

**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

APRIL 20, 2017

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 4:00 p.m.

Pledge of Allegiance

Roll Call

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

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

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

Public comment on non-agenda items

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

Consent Items

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

1. **Staff Written Operational Reports**
 - a. Customer Service
 - b. Administration/Grants
 - c. Water Plant Operator
 - d. Operations Manager
 - e. General Manager
2. **Financial Reports for review and approval**
 - a. March 2017 QB balance sheet and profit & loss statements
 - b. Bank account balances and accounts receivable and check register
 - c. Employee payroll report
 - d. Aged trial balance summary
 - e. Vendor aging report, accounts payable breakdown

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

- a. Minutes of Regular Meeting 03-16-17
- b. Minutes of Special Meeting 03-28-17
- c. Minutes of Special Meeting 04-13-17

4. **Bills**

- a. **MC Engineering** Invoice No. 1479, dated 04-03-2017, in the amount of \$97,804.01, for the USDA Wastewater pre-design, design phase
- b. **MC Engineering** Invoice No. 1477, dated 04-03-17, in the amount \$5,943.20, for the Reclamation Study
Action Sanitary
- c. Invoice number 10209, dated 2/20/17, in the amount of \$10,800.00
- d. Invoice number 10210, dated 2/21/17 in the amount of \$15,000.00
- e. Invoice number 10211, dated 2/22/17 in the amount of \$15,000.00
- f. Invoice number 10212, dated 2/23/17 in the amount of \$14,400.00
- g. Invoice number 10213, dated 2/24/17 in the amount of \$15,600.00
- h. Invoice number 10214, dated 2/25/17 in the amount of \$7,400.00
HD Excavating
- i. Invoice number 688, dated 3/2/17, in the amount of \$39,280.75
MendoLake Staffing
- j. Invoice number 1229, dated 3/5/17, in the amount of \$6,107.08
- k. Invoice number 1244, dated 3/12/17, in the amount of \$5,267.28
- l. Invoice number 1260, dated 3/19/17, in the amount of \$4,973.02
- m. Invoice number 1280, dated 3/30/17, in the amount of \$4,841.20
- n. Invoice number 1298, dated 4/6/17, in the amount of \$4,773.28
- o. Invoice number 1316, dated 4/13/17, in the amount of \$4,890.61
SHAPE
- p. Invoice number 122765, dated 3/23/17, in the amount of \$12,237.22

Action Taken: _____

5. **Agenda (Old Business)**

- a. Discussion, update and consideration of MC Engineering grant status reports and USDA 99% design completions

Action Taken: _____

- b. Discussion and update of CSA 16 Annexation progress

Action Taken: _____

- c. Discussion and update of sidewalk project

Action Taken: _____

- d. Discussion and update of Storm damage to District

Action Taken: _____

6. Agenda (New Business)

- a. Discussion and consideration of Resolution 17-03, Designation of Applicant's Authorizing Agent for Non State Agencies (for disaster relief)

Action Taken: _____

- b. Discussion and consideration of purchasing a used work truck to replace the Chevy One Ton for D/C Dept

Action Taken: _____

- c. Update and discussion of editing board packet

Action Taken: _____

- d. Discussion and consideration of General Manager's pay range

Action Taken: _____

- e. Discussion and consideration of Resolution 17-05, Amending Resolution No. 15-11, Accepting the Loan Resolution by USDA

Action Taken: _____

Closed Session **Time:** _____

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

Open Session **Time:** _____

Action Taken in Closed Session: _____

Adjournment **Time:** _____

Clearlake Oaks County Water District Customer Service Report

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April 2017

To: Clearlake Oaks County Water District, Board of Directors

RE: April 2017 Meeting Update

Current: Due to some recent staff changes, we currently have a new addition to our team. Olivia has been hired on as a CSR I and is learning the front desk position. Her training has been going very smoothly. I think she will be a great asset to the office.

CSA 16: The previously mentioned change in staff also means a change over for CSA 16. I'm currently trying to familiarize myself as quickly as possible with the entire project. I met with Jan from Special Districts on 4/13/17 and gained a wealth of knowledge. I will continue to study up on CSA 16, as well as proposition 218 to gain a firmer grasp on the billing aspect.

Upcoming: I will be gathering up rate information to properly update our billing system when the time comes in July.

Submitted By:

Rachel Schainblatt
Customer Service Rep II

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Clearlake Oaks County Water District
Administrative Services Manager
March 16, 2016

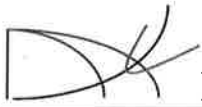
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Administration/Grant Status:

- **State Water Resources Control Board (SWRCB) Wastewater Collection System Mapping and Infiltration and Inflow Construction 3.3M**– This grant has been revisited since our storms of 2017, and will be amended to include a new forcemain and more inflow and infiltration upgrades with an amended grant amount of \$6M. (Refer to Resolution 17-04)
- **Department of Water Resources (DWR), Water Master Plan**
Amount Approved: \$400,000.00. MC Engineering is approx 99.9% complete as of the end of March.
From the Water Master Plan three (3) grants will be applied for:
 1. Harvey Tank Installation
 2. Storage Tanks and Distribution System Improvements
 3. Water Plant, Meters and Backflow Projects
- **State Water Resources Control Board (SWRCB), Wastewater Treatment Plant Reclamation Study Amount Requested: \$299,640.** MC Engineering is approx 64% complete, and we are at 69% of the time allotment. Status report is attached.
- **USDA Waste Water Treatment Plant 2.8 M loan** is projected to close this June or July. Excited to report that our pre-construction meeting was held on April 19, along with bid advertisements going out to newspapers and builder exchanges, status report is attached.
- **Inflow and Infiltration** construction grant is now complete with the submission of last year's audit. Grant amount is 3.3M
- **USDA Waste Water Treatment Plant (grant) \$1M**, this grant was increased by an additional \$1M and will become available once the loan has been disbursed.
- **Storms 2017**, I will be working with insurance and FEMA to receive re-imburement for the cost of flooding

Respectfully submitted,
Dianna Mann

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Report Date: April 10, 2017

RE: CLOCWD SWRCD Wastewater Reclamation Study Planning Grant Status Report

Billing Period: March 2017

- I. Project Status Update and Work Accomplished to Date:** Work completed this period was focused on the permitting and Report of Waste Discharge requirements for the existing and proposed reclamation facility. This included:
- Received PEER review of work to date by EDEA
 - Coordinated proposed filters and disinfection review by Stantec
 - Analyzed future combined lift station flows and implications of recent storm events on plant processes

Budget Status Update

Total Budget: \$299,640.00

This Invoice: \$5,943.20

Cost to Date: \$191,871.15

Cost to Complete: \$107,768.85

II. Projected Tasks for February, 2017

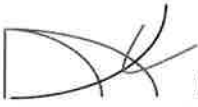
- Meet with RWQCB and review permit related impacts
- Meet with representatives from Shannon Ranches to discuss offsite pipeline, easements, and storage for reclamation
- Layout proposed reclamation facilities with consideration of Phase 1 USDA improvements
- Continue to investigate filtration and disinfection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

PERCENTAGES OF COMPLETION, INVOICED, AND ELAPSED SCHEDULE

- As of this report, the project completion is approx. 64%. We are in the 13th month of a 19 month project, using an approximate 69% of the scheduled allotment.

PROBLEMS ENCOUNTERED

- No problems have been encountered.



Report Date: April 7, 2017

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

Billing Period: March, 2017

I. Project Status Update

Please refer to the status update for October regarding the current budget for design and construction. Work on the design during March included the following:

- Completed 95% structural design of clarifier
- Completed 95% electrical design
- Completed 95% technical specs and front end documents
- Completed 95% lift station site plans and details
- Completed 95% design of WWTP Improvements
- Additional field review of lift stations and WWTP by design team
- Submitted application to PG&E for various electrical service re-locations associated with the new control panels.
- Modified slightly the initial structural design for proposed lift station access improvements and new hatches
- Submitted Encroachment Permit with Caltrans and coordinate on easements for LS 1 Hwy 20 access ramp
- Worked collaboratively with USDA representative Mike Starinski to facilitate review and receipt of his final comments prior to bidding. Received comments primarily on front end specifications and incorporated into the bid package.
- Met with geotechnical engineer (RGH) to review earthwork and trenching specs
- Additional progress was made on the specifications including work on earthwork, trenching and backfill, and various equipment specifications
- A site visit was conducted with EDEA electrical design engineer Larry Smithey to review electrical at all lift stations and at the WWTP
- Joe Matella of Southport Controls submitted invoices for related radio study and design input.
- Meeting with District staff to review design
- Meetings with Jason at MCE office to review plans
- Meeting with Stantec to review plans and coordinate on their input for review and the Reclamation project

II. Budget Status Update

The total billed by MC Engineering for April was

Total Design Budget: \$351,303.54

This Invoice: \$97,804.01

Cost to Date: \$345,117.77

Cost to Complete Design: \$6,185.77

III. Projected Tasks for April

- Complete 100% plans and specs and solicit bids
- Conduct pre-bid meeting
- Finalize geotechnical investigations and report
- Complete application to PG&E for various electrical service re-locations associated with the new control panels
- Process Encroachment Permit with Caltrans and coordinate on easements for LS 1 Hwy 20 access ramp
- Revise cost estimate
- Meet with RWQCB to review ROWD
- Respond to questions during bidding
- Submit proposed MCE construction budget to CLOCWD staff
- Review potential permit needs for access road at LS 1

Clearlake Oaks County Water District

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12952 East Highway 20, P.O. Box 709

Clearlake Oaks, CA 95423

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

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

April 13, 2017

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

A Plant Report to SWRCB was completed, and was sent to Amy Little @ SWRCB via EDT on April 3, 2017. A copy was filed at the water plant

Water produced in the month of March, 2017 was 14.081. This time last year our production was 13.628, an increase of .813 mg or a 6% increase in production. Considering the current weather, below average temperatures and above average precipitation we would assume a significant drop in production due to lower demand but that does not seem to be the case.

According to the information provided to Dan, our unaccounted water loss is over 50%. If this trend continues the overtime for the water treatment personnel will increase significantly due to higher production demands at the Water Plant during the periods of algal events at the Lake which impact both coagulation and disinfection. If the Plant does not rest neither do we.

Our chemical consumption for this period has increased by 9%. This was caused by an increase in the demand for coagulant and disinfectant due to an increase in turbidity in our raw source.

There were two Plant alarms this month due to one of our Chlorine metering pumps becoming air locked at start up. The pump that was affected was our Pre Chlorination pump and the issue has since been resolved.

Below is the chemical inventory provided by Dan in monetary value that is available for use.

9800 Primary Couagulant	\$15,712
9890 Coagulant Aid	\$9,088
Zinc Corrosion Control	\$1,288
NaOCL Disinfection	<u>\$1,956</u>
Total value	\$28,044

Thank you,



Frank Trujillo, Chief Operator

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Clearlake Oaks County Water District

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

4/17/17

Dear Board,

Not too much to report that was not discussed in an earlier meeting.

We did repair a leak in the Big Oaks Shopping center on Friday the 14th and are waiting for an INSTAVALVE to install at Lake Village Estates to fix a leak there right before the meter, this leak has been slowed to the point that it is contained but still needs to be repaired before it becomes an issue.

There were no major sewer spills to report this last month.

I have been working with Rain for Rent (RfR) to coordinate a second small pump; this should be in place before the board meeting on Thursday.

As for removing the Emergency system RfR is working to put together a crew to begin removal of this. Apparently they are on a very large project at the geysers preparing for the fire season.

I will keep Alan posted as I receive updates and will also be in contact with RfR to expedite this as quickly as possible, I know people are getting anxious to have access to the water way.

Thank you,
Jason Mitchell

Board of Directors

Margaret Medeiros
President

Karl Hosier
Vice President

Judy Heeszal
Director

Stanley Archscki
Director

Samuel Boucher
Director

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April 17, 2017

General Manager's Board Letter

Loans/Grants/ Accounting:

See Dianna's Board letter.

Items done since the last Board Meeting:

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

Water Plant Generator:

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

Sidewalks:

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

Harvey tank:

- Special Districts is out to bid on everything up to the edge of our tank site property. Special Districts has prepared the new driveway design and the expanded easement. Both are being checked by MC.

Backflows:

- No change. We are including it in water improvement grant project # 3.

Solar:

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

Emergency Services Planning:

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

Eminent Domain

- Suit filed. We are moving forward to obtain early possession.

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

Alan Gardner, GM

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Revenue Totals Through March 2017

	2015-2016		2016-2017		2015		2016		2017		2016		2017		YTD Totals
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	
Water	\$1,219,070.87	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74	\$1,172,938.74
Sewer	\$970,941.80	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24	\$947,455.24
Water Total	\$1,016,133.99	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51	\$1,020,780.51
Water	101427.67	89290.68	85414.28	87354.62	81183.77	84563.69	85509.06	76112.73	83858.14	81316.19	77600.12	86101.06	86101.06	86101.06	86101.06
Water CRP	3226.85	16559.61	18736.3	19498.9	19561.25	20841.02	19358.26	19046.38	21320.68	19739.01	19909.3	20909.08	20909.08	20909.08	20909.08
Water Penalty	2796.05	1778.13	1829.99	2586.1	2406.41	2290.32	3025.67	2254.69	2841.63	2602.07	1684.84	2784.03	2784.03	2784.03	2784.03
Water CRP Penalty	0	326.14	903.09	1159.82	1102.34	736.32	762.21	655.56	640.15	600.47	523.68	844.22	844.22	844.22	844.22
Water Misc	3612.29	3078.86	4746.88	3327.4	2738.52	3732.85	5465.33	3856.24	3008.13	2976.13	5259.64	4042.42	4042.42	4042.42	4042.42
Water Redist	-9448.87	-8252.91	-9132.11	-8007.98	-8389.71	-6558.7	-8179.97	-8832.76	-8783.71	-8497.58	-8331.66	-9930.58	-9930.58	-9930.58	-9930.58
Water Int	0	0	0	0	0	0	0	0	0	0	0	0.14	0.14	0.14	0.14
Water Total	\$101,613.99	\$102,780.51	\$102,498.43	\$105,918.86	\$98,602.58	\$105,605.50	\$105,940.56	\$93,092.84	\$102,885.02	\$98,736.29	\$96,645.92	104750.37	104750.37	104750.37	\$1,219,070.87
Sewer	81702.36	78946.88	76419.45	74837.51	75990.93	80728.73	74685.69	74482.07	81084.73	77162.07	75459.82	81546.3	81546.3	81546.3	81546.3
Sewer Surchg	1653.84	460.98	141.11	23.96	0.36	0	40.44	7.57	0	42	0	10.7	10.7	10.7	10.7
Sewer CRP	2936.87	16642.63	19826.15	19703.68	20342.55	21953.05	19364.11	20366.95	21621.86	20368.24	21011.01	21546.18	21546.18	21546.18	21546.18
Sewer Penalty	320.73	180.33	230	335.19	401.9	363.71	314.69	384.86	263.71	4047.1	247.35	371.55	371.55	371.55	371.55
Svr Surchg Penalty	670	250	20	20	0	0	0	0	0	0	0	15	15	15	15
Sewer CRP Penalty	0	80.88	123.19	269.17	334.5	233.56	217.48	252.4	159.58	222	119.39	225.67	225.67	225.67	225.67
Sewer Misc	0	0	0	0	0	0	0	0	100	0	1941	100	100	100	100
Sewer Int	0	0	0	0	0	0	0	0	0	0	0	0.19	0.19	0.19	0.19
Sewer Surchg Int	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Redist	-159.9	-113.28	-111.42	-53.3	-53.35	-58.3	-54.42	-53.3	-53.3	-89.72	-80.28	-106.6	-106.6	-106.6	-106.6
Sewer Total	\$87,123.90	\$96,448.42	\$96,648.48	\$95,136.21	\$97,016.89	\$103,220.75	\$94,567.99	\$95,440.55	\$103,176.58	\$101,751.69	\$98,698.29	103708.99	103708.99	103708.99	\$1,172,938.74
Total Revenue	\$188,737.89	\$199,228.93	\$199,146.91	\$201,055.07	\$195,619.47	\$208,826.25	\$200,508.55	\$188,533.39	\$206,061.60	\$200,487.98	\$195,344.21	\$208,459.36	\$208,459.36	\$208,459.36	\$2,392,009.61
Water	85218.84	97628.57	89528.8	98651.41	85835.97	89591.16	79349.34	77240.12	90051.11	86340.25	83440.25	90051.11	90051.11	90051.11	90051.11
Water CRP	19506.75	24977.16	21564.79	24339.55	21719.12	24605.81	22210.76	21131.34	25248.29	25248.29	25248.29	25248.29	25248.29	25248.29	25248.29
Water Penalty	2275.45	1665.53	1451.04	1512.28	1427.22	1661	1194.8	1569.61	1576.99	1576.99	1576.99	1576.99	1576.99	1576.99	1576.99
Water CRP Penalty	897.84	1690.66	941.11	388.57	401.04	429.21	389.17	409.93	453.86	453.86	453.86	453.86	453.86	453.86	453.86
Water Misc	2612.44	3355.4	2574.44	3072.68	3501.66	3917.23	2086.54	4022.18	2666.76	2666.76	2666.76	2666.76	2666.76	2666.76	2666.76
Water Redist	-8700.79	-8900.66	-8470.72	-8315.98	-8365.49	-7931.31	-8287.75	-7206.21	-9422.82	-9422.82	-9422.82	-9422.82	-9422.82	-9422.82	-9422.82
Water Int	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Total	\$101,810.53	\$120,416.66	\$107,589.46	\$119,648.51	\$104,519.52	\$112,273.10	\$96,942.86	\$97,166.97	\$110,574.19	\$83,402.25	\$98,942.86	110,574.19	110,574.19	110,574.19	\$970,941.80
Sewer	74043.04	83535.43	77231.78	83245.45	77145.4	82778.28	77690.05	75342.31	86340.25	86340.25	86340.25	86340.25	86340.25	86340.25	86340.25
Sewer Surchg	3.75	0	7.13	0	0	0	0	0	0	0	0	0	0	0	0
Sewer CRP	19708.7	25784.85	23624.12	26131.54	23116.3	25732.89	23950.34	23134.33	26434.79	26434.79	26434.79	26434.79	26434.79	26434.79	26434.79
Sewer Penalty	257.96	193.37	1113.37	1148.11	1317.15	1398.21	1172.89	1460.66	1338.07	1338.07	1338.07	1338.07	1338.07	1338.07	1338.07
Svr Surchg Penalty	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewer CRP Penalty	212.24	327.74	339.52	393.87	374.65	460.61	488.51	486.53	425.17	425.17	425.17	425.17	425.17	425.17	425.17
Sewer Misc	210	200	0	0	0	0	50	0	0	0	0	0	0	0	0
Sewer Int	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Surchg Int	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Redist	-113.12	-113.12	-66.92	-113.12	-113.42	-113.12	-113.12	-81.62	-66.56	-66.56	-66.56	-66.56	-66.56	-66.56	-66.56
Sewer Total	\$94,322.57	\$109,928.27	\$102,249.00	\$110,805.85	\$101,840.08	\$110,256.87	\$103,238.67	\$100,342.21	\$114,471.72	\$83,402.25	\$98,942.86	114,471.72	114,471.72	114,471.72	\$947,455.24
Total Revenue	\$196,133.10	\$230,344.93	\$209,838.46	\$230,454.36	\$206,359.60	\$222,529.97	\$200,181.53	\$197,509.18	\$225,045.91	\$200,487.98	\$195,344.21	\$208,459.36	\$208,459.36	\$208,459.36	\$1,918,397.04

Summary Balance Sheet

As of March 31, 2017

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	<u>Mar 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	995,192.29
Other Current Assets	<u>662,241.00</u>
Total Current Assets	1,657,433.29
Fixed Assets	<u>6,142,870.89</u>
TOTAL ASSETS	<u><u>7,800,304.18</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	455,649.02
Credit Cards	1,579.67
Other Current Liabilities	<u>314,201.83</u>
Total Current Liabilities	<u>771,430.52</u>
Total Liabilities	771,430.52
Equity	<u>7,028,873.66</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,800,304.18</u></u>

Balance Sheet

As of March 31, 2017

2.9.2

	Mar 31, 17
ASSETS	
Current Assets	
Checking/Savings	
102.001 · WAB-General Checking (Old Acct. # 053420019)	72,173.95
102.04 · DWR - CHECKING	400.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	
CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550) - Other	293,694.37
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	482,694.37
102.02 · WAB SAVINGS - CRP WATER	102,518.14
102.03 · WAB SAVINGS - CRP SEWER	337,405.83
Total Checking/Savings	995,192.29
Other Current Assets	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	300.00
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	21,680.00
132 · CIP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	366,081.00
135 · CIP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	74,033.00
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1097010)	176,790.00
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	23,357.00
Total Other Current Assets	662,241.00
Total Current Assets	1,657,433.29
Fixed Assets	
120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	
120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)	1,851,100.60
Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	1,851,100.60
122 · Buildings (OFFICE BUILDING - WAS 1011180)	8,475,638.00
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	46,264.48
Total 124.30 · Lift Stations	112,306.71
124.50 · Mains	14,788.58
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other	3,136,437.00
Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)	3,263,532.29
125 · Land	299,770.00
129 · ALLOW. FOR DEPRECIATION	-7,747,170.00
Total Fixed Assets	6,142,870.89
TOTAL ASSETS	7,800,304.18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	455,649.02
Total Accounts Payable	455,649.02
Credit Cards	
210 · Cal Card	
210.05 · Cal Card - Dan - 4075	120.85
210.04 · Cal Card - Alan - 4000	1,458.82
Total 210 · Cal Card	1,579.67
Total Credit Cards	1,579.67
Other Current Liabilities	
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal tax deposi...	-322.01

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Balance Sheet

As of March 31, 2017

2013

	Mar 31, 17
280 · Loan	
280.05 · USDA Bridge Loan (Bridge loan until USDA funds become available t...	266,000.00
280.01 · Kansas State Bk - VACON	2,820.08
280.03 · Kansas State Bk - Camera Traile	-12.79
Total 280 · Loan	268,807.29
221 · Health Ins - EE Portion	501.39
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYABLE - WAS 2...	-340.68
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WAS 2097112)	-160.05
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROLL TAX WIT...	-377.00
223.60 · STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL TAX WITHHOL...	-84.49
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - WAS 2097...	-24.73
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - INS CO...	-1,214.81
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - WAS 20...	596.12
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLOYEE B...	49,102.00
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or accrue...	-2,281.20
Total Other Current Liabilities	314,201.83
Total Current Liabilities	771,430.52
Total Liabilities	771,430.52
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	6,009,715.61
304 · Opening Balance Equity (Opening balances during setup post to this account. T...	328,889.15
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/...	1,075,137.51
Net Income	-384,868.61
Total Equity	7,028,873.66
TOTAL LIABILITIES & EQUITY	7,800,304.18

Profit and Loss

July 2016 through March 2017

2.9.4

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
Income						
Income						
410 · Client Reg Pmt	0.00	0.00	682,308.21	787,904.42	1,470,212.63	1,470,212.63
420 · Connection Fees	0.00	0.00	111.50	488.50	600.00	600.00
430 · Penalty & Interest	0.00	0.00	10,283.84	15,777.97	26,061.81	26,061.81
440 · Misc Revenue	180.96	0.00	0.00	27,023.39	27,204.35	27,204.35
450 · Other - Non S/W Rev	0.00	0.00	59,466.93	74,537.09	134,004.02	134,004.02
Total Income	180.96	0.00	752,170.48	905,731.37	1,658,082.81	1,658,082.81
Total Income	180.96	0.00	752,170.48	905,731.37	1,658,082.81	1,658,082.81
Gross Profit	180.96	0.00	752,170.48	905,731.37	1,658,082.81	1,658,082.81
Expense						
Salaries & EE Benefits						
505 · Salaries & Wages	275,232.41	51,821.68	123,059.71	103,663.12	553,776.92	553,776.92
510 · Contract Labor	0.00	0.00	10,300.00	0.00	10,300.00	10,300.00
520 · FICA - District Share	20,310.29	3,777.22	8,987.59	7,539.25	40,614.35	40,614.35
530 · Medical Ins - Dist Share	62,984.65	6,479.62	35,549.54	13,737.59	118,751.40	118,751.40
540 · PERS - District Share	24,425.74	2,102.22	6,639.31	10,361.36	43,528.63	43,528.63
550 · Unemployment	9,300.10	0.00	0.00	0.00	9,300.10	9,300.10
560 · Workers Comp Ins	3,870.30	3,654.48	6,121.88	6,600.01	20,246.67	20,246.67
Total Salaries & EE Benefits	396,123.49	67,835.22	190,658.03	141,901.33	796,518.07	796,518.07
Services & Supplies						
605 · Advertising	200.00	0.00	0.00	0.00	200.00	200.00
610 · Bank Fees	356.00	0.00	0.00	0.00	356.00	356.00
620 · Communications & Internet	3,621.57	265.10	2,570.28	2,701.98	9,158.93	9,158.93
622 · Board Exp	59,846.58	0.00	0.00	0.00	59,846.58	59,846.58
625 · Equip - Field (\$300-\$4999)	0.00	199.75	857.70	0.00	1,057.45	1,057.45
630 · Equip - Office	75.51	0.00	707.83	0.00	783.34	783.34
640 · Fuel & Oil	0.00	8,414.45	1,352.44	4,097.45	13,864.34	13,864.34
645 · Insurance	0.00	0.00	31,608.30	31,608.30	63,216.60	63,216.60
650 · Interest	0.00	403.44	1,035.71	-23.33	1,415.82	1,415.82
657 · Lab	0.00	0.00	17,009.28	11,553.56	28,562.84	28,562.84
660 · Memberships & Subscription	598.39	0.00	21,387.00	17,712.29	39,697.68	39,697.68
665 · Mileage Reimb	2,516.95	302.76	0.00	120.45	2,940.16	2,940.16
670 · Postage & Shipping	7,213.65	1.20	7.30	0.00	7,222.15	7,222.15
675 · Professional Services	26,862.16	0.00	7,701.46	3,320.42	37,884.04	37,884.04
685 · Rents	4,880.69	0.00	0.00	0.00	4,880.69	4,880.69
690 · Safety & Security	1,695.32	2,372.58	3,500.22	11,803.83	19,371.95	19,371.95
700 · Tools & Instruments	0.00	686.58	2,898.93	2,076.48	5,661.99	5,661.99
703 · Supplies - Clothing & Personal	577.99	842.73	611.10	407.40	2,439.22	2,439.22
705 · Supplies - Office	4,966.10	83.58	1,045.23	1,197.51	7,292.42	7,292.42
715 · Supplies-Chemicals-Operating	0.00	0.00	37,391.45	34,209.43	71,600.88	71,600.88
720 · Supplies - Inventory - Other	0.00	7,988.58	18,962.54	5,747.36	32,698.48	32,698.48
730 · Taxes - Licenses	0.00	388.00	1,709.00	1,159.30	3,256.30	3,256.30
735 · Training (Classes, books, etc)	169.00	385.00	480.00	50.00	1,084.00	1,084.00
745 · Travel / Lodging	373.20	349.65	315.86	0.00	1,038.71	1,038.71
750 · Utilities	3,960.99	0.00	95,608.94	91,720.65	191,290.58	191,290.58
760 · Waste Disposal	329.80	0.00	38,801.88	0.00	39,131.68	39,131.68
795 · Yolo Co	0.00	0.00	0.00	32,644.57	32,644.57	32,644.57
799 · Misc	4.60	0.00	0.00	0.00	4.60	4.60
Total Services & Supplies	118,248.50	22,683.40	285,562.45	252,107.65	678,602.00	678,602.00
Repairs & Replacement						
810 · R&R Buildings & Grounds	2,706.41	60.96	2,921.40	4,906.50	10,595.27	10,595.27
830 · R&R Equipment	0.00	0.00	7,067.96	907.28	7,975.24	7,975.24
840 · R&R Vehicles	100.46	45.35	851.95	2,119.76	3,117.52	3,117.52
Total Repairs & Replacement	2,806.87	106.31	10,841.31	7,933.54	21,688.03	21,688.03
Total Expense	517,178.86	90,624.93	487,061.79	401,942.52	1,496,808.10	1,496,808.10
Net Income	-516,997.90	-90,624.93	265,108.69	503,788.85	161,274.71	161,274.71

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Thru End of March 2017		2016 - 2017 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	365,469	274,102	275,232	75.3%	90,237
510	Contracted Labor	-	-	-	-	-
520	FICA - District Share	30,241	22,681	20,310	67.2%	9,931
530	Medical Ins - District Share	74,799	56,099	62,985	84.2%	11,814
540	PERS - District Share	37,160	27,870	24,426	65.7%	12,734
550	Unemployment	12,000	9,000	9,300	77.5%	2,700
560	Workers Comp Ins	10,415	7,811	3,870	37.2%	6,545
Salaries and Employee Benefits >		530,085	397,564	396,123	74.7%	133,962
605	Advertising	250	188	200	80.0%	50
610	Bank Fees	5,600	4,200	356	6.4%	5,244
620	Communications & Internet	3,300	2,475	3,622	109.8%	(322)
622	Board Exp	500	375	59,847	11969.4%	(59,347)
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	700	525	76	10.9%	624
640	Fuel & Oil	0	0	-	0.0%	0
645	Insurance	0	0	-	0.0%	0
650	Interest	0	0	-	0.0%	0
657	Outsource Lab / Internal Lab	0	0	-	0.0%	0
660	Memberships & Subscriptions	900	675	598	66.4%	302
665	Mileage Reimb	2,000	1,500	2,517	125.9%	(517)
670	Postage & Shipping	9,400	7,050	7,214	76.7%	2,186
675	Professional Services (Legal, IT, etc)	20,000	15,000	26,862	134.3%	(6,862)
685	Rents	7,400	5,550	4,881	66.0%	2,519
690	Safety & Security (boots)	2,000	1,500	1,695	84.8%	305
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	400	300	578	144.5%	(178)
705	Supplies - Office	5,000	3,750	4,966	99.3%	34
715	Treatment Chemicals	-	-	-	0.0%	-
720	Supplies - Operating - Other	50	38	-	0.0%	50
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training (Classes, books)	2,500	1,875	169	6.8%	2,331
745	Travel / Lodging	2,500	1,875	373	14.9%	2,127
750	Utilities	5,200	3,900	3,961	76.2%	1,239
760	Waste Disposal	500	375	330	66.0%	170
795	Yolo Co	0	0	-	0.0%	0
799	Misc	500	375	5	1.0%	495
Services and Supplies >		68,700	51,525	118,250	172.1%	(49,550)
810	R&R Buildings & Grounds	4,000	3,000	2,706	67.7%	1,294
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	2,000	1,500	-	0.0%	2,000
832	R&R Mains/Service Lines	0	0	-	0.0%	0
840	R&R Vehicles (\$2k/vehicle)	2,500	1,875	100	4.0%	2,400
Repairs & Replacement >		8,500	6,375	2,806	33.0%	5,694
Total Expenses >		607,285	455,464	517,179	85.2%	90,106

Expense Notes

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

D\C - Budget Variance Report Jul 2016

Target % >

75.0%

D.A.B

Thru End of March 2017

2016 - 2017 Budget

Actual

YTD

% Spent

Total

Expenses

Annual

YTD

YTD

Spent

Remaining

505	Salaries & Wages	63,954	47,965	51,822	81.0%	12,132
510	Contracted Labor	-	-	-	-	-
520	FICA - District Share	5,221	3,915	3,777	72.3%	1,444
530	Medical Ins - District Share	20,000	15,000	6,480	32.4%	13,520
540	PERS - District Share	3,159	2,369	2,102	66.5%	1,057
550	Unemployment	0	0	-	0.0%	0
560	Workers Comp Ins	3,339	2,504	3,654	109.5%	(316)
	Salaries and Employee Benefits >	95,671	71,753	67,835	70.9%	27,836
605	Advertising	-	-	-	0.0%	-
610	Bank Fees	-	-	-	0.0%	-
620	Communications & Internet	-	-	265	0.0%	(265)
622	Board Exp	-	-	-	0.0%	-
625	Equip - Field (up to \$4999)	2,500	1,875	200	8.0%	2,300
630	Equip - Office	-	-	-	0.0%	-
640	Fuel & Oil	4,000	3,000	8,414	210.4%	(4,414)
645	Insurance	-	-	-	0.0%	-
650	Interest	1,750	1,313	403	23.0%	1,347
657	Outsource Lab / Internal Lab	-	-	-	0.0%	-
660	Memberships & Subscriptions	-	-	-	0.0%	-
665	Mileage Reimb	500	375	303	60.6%	197
670	Postage & Shipping	50	38	1	2.0%	49
675	Professional Services (SCADA)	1	1	-	0.0%	1
685	Rents	500	375	-	0.0%	500
690	Safety & Security (boots)	2,150	1,613	2,373	110.4%	(223)
700	Tools & Instruments	3,750	2,813	687	18.3%	3,063
703	Supplies - Clothing & Personal	1,500	1,125	843	56.2%	657
705	Supplies - Office	250	188	84	0.0%	166
715	Treatment Chemicals	-	-	-	0.0%	-
720	Supplies - Operating - Other	13,000	9,750	7,989	61.5%	5,011
730	Taxes - Licenses	500	375	388	0.0%	112
735	Training (classes, books)	1,500	1,125	385	25.7%	1,115
745	Travel / Lodging	1,000	750	350	35.0%	650
750	Utilities	-	-	-	0.0%	-
760	Waste Disposal	-	-	-	0.0%	-
795	Yolo Co	-	-	-	0.0%	-
799	Misc	250	188	-	0.0%	250
	Services and Supplies >	33,201	24,901	22,685	68.3%	10,516
810	R&R Buildings & Grounds	0	0	61	610000.0%	(61)
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	-	-	-	0.0%	-
832	R&R Mains/Service Lines	-	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	-	-	45	0.0%	(45)
	Repairs & Replacement >	0	0	106	530000.0%	(106)
	Total Expenses >	128,872	96,654	90,626	70.3%	38,246

Expense Notes

703 Supplies - Clothing & Personal

New Pants for DC Crew

735 Training

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

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Thru End of March 2017 Expenses	2016 - 2017 Budget		Actual	%	Total
	Annual	YTD	YTD	Spent	Remaining
505 Salaries & Wages	149,586	112,189	123,060	89.2%	26,526
510 Contracted Labor	28,000	21,000	10,300		17,700
520 FICA - District Share	12,246	9,185	8,988	73.4%	3,258
530 Medical Ins - District Share	47,030	35,273	35,550	75.6%	11,480
540 PERS - District Share	9,165	6,873	6,639	72.4%	2,526
550 Unemployment	0	0		0.0%	0
560 Workers Comp Ins	8,411	6,309	6,122	72.8%	2,289
Salaries and Employee Benefits >	254,439	190,829	190,659	74.9%	63,780
605 Advertising	0	0		0.0%	0
610 Bank Fees	0	0		0.0%	0
620 Communications & Internet	3,000	2,250	2,570	85.7%	430
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	2,000	1,500	858	42.9%	1,142
630 Equip - Office	1,000	750	708	70.8%	292
640 Fuel & Oil (Schaeffers)	250	188	1,352	540.8%	(1,102)
645 Insurance	38,500	28,875	31,608	82.1%	6,892
650 Interest	1,050	788	1,036	98.7%	14
657 Outsource Lab / Internal Lab	21,000	15,750	17,009	81.0%	3,991
660 Memberships & Subscriptions	5,000	3,750	21,387	427.7%	(16,387)
665 Mileage Reimb	500	375		0.0%	500
670 Postage & Shipping	50	38	7	14.0%	43
675 Professional Services (SCADA)	13,000	9,750	7,701	59.2%	5,299
685 Rents	-	-	-	0.0%	-
690 Safety & Security (boots)	7,000	5,250	3,500	50.0%	3,500
700 Tools & Instruments	3,000	2,250	2,899	96.6%	101
703 Supplies - Clothing & Personal	1,500	1,125	611	40.7%	889
705 Supplies - Office	1,200	900	1,045	87.1%	155
715 Treatment Chemicals	65,000	48,750	37,391	57.5%	27,609
720 Supplies- Operating - Other	5,000	3,750	18,963	379.3%	(13,963)
730 Taxes - Licenses	2,300	1,725	1,709	74.3%	591
735 Training (classes, books)	3,000	2,250	480	16.0%	2,520
745 Travel / Lodging	1,000	750	316	31.6%	684
750 Utilities	70,000	52,500	95,609	136.6%	(25,609)
760 Waste Disposal	60,000	45,000	38,802	64.7%	21,198
795 Yolo Co	0	0	-	0.0%	0
799 Misc	5,000	3,750		0.0%	5,000
Services and Supplies >	309,350	232,013	285,561	92.3%	23,789
810 R&R Buildings & Grounds	5,000	3,750	2,921	58.4%	2,079
815 R & R Damage Claims	5,000	3,750	-	0.0%	5,000
820 R&R Lift Stations	-	-		0.0%	-
830 R&R Equipment	5,000	3,750	7,068	141.4%	(2,068)
832 R&R Mains/Service Lines	-	-	-	0.0%	-
840 R&R Vehicles (\$2k/vehicle)	4,000	3,000	852	21.3%	3,148
Repairs & Replacement >	19,000	14,250	10,841	57.1%	8,159
Total Expenses >	582,789	437,091	487,061	83.6%	95,728

Expense Notes

625 Equip - Field (\$399 - \$4999)	Needle valves for effluent pps 1 & 3
645 Insurance	Annual Auto/General Liability to JPIA
660 Memberships & Subscriptions	Association of California Water Agencies Dues
690 Safety and Security	Multible months of Protective Gloves
715 Supplies - Chemicals	Plymer
720 Supplies - Operating - Other	Gate Valve, materials to rebuild Chlorine Feed Pumps, Titan Tubes
	Monthly PG&E bill averages \$2,200 with Hayden Solar equalling \$5,743, PGE
750 Utilities	Bill due to solar panels being shut off and plant running 24/7 during flood
760 Waste Disposal	Sludge Season
830 R&R Equipment	Sewer Tractor Cameras, Chlorine Feed Pump

2,018

Water - Budget Variance Report July 2016			Target % >	75.0%	
Thru End of March 2017			Actual	%	Total
Expenses	2016 - 2017 Budget	YTD	YTD	Spent	Remaining
	Annual				
505 Salaries & Wages	123,169	92,377	103,663	84.2%	19,506
510 Contracted Labor	-	-	-		-
520 FICA - District Share	10,293	7,720	7,539	73.2%	2,754
530 Medical Ins - District Share	18,362	13,772	13,738	74.8%	4,624
540 PERS - District Share	15,844	11,883	10,361	65.4%	5,483
550 Unemployment	0	0		0.0%	0
560 Workers Comp Ins	10,722	8,042	6,600	61.6%	4,122
Salaries and Employee Benefits >	178,390	133,793	141,901	79.5%	36,489
605 Advertising	0	0		0.0%	0
610 Bank Fees	0	0		0.0%	0
620 Communications & Internet	4,000	3,000	2,702	67.6%	1,298
622 Board Exp	0	0		0.0%	0
625 Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630 Equip - Office	500	375		0.0%	500
640 Fuel & Oil	12,000	9,000	4,097	34.1%	7,903
645 Insurance	38,500	28,875	31,608	82.1%	6,892
650 Interest	300	225	(23)	-7.7%	323
657 Outside Lab / Internal Lab	16,000	12,000	11,554	72.2%	4,446
660 Memberships & Subscriptions	28,000	21,000	17,712	63.3%	10,288
665 Mileage Reimb	500	375	120	24.0%	380
670 Postage & Shipping	100	75		0.0%	100
675 Professional Services (SCADA)	25,000	18,750	3,320	13.3%	21,680
685 Rents	2,000	1,500		0.0%	2,000
690 Safety & Security (boots)	1,000	750	11,804	1180.4%	(10,804)
700 Tools & Instruments	2,000	1,500	2,076	103.8%	(76)
703 Supplies - Clothing & Personal	1,000	750	407	40.7%	593
705 Supplies - Office	600	450	1,198	199.7%	(598)
715 Treatment Chemicals	47,000	35,250	34,209	72.8%	12,791
720 Supplies - Operating - Other	5,000	3,750	5,747	114.9%	(747)
730 Taxes - Licenses	1,500	1,125	1,159	77.3%	341
735 Training (classes, books)	3,000	2,250	50	1.7%	2,950
745 Travel / Lodging	1,500	1,125		0.0%	1,500
750 Utilities	110,000	82,500	91,721	83.4%	18,279
760 Waste Disposal	300	225		0.0%	300
795 Yolo Co	42,000	31,500	32,645	77.7%	9,355
799 Misc	5,000	3,750		0.0%	5,000
Services and Supplies >	346,800	260,100	252,106	72.7%	94,694
810 R&R Buildings & Grounds	5,000	3,750	4,907	98.1%	93
815 R & R Damage Claims	5,000	3,750		0.0%	5,000
820 R&R Lift Stations	-	-			-
830 R&R Equipment	1,000	750	907	90.7%	93
832 R&R Mains/Service Lines	-	-		0.0%	-
840 R&R Vehicles (\$2k/vehicle)	4,000	3,000	2,120	53.0%	1,880
Repairs & Replacement >	15,000	11,250	7,934	52.9%	7,066
Total Expenses >	540,190	405,143	401,941	74.4%	138,249

Expense Notes:

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

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CRP/CIP Profit and Loss

July 2016 through March 2017

2.0.9

	Water (CRP)	Sewer (CRP)	CRP -... (CRP)	Total CRP	TOTAL
Income					
Income					
425 · CRP (Capital Replacment Plan)					
425.2 · Sewer	0.00	-26.84	0.00	-26.84	-26.84
425.1 · Water	-547.68	-25.54	0.00	-573.22	-573.22
425 · CRP (Capital Replacment Pla...	200,782.36	205,636.82	0.24	406,419.42	406,419.42
Total 425 · CRP (Capital Replacment ...	200,234.68	205,584.44	0.24	405,819.36	405,819.36
430 · Penalty & Interest	5,939.38	3,511.26	0.00	9,450.64	9,450.64
Total Income	206,174.06	209,095.70	0.24	415,270.00	415,270.00
Total Income	206,174.06	209,095.70	0.24	415,270.00	415,270.00
Gross Profit	206,174.06	209,095.70	0.24	415,270.00	415,270.00
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	15,185.10	36,870.97	0.00	52,056.07	52,056.07
520 · FICA - District Share	1,060.09	2,810.44	0.00	3,870.53	3,870.53
530 · Medical Ins - Dist Share	8,363.75	5,409.07	0.00	13,772.82	13,772.82
540 · PERS - District Share	790.79	1,446.85	0.00	2,237.64	2,237.64
560 · Workers Comp Ins	1,296.67	1,296.66	0.00	2,593.33	2,593.33
Total Salaries & EE Benefits	26,696.40	47,833.99	0.00	74,530.39	74,530.39
Services & Supplies					
625 · Equip - Field (\$300-\$4999)	848.78	810.17	0.00	1,658.95	1,658.95
640 · Fuel & Oil	269.80	269.80	0.00	539.60	539.60
650 · Interest	136.37	161.10	0.00	297.47	297.47
675 · Professional Services	5,412.30	5,812.30	0.00	11,224.60	11,224.60
690 · Safety & Security	121.98	121.96	0.00	243.94	243.94
720 · Supplies - Inventory - Other	10,101.69	2,458.14	0.00	12,559.83	12,559.83
Total Services & Supplies	16,890.92	9,633.47	0.00	26,524.39	26,524.39
Repairs & Replacement					
810 · R&R Buildings & Grounds	12,307.48	1,956.87	0.00	14,264.35	14,264.35
820 · R&R Lift Stations	597.31	6,827.07	0.00	7,424.38	7,424.38
830 · R&R Equipment	11,393.15	1,941.86	0.00	13,335.01	13,335.01
832 · R&R Mains and Sewer Lines	19,949.91	0.00	0.00	19,949.91	19,949.91
840 · R&R Vehicles	5,672.39	5,711.22	0.00	11,383.61	11,383.61
Total Repairs & Replacement	49,920.24	16,437.02	0.00	66,357.26	66,357.26
Total Expense	93,507.56	73,904.48	0.00	167,412.04	167,412.04
Net Income	112,666.50	135,191.22	0.24	247,857.96	247,857.96

Clearlake Oaks Co Water District
APPROVED BUDGET 2016-2017

2, a, 10

Target % > **75%**

Thru End of March 2017 Summary	WATER				SEWER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,067,122	800,342	814,530	76%	969,433	727,075	669,107	69%
Total Operating Expenses	906,028	679,521	705,844	78%	948,617	711,463	790,964	83%
Operating Balance (loss)	161,094	120,820	108,687		20,816	15,612	(121,857)	
420 Connection Rev			489				112	
435 Loan/Grant Rev			-				-	
450 Other - Non S/W Rev	96,000	72,000	74,537	78%	85,000	63,750	59,467	70%
Depreciation Exp	194,168	145,626	97,084	50%	135,786	101,840	67,893	50%
Net Change In Net Position (loss)	62,926	47,194	86,629		(29,970)	(22,477)	(130,171)	

Current Revenue Notes:

450 - W & S County Apporment Check for \$96,371.49

Past Revenue Notes

Past Revenue Notes

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

450-S \$11,281 from Tax Roll

440-W Bulk Water Sales

WestAmer Op	\$	151,565
WestAmer CRP		372,369
LAIF		482,694
Total	\$	1,006,628

Thru End of March 2017 Operating Revenue	WATER				SEWER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,037,122	777,842	698,446	67%	955,933	716,950	600,574	63%
430 Penalty & Interest	30,000	22,500	14,121	47%	13,500	10,125	8,954	66%
440 Misc	0	0	26,937		0	0	-	0%
Total Revenue >	1,067,122	800,342	739,504	69%	969,433	727,075	609,528	63%

Thru End of March 2017 Operating Expenses	Budget				Actual			
	Annual		YTD		YTD		Spent	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
505 Salaries & Wages	337,881	253,410	267,190	79%	364,297	273,223	286,587	79%
510 Contracted Labor	-	-	-	0%	28,000	21,000	10,300	37%
520 FICA - District Share	28,024	21,018	19,583	70%	29,977	22,483	21,032	70%
530 Medical Ins - District Share	65,762	49,321	48,471	74%	94,430	70,822	70,283	74%
540 PERS - District Share	36,003	27,002	23,625	66%	29,324	21,993	19,903	68%
550 Unemployment	6,000	4,500	4,650	78%	6,000	4,500	4,650	78%
560 Workers Comp Ins	17,599	13,199	10,362	59%	15,288	11,466	9,884	65%
Salaries and Employee Benefits >	491,268	368,451	373,880	76%	567,317	425,488	422,638	74%

605 Advertising	125	94	100	80%	125	94	100	80%
610 Bank Fees	2,810	2,108	178	6%	2,800	2,100	178	6%
620 Communications & Internet	5,650	4,238	4,646	82%	4,650	3,488	4,514	97%
622 Board Exp	250	188	29,924	11969%	250	188	29,924	11969%
625 Equip - Field (\$300-\$4999)	1,250	938	100	8%	3,250	2,438	958	29%
630 Equip - Office	850	638	38	4%	1,350	1,013	746	55%
640 Fuel & Oil	14,000	10,500	8,304	59%	2,250	1,688	5,559	247%
645 Insurance	38,500	28,875	31,608	82%	38,500	28,875	31,608	82%

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2.0.11

650	Interest	1,175	881	179	15%	1,925	1,444	1,238	64%
657	Lab	16,000	12,000	11,554	72%	21,000	15,750	17,009	81%
660	Memberships & Subscriptions	28,450	21,338	18,011	63%	5,450	4,088	21,686	398%
665	Mileage Reimb	1,500	1,125	1,530	102%	1,500	1,125	1,410	94%
670	Postage & Shipping	4,825	3,619	3,608	75%	4,775	3,581	3,615	76%
675	Professional Services	35,000	26,250	16,751	48%	23,000	17,250	21,132	92%
685	Rents	5,950	4,463	2,441	41%	3,950	2,963	2,441	62%
690	Safety & Security	3,075	2,306	13,838	450%	9,075	6,806	5,534	61%
700	Tools & Instruments	3,875	2,906	2,420	62%	4,875	3,656	3,243	67%
703	Supplies - Clothing & Personal	1,200	900	1,118	93%	1,700	1,275	1,322	78%
705	Supplies - Office	3,225	2,419	3,723	115%	3,825	2,869	3,570	93%
715	Treatment Chemicals	47,000	35,250	34,209	73%	65,000	48,750	37,391	58%
720	Supplies - Operating - Other	11,525	8,644	9,742	85%	11,525	8,644	22,958	199%
730	Taxes - Licenses	1,750	1,313	1,353	77%	2,550	1,913	1,903	75%
735	Training	4,250	3,188	327	8%	4,250	3,188	757	18%
745	Travel	2,750	2,063	362	13%	2,250	1,688	678	30%
750	Utilities	112,600	84,450	93,702	83%	72,600	54,450	97,590	134%
760	Waste Disposal	550	413	165	30%	60,250	45,188	38,967	65%
795	Yolo Co	42,000	31,500	32,645	78%				
799	Misc	5,375	4,031	3	0%	5,375	4,031	3	0%
Services and Supplies >		395,510	296,633	322,574	82%	358,050	268,538	356,029	99%
810	R&R Buildings & Grounds	7,000	5,250	6,291	90%	7,000	5,250	4,305	61%
815	R & R Damage Claims	5,000	3,750	-	0%	5,000	3,750	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,000	1,500	907	45%	6,000	4,500	7,068	118%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	5,250	3,938	2,193	42%	5,250	3,938	925	18%
Repairs & Replacement >		19,250	14,438	9,390	49%	23,250	17,438	12,297	53%
Total Expenses >		906,028	679,521	705,844	78%	948,617	711,463	790,964	83%

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Clearlake Oaks Co Water District
Budget Variance Report February 2017

2.9.17

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SEWER-CRP

Target % > **75.0%**

Thru End of March 2017

Summary	Budget		Actual YTD	
	Annual	YTD	Amount	%
SEWER CRP Revenue	297,440	223,080	205,637	70.3%
Penalty & Interest			3,511	
SEWER CRP Expenses	174,687	131,015	73,904	42.3%
(1/2 Vac all Camera) Debt Service Exp	47,961	35,971	35,971	
USDA Annual Payment	129,000	96,750		
I & I/Lift Station Rehab Improvements	42,000	31,500		
Short term depreciation reserve	30,000	22,500	22,500	
Previous Year Balance	208,351			
Operating Balance (loss)	82,143	61,608	76,773	

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

Expenses	2016 - 2017 Budget		Actual YTD	%	Total	
	Annual	YTD				
505 Salaries & Wages	31,977	23,983	36,871	115.3%	(4,894)	
510 Contracted Labor	-	-	-	-	-	
520 FICA - District Share	2,610	1,958	2,810	107.7%	(200)	
530 Medical Ins - District Share	10,000	7,500	5,409	54.1%	4,591	
540 PERS - District Share	1,580	1,185	1,447	91.6%	133	
550 Unemployment	-	-	-	0.0%	-	
560 Workers Comp Ins	1,669	1,252	1,297	77.7%	372	
Salaries and Employee Benefits >	47,836	35,877	47,834	100.0%	2	
605 Advertising	0	0	-	0.0%	0	
610 Bank Fees	0	0	-	0.0%	0	
620 Communications & Internet	0	0	-	0.0%	0	
622 Board Exp	0	0	-	0.0%	0	
625 Equip - Field (up to \$4999)	1,250	938	810	64.8%	440	
630 Equip - Office	-	-	-	0.0%	-	
640 Fuel & Oil	2,000	1,500	270	13.5%	1,730	
645 Insurance	-	-	-	0.0%	-	
650 Interest	875	656	161	18.4%	714	
657 Outsource Lab / Internal Lab	-	-	-	0.0%	-	
660 Memberships & Subscriptions	-	-	-	0.0%	-	
665 Mileage Reimb	-	-	-	0.0%	-	
670 Postage & Shipping	25	19	-	0.0%	25	
675 Professional Services (SCADA)	1	1	5,812	0.0%	(5,811)	
685 Rents	250	188	-	0.0%	250	
690 Safety & Security (boots)	1,075	806	122	11.3%	953	
700 Tools & Instruments	1,875	1,406	-	0.0%	1,875	
703 Supplies - Clothing & Personal	-	-	-	0.0%	-	
705 Supplies - Office	125	94	-	0.0%	125	
715 Treatment Chemicals	-	-	-	0.0%	-	
720 Supplies - Operating - Other	6,500	4,875	2,458	37.8%	4,042	
730 Taxes - Licenses	250	188	-	0.0%	250	
735 Training (classes, books)	-	-	-	0.0%	-	
745 Travel / Lodging	-	-	-	0.0%	-	
750 Utilities	-	-	-	0.0%	-	
760 Waste Disposal	-	-	-	0.0%	-	
795 Yolo Co	-	-	-	0.0%	-	
799 Misc	125	94	-	0.0%	125	
Services and Supplies >	14,351	10,763	9,633	67.1%	4,718	
810 R&R Buildings & Grounds	25,000	18,750	1,957	7.8%	23,043	
815 R & R Damage Claims	-	-	-	0.0%	-	
820 R&R Lift Stations	20,000	15,000	6,827	34.1%	13,173	
830 R&R Equipment	5,000	3,750	1,942	38.8%	3,058	
832 R&R Mains/Service Lines	50,000	37,500	-	0.0%	50,000	
840 R&R Vehicles (\$2k/vehicle)	12,500	9,375	5,711	45.7%	6,789	
Repairs & Replacement >	112,500	84,375	16,437	14.6%	96,063	
Expense Notes	Total Expenses >	174,687	131,015	73,904	42.3%	100,783

625 Field Equip

Down hole roller for camera trailer

820 R&R Lift Stations

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

675 Professional Services

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

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Clearlake Oaks Co Water District
Budget Variance Report February 2017

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Target % > 75.0%

2,0,13

Thru End of March 2017 Summary	WATER - CRP Budget		Actual YTD	
	Annual	YTD	Amount	%
WATER CRP Revenue	287,532	215,649	200,783	71.9%
Penalty & Interest			5,939	
WATER CRP Expenses	154,687	116,015	93,507	60.4%
(1/2 Vac Con) Debt Service Exp	26,079	19,560	19,560	
**Previous Year Balance	167,406			

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

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

Expenses	2016 - 2017 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	31,977	23,983	15,185	47.5%	16,792
510 Contracted Labor	-	-	-	-	-
520 FICA - District Share	2,610	1,958	1,060	40.6%	1,550
530 Medical Ins - District Share	10,000	7,500	8,364	83.6%	1,636
540 PERS - District Share	1,580	1,185	791	50.1%	789
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	1,669	1,252	1,297	77.7%	372
Salaries and Employee Benefits >	47,836	35,877	26,697	55.8%	21,139
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	0	0	-	0.0%	0
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	938	849	67.9%	401
640 Fuel & Oil	2,000	1,500	270	13.5%	1,730
645 Insurance	-	-	-	0.0%	-
650 Interest	875	656	136	15.5%	739
657 Outsource Lab / Internal Lab	-	-	-	0.0%	-
660 Memberships & Subscriptions	-	-	-	0.0%	-
665 Mileage Reimb	-	-	-	0.0%	-
670 Postage & Shipping	25	19	-	0.0%	25
675 Professional Services (SCADA)	1	1	5,412	541200.0%	(5,411)
685 Rents	250	94	-	0.0%	250
690 Safety & Security (boots)	1,075	806	122	11.3%	953
700 Tools & Instruments	1,875	1,406	-	0.0%	1,875
703 Supplies - Clothing & Personal	-	-	-	0.0%	-
705 Supplies - Office	125	94	-	0.0%	125
715 Treatment Chemicals	-	-	-	0.0%	-
720 Supplies - Operating - Other	6,500	4,875	10,102	155.4%	(3,602)
730 Taxes - Licenses	250	188	-	0.0%	250
735 Training (classes, books)	-	-	-	0.0%	-
745 Travel / Lodging	-	-	-	0.0%	-
750 Utilities	-	-	-	0.0%	-
760 Waste Disposal	-	-	-	0.0%	-
795 Yolo Co	-	-	-	0.0%	-
799 Misc	125	47	-	0.0%	125
Services and Supplies >	14,351	10,623	16,891	117.7%	(2,540)
810 R&R Buildings & Grounds	25,000	18,750	12,307	49.2%	12,693
815 R & R Damage Claims	-	-	-	0.0%	-
820 R&R Lift Stations	-	-	597	0.0%	(597)
830 R&R Equipment	5,000	3,750	11,393	227.9%	(6,393)
832 R&R Mains/Service Lines	50,000	37,500	19,950	39.9%	30,050
840 R&R Vehicles (\$2k/vehicle)	12,500	9,375	5,672	45.4%	6,828
Repairs & Replacement >	92,500	69,375	49,919	54.0%	42,581
Total Expenses >	154,687	115,874	93,507	60.4%	61,179

Expense Notes

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

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Storm 2017 Expenses

January 1 through April 14, 2017

29.14

	<u>Jan 1 - Apr 14, 17</u>
Expense	
1000 · Storms 2017	
1000.2 · February 8 thru TBD	686,320.51
1000.1 · January 18 thru January 23	9,700.00
	<hr/>
Total 1000 · Storms 2017	696,020.51
	<hr/>
Total Expense	696,020.51
	<hr/>
Net Income	-696,020.51
	<hr/> <hr/>

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Capital Improvements

As of March 31, 2017

2,015

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

26

2.0

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

www.treasurer.ca.gov/pmia-laif/laif.asp
April 17, 2017

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

PMIA Average Monthly Yields

Account Number:
90-17-001

Tran Type Definitions

March 2017 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	482,694.37
Total Withdrawal:	0.00	Ending Balance:	482,694.37

27

216.1

MY ACCOUNTS

BILL PAY

TRANSFER FUNDS

MANAGE MONEY

(LAUNCHAPP?APPCODE=MY+ACCOUNTS)

(LAUNCHAPP?APPCODE=BILL+PAY)

ADDITIONAL SERVICES

CREDIT CARD APPLICATION

ESTATEMENTS

My Accounts

DEPOSIT ACCOUNTS

[Manage mobile alerts](#)

[Make a transfer](#)

PUBLIC REGULAR CHK

Checking *3745

[Quick peek](#)

\$337,405.83

**Available \$337,405.83

PUBLIC REGULAR CHK

Checking *3786

[Quick peek](#)

\$200.00

**Available \$200.00

PUBLIC REGULAR CHK

Checking *9122

[Quick peek](#)

\$118,490.01

**Available \$151,564.56

REGULAR SAVINGS

Savings *6990

[Quick peek](#)

\$34,963.16

**Available \$34,963.16

TOTAL DEPOSIT ACCOUNTS

\$491,059.00

TIERED COMMERCIAL LOANS

Credit Line

TCL Credit Line *1999

[Quick peek](#)

\$0.00

Available credit **\$234,000.00**

Note

TCL Note *1001

[Quick peek](#)

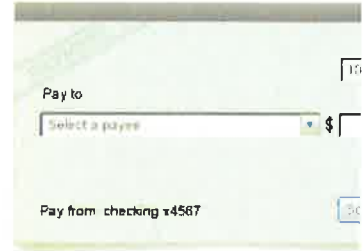
\$266,000.00

\$1,308.44 due 04/30/2017
pay

TOTAL TIERED COMMERCIAL LOANS

\$266,000.00

Make a Payment



View My Spending

No activity found within the las

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

Outside Accounts

MY FINANCIAL INSTITUTION

Checking	Quick peek
Savings	Quick peek
TOTAL	

Add Outside Accounts

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

[Add outside accounts](#)

28

2,6.2

Aged Accounts Receivable
As of 4/14/17

<u>0-30 Days</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>91-120 Days</u>	<u>Over 120 Days</u>	<u>Total Balance</u>
\$66,456.76	\$15,678.43	\$3,625.76	\$3,085.77	\$46,615.49	<u>\$135,462.21</u>

Total number of accounts with open balances: 824

These totals include all accounts on the Tax Roll

0-30 Days:

Reason this total will always be high is because bills go out on the 25th of each month.

31-60 Days:

These account have received deliquent notices

61-90 Days:

These account will receive a door hanger.

91- Over 120 Days:

These accounts will be liened.

29

210.3

Clearlake Oaks County Water District

4/17/2017 8:48 AM

Register: 102.001 - WAB-General Checking

From 03/01/2017 through 03/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
03/01/2017		Bluefin	-split-	Deposit		15,667.41	37,603.56
03/01/2017			-split-	Deposit		2,017.85	39,621.41
03/01/2017			-split-	Deposit		2,878.81	42,500.22
03/01/2017	E-pay	United States Treasury	-split-	94-6050430 Q...	9,573.58		32,926.64
03/01/2017		QuickBooks Payroll ...	222 · Direct Deposit Li...	Created by Pay...	30,365.91		2,560.73
03/01/2017		QuickBooks Payroll ...	222 · Direct Deposit Li...	Created by Pay...	2,027.35		533.38
03/02/2017		Bluefin	-split-	Deposit		2,359.10	2,892.48
03/02/2017			-split-	Deposit		4,076.85	6,969.33
03/02/2017			-split-	Deposit		4,712.12	11,681.45
03/02/2017			Income:435 · Loans/Gr...	Deposit		7,608.00	19,289.45
03/02/2017		Bluefin	Services & Supplies:61...		994.56		18,294.89
03/02/2017	E-pay	EDD - Payroll Liabili...	-split-	925-0185-7 Q...	1,236.27		17,058.62
03/02/2017	31492	Alan Gardner	200 · ACCOUNTS PA...		45.48		17,013.14
03/02/2017	31493	Alpha Analytical Labs	200 · ACCOUNTS PA...		449.00		16,564.14
03/02/2017	31494	Aristotle Select - CUSI	200 · ACCOUNTS PA...	57160	18.50		16,545.64
03/02/2017	31495	AT & T - CalNet 3	200 · ACCOUNTS PA...	C3A1210TS01	157.55		16,388.09
03/02/2017	31496	Canon Financial Serv...	200 · ACCOUNTS PA...	200-5029691-0...	427.20		15,960.89
03/02/2017	31497	County of Lake - Spe...	200 · ACCOUNTS PA...	98840	2,785.00		13,175.89
03/02/2017	31498	Dan Hodem.	200 · ACCOUNTS PA...		292.65		12,883.24
03/02/2017	31499	Estate of Cecil Dunn	200 · ACCOUNTS PA...	Tax Roll Overp...	526.70		12,356.54
03/02/2017	31500	Helix Laboratories, I...	200 · ACCOUNTS PA...		2,104.92		10,251.62
03/02/2017	31501	Jason Mitchell.	200 · ACCOUNTS PA...		215.48		10,036.14
03/02/2017	31502	L & M Locksmith	200 · ACCOUNTS PA...		79.00		9,957.14
03/02/2017	31503	Mediacom - Admin 0...	200 · ACCOUNTS PA...	838480003009...	295.11		9,662.03
03/02/2017	31504	Mendo Mill	200 · ACCOUNTS PA...		1,044.89		8,617.14
03/02/2017	31505	Meyers Nave	200 · ACCOUNTS PA...		8,925.00		-307.86
03/02/2017	31506	Municipal Maintenan...	200 · ACCOUNTS PA...	01-CLEAR	138.11		-445.97
03/02/2017	31507	NTU Technologies, Inc	200 · ACCOUNTS PA...		2,123.55		-2,569.52
03/02/2017	31508	Pace	200 · ACCOUNTS PA...		71.43		-2,640.95
03/02/2017	31509	Quill	200 · ACCOUNTS PA...		129.31		-2,770.26
03/02/2017	31510	Richard Kuehn.	200 · ACCOUNTS PA...	Refund connect...	2,969.00		-5,739.26
03/02/2017	31511	US Cellular	200 · ACCOUNTS PA...	957131516	215.89		-5,955.15
03/02/2017	DD0032	Alan J Gardner	-split-	Direct Deposit	X		-5,955.15
03/02/2017	DD0033	Andrew J. Mitchell	-split-	Direct Deposit	X		-5,955.15
03/02/2017	DD0034	Dan Hodem	-split-	Direct Deposit	X		-5,955.15
03/02/2017	DD0035	David Valerga	-split-	Direct Deposit	X		-5,955.15
03/02/2017	DD0036	Dianna L Mann	-split-	Direct Deposit	X		-5,955.15
03/02/2017	DD0037	Francisco J Castro	-split-	Direct Deposit	X		-5,955.15
03/02/2017	DD0038	Francisco Trujillo	-split-	Direct Deposit	X		-5,955.15
03/02/2017	DD0040	Jason Mitchell	-split-	Direct Deposit	X		-5,955.15

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Clearlake Oaks County Water District

2,04
4/17/2017 8:48 AM

Register: 102.001 · WAB-General Checking

From 03/01/2017 through 03/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/02/2017	DD0041	Jeffrey M Mann, Jr	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0042	Jeremy J Backus	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0043	Magen E Estep	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0044	Mary Johnson	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0045	Rachel A Schainblatt	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0046	Steve R Bonge	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0047	Dena Barron	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0048	Judith A Heeszal	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0049	Karl L Hosier	-split-	Direct Deposit		X		-5,955.15
03/02/2017	DD0050	Mary M Medeiros	-split-	Direct Deposit		X		-5,955.15
03/02/2017	31488	Brandon Law	-split-		134.44			-6,089.59
03/02/2017	31489	Grant E Nelson	-split-		1,770.32			-7,859.91
03/02/2017	31490	Richard A Kuehn	-split-		274.35			-8,134.26
03/02/2017	31514	James Mora	-split-		1,570.68			-9,704.94
03/02/2017	DD0039	Guywayne M Walter	-split-	Direct Deposit		X		-9,704.94
03/02/2017	31491	David M Sherron	-split-	Direct Deposit	461.82			-10,166.76
03/02/2017			102.02 · WAB SAVIN...	Funds Transfer			106,300.00	96,133.24
03/03/2017		Bluefin	-split-	Deposit			2,622.42	98,755.66
03/03/2017			-split-	Deposit			4,208.89	102,964.55
03/03/2017			-split-	Deposit			2,348.65	105,313.20
03/03/2017			-split-	Deposit			3,519.14	108,832.34
03/04/2017		Bluefin	-split-	Deposit			660.92	109,493.26
03/05/2017		Bluefin	-split-	Deposit			250.62	109,743.88
03/06/2017		Bluefin	-split-	Deposit			2,753.92	112,497.80
03/06/2017			-split-	Deposit			4,306.30	116,804.10
03/06/2017			-split-	Deposit			11,639.42	128,443.52
03/06/2017			-split-	Deposit			150.79	128,594.31
03/06/2017			Income:410 · Client Re...	Deposit			50.00	128,644.31
03/07/2017		Bluefin	-split-	Deposit			2,025.76	130,670.07
03/07/2017			-split-	Deposit			3,635.70	134,305.77
03/07/2017			-split-	Deposit			6,508.25	140,814.02
03/08/2017		Bluefin	-split-	Deposit			1,823.59	142,637.61
03/08/2017			-split-	Deposit			2,608.75	145,246.36
03/08/2017			-split-	Deposit			4,145.26	149,391.62
03/09/2017		Bluefin	-split-	Deposit			1,257.72	150,649.34
03/09/2017			-split-	Deposit			3,028.31	153,677.65
03/09/2017			-split-	Deposit			3,372.05	157,049.70
03/09/2017			-split-	Deposit			3,890.14	160,939.84
03/09/2017			-split-	Deposit			228.28	161,168.12
03/09/2017			-split-	Deposit			561.84	161,729.96

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Clearlake Oaks County Water District

2.6.5
4/17/2017 8:48 AM

Register: 102.001 · WAB-General Checking

From 03/01/2017 through 03/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/09/2017	EFT	AFLAC	-split-	SV365	625.28			161,104.68
03/09/2017	EFT	CalPers	-split-	4751900248	3,355.98			157,748.70
03/10/2017		Bluefin	-split-	Deposit			3,066.04	160,814.74
03/10/2017			-split-	Deposit			1,000.64	161,815.38
03/10/2017			-split-	Deposit			4,745.85	166,561.23
03/10/2017	E-pay	EDD - Payroll Liabili...	-split-	925-0185-7 Q...	581.12			165,980.11
03/10/2017	E-pay	United States Treasury	-split-	94-6050430 Q...	2,150.04			163,830.07
03/10/2017	31516	Acme Rigging & Sup...	200 · ACCOUNTS PA...		1,298.21			162,531.86
03/10/2017	31517	ACWA/JPIA - W/C ...	200 · ACCOUNTS PA...		11,895.00			150,636.86
03/10/2017	31518	Adams Ashby	200 · ACCOUNTS PA...		540.00			150,096.86
03/10/2017	31519	Alan Gardner	200 · ACCOUNTS PA...		220.00			149,876.86
03/10/2017	31520	Alpha Analytical Labs	200 · ACCOUNTS PA...		1,415.00			148,461.86
03/10/2017	31521	Brelje and Race Labo...	200 · ACCOUNTS PA...		210.00			148,251.86
03/10/2017	31522	Clearlake Lava	200 · ACCOUNTS PA...		1,936.54			146,315.32
03/10/2017	31523	Dan Hodem.	200 · ACCOUNTS PA...		222.50			146,092.82
03/10/2017	31524	EEL River Fuels Inc	200 · ACCOUNTS PA...		6,667.44			139,425.38
03/10/2017	31525	Francisco Castro.	200 · ACCOUNTS PA...		200.00			139,225.38
03/10/2017	31526	Francisco Trujillo.	200 · ACCOUNTS PA...		184.34			139,041.04
03/10/2017	31527	Hasa Inc	200 · ACCOUNTS PA...	IN31153	5,868.56			133,172.48
03/10/2017	31528	Jeremy Backus.	200 · ACCOUNTS PA...	Reimb for boots	107.74			133,064.74
03/10/2017	31529	John Hopkins.	200 · ACCOUNTS PA...	Feb. Svc	1,000.00			132,064.74
03/10/2017	31530	Kelseyville Lumber	200 · ACCOUNTS PA...		271.31			131,793.43
03/10/2017	31531	Lake County Electric...	200 · ACCOUNTS PA...		458.65			131,334.78
03/10/2017	31532	MC Engineering, Inc	200 · ACCOUNTS PA...		2,449.48			128,885.30
03/10/2017	31533	Mendo Mill	200 · ACCOUNTS PA...		1,311.23			127,574.07
03/10/2017	31534	Nave & Cortell, LLP	200 · ACCOUNTS PA...		7,380.00			120,194.07
03/10/2017	31535	Pace	200 · ACCOUNTS PA...		321.97			119,872.10
03/10/2017	31536	Petty Cash - Rachel ...	200 · ACCOUNTS PA...		72.36			119,799.74
03/10/2017	31537	Smith & Loveless	200 · ACCOUNTS PA...		279.54			119,520.20
03/10/2017	31538	Terminix	200 · ACCOUNTS PA...		255.00			119,265.20
03/10/2017	31539	Tri-Cities Answering...	200 · ACCOUNTS PA...		259.60			119,005.60
03/10/2017	31515	Magen E Estep	-split-		4,100.91			114,904.69
03/11/2017		Bluefin	-split-	Deposit			599.92	115,504.61
03/12/2017		Bluefin	-split-	Deposit			452.24	115,956.85
03/13/2017		Bluefin	-split-	Deposit			1,750.81	117,707.66
03/13/2017			-split-	Deposit			4,367.74	122,075.40
03/13/2017			-split-	Deposit			4,902.52	126,977.92
03/13/2017			-split-	Deposit			3,315.81	130,293.73
03/13/2017			-split-	Deposit			5,981.82	136,275.55
03/13/2017			Income:440 · Misc Rev...	Deposit			13.50	136,289.05

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Clearlake Oaks County Water District

2,616
4/17/2017 8:48 AM

Register: 102.001 · WAB-General Checking

From 03/01/2017 through 03/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
03/13/2017			Income:435 · Loans/Gr...	Deposit		8,660.00	144,949.05
03/14/2017		Bluefin	-split-	Deposit		4,758.95	149,708.00
03/14/2017			-split-	Deposit		21,119.65	170,827.65
03/14/2017			-split-	Deposit		6,221.39	177,049.04
03/15/2017		Bluefin	-split-	Deposit		5,750.91	182,799.95
03/15/2017			-split-	Deposit		6,023.42	188,823.37
03/15/2017			-split-	Deposit		1,980.99	190,804.36
03/15/2017		QuickBooks Payroll ...	222 · Direct Deposit Li...	Created by Pay...	19,189.95		171,614.41
03/15/2017			102.02 · WAB SAVIN...	Funds Transfer	20,561.89		151,052.52
03/15/2017			102.02 · WAB SAVIN...	Funds Transfer		3,254.20	154,306.72
03/15/2017			102.03 · WAB SAVIN...	Funds Transfer	21,540.06		132,766.66
03/15/2017			102.03 · WAB SAVIN...	Funds Transfer		5,797.47	138,564.13
03/16/2017		Bluefin	-split-	Deposit		1,765.87	140,330.00
03/16/2017			-split-	Deposit		1,491.58	141,821.58
03/16/2017			-split-	Deposit		317.80	142,139.38
03/16/2017	EFT	CalPers	-split-	4751900248	3,261.74		138,877.64
03/16/2017	E-pay	EDD - Payroll Liabili...	-split-	925-0185-7 Q...	932.40		137,945.24
03/16/2017	E-pay	United States Treasury	-split-	94-6050430 Q...	6,536.46		131,408.78
03/16/2017	31541	Alan Gardner	200 · ACCOUNTS PA...		110.21		131,298.57
03/16/2017	31542	Alpha Analytical Labs	200 · ACCOUNTS PA...		359.00		130,939.57
03/16/2017	31543	D & D Fencing	200 · ACCOUNTS PA...		1,800.00		129,139.57
03/16/2017	31544	Deeper Cleaning	200 · ACCOUNTS PA...	February Svc	320.00		128,819.57
03/16/2017	31545	Hasa Inc	200 · ACCOUNTS PA...	IN31153	2,932.20		125,887.37
03/16/2017	31546	Hayden Solar, LLC	200 · ACCOUNTS PA...		1,224.11		124,663.26
03/16/2017	31547	Independant Busines...	200 · ACCOUNTS PA...	171500	117.29		124,545.97
03/16/2017	31548	L & M Locksmith	200 · ACCOUNTS PA...		204.63		124,341.34
03/16/2017	31549	Lake County Waste ...	200 · ACCOUNTS PA...		259.75		124,081.59
03/16/2017	31550	Mediacom - WWTP ...	200 · ACCOUNTS PA...	8384 80 003 00...	149.01		123,932.58
03/16/2017	31551	Municipal Maintenanc...	200 · ACCOUNTS PA...	01-CLEAR	5,400.68		118,531.90
03/16/2017	31552	People Services Inc	200 · ACCOUNTS PA...		95.00		118,436.90
03/16/2017	31553	PG&E	200 · ACCOUNTS PA...	1324698179-2	12,896.70		105,540.20
03/16/2017	31554	SWRCB- Wastewate...	200 · ACCOUNTS PA...	Steve Bonge -	230.00		105,310.20
03/16/2017	31555	US Cellular	200 · ACCOUNTS PA...	957131516	214.74		105,095.46
03/16/2017	31556	Yolo County Flood ...	200 · ACCOUNTS PA...		2,716.73		102,378.73
03/16/2017	31557	US Bank	210 · Cal Card:210.04 ...	4246 0445 556...	901.63		101,477.10
03/16/2017	31558	United States Treasury	200 · ACCOUNTS PA...		322.01		101,155.09
03/16/2017	31559	Action Sanitary, Inc	200 · ACCOUNTS PA...		10,800.00		90,355.09
03/16/2017	31560	RAIN FOR RENT	200 · ACCOUNTS PA...		42,492.72		47,862.37
03/16/2017	31561	Roto-Rooter of Lake ...	200 · ACCOUNTS PA...		38,300.00		9,562.37
03/16/2017	31562	SUNBELT Rentals	200 · ACCOUNTS PA...	668397	13,659.50		-4,097.13

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Clearlake Oaks County Water District

2,6.7
4/17/2017 8:48 AM

Register: 102.001 · WAB-General Checking

From 03/01/2017 through 03/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/16/2017	DD0051	Alan J Gardner	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0052	Dan Hodem	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0053	David Valerga	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0054	Dianna L Mann	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0055	Francisco J Castro	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0056	Francisco Trujillo	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0058	Jason Mitchell	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0059	Jeremy J Backus	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0060	Mary Johnson	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0061	Rachel A Schainblatt	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0062	Steve R Bonge	-split-	Direct Deposit		X		-4,097.13
03/16/2017	DD0057	Guywayne M Walter	-split-	Direct Deposit		X		-4,097.13
03/16/2017			102.02 · WAB SAVIN...	Funds Transfer			105,252.22	101,155.09
03/17/2017		Bluefin	-split-	Deposit			905.34	102,060.43
03/17/2017			-split-	Deposit			250.00	102,310.43
03/17/2017			-split-	Deposit			2,640.99	104,951.42
03/17/2017			Income:410 · Client Re...	Deposit			50.00	105,001.42
03/18/2017		Bluefin	-split-	Deposit			121.15	105,122.57
03/19/2017		Bluefin	-split-	Deposit			290.14	105,412.71
03/20/2017		Bluefin	-split-	Deposit			1,233.93	106,646.64
03/20/2017			-split-	Deposit			314.00	106,960.64
03/20/2017			-split-	Deposit			5,244.19	112,204.83
03/20/2017			Income:440 · Misc Rev...	Deposit			73.00	112,277.83
03/21/2017		Bluefin	-split-	Deposit			656.41	112,934.24
03/21/2017			-split-	Deposit			593.75	113,527.99
03/21/2017			Income:410 · Client Re...	Deposit			91.85	113,619.84
03/22/2017		Bluefin	-split-	Deposit			1,666.29	115,286.13
03/22/2017			-split-	Deposit			871.90	116,158.03
03/22/2017			102.02 · WAB SAVIN...	Funds Transfer			25,443.74	141,601.77
03/23/2017		Bluefin	-split-	Deposit			219.94	141,821.71
03/23/2017			-split-	Deposit			435.00	142,256.71
03/24/2017		Bluefin	-split-	Deposit			1,178.81	143,435.52
03/24/2017			-split-	Deposit			190.00	143,625.52
03/25/2017		Bluefin	-split-	Deposit			417.37	144,042.89
03/27/2017		Bluefin	-split-	Deposit			1,822.08	145,864.97
03/27/2017			-split-	Deposit			3,770.97	149,635.94
03/28/2017		Bluefin	-split-	Deposit			992.79	150,628.73
03/28/2017			-split-	Deposit			2,178.57	152,807.30
03/28/2017	EFT	CalPers	-split-	4751900248	2,282.72			150,524.58
03/28/2017	EFT	AFLAC	-split-	SV365	711.10			149,813.48

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Clearlake Oaks County Water District

2,6.8
4/17/2017 8:48 AM

Register: 102.001 · WAB-General Checking

From 03/01/2017 through 03/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/28/2017	31563	Alan Gardner	200 · ACCOUNTS PA...		58.85			149,754.63
03/28/2017	31564	Aristotle Select - CUSI	200 · ACCOUNTS PA...	57160	18.50			149,736.13
03/28/2017	31565	AT & T - CalNet 3	200 · ACCOUNTS PA...	C3A1210TS01	160.22			149,575.91
03/28/2017	31566	AT&T 555 6	200 · ACCOUNTS PA...	960 739 5348 5...	104.85			149,471.06
03/28/2017	31567	Badger Meter	200 · ACCOUNTS PA...		27.00			149,444.06
03/28/2017	31568	Brelje and Race Labo...	200 · ACCOUNTS PA...		105.00			149,339.06
03/28/2017	31569	Canon Financial Serv...	200 · ACCOUNTS PA...	200-5029691-0...	424.86			148,914.20
03/28/2017	31570	Dean A Enderlin, P.G.	200 · ACCOUNTS PA...	Service thru 3/...	1,552.35			147,361.85
03/28/2017	31571	ECS House Industrie...	200 · ACCOUNTS PA...		223.39			147,138.46
03/28/2017	31572	EEL River Fuels Inc	200 · ACCOUNTS PA...		2,027.52			145,110.94
03/28/2017	31573	Hasa Inc	200 · ACCOUNTS PA...	IN31153	2,797.49			142,313.45
03/28/2017	31574	Lagerlof, Senecal, G...	200 · ACCOUNTS PA...	155141	4,157.75			138,155.70
03/28/2017	31575	Mediacom - Admin 0...	200 · ACCOUNTS PA...	838480003009...	295.11			137,860.59
03/28/2017	31576	Meyers Nave	200 · ACCOUNTS PA...		26,310.26			111,550.33
03/28/2017	31577	Municipal Maintenanc...	200 · ACCOUNTS PA...	01-CLEAR	63.77			111,486.56
03/28/2017	31578	Petty Cash - Rachel ...	200 · ACCOUNTS PA...		121.29			111,365.27
03/28/2017	31579	Rachel Schainblatt	200 · ACCOUNTS PA...		262.48			111,102.79
03/28/2017	31580	Sierra Chemical Com...	200 · ACCOUNTS PA...		572.24			110,530.55
03/28/2017	31581	United States Post Of...	200 · ACCOUNTS PA...		1,000.00			109,530.55
03/28/2017	31582	Utility Services Asso...	200 · ACCOUNTS PA...		9,262.00			100,268.55
03/28/2017	31583	West America Bank	200 · ACCOUNTS PA...	353 000 0312-...	775.56			99,492.99
03/28/2017	31584	ACWA/JPIA - Healt...	-split-	Inv. 0469823 C...	17,053.50			82,439.49
03/28/2017	31585	MC Engineering, Inc	200 · ACCOUNTS PA...		107,544.00			-25,104.51
03/28/2017	31586	Action Sanitary, Inc	200 · ACCOUNTS PA...		21,600.00			-46,704.51
03/28/2017	31587	Clearlake Lava	200 · ACCOUNTS PA...		3,448.89			-50,153.40
03/28/2017	31588	EEL River Fuels Inc	200 · ACCOUNTS PA...		1,718.46			-51,871.86
03/28/2017	31589	Hertz Equip Rental	200 · ACCOUNTS PA...	1502196	1,695.60			-53,567.46
03/28/2017	31590	Roto-Rooter of Lake ...	200 · ACCOUNTS PA...		26,200.00			-79,767.46
03/28/2017	31591	The Works Inc.	200 · ACCOUNTS PA...		16,347.38			-96,114.84
03/28/2017	31592	UCC Rentals, Inc	200 · ACCOUNTS PA...		800.00			-96,914.84
03/28/2017			102.02 · WAB SAVIN...	Funds Transfer			71,810.33	-25,104.51
03/29/2017		Bluefin	-split-	Deposit			3,922.04	-21,182.47
03/29/2017			-split-	Deposit			2,886.42	-18,296.05
03/29/2017		QuickBooks Payroll ...	222 · Direct Deposit Li...	Created by Pay...	19,756.93			-38,052.98
03/29/2017			280 · Loan:280.05 · U...	Funds Transfer			106,000.00	67,947.02
03/30/2017		Bluefin	-split-	Deposit			2,327.25	70,274.27
03/30/2017			-split-	Deposit			4,045.37	74,319.64
03/30/2017			-split-	Deposit			1,146.24	75,465.88
03/30/2017	E-pay	EDD - Payroll Liabili...	-split-	925-0185-7 Q...	1,023.74			74,442.14
03/30/2017	E-pay	United States Treasury	-split-	94-6050430 Q...	6,806.36			67,635.78

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Clearlake Oaks County Water District

2,6.9
4/17/2017 8:48 AM

Register: 102.001 · WAB-General Checking

From 03/01/2017 through 03/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/30/2017	31585	CalPers	-split-	4751900248	3,002.14			64,633.64
03/30/2017	DD0063	Alan J Gardner	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0064	Dan Hodem	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0065	David Valerga	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0066	Dianna L Mann	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0067	Francisco J Castro	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0068	Francisco Trujillo	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0070	Jason Mitchell	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0071	Jeremy J Backus	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0072	Mary Johnson	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0073	Rachel A Schainblatt	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0074	Steve R Bonge	-split-	Direct Deposit		X		64,633.64
03/30/2017	DD0069	Guywayne M Walter	-split-	Direct Deposit		X		64,633.64
03/31/2017		Bluefin	-split-	Deposit			1,577.77	66,211.41
03/31/2017			-split-	Deposit			2,423.77	68,635.18
03/31/2017			-split-	Deposit			2,578.53	71,213.71
03/31/2017			-split-	Deposit			960.24	72,173.95

Payroll Summary

March 2017

2.0

	Hours	Rate	Mar 17
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-78.25	16.07	-1,614.45
CTO Used	54.91	16.07	1,300.74
Holiday	32	15.30	690.32
Holiday Worked (x2.5)	72	40.18	3,896.15
Overtime (x1.5)	-780.5	24.11	22,686.70
PTO	236.32	22.25	5,679.09
Straight	3,023	16.07	66,246.75
Board			2,600.00
Duty Pay			4,235.00
Total Gross Pay	4,120.48		105,720.30 ✓
Deductions from Gross Pay			
ACWA (pre-tax)			-2,003.16
AFLAC (pre-tax)			-557.34
AFLAC (taxable) AFTER TAX			-153.76
CALPers EE (Pretax)			-2,405.13
Total Deductions from Gross Pay			-5,119.39
Adjusted Gross Pay	4,120.48		100,600.91
Taxes Withheld			
Federal Withholding			-9,283.00
Medicare Employee			-1,495.81
Social Security Employee			-6,395.91
CA - Withholding			-2,845.08
CA - Disability			-928.45
Total Taxes Withheld			-20,948.25
Net Pay	4,120.48		79,652.66
Employer Taxes and Contributions			
Medicare Company			1,495.81
Social Security Company			6,395.91
Total Employer Taxes and Contributions			7,891.72

2.c.1

PAYROLL BREAKDOWN FOR THE MONTH OF MARCH 2017

TITLE	STRAIGHT HOURS	OVERTIME HOURS	DUTY HOURS	GROSS PAY
General Manager	232			\$9,101.36
Operations Manager	205.75	96.75		\$12,781.86
Interim WWTP Chief Op				\$0.00
WTP Chief Op	232	44.75		\$9,555.57
Op III WTP	198.75	36.75		\$7,563.50
Op II WWTP	238	85.5		\$6,434.30
Op II WWTP	230	87		\$6,133.38
Op II D/C	177.75	59.5		\$5,318.01
Op I D/C	227.25	104.5		\$7,562.51
Op I D/C -	224	115.25		\$7,216.45
Admin Srves Mgr/Bd Sec	228	22		\$7,187.51
Customer Service Rep III	139.5	4		\$8,497.43
Customer Service Rep II	215.25	0.25		\$5,348.36
Customer Service Rep I	215.25	11.75		\$4,348.55
Temporary	259.5	112.5		\$6,071.51
Board Director				\$600.00
Board Director				\$600.00
Board Director				\$600.00
Board Director				\$500.00
Board Director				\$300.00
	3023	780.5	0	\$105,720.30
780.5				

Overtime contributed to:

Major overtime is from February floods. Straight time higher due to three pay periods in March

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Trial Balance

As of March 31, 2017

2.d

	Mar 31, 17	
	Debit	Credit
102.001 · WAB-General Checking	72,173.95	
102.04 · DWR - CHECKING	400.00	
101 · LAIF - CASH IN BANK	293,694.37	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	0.00	
102.02 · WAB SAVINGS - CRP WATER	102,518.14	
102.03 · WAB SAVINGS - CRP SEWER	337,405.83	
CUSI Accounts Receivable	0.00	
103 · PETTY CASH	300.00	
104 · COUNTY TREASURY	21,680.00	
130 · CIP	0.00	
130 · CIP:130.75 · SCADA	0.00	
132 · CIP SEWER	366,081.00	
132 · CIP SEWER:132.05 · CIP SEWER LABOR	0.00	
135 · CIP WATER	74,033.00	
135 · CIP WATER:135.02 · Aircon Project	0.00	
135 · CIP WATER:135.05 · Backwash Pump Filters #2-#3	0.00	
135 · CIP WATER:135.10 · High Valley Project 2013	0.00	
135 · CIP WATER:135.20 · CIP WATER LABOR	0.00	
111 · INVENTORY - WATER	0.00	
114 · ACCOUNTS RECEIVABLE.	176,790.00	
115 · PRE-PAID INSURANCE	23,357.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
USDA Project	0.00	
120 · EQUIPMENT:120.01 · GENERAL EQUIPMENT	1,851,100.60	
120 · EQUIPMENT:120.60 · Office	0.00	
120 · EQUIPMENT:120.75 · SCADA	0.00	
120 · EQUIPMENT:120.90 · Vehicles	0.00	
122 · Buildings	8,475,638.00	
124 · D/C System	3,136,437.00	
124 · D/C System:124.30 · Lift Stations	46,264.48	
124 · D/C System:124.30 · Lift Stations:124.31 · Lift Station 7 Bypass	66,042.23	
124 · D/C System:124.50 · Mains	14,788.58	
125 · Land	299,770.00	
129 · ALLOW. FOR DEPRECIATION		7,747,170.00
200 · ACCOUNTS PAYABLE		455,649.02
210 · Cal Card:210.05 · Cal Card - Dan - 4075		120.85
210 · Cal Card:210.04 · Cal Card - Alan - 4000		1,458.82
210 · Cal Card:210.01 · Cal Card - Iris - 2083	0.00	
210 · Cal Card:210.02 · Cal Card - Larry - 0010	0.00	
210 · Cal Card:210.03 · Cal Card - Matt - 9988	0.00	
223.56 · FEDERAL PAYROLL TAX PENALTY	322.01	
280 · Loan:280.05 · USDA Bridge Loan		266,000.00
280 · Loan:280.01 · Kansas State Bk - VACON		2,820.08
280 · Loan:280.03 · Kansas State Bk - Camera Traile	12.79	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion		501.39
222 · Direct Deposit Liabilities	0.00	
223 · COMP DUMP ACCOUNT	0.00	
223 · COMP DUMP ACCOUNT:223.01 · ADMIN - COMP USED	0.00	
223 · COMP DUMP ACCOUNT:223.02 · SEWER - COMP USED	0.00	
223 · COMP DUMP ACCOUNT:223.03 · WATER - COMP USED	0.00	
223.15 · GARNISHMENTS	0.00	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF	0.00	
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation Time	0.00	
223.25 · Vacation Dump Account:223.27 · Sewer - Vacation	0.00	
223.25 · Vacation Dump Account:223.28 · Water - Vacation	0.00	
223.30 · Sick Dump Account	0.00	
223.30 · Sick Dump Account:223.31 · Admin - Sick	0.00	
223.30 · Sick Dump Account:223.32 · Sewer - Sick	0.00	
223.30 · Sick Dump Account:223.33 · Water - Sick	0.00	
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE	340.68	
223.50 · MEDICARE TAX PAYABLE	160.05	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	377.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	84.49	
223.65 · STATE DISABILITY PAYABLE	24.73	

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Trial Balance

As of March 31, 2017

2.d.1

	Mar 31, 17	
	Debit	Credit
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	1,214.81	
223.80 · DEFERRED COMP PAYABLE	0.00	
223.85 · MISC DEDUCTIONS PAYABLE		596.12
223.90 · COMPENSATED EMPLOYEE BENEFITS		49,102.00
24000 · Payroll Liabilities	2,281.20	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		6,009,715.61
304 · Opening Balance Equity		328,889.15
306 · Retained Earnings - OLD		1,075,137.51
500 · 2017 Storms:500.3 · Insurance Advancement - JPIA		100,000.00
Income:410 · Client Reg Pmt		1,470,119.09
Income:420 · Connection Fees		600.00
Income:425 · CRP		407,381.39
Income:425 · CRP:425.2 · Sewer	26.84	
Income:425 · CRP:425.1 · Water	573.22	
Income:430 · Penalty & Interest		35,512.45
Income:435 · Loans/Grants:435-4 · USDA Contruction Loan:435-4.1 · Bridge Loan	3,508.75	
Income:435 · Loans/Grants:435-3 · WWTP Reclamation Study		155,466.00
Income:435 · Loans/Grants:435-2 · Water Distribution Study		227,959.79
Income:440 · Misc Revenue		27,204.35
Income:450 · Other - Non S/W Rev		134,004.02
1000 · Storms 2017:1000.2 · February 8 thru TBD	673,384.42	
1000 · Storms 2017:1000.1 · January 18 thru January 23	9,700.00	
Loans/Grants:903 · WTP, Meters, and Backflow	2,948.79	
Loans/Grants:902 · Tanks and Distribution	2,288.12	
Loans/Grants:901 · Harvey Tank Installation	1,388.12	
Loans/Grants:920 · Inflow & Infiltration Construct	5,942.87	
Loans/Grants:915 · USDA Construction Loan	123,935.39	
Loans/Grants:915 · USDA Construction Loan:915.1 · Adams and Ashby Group	1,665.00	
Loans/Grants:910 · MC USDA Construction Loan	171,472.46	
Loans/Grants:905 · MC WWTP Reclamation	101,674.09	
Loans/Grants:900 · MC Water Distribution Study	156,708.96	
Salaries & EE Benefits:505 · Salaries & Wages	605,832.99	
Salaries & EE Benefits:510 · Contract Labor	10,300.00	
Salaries & EE Benefits:520 · FICA - District Share	44,484.88	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	132,524.22	
Salaries & EE Benefits:540 · PERS - District Share	64,028.03	
Salaries & EE Benefits:550 · Unemployment	9,300.10	
Salaries & EE Benefits:560 · Workers Comp Ins	22,840.00	
Services & Supplies:605 · Advertising	200.00	
Services & Supplies:610 · Bank Fees	9,227.63	
Services & Supplies:620 · Communications & Internet	9,158.93	
Services & Supplies:622 · Board Exp	59,846.58	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	2,716.40	
Services & Supplies:630 · Equip - Office	783.34	
Services & Supplies:640 · Fuel & Oil	14,546.84	
Services & Supplies:645 · Insurance	63,216.60	
Services & Supplies:650 · Interest	1,690.17	
Services & Supplies:657 · Lab	28,562.84	
Services & Supplies:660 · Memberships & Subscription	39,697.68	
Services & Supplies:665 · Mileage Reimb	2,940.16	
Services & Supplies:670 · Postage & Shipping	7,222.15	
Services & Supplies:675 · Professional Services	49,108.64	
Services & Supplies:685 · Rents	4,880.69	
Services & Supplies:690 · Safety & Security	19,615.89	
Services & Supplies:700 · Tools & Instruments	5,661.99	
Services & Supplies:703 · Supplies - Clothing & Personal	2,439.22	
Services & Supplies:705 · Supplies - Office	7,292.42	
Services & Supplies:715 · Supplies-Chemicals-Operating	71,600.88	
Services & Supplies:720 · Supplies - Inventory - Other	45,258.31	
Services & Supplies:730 · Taxes - Licenses	3,256.30	
Services & Supplies:735 · Training (Classes, books, etc)	1,084.00	
Services & Supplies:745 · Travel / Lodging	1,038.71	
Services & Supplies:750 · Utilities	191,290.58	
Services & Supplies:760 · Waste Disposal	39,136.76	
Services & Supplies:795 · Yolo Co	32,644.57	
Services & Supplies:798 · Reconciliation Discrepancies	20.82	
Services & Supplies:799 · Misc	4.60	

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Trial Balance
As of March 31, 2017

2, d. 2

	Mar 31, 17	
	Debit	Credit
Repairs & Replacement:810 · R&R Buildings & Grounds	24,859.62	
Repairs & Replacement:820 · R&R Lift Stations	7,424.38	
Repairs & Replacement:830 · R&R Equipment	21,310.25	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	19,949.91	
Repairs & Replacement:840 · R&R Vehicles	14,501.13	
66000 · Payroll Expenses		3,600.54
TOTAL	18,499,008.18	18,499,008.18

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Clearlake Oaks County Water District
A/P Aging Summary
 As of April 17, 2017

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	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Action Sanitary, Inc	0.00	866.69	103,216.69	0.00	0.00	104,083.38
Alpha Analytical Labs	1,839.00	0.00	0.00	0.00	0.00	1,839.00
Badger Meter	33.00	0.00	0.00	0.00	0.00	33.00
Clearlake Lava	2,458.09	0.00	0.00	0.00	0.00	2,458.09
Deeper Cleaning	320.00	0.00	0.00	0.00	0.00	320.00
Guy Walter.	50.30	0.00	0.00	0.00	0.00	50.30
Hasa Inc	3,075.24	0.00	0.00	0.00	0.00	3,075.24
HD Excavating	0.00	20,072.00	0.00	0.00	0.00	20,072.00
High Country Security	3,270.60	0.00	0.00	0.00	0.00	3,270.60
L & M Locksmith	99.00	0.00	0.00	0.00	0.00	99.00
Lake County Waste Solutions	260.58	0.00	0.00	0.00	0.00	260.58
MC Engineering, Inc	3,574.43	0.00	0.00	0.00	0.00	3,574.43
Mediacom - WWTP 1294	149.07	0.00	0.00	0.00	0.00	149.07
Melvin Powell	97.45	0.00	0.00	0.00	0.00	97.45
Meyers Nave	1,771.90	0.00	0.00	0.00	0.00	1,771.90
Nave & Cortell, LLP	8,120.00	0.00	0.00	0.00	0.00	8,120.00
NTU Technologies, Inc	0.00	8,227.20	0.00	0.00	0.00	8,227.20
Pace	0.00	11.97	0.00	0.00	0.00	11.97
People Services Inc	95.00	0.00	0.00	0.00	0.00	95.00
PG&E	0.00	37,689.91	0.00	0.00	0.00	37,689.91
Pitney Bowes, Inc	0.00	426.00	0.00	0.00	0.00	426.00
RAIN FOR RENT	40,128.65	0.00	0.00	0.00	0.00	40,128.65
Roto-Rooter of Lake County	0.00	81,100.00	40,000.00	0.00	0.00	121,100.00
Shape Inc.	12,237.22	0.00	0.00	0.00	0.00	12,237.22
SUNBELT Rentals	8,001.02	0.00	0.00	0.00	0.00	8,001.02
Syar Industries, Inc.	4,429.21	0.00	0.00	0.00	0.00	4,429.21
The Lyman Group, Inc.-AG Unlim...	630.77	0.00	0.00	0.00	0.00	630.77
Yolo County Flood Control	0.00	2,852.56	0.00	0.00	0.00	2,852.56
TOTAL	90,640.53	151,246.33	143,216.69	0.00	0.00	385,103.55

2.e.1

Account Payable Breakdown

Date: 4/17/2017

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Checking	\$70,041.39	\$118,490.01	\$151,564.56
Water CRP	\$34,963.16	\$34,963.16	\$34,963.16
Sewer CRP	\$337,405.83	\$337,405.83	\$337,405.83
DWR Checking	\$400.00	\$200.00	\$200.00
Current A/P Aging	\$385,103.55		
US Bank Credit Card	\$933.04		

NOTES:

DWR Checking account: We are looking into the surcharges with this account and the overall history to find the discrepancies. Should be \$200.00 will check with Accountant to adjust.

43

3.a

**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

MARCH 16, 2017

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 4:00 p.m.

Pledge of Allegiance

Roll Call

- √ Mrs. Margaret Medeiros, President √ Mr. Karl Hosier, Vice President √ Mrs. Judy Heeszel, Director
- √ Mr. Alan Gardner – General Manager √ Mr. Jason Mitchell – Operations Manager, arrived at 4:12 p.m.
- √ Mrs. Dianna Mann - Secretary to the Board

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

Public comment on non-agenda items

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

Consent Items

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

1. **Staff Written Operational Reports**
 - a. Customer Service
 - b. Administration/Grants
 - c. Water Plant Operator
 - d. Waste Treatment Plant Operator
 - e. Operations Manager
 - f. General Manager
2. **Financial Reports for review and approval**
 - a. February 2017 QB balance sheet and profit & loss statements
 - b. Bank account balances and accounts receivable and check register
 - c. Employee payroll report
 - d. Aged trial balance summary
 - e. Vendor aging report, accounts payable breakdown

44

3.a.1

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

- a. Minutes of Regular Meeting 02-16-17
- b. Minutes of Emergency Meeting 02-17-17
- c. Minutes of Emergency Meeting 02-20-17
- d. Minutes of Special Meeting 02-22-17
- e. Minutes of Emergency Meeting 02-22-17
- f. Minutes of Special Meeting 02-28-17
- g. Minutes of Special Meeting 03-06-17

4. **Bills**

- a. **MC Engineering** Invoice No. 1466, dated 02-28-2017, in the amount of \$106,669.00, for the USDA Wastewater pre-design, design phase
Action Sanitary
- b. Invoice number 9796, dated 2/13/17, in the amount of \$10,800.00
- c. Invoice number 9822, dated 2/14/17, in the amount of \$10,800.00
- d. Invoice number 9823, dated 2/15/17, in the amount of \$10,800.00
- e. Invoice number 9824, dated 2/16/17, in the amount of \$10,800.00
- f. Invoice number 9825, dated 2/17/17, in the amount of \$10,800.00
- g. Invoice number 9826, dated 2/18/17, in the amount of \$10,800.00
- h. Invoice number 9827, dated 2/19/17, in the amount of \$10,800.00
Roto Rooter
- i. Invoice number 54190, dated 2/10/17, in the amount of \$14,450.00
- j. Invoice number 54191, dated 2/14/17 in the amount of \$91,000.00
- k. **Municipal Maintenance Equipment** Invoice Number 0116802-IN, dated 02/22/17, in the amount of \$5,233.15 for repair of Vac-con

**Action Taken: (5:35) Motion to approve consent items
HOSIER/HEESZEL M/S/C – Motion passed unanimously**

5. **Agenda (Old Business)**

- a. Discussion, update and consideration of MC Engineering grant status reports and USDA 90% design completions

Action Taken: No Action

- b. Discussion and update of CSA 16 Annexation progress

**Action Taken: (6:10) Motion to allow property tax bill in lieu of grant deed to set up new service
HOSER/HEESZEL M/S/C - Motion passed unanimously**

- c. Discussion and update of sidewalk project

Action Taken: No Action

- d. Discussion and update of Storm damage to District

Action Taken: No Action

- e. Discussion and consideration of appointment to Budget Committee

Action Taken: No Action

- f. Discussion and consideration of applicants to fill Board vacancies

Action Taken: President appointed an Ad Hoc Committee of Director Hosier and Director Heeszal to review all applications and report back to the Board within 10 days

45

3 a. 2

- g. Report from investigation committee regarding adequacies of bypass trash pump on LS 7

Action Taken: Investigation found the pump that was purchased was never intended to pump the volume created by a major rain event that we experienced.

- h. Discussion and consideration of continuing to have legal counsel on speaker phone during board meetings

Action Taken: Motion to have counsel on all Regular Meetings and as needed for special and emergency meetings

HOSIER/HEESZEL M/S/C - Motion passed unanimously

6. Agenda (New Business)

- a. Discussion and consideration of Resolution 17-02, Amending Employee Handbook

**Action Taken: Motion to adopt Resolution 17-02 to Amend the Employee Handbook
HEESZEL/HOSIER M/S/C - Motion passed unanimously.**

- b. Discussion and consideration of posting job vacancies for a minimum of five (5) business days for one calendar year, then revert back to 15 day posting

Action Taken: No Action

- c. Update and discussion of editing board packet

Action Taken: Budget committee will return with recommendations

Motion by Director Hosier to go into close session

Closed Session Time: 5:11 p.m.

- a. Anticipated litigation: 2 cases

Open Session Time: 5:36 p.m.

Action Taken in Closed Session: In closed session, counsel and the Board discussed two cases of potential litigation, no other items were discussed.

Motion to adjourn at 5:37 p.m. by Director Hosier and seconded by Director Heeszal

SIGNED: _____
Margaret Medeiros, Board President

ATTESTED TO: _____
Dianna Mann, Board Secretary

46

3.6

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

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

March 28, 2017

This meeting will be conducted by Roberts Rule of Order.

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

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Public comment on non-agenda items

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

AGENDA

Call to Order – 1:01 p.m.

Pledge of Allegiance

Roll Call

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

Old Business

- a. Discussion and consideration of appointing two board members that will fill the two vacancies from resignations of Directors Kuehn and Barron, and will serve as Directors of the Board until the 2017 election

**Action Taken: Motion to appoint Samuel Boucher and Stanley Archacki to the two vacancies
HOSIER/HEESZEL M/S PASSED UNANAMOUSLY**

- b. Administer Oath of Office for newly appointed Board of Directors

Action Taken: Oath was given to Samuel Boucher and Stanley Archacki

- c. Update on Storms 2017

Action Taken: No Action

Motion to adjourn by Director Heeszal at 2:01, seconded by Director Hosier

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

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

47

3.C

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

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

April 13, 2017

This meeting will be conducted by Roberts Rule of Order.

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

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Public comment on non-agenda items

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

AGENDA

Call to Order – 1 p.m.

Pledge of Allegiance

Roll Call

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

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

New Business

- a. Discussion and consideration of Resolution No. 17-04 Amending the Wastewater Rehabilitation and Infrastructure Project (SWRCB Project C-01-8056-10)

Action Taken: Motion to accept Resolution No. 17-04 with modifications as discussed

HOSIER/BOUCHER M/S/C

AYES: MEDEIROS/HOSIER/BOUCHER/ARCHACKI

NOES: NONE

ABSENT: HEESZEL

- b. Discussion and consideration of having Board of Directors approving only State and Federal Applications that are applying for loans

Action Taken: Motion to no longer need board approval to apply for grants

HOSIER/BOUCHER M/S/C

AYES: MEDEIROS/HOSIER/BOUCHER/ARCHACKI

NOES: NONE

ABSENT: HEESZEL

48

3.C.1

c. Update on Storms 2017

Action Taken: Motion to approve an additional trash pump at Lift Station 7 for approximately \$4,600.00

ARCHACKI/BOUCHER M/S/C

AYES: MEDEIROS/HOSIER/BOUCHER/ARCHACKI

NOES: NONE

ABSENT: HEESZEL

It was motioned by Director Hosier and seconded by Director Archacki to adjourn at 2:13 p.m.

SIGNED: _____
Margaret Medeiros, Board President

ATTESTED TO: _____
Dianna Mann, Board Secretary



MC Engineering, Inc.

6917 Ohana Place
Orangevale, CA 95662

4.a

Invoice

Date	Invoice #
04/03/2017	1479

Bill To

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

P.O. No.	Terms	Due Date	Account #	Project
	Net 30	05/03/2017		USDA Wastewat...
Description	Qty	Rate	Amount	
Engineering Tech, Jose Diaz-Mendez	57	77.25	4,403.25	
Project Engineer 2, Richard Relyea	80	97.85	7,828.00	
Operations Management Engineer, John Pedri, PE	117.5	139.05	16,338.38	
Operations Specialist, Doyle Champlain	87	87.55	7,616.85	
Project Manager, Mark Carey, PE	59.5	139.05	8,273.48	
Assistant Engineer, Jared P. Nelson	179	97.85	17,515.15	
Administrative Support	7.75	56.65	439.04	
Engineering Tech	45.7	56.65	2,588.91	
Administrative Support	2	56.65	113.30	
OV Copy 2/7/17 Inv 25888		12.15	12.15	
OV Copy 2/9/17 Inv 25909		2.43	2.43	
OV Copy 2/10/17 Inv 25924		2.62	2.62	
OV Copy 2/13/17 Inv 25934		14.90	14.90	
OV Copy 2/14/17 Inv 25937		2.48	2.48	
OV Copy 2/15/17 Inv 25948		3.50	3.50	
OV Copy 2/23/17 Inv 25995		2.33	2.33	
OV Copy 2/28/17 Inv 26038		19.69	19.69	
A and E Repro 3/28/17 Inv 45253		171.90	171.90	
A And E Repro Syst reportID=19031302		84.37	84.37	
Travel Mileage 254 Mi @ \$0.535 / miles		135.89	135.89	
Total Reimbursable Expenses			452.26	
Southport Inv 170303 03/27/17		4,057.49	4,057.49	
Southport Inv 170304 03/27/17		2,621.60	2,621.60	
Stantec Inv 1173379 03/17/17		9,204.98	9,204.98	
EDEA Inv 889 4/5/17		16,351.32	16,351.32	
Total			\$97,804.01	
Payments/Credits			\$0.00	
Balance Due			\$97,804.01	

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

FD



MC Engineering, Inc.

6917 Ohana Place
Orangevale, CA 95662

4,6

Invoice

Date	Invoice #
04/03/2017	1477

Bill To

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

P.O. No.	Terms	Due Date	Account #	Project
	Net 30	05/03/2017		Reclamation Eval...
Description	Qty	Rate	Amount	
Project Manager, Mark Carey, PE	12	150.00	1,800.00	
Operations Management Engineer, John Pedri, PE	8	145.00	1,160.00	
EDEA Inv 889 4/5/17		2,983.20	2,983.20	
Total			\$5,943.20	
Payments/Credits			\$0.00	
Balance Due			\$5,943.20	

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

51



Action Sanitary, Inc
 PO Box 492
 Lower Lake CA 95457
 707-994-5068
 ActionSanitary@gmail.com

707-994-5068

4.C
Invoice

Date	Invoice #
2/20/2017	10209

Bill To
CLEARLAKE OAKS WATER P.O. BOX 709 CLEARLAKE, CA 95423

RECEIVED
 MAR 03 2017

BY:

P.O. No.	Terms	Project
MONDAY 2/20	Net 30	

Quantity	Description	Rate	Amount
24	10 Wheeler Vacuum Truck Fee START TIME: 12AM END TIME: 12AM GALLONS PUMPED: 79,200	200.00	4,800.00
24	5400 GAL TRUCK START TIME: 12AM END TIME: 12AM GALLONS PUMPED: 132,000 TAG#17443 Sales Tax Lake County 7.25%	250.00	6,000.00
		7.25%	0.00

COPIED

ENTERED
 3/8/17

1000.2

Total	\$10,800.00
Customer Total Balance	201,386.25

52

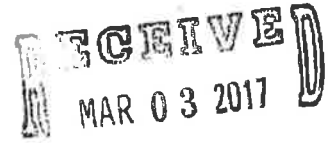


Action Sanitary, Inc
 PO Box 492
 Lower Lake CA 95457
 707-994-5068
 ActionSanitary@gmail.com

4, d

Invoice

Date	Invoice #
2/21/2017	10210



BY:

Bill To
CLEARLAKE OAKS WATER P.O. BOX 709 CLEARLAKE, CA 95423

P.O. No.	Terms	Project
TUESDAY 2-21	Net 30	

Quantity	Description	Rate	Amount
24	10 Wheeler Vacuum Truck Fee START TIME: 12AM END TIME: 12AM GALLONS PUMPED: 79,200	200.00	4,800.00
24	5400 GAL TRUCK START TIME: 12AM END TIME: 12AM GALLONS PUMPED: 132,000	250.00	6,000.00
24	1500 GALLONS PUMP TRUCK START TIME: 12AM END TIME: 12AM GALLONS PUMPED: 22,500 TAG#17442	175.00	4,200.00
	Sales Tax Lake County 7.25%	7.25%	0.00
		3877	
		10002	
		Total	\$15,000.00
		Customer Total Balance	195,636.25

53



Action Sanitary, Inc
 PO Box 492
 Lower Lake CA 95457
 707-994-5068
 ActionSanitary@gmail.com

4.e

Invoice



Date	Invoice #
2/22/2017	10211

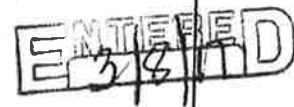
Bill To
CLEARLAKE OAKS WATER P.O.BOX 709 CLEARLAKE, CA 95423



BY:

P.O. No.	Terms	Project
WEDNESDAY 2/22	Net 30	

Quantity	Description	Rate	Amount
24	10 Wheeler Vacuum Truck Fee START TIME: 12AM END TIME: 12AM 81,600 GALLONS PUMPED	200.00	4,800.00
24	5400 GAL TRUCK START TIME: 12AM END TIME: 12AM 132,000 GALLONS PUMPED	250.00	6,000.00
24	1500 GALLONS PUMPED START TIME: 12AM END TIME: 12AM 36,000 GALLONS PUMPED TAG#17447	175.00	4,200.00
	Sales Tax Lake County 7.25%	7.25%	0.00



100012

Total	\$15,000.00
Customer Total Balance	195,636.25

54



Action Sanitary, Inc
 PO Box 492
 Lower Lake CA 95457
 707-994-5068
 ActionSanitary@gmail.com

707-994-5068

4, F
Invoice

Date	Invoice #
2/23/2017	10212



Bill To
CLEARLAKE OAKS WATER P.O.BOX 709 CLEARLAKE, CA 95423

RECEIVED
 MAR 03 2017

BY:

P.O. No.	Terms	Project
THURSDAY 2/23	Net 30	

Quantity	Description	Rate	Amount
21	10 Wheeler Vacuum Truck Fee START TIME: 12AM END TIME: 8AM---TRUCK REPAIR START BACK UP: 11AM END TIME: 12AM GALLONS PUMPED: 71,400 GALLONS	200.00	4,200.00
24	5400 GAL TRUCK START TIME: 12AM END TIME: 12AM GALLONS PUMPED: 132,000	250.00	6,000.00
24	1500 PUMP TRUCK START TIME: 12AM END TIME: 12AM GALLONS PUMPED: 36,000 TAG#17448	175.00	4,200.00
	Sales Tax Lake County 7.25%	7.25%	0.00

ENTERED
 3/8/17

10212

Total		\$14,400.00
Customer Total Balance		195,636.25

55



Action Sanitary, Inc
 PO Box 492
 Lower Lake CA 95457
 707-994-5068
 ActionSanitary@gmail.com

4.9
Invoice

Date	Invoice #
2/24/2017	10213



RECEIVED
 MAR 03 2017

BY:

Bill To
CLEARLAKE OAKS WATER P.O.BOX 709 CLEARLAKE, CA 95423

P.O. No.	Terms	Project
FRIDAY 2/24	Net 30	

Quantity	Description	Rate	Amount
24	10 Wheeler Vacuum Truck Fee START TIME: 12AM END TIME:12AM 71,400GALLONS PUMPED	200.00	4,800.00
24	5400 GAL TRUCK START TIME: 12AM END TIME: 12AM 132,000 GALLONS PUMPED	250.00	6,000.00
24	10 Wheeler Vacuum Truck Fee START TIME: 12AM END TIME:12AM 79,200 GALLONS PUMPED TAG#18016	200.00	4,800.00
	Sales Tax Lake County 7.25%	7.25%	0.00

EMERGED
 3/8/17

1000.2

Total	\$15,600.00
Customer Total Balance	195,636.25

50



Action Sanitary, Inc
 PO Box 492
 Lower Lake CA 95457
 707-994-5068
 ActionSanitary@gmail.com

4.h
Invoice

Date	Invoice #
2/25/2017	10214

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Bill To
CLEARLAKE OAKS WATER P.O.BOX 709 CLEARLAKE, CA 95423

RECEIVED
MAR 03 2017

BY:

P.O. No.	Terms	Project
SATURDAY 2/25	Net 30	

Quantity	Description	Rate	Amount
7	10 Wheeler Vacuum Truck Fee START TIME: 8AM END TIME: 3PM 45,000 GLLONS PUMPED	200.00	1,400.00
15	10 Wheeler Vacuum Truck Fee START TIME: 12 AM END TIME: 3PM 49,500 GALLONS PUMPED	200.00	3,000.00
15	10 Wheeler Vacuum Truck Fee START TIME: 12AM END TIME:3PM 51,000 GALLONS PUMPED TAG# 18017	200.00	3,000.00
	Sales Tax Lake County 7.25%	7.25%	0.00
Total			\$7,400.00
Customer Total Balance			194,436.25

ENTERED
3/28/17

1000.2

51

HD Excavating

41 Invoice

PO Box 736
Lower Lake, CA 95457
License # 985724
Cell 707-350-3815 Brett Doud

Date	Invoice #
3/2/2017	688

Bill To
Clearlake Oaks County Water District P.O. Box 709 Clearlake Oaks, Ca 95423

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RECEIVED
MAR 13 2017

BY: _____

ENTERED
3/15/17

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
4	2/13/2017 - Site work with Laser Equipment - TH/BD present - <i>Remove Uncons</i>	160.00	640.00
8	2/13/2017 - Excavation - Equipment: Backhoe @ \$110 an hour - <i>Repair pipe @ 7</i>	110.00	880.00
8	2/13/2017 - Dumptruck @ \$95 an hour - <i>repair sand pipe</i>	95.00	760.00
1	2/13/2017 - 2 Tool Trucks @ \$80 each per day - <i>repair</i>	160.00	160.00
16	2/13/2017 - 2 laborers @ \$57 an hour for 8 hours each - <i>repair</i>	57.00	912.00
5	2/14/2017 - Excavation - Equipment: Backhoe (force main repair) <i>repair</i>	110.00	550.00
10	2/14/2017 - 2 laborers @ \$57 an hour for 5 hours each (force main repair) <i>rep</i>	57.00	570.00
1	2/14/2017 - 1 Tool Truck @ \$80 each per day (force main repair) <i>rep</i>	80.00	80.00
6	2/14/2017 - Excavation - Equipment: Backhoe @ \$110 an hour (main repair)	110.00	660.00
6	2/14/2017 - Dumptruck @ \$95 an hour (main repair)	95.00	570.00
18	2/14/2017 - 3 laborers @ \$57 an hour for 6 hours each (main repair)	57.00	1,026.00
2	2/14/2017 - 2 Tool Trucks @ \$80 each per day (main repair)	80.00	160.00
4	2/15/2017 - Excavation - Equipment: Backhoe (clean up water main)	110.00	440.00
4	2/15/2017 - Dumptruck @ \$95 an hour (clean up water main)	95.00	380.00
8	2/15/2017 - 2 laborer @ \$57 an hour for 4 hours each (clean up water main)	57.00	456.00
2	2/15/2017 - 2 Tool Trucks @ \$80 each per day (clean up water main)	80.00	160.00
15	2/16/2017 - 3 confined space laborers @ \$95 an hour for 5 hours each (entry into Lift Station 7 and 2)	95.00	1,425.00
2	2/16/2017 - 2 Tool Trucks @ \$80 each per day (entry into Lift Station 7 and 2)	80.00	160.00
16.5	2/17/2017 - 3 confined space laborers @ \$95 an hour for 5.5 hours each (entry to Lift Station 7 - unplug pump)	95.00	1,567.50
2	2/17/2017 - 2 Tool Trucks @ \$80 each per day (entry to Lift Station 7 - unplug pump)	80.00	160.00
24	2/18/2017 - 3 confined space laborers @ \$95 an hour for 8 hours each (Lift Station 2 and 1 - pump replacement)	95.00	2,280.00
2	2/18/2017 - 2 Tool Trucks @ \$80 each per day (Lift Station 2 and 1 - pump replacement)	80.00	160.00
10	2/20/2017 - 2 laborers @ \$57 each per hour for 8 hours each	57.00	570.00
2	2/20/2017 - 2 Tool Trucks @ \$80 each per day	80.00	160.00
12	2/21/2017 - 3 confined space laborers @ \$95 per hour for 4 hours each (entry at Lift Station 7 - shutdown)	95.00	1,140.00
9	2/21/2017 - 2 laborers @ \$57 an hour for 4.5 hours each	57.00	513.00
4.5	2/21/2017 - Excavation - Equipment: Backhoe @ \$110 an hour	110.00	495.00
4.5	2/21/2017 - Dumptruck @ \$95 an hour	95.00	427.50
4.5	2/21/2017 - Excavation: Equipment: Mini Excavator @ \$115 an hour	115.00	517.50

work main repair 10:00am
5-7
well

COPIED

252-CPD
3852.00

ENTERED
4/10/17

Total

58

HD Excavating

PO Box 736

Lower Lake, CA 95457

License # 985724

Cell 707-350-3815 Brett Doud

4.1.1

Invoice

Date	Invoice #
3/2/2017	688

Bill To
Clearlake Oaks County Water District P.O. Box 709 Clearlake Oaks, Ca 95423

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
2	2/21/2017 - Transport Trucks @ \$100 each per hour	100.00	200.00
2	2/21/2017 - 2 Tool Trucks @ \$80 each per day	80.00	160.00
2	2/21/2017 - 1 Smooth Dump Roller @ \$85 per hour	85.00	170.00
10.5	2/22/2017 - Excavation - Equipment: Backhoe @ \$110 per hour (pipe fusing HDPE)	110.00	1,155.00
2	2/22/2017 - 2 Tool Trucks @ \$80 each per day (pipe fusing HDPE)	80.00	160.00
10.5	2/22/2017 - 1 10 yard Dumptruck @ \$95 per hour (pipe fusing HDPE)	95.00	997.50
10.5	2/22/2017 - Excavation - Equipment: Excavator @ \$115 per hour (pipe fusing HDPE)	115.00	1,207.50
31.5	2/22/2017 - 3 laborers @ \$57 per hour for 10.5 hours each (pipe fusing HDPE)	57.00	1,795.50
10	2/23/2017 - Excavation - Equipment: Backhoe @ \$110 per hour (pipe fusing HDPE)	110.00	1,100.00
10	2/23/2017 - Excavation - Equipment: Excavator @ \$115 per hour (pipe fusing HDPE)	115.00	1,150.00
2	2/23/2017 - 2 Tool Trucks @ \$80 each per day (pipe fusing HDPE)	80.00	160.00
20	2/23/2017 - 2 laborers @ \$57 each per hour for 10 hours each (pipe fusing HDPE)	57.00	1,140.00
10	2/24/2017 - Excavation - Equipment: Backhoe @ \$110 per hour (pipe fusing)	110.00	1,100.00
10	2/24/2017 - Excavation - Equipment: Excavator @ \$115 per hour (pipe fusing)	115.00	1,150.00
20	2/24/2017 - 2 laborers @ \$57 per hour for 10 hours each (pipe fusing)	57.00	1,140.00
2	2/24/2017 - 2 Tool Trucks @ \$80 each per day	80.00	160.00
12	2/25/2017 - 2 laborers @ \$57 per hour for 6 hours each	57.00	684.00
6	2/25/2017 - Excavation - Equipment: Backhoe @ \$110 per hour	110.00	660.00
2	2/25/2017 - 2 Tool Trucks @ \$80 each per day	80.00	160.00
1	2/25/2017 - Excavation - Equipment: 1 Transport Mini Excavator @ \$125 per hour	125.00	125.00
4.5	2/27/2017 - 1 laborer @ \$57 per hour for 4.5 hours (clean-up)	57.00	256.50
1	2/27/2017 - 1 Tool Truck @ \$80 per day (clean-up)	80.00	80.00
4.5	2/27/2017 - Traffic Control Service/Signs @ \$195 per hour (clean-up)	195.50	879.75
7.5	2/28/2017 - 1 laborer @ \$57 per hour for 7.5 hours (Jensen Road repair)	57.00	427.50
7.5	2/28/2017 - Excavation - Equipment: Skip Loader @ \$110 per hour (Jensen Road repair)	110.00	825.00
7.5	2/28/2017 - Excavation - Equipment: Roller @ \$85 per hour (Jensen Road repair)	85.00	637.50
7.5	2/28/2017 - 1 Dumptruck @ \$95 per hour (Jensen Road repair)	95.00	712.50
14	3/1/2017 - 2 laborers @ \$57 per hour for 7 hours each (Jensen Road repair)	57.00	798.00
7	3/1/2017 - Excavation - Equipment: Skip Loader @ \$110 per hour (Jensen Road repair)	110.00	770.00
7	3/1/2017 - Excavation - Equipment: Roller @ \$85 per hour (Jensen Road repair)	85.00	595.00
7	3/1/2017 - 1 Dumptruck @ \$95 per hour (Jensen Road repair)	95.00	665.00
1	3/1/2017 - 1 Tool Truck @ \$80 each per day (Jensen Road repair)	80.00	80.00

2
 1
 7
 7
 7
 1

Total \$39,280.75

59

100012 - 35,428.75
 082CRP - 3852.00

707-467-0117

45

INVOICE

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
03/09/2017	1229	03/05/2017

CLEARLAKE OAKES WATER COUNTY DISTRI
 ATTN: DIANNA MANN
 PO BOX 709
 CLEARLAKE OAKS, CA 95423-

CLEARLAKE OAKES WATER COUNTY DISTRI
 ATTN: DIANNA MANN
 12952 EAST HIGHWAY 20
 CLEARLAKE OAKS, CA 95423-

Reference	Description			Amount
we 02/26/2017 ✓	FORTIN, ROBERT C.	R	8.00	\$24.70
we 02/26/2017 ✓	FORTIN, ROBERT C.	OT	4.00	\$37.05
we 03/05/2017 ✓	FORTIN, ROBERT C.	R	40.00	\$24.70
we 03/05/2017 ✓	FORTIN, ROBERT C.	OT	32.00	\$37.05
we 02/26/2017 ✓	NELSON, GRANT E.	R	8.00	\$24.70
we 02/26/2017 ✓	NELSON, GRANT E.	OT	4.00	\$37.05
we 03/05/2017 ✓	NELSON, GRANT E.	R	40.00	\$24.70
we 03/05/2017 ✓	NELSON, GRANT E.	OT	24.00	\$37.05
	THURSTON, JOSETTE A. ✓	R	32.00	\$24.70
	THURSTON, JOSETTE A. ✓	OT	15.50	\$37.05
				\$197.60
				\$148.20
				\$988.00
				\$1,185.60
				\$197.60
				\$148.20
				\$988.00
				\$889.20
				\$790.40
				\$574.28
				\$6,107.08

Storm 1000-2
Jim

ENTERED
 3/28/17

Please return this portion with your payment. Disregard this notice if payment has been made.

600

Clearlake Statting
745, Ukiah, CA 95482
707-467-0117

4.1K

INVOICE

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
03/16/2017	1244	03/12/2017

CLEARLAKE OAKES WATER COUNTY DISTRI
ATTN: DIANNA MANN
PO BOX 709
CLEARLAKE OAKS, CA 95423-

CLEARLAKE OAKES WATER COUNTY DISTRI
ATTN: DIANNA MANN
12952 EAST HIGHWAY 20
CLEARLAKE OAKS, CA 95423-

Reference	Description	Amount
	FORTIN, ROBERT C. R	32.00 ✓ \$24.70
	FORTIN, ROBERT C. OT	16.00 ✓ \$37.05
	NELSON, GRANT E. R	40.00 ✓ \$24.70
	NELSON, GRANT E. OT	32.00 ✓ \$37.05
	THURSTON, JOSETTE A. R	40.00 ✓ \$24.70
	THURSTON, JOSETTE A. OT	19.50 ✓ \$37.05
		\$790.40
		\$592.80
		\$988.00
		\$1,185.60
		\$988.00
		\$722.48
		\$5,267.28

Storm
1000.2
SM

ENTERED
3/28/17

1 of 1

Please return this portion with your payment. Disregard this notice if payment has been made.

61

Clearlake Slating
 45, Ukiah, CA 95482
 707-467-0117

4L

INVOICE

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
03/23/2017	1260	03/19/2017

CLEARLAKE OAKES WATER COUNTY DISTRI
 ATTN: DIANNA MANN
 PO BOX 709
 CLEARLAKE OAKS, CA 95423-

CLEARLAKE OAKES WATER COUNTY DISTRI
 ATTN: DIANNA MANN
 12952 EAST HIGHWAY 20
 CLEARLAKE OAKS, CA 95423-

Reference	Description	Amount
	FORTIN, ROBERT C. ✓ R 40.00 \$23.85	\$954.00
	FORTIN, ROBERT C. ✓ OT 20.00 \$35.78	\$715.60
	NELSON, GRANT E. ✓ R 40.00 \$23.85	\$954.00
	NELSON, GRANT E. ✓ OT 20.00 \$35.78	\$715.60
	THURSTON, JOSETTE A. ✓ R 40.00 \$23.85	\$954.00
	THURSTON, JOSETTE A. ✓ OT 19.00 \$35.78	\$679.82
<p>Down 1000.2</p> <p>JM</p> <p>ENTERED 3/28/17</p>		
Page 1 of 1		\$4,973.02

Please return this portion with your payment. Disregard this notice if payment has been made.

62

444 S. HENRIE BLVD. SUITE 116
PO Box 745, Ukiah, CA 95482

707-467-0117

4.1M


INVOICE

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
03/30/2017	1280	03/26/2017

CLEARLAKE OAKES WATER COUNTY DISTRI
ATTN: DIANNA MANN
PO BOX 709
CLEARLAKE OAKS, CA 95423-

CLEARLAKE OAKES WATER COUNTY DISTRI
ATTN: DIANNA MANN
12952 EAST HIGHWAY 20
CLEARLAKE OAKS, CA 95423-

Reference	Description	Amount
	FORTIN, ROBERT C. R 40.00 ✓ \$24.70	\$988.00
	FORTIN, ROBERT C. OT 20.00 ✓ \$37.05	\$741.00
	OVERTON, VICKI J. R 32.00 ✓ \$24.70	\$790.40
	OVERTON, VICKI J. OT 16.00 ✓ \$37.05	\$592.80
	THURSTON, JOSETTE A. R 40.00 ✓ \$24.70	\$988.00
	THURSTON, JOSETTE A. OT 20.00 ✓ \$37.05	\$741.00
<p style="text-align: center;">Hood -  1000.2</p>		
<p style="text-align: center;">ENTERED 4/11/17</p>		
Page 1 of 1		\$4,841.20

Please return this portion with your payment. Disregard this notice if payment has been made.

ERMS: Due upon receipt. Pay this amount within 10 days or a 10.00% charge will be added to your account.

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
03/30/2017	1280	03/26/2017

INVOICE TOTAL	\$4,841.20
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EMIT TO:
IE WORKS INC / MLS
EQ Funding Group, L.C.
Box 743451
Los Angeles, CA 90074-3451

63

dba MendoLake Staffing
PO Box 745, Ukiah, CA 95482

707-467-0117

4.7

INVOICE

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
04/06/2017	1298	04/02/2017

CLEARLAKE OAKES WATER COUNTY DISTRI
ATTN: DIANNA MANN
PO BOX 709
CLEARLAKE OAKS, CA 95423-

CLEARLAKE OAKES WATER COUNTY DISTRI
ATTN: DIANNA MANN
12952 EAST HIGHWAY 20
CLEARLAKE OAKS, CA 95423-

Reference	Description	Amount
	FORTIN, ROBERT C. R 30.00 \$24.70	\$741.00
	FORTIN, ROBERT C. OT 17.00 \$37.05	\$629.85
	OVERTON, VICKI J. R 40.00 \$24.70	\$988.00
	OVERTON, VICKI J. OT 18.50 \$37.05	\$685.43
	THURSTON, JOSETTE A. R 40.00 \$24.70	\$988.00
	THURSTON, JOSETTE A. OT 20.00 \$37.05	\$741.00
Page 1 of 1		\$4,773.28

Please return this portion with your payment. Disregard this notice if payment has been made.

TERMS: Due upon receipt. Pay this amount within 10 days or a 10.00% charge will be added to your account.

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
04/06/2017	1298	04/02/2017

REMIT TO:
THE WORKS INC / MLS
LSQ Funding Group, L.C.
PO Box 743451
Los Angeles, CA 90074-3451

INVOICE TOTAL	\$4,773.28
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lat

dba MendoLake Statting
 PO Box 745, Ukiah, CA 95482

4.0

707-467-0117

INVOICE

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
04/13/2017	1316	04/09/2017

CLEARLAKE OAKES WATER COUNTY DISTRI
 ATTN: DIANNA MANN
 PO BOX 709
 CLEARLAKE OAKS, CA 95423-

CLEARLAKE OAKES WATER COUNTY DISTRI
 ATTN: DIANNA MANN
 12952 EAST HIGHWAY 20
 CLEARLAKE OAKS, CA 95423-

Reference	Description	Amount
correction we 04/02/	FORTIN, ROBERT C. R	40.00 \$24.70 \$988.00
	FORTIN, ROBERT C. OT	20.00 \$37.05 \$741.00
	FORTIN, ROBERT C. R	2.00 \$24.70 \$49.40
	OVERTON, VICKI J. R	40.00 \$24.70 \$988.00
	OVERTON, VICKI J. OT	20.50 \$37.05 \$759.53
	THURSTON, JOSETTE A. R	32.00 \$24.70 \$790.40
	THURSTON, JOSETTE A. OT	15.50 \$37.05 \$574.28
Page 1 of 1		\$4,890.61

Please return this portion with your payment. Disregard this notice if payment has been made.

TERMS: Due upon receipt. Pay this amount within 10 days or a 10.00% charge will be added to your account.

Customer ID	PO Number
98	

Invoice Date	Invoice Number	WK Ending
04/13/2017	1316	04/09/2017

REMIT TO:
 THE WORKS INC / MLS
 LSQ Funding Group, L.C.
 PO Box 743451
 Los Angeles, CA 90074-3451

INVOICE TOTAL	\$4,890.61
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45



SHAPE

INCORPORATED

6600 Koll Center Pkwy., #220
Pleasanton, Ca. 94566-3107
Tel: (925) 485-9720
Fax: (925) 485-6085

INVOICE

122765

From Order# 20414

SOLD TO: CLEARLAKE OAKS WTR DISTRICT
12952 STATE HIGHWAY 20

SHIP TO: CLEARLAKE OAKS WTR DISTRICT
12545 E HWY 20

CLEARLAKE OAKS, CA 95423
(707) 324-9710

CLEARLAKE OAKS, CA 95423
(707) 324-9710

Page 1

ACCOUNT NUMBER	SALES REP. NO	PURCHASE ORDER NUMBER	SHIP VIA	DATE SHIPPED	TERMS	INVOICE DATE
400C3990NC		C0011	5911FL	02/24/17	NET 30 DAYS	03/23/17

QTY. ORDERED	QTY. SHIPPED	QTY. BACK ORD.	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	1		FL3085092-465B	NP465-3 3/230/3 50'	0.00 0	0.00
1	1		FL3085092-465AC	NP465-3 3/230/3 50'	0.00 0	0.00
2	2		FL14-591055	BRACKET, ADAPTOR CENTER	0.00 0	0.00
1	1			TOTAL FOR EQUIP ABOVE	11410.00 0	11410.00

SW

ENTERED
4/3/17

RECEIVED
MAR 29 2017

BY: *[Signature]*

Flood 1000.2
ow cep/s

SN: 465B-1610012
465AC-1680113

SALE AMOUNT	11410.00
MISC. CHARGES	
7.25% SALES TAX	827.22
FREIGHT	
TOTAL	12237.22

Thank You

wp

6.a

CLEARLAKE OAKS COUNTY WATER DISTRICT

RESOLUTION NO. 17-03

DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CLEARLAKE OAKS COUNTY WATER DISTRICT THAT THE GENERAL MANAGER is hereby authorized to execute for and on behalf of the Clearlake Oaks County Water District, a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Clearlake Oaks County Water District, a public entity established under the laws of the State of California, hereby authorizes its agents to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

Passed and approved this 20TH day of April, 2017.

AYES:

NOES:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

By: _____
Karl Hosier, Vice President

CERTIFICATION

I, Dianna Mann, duly appointed and Secretary to the Board of Clearlake Oaks County Water District, do hereby certify that the above is a true and correct copy of a Resolution passed and approved by the Board of Directors of the Clearlake Oaks County Water District on the 20th day of April, 2017.

(Signature)

Secretary to the Board
(Title)

67

6.A.1

Our Pres
17-03

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)
_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the _____, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this _____ day of _____, 20____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)
_____, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the _____ of the _____
(Governing Body) (Name of Applicant)
on the _____ day of _____, 20____.

(Signature) (Title)

48

6.e

CLEARLAKE OAKS COUNTY WATER DISTRICT

RESOLUTION NO. 17-05

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

**TO AMEND RESOLUTION 15-11, ACCEPTING THE LOAN RESOLUTION
PROVIDED BY USDA**

WHEREAS, the Board of Directors of Clearlake Oaks County Water District accepts the
USDA Loan Resolution, Form RUS BULLETIN 1780-12

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 20th
day of April 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

Attest: _____
Dianna Mann, Board Secretary

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Water and Waste System Grant Agreement

United States Department of Agriculture

Rural Utilities Service

THIS AGREEMENT dated 4/21/2017, between

CLEAR LAKE OAKS CWD

a public corporation organized and operating under

Section 30000

(Authorizing Statute)

herein called "Grantee," and the United States of America acting through the Rural Utilities Service, Department of Agriculture, herein called "Grantor," WITNESSETH:

WHEREAS

Grantee has determined to undertake a project of acquisition, construction, enlargement, or capital improvement of a (water) (waste) system to serve the area under its jurisdiction at an estimated cost of \$ 4,893,540.00 and has duly authorized the undertaking of such project.

Grantee is able to finance not more than \$ 2,831,000.00 of the development costs through revenues, charges, taxes or assessments, or funds otherwise available to Grantee resulting in a reasonable user charge.

Said sum of \$ 2,831,000.00 has been committed to and by Grantee for such project development costs.

Grantor has agreed to grant the Grantee a sum not to exceed \$ 2,062,540.00 or 42.15 percent of said project development costs, whichever is the lesser, subject to the terms and conditions established by the Grantor. Provided, however, that the proportionate share of any grant funds actually advanced and not needed for grant purposes shall be returned immediately to the Grantor. The Grantor may terminate the grant in whole, or in part, at any time before the date of completion, whenever it is determined that the Grantee has failed to comply with the Conditions of the grant.

As a condition of this grant agreement, the Grantee assures and certifies that it is in compliance with and will comply in the course of the agreement with all applicable laws, regulations, Executive orders and other generally applicable requirements, including those set out in 7 CFR 3015.205(b), which hereby are incorporated into this agreement by reference, and such other statutory provisions as are specifically set forth herein.

NOW, THEREFORE, In consideration of said grant by Grantor to Grantee, to be made pursuant to Section 306(a) of The Consolidated Farm and Rural Development Act for the purpose only of defraying a part not to exceed 42.15 percent of the project development costs, as defined by applicable Rural Utilities Service instructions.

Grantee Agrees That Grantee Will:

A. Cause said project to be constructed within the total sums available to it, including said grant, in accordance with the project plans and specifications and any modifications thereof prepared by Grantee and approved by Grantor.

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6.0.2

B. Permit periodic inspection of the construction by a representative of Grantor during construction.

C. Manage, operate and maintain the system, including this project if less than the whole of said system, continuously in an efficient and economical manner.

D. Make the services of said system available within its capacity to all persons in Grantee's service area without discrimination as to race, color, religion, sex, national origin, age, marital status, or physical or mental handicap (possess capacity to enter into legal contract for services) at reasonable charges, including assessments, taxes, or fees in accordance with a schedule of such charges, whether for one or more classes of service, adopted by resolution dated _____, as may be modified from time to time by Grantee. The initial rate schedule must be approved by Grantor. Thereafter, Grantee may make such modifications to the rate system as long as the rate schedule remains reasonable and nondiscriminatory.

E. Adjust its operating costs and service charges from time to time to provide for adequate operation and maintenance, emergency repair reserves, obsolescence reserves, debt service and debt service reserves.

F. Expand its system from time to time to meet reasonably anticipated growth or service requirements in the area within its jurisdiction.

G. Provide Grantor with such periodic reports as it may require and permit periodic inspection of its operations by a representative of the Grantor.

H. To execute any agreements required by Grantor which Grantee is legally authorized to execute. If any such agreement has been executed by Grantee as a result of a loan being made to Grantee by Grantor contemporaneously with the making of this grant, another agreement of the same type need not be executed in connection with this grant.

I. Upon any default under its representations or agreements set forth in this instrument, Grantee, at the option and demand of Grantor, will repay to Grantor forthwith the original principal amount of the grant stated herein above with the interest at the rate of 5 percentum per annum from the date of the default. Default by the Grantee will constitute termination of the grant thereby causing cancellation of Federal assistance under the grant. The provisions of this Grant Agreement may be enforced by Grantor, at its option and without regard to prior waivers by it previous defaults of Grantee, by judicial proceedings to require specific performance of the terms of this Grant Agreement or by such other proceedings in law or equity, in either Federal or State courts, as may be deemed necessary by Grantor to assure compliance with the provisions of this Grant Agreement and the laws and regulations under which this grant is made.

J. Return immediately to Grantor, as required by the regulations of Grantor, any grant funds actually advanced and not needed by Grantee for approved purposes.

K. Use the real property including land, land improvements, structures, and appurtenances thereto, for authorized purposes of the grant as long as needed.

1. Title to real property shall vest in the recipient subject to the condition that the Grantee shall use the real property for the authorized purpose of the original grant as long as needed.

2. The Grantee shall obtain approval by the Grantor agency for the use of the real property in other projects when the Grantee determines that the property is no longer needed for the original grant purposes. Use in other projects shall be limited to those under other Federal grant programs or programs that have purposes consistent with those authorized for support by the Grantor.

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3. When the real property is no longer needed as provided in 1 and 2 above, the Grantee shall request disposition instructions from the Grantor agency or its successor Federal agency. The Grantor agency shall observe the following rules in the disposition instructions:

(a) The Grantee may be permitted to retain title after it compensates the Federal Government in an amount computed by applying the Federal percentage of participation in the cost of the original project to the fair market value of the property.

(b) The Grantee may be directed to sell the property under guidelines provided by the Grantor agency. When the Grantee is authorized or required to sell the property, proper sales procedures shall be established that provide for competition to the extent practicable and result in the highest possible return.

[Revision 1, 04/17/1998]

(c) The Grantee may be directed to transfer title to the property to the Federal Government provided that in such cases the Grantee shall be entitled to compensation computed by applying the Grantee's percentage of participation in the cost of the program or project to the current fair market value of the property.

This Grant Agreement covers the following described real property (use continuation sheets as necessary).

None

L. Abide by the following conditions pertaining to equipment which is furnished by the Grantor or acquired wholly or in part with grant funds. Equipment means tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. A grantee may use its own definition of equipment provided that such definition would at least include all equipment defined above.

[Revision 1, 04/17/1998]

1. Use of equipment.

(a) The Grantee shall use the equipment in the project for which it was acquired as long as needed. When no longer needed for the original project, the Grantee shall use the equipment in connection with its other Federally sponsored activities, if any, in the following order of priority:

1) Activities sponsored by the Grantor.

(2) Activities sponsored by other Federal agencies.

(b) During the time that equipment is held for use on the property for which it was acquired, the Grantee shall make it available for use on other projects if such other use will not interfere with the work on the project for which the equipment was originally acquired. First preference for such other use shall be given to Grantor sponsored projects. Second preference will be given to other Federally sponsored projects.

12

6.e-4

2. Disposition of equipment. When the Grantee no longer needs the equipment as provided in paragraph (a) above, the equipment may be used for other activities in accordance with the following standards:

(a) Equipment with a current per unit fair market value of less than \$5,000. The Grantee may use the equipment for other activities without reimbursement to the Federal Government or sell the equipment and retain the proceeds.

(b) Equipment with a current per unit fair market value of \$5,000 or more. The Grantee may retain the equipment for other uses provided that compensation is made to the original Grantor agency or its successor. The amount of compensation shall be computed by applying the percentage of Federal participation in the cost of the original project or program to the current fair market value or proceeds from sale of the equipment. If the Grantee has no need for the equipment and the equipment has further use value, the Grantee shall request disposition instructions from the original Grantor agency.

The Grantor agency shall determine whether the equipment can be used to meet the agency's requirements. If no requirement exists within that agency, the availability of the equipment shall be reported, in accordance with the guidelines of the Federal Property Management Regulations (FPMR), to the General Services Administration by the Grantor agency to determine whether a requirement for the equipment exists in other Federal agencies. The Grantor agency shall issue instructions to the Grantee no later than 120 days after the Grantee requests and the following procedures shall govern:

(1) If so instructed or if disposition instructions are not issued within 120 calendar days after the Grantee's request, the Grantee shall sell the equipment and reimburse the Grantor agency an amount computed by applying to the sales proceeds the percentage of Federal participation in the cost of the original project or program. However, the Grantee shall be permitted to deduct and retain from the Federal share ten percent of the proceeds for Grantee's selling and handling expenses.

(2) If the Grantee is instructed to ship the equipment elsewhere the Grantee shall be reimbursed by the benefiting Federal agency with an amount which is computed by applying the percentage of the Grantee participation in the cost of the original grant project or program to the current fair market value of the equipment, plus any reasonable shipping or interim storage costs incurred.

(3) If the Grantee is instructed to otherwise dispose of the equipment, the Grantee shall be reimbursed by the Grantor agency for such costs incurred in its disposition.

3. The Grantee's property management standards for equipment shall also include:

(a) Records which accurately provide for: a description of the equipment; manufacturer's serial number or other identification number; acquisition date and cost; source of the equipment; percentage (at the end of budget year) of Federal participation in the cost of the project for which the equipment was acquired; location, use and condition of the equipment and the date the information was reported; and ultimate disposition data including sales price or the method used to determine current fair market value if the Grantee reimburses the Grantor for its share.

(b) A physical inventory of equipment shall be taken and the results reconciled with the equipment records at least once every two years to verify the existence, current utilization, and continued need for the equipment.

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(c) A control system shall be in effect to insure adequate safeguards to prevent loss, damage, or theft of the equipment. Any loss, damage, or theft of equipment shall be investigated and fully documented.

(d) Adequate maintenance procedures shall be implemented to keep the equipment in good condition.

(e) Proper sales procedures shall be established for unneeded equipment which would provide for competition to the extent practicable and result in the highest possible return.

**This Grant Agreement covers the following described equipment(use continuation sheets as necessary).
pumps, motors, and electrical components.**

M. Provide Financial Management Systems which will include:

1. Accurate, current, and complete disclosure of the financial results of each grant. Financial reporting will be on an accrual basis.
2. Records which identify adequately the source and application of funds for grant-supported activities. Those records shall contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays, and income.
3. Effective control over and accountability for all funds, property and other assets. Grantees shall adequately safeguard all such assets and shall assure that they are used solely for authorized purposes.
4. Accounting records supported by source documentation.

N. Retain financial records, supporting documents, statistical records, and all other records pertinent to the grant for a period of at least three years after grant closing except that the records shall be retained beyond the three-year period if audit findings have not been resolved. Microfilm or photo copies or similar methods may be substituted in lieu of original records. The Grantor and the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the Grantee's government which are pertinent to the specific grant program for the purpose of making audits, examinations, excerpts and transcripts.

O. Provide information as requested by the Grantor to determine the need for and complete any necessary Environmental Impact Statements.

P. Provide an audit report prepared in accordance with Grantor regulations to allow the Grantor to determine that funds have been used in compliance with the proposal, any applicable laws and regulations and this Agreement.

Q. Agree to account for and to return to Grantor interest earned on grant funds pending their disbursement for program purposes when the Grantee is a unit of local government. States and agencies or instrumentality's of states shall not be held accountable for interest earned on grant funds pending their disbursement.

6.c.b

R. Not encumber, transfer or dispose of the property or any part thereof, furnished by the Grantor or acquired wholly or in part with Grantor funds without the written consent of the Grantor except as provided in item K above.

S. To include in all contracts for construction or repair a provision for compliance with the Copeland "Anti-Kick Back" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR, Part 3). The Grantee shall report all suspected or reported violations to the Grantor.

T. To include in all contracts in excess of \$100,000 a provision that the contractor agrees to comply with all the requirements of the Clean Air Act (42 U.S.C. §7414) and Section 308 of the Water Pollution Control Act (33 U.S.C. §1318) relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in Section 114 of the Clean Air Act and Section 308 of the Water Pollution Control Act and all regulations and guidelines issued thereunder after the award of the contract. In so doing the Contractor further agrees:

[Revision 1, 11/20/1997]

1. As a condition for the award of contract, to notify the Owner of the receipt of any communication from the Environmental Protection Agency (EPA) indicating that a facility to be utilized in the performance of the contract is under consideration to be listed on the EPA list of Violating Facilities. Prompt notification is required prior to contract award.

2. To certify that any facility to be utilized in the performance of any nonexempt contractor subcontract is not listed on the EPA list of Violating Facilities pursuant to 40 CFR Part 32 as of the date of contract award.

[Revision 1, 11/20/1997]

3. To include or cause to be included the above criteria and the requirements in every nonexempt subcontract and that the Contractor will take such action as the Government may direct as a means of enforcing such provisions.

As used in these paragraphs the term "facility" means any building, plan, installation, structure, mine, vessel or other floating craft, location, or site of operations, owned, leased, or supervised by a Grantee, cooperator, contractor, or subcontractor, to be utilized in the performance of a grant, agreement, contract, subgrant, or subcontract. Where a location or site of operation contains or includes more than one building, plant, installation, or structure, the entire location shall be deemed to be a facility except where the Director, Office of Federal Activities, Environmental Protection Agency, determines that independent facilities are co-located in one geographical area.

Grantor Agrees That It:

A. Will make available to Grantee for the purpose of this Agreement not to exceed \$ 2,062,540.00 which it will advance to Grantee to meet not to exceed 42.15 percent of the project development costs of the project in accordance with the actual needs of Grantee as determined by Grantor.

B. Will assist Grantee, within available appropriations, with such technical assistance as Grantor deems appropriate in planning the project and coordinating the plan with local official comprehensive plans for sewer and water and with any State or area plans for the area in which the project is located.

C. At its sole discretion and at any time may give any consent, deferment, subordination, release, satisfaction, or termination of any or all of Grantee's grant obligations, with or without valuable consideration, upon such terms and conditions as Grantor may determine to be (1) advisable to further the purpose of the grant or to protect Grantor's financial interest therein and (2) consistent with both the statutory purposes of the grant and the limitations of the statutory authority under which it is made.

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Termination of This Agreement

This Agreement may be terminated for cause in the event of default on the part of the Grantee as provided in paragraph I above or for convenience of the Grantor and Grantee prior to the date of completion of the grant purpose. Termination for convenience will occur when both the Grantee and Grantor agree that the continuation of the project will not produce beneficial results commensurate with the further expenditure of funds.

In witness whereof Grantee on the date first above written has caused these presence to be executed by its duly authorized

General Manager

attested and its corporate seal affixed by its duly authorized

Attest:

By _____

(Title) _____

By _____

Alan Gardner

(Title) General Manager

UNITED STATES OF AMERICA

RURAL UTILITIES SERVICE

By _____

(Title)