev	96,000	-	-	0%	85,000	-	-	0%
Depreciation Exp	164,168	-	-	0%	105,786	-	-	0%
Net Change In Net Position (loss)	79,770	-	-		(41,395)	-	-	

Current Revenue Notes:

WestAmer Op	\$	-
WestAmer CRP		-
LAIF		-
Total	\$	-

Past Revenue Notes

Thru End of Operating Revenue	WATER				SEWER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,104,732	-	-	0%	984,747	-	-	0%
430 Penalty & Interest	30,000	-	-	0%	13,500	-	-	0%
440 Misc	0	-	-	0%	0	-	-	0%
Total Revenue >	1,134,732	-	-	0%	998,247	-	-	0%

Thru End of Operating Expenses	Budget		Actual YTD	%	Actual YTD	%
	Annual	YTD				
505 Salaries & Wages	356,300	-	-	0%	362,890	0%
510 Contracted Labor	-	-	-	0%	12,000	0%
520 FICA - District Share	29,632	-	-	0%	29,918	0%
530 Medical Ins - District Share	73,068	-	-	0%	113,120	0%
540 PERS - District Share	55,357	-	-	0%	45,285	0%
550 Unemployment	9,000	-	-	0%	9,000	0%
560 Workers Comp Ins	15,052	-	-	0%	12,218	0%
Salaries and Employee Benefits >	538,409	-	-	0%	584,431	0%

605 Advertising	200	-	-	0%	200	-	-	0%
610 Bank Fees	2,810	-	-	0%	2,800	-	-	0%
620 Communications & Internet	10,000	-	-	0%	9,500	-	-	0%
622 Board Exp	10,000	-	-	0%	10,000	-	-	0%
625 Equip - Field (\$300-\$4999)	1,250	-	-	0%	2,750	-	-	0%
630 Equip - Office	3,000	-	-	0%	3,500	-	-	0%
640 Fuel & Oil	8,500	-	-	0%	4,000	-	-	0%
645 Insurance	40,000	-	-	0%	40,000	-	-	0%
650 Interest	-	-	-	0%	-	-	-	0%

47

City

657	Lab	16,000	-	-	0%	25,000	-	-	0%
660	Memberships & Subscriptior	28,500	-	-	0%	25,500	-	-	0%
665	Mileage Reimb	2,500	-	-	0%	2,500	-	-	0%
670	Postage & Shipping	4,800	-	-	0%	4,750	-	-	0%
675	Professional Services	20,000	-	-	0%	20,000	-	-	0%
685	Rents	5,700	-	-	0%	3,700	-	-	0%
690	Safety & Security	4,625	-	-	0%	10,625	-	-	0%
700	Tools & Instruments	3,875	-	-	0%	6,875	-	-	0%
703	Supplies - Clothing & Personi	1,675	-	-	0%	2,175	-	-	0%
705	Supplies - Office	4,250	-	-	0%	4,750	-	-	0%
715	Treatment Chemicals	52,000	-	-	0%	53,000	-	-	0%
720	Supplies - Operating - Other	15,000	-	-	0%	26,500	-	-	0%
730	Taxes - Licenses	1,500	-	-	0%	2,300	-	-	0%
735	Training	2,750	-	-	0%	3,250	-	-	0%
745	Travel	1,750	-	-	0%	1,750	-	-	0%
750	Utilities	135,650	-	-	0%	97,750	-	-	0%
760	Waste Disposal	550	-	-	0%	52,250	-	-	0%
795	Yolo Co	52,000	-	-	0%				
799	Misc	-	-	-	0%	-	-	-	0%
Services and Supplies >		428,885	-	-	0%	415,425	-	-	0%
810	R&R Buildings & Grounds	8,750	-	-	0%	8,750	-	-	0%
815	R & R Damage Claims	5,000	-	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,500	-	-	0%	6,000	-	-	0%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,250	-	-	0%	4,250	-	-	0%
Repairs & Replacement >		19,500	-	-	0%	19,000	-	-	0%
Total Expenses >		986,794	-	-	0%	1,018,856	-	-	0%

48

5.d.2

0 Administration - Budget Variance Report Jul 2017		2017-2018 Budget		Target % >	0.0%	
Thru End of Expenses		Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	386,991	-	-	0.0%	386,991
510	Contracted Labor	-	-	-		-
520	FICA - District Share	32,024	-	-	0.0%	32,024
530	Medical Ins - District Share	86,993	-	-	0.0%	86,993
540	PERS-District Share (incl unfunded Liab, 35K)	42,535	-	-	0.0%	42,535
550	Unemployment	18,000	-	-	0.0%	18,000
560	Workers Comp Ins	8,683	-	-	0.0%	8,683
Salaries and Employee Benefits >		575,226	-	-	0.0%	575,226
605	Advertising	400	-	-	0.0%	400
610	Bank Fees	5,600	-	-	0.0%	5,600
620	Communications & Internet	7,000	-	-	0.0%	7,000
622	Board Exp	20,000	-	-	0.0%	20,000
625	Equip - Field (up to \$4999)	0	-	-	0.0%	0
630	Equip - Office	2,500	-	-	0.0%	2,500
640	Fuel & Oil	0	-	-	0.0%	0
645	Insurance	0	-	-	0.0%	0
650	Interest	0	-	-	0.0%	0
657	Outsource Lab / Internal Lab	0	-	-	0.0%	0
660	Memberships & Subscriptions	1,000	-	-	0.0%	1,000
665	Mileage Reimb	3,500	-	-	0.0%	3,500
670	Postage & Shipping	9,400	-	-	0.0%	9,400
675	Professional Services (Legal, IT, etc)	20,000	-	-	0.0%	20,000
685	Rents	7,400	-	-	0.0%	7,400
690	Safety & Security (boots)	3,500	-	-	0.0%	3,500
700	Tools & Instruments	0	-	-	0.0%	0
703	Supplies - Clothing & Personal	600	-	-	0.0%	600
705	Supplies - Office	6,250	-	-	0.0%	6,250
715	Treatment Chemicals	0	-	-	0.0%	0
720	Supplies - Operating - Other	0	-	-	0.0%	0
730	Taxes - Licenses	0	-	-	0.0%	0
735	Training (Classes, books)	2,000	-	-	0.0%	2,000
745	Travel / Lodging	1,500	-	-	0.0%	1,500
750	Utilities	5,500	-	-	0.0%	5,500
760	Waste Disposal	500	-	-	0.0%	500
795	Yolo Co	0	-	-	0.0%	0
799	Misc	0	-	-	0.0%	0
Services and Supplies >		96,650	-	-	0.0%	96,650
810	R&R Buildings & Grounds	7,500	-	-	0.0%	7,500
815	R & R Damage Claims	0	-	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	2,000	-	-	0.0%	2,000
832	R&R Mains/Service Lines	0	-	-	0.0%	0
840	R&R Vehicles (\$2k/vehicle)	500	-	-	0.0%	500
Repairs & Replacement >		10,000	-	-	0.0%	10,000
Total Expenses >		681,876	-	-	0.0%	681,876

49

5.d.3

D\C - Budget Variance Report Jul 2017		2017-2018 Budget		Target % >	0.0%	
o	Thru End of Expenses	Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	45,439	-	-	0.0%	45,439
510	Contracted Labor	-	-	-		-
520	FICA - District Share	3,722	-	-	0.0%	3,722
530	Medical Ins - District Share	18,502	-	-	0.0%	18,502
540	PERS - District Share	11,379	-	-	0.0%	11,379
550	Unemployment	0	-	-	0.0%	0
560	Workers Comp Ins	2,453	-	-	0.0%	2,453
	Salaries and Employee Benefits >	81,495	-	-	0.0%	81,495
605	Advertising	0	-	-	0.0%	0
610	Bank Fees	0	-	-	0.0%	0
620	Communications & Internet	0	-	-	0.0%	0
622	Board Exp	0	-	-	0.0%	0
625	Equip - Field (up to \$4999)	2,500	-	-	0.0%	2,500
630	Equip - Office	0	-	-	0.0%	0
640	Fuel & Oil	5,000	-	-	0.0%	5,000
645	Insurance	0	-	-	0.0%	0
650	Interest	0	-	-	0.0%	0
657	Outsource Lab / Internal Lab	0	-	-	0.0%	0
660	Memberships & Subscriptions	0	-	-	0.0%	0
665	Mileage Reimb	0	-	-	0.0%	0
670	Postage & Shipping	0	-	-	0.0%	0
675	Professional Services (SCADA)	0	-	-	0.0%	0
685	Rents	0	-	-	0.0%	0
690	Safety & Security (boots)	3,750	-	-	0.0%	3,750
700	Tools & Instruments	3,750	-	-	0.0%	3,750
703	Supplies - Clothing & Personal	750	-	-	0.0%	750
705	Supplies - Office	250	-	-	0.0%	250
715	Treatment Chemicals	0	-	-	0.0%	0
720	Supplies - Operating - Other	13,000	-	-	0.0%	13,000
730	Taxes - Licenses	0	-	-	0.0%	0
735	Training (classes, books)	1,500	-	-	0.0%	1,500
745	Travel / Lodging	1,000	-	-	0.0%	1,000
750	Utilities	0	-	-	0.0%	0
760	Waste Disposal	0	-	-	0.0%	0
795	Yolo Co	0	-	-	0.0%	0
799	Misc	0	-	-	0.0%	0
	Services and Supplies >	31,500	-	-	0.0%	31,500
810	R&R Buildings & Grounds	-	-	-	0.0%	-
815	R & R Damage Claims	0	-	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	-	-	-	0.0%	-
832	R&R Mains/Service Lines	-	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	-	-	-	0.0%	-
	Repairs & Replacement >	0	-	-	0.0%	0
	Total Expenses >	112,995	-	-	0.0%	112,995

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Thru End of Expenses	2017-2018 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	146,675	-	-	0.0%	146,675
510 Contracted Labor	12,000	-	-	0.0%	12,000
520 FICA - District Share	12,045	-	-	0.0%	12,045
530 Medical Ins - District Share	60,372	-	-	0.0%	60,372
540 PERS - District Share	18,328	-	-	0.0%	18,328
550 Unemployment	0	-	-	0.0%	0
560 Workers Comp Ins	6,650	-	-	0.0%	6,650
Salaries and Employee Benefits >	256,070	-	-	0.0%	256,070
605 Advertising	0	-	-	0.0%	0
610 Bank Fees	0	-	-	0.0%	0
620 Communications & Internet	3,500	-	-	0.0%	3,500
622 Board Exp	0	-	-	0.0%	0
625 Equip - Field (up to \$4999)	1,500	-	-	0.0%	1,500
630 Equip - Office	1,000	-	-	0.0%	1,000
640 Fuel & Oil (Schaeffers)	1,500	-	-	0.0%	1,500
645 Insurance	40,000	-	-	0.0%	40,000
650 Interest	0	-	-	0.0%	0
657 Outsource Lab / Internal Lab	25,000	-	-	0.0%	25,000
660 Memberships & Subscriptions	25,000	-	-	0.0%	25,000
665 Mileage Reimb	500	-	-	0.0%	500
670 Postage & Shipping	50	-	-	0.0%	50
675 Professional Services (SCADA)	10,000	-	-	0.0%	10,000
685 Rents	0	-	-	0.0%	0
690 Safety & Security (boots)	7,000	-	-	0.0%	7,000
700 Tools & Instruments	5,000	-	-	0.0%	5,000
703 Supplies - Clothing & Personal	1,500	-	-	0.0%	1,500
705 Supplies - Office	1,500	-	-	0.0%	1,500
715 Treatment Chemicals	53,000	-	-	0.0%	53,000
720 Supplies-Operating-Other-Titan Tubes	20,000	-	-	0.0%	20,000
730 Taxes - Licenses	2,300	-	-	0.0%	2,300
735 Training (classes, books)	1,500	-	-	0.0%	1,500
745 Travel / Lodging	500	-	-	0.0%	500
750 Utilities	95,000	-	-	0.0%	95,000
760 Waste Disposal	52,000	-	-	0.0%	52,000
795 Yolo Co	0	-	-	0.0%	0
799 Misc	0	-	-	0.0%	0
Services and Supplies >	347,350	-	-	0.0%	347,350
810 R&R Buildings & Grounds	5,000	-	-	0.0%	5,000
815 R & R Damage Claims	0	-	-	0.0%	0
820 R&R Lift Stations	0	-	-	0.0%	0
830 R&R Equipment	5,000	-	-	0.0%	5,000
832 R&R Mains/Service Lines	0	-	-	0.0%	-
840 R&R Vehicles (\$2k/vehicle)	4,000	-	-	0.0%	4,000
Repairs & Replacement >	14,000	-	-	0.0%	14,000
Total Expenses >	617,420	-	-	0.0%	617,420

	Thru End of Expenses	2017-2018 Budget		Actual YTD	% Spent	Total Remaining
		Annual	YTD			
505	Salaries & Wages	140,085	-	-	0.0%	140,085
510	Contracted Labor	0	-	-	0.0%	0
520	FICA - District Share	11,759	-	-	0.0%	11,759
530	Medical Ins - District Share	20,320	-	-	0.0%	20,320
540	PERS - District Share	28,400	-	-	0.0%	28,400
550	Unemployment	0	-	-	0.0%	0
560	Workers Comp Ins	9,484	-	-	0.0%	9,484
	Salaries and Employee Benefits >	210,049	-	-	0.0%	210,049
605	Advertising	0	-	-	0.0%	0
610	Bank Fees	0	-	-	0.0%	0
620	Communications & Internet	4,000	-	-	0.0%	4,000
622	Board Exp	0	-	-	0.0%	0
625	Equip - Field (\$300 - \$4999)	0	-	-	0.0%	0
630	Equip - Office	500	-	-	0.0%	500
640	Fuel & Oil	6,000	-	-	0.0%	6,000
645	Insurance	40,000	-	-	0.0%	40,000
650	Interest	0	-	-	0.0%	0
657	Outside Lab / Internal Lab	16,000	-	-	0.0%	16,000
660	Memberships & Subscriptions	28,000	-	-	0.0%	28,000
665	Mileage Reimb	500	-	-	0.0%	500
670	Postage & Shipping	100	-	-	0.0%	100
675	Professional Services (SCADA)	10,000	-	-	0.0%	10,000
685	Rents	2,000	-	-	0.0%	2,000
690	Safety & Security (boots)	1,000	-	-	0.0%	1,000
700	Tools & Instruments	2,000	-	-	0.0%	2,000
703	Supplies - Clothing & Personal	1,000	-	-	0.0%	1,000
705	Supplies - Office	1,000	-	-	0.0%	1,000
715	Treatment Chemicals	52,000	-	-	0.0%	52,000
720	Supplies - Operating - Other	8,500	-	-	0.0%	8,500
730	Taxes - Licenses	1,500	-	-	0.0%	1,500
735	Training (classes, books)	1,000	-	-	0.0%	1,000
745	Travel / Lodging	500	-	-	0.0%	500
750	Utilities	132,900	-	-	0.0%	132,900
760	Waste Disposal	300	-	-	0.0%	300
795	Yolo Co	52,000	-	-	0.0%	52,000
799	Misc	0	-	-	0.0%	0
	Services and Supplies >	360,800	-	-	0.0%	360,800
810	R&R Buildings & Grounds	5,000	-	-	0.0%	5,000
815	R & R Damage Claims	5,000	-	-	0.0%	5,000
820	R&R Lift Stations	0	-	-	0.0%	0
830	R&R Equipment	1,500	-	-	0.0%	1,500
832	R&R Mains/Service Lines	0	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	3,000	-	-	0.0%	3,000
	Repairs & Replacement >	14,500	-	-	0.0%	14,500
	Total Expenses >	585,349	-	-	0.0%	585,349

Clearlake Oaks Co Water District

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Budget Variance Report 2017-2018

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SEWER-CRP

Target % > 0.0%

Thru End of

Summary	Budget	YTD		Actual YTD	
	Annual			Amount	%
SEWER CRP Revenue	347,769	-	-	0.0%	0%
SEWER CRP Expenses	218,423	-	-	0.0%	0%
I & I/Lift Station Rehab Improvements	42,000	-	-		
USDA Annual Payment	129,000	-	-		
Reimbuseable fees for Eng Cost prior to grant	95,000	-	-		
Short term depreciation reserve	30,000	-	-		
Previous Year Balance	379,998				
Operating Balance (loss)	213,344	-	-		

Expenses	2016 - 2017 Budget		Actual YTD	%	Total Remaining
	Annual	YTD			
505 Salaries & Wages	43,711	-	-	0.0%	43,711
510 Contracted Labor	-	-	-		-
520 FICA - District Share	3,578	-	-	0.0%	3,578
530 Medical Ins - District Share	10,160	-	-	0.0%	10,160
540 PERS - District Share	2,374	-	-	0.0%	2,374
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	2,350	-	-	0.0%	2,350
Salaries and Employee Benefits >	62,173	-	-	0.0%	62,173
605 Advertising	0	-	-	0.0%	0
610 Bank Fees	0	-	-	0.0%	0
620 Communications & Internet	5,000	-	-	0.0%	5,000
622 Board Exp	0	-	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	-	-	0.0%	1,250
630 Equip - Office	2,500	-	-	0.0%	2,500
640 Fuel & Oil	2,500	-	-	0.0%	2,500
645 Insurance	0	-	-	0.0%	0
650 Interest	0	-	-	0.0%	0
657 Outsource Lab / Internal Lab	0	-	-	0.0%	0
660 Memberships & Subscriptions	0	-	-	0.0%	0
665 Mileage Reimb	0	-	-	0.0%	0
670 Postage & Shipping	0	-	-	0.0%	0
675 Professional Services (SCADA)	0	-	-	0.0%	0
685 Rents	0	-	-	0.0%	0
690 Safety & Security (boots)	0	-	-	0.0%	0
700 Tools & Instruments	0	-	-	0.0%	0
703 Supplies - Clothing & Personal	0	-	-	0.0%	0
705 Supplies - Office	0	-	-	0.0%	0
715 Treatment Chemicals	0	-	-	0.0%	0
720 Supplies - Operating - Other	8,500	-	-	0.0%	8,500
730 Taxes - Licenses	0	-	-	0.0%	0
735 Training (classes, books)	0	-	-	0.0%	0
745 Travel / Lodging	0	-	-	0.0%	0
750 Utilities	0	-	-	0.0%	0
760 Waste Disposal	0	-	-	0.0%	0
795 Yolo Co	0	-	-	0.0%	0
799 Misc	0	-	-	0.0%	0
Services and Supplies >	19,750	-	-	0.0%	19,750
810 R&R Buildings & Grounds	35,000	-	-	0.0%	35,000
815 R & R Damage Claims	0	-	-	0.0%	0
820 R&R Lift Stations	20,000	-	-	0.0%	20,000
830 R&R Equipment	5,000	-	-	0.0%	5,000
832 R&R Mains/Service Lines	50,000	-	-	0.0%	50,000
840 R&R Vehicles (\$2k/vehicle)	26,500	-	-	0.0%	26,500
Repairs & Replacement >	136,500	-	-	0.0%	136,500
Total Expenses >	218,423	-	-	0.0%	218,423

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Clearlake Oaks Co Water District
Budget Variance Report 2017-2018

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Target % > 0.0%

Thru End of Summary	WATER - CRP Budget		Actual YTD	
	Annual	YTD	Amount	%
WATER CRP Revenue	337,932	-	0.0%	0%
WATER CRP Expenses	190,772	-	0.0%	0%
Reimburs Eng fees prior to grant funding	75,000	-		
Operating Balance	72,160	-		

Expenses		2016 - 2017 Budget Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	46,964	-	-		46,964
510	Contracted Labor	0	-	-	0.0%	0
520	FICA - District Share	3,955	-	-	0.0%	3,955
530	Medical Ins - District Share	18,502	-	-	0.0%	18,502
540	PERS - District Share	2,547	-	-	0.0%	2,547
550	Unemployment	0	-	-	0.0%	0
560	Workers Comp Ins	2,554	-	-	0.0%	2,554
	Salaries and Employee Benefits >	74,522	-	-	0.0%	74,522
605	Advertising	0	-	-	0.0%	0
610	Bank Fees	0	-	-	0.0%	0
620	Communications & Internet	5,000	-	-	0.0%	5,000
622	Board Exp	0	-	-	0.0%	0
625	Equip - Field (up to \$4999)	1,250	-	-	0.0%	1,250
630	Equip - Office	2,500	-	-		
640	Fuel & Oil	2,500	-	-	0.0%	2,500
645	Insurance	0	-	-	0.0%	0
650	Interest	0	-	-	0.0%	0
657	Outsource Lab / Internal Lab	0	-	-	0.0%	0
660	Memberships & Subscriptions	0	-	-	0.0%	0
665	Mileage Reimb	0	-	-	0.0%	0
670	Postage & Shipping	0	-	-	0.0%	0
675	Professional Services (SCADA)	0	-	-	0.0%	0
685	Rents	0	-	-	0.0%	0
690	Safety & Security (boots)	0	-	-	0.0%	0
700	Tools & Instruments	0	-	-	0.0%	0
703	Supplies - Clothing & Personal	0	-	-	0.0%	0
705	Supplies - Office	0	-	-	0.0%	0
715	Treatment Chemicals	0	-	-	0.0%	0
720	Supplies - Operating - Other	8,500	-	-	0.0%	8,500
730	Taxes - Licenses	0	-	-	0.0%	0
735	Training (classes, books)	0	-	-	0.0%	0
745	Travel / Lodging	0	-	-	0.0%	0
750	Utilities	0	-	-	0.0%	0
760	Waste Disposal	0	-	-	0.0%	0
795	Yolo Co	0	-	-	0.0%	0
799	Misc	0	-	-	0.0%	0
	Services and Supplies >	19,750	-	-	0.0%	19,750
810	R&R Buildings & Grounds	15,000	-	-	0.0%	15,000
815	R & R Damage Claims	0	-	-	0.0%	0
820	R&R Lift Stations	0	-	-	0.0%	0
830	R&R Equipment	5,000	-	-	0.0%	5,000
832	R&R Mains/Service Lines	50,000	-	-	0.0%	50,000
840	R&R Vehicles (\$2k/vehicle)	26,500	-	-	0.0%	26,500
	Repairs & Replacement >	96,500	-	-	0.0%	96,500
	Total Expenses >	190,772	-	-	0.0%	190,772

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CLEARLAKE OAKS COUNTY WATER DISTRICT

POLICY PERTAINING TO A NSF CHECK SUBMITTED TO PREVENT A DELINQUENT SHUT OFF

When the District receives a NSF check that prevents a delinquent shut off, the Board of Directors' has authorized staff to terminate services immediately without warning. The District will leave a door hanger explaining why services have been terminated.

Customer will be required to pay any outstanding balance, plus check return fees listed on the account in order to have services reinstated. Accepted payments are Credit Card, Cash, Money Order, or Cashier's Check.

The above policy is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 15th day of June, 2017 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTENTIONS:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, Board President

Attest: _____
Dianna Mann, Board Secretary

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Senate Bill No. 415

CHAPTER 235

An act to add Chapter 1.7 (commencing with Section 14050) to Division 14 of the Elections Code, relating to elections.

[Approved by Governor September 1, 2015. Filed with Secretary of State September 1, 2015.]

LEGISLATIVE COUNSEL'S DIGEST

SB 415, Hueso. Voter participation.

Existing law generally requires all state, county, municipal, district, and school district elections be held on an established election date. Existing law also establishes certain dates for statewide elections. Existing law requires any state, county, municipal, district, and school district election held on a statewide election date to be consolidated with a statewide election, except as provided.

This bill, commencing January 1, 2018, would prohibit a political subdivision, as defined, from holding an election other than on a statewide election date if holding an election on a nonconcurrent date has previously resulted in voter turnout for a regularly scheduled election in that political subdivision being at least 25% less than the average voter turnout within the political subdivision for the previous 4 statewide general elections, except as specified.

This bill would require a court to implement appropriate remedies upon a violation of this prohibition. The bill would authorize a voter who resides in a political subdivision where a violation is alleged to file an action in superior court to enforce this prohibition, and it would allow a prevailing plaintiff other than the state or political subdivision to collect a reasonable attorney's fee and litigation expenses, as provided.

The people of the State of California do enact as follows:

SECTION 1. Chapter 1.7 (commencing with Section 14050) is added to Division 14 of the Elections Code, to read:

CHAPTER 1.7. VOTER PARTICIPATION

14050. This chapter shall be known and may be cited as the California Voter Participation Rights Act.

14051. As used in this chapter:

(a) "Political subdivision" means a geographic area of representation created for the provision of government services, including, but not limited

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to, a city, a school district, a community college district, or other district organized pursuant to state law.

(b) "Significant decrease in voter turnout" means the voter turnout for a regularly scheduled election in a political subdivision is at least 25 percent less than the average voter turnout within that political subdivision for the previous four statewide general elections.

(c) "Voter turnout" means the percentage of voters who are eligible to cast ballots within a given political subdivision who voted.

14052. (a) Except as provided in subdivision (b), a political subdivision shall not hold an election other than on a statewide election date if holding an election on a nonconcurrent date has previously resulted in a significant decrease in voter turnout.

(b) A political subdivision may hold an election other than on a statewide election date if, by January 1, 2018, the political subdivision has adopted a plan to consolidate a future election with a statewide election not later than the November 8, 2022, statewide general election.

14053. Upon a finding of a violation of subdivision (a) of Section 14052, the court shall implement appropriate remedies, including the imposition of concurrent election dates for future elections and the upgrade of voting equipment or systems to do so. In imposing remedies pursuant to this section, a court may also require a county board of supervisors to approve consolidation pursuant to Section 10402.5.

14054. In an action to enforce subdivision (a) of Section 14052, the court shall allow the prevailing plaintiff other than the state or political subdivision of the state, a reasonable attorney's fee consistent with the standards established in *Serrano v. Priest* (1977) 20 Cal.3d 25, 48-49, and litigation expenses including, but not limited to, expert witness fees and expenses as part of the costs. A prevailing defendant shall not recover any costs, unless the court finds the action to be frivolous, unreasonable, or without foundation.

14055. A voter who resides in a political subdivision where a violation of subdivision (a) of Section 14052 is alleged may file an action pursuant to that section in the superior court of the county in which the political subdivision is located.

14056. This chapter does not apply to special elections.

14057. This chapter shall become operative on January 1, 2018.

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