

**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

**PUBLIC HEARING REGARDING ORDINANCE
NO. 83 AN ORDINANCE OF THE BOARD OF
DIRECTORS OF CLEARLAKE OAKS COUNTY
WATER DISTRICT REGARDING ITS WATER
CODE**

NOVEMBER 19, 2020

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 2:00 p.m.
Pledge of Allegiance
Roll Call

- Mrs. Margaret Medeiros, President Mr. Stanley Archacki, Vice President
 Mr. Samuel Boucher, Director Mrs. Barbara Higman, Director, Mr. Michael Herman, Director
 Mrs. Dianna Mann – General Manager Mrs. Olivia Mann – Board Secretary
In the audience, our Chief Operators
 Mr. Francisco Castro, Wastewater Mr. Kurt Jensen, Water Mr. Jeremy Backus, Distribution

Public comment on non-agenda items

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

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. Chief Distribution Operator
 - c. Water Plant Chief Operator
 - d. Wastewater Plant Chief Operator
 - e. General Manager

2. Financial Reports for review and approval

- a. October 2020, 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 10/15/2020

4. Bills

- a. MC Engineering invoice number 2004, dated 11/05/2020, in the amount of \$48,004.91 for the USDA Water Projects
- b. Coastal Mountain Electric invoice number 8129, dated 10/26/2020, in the amount of \$17,577.00 for the emergency main breaker at the WWTP

5. Agenda (New Business)

- a. Discussion and consideration of purchasing a Portable Lateral and Mini-Mainline Push System camera not to exceed \$15,000 plus shipping and taxes

Action Taken: _____

- b. Discussion and consideration of delinquent sewer disconnection options

Action Taken: _____

- c. Discussion and consideration of purchasing 800 Gallons of Pro Pac 9890 from NTU Technologies in the amount of \$8,279.04, not including tax and shipping

Action Taken: _____

- d. Discussion and approval of the contract renewal with Yolo County Flood Control & Water Conservation District

Action Taken: _____

- e. Discussion and consideration of appeal request for 12332 Lakeview Drive, Clearlake Oaks

Action Taken: _____

- f. Discussion and consideration of Resolution 20-16 adopting the Clearlake Oaks County Water District Water Code

Action Taken: _____

- g. First reading of Ordinance 83 regarding the Clearlake Oaks County Water District Water Code

Action Taken: _____

Adjournment

Time: _____

Clearlake Oaks County Water District

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

November 13, 2020

Administration

- ∂ Received \$1,197.16 in payments towards our <120, this stems from past due accounts reported to the County of Lake, payment arrangements, and closed accounts (Payments from escrow).
- ∂ Two (2) total accounts were written off totaling a balance of \$16.95
- ∂ Seven (7) total accounts were sent collection letters on October 29, 2020
- ∂ We received 0 water quality complaints (WQC)
- ∂ We received 1 consumer/appeal claim(s), this appeal is listed as an item on the agenda for review.
- ∂ The Ad Hoc Committee for the Districts Water Code met on November 5, 2020 to review the draft that is on the agenda for approval today. I'd like to thank Directors Archacki and Herman for their time and effort during this review.
- ∂ Scott Nave and I are working on the Sewer code, he is currently reviewing the 1st draft, this will be on the December agenda for approval and adoption.
- ∂ The Ad Hoc Committee for Yolo County met with Yolo County on October 27th to discuss the requested amendments to the contract. I am currently working with Kristen at YCFC&WCD to determine all parcels with littoral rights. A huge thank you to Bailey and Susie for helping create the spreadsheet and sorting through the maps. Furthermore, YCFC&WCD decided on a 2-year contract amendment which will be discussed at greater length during the meeting.

All the best,
Olivia Mann

Clearlake Oaks County Water District

P.O. Box 709 / 12952 East Highway 20
Clearlake Oaks, CA 95423
Office: (707) 998-3322 Fax: (707) 998-1245
www.clocwd.org j.backus@clocwd.org

Board letter for CLOCWD,

11-13-2020

Water distribution main & service lines:

- *The following hydrants are currently being worked on or have been fixed or replaced;
 - 10850 Hwy 20.
 - *The DC crew is continuing to go around to hydrants and checking for signs of tapering and placing locks on them.
 - *We fixed 12 service line leaks and a couple of them were quite large.
 - *There was a main break that we were able to fix without shutting down half of the Keys.
- The down side is that it took until 10 PM to get control of the leak.



Sample stations sites:

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

Sewer collections and Lift station sites:

- *Lift station 12 is in the process of upgrading the SCADA. About 45% complete.
- *No new sewer spills to report.

Board of Directors

Margaret Medeiros
President

Stanley Archacki
Vice President

Barbara Higman
Director

Samuel Boucher
Director

Michael Herman
Director

Staff updating:

*DC crew includes;

- Jeremy, Chief- OP 3, Class B license.
- Jesse, Lead- OP 2, Class B license, Technician Ham license.
- Hugo- DC OP 1, Class B license. Technician Ham license.
- Jake- Utility Tech with I.T. knowledge.
- Interviewing - Utility Tech

*We all are all now up to date on our CPR certifications.

District vehicles:

*Our crane Dodge is getting the rear springs replaced with a heavy duty set and possibly air bags. We hope we will not have any further issues with the springs bending.

Miscellaneous:

*The District's listening device stopped working due to its age. We put in for a replacement and it should be here in December. And yes, December is just around the corner. We are currently using our cheap back up, but it only really works in ideal conditions.

*The old push camera's camera head is not working anymore so we have a new one on the way. This set up will hopefully become our back up and we can get the updated one that is on this month's agenda. This camera gets used a lot and with the new one we can transport pics and video to the work orders on our I-Pads.

*PSPS went really smooth with our new PSPS Excel spreadsheets connected to our I-Pads for lift stations and tank site monitoring which was set up by Jake.

Thank You
Chief DC, Jeremy Backus

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November 13, 2020
Board letter

- ◆ October - with the recent temperature drops raw water turbidity (NTU) is continuing to drop and stabilize, we continue to utilize our Chemtrac charge analyzer and UV testing daily and weekly jar testing to aid in closely monitoring and making adjustments in coagulant dosages.
- ◆ During the recent PSPS Mediacom was down cutting outside access to SCADA monitoring. James and I moved to 12 hr shifts until the service was restored.
- ◆ Cyanotoxin testing by tribal EPA is continuing attached are test results for October.
- ◆ 25.45 MG of water produced for the month of October.
- ◆ Demand for water is going down we are having multi-hour shut downs throughout a 24 hour period again.
- ◆ A tour was given of our water plant to the local woodland college water treatment students on 11-10-20.
- ◆ We have relocated a SWAN chlorine meter from the Harvey vault to the paradise tank, as the HACH CL17 went out believed to be caused from the power outage, with the added benefit the swan does not use reagents like the CL17 this will

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u

cut down the usage of reagent use throughout the district.



- ◆ Coagulant aid/filter aid 9890 needs to be ordered attached is the quote for this approximately \$8200.

Thank you,

Kurt Jensen

WTP Chief Plant Operator

k.jensen@clowd.org

2020 CLEAR LAKE CYANOTOXIN PUBLIC WATER SYSTEM RESULTS FOR MICROCYSTIN

RAW WATER (µg/L)

FINISH WATER (µg/L)

	6/16/2020	7/1/2020	7/14/2020	7/28/2020	8/14/2020	8/28/2020	9/11/2020	9/25/2020	10/16/2020	10/30/2020
1710022 Lake County CSA 20 - Soda Bay	ND	0.21	DNQ	0.22	0.16	DNQ	1.28	0.94	3.54	1.57
1710001 Clearlake Oaks County Water District	ND	2.04	2.06	7.76	0.72	0.73	0.75	7.32	14.2	31.3
1710021 Lake County CSA 21 - North Lakeport	ND	0.28	DNQ	ND	DNQ	0.15	0.17	2.34	4.09	3.06
1710011 Buckingham Park Water District	0.35	0.92	0.97	0.71	0.92	0.41	0.7	2.35	>5.0	11.29
1710003 Highlands Mutual Water Company	3.45	>5.0	>5.0	1.46	1.04	1.10	13.43	27.40	>25.0	29.35
1710006 Konociti County Water District	1.81	>5.0	>5.0	1.74	1.12	1.67	21.07	23.49	>25.0	
1710014 Mt Konociti Mutual Water Co.	0.38	3.98	1.27	0.71	0.64	0.85	2.12	0.82	0.47	10.97
1710004 City of Lakeport	ND	0.16	ND	source water groundwater						
1700550 Clearwater Mutual Water Company	0.20	3.00	3.82	0.45	0.39	0.17	1.09	3.53	>5.0	
1700581 Cache Creek Mobile Home Park					DNQ	DNQ				
1700584 Westwind Mobile Home Park					0.31					
1710008 Nice Water Company					DNQ	0.18	0.98	1.5	2.27	1.14
DNQ	Detected Not Quantified									
ND	No Detect									
	<0.15 µg/L									
	No Detect									

Grayed cells represent an absence of testing conducted for the corresponding test and date

Water Sample Testing

- Bacti R(BW) & CW (M)
- Bacti R (BW)
- TOC ALK R (M)
- TOC CW (M)
- R & CW TCP123 (BA)
- Color / Odor (A)
- Bromate (Q)
- Perchlorate (A)
- TTHM (Q)
- HAA5 (Q)
- Lead & Copper (A)(1)
- Lead & Copper (A)(1)
- Lead & Copper (A)(1)
- Nitrate (A)
- Nitrite (A)

DATE	DATE	DATE
	11/5/2020	
10/21/2020		
10/21/2020		
10/21/2020		

A = Annually
 Q = Quarterly
 M = Monthly
 BW = Bi-weekly
 BA = Bi-annually

Clearlake Oaks County Water District

P.O. Box 709 / 12952 East Highway 20

Clearlake Oaks, CA 95423

Office: (707) 998-3322 Fax: (707) 998-1245

www.clocwd.org d.mann@clocwd.org

Reporting Period: October 2020

From: Francisco Castro, CPO

To: Clearlake Oaks County Water District Board of Directors

November 13, 2020

The total flows for the month of October were 9.370MG averaging 302,000 gallons a day. The amount of gallons treated totaled to 8.211 MG averaging 265,000 gallons a day (184gpm). All testing in house and outsourced were in compliance with our WDR. Clearlake averaged at .90' Rumsey Gauge.

After GE repair on the 3rd, I scheduled a load bank test and inspection due to the fact that it was time for its maintenance and taking in consideration the run time it had gone through during our problem with the switch board. After the load bank test, Leete identified the governor controller as faulty and not the magnetic pickup as initially thought. We also indentified the block heater not working which was the reason the generator was having a hard time turning on. Leete Generator ordered and installation was scheduled. The block heater was installed on the 23rd. After the installation we tested the generator under load. The test failed. The technician began troubleshooting and identified the voltage regulator not working. At this time it was important we get a portable generator connected because a PSPS was planned for Sunday the 25th and getting the part ordered and installed was going to take some time. A mobile generator was brought in on the 24th and connected by Leete Generators. Test the unit and we were able to use it through the PSPS. This PSPS began a 24/7 rotation at the waste plant. Power was restored Wednesday the 28th. The portable generator was disconnected on the 29th. The voltage regulator was also installed this day. After the installation the generator was tested under load. The test was successful. The generator is working fine at this time. It is evident that our generator is starting to show signs of wear and tear. At this time we are have to add oil and coolant after a certain amount of run time. I think it would be wise to begin thinking about replacing with a new generator or at least begin budgeting for one if possible.

This year has not let us down. It has tested the plant to its limits. We have experienced the worst this year. The positive side of this has been the teaching we have received from these events and knowing that we have the ability to face the challenges and continue to provide expected from our rate payers. All maintenance has been completed for the month as expected. Additional testing has been performed on our generator and as of now it continues to work fine.

Board of Directors

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Samuel Boucher
Director

Michael Herman
Director

Clearlake Oaks County Water District
Board of Directors
Board Meeting November, 2020

My favorite time of year is finally here and with it brought the first PSPS. It started on October 25th and lasted until the 27th. Fortunately, the whole district did not suffer from this outage, however, our Waste Plant, some lift stations, SCADA and holding tanks were affected. With the preparations by staff, the District suffered very little from this outage. Unfortunately, the back-up generator at Waste once again failed requiring a rental. The generator has since been repaired, however, I believe that it is time to replace this 20+ year old piece of equipment, we just can't afford this old generator not working when it is called upon. I have contacted LC Air Quality and we are looking at a Tier 4 replacement. In addition, one of our portable generators wouldn't start at the time however we were able to get along without it. The field staff went on 24 hour shifts to cover the District during this outage.

D/C staff continues to chase leaks that are popping up through-out the District. Hydrant replacement/repair continues to be a high priority, along with the daily work orders, lift station inspections, etc.

Olivia is very close to completing the Water Code and has met with the Ad Hoc committee and once completed will be starting on the Sewer Code.

The Ad Hoc committee along with staff met with the Yolo County Flood Control staff to discuss the renewal of our contract. I believe this will be an agenzized item for further discussion.

Olivia and I continue to work with Rural Community Assistance Corporation (RCAC) to assist in the rate study for both water and sewer. This has been a very slow process with most people remoting in and working together electronically. I know Zoom has become the new meeting platform, however, face to face meetings are definitely the most productive. With this being said, we can't complain due to the fact that RCAC services are being paid through grants and will not cost the District any money during this phase of the study.

I recently received an email from T & S Construction updating me on the status of the valve and actuator for the SEPS we have been waiting on. These parts are scheduled to ship on the 23rd of December and T & S feels confident they can finish the job by mid-January binging the 5.5 million dollar Waste Water Infrastructure Improvements Project to completion.

I continue to have meetings with MC Engineering and moving the USDA Water Project forward, please see the attached update from MC Engineering.

This will be Director Higmans last meeting and I would like to thank her for all her help and support during her term. She will be missed.

Congratulations to Francisco and his family on the birth of his son.

Please refer to individual department letters for additional details.

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

Respectfully Submitted,

Dianna Mann

General Manager



Report Date: November 6, 2020

To: Dianna Mann, CLOCWD General Manager

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

RE: CLOCWD USDA Funded PER and Initial Design Services

Billing Period: October 2020 (Invoice #2004)

I. Project Status Update

Work on the project during October included the following

- Harvey tank easement acquisition
- Project specification coordination and final-draft documents (by EDEA and MCE)
- Review of design budget for project
- Contract facilitation and monthly invoicing
- On-site meetings with District
- Volume I, II, and III final draft review
- Cerritos finalization (final review)
- Harvey Area Design plan set preparation and finalization
- Spring Street design

II. Budget Status Update

Total Engineering Design and Bidding Services Budget (Revised w/Addendum 1 & 2):

Phase 1:	\$102,395.00
Phase 2:	<u>\$492,540.00</u>
Total:	\$594,935.00

This Invoice:	\$48,004.91 (\$0.00 Phase 1; 48,004.91 Phase 2)
Cost to Date:	\$577,342.95 (110,413.57 Phase 1; \$466,929.38 Phase 2)
Cost to Complete:	\$17,592.05 (\$-8,018.57 Phase 1; \$25,610.62 Phase 2)

III. Projected Tasks for November 2020

- Develop Easement map for USDA submission
- Finalize BPA easements and homeowner letter
- Project Manual final submittal
- Project site meetings and coordination
- Finalize plan set for Cerritos tank design
- Compile all draft plans and specs for final review by CLOWD
- Prepare and submit draft and final design of the Harvey Area distribution system
- Finalize Project Bid Documents and Bid Coordination
- Solicit review on bid documents from USDA and revise accordingly
- Solicit bids and coordinate responses
- Pre-bid meeting and follow-up

IV. Harvey Tank Easement and DMA Meter Potholing Status

- The following items are critical action items to move forward on the Harvey Tank design and the DMA meter design:
 1. Harvey Tank Easements: Based on the desire to acquire additional land for the Harvey Tank Project, MCE is working with the District for the acquisition of additional property for the foundation of the Harvey Tank. Critical path items moving forward are:
 - Work with property owner for acquisition of additional easement property
 - Once additional property is acquired, easement finalization will be needed for Tank design
 - We are currently awaiting receipt of the final grant deed from the Title Company in order to assist in obtaining the easement from the adjacent property owner
 2. DMA meter existing pipe location:
 - It has been determined that potholing for DMA location 4 (Hwy 20 and Orchard Shores will take place during construction and will be included as a bid item

V. Budget Status and Added Scope Items

- With the completion of Addendum 2, this invoice and summary includes the addition of \$170,940.00 which includes the design of the Cerritos tank along with the upgrades to the Harvey Area distribution system. Included in the Harvey Area distribution system project is the upgrade of the pipeline that extends from Highway 20 to the Forest service building located on Spring Street. Extra work that was completed outside of the original scope included:
 1. Design of pipeline on Spring Street to the Forest service building (Approx. impact \$7,500)
 2. Development of individual customer meter location documents (Approx. impact \$5,000)
 3. Design of isolation valve at WTP to isolate clarifiers (Approx. impact \$1,500)
 4. Design of pipeline on Young Drive (Approx. impact \$500)
 5. Additional USDA grant/loan processing for added projects as noted in the Phase I deficit (\$8,018.57)

As noted above the total out of scope work is estimated at approximately **\$22,518.57**

12:33 PM
11/13/20
Cash Basis

Clearlake Oaks County Water District
Summary Balance Sheet
As of October 31, 2020

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	2,083,040.26
Other Current Assets	1,763,857.03
Total Current Assets	3,846,897.29
Fixed Assets	16,353,944.46
TOTAL ASSETS	20,200,841.75
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	31,040.32
Credit Cards	3,250.10
Other Current Liabilities	1,683,652.52
Total Current Liabilities	1,717,942.94
Total Liabilities	1,717,942.94
Equity	18,482,898.81
TOTAL LIABILITIES & EQUITY	20,200,841.75

Clearlake Oaks County Water District
Balance Sheet
 As of October 31, 2020

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	
102.13 · SEWER RESERVES-9592	5,000.00
102.11 · PC ESCROW - 6184	182,704.82
102.10 · CRP PC - 6192	2,500.98
102.12 · WATER RESERVES- 8503	187,700.00
102.001 · GL - 9122 (Old Acct. # 053420019)	403,820.02
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013... CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1...	866,515.00
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS...	1,055,515.00
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AME...	88.98
102.02 · CRP Water - 6990	146,427.49
102.03 · CRP Sewer - 3745	99,282.97
Total Checking/Savings	2,083,040.26
Other Current Assets	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 10132...	29,609.68
130 · Const In Progress - Studies	134,657.50
132 · CRP SEWER (CAPITOL IMPROVEMENTS - SEWER - WA...	983,511.67
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WA...	249,148.33
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - ...	351,149.26
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1...	15,474.00
Total Other Current Assets	1,763,857.03
Total Current Assets	3,846,897.29
Fixed Assets	
138 · USDA Water Improvements	565,580.57
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installati...	3,899,746.37
121 · Wtr Dist & Wtr Storage Projects (Replacement or installatio...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installa...	150,784.44
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or inst...	266,285.10
131 · Waste Water Plant	
131.1 · Pumps/Equipment	49,864.38
131 · Waste Water Plant - Other	57,768.09
Total 131 · Waste Water Plant	107,632.47
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43
USDA Project	-523,819.00
127 · Water Plant	
127.7 · Ozone System	12,785.71
127.6 · Swan AMI Turbiwell Monitor	25,079.10
127.5 · A/C installation for Filter Rm	750.00
127.4 · PH System	9,959.72
127.2 · Harvy Vault Chlor Inject Proj	1,408.61
127.1 · Major Equipment	177,077.82
127 · Water Plant - Other	211,458.66
Total 127 · Water Plant	438,519.62
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - ...	1,921,549.25
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	27,331.49
120.75 · SCADA	5,056.51
120.90 · Vehicles/Generators/Trailers	691,610.28
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other	95,008.57
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)	2,740,556.10

Clearlake Oaks County Water District
Balance Sheet
 As of October 31, 2020

	Oct 31, 20
122 · Bldgs/Grounds Cap Improvements	8,535,149.57
124 · D/C System Cap Improvements (COLLECTION SYSTEM - S...	
124.2 · GIS Online Mapping System	6,565.17
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	56,539.80
Total 124.30 · Lift Stations	122,582.03
124.50 · Mains	14,788.58
124.60 · Meters	10,000.34
124.90 · Water Tanks	40,615.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - ...	3,166,870.22
Total 124 · D/C System Cap Improvements (COLLECTION SYSTE...	3,361,421.38
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-8,856,056.00
Total Fixed Assets	16,353,944.46
TOTAL ASSETS	20,200,841.75
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS ...	31,040.32
Total Accounts Payable	31,040.32
Credit Cards	
211 · WAB Credit Card	
211.15 · WAB - Kurt - 9133	32.27
211.14 · WAB - Dianna - 3226 (211.14: - WAB - Dianna - 3...	2,068.99
211.13 · WAB - Jeremy - 2499	788.93
211.12 · WAB- Francisco - 2481	359.91
Total 211 · WAB Credit Card	3,250.10
Total Credit Cards	3,250.10
Other Current Liabilities	
Annual Depreciation	249,035.55
224 · USDA Retainage	10,000.00
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to mak...	-3,322.77
280 · Loan	
280.02 · KS State Bank - 2019 Vac-Con	345,576.74
280.12 · USDA Loan	1,012,320.41
Total 280 · Loan	1,357,897.15
221 · Health Ins - EE Portion	-3,716.52
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	-91.35
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISH...	3,803.37
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW ...	-3,467.50
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NE...	335.87
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SE...	-12.40
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYA...	-2.90
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL D...	-759.60
223.80 · GASB 68 Pension (- WAS 2097190)	16,533.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTION...	4,734.39
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPEN...	54,922.20
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amoun...	-1,900.10
Total Other Current Liabilities	1,683,652.52
Total Current Liabilities	1,717,942.94
Total Liabilities	1,717,942.94

12:40 PM
11/13/20
Cash Basis

Clearlake Oaks County Water District
Balance Sheet
As of October 31, 2020

	<u>Oct 31, 20</u>
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 30303...	5,956,568.19
304 · Opening Balance Equity (Opening balances during setup p...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the cor...	12,877,705.60
Net Income	232,908.26
Total Equity	<u>18,482,898.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>20,200,841.75</u></u>

Clearlake Oaks County Water District

Profit and Loss

July through October 2020

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
Income					
Income					
410 · Client Reg Pmt	0.00	325,902.93	439,199.54	765,102.47	765,102.47
420 · Connection Fees	0.00	0.00	10,396.00	10,396.00	10,396.00
430 · Penalty & Interest	0.00	2,890.96	5,448.11	8,339.07	8,339.07
440 · Misc Revenue	0.00	22,530.21	29,028.72	51,558.93	51,558.93
450 · Other - Non S/W Rev	0.00	11,738.46	12,442.01	24,180.47	24,180.47
Total Income	0.00	363,062.56	496,514.38	859,576.94	859,576.94
Total Income	0.00	363,062.56	496,514.38	859,576.94	859,576.94
Gross Profit	0.00	363,062.56	496,514.38	859,576.94	859,576.94
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	111,119.07	87,977.18	50,501.87	249,598.12	249,598.12
520 · FICA - District Share	8,298.91	6,455.21	3,610.57	18,364.69	18,364.69
530 · Medical Ins - Dist Share	28,348.68	31,785.43	14,034.87	74,168.98	74,168.98
540 · PERS - District Share	33,575.12	6,568.52	3,036.80	43,180.44	43,180.44
550 · Unemployment	7,508.79	0.00	0.00	7,508.79	7,508.79
560 · Workers Comp Ins	662.15	1,428.68	1,712.59	3,803.42	3,803.42
Total Salaries & EE Benefits	189,512.72	134,215.02	72,896.70	396,624.44	396,624.44
Services & Supplies					
610 · Bank Fees	8,042.15	0.00	0.00	8,042.15	8,042.15
620 · Communications & Internet	1,266.06	4,442.21	4,893.77	10,602.04	10,602.04
630 · Equip - Office	618.67	0.00	150.14	768.81	768.81
640 · Fuel & Oil	0.00	2,133.86	2,488.55	4,622.41	4,622.41
645 · Insurance	0.00	8,569.89	8,569.89	17,139.78	17,139.78
657 · Lab	0.00	6,710.17	6,101.87	12,812.04	12,812.04
660 · Memberships & Subscription	215.06	9,541.74	9,755.73	19,512.53	19,512.53
665 · Mileage Reimb	0.00	59.05	59.05	118.10	118.10
670 · Postage & Shipping	8,000.00	0.00	0.00	8,000.00	8,000.00
675 · Professional Services	5,340.98	3,198.20	6,152.61	14,691.79	14,691.79
685 · Rents	4,933.03	0.00	0.00	4,933.03	4,933.03
690 · Safety & Security	454.99	1,872.79	1,906.81	4,234.59	4,234.59
700 · Tools & Instruments	0.00	1,290.04	875.85	2,165.89	2,165.89
703 · Supplies - Clothing & Personal	0.00	632.78	334.62	967.40	967.40
705 · Supplies - Office	3,435.24	431.00	268.20	4,134.44	4,134.44
715 · Supplies-Chemicals-Operating	0.00	12,752.74	26,056.75	38,809.49	38,809.49
720 · Supplies - Inventory - Other	0.00	1,882.84	659.76	2,542.60	2,542.60
735 · Training/Classes/Certs/ClassB	0.00	120.00	1,351.28	1,471.28	1,471.28
750 · Utilities	2,081.01	33,350.38	71,621.04	107,052.43	107,052.43
760 · Waste Disposal	162.75	16,740.76	981.75	17,885.26	17,885.26
795 · Yolo Co	0.00	0.00	21,756.99	21,756.99	21,756.99
799 · Misc					
799.1 · Customer Refund - Acct cl...	0.00	0.00	1,622.24	1,622.24	1,622.24
Total 799 · Misc	0.00	0.00	1,622.24	1,622.24	1,622.24
Total Services & Supplies	34,549.94	103,728.45	165,606.90	303,885.29	303,885.29
Repairs & Replacement					
810 · R&R Buildings & Grounds	717.74	182.58	75.79	976.11	976.11
840 · R&R Vehicles	0.00	1,082.81	1,037.78	2,120.59	2,120.59
Total Repairs & Replacement	717.74	1,265.39	1,113.57	3,096.70	3,096.70
Total Expense	224,780.40	239,208.86	239,617.17	703,606.43	703,606.43
Net Income	-224,780.40	123,853.70	256,897.21	155,970.51	155,970.51

**Clearlake Oaks Co Water District
PROJECTED BUDGET 2020-21**

As of October 2020 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,217,554	405,851	496,515	41%	1,157,800	385,933	363,062	31%
Total Operating Expenses	1,039,017	346,339	352,011	34%	1,193,337	397,779	351,601	29%
Operating Balance (loss)	178,537	59,512	144,505		(35,537)	(11,846)	11,462	
420 Connection Fees	10,000	3,333	10,396	104%	10,000	3,333	-	0%
435								
450 Other - Non S/W Rev	100,000	33,333	12,442	12%	100,000	33,333	11,738	12%
Reserves	150,000	50,000	-	0%	-	-	-	0%
Net Change In Net Position (loss)	138,537	46,179	167,343		74,463	24,821	23,200	

Current Revenue Notes:

440- Misc Water = Bulk Water

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

Past Revenue Notes

General Ledger	\$396,528.28
District CRP	\$201,452.88
Paradise Cove CRP	\$4,096.36
Paradise Cove Escrow	\$182,704.82
Water Reserve	\$200,200.00
Sewer Reserve	\$5,000.00
LAIF Account	\$1,057,756.34
Total	\$2,047,738.68

As of October 2020 Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,182,554	394,185	439,200	37%	1,132,800	377,600	325,903	29%
430 Penalty & Interest	30,000	10,000	5,448	18%	25,000	8,333	2,891	12%
440 Misc	5,000	1,667	29,029	0%	0	0	22,530	0%
Total Revenue >	1,217,554	405,851	473,677	39%	1,157,800	385,933	351,324	30%

As of October 2020 Operating Expenses	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	%	Annual	YTD	YTD	%
505 Salaries & Wages	318,237	106,079	106,062	33%	455,678	151,893	143,537	31%
520 FICA - District Share	26,341	8,780	7,761	29%	37,773	12,591	10,605	28%
530 Medical Ins - District Share	111,077	37,026	28,210	25%	166,616	55,539	45,960	28%
540 PERS - District Share	63,193	21,064	19,825	31%	73,976	24,659	23,357	32%
550 Unemployment	9,000	3,000	3,755	42%	9,000	3,000	3,755	42%
560 Workers Comp Ins	20,639	6,880	2,044	10%	26,543	8,848	1,760	7%
Salaries and Employee Benefits >	548,487	182,829	167,655	31%	769,587	256,529	228,972	30%
605 Advertising	200	67	-	0%	200	67	-	0%
610 Bank Fees	10,010	3,337	4,021	40%	10,000	3,333	4,021	40%
620 Communications & Internet	13,000	4,333	5,527	43%	10,000	3,333	5,075	51%
622 Board Exp	3,750	1,250	-	0%	3,750	1,250	-	0%
625 Equip - Field (\$300-\$4999)	2,500	833	-	0%	4,000	1,333	-	0%
630 Equip - Office	1,500	500	460	31%	2,000	667	310	15%
640 Fuel & Oil	15,020	5,007	2,489	17%	16,300	5,433	2,134	13%
645 Insurance	30,000	10,000	8,570	29%	26,250	8,750	8,570	33%
650 Interest			-	0%			-	0%

657	Lab	20,000	6,667	6,102	31%	15,000	5,000	6,710	45%
660	Memberships & Subscriptions	25,750	8,583	9,864	38%	29,750	9,917	9,650	32%
665	Mileage Reimb	750	250	59	8%	500	167	59	12%
670	Postage & Shipping	6,000	2,000	4,000	67%	6,000	2,000	4,000	67%
675	Professional Services	36,000	12,000	8,824	25%	19,000	6,333	5,869	31%
685	Rents	6,200	2,067	2,467	40%	6,200	2,067	2,467	40%
690	Safety & Security	2,500	833	2,135	85%	5,500	1,833	2,101	38%
700	Tools & Instruments	2,000	667	875	44%	2,500	833	1,290	52%
703	Supplies - Clothing & Personal	2,050	683	335	16%	2,300	767	633	28%
705	Supplies - Office	4,750	1,583	1,986	42%	5,250	1,750	2,149	41%
715	Treatment Chemicals	75,000	25,000	26,057	35%	48,000	16,000	12,753	27%
720	Supplies - Operating - Other	5,000	1,667	660	13%	22,000	7,333	1,883	9%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	3,750	1,250	1,351	36%	3,250	1,083	120	4%
745	Travel	1,000	333	-	0%	1,000	333	-	0%
750	Utilities	162,750	54,250	72,662	45%	125,750	41,917	34,391	27%
760	Waste Disposal	3,050	1,017	1,064	35%	52,250	17,417	16,823	32%
795	Yolo Co	48,000	16,000	21,757	45%				
799.1	Customer Refund	-	-	1,622	0%				0%
Services and Supplies >		480,530	160,177	182,883	38%	416,750	138,917	121,004	29%
810	R&R Buildings & Grounds	7,000	2,333	435	6%	4,500	1,500	542	12%
815	R & R Damage Claims	0	0	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	0	0	-	0%	0	0	-	0%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,000	1,000	1,038	35%	2,500	833	1,083	43%
850	Maintenance Reserve Account	-	-	-	-	-	-	-	-
Repairs & Replacement >		10,000	3,333	1,473	15%	7,000	2,333	1,625	23%
Total Expenses >		1,039,017	346,339	352,011	34%	1,193,337	397,779	351,601	29%

4 Administration - Budget Variance Report July 1, 2020 through June 30, 2021

Target % > **33.3%** GL ADMIN

As of October 2020		2020-2021 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	375,051	125,017	111,119	29.6%	263,932
520	FICA - District Share	31,190	10,397	8,299	26.6%	22,891
530	Medical Ins - District Share	95,550	31,850	28,349	29.7%	67,201
540	PERS-District Share (incl unfunded Liab, 14.5K)	108,563	36,188	33,575	30.9%	74,988
550	Unemployment	18,000	6,000	7,509	41.7%	10,491
560	Workers Comp Ins	8,913	2,971	662	7.4%	8,251
Salaries and Employee Benefits >		637,268	212,423	189,513	29.7%	447,755
605	Advertising	400	133	-	0.0%	400
610	Bank Fees	20,000	6,667	8,042	40.2%	11,958
620	Communications & Internet	7,000	2,333	1,266	18.1%	5,734
622	Board Exp	7,500	2,500	-	0.0%	7,500
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	2,000	667	619	31.0%	1,381
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	1,500	500	215	14.3%	1,285
665	Mileage Reimb	500	167	-	0.0%	500
670	Postage & Shipping	12,000	4,000	8,000	66.7%	4,000
675	Professional Services (Legal, IT, CUSI annual)	22,000	7,333	5,341	24.3%	16,659
685	Rents	12,400	4,133	4,933	39.8%	7,467
690	Safety & Security (boots)	1,000	333	455	45.5%	545
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	600	200	-	0.0%	600
705	Supplies - Office	7,500	2,500	3,435	45.8%	4,065
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	0	0	-	0.0%	0
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Certs (Classes, books)	3,500	1,167	-	0.0%	3,500
745	Travel / Lodging	1,000	333	-	0.0%	1,000
750	Utilities	5,500	1,833	2,081	37.8%	3,419
760	Waste Disposal	500	167	163	32.6%	337
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0	-	0.0%	0
Services and Supplies >		104,900	34,967	34,550	32.9%	70,350
810	R&R Buildings & Grounds	4,000	1,333	718	18.0%	3,282
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	0	0	-	0.0%	0
832	R&R Mains/Service Lines	0	0	-	0.0%	0
840	R&R Vehicles (\$2k/vehicle)	0	0	-	0.0%	0
Repairs & Replacement >		4,000	1,333	718	17.9%	3,282
Total Expenses >		746,168	248,723	224,781	30.1%	521,387

Expense Notes

- 505 Salaries & Wages - Three payrolls in the month of July
- 670 Postage - writing two checks per year instead of monthly checks
- 705 Office Supplies - Annual Billing Envelopes and paper

4 Sewer - Budget Variance Report July 1, 2020 through June 30, 2021 Target % > **33.3%** GL SEWER

As of October 2020		2020-2021 Budget		Actual	%	GL SEWER
Expenses	Annual	YTD	YTD	Spent	Total	Remaining
505 Salaries & Wages	268,152	89,384	87,977	32.8%	180,175	
520 FICA - District Share	22,178	7,393	6,455	29.1%	15,723	
530 Medical Ins - District Share	118,841	39,614	31,785	26.7%	87,056	
540 PERS - District Share (\$14.5K Unfunded)	19,694	6,565	6,569	33.4%	13,125	
550 Unemployment	0	0		0.0%	0	
560 Workers Comp Ins	22,087	7,362	1,429	6.5%	20,658	
Salaries and Employee Benefits >	450,952	150,317	134,215	29.8%	316,737	
605 Advertising	0	0		0.0%	0	
610 Bank Fees	0	0		0.0%	0	
620 Communications & Internet	4,000	1,333	4,442	111.1%	(442)	
622 Board Exp	0	0		0.0%	0	
625 Equip - Field (up to \$4999)	1,500	500		0.0%	1,500	
630 Equip - Office	1,000	333		0.0%	1,000	
640 Fuel & Oil (Schaeffers)	13,500	4,500	2,134	15.8%	11,366	
645 Insurance	26,250	8,750	8,570	32.6%	17,680	
650 Interest	0	0		0.0%	0	
657 Outsource Lab / Internal Lab	15,000	5,000	6,710	44.7%	8,290	
660 Memberships & Subscriptions	29,000	9,667	9,542	32.9%	19,458	
665 Mileage Reimb	250	83	59	23.6%	191	
670 Postage & Shipping	0	0		0.0%	0	
675 Professional Services (SCADA)	8,000	2,667	3,198	40.0%	4,802	
685 Rents	0	0		0.0%	0	
690 Safety & Security (includes boots)	5,000	1,667	1,873	37.5%	3,127	
700 Tools & Instruments	2,500	833	1,290	51.6%	1,210	
703 Supplies - Clothing & Personal	2,000	667	633	31.7%	1,367	
705 Supplies - Office	1,500	500	431	28.7%	1,069	
715 Treatment Chemicals	48,000	16,000	12,753	26.6%	35,247	
720 Supplies-Operating-Other-Titan Tubes	22,000	7,333	1,883	8.6%	20,117	
730 Taxes - Licenses	-	-			-	
735 Training, Certs (classes, books)	1,500	500	120	8.0%	1,380	
745 Travel / Lodging	500	167		0.0%	500	
750 Utilities	123,000	41,000	33,350	27.1%	89,650	
760 Waste Disposal	52,000	17,333	16,741	32.2%	35,259	
795 Yolo Co	0	0		0.0%	0	
799 Misc	0	0		0.0%	0	
799.1 Customer Refund						
Services and Supplies >	356,500	118,833	103,729	29.1%	252,771	
810 R&R Buildings & Grounds	2,500	833	183	7.3%	2,317	
815 R & R Damage Claims	0	0		0.0%	0	
820 R&R Lift Stations	0	0		0.0%	0	
830 R&R Equipment	0	0		0.0%	0	
832 R&R Mains/Service Lines	0	0	-	0.0%	-	
840 R&R Vehicles	2,500	833	1,083	43.3%	1,417	
	-	-		0.0%	-	
Repairs & Replacement >	5,000	1,667	1,266	25.3%	3,734	
Total Expenses >	812,452	270,817	239,210	29.4%	573,242	

Expense Notes

620 Communications and Internet
675 Professional Services

New IpadS w/monthly data for SCADA, drawings and Internet
Annual Audit 50% due now

4 Water - Budget Variance Report July 1, 2020 through June 30, 2021		2020-2021 Budget		Target % >	33.3%	GL WATER
As of October 2020		Annual	YTD	Actual	%	Total
Expenses				YTD	Spent	Remaining
505	Salaries & Wages	130,712	43,571	50,502	38.6%	80,210
520	FICA - District Share	10,746	3,582	3,611	33.6%	7,135
530	Medical Ins - District Share	63,302	21,101	14,035	22.2%	49,267
540	PERS - District Share	8,911	2,970	3,037	34.1%	5,874
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	16,183	5,394	1,713	10.6%	14,470
Salaries and Employee Benefits >		229,853	76,618	72,898	31.7%	156,955
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	7,000	2,333	4,894	69.9%	2,106
622	Board Exp	0	0		0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630	Equip - Office	500	167	150	30.0%	350
640	Fuel & Oil	12,220	4,073	2,489	20.4%	9,731
645	Insurance	30,000	10,000	8,570	28.6%	21,430
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	20,000	6,667	6,102	30.5%	13,898
660	Memberships & Subscriptions	25,000	8,333	9,756	39.0%	15,244
665	Mileage Reimb	500	167	59	11.8%	441
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA, Mtce Prog)	25,000	8,333	6,153	24.6%	18,847
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	2,000	667	1,907	95.4%	93
700	Tools & Instruments	2,000	667	875	43.8%	1,125
703	Supplies - Clothing & Personal	1,750	583	335	19.1%	1,415
705	Supplies - Office	1,000	333	268	26.8%	732
715	Treatment Chemicals	75,000	25,000	26,057	34.7%	48,943
720	Supplies - Operating - Other	5,000	1,667	660	13.2%	4,340
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	2,000	667	1,351	67.6%	649
745	Travel / Lodging	500	167		0.0%	500
750	Utilities	160,000	53,333	71,621	44.8%	88,379
760	Waste Disposal	2,800	933	982	35.1%	1,818
795	Yolo Co	48,000	16,000	21,757	45.3%	26,243
799	Misc	0	0		0.0%	0
799.1	Customer Refund			1,622		
Services and Supplies >		420,270	140,090	165,608	39.4%	254,662
810	R&R Buildings & Grounds	5,000	1,667	76	1.5%	4,924
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	0	0		0.0%	0
832	R&R Mains	0	0		0.0%	-
840	R&R Vehicles	3,000	1,000	1,038	34.6%	1,962
Repairs & Replacement >		8,000	2,667	1,114	13.9%	6,886
Total Expenses >		658,123	219,374	239,620	36.4%	418,503

Clearlake Oaks County Water District
CRP/CIP Profit and Loss
 July through October 2020

	<u>PC (CRP)</u>	<u>Water (CRP)</u>	<u>Sewer (CRP)</u>	<u>Total CRP</u>	<u>TOTAL</u>
Income					
Income					
425 · CRP (Capital Replacment Plan)					
425.2 · Sewer	0.00	0.00	-34.84	-34.84	-34.84
425.1 · Water	0.00	-15.41	0.00	-15.41	-15.41
425 · CRP (Capital Replacment Plan) - Other	6,416.45	131,727.94	120,932.01	259,076.40	259,076.40
Total 425 · CRP (Capital Replacment Plan)	6,416.45	131,712.53	120,897.17	259,026.15	259,026.15
430 · Penalty & Interest	45.26	-316.85	-726.81	-998.40	-998.40
Total Income	6,461.71	131,395.68	120,170.36	258,027.75	258,027.75
Total Income	6,461.71	131,395.68	120,170.36	258,027.75	258,027.75
Gross Profit	6,461.71	131,395.68	120,170.36	258,027.75	258,027.75
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	48,090.03	61,126.77	109,216.80	109,216.80
520 · FICA - District Share	0.00	3,598.78	4,512.75	8,111.53	8,111.53
530 · Medical Ins - Dist Share	0.00	4,434.10	6,543.07	10,977.17	10,977.17
540 · PERS - District Share	0.00	1,775.25	3,341.70	5,116.95	5,116.95
560 · Workers Comp Ins	0.00	1,312.62	1,312.62	2,625.24	2,625.24
Total Salaries & EE Benefits	0.00	59,210.78	76,836.91	136,047.69	136,047.69
Services & Supplies					
620 · Communications & Internet	0.00	491.31	491.24	982.55	982.55
640 · Fuel & Oil	0.00	3,887.65	3,887.59	7,775.24	7,775.24
657 · Lab	0.00	1,102.00	0.00	1,102.00	1,102.00
690 · Safety & Security	0.00	4,276.20	713.65	4,989.85	4,989.85
703 · Supplies - Clothing & Personal	0.00	349.94	300.00	649.94	649.94
715 · Supplies-Chemicals-Operating	0.00	1,473.23	0.00	1,473.23	1,473.23
Total Services & Supplies	0.00	11,580.33	5,392.48	16,972.81	16,972.81
Repairs & Replacement					
810 · R&R Buildings & Grounds	0.00	79.00	2,665.89	2,744.89	2,744.89
820 · R&R Lift Stations	0.00	0.00	1,560.25	1,560.25	1,560.25
830 · R&R Equipment	127.66	25,406.10	10,523.54	36,057.30	36,057.30
832 · R&R Mains and Sewer Lines	0.00	11,958.02	2,943.18	14,901.20	14,901.20
840 · R&R Vehicles	0.00	7,706.13	5,350.02	13,056.15	13,056.15
Total Repairs & Replacement	127.66	45,149.25	23,042.88	68,319.79	68,319.79
Total Expense	127.66	115,940.36	105,272.27	221,340.29	221,340.29
Net Income	6,334.05	15,455.32	14,898.09	36,687.46	36,687.46

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2020 through June 30, 2021

4 As of October 2020 Target % > 33.3% CRP-PC

Summary	Budget Annual	YTD	Actual YTD Amount	%
PC CRP Revenue	19,536	6,512	6,462	33.1%
PC CRP Expenses	0	0	128	0.0%

Expenses	2020-2021 Budget Annual	YTD	Actual YTD	% Spent	Total emaining
Salaries and Employee Benefits >	-	-	-	0.0%	-
605 Advertising	-	-	-	0.0%	-
610 Bank Fees	-	-	-	0.0%	-
620 Communications & Internet	-	-	-	0.0%	-
622 Board Exp	-	-	-	0.0%	-
625 Equip - Field (up to \$4999)	-	-	-	0.0%	-
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	-	-	-	0.0%	-
645 Insurance	-	-	-	0.0%	-
650 Interest	-	-	-	0.0%	-
657 Outsource Lab / Internal Lab	-	-	-	0.0%	-
660 Memberships & Subscriptions	-	-	-	0.0%	-
665 Mileage Reimb	-	-	-	0.0%	-
670 Postage & Shipping	-	-	-	0.0%	-
675 Professional Services (SCADA)	-	-	-	0.0%	-
685 Rents	-	-	-	0.0%	-
690 Safety & Security (includes bc	-	-	-	0.0%	-
700 Tools & Instruments	-	-	-	0.0%	-
703 Supplies - Clothing & Personal	-	-	-	0.0%	-
705 Supplies - Office	-	-	-	0.0%	-
715 Treatment Chemicals	-	-	-	0.0%	-
720 Supplies - Operating - Other	-	-	-	0.0%	-
730 Taxes - Licenses	-	-	-	0.0%	-
735 Training, Certs (classes, book:	-	-	-	0.0%	-
745 Travel / Lodging	-	-	-	0.0%	-
750 Utilities	-	-	-	0.0%	-
760 Waste Disposal	-	-	-	0.0%	-
795 Yolo Co	-	-	-	0.0%	-
799 Misc	0	0	-	0.0%	0
Services and Supplies >	0	0	-	0.0%	0
810 R&R Buildings & Grounds	-	-	-	0.0%	-
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	-	-	-	0.0%	-
830 R&R Equipment	-	-	128	0.0%	(128)
832 R&R Mains/Laterals	-	-	-	0.0%	-
840 R&R Vehicles	-	-	-	0.0%	-
Repairs & Replacement >	0	0	128	0.0%	(128)
Total Expenses >	0	0	128	0.0%	(128)

830 Dosage tank repair

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2020 through June 30, 2021

Target % > 33.3% CRP-WATER

4

As of October 2020 Summary		WATER - CRP Budget			Actual YTD	
		Annual	YTD	Amount	%	
WATER CRP Revenue		411,876	137,292	131,396	31.9%	0%
WATER CRP Expenses		265,148	88,383	115,940	43.7%	0%
USDA Payment 1st year		140,000	46,667			
Operating Balance		6,728	2,243	15,456		
Expenses		2020-2021 Budget		Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	91,124	30,375	48,090	52.8%	43,034
520	FICA - District Share	7,480	2,493	3,599	48.1%	3,881
530	Medical Ins - District Share	43,595	14,532	4,434	10.2%	39,161
540	PERS - District Share	6,670	2,223	1,775	26.6%	4,895
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	8,779	2,926	1,313	15.0%	7,466
Salaries and Employee Benefits >		157,648	52,549	59,211	37.6%	98,437
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	5,000	1,667	491	9.8%	4,509
622	Board Exp	0	0		0.0%	0
625	Equip - Field (up to \$4999)	1,250	417		0.0%	1,250
630	Equip - Office	-	-		0.0%	-
640	Fuel & Oil	6,500	2,167	3,888	59.8%	2,612
645	Insurance	0	0		0.0%	0
650	Interest	0	0		0.0%	0
657	Outsource Lab / Internal Lab	2,500	833	1,102	0.0%	1,398
660	Memberships & Subscriptions	0	0		0.0%	0
665	Mileage Reimb	0	0		0.0%	0
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services Leak Chk	-	-		0.0%	-
685	Rents	0	0		0.0%	0
690	Safety & Sec (includes boots)	3,500	1,167	4,276	0.0%	(776)
700	Tools & Instruments	750	250		0.0%	750
703	Supplies - Clothing & Personal	1,500	500	350	0.0%	1,150
705	Supplies - Office	150	50		0.0%	150
715	Treatment Chemicals	0	0	1,473	0.0%	(1,473)
720	Supplies - Operating - Other	7,500	2,500		0.0%	7,500
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	750	250		0.0%	750
745	Travel / Lodging	600	200		0.0%	600
750	Utilities	0	0		0.0%	0
760	Waste Disposal	0	0		0.0%	0
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
Services and Supplies >		30,000	10,000	11,580	38.6%	18,420
810	R&R Buildings & Grounds	7,500	2,500	79	1.1%	7,421
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	25,000	8,333	25,406	101.6%	(406)
832	R&R Mains/Service Lines/Tanks	25,000	8,333	11,958	47.8%	13,042
840	R&R Vehicles	20,000	6,667	7,706	38.5%	12,294
Repairs & Replacement >		77,500	25,833	45,149	58.3%	32,351
Total Expenses >		265,148	88,383	115,940	43.7%	149,208
Expense Notes						
840 V-27 Transmission Repair						
830 Hydrant Replacement/Repair						
832 Excessive leaks in system						

21

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2020 through June 30, 2021

4

SEWER-CRP

Target % > **33.3%** CRP-SEWER

As of October 2020

Summary	Budget		Actual YTD	
	Annual	YTD	Amount	%
SEWER CRP Revenue	396,097	132,032	120,170	30.3%
SEWER CRP Expenses	430,722	143,574	105,274	24.4%
bridge Loan Interest	-	-	-	-
USDA Annual Payment	105,280	35,093	-	-
Operating Balance (loss)	(139,905)	(46,635)	14,896	

Expenses	2020-2021 Budget		Actual YTD	%	Total Remaining
	Annual	YTD			
505 Salaries & Wages	210,135	70,045	61,127	29.1%	149,008
520 FICA - District Share	17,317	5,772	4,513	26.1%	12,804
530 Medical Ins - District Share	59,719	19,906	6,543	11.0%	53,176
540 PERS - District Share	7,884	2,628	3,342	42.4%	4,542
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	20,716	6,905	1,313	6.3%	19,403
Salaries and Employee Benefits >	315,772	105,257	76,838	24.3%	238,934
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	1,667	491	9.8%	4,509
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	417	-	0.0%	1,250
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	6,500	2,167	3,888	59.8%	2,612
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	0	0	-	0.0%	0
665 Mileage Reimb	0	-	-	0.0%	0
670 Postage & Shipping	0	0	-	0.0%	0
675 Professional Services (SCADA)	0	0	-	0.0%	0
685 Rents	-	-	-	0.0%	-
690 Safety & Security (includes boots)	1,500	500	714	47.6%	786
700 Tools & Instruments	200	67	-	0.0%	200
703 Supplies - Clothing & Personal	300	100	300	100.0%	-
705 Supplies - Office	100	33	-	0.0%	100
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	7,500	2,500	-	0.0%	7,500
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training, Certs (classes, books)	1,200	400	-	0.0%	1,200
745 Travel / Lodging	400	133	-	0.0%	400
750 Utilities	0	0	-	0.0%	0
760 Waste Disposal	0	0	-	0.0%	0
795 Yolo Co	0	0	-	0.0%	0
799 Misc	0	0	-	0.0%	0
Services and Supplies >	23,950	7,983	5,393	22.5%	18,557
810 R&R Buildings & Grounds	10,000	3,333	2,666	26.7%	7,334
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	6,667	1,560	7.8%	18,440
830 R&R Equipment	25,000	8,333	10,524	42.1%	14,476
832 R&R Mains/Laterals	25,000	8,333	2,943	11.8%	22,057
840 R&R Vehicles	11,000	3,667	5,350	48.6%	5,650
Repairs & Replacement >	91,000	30,333	23,043	25.3%	67,957
Total Expenses >	430,722	143,574	105,274	24.4%	325,448

Expense Notes

640

Back up generator ran during main breaker outage

830

Main Breaker failure

Clearlake Oaks County Water District Capital Improvements As of October 31, 2020

Date	Name	Memo	Class	Amount
130 - Const In Progress - Studies				
08/03/2020	Badger Meter	2 ea. IR Communica...	Loan/Grant:...	195.87
10/07/2020	Badger Meter	Meters	Loan/Grant:...	3,679.39
10/07/2020	Badger Meter	Neters	Loan/Grant:...	2,618.45
Total 130 - Const In Progress - Studies				6,493.71
138 - USDA Water Improvements				
07/05/2020	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	37,570.58
07/15/2020	BKF Engineers	Services May 25, 20...	Loan/Grant:...	960.00
08/01/2020	AES - Analytical Envir...	Professional service...	Loan/Grant:...	1,182.50
08/05/2020	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	26,802.80
08/06/2020	BKF Engineers	Services 6/29/2020 -...	Loan/Grant:...	1,440.00
09/01/2020	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	800.00
09/01/2020	AES - Analytical Envir...	Services thru 8/31/2...	Loan/Grant:...	291.90
09/05/2020	MC Engineering, Inc	USDA Water Project	Loan/Grant:...	31,641.59
10/01/2020	AES - Analytical Envir...	Professional service...	Loan/Grant:...	570.00
10/05/2020	MC Engineering, Inc	USDA Water	Loan/Grant:...	48,994.53
10/08/2020	First American Title C...	Preliminary report - ...	Loan/Grant:...	500.00
Total 138 - USDA Water Improvements				150,753.90
128 - Sewer Infstrcture & Rehab Proj (Phase 1 was the installation of the Force Main)				
09/01/2020	MC Engineering, Inc	Inflow & Infiltration ...	Loan/Grant:...	168.66
09/28/2020		State of CA - State ...	Loan/Grant:...	-75,572.00
Total 128 - Sewer Infstrcture & Rehab Proj (Phase 1 was the installation of the F...				-75,403.34
121 - Wtr Dist & Wtr Storage Projects (Replacement or installation of water distrib...				
131 - Waste Water Plant				
131.1 - Pumps/Equipment				
08/20/2020	Commercial Pump & ...	WWTP - Effluent Pu...	CRP:Sewer	9,680.00
09/27/2020	Leete Generators Inc	Repair backup gener...	CRP:Sewer	3,261.92
10/26/2020	Coastal Mountain Ele...	Emergency work - b...	CRP:Sewer	17,577.00
Total 131.1 - Pumps/Equipment				30,518.92
131 - Waste Water Plant - Other				
Total 131 - Waste Water Plant - Other				
Total 131 - Waste Water Plant				30,518.92
127 - Water Plant				
127.6 - Swan AMI Turbiwell Monitor				
Total 127.6 - Swan AMI Turbiwell Monitor				
127.5 - A/C installation for Filter Rm				
Total 127.5 - A/C installation for Filter Rm				
127.4 - PH System				
Total 127.4 - PH System				
127.2 - Harvy Vault Chlor Inject Proj				
Total 127.2 - Harvy Vault Chlor Inject Proj				
127.1 - Major Equipment				
Total 127.1 - Major Equipment				
127 - Water Plant - Other				
Total 127 - Water Plant - Other				
Total 127 - Water Plant				
120 - District General CRP (EQUIPMENT - WAS 1011181)				
120.01 - General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)				
Total 120.01 - General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...				
120.60 - Office (OFFICE EQUIPMENT - WAS 1011192)				
Total 120.60 - Office (OFFICE EQUIPMENT - WAS 1011192)				
120.75 - SCADA				
Total 120.75 - SCADA				
120.90 - Vehicles/Generators/Trailers				
09/30/2020	101 Trailer & RV	2021 New Load trailer	GL:Sewer	3,886.82

Clearlake Oaks County Water District
Capital Improvements
 As of October 31, 2020

Date	Name	Memo	Class	Amount
09/30/2020	101 Trailer & RV	2021 New Load Trailer	GL:Water	3,886.81
10/06/2020				409,026.92
Total 120.90 · Vehicles/Generators/Trailers				416,800.55
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181) - Other				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)				416,800.55
122 · Bldgs/Grounds Cap Improvements				
Total 122 · Bldgs/Grounds Cap Improvements				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)				
124.30 · Lift Stations				
08/04/2020	Southport Control Sol...	Lift station PLC and ...	CRP:Sewer	1,950.00
09/14/2020	Southport Control Sol...	9/2/2020 - L/S #12 u...	CRP:Sewer	1,372.00
09/14/2020	Southport Control Sol...	Remote service call ...	CRP:Sewer	237.00
09/14/2020	Southport Control Sol...	9/8/2020 - Service c...	CRP:Sewer	948.00
09/14/2020	Southport Control Sol...	Mileage 9/8/2020	CRP:Sewer	108.00
10/30/2020	Municipal Maintenanc...	Garnajet 8 Manhole ...	CRP:Sewer	5,660.32
Total 124.30 · Lift Stations				10,275.32
124.50 · Mains				
Total 124.50 · Mains				
124.60 · Meters				
Total 124.60 · Meters				
124.90 · Water Tanks				
Total 124.90 · Water Tanks				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other				
07/28/2020	Pace	Hydrant supplies for ...	CRP:Water	3,612.17
07/28/2020	Pace	Fire hydrant	CRP:Water	3,233.20
07/30/2020	Mendo Mill	Repair hydrant in fro...	CRP:Water	124.32
07/31/2020	Mendo Mill	Paint for hydrant rep...	CRP:Water	91.70
09/01/2020	MC Engineering, Inc	Lead Pipe response	CRP:Water	2,937.50
09/01/2020	MC Engineering, Inc	Lead pipe response	CRP:Water	2,183.27
09/01/2020	Pace	Hydrant repairs	CRP:Water	7,160.57
10/23/2020	Pace	Hydrants for Orchard...	CRP:Water	6,555.89
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				25,898.62
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				36,173.94
125 · Land - Dist. Cap. Improvements				
Total 125 · Land - Dist. Cap. Improvements				
129 · ALLOW. FOR DEPRECIATION				
Total 129 · ALLOW. FOR DEPRECIATION				
TOTAL				565,337.68



Accounts

View All Accounts

CRP PC *6192

Available	**\$4,096.36
Current	\$4,096.36

CRP SEWER *3745

Available	**\$88,190.83
Current	\$88,190.83

GENERAL LEDGER *9122

Available	**\$396,528.28
Current	\$391,055.18

PC ESCROW *6184

Available	**\$182,704.82
Current	\$182,704.82

PUBLIC REGULAR CHK *8503

Available	**\$200,200.00
Current	\$200,200.00

PUBLIC REGULAR CHK *9592

Available	**\$5,000.00
Current	\$5,000.00

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*6192-CRP PC [change account](#) ▼

[How does this work?](#)

Money Management

CRP WATER *6990

Available **\$113,262.05

Current \$113,262.05

BALANCE TOTALS

Total Deposit Accounts \$984,509.24

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

Outside Accounts



No outside accounts added.

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California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
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 (916) 653-3001

November 16, 2020

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[PMIA Average Monthly Yields](#)

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

[Tran Type Definitions](#)

Account Number: 90-17-001

October 2020 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/15/2020	10/14/2020	QRD	1657393	N/A	SYSTEM	2,241.36

Account Summary

Total Deposit:	2,241.36	Beginning Balance:	1,055,514.98
Total Withdrawal:	0.00	Ending Balance:	1,057,756.34

Aged Accounts Receivable
As of 10/09/2020

0-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Total Balance
\$95,367.91	\$25,096.33	\$19,412.57	\$16,629.64	\$192,314.68	<u>\$348,821.13</u>

Total number of accounts with open balances: 870

These totals include all accounts on the Tax Roll

Water	\$91,862.79
Water Penalty	\$7,184.85
Sewer	\$142,634.03
Sewer Penalty	\$9,574.09
CRP Water	\$39,917.13
CRP Water Penalty	\$1,716.69
CRP Sewer	\$52,377.39
CRP Sewer Penalty	\$2,802.10
CRP PC	\$726.12
CRP PC Penalty	\$25.94
Total Balance:	\$348,821.13

Clearlake Oaks County Water District
Payroll Summary
October 2020

	Hours	Rate	Oct 20
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-53.75	39.48	-2,279.74
CTO Used	142.64	38.76	4,835.61
Holiday	108.25	26.09	3,201.59
Holiday Worked (x2.5)	11.75	92.33	664.63
Overtime (x1.5)	238	39.14	9,806.40
PTO	112	26.09	3,083.05
Straight	2,349	26.09	66,301.54
Board			800.00
Duty Pay			4,165.00
Total Gross Pay	2,907.89		90,578.08
Deductions from Gross Pay			
ACWA (pre-tax)			-2,731.18
AFLAC (pre-tax)			-487.86
AFLAC (taxable) AFTER TAX			-194.40
CALPers 457			-400.00
CALPers EE (Pretax)			-4,392.30
Total Deductions from Gross Pay			-8,205.74
Adjusted Gross Pay	2,907.89		82,372.34
Taxes Withheld			
Federal Withholding			-6,015.50
Medicare Employee			-1,266.71
Social Security Employee			-5,416.28
CA - Withholding			-2,038.30
CA - Disability			-873.61
Total Taxes Withheld			-15,610.40
Deductions from Net Pay			
Miscellaneous Deduction			-150.00
Wage Garnishment			-354.22
Total Deductions from Net Pay			-504.22
Net Pay	2,907.89		66,257.72
Employer Taxes and Contributions			
Medicare Company			1,266.71
Social Security Company			5,416.28
Total Employer Taxes and Contributions			6,682.99

Clearlake Oaks County Water District

Trial Balance

As of October 31, 2020

	Oct 31, 20	
	Debit	Credit
102.13 · SEWER RESERVES-9592	5,000.00	
102.11 · PC ESCROW - 6184	182,704.82	
102.10 · CRP PC - 6192	2,500.98	
102.12 · WATER RESERVES- 8503	187,700.00	
102.001 · GL - 9122	403,820.02	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK	866,515.00	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	146,427.49	
102.03 · CRP Sewer - 3745	99,282.97	
CUSI Accounts Receivable	0.00	
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	29,609.68	
130 · Const In Progress - Studies	134,657.50	
130 · Const In Progress - Studies:130.75 · SCADA	0.00	
132 · CRP SEWER	983,511.67	
132 · CRP SEWER:132.05 · CIP SEWER LABOR	0.00	
135 · CRP WATER	249,148.33	
135 · CRP WATER:135.02 · Aircon Project	0.00	
135 · CRP WATER:135.05 · Backwash Pump Filters #2-#3	0.00	
135 · CRP WATER:135.10 · High Valley Project 2013	0.00	
135 · CRP WATER:135.20 · CIP WATER LABOR	0.00	
111 · INVENTORY - WATER	0.00	
114 · ACCOUNTS RECEIVABLE.	351,149.26	
115 · PRE-PAID INSURANCE	15,474.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
138 · USDA Water Improvements	565,580.57	
128 · Sewer Infrstructure & Rehab Proj	3,899,746.37	
121 · Wtr Dist & Wtr Storage Projects	150,784.44	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Project - ...	115,500.66	
131 · Waste Water Plant	57,768.09	
131 · Waste Water Plant:131.1 · Pumps/Equipment	49,864.38	
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85	
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43	
USDA Project		523,819.00
127 · Water Plant	211,458.66	
127 · Water Plant:127.7 · Ozone System	12,785.71	
127 · Water Plant:127.6 · Swan AMI Turbiwell Monitor	25,079.10	
127 · Water Plant:127.5 · A/C installation for Filter Rm	750.00	
127 · Water Plant:127.4 · PH System	9,959.72	
127 · Water Plant:127.2 · Harvy Vault Chlor Inject Proj	1,408.61	
127 · Water Plant:127.1 · Major Equipment	177,077.82	
120 · District General CRP	95,008.57	
120 · District General CRP:120.01 · General Equipment/Tools	1,921,549.25	
120 · District General CRP:120.60 · Office	27,331.49	
120 · District General CRP:120.75 · SCADA	5,056.51	
120 · District General CRP:120.90 · Vehicles/Generators/Trailers	691,610.28	
122 · Bldgs/Grounds Cap Improvements	8,535,149.57	
124 · D/C System Cap Improvements	3,166,870.22	
124 · D/C System Cap Improvements:124.2 · GIS Online Mapping...	6,565.17	
124 · D/C System Cap Improvements:124.30 · Lift Stations	56,539.80	
124 · D/C System Cap Improvements:124.30 · Lift Stations:124.31...	66,042.23	
124 · D/C System Cap Improvements:124.50 · Mains	14,788.58	
124 · D/C System Cap Improvements:124.60 · Meters	10,000.34	
124 · D/C System Cap Improvements:124.90 · Water Tanks	40,615.04	
125 · Land - Dist. Cap. Improvements	299,770.00	
129 · ALLOW. FOR DEPRECIATION		8,856,056.00
200 · ACCOUNTS PAYABLE		149,395.81
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133		32.27
211 · WAB Credit Card:211.14 · WAB - Dianna - 3226		2,068.99
211 · WAB Credit Card:211.13 · WAB - Jeremy - 2499		788.93
211 · WAB Credit Card:211.12 · WAB- Francisco - 2481		359.91
211 · WAB Credit Card:211.11 · WAB - Dan - 2507	0.00	
211 · WAB Credit Card:211.10 · WAB - Dianna - 2473	0.00	
210 · Cal Card	0.00	
210 · Cal Card:210-09 · Cal Card - 5855	0.00	

12:37 PM
 11/13/20
 Accrual Basis

Clearlake Oaks County Water District
Trial Balance
 As of October 31, 2020

	Oct 31, 20	
	Debit	Credit
210 · Cal Card:210-08 · Cal Card - 5848	0.00	
210 · Cal Card:210-07 · Cal-Card	0.00	
210 · Cal Card:210.06 · Cal Card - 3879	0.00	
210 · Cal Card:210.05 · Cal Card - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - 7397	0.00	
210 · Cal Card:210.01 · Cal Card -	0.00	
210 · Cal Card:210.02 · Cal Card 0010	0.00	
210 · Cal Card:210.03 · Cal Card	0.00	
Annual Depreciation		
224 · USDA Retainage		249,035.55
223.56 · FEDERAL PAYROLL TAX PENALTY	3,322.77	10,000.00
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con		345,576.74
280 · Loan:280.12 · USDA Loan		1,012,320.41
280 · Loan:280.10 · Bridge for I & I Rehab Project	0.00	
280 · Loan:280.07 · Bridge Loan for Forced Main	0.00	
280 · Loan:280.05 · USDA Bridge Loan	0.00	
280 · Loan:280.01 · Kansas State Bk - VACON	0.00	
280 · Loan:280.03 · Kansas State Bk - Camera Traile	0.00	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion	3,716.52	
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical	0.00	
222 · Direct Deposit Liabilities	91.35	
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	3,467.50	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEB...	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SH...		3,803.37
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	12.40	
223.50 · MEDICARE TAX PAYABLE	2.90	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	0.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	0.00	
223.65 · STATE DISABILITY PAYABLE	0.00	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	759.60	
223.80 · GASB 68 Pension		16,533.00
223.85 · MISC DEDUCTIONS PAYABLE		4,734.39
223.90 · COMPENSATED EMPLOYEE BENEFITS		54,922.20
24000 · Payroll Liabilities	1,900.10	
226 · USDA Int Pymnt-Swr Clarifier	0.00	
225 · USDA Payment - Sewer Clarifier	0.00	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		5,956,568.19
304 · Opening Balance Equity	584,283.24	
306 · Retained Earnings - OLD		12,847,953.37
Income:410 · Client Reg Pmt		765,102.47
Income:420 · Connection Fees		10,396.00
Income:425 · CRP		259,076.40
Income:425 · CRP:425.2 · Sewer	34.84	
Income:425 · CRP:425.1 · Water	15.41	
Income:430 · Penalty & Interest		7,353.20
Income:435 · Loans/Grants:435-7 · Water Master Plan:435-7.3 · ...		1,918.62
Income:440 · Misc Revenue		51,558.93
Income:450 · Other - Non S/W Rev		24,180.47
Salaries & EE Benefits:545 · CALPers 457		400.00
Salaries & EE Benefits:505 · Salaries & Wages	358,814.92	

12:37 PM

11/13/20

Accrual Basis

Clearlake Oaks County Water District

Trial Balance

As of October 31, 2020

	Oct 31, 20	
	Debit	Credit
Salaries & EE Benefits:520 · FICA - District Share	26,476.22	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	85,146.15	
Salaries & EE Benefits:540 · PERS - District Share	48,297.39	
Salaries & EE Benefits:550 · Unemployment	7,508.79	
Salaries & EE Benefits:560 · Workers Comp Ins	6,428.66	
Services & Supplies:610 · Bank Fees	8,062.15	
Services & Supplies:620 · Communications & Internet	11,584.59	
Services & Supplies:630 · Equip - Office	768.81	
Services & Supplies:640 · Fuel & Oil	12,397.65	
Services & Supplies:645 · Insurance	67,747.11	
Services & Supplies:657 · Lab	13,914.04	
Services & Supplies:660 · Memberships & Subscription	19,512.53	
Services & Supplies:665 · Mileage Reimb	118.10	
Services & Supplies:670 · Postage & Shipping	8,000.00	
Services & Supplies:675 · Professional Services	14,691.79	
Services & Supplies:685 · Rents	4,933.03	
Services & Supplies:690 · Safety & Security	9,224.44	
Services & Supplies:700 · Tools & Instruments	2,165.89	
Services & Supplies:703 · Supplies - Clothing & Personal	1,617.34	
Services & Supplies:705 · Supplies - Office	4,134.44	
Services & Supplies:715 · Supplies-Chemicals-Operating	40,282.72	
Services & Supplies:720 · Supplies - Inventory - Other	2,542.60	
Services & Supplies:735 · Training/Classes/Certs/ClassB	1,471.28	
Services & Supplies:750 · Utilities	107,052.43	
Services & Supplies:760 · Waste Disposal	17,885.26	
Services & Supplies:795 · Yolo Co	21,756.99	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct c...	1,622.24	
Repairs & Replacement:810 · R&R Buildings & Grounds	3,721.00	
Repairs & Replacement:820 · R&R Lift Stations	1,560.25	
Repairs & Replacement:830 · R&R Equipment	36,057.30	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	14,901.20	
Repairs & Replacement:840 · R&R Vehicles	15,176.74	
66000 · Payroll Expenses	56.79	
TOTAL	31,153,954.22	31,153,954.22

8:30 AM

11/16/20

Clearlake Oaks County Water District
A/P Aging Summary
As of November 16, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
ACWA/JPIA - W/C & Liab	0.00	0.00	50,607.33	0.00	0.00	50,607.33
Alpha Analytical Labs	591.00	0.00	0.00	0.00	0.00	591.00
AT & T - CalNet 3	150.95	0.00	0.00	0.00	0.00	150.95
BKF Engineers	1,200.00	0.00	0.00	0.00	0.00	1,200.00
California State Disbursement Unit	177.11	0.00	0.00	0.00	0.00	177.11
Clearlake Lava	180.18	0.00	0.00	0.00	0.00	180.18
County of Lake - Health Services Departme	2,050.00	0.00	0.00	0.00	0.00	2,050.00
Deeper Cleaning	350.00	0.00	0.00	0.00	0.00	350.00
EDD - Unemployment	4,041.09	0.00	0.00	0.00	0.00	4,041.09
Emergency Care Training & Supply	1,125.00	0.00	0.00	0.00	0.00	1,125.00
Eureka Oxygen	293.80	0.00	0.00	0.00	0.00	293.80
Frank Olsen Company	1,241.16	0.00	0.00	0.00	0.00	1,241.16
Hayden Solar, LLC	3,948.93	0.00	0.00	0.00	0.00	3,948.93
High Country Security	342.00	0.00	0.00	0.00	0.00	342.00
Inductive Automation	1,847.88	0.00	0.00	0.00	0.00	1,847.88
Lake County Waste Solutions	714.99	0.00	0.00	0.00	0.00	714.99
MC Engineering, Inc	48,004.91	0.00	0.00	0.00	0.00	48,004.91
MCHC - Lakeview Health Center	235.00	0.00	0.00	0.00	0.00	235.00
Mendo Mill	74.22	0.00	0.00	0.00	0.00	74.22
Municipal Maintenance Equipment	5,660.32	0.00	0.00	0.00	0.00	5,660.32
Napa Auto Parts	62.63	0.00	0.00	0.00	0.00	62.63
Nave Law Office, P.C.	1,784.50	0.00	0.00	0.00	0.00	1,784.50
People Services Inc	110.00	0.00	0.00	0.00	0.00	110.00
Performance Mechanical	273.00	0.00	0.00	0.00	0.00	273.00
PETTY CASH - Bailey Anderson	27.90	0.00	0.00	0.00	0.00	27.90
Quill	203.64	0.00	0.00	0.00	0.00	203.64
Redwood Coast Fuels	1,305.73	0.00	0.00	0.00	0.00	1,305.73
Terminix	0.00	92.00	0.00	0.00	0.00	92.00
Tri-Cities Answering Service	169.60	0.00	0.00	0.00	0.00	169.60
Ukiah Truck Repair	650.00	0.00	0.00	0.00	0.00	650.00
United States Post Office	0.00	226.00	0.00	0.00	0.00	226.00
Yolo County Flood Control	0.00	5,120.30	0.00	0.00	0.00	5,120.30
TOTAL	76,815.54	5,438.30	50,607.33	0.00	0.00	132,861.17

Account Payable Breakdown

Date: 11/16/2020

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger - 9122	\$406,597.01	\$391,055.18	\$396,528.28
CRP Water - 6990	\$113,262.05	\$113,262.05	\$113,262.05
CRP Sewer - 3745	\$88,190.83	\$88,190.83	\$88,190.83
CRP PC - 6192	\$4,096.36	\$4,096.36	\$4,096.36
PC Escrow	\$182,704.82	\$182,704.82	\$182,704.82
Water Reserve - 8503	\$200,200.00	\$200,200.00	\$200,200.00
Sewer Reserve - 9592	\$5,000.00	\$5,000.00	\$5,000.00
LAIF Balance	\$1,057,756.36	\$1,057,756.34	\$0.02 Laif dropped (.02)
Current A/P Aging	\$132,861.17		
Kansas State Bank-VacCon	\$7,421.47		
ACWA - Health Ins	\$25,706.02		
Credit Card	\$4,846.95	Estimated	
TOTAL	\$170,835.61		

**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

OCTOBER 15, 2020

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 2:00 p.m.

Pledge of Allegiance

Roll Call

- Mrs. Margaret Medeiros, President, **ABSENT** ✓ Mr. Stanley Archacki, Vice President
 - ✓ Mr. Samuel Boucher, Director ✓ Mrs. Barbara Higman, Director, ✓ Mr. Michael Herman, Director
 - ✓ Mrs. Dianna Mann – General Manager ✓ Mrs. Olivia Mann – Board Secretary
- In the audience, our Chief Operators
- ✓ Mr. Francisco Castro, Wastewater ✓ Mr. Kurt Jensen, Water ✓ Mr. Jeremy Backus, Distribution

Public comment on non-agenda items

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

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. Chief Distribution Operator
- c. Water Plant Chief Operator
- d. Wastewater Plant Chief Operator
- e. General Manager

2. Financial Reports for review and approval

- a. September 2020, 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 9/17/2020

4. Bills

- a. MC Engineering invoice number 1988, dated 10/5/2020, in the amount of \$48,994.53 for the USDA Water Projects

Action Taken: Motion to approve consent items with changes to the September Regular Meeting Minutes

BOUCHER/HERMAN M/S/C

AYES: ARCHACKI/BOUCHER/HIGMAN/HERMAN

NOES: NONE

ABSENT: MEDEIROS

Agenda (Old Business)

- b. Discussion and update from Ad Hoc Committee regarding the backup battery program

Action Taken: NO ACTION

5. Agenda (New Business)

- a. Discussion and approval of Bond Counsel Agreement for the USDA Water Improvement Project

Action Taken: Motion to approve the Bond Counsel Agreement for the USDA Water Improvement Project

ARCHACKI/HERMAN M/S/C

AYES: ARCHACKI/BOUCHER/HIGMAN/HERMAN

NOES: NONE

ABSENT: MEDEIROS

- b. Discussion and appointment of an Ad Hoc Committee for the CLOCWD District Code

Action Taken: Motion to appoint Director Herman and Director Archacki to the CLOCWD District Code Ad Hoc Committee

- c. Discussion and consideration of purchasing (3) new "Master" Compound Meters from Badger Meter in the amount of \$13,227.41, including tax, but not freight

Action Taken: Motion to approve the purchase of (3) new "Master" Compound Meters from Badger Meter not to exceed \$15,000.00

HERMAN/BOUCHER M/S/C

AYES: ARCHACKI/BOUCHER/HIGMAN/HERMAN

NOES: NONE

ABSENT: MEDEIROS

- d. Discussion and consideration of Resolution 20-15 Adopting the Families First Coronavirus Response Act

Action Taken: Motion to approve Resolution 20-15 Adopting the Families First Coronavirus Response Act

ARCHACKI/HERMAN M/S/C

AYES: ARCHACKI/HIGMAN/HERMAN

NOES: BOUCHER

ABSENT: MEDEIROS

Adjournment

Time: 3:10 p.m.

SIGNED: _____
Stanley Archacki, Vice President

ATTESTED TO: _____
Olivia Mann, Board Secretary



MC Engineering, Inc.

9294 Madison Ave
Orangevale, CA 95662

Invoice

Date	Invoice #
11/5/2020	2004

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	12/5/2020	USDA Meters and Water Tank PER	
Description	Qty	Rate	Amount	
Project Engineer 2, Richard Relyea	86	130.00	11,180.00	
Operations Management Engineer, John Pedri, PE	33	160.00	5,280.00	
Project Manager, Mark Carey, PE	28	165.00	4,620.00	
Assistant Engineer, Jared P. Nelson	24	130.00	3,120.00	
Administrative Support	4	65.00	260.00	
BKF Engineers Inv 20090291	1.13	19,040.00	21,515.20	
EDEA Inv 1089	1.13	1,628.50	1,840.21	
Mail Biz - Copies 9/29		18.96	18.96	
Mail Biz - Copies 10/05		88.88	88.88	
Mail Biz - Copies 10/14		81.66	81.66	
<i>138 4G USDA Water</i>				
			<i>(DN)</i>	
Total			\$48,004.91	
Payments/Credits			\$0.00	
Balance Due			\$48,004.91	

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

James Day Construction, Inc.
 dba Coastal Mountain Electric
 14832 Lakeshore Drive
 Clearlake, CA 95422
 Ph: 707-994-0437 * Fx: 707-994-8504

Commercial - Industrial - Agriculture
 Electrical Systems, Design / Build
 License #507105 C10
 DIR PWCR #1000008522
 SAM * CA DGS #1153880 SB Cert.

Invoice
8129
Date

10/26/2020

Bill To:
 Clearlake Oaks Water
 PO BOX 709
 Clearlake Oaks, CA 95423

Project: 7540 TC Main Breaker

Job Site Address:
 Clearlake Oaks Water
 12952 E Highway 20
 Clearlake Oaks, CA 95423

Ph 707-998-3322 Fx 707-998-1245

Vender#	P.O. Number	Terms
	trouble call	Net 30

Service Date	Description	Qty	Cost	Total
9/7/20-10/8/20	Troubleshoot main breaker and transfer switch. Found equipment had water damage and main would not handle load. Manually transferred load to generator. Installed and tested new 600A main breaker. Work with ABB to repair and test ATS. Went over repairs made and work to be done on transfer switch with Francisco. Picked up old main breaker and delivered to LCES for repair.	1	17,577.00	17,577.00

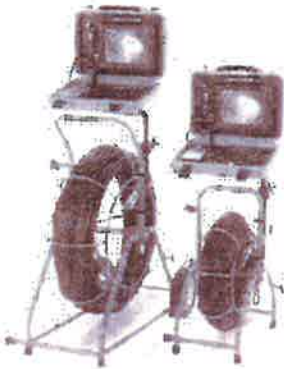
Emergency work for back-up gen. & waste

830 CRPS DM

Please pay by this invoice. Statements only issued to past due accounts. Coastal Mountain Electric reserves the right to charge interest on all past due invoices at a rate of 1 1/2% interest monthly (18% annually).

Total	\$17,577.00
Payments/Credits	\$0.00
Balance Due	\$17,577.00

44



Summary

Catalog Page 278 (images/pdf/CatalogPages/278.pdf)

Part#: 85949

Weight: 102.0 lbs

Brand: General Wire Spring Company (<https://www.usabluebook.com/m-1367-general-wire-spring-company.aspx>)

Gen-Eye SDW Color Camera System, 300' Push-Rod, Locator & Wi-Fi

- Tough Gel-Rod™ push rod offers maximum pushing/pulling power
- Robust recording options

Price:

\$13,695.00 USD/Each

Need Help? Call 800-548-1234

Great for troubleshooting lines, Gen-Eye camera systems offer all the features of a full-size camera system in a portable, compact package. Each system features an internal 512-Hz transmitter that signals the location of your camera head back to the monitor. A 10.4" LCD color monitor displays clear pictures, while a fully waterproof keyboard allows on-screen titling.

A built-in AC/DC converter lets you operate camera systems in the field from your truck. Reels are mounted on a sturdy yet compact frame with 10" wheels for easy transport. The monitor and keyboard are contained in a padded, weather-resistant Pelican® case that stands alone or mounts on the reel.

SDW series feature an integral SD recorder that records up to 32 GB of video or images and a Wi-Fi transmitter for sending video to your smartphone or tablet. Simply download the free G-Pipe Viewer app to your Apple® or Android™ device to view and record video inspections from up to 500 feet away. Other features include an on-screen distance

counter, built-in voiceover capabilities, date/time stamp, LED dimmer control, and camera test port. The self-leveling color camera automatically keeps picture right-side up as the camera glides through the line. The fully adjustable docking arm mounts onto a large-capacity reel loaded with a Gel-Rod push rod and the camera.

Includes: camera, reel, command module, push rod, trap skids (2, 3 and 6") and AC and DC power cords. Camera and reel have two-year warranty. Command module has one-year warranty.

Shipping: Ships motor freight.

Tech Specs

- Pipe size: 3 to 10"
- Camera: self-leveling color, 2.3"L x 1.375"Dia
- Lighting: 16 white LEDs; Light sensitivity: 0.5 lux
- Recording: internal 32 GB SD recorder, plus video & audio-out jacks
- Power: 110 VAC/60 Hz, 12 VDC

RELATED SEARCHES

[Push Camera Head Reel Only 350 \(/P-381894-Usabluebook-Push-Camera-Head-Amp-Reel-Onlysbquo-350rsquo.aspx\)](/P-381894-Usabluebook-Push-Camera-Head-Amp-Reel-Onlysbquo-350rsquo.aspx)

[Camera System \(/P-392099-Gen-Eye-Sdw-Color-Camera-System-400-Push-Rod-Locator-Wi-Fi.aspx\)](/P-392099-Gen-Eye-Sdw-Color-Camera-System-400-Push-Rod-Locator-Wi-Fi.aspx)

[Ridgid 200 Ft Seesnake \(/P-392456-Ridgidreg-Self-Leveling-Seesnakerreg-Mini-W-Trusense-200-Standard-30mm.aspx\)](/P-392456-Ridgidreg-Self-Leveling-Seesnakerreg-Mini-W-Trusense-200-Standard-30mm.aspx)

[200 Ft Seesnake \(/P-392459-Ridgidreg-Self-Leveling-Seesnakerreg-W-Trusense-200-Standard-35mm.aspx\)](/P-392459-Ridgidreg-Self-Leveling-Seesnakerreg-W-Trusense-200-Standard-35mm.aspx)

[Ridgid 325 Ft Seesnake \(/P-392460-Ridgidreg-Self-Leveling-Seesnakerreg-W-Trusense-325-Standard-35mm.aspx\)](/P-392460-Ridgidreg-Self-Leveling-Seesnakerreg-W-Trusense-325-Standard-35mm.aspx)

RELATED CATEGORY

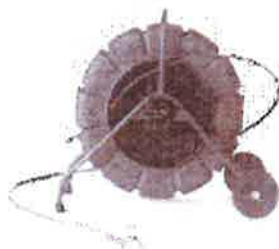
[Sewer Cameras Lateral \(/C-841-Sewer-Cameras-Lateral.aspx\)](/C-841-Sewer-Cameras-Lateral.aspx) [Inspection Cctv \(/Theme/Inspection-Cctv\)](/Theme/Inspection-Cctv)

[Ridgid Monitor \(/Theme/Ridgid-Monitor\)](/Theme/Ridgid-Monitor) [Ridgid Seesnake \(/Theme/Ridgid-Seesnake\)](/Theme/Ridgid-Seesnake)

[Wi-Fi Cctv \(/Theme/Wi-Sp-45-Sp-Fi-Cctv\)](/Theme/Wi-Sp-45-Sp-Fi-Cctv)

RELATED PRODUCTS

[\(/p-322155-ridgidsupregsup-seesnakesuptradesup-200rsquo.aspx\)](/p-322155-ridgidsupregsup-seesnakesuptradesup-200rsquo.aspx)



[\(/p-322155-ridgidsupregsup-](/p-322155-ridgidsupregsup-)

[\(/p-381882-usabluebook-basic-lateral-inspection-camera-systemsbquo-250rsquo-cable.aspx\)](/p-381882-usabluebook-basic-lateral-inspection-camera-systemsbquo-250rsquo-cable.aspx)



[\(/p-381882-usabluebook-basic-lateral-inspection-](/p-381882-usabluebook-basic-lateral-inspection-)

42

Gen-Eye® Comparison Chart

	Gen-Eye POD™	Gen-Eye Prism™	Gen-Eye SDN™	Gen-Eye SDW™	Gen-Eye SDP™	Gen-Eye Micro-Scope™
Line Capacity						
Standard Reel	3" to 10"	3" to 10"	3" to 10"	3" to 10"	3" to 10"	
Mini-Reel	2" to 4"	2" to 4"	2" to 4"	2" to 4"	2" to 4"	
Micro-Reel						1-1/2" to 3"
Reel Capacity						
Standard Reel	200'	200' 300' or 400'	200' 300' or 400'	200' 300' or 400'	200' 300' or 400'	
Mini-Reel	125' or 175'	100' or 200'	100' or 200'	100' or 200'	100' or 200'	
Micro-Reel						33' or 100'
Probe-Rod						3'
Rod Size						
Standard Reel	.475" Gel-Rod™	.475" Gel-Rod	.475" Gel-Rod	.475" Gel-Rod	.475" Gel-Rod	
Mini-Reel	.400" Gel-Rod	.400" Gel-Rod	.400" Gel-Rod	.400" Gel-Rod	.400" Gel-Rod	
Micro-Reel						200" Push-Rod
Probe-Rod						400 Probe-Rod
Camera Dimensions						
Standard	1.625" x 2.7" L	1.625" x 2.7" L	1.625" x 2.7" L	1.625" x 2.7" L	1.625" x 2.7" L	
Mini	1.125" x 1.74" L	1.125" x 1.74" L	1.125" x 1.74" L	1.125" x 1.74" L	1.125" x 1.74" L	
Micro						1" x 1.38" L
Probe						.425" x 1.15" L
Sensitivity						
Standard	0.5 Lux	0.5 Lux	0.5 Lux	0.5 Lux	0.5 Lux	
Mini	0.008 Lux	0.008 Lux	0.008 Lux	0.008 Lux	0.008 Lux	
Micro						0.5 Lux
Probe						0.5 Lux
Lighting						
Standard	16 White LEDs 88K MCD	16 White LEDs 88K MCD	16 White LEDs 88K MCD	16 White LEDs 88K MCD	16 White LEDs 88K MCD	
Mini-Reel	4 Super Bright LEDs 78K MCD	4 Super Bright LEDs 78K MCD	4 Super Bright LEDs 78K MCD	4 Super Bright LEDs 78K MCD	4 Super Bright LEDs 78K MCD	
Micro Probe						12 White LEDs 6 White LEDs
White Balance	Auto High Speed	Auto High Speed	Auto High Speed	Auto High Speed	Auto High Speed	Auto High Speed
Standard Reel Dimensions"	29"L x 16"W x 33.5"H	29"L x 16"W x 33.5"H	29"L x 16"W x 33.5"H	29"L x 16"W x 33.5"H	29"L x 16"W x 33.5"H	17"L x 16-1/2"W 7-1/2"H
Mini Reel Dimensions	18"L x 16"W x 19"H	18"L x 16"W x 19"H	18"L x 16"W x 19"H	18"L x 16"W x 19"H	18"L x 16"W x 19"H	N/A
LCD Monitor Size	7"	10.4"	10.4"	10.4" Sunlight Readable	N/A	3.5"
Command Module						
Dimensions	9.5" L 7" H 3" D	9.5" H 5.5"W 3" D	10.5"L x 14"W 6"H (Closed) 12.5"H (Open)	10.5"L x 14"W 6"H (Closed) 12.5"H (Open)	10.5"L x 14"W 6"H (Closed) 12.5"H (Open)	10-1/4" L 15-1/4" W 1-7/8" H
Weight	N/A	3 lbs (1.4 Kg)	12 lbs (5.5 Kg)	12 lbs (5.5 Kg)	14 lbs (6.4 Kg)	1.5 lbs (.7 Kg)
Wi-Fi	No	Yes	No	Yes	Yes	No
Audio	No	No	Yes	Yes	Yes	Yes
Video Format	NTSC or PAL	NTSC or PAL	NTSC or PAL	NTSC or PAL	NTSC or PAL	NTSC or PAL
Recording Device	External Connection	Wi-Fi	SD Card	SD Card or Wi-Fi	SD Card or Wi-Fi	SD Card
Power Source	110v/60Hz AC 15v DC	110v/60Hz AC 12v DC	110v/60Hz AC 12v DC	110v/60Hz AC 12v DC	110v/60Hz AC 12v DC	110v/60Hz AC 5v DC
Battery				4 hr. Rechargeable		4 hr. Rechargeable
Operating Temp.	14°F to 122° F (-10°C to 50°C)	14°F to 122° F (-10°C to 50°C)	14°F to 122° F (-10°C to 50°C)	14°F to 122° F (-10°C to 50°C)	14°F to 122° F (-10°C to 50°C)	14°F to 122° F (-10°C to 50°C)

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The toughest tools down the line.™


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4971 ALLISON PKWY SUITE A
VACAVILLE, CA 95688

(800) 677-6661 Fax: (707) 446-7933

QUOTATION

Customer
Contact JEREMY BACKUS
Company CLEAR LAKE OAKS COUNTY WD
Address 12545 E. HIGHWAY 20

City CLEARLAKE OAKS **State** CA **Zip** 94523
Phone 707-350-5622

Date 11/9/2020
Expiration 1/31/2021
Salesman THOMAS JOHNSON
Terms NET-30
Delivery DESTINATION
FOB DESTINATION

Item	Qty	U/M	Part No.	Description	Unit Price	TOTAL
1	1	ea	MPLUS+	Cues Mini Portable TV System MPLUS+ Pro Scout III Color Camera Self Leveling with 512 HZ Built In Sonde for use in 2" - 12" pipes Camera Head Protection Sleeve.	\$12,449.00	
2	1	ea		Wheeled Stainless Steel Storage Reel with 10" Wheels.		
3	1	ea		200 Feet of Push Cable.		
4	1	ea		Weather Proof / Water Resistant Electronics Enclosure That Swivels, Tilts, or Removeable for Remote Operation.		
5	1	ea		LCD Display 8.4" High Resolution with Sun Shade.		
6	1	ea		User Friendly Weather Proof Keyboard.		
7	1	ea		Digital Video Recorder with SD Media Card.		
8	1	ea		Electronic Footage Display.		
9	1	ea		Alpah Numeric Titling.		
10	1	ea		Built In 12 Volt Battery with Charger.		
11	1	ea		Conections for Auxiliary Monitor, Video In/Out, Quadrature Out.		
12	1	ea		Accessory Bag		
13	1	ea				
				OPTIONS		
O1	1	ea		Translator Cable To Operate MPlus With Truck Mounted System By Attaching Push Cable To Mainline Cable, MULTI-ONLY . (CH352)	\$230.00	
O2	1	ea		300 FT Push Cable IN LIEU OF 200 FOOT	\$572.00	
O3	1	ea		350 FT Push Cable IN LIEU OF 200 FOOT	\$858.00	
O4	1	ea		Receiver 512 Hz : 8K Hz : 27K Hz Actively Subsurface	\$2,200.00	
O5	1	ea		Soft Case for Receiver	\$190.00	
O6	1	ea		Line Tracing Post for Line Tracing	\$286.00	
O7	1	ea		Mplus Digital 2.4 GHz Wireless Video Transmission (CH304-1)	\$625.00	
O8	1	ea		Truck Digital 2.4 GHz Wireless Video Receiver (TR1955)	\$890.00	
O9	1	ea		Roller Skate 6" (HC329) with Adapter (HC149)	\$1,179.00	
O10	1	ea		Guide Ball Skid 6"-8" CM024	\$234.00	
PLEASE ADD CA STATE SALES TAX NO FREIGHT CHARGE						

Weco

Offering Complete Solutions
 For Our Municipal and Contractor Customers
 Visit our web site- <http://www.wecoind.com>

Subtotal	
Shipping & Handling	
Taxes	
Other	
TOTAL	

48

MPlus+ & MPlus+ XL

Portable Lateral & Mini-Mainline Push System

"The Standard of the Industry"



The CUES MPlus+ offers the most flexible and feature packed lateral and mini-mainline push system on the market. The MPlus+ modular design combines easy operation with its refined all-in-one set up with the flexibility of facilitating quick removal of the control unit to be used separately for off road or remote jobsites or to accommodate compact storage. The MPlus+ is the most versatile push system available in the market today.



The advanced MPlus+ system stands out by integrating all of the most sought after features into an easy to use and intuitive package.



This lightweight system is manufactured for rugged reliability and designed to handle rigorous field use.



Push cables incorporate exclusive HDPE jackets and advanced fiberglass rods designed for longer pushes and extended life.



Contact your CUES Regional Sales Representative for a complete list of optional equipment!

MPLUS+ COILER & CAMERA

- Two coiler configurations for lateral & mini-mainline push applications:
 - Industry leading push cables with exclusive HDPE jackets
 - Configurable for any installed push rod length
 - On-screen customizable distance counter
- Standard configuration lateral coiler – 100, 200, 300 and 350ft push cable lengths available:
 - .444" optimized push cable (.197" fiberglass rod) for longer pushes
- XL coiler configuration for mini-mainline applications – 300, 350, 400 and 500ft push cable lengths available:
 - .517" rigid push cable (.236" fiberglass rod) for larger pipeline applications.
 - Configurations include standard SR3 self-leveling camera for 2" - 12" pipelines and an optional advanced pan & tilt camera head for 4" - 12" pipelines.



49

MPlus+ & MPlus+ XL

Features & Benefits

Full featured control unit offers advanced text writing, observation coding, digital recording and more in a weather/water resistant enclosure.

The large 8.4" industrial grade optically bonded monitor offers the clearest picture in adverse conditions.

Extensive video titling includes multiple predefined and customizable screens for job documentation. Customized screens and operator data are retained in memory for efficient operation.

The advanced digital recorder features USB mpg. recording and playback of video and screenshot picture images. The operation is fully integrated with easy to understand intuitive controls. 16GB external and 128GB internal memory is included.

Operate the MPlus+ anywhere with either 110 AC mains power, 12VDC power or the advanced internal Li-Ion battery delivering 4+ hours of use on a single charge.

The standard and XL coils will deliver years of service with their heavy gauge and corrosion resistant stainless steel construction.

OPTIONAL EQUIPMENT

Optional adapters for the MPlus+ to work with truck-mounted/portable mainline systems and asset management software.

Wireless digital video for operation with a mainline truck or any other remote location with receiver.

Mainline interface cable for operation with a CUES multi-conductor TV truck.

Optional pan & tilt camera for mainline or large pipe applications features continuous 360 deg rotation and pan:
- All pan & tilt functionality is fully integrated into the systems' controller; built-in multi-frequency 512 Hz and 8kHz sonde transmitter.

Locator/receiver for accurate camera location in metallic and non-metallic pipelines.

A large array of optional skids and skates.

Quadrature footage interface for external asset management software.

Optional line trace post for 128Hz, 1kHz, 8Hz and 33kHz locating.



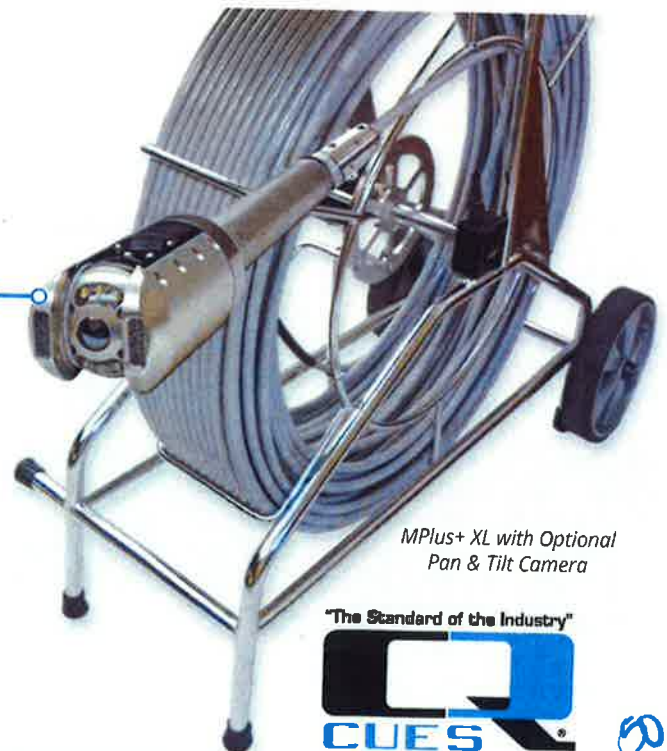
MPLUS+ CONTROLLER

8.4" display mounted in a weather resistant control unit that features a quick connect mount for attaching to the coiler.

Digital recorder with integrated controls featuring intuitive buttons for all recording and playback functions. Features dual drive recording for redundancy and file safety.

System Interface connection offers flexibility for unique applications and includes video, audio, and 12VDC outputs and a video input. Quadrature footage output for optional asset management software.

Internal Li-Ion Battery with Intellicharge technology offers 4+ hours of continuous use on a single charge. Also accepts AC and 12 VDC power input.



MPlus+ XL with Optional Pan & Tilt Camera



Product SPOTLIGHT

Prevent costly sewage backups & easily disconnect service for delinquent accounts!



4" and 6" Spears® Sewer Disconnect Valves

- Protect property from raw sewage backups
- Disconnect sewer in areas prone to flooding
- Economical disconnect for municipal repairs or cleanout

The Spears Sewer Disconnect valve has multiple uses. Its primary function is to prevent sewage backup during hurricanes and floods. Many municipalities use this valve to disconnect sewer service for delinquent accounts. You can also use it as a cleanout device.

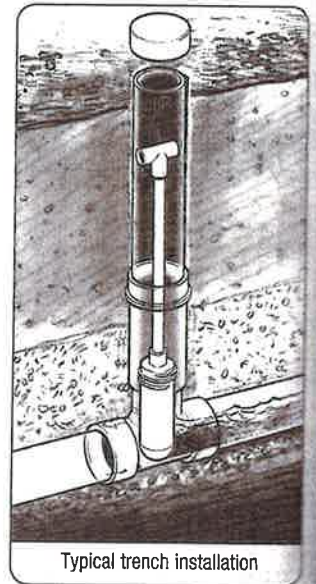
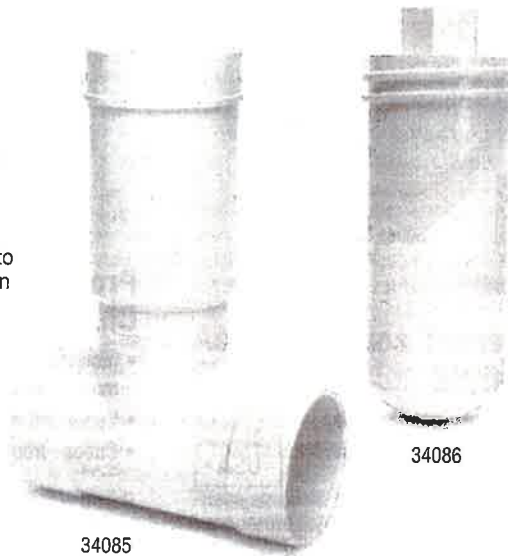
The Sewer Disconnect is designed to accept the plunger of other manufacturers. Or, use it as a drop-in replacement for more expensive or discontinued versions of this valve.

The valve is sold in two separate pieces: the disconnect body and the disconnect plunger. The plunger is screwed into the body to block solid waste flow. The plunger should be removed from the body when not in use to prevent accidental closing.

Valve is easy to modify to your exact application

The valve connects directly to SDR-35 PVC sewer pipe. You can adapt it for schedule 40 PVC pipe with an optional IPS X Sewer Adapter. You can also install a user-supplied stand pipe to grade using PVC sewer pipe (make sure to cap the pipe to prevent debris from falling into the valve). Easily fabricate a T-handle for the plunger operation with a piece of 1" PVC pipe and a 1" PVC tee. USABlueBook can quote all these items for you—just tell us the length of pipe you need to get to grade.

Note: This unit restricts flow by approximately 85%. As a result, it must be located in a sewer line where solids are present. You cannot achieve full disconnect without solids in the flow.



Use disconnect body and plunger together to restrict flow

DESCRIPTION	4" VALVES		6" VALVES	
	STOCK #	EACH	STOCK #	EACH
Sewer Disconnect Body	34085	\$ 51.95	58313	\$ 73.95
Sewer Disconnect Plunger	34086	25.95	58314	31.95

Optional Accessories

DESCRIPTION	STOCK #	EACH
IPS x Sewer Adapter for 4" Valves	24340	\$ 18.95
IPS x Sewer Adapter for 6" Valves	58315	31.95

Call for project pricing



Universal Sewur™ Plug Valves

- Fits any 4" or 6" cleanout tee—no special fitting required

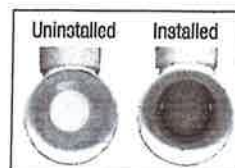
Block flow with this easy-to-use plug valve. It features a heavy-duty flexible bladder that you fill with water and lower into the cleanout tee. Bladder conforms to the surface to block liquid flow by 90% (100% when solids are in the flow). A handy insertion and retrieval hook is included. Just attach to a piece of 3/4" PVC pipe (order separately) to make your own handle to the necessary length.



DESCRIPTION	STOCK #	EACH
4" Universal Sewur Plug Valve	58731	\$ 99.95
6" Universal Sewur Plug Valve	57747	121.95

ACCESSORIES		
Replacement Insertion/Retrieval Hook	57748	\$ 25.95
3/4" PVC Pipe, 20 ft*	64005	18.99

* Cut into three pieces to ship UPS.



Sewer Relief Valve Plugs

- Eliminates costly damage due to sewage backup
- Provides a visible warning when sewage is backing up



This compact and economical sewer relief valve plug fits cast-iron or plastic pipes. Spring-loaded to automatically close, preventing sewer gases from escaping. For 4" pipe size.

DESCRIPTION	STOCK #	EACH
Sewer Relief Valve Plug	17122	\$ 8.09



See page 1176 for

Cherne Big Mouth® Plugs.





P. O. Box 1107 Davis, CA 95617
Orders: (800) 342-6733 Fax: (844) 270-1688

Quote

Clearlake Oaks CWD

12545 East Highway 20
Clearlake Oaks, CA 95423
k.jensen@clcwd.org

September 14, 2020

PRODUCT	PACKAGING	PRICE	QUANTITY	AVAILABILITY
Pro Pac 9890	Bulk Tanker Truck	\$0.96/lb/del	800 Gallons Minimum ²	ARO 7 – 15 business days

Pro Pac 9890 weighs 10.78 lb/gal

Please call our office to place all orders at (800) 342-6733

- or -

EMAIL: evie@ntutechnologies.com

This quote supersedes any and all prior quotes

**AMENDMENT NO. 1 TO STANDARD AGREEMENT FOR SALE OF WATER
(NON-AGRICULTURAL WATER) WITH
CLEAR LAKE OAKS COUNTY WATER DISTRICT**

This Amendment No. 1 ("Amendment") is entered into as of December 1, 2020 by Yolo County Flood Control and Water Conservation District, a California public agency ("District") and Clearlake Oaks County Water District ("Water User") who agree as follows:

1. Recitals

This Amendment is made with reference to the following background recitals:

1.1. District and Water User are parties to a Standard Agreement for Sale of Water (Non-Agricultural Water) dated July 8, 1996 ("Agreement").

1.2. The Agreement will expire by its own terms on December 31, 2020. District has notified Water User that it desires to work with Water User to negotiate a revised long-term water supply agreement between District and Water User. Therefore, the District does not desire to renew the Agreement for a successive ten-year term under Section 12 of the Agreement.

1.3. At District's request, District and Water User have agreed to extend the Agreement for an additional two-year term to allow District and Water User to negotiate a long-term water supply agreement to replace the Agreement.

2. Amendment to Agreement

2.1. Section 1 of the Agreement is amended to insert the following term at the end of the existing term:

If Water User diverts more water than the annual maximum amount that Water User is allowed to purchase under this section, then Water User shall pay District for the excess water diverted on the terms provided in this Agreement. There is no monthly maximum amount of water that Water User is allowed to purchase under this Agreement.

2.2. Section 11 of the Agreement is deleted and replaced by the following term:

11. This Agreement shall remain in effect until December 31, 2022, and shall be binding on and inure to the benefit of the successors and assigns of the parties, except that, this Agreement may be terminated by Water User, upon written notice to District, only if and upon a final decision of a court of competent jurisdiction, that District has no appropriative right to the waters of Clear Lake.

2.3. Section 12 of the Agreement is deleted and replaced by the following term:

12. After December 31, 2022, this Agreement shall automatically be renewed for a successive one-year term or terms, until such time as either party shall give notice to the other party of its desire not to renew. Such notice shall be made in writing no less than 60 days in advance of the scheduled renewal date.

3. General Provisions

3.1. Recitals. The Recitals in Section 1 are incorporated into and shall constitute a part of this Amendment.

3.2. Authority. Each person signing this Amendment on behalf of a party represents and warrants that he or she has the authority and capacity to make the promises set forth in this Amendment.

3.3. Attorney Fees. Each party shall bear its own attorney fees, costs and expenses arising out of or connected with the negotiation, drafting and execution of this Amendment.

3.4. Integration. The Agreement and this Amendment constitute the sole, final, complete, exclusive and integrated expression and statement of the terms of this contract among the parties concerning the subject matter addressed herein, and supersedes all prior negotiations, representations or agreements, either oral or written, that may be related to the subject matter of the Agreement and this Amendment. Each party acknowledges and represents that, in entering into this Amendment, it has not acted in reliance upon any promise, covenant, representation, warranty, warning or inducement whatsoever, express or implied, except as contained in this Amendment.

3.5. Successors and Assigns. This Amendment shall bind and inure to the benefit of the parties and their respective heirs, executors, administrators, trustors, trustees, beneficiaries, predecessors, successors, affiliated and related entities, officers, directors, partners, principals, agents, employees, assigns, representatives, and all persons, firms, associations, partnerships, and/or corporations connected with them, and including, without limitation, their insurers, sureties and/or attorneys.

3.6. Cooperation. Each party to this Amendment agrees to do all things that may be necessary, including, without limitation, the preparation and execution of documents which may be required hereunder, in order to implement and effectuate this agreement.

3.7. Governing Law. Except as otherwise required by law, the Amendment shall be interpreted, governed by, and construed under the laws of the State of California.

[Signatures on Following Page]

Yolo County Flood Control and Water Conservation District

By: _____
Jim Mayer
Chair

Approved as to Form:

By: _____
Andrew J. Ramos
Attorney for District

Clear Lake Oaks County Water District

By: _____
Margaret Medeiros
President

Approved as to Form:

By: _____
Scott Nave
Attorney for Water User

Clearlake Oaks County Water District

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

Name: WAYMON L. PLEASANTS

Mailing Address: 3488 MARGARITA AVE.
OAKLAND, CA. 94605

Property Address
(If different than above): 12332 LAKEVIEW DR.
CLEARLAKE OAKS, CA. 95423

APPEAL

Please select the charge that you are appealing:

Misc. Charge Late Fee Waiver High Usage / Bill

Other: _____

Date of the charge that you are appealing: 8/25/2020

Please describe below in detail the reason for your appeal:

It is so unfortunate we are having to go thru this. Small the 37 years we have owned this property, we have never had to deal with anything like this. We have been weekenders for all these years, never missed a payment always on time with payment. Our Daughter + Son in Law was turned out in 2017 had the need to occupy the premise. Payment had not exceeded over \$118.00 the whole time they were there. In the mean time the property next door was vacant up until early this year. We were told the owners of the restaurant the new owners planted a garden right next to our property. Our family moved to their new home in May. Finding our property vacant they decided to use our water in the month of August the hottest month of the year. This bill was higher than it has been in all the years we have been there. We don't think we should be responsible for this extra water charge. No one was at the property that month. Have taken care of all the suggestions that was given to us by the water company. After doing so putting a lock on.

The water has gone back to normal. We are seniors, My husband is 94 years + I am 86 years. Living on a fixed income, can not afford to pay for some ones else's debt. If the Board had warned us about water then the lock would have been put on earlier.

Waymon L. Pleasant 11-4-2020

It is so unfortunate we are having to go thru this. In all the 37 years we have owned this property, we have never had to deal with nothing like this. We have been weekenders for all these years, never missing a payment always on time with payment.

Our daughter and son in law was burned out in 2017 and had a need to occupy the premise. Payment had not exceeded over \$118.00 the whole time they were there. In the meantime the property next door was vacant up until early this year. We were told the owners of a restaurant, the new owners planted a garden right next to our property. Our family moved to their new home in May. Finding our property vacant they decided to use our water in the month of August, the hottest month of the year. This bill was higher than it has been in all the years we have been there. We don't think we should be responsible for the extra water charge. No one was at the property that month. Have taken care of all the suggestions that was given to us by the water company. After doing so putting a lock on- the water has gone back to normal. We can seniors, my husband is 94 years & I am 86 years, living on fixed income, cannot afford to pay for someone elses debt. If the Board had warned us about water thieves the lock would have been put on earlier.

Waymon Pleasants

11/4/2020

57

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

RESOLUTION NO. 20-16

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

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

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

WHEREAS, the District desires to establish a Water Code that will contain the rates, rules, and regulations related to the receipt of water service from the District;

WHEREAS, the Board of Directors makes the following findings:

1. It is desirable to adopt the attached Water Code to contain in one document the rates, rules, and regulations for the receipt of water service from the District.
2. The attached Water Code is a restatement and continuation of existing rates and rules and regulations, and does not contain new enactments; provided, the attached Water Code shall prevail over any difference in a currently existing enactment.
3. The following resolutions are superseded to the extent they differ from or conflict with the attached Water Code: 83-4, 84-1, 13-09, 14-02, 14-08, 15-06, 15-07, 17-06, 17-28, 17-29, 20-11, and 20-14.
4. The adoption of the attached Water Code shall not alter, modify, or change any obligations, including any past due amounts, fees, charges, penalties, payment plans, deposits, or other, currently existing.

NOW, THEREFORE, BE IT RESOLVED:

1. The Water Code attached hereto as Exhibit 1, and incorporated herein as though set forth in full, is adopted as the "Clearlake Oaks County Water District Water Code."
2. The Water Code shall be effective as of November 19, 2020.

THE ABOVE RESOLUTION is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 19th day of November 2020, by the following vote:

AYES:

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOES:

ABSTAIN:

ABSENT:

By: _____
Margaret Medeiros, President

Attest: _____
Olivia Mann, Board Secretary

Clearlake Oaks County Water District

WATER CODE



TABLE OF CONTENTS

Title 1 – General Provisions	3
Chapter 1 – Adoption of Code	3
Chapter 2 – Rules of Constructions	4
Title 2 – District Policies	6
Title 3 – Potable Water Service	6
Chapter 1 – General	6
Chapter 2 – Commencement of Service	8
Article 1 – Application for Service	8
Article 2 – Fees and Deposits	10
Chapter 3 – Cross Connection Control Regulations	12
Article 1 – Definitions	12
Article 2 – Backflow Prevention	12
Article 3 – Protection of District Water Supply	13
Article 4 – Conditions Dictating Type of Device	13
Article 5 – Backflow Prevention Device Testing	14
Chapter 4 – Conditions of Service	14
Article 1 – General	14
Article 2 – Rates: Time and Manner of Payment	15
Chapter 5 – Delinquent Accounts	18
Chapter 6 – Fees	25
Title 4 – Water Conservation	26
Chapter 1 – General	26
Chapter 2 – Protective Measures	32

TITLE 1 - GENERAL PROVISIONS

Chapter 1 - Adoption of Code

1-1.101 TITLE

This Code shall be known as the "Clearlake Oaks County Water District Water Code." Except as otherwise provided in this Code, this Code consists of regulatory, penal, and administrative rules related to the receipt of water service from Clearlake Oaks County Water District pursuant to the authority set forth in the County Water District Law, California Water Code, Division 12, section 30000, et seq.

1-1.102 EFFECTIVE CODE ON PAST ACTIONS AND OBLIGATIONS

Neither the adoption of this Code nor the repeal of any ordinance or resolution of the District by this Code shall in any manner affect the prosecution for violations of ordinances or resolutions, which violations were committed prior to the effective date of this Code, nor be construed as a waiver of any fee or penalty on such effective date due and unpaid under such ordinances or resolutions, nor be construed as affecting any of the provisions of such ordinances or resolutions relating to the collection of any such fees or penalties or the penal provisions applicable to the violation of such ordinances or resolutions, nor to effect the validity of any bond or cash deposit required to be posted, filed, or deposited pursuant to any ordinance or resolution, and all vested rights and obligations pertaining to such ordinances or resolutions shall continue in full force and effect.

1-1.103 REFERENCES TO SPECIFIC ORDINANCES

The provisions of this Code shall not in any manner effect deposits or other matters of record which refer to, or are otherwise connected with, ordinances or resolutions which are specifically designated by number or otherwise and which are included within this Code, but such references shall apply to the corresponding provisions set forth in this Code.

1-1.104 MAINTENANCE OF CODE

At least one copy of this Code, duly certified by the Secretary, shall be maintained on file in the District offices as the official copy of this Code. Additional copies of this Code shall be distributed to the departments of the District as directed by the General Manager.

A duly certified copy of each ordinance or resolution making a change in this Code shall be filed in the office of the Secretary in books for such purpose, properly indexed for ready reference.

At least quarterly, the Secretary shall cause the loose-leaf pages of this Code in which changes have been made to be reproduced, including a notation as to the ordinance or resolution number and date on which such change is adopted, and distributed so that the loose-leaf copies of this Code, prepared for the use and convenience of the officers and employees of the District and the general public may be brought up to date.

Chapter 2 - Rules of Construction

1-2.101 SCOPE

Unless the provisions of this Code otherwise specifically provide, or the context of this Code indicates to the contrary, the general provisions, rules of construction, and definitions set forth in this chapter shall govern the construction of this Code. The provisions of this Code and all proceedings under it are to be construed with a view to affect its object and to promote justice.

1-2.102 STATEMENT AND CONTINUATIONS

The provisions of this Code insofar as they are substantially the same as existing ordinances or resolutions relating to the same subject matter, shall be construed as restatements and continuations and not as new enactments; provided, the provisions of this Code shall govern over any differences between an ordinance or resolution existing at the time of adoption of this Code.

1-2.103 EFFECT OF HEADINGS

Title, Chapter, Article, and Section headings contained in this Code shall not be deemed to govern, limit, modify, or in any manner affect the scope, meaning, or intent of the provisions of any Title, Chapter, Article, or Section of this Code.

1-2.104 REFERENCES TO ACTS OR OMISSIONS WITHIN THE DISTRICT

The provisions of this Code shall refer only to the omission or commission of acts within the territorial limits of the District and to the territory outside the District over which the District has jurisdiction or control by virtue of the Constitution of the State or any law, or by reason of ownership or control of property.

1-2.105 REFERENCES TO ORDINANCES OR RESOLUTIONS

Whenever any reference in this Code is made to an ordinance or resolution, the reference shall apply to such ordinance or resolution of the District unless this Code expressly provides otherwise. Whenever any reference is made to any portion of this Code, or to any ordinance or resolution of the District, the reference shall apply to all amendments and additions made to this Code.

1-2.106 NOTICES

Whenever a notice is required to be given pursuant to the provisions of this Code, unless different provisions are otherwise specifically set forth in the text of this Code, such notice may be given either by personal delivery thereof to the person to be notified or by deposit in the United States Mail in a sealed envelope, postage prepaid, addressed to such person to be notified at his last known business or residence address as the same appears in the public records of the District or other records pertaining to the matter to which the notice is directed. Service by mail shall be deemed to have been completed at the time the notice is deposited in the Post Office.

1-2.107 SEVERABILITY

If any part of this Code is, for any reason, held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining portions of the Code. The Board hereby declares that it would have passed this Code by section, sub-section, sentence, clause, and phrase thereof, irrespective of the fact that any one or more other sections, sub-sections, sentences, clauses, or phrases be declared invalid or unconstitutional.

1-2.108 STATUTE OF LIMITATIONS

Whenever a limitation or a period of time prescribed in any existing ordinance, resolution, or statute for acquiring a right or buying a remedy, or for any other purpose, has begun to run before this Code goes into effect, the time which has already run shall be deemed a part of the time prescribed as such limitation.

1-2.109 DEFINITIONS

For the purposes of this Code, unless otherwise apparent from context, certain words and phrases use in this Code are defined as follows:

- (a) "Board" refers to the Board of Directors of the District.
- (b) "Customer" refers to the property owner of record as verified by the Assessor's office of the County of Lake.
- (c) "Director" refers to a member of the Board.
- (d) "District" refers to Clearlake Oaks County Water District.
- (e) "Employee" refers to a District employee.
- (f) "General Manager" refers to the General Manager of the District.
- (g) "Person" refers to any person, firm or corporation.
- (h) "President" refers to the President of the Board.
- (i) "Vice President" refers to the Vice President of the Board.
- (j) "Secretary" refers to the Secretary of the Board.
- (k) "State" shall mean the State of California.
- (l) "Section" shall mean a section of this code unless other source is specifically mentioned.

- (m) "Tenant" refers to the person who occupies land or property rented from a customer.
- (n) "Quarterly" where used to designate a period of time, shall mean the first three calendar months of any given year or any succeeding period of three calendar months.

TITLE 2 - DISTRICT POLICIES

2-1.101 GENERAL

The District shall, to the extent practicable, provide potable water service to District customers consistent with the County Water District Law and other State and Federal laws, rules, and regulations.

2-1.102 DISTRIBUTION AND SALE OF WATER

The Board has fixed the rates at which water shall be sold, and the regulations governing classes of service and the conditions of service. All water rates and regulations are set forth in this Code.

2-1.103 RATE REVIEW

At least annually, the Board shall review and confirm the rates, fees, and charges for potable water service. Adoption of the annual budget with rate assumptions included therein may constitute such review.

2-1.104 OPERATING COSTS

As near as practicable, the Board shall establish service charges at a level sufficient to recover the cost of operating and maintaining the service.

2-1.105 CAPITAL IMPROVEMENT COSTS

As near as practicable, the Board shall establish connection charges sufficient to recover the cost of constructing capital improvements required to provide service.

TITLE 3 - POTABLE WATER SERVICE

Chapter 1 - General

3-1.101 SCOPE

This Title applies to potable water service from the District; rates, fees and deposits to cover the cost thereof; the time and manner of payment for services rendered; regulations regarding water usage; protection of the system from mechanical and health hazards; and rules and charges for connections to existing mains.

3-1.102 DEFINITIONS: GENERAL

The definitions in this Article shall be used to interpret this Title, unless otherwise apparent from the context.

3-1.103 SERVICE OR WATER SERVICE

“Service” or “Water Service” means the delivery of potable water through a meter turned on by the District for which fees and charges have been paid. “Service” does not refer to the system of pipes and appurtenances to deliver water.

3-1.104 APPLICANT

“Applicant” means a person applying for water service from the District.

3-1.105 CLASS OF SERVICE

"Class of Service" refers to the type of water service provided to a customer. There are three classes of service.

"Single-Family Class" refers to service to one residential unit; an in-law or other axillary unit, not used for commercial purposes being served through a dedicated water meter.

"Multi-family Class" refers to service to 2 or more combined residential units served by a single water meter.

"Commercial Class" refers to service to business, institution, or government agency.

3-1.106 CONNECTION FEES

“Connection Fees” means fees levied by the District to recover the cost of facilities needed to provide water service, including “Meter Fees” to pay for the cost of the lateral pipeline from the distribution pipeline and the meter.

3-1.107 CUSTOMER

“Customer” means a person or persons receiving water service from the District.

3-1.108 SERVICE FEES

“Service Fees” or “Miscellaneous Fees” means the fees levied to recover costs incurred to operate and maintain the water system

3-1.109 TYPES OF SERVICE

- (a) District provides permanent service only.
- (b) "Permanent Service" means service to property within the District boundaries.

3-1.110 UNIT

"Unit" means one hundred cubic feet or 748 gallons.

Chapter 2 - Commencement of Service

Article 1 - Application for Service

3-2.101 COMMENCEMENT OF SERVICE: GENERAL

An applicant for water service or to change an existing water service shall: provide adequate property documentation, execute appropriate application process, pay the required service initiation fees, make the required deposits, and meet the conditions set forth herein.

- (a) No water service of the District shall be furnished to any premises or to any person free of charge except by authorization of the Board of Directors.
- (b) Each single-family dwelling shall be served through at least one water meter of at least 3/4" size.
- (c) Each unit of multi-family dwelling shall be served through at least one water meter of at least 5/8" in size.

3-2.102 COMMENCEMENT OF SERVICE: APPLICATIONS

- (a) The application for service shall include an agreement to abide by District regulations and such information as the General Manager may reasonably request. Such application shall be for service to a particular and identified property.
- (b) If the application is for service to property not previously served by the District, the applicant shall also present construction and/or site plans at the time the account is requested to be set up.
- (c) If the application is for an account in the name of a corporation or partnership, the applicant shall provide a personal guarantee from an owner or principal of the entity, regardless of the form of organization, as follows:

60

3-2.103

APPLICANT'S RESPONSIBILITY

- (a) Multiple applicants for a commonly owned property shall be jointly and severally liable for water service. A single bill shall be sent to their designee.
- (b) Responsibility for service may be claimed by a customer as follows:
 - (1) An account can be changed from two spouses to one spouse with transfer of ownership paperwork, death certificate, or by written request signed by both owners of record.
 - (2) An account can be changed to a family member in "in care of" upon written request from the owner of record.
 - (3) A customer can direct billing information to a third party, and bills will be sent "in care of" the party who will make the payment.
 - (4) A tenant or lessee of a property with evidence of a valid lease agreement and a Tenant Transfer Authorization Form may apply for service, and the bill shall be sent to the tenant or lessee. The tenant or lessee is responsible for the payment of service fees and charges in accordance with District rules and regulations. The property owner shall be responsible for any unpaid service fees and charges of a tenant or lessee. Upon request by the property owner, the District will notify said owner and include the amounts owed and due dates. The District shall disclose whether or not an account held by a tenant or lessee is in good standing and, if there is an unpaid balance, the amount owed and due date.
 - (5) Interim non-owner transfer requests can be made on a case by case basis and must be approved by the General Manger. An agreement must be signed assuming responsibly of the bill upon transfer.
 - (6) Real Estate Agents may request to transfer service(s) into their name for which they are facilitating the sale of real property by providing a listing agreement.
 - (7) No customer shall supply water to any person, firm, or corporation other than the occupants of the premises of such customer.

3-2.104

METER REQUIRED

All water furnished by the District, except as provided in this Code, must pass through a meter. No by-pass or connection around a meter between the customers' plumbing and the District's main shall be made or maintained.

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

3-2.105 OWNERSHIP AND ACCESSIBILITY OF SERVICE CONNECTIONS

Service connections shall be kept safely and readily accessible for District personnel. The expense of maintenance, repairs, and renewal of such service connections and meters, due to normal wear and tear, shall be borne by the District. Water pipes and appurtenances downstream of the meter are the property of the customer who is responsible for operation and maintenance.

The District reserves the right to discontinue service which may seriously impair service to any other customer or to the District's service facilities.

Article 2 - Fees and Deposits

3-2.201 FEES AND DEPOSITS: GENERAL

An application shall pay the applicable fees and deposits as set forth in this herein.

3-2.202 SERVICE FROM EXISTING SERVICE CONNECTION

The applicant is not required to pay capital expansion fees if the applicant's property can be served from an existing service connection. Outstanding connection fees and service fees shall be paid if the applicant requests that a forfeited service be activated.

3-2.203 SERVICE FROM NEW SERVICE CONNECTION

If the applicant's property cannot be served from an existing connection but can be served from an existing water main, the applicant shall pay Capital Expansion Fees prior to the connection being made. Each service connection is specific to only one (1) individual dwelling of unit and accessory structures.

3-2.204 CAPITAL EXPANSION

A person may obtain a connection to an existing District main by paying a Capital Expansion Fee based upon the size of meter which is required for the service.

All new connections or upgrades are required to have a completed Capital Expansion Fee quote on file, and all costs associated with service connection must be paid in full prior to connection.

Capital Expansion Fees for mobile home parks, approved subdivisions, or any other type of multi-unit development shall be charged on a per mobile home or unit basis at the same rate as for a single-family dwelling.

All costs associated with the installation, maintenance, or repair of the aforementioned connection(s), along with inspection fees, shall be the sole responsibility of the property owner.

Meter Size	Capital Expansion Fee	Administrative Fee	Inspection Fee	Total Installation Cost
1"	\$10,000.00	\$300.00	\$96.00	\$10,396.00
1 ½"	\$20,000.00	\$300.00	\$96.00	\$20,396.00
2"	\$27,000.00	\$300.00	\$96.00	\$27,396.00
4"	\$85,000.00	\$300.00	\$96.00	\$85,396.00
6"	\$140,000.00	\$300.00	\$96.00	\$140,396.00

3-2.205 COMMENCEMENT

As used herein, "service commences" when a request for service has been completed and water can be delivered to the applicant's property through District facilities.

3-2.206 ASSURANCES OF SERVICE

When an applicant desires assurances (will-serve) that service will be provided at a future date, such assurances will be given only if the applicant agrees to be bound by District regulations, including regulations for the payment of connection fees existent when service commences, the applicant makes financial arrangements to pay connection fees in the future by depositing cash with the District, and the applicant agrees to be bound by the terms of the application for service.

Service connections installed by a customer are inspected prior to acceptance by the District to assure they meet District specifications. A person connecting to the system must do so in a business-like manner so that proper alignment of the facilities is in place.

3-2.207 DEPOSITS: SERVICE FROM EXISTING SERVICE CONNECTION

- (a) If the applicant has not promptly paid previous water bills or has a credit history indicating the applicant is a credit risk, the applicant shall make a cash deposit of twice the amount of the normal maximum bill for such property.
- (b) If the commercial applicant is not the owner of the property where service is requested, the applicant shall make a cash deposit of twice the amount of the normal maximum bill for such property.

- (c) A deposit shall be made by customers who have received a final notice five or more times within a two-year period, and from every customer whose service is disconnected for nonpayment of water charges. Deposits may be refunded to a customer after one year of service without more than one final notice. Refunds shall be made by check unless the customer expressly requests that the refund be made by crediting the amount of the deposit to the account.
- (d) Public agencies and public utilities are not required to make the deposits required by this section.

Chapter 3 - Cross Connection Control Regulations

Article 1 – Definitions

“Air Gap” refers to the unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a tank, plumbing fixture, or other device and the flood level rim of said vessel. An approved air-gap shall be at least double the diameter of the supply pipe, measured vertically, above the top of the rim of the vessel, and, in no case less than one inch.

“Backflow” refers to the flow of water or other liquids, mixtures, or substances into the distribution pipe of a potable water supply from any source then the District’s source.

“Backflow Prevention Device” refers to the device or means designed to prevent backflow of water into the public drinking water supply

“Cross Connection” refers to any unprotected connection between any parts of the District’s water system and any source or system containing water or any other substance that is not or cannot be approved by the District as safe, wholesome and potable for human consumption

“Reduced Pressure Principle Device” refers to an assembly of two independently operating approved check valve, with an automatically operating differential relief valve, between the two check valves; tightly closing shut-off valves on either side of the check valves; plus properly located test cocks for the testing of the check and relief valves.

Article 2 – Backflow Prevention

Pursuant to State of California, Department of Health Services, Title 17, Chapter V, Sections 7583-7632, it is the responsibility of the District to protect its drinking water by instituting and enforcing a “Backflow Prevention” policy in order to prevent the backflow of water into the public drinking water supply. Property receiving domestic water service with a secondary water source shall have an approved backflow prevention device.

- (a) A backflow prevention device is required to protect against contamination by a secondary water source, the customer shall pay an annual inspection fee set forth in Section 3-7.104 of this Code if the District has a certified Backflow Tester or hire an outside certified Backflow Prevention Device Tester.
- (b) The term "Approved Backflow Prevention Device" shall mean a device that has been manufactured in full confirmation with the standards established by the American Water Works Association entitles AWWA C506-679 or most current issue.
- (c) Backflow prevention devices shall be installed in the manner prescribed in the State Department of Health Services, Sanitary Engineering Branch's "Manual of Cross Connection Procedures and Practices" or as prescribed by another acceptable authority and plans by which have been approved by the District.

Article 3 – Protection of the Districts Water Supply

No water service connection shall be installed or maintained by the District unless the District's water supply is protected as required by State laws and regulations. If, in the sole judgement of the District, an approved backflow prevention device is required, but not installed, tested, and maintained, or if it is found that a device has been removed or by-passed, the District shall give notice in writing to said customer to install such approved device(s) at customer's sole expense. Failure, refusal, or inability on the part of the customer to install said device(s) immediately shall constitute grounds for disconnecting water service to the premises until such device(s) have been properly installed or such conditions and defects have been corrected.

Article 4 – Conditions Dictating Type of Device

3-3.401 PROTECTION OF DISTRICT SYSTEM

If on any premises there is any material danger to health that is handled in such a fashion as to create an actual or potential hazard to the public water system, the District's system shall be protected by an approved air-gap separation or an approved reduced pressure principle assembly device.

Special circumstances where approved backflow prevention assemblies are required:

- (a) If the nature and extent of any activity on the premises, or the materials used in connection with any activity on premises, could contaminate or pollute the drinking water supply in any way.
- (b) On premises having any cross connection, internal cross connections that are not correctable, or intricate plumbing arrangements that make it impractical to ascertain whether or not a cross connection exists
- (c) A repeated history of cross connections being established or re-established

An approved double check-valve assembly shall be used where water or other objectionable substances, but that not hazardous to health, could be introduced into the District's system.

3-3.402 STORAGE TANKS

If on any premises there is an auxiliary water supply or storage tank, the Districts system shall be protected by an approved air-gap separation or an approved reduced pressure principle assembly device, except single family residents shall be protected by an approved double check-valve assembly.

Article 5 – Backflow Prevention Device Testing

It shall be the duty of the owner of any premises where backflow prevention devices are installed to have a certified inspection and operational test completed annually. In those instances where there is a potential hazard, certified inspection at more frequent intervals may be required in the District's sole discretion. These inspections and tests shall be at the sole expense of the owner and shall be performed by a certified tester. These devices shall be repaired, overhauled, or replaced at the sole expense of the owner whenever said devices are found to be defective. Records of such tests, repairs, and overhaul shall be submitted to the District upon completion of testing.

Chapter 4 - Conditions of Service

Article 1 – General

3-4.101 GENERAL

The District will exercise reasonable diligence and care to deliver a continuous and adequate supply of water to the customer at a reasonable constant pressure and to avoid shortage or interruption in delivery. The District offers water at its system pressure, and the applicant must install adequate plumbing and protective devices in accordance with the current Uniform Plumbing Code in order to utilize the available water at whatever reasonable constant pressure is available in the system. The District is not responsible for the maintenance of pressure and reserves the right to discontinue service while making repairs required in the operation of the water system. Customers depending upon a continuous supply should provide for their own emergency storage.

3-4.102 AREAS SERVED

Lands lying within the boundaries of the District are eligible to receive water service.

Article 2 - Rates: Time and Manner of Payment

3-4.201 CONTINUATION OF SERVICE

A customer shall be entitled to continue to receive water service from the District by compliance with the provisions of this Chapter. Customers shall pay the following monthly base rate regardless of usage.

Each customer shall pay a monthly usage charge based on the units of water delivered, as follows:

Meter Size	Commencing with meter reads on or after:				
	07/01/2020	07/01/2021	07/01/2022	07/01/2023	07/01/2024
3/4", 5/8", 1"	\$31.11				
5/8 x 3/4" C	\$53.51				
1" C	\$130.79				
1-1/2" C	\$259.32				
2" C	\$413.51				
3" C	\$773.51				
4" C	\$1287.82				
6" C	\$2573.39				

*C: Commerical

	Commencing with meter reads on or after:			
	07/01/2020			
Tier 1 (Up to 1,500 CF)	\$1.42			
Tier 2 (1,501-2,000 CF)	\$1.64			
Tier 3 (2,001+ CF)	\$2.19			

Each customer shall pay a monthly charge for the "Capital Replacement Project" for the repair and replacement of infrastructure within the District's boundaries.

	Commencing with meter reads on or after:			
	07/01/2020			
CRP Water	\$15.41			

3-4.202 BILLING ADJUSTMENTS

- (a) For the purpose of computing water charges, each meter upon the customer's premises will be computed separately.
- (b) Adjustments will be made when a billing error occurs.
- (c) The presence of a leak on the customer side does not qualify for a billing adjustment.

3-4.203 BILLS DUE WHEN PRESENTED

All bills and charges shall be due upon receipt, but are not considered late until after the specified due date on the statement. A late fee of \$10.00 or 10%; whichever is greater, will be applied to the account.

The District is authorized to provide to waive the late fee one time per billable account in a twelve-month period in the sole discretion of the General Manager.

3-4.204 PAYMENT OPTIONS

The District offers the following payment options for all customers:

- (a) Payments are accepted in person at the Administrative Office or over the phone. We accept cash, check, credit cards or money orders
- (b) Credit Card Payments: Visa, MasterCard and Discover are accepted
- (c) View and Pay your bill via credit card in office, online or with an automated phone system by dialing (707) 216-2006.
- (d) Payment by mail or drop box

3-4.205 BILLING FREQUENCY

All services will be billed monthly on or about the 25th of every month.

3-4.206 FAILURE TO RECEIVE A BILL

Customers are to notify the District if they haven't received a bill, failure to receive a bill does not relieve a customer of liability for payment.

Bills are sent via United States Postal Service. Customers can also opt-in to E-Bills along with paper bills or in place of paper bills

Bills will be addressed to the address on file from the application of service or grant deed. If a customer wishes to change their mailing address, a change of address form is available in office or on our website and all sections must be filled out.

3-4.207 NOTICE OF BILLING DISCONTINUANCE REQUIRED

Customers desiring to discontinue billing in their name should notify the District at least 24 hours prior to vacating the premises.

Water service will not be interrupted during a transfer or ownership or change in tenancy, unless the service is off for delinquency.

3-4.208 MULTIPLE DISTRICT SERVICES

The rates and charges for all services and facilities furnished by the District shall be collected with its water rates and charges. All such charges shall be included within the same bill and collected as one item. In the event of failure to pay the whole or any part of the bill, the District may discontinue any or all service for which the bill is rendered.

3-4.209 PRORATION OF CHARGES FOR ODD PERIODS

Bills for water service for periods of time less than one month or a specified billing period will be prorated.

3-4.210 ESTIMATED BILLS

- (a) If a meter in working condition cannot be read for any reason, an estimate shall be made of the quantity of water used and a bill rendered for the estimated quantity. Should the succeeding reading indicate that the estimate is materially in error, an adjustment shall be made in the succeeding bill.
- (b) If a meter becomes inoperable, billing shall be based on the quantity used in a similar period, unless circumstances indicate clearly a material change in the rate of consumption, in which case the Billing Department shall estimate the quantity used, considering all pertinent factors, and render a bill accordingly.

3-4.211 CHANGE OF CUSTOMERS WITHOUT NOTICE

A person taking possession of premises and using water from an active connection without having made application to the District for water service, shall be held liable for the water delivered from the date of the last recorded reading, and if the meter is found inoperative, the quantity consumed will be estimated by the Billing Department. If proper application for water service is not made upon notification to do so by the District, and if accumulated bills for service and the fees herein provided are not paid immediately, the service may be discontinued by the District without further notice.

3-4.212 CHECK NOT HONORED BY BANK

Applicants or customers who pay bills rendered for service, fees, deposits or penalties by check or electronic funds transfer (EFT) will be held responsible for the payment being honored by the Bank upon which it is drawn. If a check or EFT transaction is refused for payment by the Bank, the writer, upon notification, will be charged a fee set forth in Section 3-7.104 of this Code, after which the customer will not be permitted to pay with a check for six months.

In the event the District receives a personal check to prevent a delinquent shut off is not honored by the bank, the District may terminate service immediately. Customer will be required to pay any outstanding balance listed on the account in order to have services reinstated in accordance with Chapter 5. Payments must be in the form of Credit Card, Cash, Money Order, or Cashier's Check

If any fee or charge is paid to the District by check and said check is not honored by a bank, a thirty-two dollar (\$32.00) charge, or the maximum amount allowed by law, will be charged to the account in addition to any other charges assessed to the District. The District may proceed with discontinuance of service upon receipt of a returned check.

Chapter 5 – Delinquent Accounts

3-5.101 APPLICATION OF DEPOSITS TO DELINQUENT ACCOUNTS

If a consumer who has made a deposit fails to pay his delinquent bill or bills, together with all added penalties, his deposit shall be applied on his account and the service may be discontinued until such time as the deposit is restored to the amount provided herein after all delinquencies and charges are paid.

3-5.102 DELINQUENT CUSTOMER AT SAME OR NEW ADDRESS

Should any customer fail, or refuse to pay for service furnished and charged for in accordance with the rates herein specified, the customer shall not again be furnished service at the same or any other location until all of his delinquent bills plus the fees and charges herein provided have been paid; and they shall be required to make a deposit sufficient to cover future services as provided herein.

3-5.103 GENERAL

- (a) The District shall provide an opportunity for customers who cannot pay their charges, in full or in part, to continue receiving service through such options as deferred or reduced payments or alternative payment schedules. In addition, the District shall provide a formal mechanism for a customer to contest or appeal a bill.
 - (1) The District shall not discontinue residential service for nonpayment until a billing statement has been delinquent for at least 60 days.
 - (2) No less than seven business days before discontinuation of residential service for nonpayment, the District shall contact the customer named on the account by telephone or written notice.
- (b) If the District contacts the customer named on the account by telephone, it shall offer to provide in writing to the customer the District's policy on discontinuation of residential service for nonpayment. The District shall offer to discuss options to avert discontinuation of residential service for

- nonpayment, including, but not limited to, alternative payment schedules, minimum payments, and petition for bill review and appeal.
- (c) If the District contacts the customer named on the account by written notice, the written notice of payment delinquency and impending discontinuation shall be mailed to the customer of the residence to which the residential service is provided. If the customer's address is not the address of the property to which residential service is provided, the notice also shall be sent to the address of the property to which residential service is provided, addressed to "Occupant." The notice shall include, but is not limited to, all of the following information in a clear and legible format:
- (1) The customer's name and address.
 - (2) The amount of the delinquency.
 - (3) The date by which payment or arrangement for payment is required in order to avoid discontinuation of residential service.
 - (4) A description of the process to apply for an extension of time to pay the delinquent charges.
 - (5) A description to petition for bill review an appeal.
 - (6) If the District is unable to make contact with the customer or an adult occupying the residence by telephone, and written notice is returned through the mail as undeliverable, the District shall make a good faith effort to visit the residence and leave, or make other arrangements for placement in a conspicuous place of, a notice of imminent discontinuation of residential service for nonpayment and the District's policy for discontinuation of residential service for nonpayment.
 - (7) All written notices shall be provided in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by 10 percent or more of the customers in the District's service area.
- (d) If an adult at the residence appeals the water bill to the general manager or any other administrative or legal body to which such an appeal may be lawfully taken, the District shall not discontinue residential service while the appeal is pending.
- (e) The District shall not discontinue residential service for nonpayment if all the following conditions are met:
- (1) The customer, or a tenant of the customer, submits to the General Manager the certification of a primary care provider, as defined in Welfare and Institutions Code section 14088 (b)(1)(A), that discontinuation of residential service will be life threatening to, pose a serious threat to the health and safety of, a resident of the premises where residential service is provided; and
 - (2) The customer demonstrates that he or she is financially unable to pay for residential service within the District's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the District's normal billing cycle if any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State

Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level; and

- (3) The customer is willing to enter into an amortization agreement, alternative payment schedule, or a plan for deferred or reduced payment, consistent with the District policies.
- (f) If the conditions listed in subdivision (a) are met, the District shall offer the customer one or more of the following options:
- (1) Amortization of the unpaid balance.
 - (2) Participation in an alternative payment schedule.
 - (3) Temporary deferral of payment.
- (g) The District may choose which of the payment options described in Section 3-5.105 the customer undertakes and may set the parameters of that payment option. Ordinarily, the repayment option offered should result in repayment of any remaining outstanding balance within 12 months. The District may grant a longer repayment period if it finds the longer period is necessary to avoid undue hardship to the customer based on the circumstances of the individual case.
- (h) Residential service may be discontinued no sooner than 5 business days after the District posts a final notice of intent to disconnect service in a prominent and conspicuous location at the property under either of the following circumstances:
- (1) The customer fails to comply with an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges for 60 days or more; or
 - (2) While undertaking an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges, the customer does not pay his or her current residential service charges for 60 days or more.
- (i) If the District discontinues residential service for nonpayment, it shall provide the customer with information on how to restore residential service.
- (j) If a residential customer demonstrates a household income below 200 percent of the federal poverty line, the District shall do both of the following:
- (1) Set a reconnection of service fee for reconnection during normal operating hours at fifty dollars (\$50), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021. For the reconnection of residential service during nonoperational hours, the District shall set a reconnection of service fee at one hundred fifty dollars (\$150), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual

adjustment for changes in the Consumer Price Index beginning January 1, 2021; and

- (2) Waive late fees on delinquent bills once every 12 months.
- (k) The District shall deem a residential customer to have a household income below 200 percent of the federal poverty line if any member of the household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.
 - (1) If the District furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit residential structure, mobile home park, or permanent residential structure in a labor camp, and the owner, manager, or operator of the dwelling, structure, or park is the customer of record, the District shall make every good faith effort to inform the residential occupants, by means of written notice, when the account is in arrears that service will be terminated at least 10 days prior to the termination. The written notice shall further inform the residential occupants that they have the right to become customers, to whom the service will then be billed, without being required to pay any amount which may be due on the delinquent account.
 - (2) The District is not required to make service available to the residential occupants unless each residential occupant agrees to the terms and conditions of service and meets the requirements of law and District's rules and regulations. However, if one or more of the residential occupants are willing and able to assume responsibility for the subsequent charges to the account to the satisfaction of the District, or if there is a physical means legally available to the District of selectively terminating service to those residential occupants who have not met the requirements of the District's rules and regulations, the District shall make service available to those residential occupants who have met those requirements.
- (l) If prior service for a period of time is a condition for establishing credit with the District, residence and proof of prompt payment of rent or other credit obligation acceptable to the District for that period of time is a satisfactory equivalent.
- (m) In the case of a detached single-family dwelling, the District may do any of the following:
 - (1) Give notice of termination at least seven days prior to the proposed termination.

- (2) In order for the amount due on the delinquent account to be waived, require an occupant who becomes a customer to verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. Verification may include, but is not limited to, a lease or rental agreement, rent receipts, a government document indicating that the occupant is renting the property, or information disclosed pursuant to Civil Code section 1962.

3-5.104 PAYMENT ARRANGEMENTS

A delinquent customer may request a payment arrangement, the payment arrangement shall not exceed 12 months. The customer must pay, in addition to payments under the plan, each month's charges during the period of the payment plan. The District will not charge late fees, unless a payment is not made by the stated due date in the plan. A payment arrangement will not be effective unless and until signed by the District and customer.

The billing department will establish payment arrangements at the request of the customer. A down payment will be required to establish said arrangement

3-5.105 APPEALS

The procedure to be used to appeal the amount set forth in any bill for residential water service is as follows:

- (a) Initial Appeal. Within ten (10) days of receipt of the bill for water service, the consumer has a right to initiate an appeal or review of any bill or charge rendered by the District. Such request must be made in writing and be delivered to the District's office. For so long as the consumer's appeal and any resulting investigation is pending, the District cannot discontinue water service to the consumer.
- (b) Overdue Notice Appeal. In addition to the appeal rights provided under subdivision (a), above, any consumer who receives an Overdue Notice may request an appeal or review of the bill to which the Overdue Notice relates at least five (5) business days after the date of the Overdue Notice. Any appeal or request for review under this subdivision must be in writing and must include documentation supporting the appeal or the reason for the review. The request for an appeal or review must be delivered to the District's office within that five (5) business day period. For so long as the consumer's appeal and any resulting investigation is pending, the District cannot discontinue water service to the consumer.
- (c) Appeal Review. Following the receipt and review of a request for an appeal, the appeal will be agenzized at the next regularly scheduled board meeting for review
 - (1) If water charges are determined to be incorrect, the District will provide a corrected invoice and payment of the revised charges will be due within ten (10) calendar days of the invoice date for the

revised charges. If the revised charges remain unpaid for more than sixty (60) calendar days after the corrected invoice is provided, water service will be disconnected, on the next regular working day after expiration of that sixty (60) calendar day period; provided that the District shall provide the consumer with the Overdue Notice. Water service will only be restored upon full payment of all outstanding water charges, penalties, and all applicable disconnection charges.

- (2) If the water charges in question are determined to be correct, the water charges are due and payable within two (2) business days after the review by the Board of Directors.
- (3) When a hearing before the Board of Directors is requested, such request shall be made in writing and delivered to the District's office. The consumer will be required to personally appear before the Board and present evidence and reasons as to why the water charges on the bill in question are not accurate. The Board shall evaluate the evidence presented by the customer, as well as the information on file with the District concerning the water charges in question, and render a decision as to the accuracy of said charges.
 - (a) If the Board finds the water charges in question are incorrect, the consumer will be invoiced for the revised charges. If the revised charges remain unpaid for more than sixty (60) calendar days after the corrected invoice is provided, water service will be disconnected, on the next regular working day after expiration of that sixty (60) calendar day period; provided that the District shall provide the consumer with the Overdue Notice. Water service will be restored only after outstanding water charges and any and all applicable disconnection charges are paid in full.
 - (b) If the water charges in question are determined to be correct, the water charges are due and payable within two (2) business days after the decision of the Board is rendered. In the event that charges are not paid in full within sixty (60) calendar days after the original billing date, then the District shall provide the consumer with an Overdue Notice and may proceed in potentially discontinuing water service to the consumer's property.
 - (c) Any overcharges will be reflected as a credit on the next regular bill to the consumer, or refunded directly to the consumer, at the sole discretion of the Board.
 - (d) Water service to any consumer shall not be discontinued at any time during which the consumer's appeal to the District or its Board of Directors is pending.
 - (e) The Board's decision is final and binding.
 - (f) For an initial appeal under subdivision (a) of this section, above, if the consumer does not timely appeal to the District's Board of Directors, the water charges in question shall be

immediately due and payable. In the event the charges are not paid in full within sixty (60) calendar days after the original billing date, then the District shall provide with the Overdue Notice, and may proceed to discontinuing service to the consumer's property.

- (g) For an Overdue Notice appeal under subdivision (b) of this section, above, if the consumer does not timely appeal to the District's Board of Directors, then the water service to the subject property may be discontinued on written or telephonic notice to the consumer to be given at least twenty-four (24) hours after the latter to occur of: (i) the expiration of the original sixty (60) calendar day notice period set forth in the Overdue Notice; or (ii) the expiration of the appeal period.

3-5.106 RESTORATION OF WATER SERVICE

When service is terminated for failure to comply with the District's rules and regulations other than payment of fees and charges, service shall not be restored to the former customer or property of the former customer until assurances satisfactory to the General Manager are provided that the customer will comply with District rules and regulations, and the District is reimbursed for costs incurred to terminate and restore service.

When service is terminated for failure to pay rates, fees, or charges, service shall not be restored to the former customer unless and until arrearages that resulted in the termination and costs incurred to terminate and restore service are paid to the District. Payment shall be by cash, credit or debit card, cashier's check, or money order.

The District will endeavor to make such reconnection as soon as practicable as a convenience to the consumer. The District shall make the reconnection no later than the end of the next regular working day following the consumer's request and payment of any applicable Disconnection Fee.

If a customer's delinquent account balance has been charged to the County of Lake Tax Roll, the customer is required to pay the County Tax Collector prior to restoration of services. The District will only restore services once the entire tax balance has been paid, confirmed by the County of Lake and the remaining balance owed to the District has been paid.

Chapter 6 - Fees

3-6.101 SCOPE

This Chapter applies to District fees, penalties, and deposits.

3-6.102 FEES: INSTALLATION CHARGES

A person may obtain a connection to an existing District main by paying to the District the following installation charges based upon the size of meter which is required for the service:

Size of Meter	Installation Charge July 1, 2020		
3/4" – 5/8"	\$269.00		
1"	\$269.00		
1-1/2" (or larger)	Actual Cost to District		

3-6.103 MISCELLANEOUS FEES

- (a) If the District takes steps to discontinue service for failure to comply with this Code, the customer shall pay the following additional charges before service is reinstated:
- (1) \$25.00 for each trip to the property to deliver notice of disconnection of service.
 - (2) \$50.00 for each trip to the property during regular business hours at the request of the customer to reactivate water service previously disconnected for nonpayment.
 - (3) \$150.00 for each trip made to the property after regular business hours at the request of the customer.

3-7.104 BILLABLE FEES

Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$150.00
Backflow Device Inspection Fee		\$45.00
Delinquent Turn Off Fee		\$100.00
Door Hanger Fee		\$25.00
Foilage Removal Fee		\$37.50
Grease Trap Reinspection Fee		\$70.00
Illegal Cross Connection Fee		\$500.00
Illegal Tamper Fee	Minimum of \$100.00 or actual repair/replacement	\$100.00
Inspection Fee		\$96.00

Penalty (Late) Fee	\$10.00 or 10.0% whichever is greater	
Lien-Property Tax Roll Fee		\$57.00
Meter Reset Fee	Minimum of \$100.00 or actual repair or replacement	\$100.00
Returned Check Fee		\$32.00
Service Forfeit Reconnect Fee	Minimum of \$100.00 or actual repair or replacement	\$100.00
Service Reduction Inspect Fee		\$96.00
Service Turn On Fee		\$50.00
Transfer Fee (New Owner/Tenant)		\$50.00

TITLE 4 – WATER CONSERVATION

Chapter 1 – General

4-1.101 USE OF WATER - SUPPLYING ANOTHER PERSON

Water shall not be supplied to any property other than described in the application for service except as provided in this section.

The General Manager may permit a customer to supply water to a holder of a public works contract or private contractor. Such permit shall be denied to any person who is indebted to the District for any prior water or damage charges, or who has failed to comply with the rules and regulations of the District or previously issued permit.

No customer of the District shall deliver or permit to be delivered any water outside of this District's boundaries or for use outside of the boundaries, from a service connection, or other facilities connected to the District's facilities, without the consent of the Board.

Service of water shall not be made through a single meter to two or more parcels of separately owned property. A temporary exception may be made to this rule if approved by the General Manager, provided that there is no main contiguous to the property from which separate service may be had, and provided further that the customer for whom the meter was installed shall give satisfactory guarantee of payment for all water delivered. Such service shall be charged as though separate meters existed for each separate use. Whenever a District main is installed from which separate service can be rendered, the General Manager will notify the parties and the common service will be discontinued after the time limit noted in the notices.

4-1.102

PENALTIES FOR WASTEFUL WATER USE

- (a) No customer shall knowingly permit waste or leaks of water. Where water is wastefully or negligently used on the customer's premises, the District may discontinue the service, if such conditions are not corrected within five days after the General Manager gives the customer written notice.
- (b) In the event of a water shortage, a water budget shall be established for each customer of the District, and customers shall be notified of the basis for calculating their water budgets. Water use exceeding twice a customer's water budget is a waste of water, a violation of the District's rules and regulations, and shall be subject to escalating administrative penalties.
- (c) For the first penalty, the customer shall receive a written warning from the District including the amount of the exceedance, the penalty that would have been levied absent the provision of a warning and notice that further exceedances will result in monetary penalties as described herein.
- (d) For the second penalty, the customer shall also receive a written warning from the District showing the amount of the penalty that will be levied on the same quantity of water in the event of a third exceedance.
- (e) Penalties shall be collected on the customer's water bill. Any penalties shall be the responsibility of the customer of record for the property where the violation occurred and shall be paid in addition to the fees the District imposes for the cost of water service to the property. Non-payment of penalties imposed pursuant to this section shall be subject to the same remedies as available to the District for the non-payment of fees for water service. The receipt of a water bill with any applicable penalties shall serve as notice of violation.
- (f) Penalties, including the written warning, may be appealed. A customer who wishes to appeal the imposition of a penalty shall:
 - (1) Pay all amounts stated on the bill except for the disputed penalties; and
 - (2) Submit a completed Appeal Request Form to the District within 15 calendar days of the date of the appellant's water bill for the billing cycle in which the penalty was imposed.
- (g) An appeal will be granted if the District finds that competent evidence supports a reasonable conclusion that:
 - (1) The excessive water use was the result of a malfunction of the District's water system or a billing error by the District;
 - (2) The water was needed for health or safety reasons; or
 - (3) A leak occurred on the property during the subject billing cycle.
- (h) The District will respond to appeals within 30 calendar days of receipt. The District may require additional documentation prior to making a decision on an appeal. In the event an appeal is denied, the appellant shall pay the District within 10 days of denial of the appeal.

4-1.103

UNAUTHORIZED USE OF FIRE HYDRANTS

Except as provided herein, no person shall use water from a fire hydrant for any purpose other than fire suppression, said person must have prior approval from the General Manager.

Water may be used to maintain or test a fire sprinkler system. Authorization to use water through a fire service connection for the purpose of maintaining or testing a fire sprinkler system will be granted up to four times per year with advance notification to the District. Exceptions may be made upon the estimated quantity of water to be used. The General Manager may restrict or prohibit such non-emergency flows as may be detrimental to the District's system.

When it is found that a fire service or a fire hydrant has been used for any purpose other than for suppression, or a single service has exceeded the allowable capacity of the by-pass meter, the District may charge the sum of \$200.00 for the first offense, \$300.00 for the second offense, and \$500.00 for the third and subsequent offenses; if warranted by the estimate of water usage for each and every incident of authorized use. (Each day of use may be construed as a separate incident.)

If the General Manager determines that leakage has occurred, totaling less than 0.03 units of water per period delivered during 3 consecutive billing periods to the customer's fire service or fire hydrants, the General Manager shall notify the customer of the usage and encourage customer to fix the leak.

If the General Manager determines that leakage has occurred, totaling less than 15 units but more than 0.03 units of water per period have been delivered to the customer's fire system or fire hydrant, the customer shall present satisfactory evidence that the leak has been repaired, or pay \$75.00 per billing period in addition to the regular charge described herein.

If the General Manager determines that leakage has occurred, totaling more than 15 units of water per period during three consecutive billing periods to the customer's fire service or fire hydrant, the customer shall be required either to present satisfactory evidence that the leakage has been fixed, or he must remove the detector check valve and purchase a water meter of the appropriate size. If the customer chooses to purchase a water meter, the customer shall pay all fees and charges normally associated with the purchase of the meter.

If repeated unauthorized use of a fire service or hydrant occurs, the General Manager shall notify the fire department and the occupant of the properties served by the fire service or fire hydrant that within 10 days the fire service or fire hydrant shall be disconnected until all charges for each violation have been paid and until assurances, satisfactory to the General Manager, have been given that no further unauthorized use will occur.

4-1.104 OPERATION OF DISTRICT FACILITIES RESTRICTED

No one except an employee or representative of the District shall at any time, in any manner, operate service valves, main valves or gates of the District's system, or interfere with meters or their connections, water mains or other parts of the District's water system.

4-1.105 DAMAGE TO PROPERTY

In no case will the District be liable for damages occasioned by water running from opened or faulty fixtures, or from opened or damaged pipes on the customer side of the meter. The customer shall be liable for any damage to the District's service facilities when such damage is from any act or omission of the customer or his family, tenants, agents, employees, contractors, licensees, or permittees.

4-1.106 FRAUD

Service may be discontinued, if necessary, to protect the District against fraud or abuse.

4-1.107 REQUIREMENTS

Customers shall conserve water supplied by the District by the prevention and elimination of all waste or leakage of water.

All fixtures must be approved by the State Department of Housing and Community Development, and toilets, urinals and showerheads must have a certification of volume by a reputable independent testing organization.

Where requirements of this subsection would cause hardship or if suitable fixtures are not available, hot water re-circulating systems or point of use hot water heaters may be substituted as water conserving measures for up to two toilet installations per single family dwelling.

In commercial uses, developers/owners may install fixtures that use up to 3.5 gallons per flush when rest room facilities must meet County handicapped use requirements and/or when vandalism of tank style toilets is likely. All water conserving fixture installations may be subject to compliance inspection, prior to issuance of final occupancy permits.

4-1.108

WATER CONSERVATION MEASURES

- (a) Customers shall comply with the following water conservation measures:
 - (1) Potable water shall not be used to clean or sweep hard surfaces such as sidewalks, walkways, driveways, or parking areas, and only as necessary to protect the public health and safety.
 - (2) Hotels, motels and other places for commercial transient occupancy shall offer guests who stay more than one night the opportunity to retain towels and linens during their stay.
 - (3) Car washing is permitted only with the use of a nozzle having an automatic shut-off.
 - (4) Fountains and other decorative water features shall recirculate water.
 - (5) Drinking water shall be served only upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.
 - (6) Limit the number of watering days, if and as determined by the Board, except that watering is permitted at any time with a hand-held hose equipped with an automatic shut-off, a faucet filled bucket of five gallons or less, or a drip irrigation system.
- (b) Customers shall use the following irrigation practices:
 - (1) Irrigation shall occur after 5:00 p.m. and before 10:00 a.m. No irrigation is permitted during and within 48 hours after measurable rainfall.
 - (2) Irrigation shall not run off to streets, gutters or adjacent properties.
- (c) The District shall assist in the promotion of water efficient irrigation practices under the Water Conservation in Landscaping Act.

4-1.109

CONSERVATION INCENTIVES

Customers are encouraged to make the most efficient use of the potable and recycled water supplies. The District may offer, when available, incentives to customers who replace high volume water use equipment, appliances, and devices with low volume water use equipment, appliances, and devices.

4-1.110

ENFORCEMENT

Customers shall be notified in writing when the first violation of this article is discovered by the District. The notice shall include a warning that further violations could result in stricter penalties as set forth below:

- (1) Customers who violate this article for a second time within a twelve- month period have committed an infraction punishable by a fine of up to \$100.
- (2) Customers who violate this article for a third time within a twelve-month period an infraction punishable by a fine of up to \$200.



- (3) Customers who violate this article for a fourth time within a twelve-month period have committed an infraction punishable by a fine of up to \$500.
- (4) The District may terminate service to customers who have violated provisions of this article five times within a twelve-month period.
- (5) Customers may appeal enforcement fines to the General Manager, to be reviewed by the Board of Directors at the first Regularly Scheduled Board Meeting following the date of the appeal.

4-1.111 WATER SHORTAGE RESPONSE – DROUGHTS AND EMERGENCIES

The District hereby establishes four stages of escalating response to a water shortage caused by droughts and emergencies. Each stage may be triggered by a declaration from federal or state authorities, or the District to address events that result in a water shortage.

Stage 1 – Water Shortage Alert

Stage 1 is a condition resulting in a 0 to 10% water shortage necessitating a voluntary water use reduction. The District will initiate a public information campaign to increase awareness of water conservation measures. Customers are expected to perform voluntary water use reductions and adhere to on-going water conservation measures.

Stage 2 – Water Shortage Warning

Stage 2 is a condition resulting in a 10 to 20% water shortage necessitating a higher level of voluntary water use reduction. The District will expand the public information campaign and step up enforcement of water conservation measures. Customers are expected to re-double voluntary water use reductions and strictly adhere to water conservation measures.

Stage 3 – Water Shortage Emergency

Stage 3 is a condition resulting in a 20 to 50% water shortage necessitating mandatory water use reductions. Depending on the severity of the shortage, the District will intensify the public information campaign and expand enforcement of water conservation measures. Additionally, the Board will determine the appropriate drought factor for water allotments if necessary.

Stage 4 – Critical Water Shortage Emergency

Stage 4 is a condition resulting in a 50% or higher water shortage necessitating prohibition of outdoor water use for irrigation, pools, and fountains. The District will implement crisis communications and activate its Emergency Operations. Customers shall be required to terminate all outdoor use except as necessary to protect public health and safety. Additionally, the Board will determine reduction in indoor water allotments if necessary.

Chapter 2 - Protective Measures

4-1.201 RELIEF VALVE REQUIRED

To protect the customer's plumbing system, when pressure regulating valves or other protective devices are connected to a water heater of any type, a suitable pressure relief valve shall be installed and maintained by the customer, in accordance with the Uniform Plumbing Code.

4-1.202 SERVICE CONNECTION SHUT-OFF VALVES

A customer shut-off valve installed within two feet of the meter box on the customer side, are the responsibility and sole expense of the customer.

4-1.203 CROSS-CONNECTION PREVENTION: GENERAL

These regulations are intended to protect the District's potable water supply and are not intended for protection of users from the hazards of cross-connections within their own premises.

**CLEARLAKE OAKS COUNTY WATER DISTRICT
COUNTY OF LAKE, STATE OF CALIFORNIA**

ORDINANCE NO. 83

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF
CLEARLAKE OAKS COUNTY WATER DISTRICT
REGARDING ITS WATER CODE**

THE BOARD OF DIRECTORS OF CLEARLAKE OAKS COUNTY WATER DISTRICT ORDAINS AS FOLLOWS:

1. On or about November 19, 2020, the District adopted by resolution a Water Code that sets rates and establishes rules and regulations for the provision of potable water service to District customers.
2. All ordinances or parts of ordinances in conflict with the provisions of the Water Code are hereby repealed, including ordinance 1, 11, 13, 20, 21, 22, 25, 26, 27, 28, 35, 51, 56, 57, 64, 73, 74, 75, 76, 77, 78, and 81.
3. On or about May 21, 2015, the Board of Directors adopted Ordinance 81 that, in part, set the rates for water service, which are reaffirmed and readopted herein. To the extent Ordinance 81 contains terms other than water rates that differ from or conflict with the Water Code, the Water Code shall govern and supersede those terms in Ordinance 81.
3. This ordinance is effective upon its adoption.
4. If any section, provision, or part of this ordinance is adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part not adjudged invalid or unconstitutional.

The foregoing ordinance was introduced before the Board of Directors of Clearlake Oaks County Water District at a public meeting on November 19, 2020, and adopted by the following vote on December 17, 2020, at the public meeting of the Board of Directors by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

By: _____
Olivia Mann, Board Secretary