

**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 17, 2016

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.

Call to Order – 4:00 p.m.

Pledge of Allegiance

Roll Call

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. Grants/Administration
 - b. Customer Service
 - c. Water Plant Operator
 - d. Waste Treatment Plant Operator
 - e. Operations Manager
 - f. General Manager

- 2. Financial Reports for review and approval**
 - a. February 2015 QB balance sheet and profit & loss statements
 - b. Bank account balances, accounts receivable, and check register
 - c. Employee payroll report
 - d. Aged trial balance summary
 - e. Vendor aging report

- 3. Minutes of previous meeting for review and approval**
 - a. Minutes of Regular Meeting 02-18-16
 - b. Minutes of Special Meeting 03-03-16

4. Bills

- a. MC Engineering Invoice No. 1336, dated 02/29/2016, in the amount of \$19,556.02, for the Water Distribution Study (Water Master Plan)
- b. Coastal Mountain Electric Invoice No. 6700, dated 3/2/16, in the amount of \$12,124.00 for emergency repairs to Lift Station 2

Action Taken: _____

5. Agenda (Old Business)

- a. Discussion and consideration of CSA 16 annexation progress

Action Taken: _____

- b. Discussion and review of Harvey Blvd. tank site

Action Taken: _____

- c. Discussion and consideration of the revised Contract for Consulting Services between District and MC Engineering for the Wastewater Treatment Plant Recycling Study with SWRCB

Action Taken: _____

- d. Discussion and consideration of water plant generator

Action Taken: _____

- e. Discussion and update of the \$35,000 contract with CalTrans regarding the manholes on Hwy. 20

Action Taken: _____

- f. Discussion and consideration of leaving the expense of the Insta-valve in CRP

Action Taken: _____

6. Agenda (New Business)

- a. Discussion and consideration of Consumer Claim for 13820 Peach Circle

Action Taken: _____

- b. Discussion and consideration of Consumer Claim for 11055 E. Highway 20

Action Taken: _____

- c. Discussion and consideration of appointing an easement committee

Action Taken: _____

- d. Discussion and consideration of appointing a Director to JPIA Board of Directors along with an alternate per JPIA Agreement

Action Taken: _____

- e. Discussion and consideration of releasing 5' sewer easement along Wayne Chatoff's property conditioned on proof of dedicated water line across three properties. No impact on CLOCWD

Action Taken: _____

- f. Discussion and consideration of approving an attorney for representing the District

Action Taken: _____

- g. Discussion and consideration of Resolution 16-06, approving the I & I Study and an addendum to the existing mitigated Negative Declaration that was prepared for the I & I Rehabilitation Project

Action Taken: _____

Closed Session **Time:** _____

- a. Discussion and consideration of eminent domain

Action Taken: _____

Open Session **Time:** _____

Directors and Committee's Reports and Comments:

Adjournment **Time:** _____

1.a

**Clearlake Oaks County Water District
Administrative Assistant Report
March 17, 2016**

Administrative/Grant Status:

- **State Water Resources Control Board (SWRCB) Wastewater Collection System Mapping and Infiltration and Inflow Construction** - Moving forward with the applications to State. Resolution 16-06 for approving the I & I Study and Notice of Determination for Environmental Impact is on this Agenda under item 6g.
- **Department of Water Resources (DWR), Distribution System Study**
Amount Approved: \$400,000.00. MC Engineering is approx 26% complete as of the end of February, with status report and budget attached to this letter.
- **State Water Resources Control Board (SWRCB), Wastewater Treatment Plant Reclamation Study** **Amount Requested: \$299,640.** State has approved this additional study and the two revised pages of MC Consulting Contract is on this Agenda under item 5c.
- **USDA Waste Water Treatment Plant (loan) \$2.8M,** MC status report and budget is attached to this letter.
- **USDA Waste Water Treatment Plant (grant) \$1M,** this grant will become available once the loan has been disbursed.
- **Currently working with staff and Board committee on 2017 Budget.**
- **Sexual Harassment and Ethics training is still ongoing.**

Respectfully submitted,
Dianna Mann
Administrative Asst.



Report Date: March 7, 2016

To: Alan Gardner, CLOCWD General Manager

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

RE: CLOCWD Water Planning Grant Project Monthly Status Update and Projected Tasks

Billing Period: February, 2016

I. Project Status Update and Work Accomplished to Date

- Work during February included items under Task A, 1.1, 1.3 through 3.2 and Task 4.2. These are addressed separately below.
- Task 1.1 work during February included:
 - Submitted data request to office staff and WTP staff and reviewed misc. files pertaining to water system
- Task 1.3 related work completed during February included:
 - Input criteria for ranking distribution mains
 - Misc. meetings and coordination with District staff
- Task 1.4 related work completed during February included:
 - Visited proposed Harvey and other tank sites and prepared initial plans and base maps for tanks
- Task 1.5 related work completed in February included:
 - Continued GIS base map preparation for modeling and planning
 - Various meetings with staff and CLOCWD management
- Task 2.1 related work completed in February included:
 - Coordinated with vendors and analyzed options for WTP washwater recovery system
 - Discussed deficiencies with plant staff
- Task 2.2 related work completed in February included:
 - Modeled Harvey tank site and prepared technical memos related to fire flow analysis
- Task 2.3 related work completed in February included:
 - Worked on developing ranking criteria for deficient pipes
- Task 3.1 related work completed in February included:
 - Coordinated with customer service staff and compiled meter data billing history
- Task 3.2 related work completed in February included:
 - Ordered replacement meters for testing program from Badger meter
 - Solicited pricing for pulling, replacing, and testing meters from RTS
- Task 4.2 related work completed in February included:
 - Prepared outline for draft project report

II. Budget Status Update

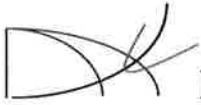
Total Budget: \$400,000

Cost to Date: \$105,683.22

Cost to Complete: \$294,316.78

III. Projected Tasks for February, 2016

- Finalize hydraulic model
- Continue to work on WTP upgrades including proposed washwater recovery system, VFDs, etc.



MC ENGINEERING

1.a.2

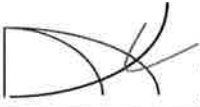
- Pull and test small meters
- Test large meters
- Pull and test select intermediate meters
- WTP needs assessment, planning, and estimating
- Distribution system pipeline replacement assessment
- Complete updated AWWA water audits
- Misc. surveying (Geo-Legal)

1.9.3

LINE ITEM NO.	DESCRIPTION	BUDGET AMOUNT	Current Invoice	Jan-16	Dec-15	Nov-15	Cost to Date	Cost to Complete
Task A	Management and Administration	\$12,300.00	\$580.00	\$0.00	\$635.00	\$580.00	\$1,795.00	\$10,505.00
1.1	Data Collection	\$7,420.00	\$850.00	\$0.00	\$0.00	\$580.00	\$1,430.00	\$5,990.00
1.2	GPS Network and Surveying	\$13,040.00	\$0.00	\$0.00	\$0.00	\$5,629.25	\$5,629.25	\$7,410.75
1.3	System Field Survey/Mapping of Distribution System	\$32,460.00	\$2,308.40	\$3,625.00	\$14,269.86	\$1,625.00	\$21,828.26	\$10,631.74
1.4	Survey/Mapping WTP, Tanks, and Appurtenances	\$12,970.00	\$0.00	\$0.00	\$362.50	\$12,456.33	\$12,818.83	\$151.17
1.5	Base Map Preparation	\$29,920.00	\$1,050.00	\$10,210.00	\$4,820.00	\$950.00	\$17,030.00	\$12,890.00
2.1	Water Treatment Facility Operations Evaluation	\$9,240.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$1,140.00	\$8,100.00
2.2	Develop System-wide Hydraulic Model	\$46,960.00	\$1,495.00	\$7,622.50	\$1,750.00	\$300.00	\$11,167.50	\$35,792.50
2.3	Prepare System Deficiency Map	\$19,780.00	\$190.00	\$0.00	\$0.00	\$0.00	\$190.00	\$19,590.00
3.1	Prepare Updated AWWA Water Audit	\$3,880.00	\$1,240.00	\$0.00	\$0.00	\$0.00	\$1,240.00	\$2,640.00
3.2	Meter Accuracy Testing and Apparent Loss Evaluation	\$55,640.00	\$10,042.62	\$9,478.58	\$3,875.00	\$145.00	\$23,541.20	\$32,098.80
3.3	Leak Detection Surveys	\$7,630.00	\$0.00	\$0.00	\$3,302.50	\$3,910.68	\$7,213.18	\$416.82
3.4	Prepare Cost/Benefit Analysis and Summary Report	\$10,180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,180.00
4.1	Develop Cost Estimates	\$24,370.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,370.00
4.2	Prepare Draft Water Master Plan and CIP	\$38,600.00	\$660.00	\$0.00	\$0.00	\$0.00	\$660.00	\$37,940.00
4.3	Prepare Final Water Master Plan and CIP	\$18,280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,280.00
5.1	Prepare Engineers Report	\$31,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,020.00
5.2	Prepare Updated Environmental Documents	\$26,310.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,310.00
		\$400,000.00	\$19,556.02	\$30,936.08	\$29,014.86	\$26,176.26	\$105,683.22	\$294,316.78

Abbreviations and Standard Hourly Rates:

- PM: Project Manager Mark Carey, P.E. \$145.00
 - PE: Project Engineer Steven Kline, PE \$95.00
 - PE II: Project Engineer II Richard Relyea, BSME \$95.00
 - SE: Senior Engineer John Pedri, PE \$140.00
 - OS: Doyle Champlain, Operations Specialist \$90.00
 - PS: Planning and Modeling Specialist, Jacobus Prins, PE/PHD \$150.00
 - ADM: Administrative Assistant and Junior Engineer \$55.00
 - ODC: Other Direct Costs (travel including mileage reimbursed at applicable IRS rates, reproduction costs, etc.)
- Notes: Rates reflected are for 2015 and subject to change in 2016.



Report Date: March 7, 2016

To: Alan Gardner, CLOCWD General Manager

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

RE: CLOCWD USDA Wastewater Facility Improvements Project Monthly Status Update and Projected Tasks
Billing Period: February, 2016

I. Project Status Update and Work Accomplished to Date

- **Standby Power for Sewage Lift Stations:** No work was performed on this project. However, a memo in the form of an email was prepared and submitted to staff indicating that we understood the work was bid out and awarded. MC Engineering requested involvement during the upcoming construction to verify the design intent is met in accordance with the plans and specifications. The District indicated they are proceeding with the construction outside the USDA funding and does not intend to involve MC Engineering or the USDA in the construction of the transfer switch modifications.
- **Monthly invoicing** was completed under the Project Management task along with an internal coordination meeting to review the project status.
- **Lift Station 7 Emergency Bypass:** A cursory site visit was made and it was noted that the alignment of the pipeline and other design features were modified during construction. MC Engineering was not asked to participate in the construction process. However, it is recommended that, at a minimum, staff retain MC Engineering to complete as-built drawings for the completed installation.
- It is understood that a portion of the USDA work may be funded by the SWRCB reclamation grant. MC Engineering was asked to identify overlap between the USDA and SWRCB grant funded projects. A breakdown was provided to staff for review. A portion of the predesign under USDA may be shifted to construction funding pending further investigations. MC Engineering is currently awaiting a formal notice to proceed for the USDA and SWRCB work.

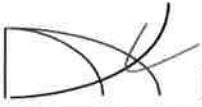
II. Budget Status Update

The total billed by MC Engineering for January was \$740.00

Total Budget: \$710,847

Cost to Date: \$44,927.69 (note that this includes the \$20,822.00 for the original PER)

Cost to Complete: \$665,919.31



III. Projected Tasks

- Clarify cross over between USDA predesign and SWRCB funding. Once awarded by CLOCWD embark initially on SWRCB predesign efforts with some concurrent tasks under USDA.
- Assist as needed with the Lift Station Transfer Switch construction observation and prepare as-builts for LS-7 bypass project.
- Embark on WWTP pending receipt of notice to proceed from CLOCWD Board and staff.

1.a.6

Emergency Design and Construction Services for Standby Generator Connections at Various Lift Stations and Lift Station 7 Emergency Bypass Connection
 (See letter to the District dated December 4, 2015 for additional detail regarding each authorized task)

Task	Master Budget Task	Budget										Cost to Date	Cost to Complete				
		Subtotals	PM	SE	PE	OS	SUBS	ODC	Subs	Feb-16	Jan-16			Dec-15	Nov-15		
Task 1, Project Management and Meetings	Final Design Phase	\$2,990.00	2									\$270.00	\$667.50	\$1,485.00	\$0.00	\$2,422.50	\$2,720.00
Task 2, Design Emergency Generator Connections	Final Design Phase	\$13,268.75										\$0.00	\$6,271.79	\$472.50	\$7,298.90	\$14,043.19	\$13,268.75
Task 3, Lift Station 7 Emergency Bypass Design	Final Design Phase	\$5,490.00										\$0.00	\$265.00	\$5,400.00	\$0.00	\$5,665.00	\$5,490.00
Task 4, Assistance with Trash Pump Procurement	Bidding or Negotiating Phase	\$1,610.00										\$0.00	\$0.00	\$1,505.00	\$0.00	\$1,505.00	\$1,610.00
Task 5, Construction Services	Construction Phase	\$11,153.20										\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,153.20
Task 6, Post Construction Services	Post-Construction Phase	\$4,650.00	3	0.5								\$470.00	\$0.00	\$0.00	\$0.00	\$470.00	\$4,180.00
Total Estimated		\$39,161.95	5	0.5	0	0	0	0	0	0	\$0.00	\$740.00	\$7,204.29	\$8,862.50	\$7,298.90	\$24,105.69	\$15,056.26

Abbreviations and Standard Hourly Rates:

- PM: Project Manager, Mark Carey, P.E. \$135.00 \$/hr
- PE: Project Engineer, Richard Relyea, BSME and Steven Kli \$95.00 \$/hr
- SE: Senior Project Engineer, John Pedri, PE \$130.00 \$/hr
- OS: Operations Specialist, Doyle Champlain \$85.00 \$/hr
- Admin: Administrative \$55.00 \$/hr

ODC: Other Direct Costs (travel including mileage reimbursed at applicable IRS rates, reproduction costs, etc.)

Notes:

- 1) Emergency Generator Design by Southport Controls which includes up to 4 days of site visits and as-built drawing preparation
- 2) See Scope of work dated December 4, 2015 for description of tasks and services.

1, b

Clearlake Oaks County Water District Customer Service Report

March 10, 2016

To: Clearlake Oaks County Water District, Board of Directors

From: Magen Estep, Customer Service Lead

RE: March 2016 Meeting Update

***Bank Transfers:** CRP transfers have been completed as per direction of General Manager, Alan Gardner for the month of February 2016.

***Upcoming:** Thanks to Dan and Frank the CCR Report will be available with the March billing.

***Other:** Rachel and I are working on her cross training for while I am out on leave. She has been doing a great job and we are hoping to have her 100% on the customer service side before I go out.

Magen Estep
Customer Service Lead

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1.C

Clearlake Oaks County Water District

12952 East Highway 20, P.O. Box 709

Clearlake Oaks, CA 95423

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

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

This is a brief report of notable events for the month of February, 2016

A Plant Report to SWRCB was completed, and mailed to Sheri Miller @ SWRCB on February 1, 2016. A copy was filed at the water plant

Water produced in the month of February 2016 was 12.721 mg; at this time last year the production was 13.733 mg. This month's production is 1.012 mg lower than last year, or a 7% decrease. Although our production was lower, we experienced a higher chemical consumption due to changing lake conditions. Increased turbidities at our raw source increased our demand for coagulant. We also had an extra day this month which although minimal was a contributing factor.

Due to changing lake conditions our demand for disinfectant also increased as the lake level rises more organics and inorganics are introduced and the need for treatment chemicals also increases.

The water plant is still performing well, we are still backwashing every other day, there have been no plant alarms or issues that come to mind at this time.

Thank you,



Frank Trujillo, Chief Operator

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1.d

CLEARLAKE OAKS COUNTY WATER DISTRICT
Wastewater Treatment Plant Report
MARCH 2016

Reporting Period: February, 2016
From: Pam Parker, Supervisor/Lead Plant Operator WWTP

To: Clearlake Oaks County Water District Board of Directors

March 8, 2016

Influent flows to the Wastewater Treatment Plant averaged 320,000 gallons per day in the month of February. With the daily recordings, the current lake level is 6.01 feet at the Rumsey Gauge. We received 1.40 "of rain in the month of February. The average lake level was 4.67 feet at the Rumsey Gauge, however February 2015; the monthly average was 4.05 feet at Rumsey. We received 4.40" of rain that month in 2015.

We performed our annual Monitoring Well disinfection on February 3rd and developed well #1 per Dean Enderlin's recommendations. We changed all the hoses and installed suspension cords to hang pumps. We conducted 1st quarter Ground Water Monitoring on February 25th. I have received some results but waiting on majority of the results to come in. We were not able to purge our required volume from our forever troublesome MW 2 so no samples were collected. I am pleased to report the Coliform samples collected on the other two wells came back with a ND (non-detect) this is good news.

I am pleased to report the Wastewater Treatment Plant crew has completed their sexual harassment training and received certification completion.

Operations and treatment is running normal with the performance of all routine maintenance.

Thank you,
Pam Parker
Supervisor/Lead Operator



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1.e

Clearlake Oaks County Water District

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

March 10, 2016

Dear Board,

Aside from a few small leaks and a couple of customer backups it has been an incredibly quiet month. This has given us a chance to catch up on some prep for the upcoming rain events. We have been sealing manhole lids as well as looking for sources of I&I now that the lake is up.

One thing that I have taken the time to do is download the program for the HOBO data loggers so that we can monitor events on a more regular basis. I anticipate having a better understanding of the data loggers and the software before the month is out so that I can give a complete report next month.

We did have to replace one fire hydrant this month due to a leak. While the leak was not at the hydrant itself, the manifold it was attached to needed to be replaced and given the way everything was put together in the past and the type of piping used the hydrant could not be used over. On that note, typically hydrants will not be able to be used over due to the material they were plumbed in with in the past. (AC Pipe) The material is obsolete as well as the fittings.

Transfer switches are currently being installed at all the proposed lift stations. Coastal Mountain has brought in eight crew members to expedite this as quickly as possible due to an ordering mishap on his vendors part. John has assured us that they are available night or day if there is an emergency and they will be here to help at no charge to the district due to the ordering mishap.

Water loss is currently at 53% and the I&I has the flows up approximately 100,000 gallons a day at the waste plant since the lake reached 5 feet.

Thank you,
Jason Mitchell

Operations Manager.

Mary Margaret
Medeiros
President

Karl Hosier
Vice President

Judith Heeszal
Director

Dena Barron
Director

Richard Kuehn
Director

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1F

March 9, 2016

General Manager's Board Letter

Loans/Grants/ Accounting:

See Dianna's Report

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 and forfeiture agreements.
- **Staff changes:** None.
- **Water Plant Generator (please recall we are required to have one)**
 - Based on the potential costs of renting, as asked and informally approved in the January board meeting, I'd been exploring buying a good used generator. I also explored finding a generator we could buy and use until the water study is done when we could get a new generator paid for through a grant, then selling the interim one.
 - You will recall I reported on the new regulation change regarding use of generators in Lake County. The County will be going from tier 2 to tier 4 in 2020. The 2020 classifications are 4i and 4f. 4i means the unit complies with interim rules for 2020 and 4f means the unit complies with final rules. We do not know if a tier 4i will be grandfathered or will require an additional filter and there is no one that can give us a guarantee.
 - If we buy a tier 1 or 2 or 3, they will have to meet 2020 standards in 2020, no exceptions so far. This can be done by adding a special filter that can cost \$25000 to \$100000.
 - Last meeting I said I'd see if the current generator could be made useable for a couple of years to bridge until we could use loan or grant money to buy a complying generator.
 - We can't. *The current generator is dead.* This opinion was rendered on 3/9/16 by a gentleman who worked on this exact model in the military and as a civilian, over 40 years experience. He said any attempt to repair this exact model can fail, and if it fails there are no longer spare parts available.
 - The County's Air Board has told Dan that they will accept a tier 2 until there's a final regulation. Assuming the standard really is out in time to be enforced by the end of 2020, that gives us 4-5 years on a used tier 2, and probably another year or so before enforcement.
 - Our options are:
 - Find an acceptable 250kw tier 2 or 3 generator intended for use until there's a final tier 4 regulation. We could recoup part of the cost out of state, as long as we follow normal maintenance, and especially since we will put very few hours on it.
 - This will require buying a new generator once there's a final regulation 4-6 years out and we may or may not be able to get state or federal money at that time.

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1.f.2

Counsel, I have selected a different counsel recommended by CRWA to handle the proceeding.

- Bank of America has still not contacted me as promised. They are two months late.

- **Re 1, 3, 4, 5, 6, 10, 11 and 12.**
 - The transfer switch and plug upgrade contract was awarded to Coastal Mt. Electric. The panel upgrades are being installed and maybe completed by the board meeting. The delay was due to transfer switches' delivery being delayed. *Per the Board's decision this will not be under the USDA loan, although we did triple bid and follow most of the procedures anyway.*

- **20 year Contract for our effluent.**
 - The board requested information on potential cancellation in or before 2018. Attached is the operative page for suspension and termination. While there are 'conditions' to be able to cancel, ultimately the contract could be canceled at any time.

Items still working on:

- **Need to review easements for all district facilities.**
 - NOTE: District cannot receive any state grant or loan monies for projects where we do not have written easements, e.g. the tanks. We need this attended to because first construction is estimated to be a year or less out.
 - Selected new attorney for easements. Request motion and approval of new counsel.
 - Request appointment, motion and approval of easement committee.
- **Review over production of Solar Field. NOTE:** checking new CPUC rule that would allow us to feed several sites, which would use up the overproduction. CPUC recently passed order reworking solar credits and the big utilities have asked for reconsideration.
- **Bylaws committee—still preparing materials to provide the committee.**
- **Budget committee—first meeting was last Monday. In preparation, we have been trying to find the misclassifications, rename a few accounts to make clear what they' really used for, and try for an overall simpler presentation. Dianna has done a very good job leading this.**
- **Wayne Chatoff's request to release sewer easement. No harm to CLOCWD, we have water easement and line to his property. But, have not received proof that line extends beyond hydrant on his property to other two lots. Need a motion to approve release *contingent* on his providing proof of water easement or installed and dedicated lines on all three of his lots.**

New items:

- On 2/20/14 Matt signed, with Board approval of the same date, a contract with Caltrans to uncover manholes and valves on Hwy 20 when it was repaved. We just received two bills. One was \$25,000 and the other was \$10,000.

- Neither had a reserve established to pay for it. And there was no notation on the 2015 or 2016 budget notifying future staff of the commitment.
 - For now, the expense is in acct 799 Misc., 50% in each water and sewer. It should probably all be in DC.
 - I am asking direction and a motion on where to account for it, and direction on where to take the money from. I will delay any payment until 100% of the work is completed, we have made sure everything is as it should be, and determined whether we should age payment.
 - Attached are the bills and board authorizations.
- On 3/9/16 we ordered a commercial grade sprayer for weed control. We spend \$3000 plus a year for this service and determined it would be cost effective to do it ourselves.
 - We received product and manufacturer suggestions from the Board, developed four possible products, and received four bids.
 - The one purchased was from PBM Supply & Mfg for \$4236.58. We expect to recoup the initial investment in about 1 ½ years, or under two years counting chemicals.

Alan Gardner, GM



Power Generation

Cummins Reconn^{1 of 4}
SPECS FOR 250 kW
@ everything

Recommended Generator Report - 250DQDAA*

Project - Clear Lake Oaks CWD

Comments -

Project Requirements

Frequency, Hz	: 60.0	Generators Running in Parallel	: 1
Duty	: Standby	Site Altitude, ft(m)	: 361(152)
Voltage	: 277/480, Series Wye	Site Temperature, °C	: 40
Phase	: 3	Max. Altr Temp Rise, °C	: 125
Fuel	: Diesel	Project Voltage Distortion Limit, %	: 10
Emissions	: EPA, stationary emergency application		

Calculated Individual Generator Set Load Running and Peak Requirements

Running kW	: 177.8	Max. Step kW	: 182.9 In Step 2	Cumulative Step kW	: 296.4
Running kVA	: 201.9	Max. Step kVA	: 590.0 In Step 2	Cumulative Step kVA	: 605.7
Running PF	: 0.88	Peak kW	: None	Cumulative Peak kW	: None
Running NLL kVA	: 41.4	Peak kVA	: None	Cumulative Peak kVA	: None
Alternator kW	: 215.09			Pct Rated Capacity	: 71.2

Generator Set Configuration

Alternator	: HCI434E	Engine	: QSL9-G7
BCode	: B258	Fuel	: Diesel
Excitation	: PMG	Displacement, cu in. (Litre)	: 543.0(8.9)
Voltage Range	: ER 190-240/380-480	Cylinders	: 6
Number of Leads	: 12	Altitude Knee, ft(m)	: 4900(1494)
Reconnectable	: Yes	Altitude Slope, % per 1000ft(304.8m)	: 7
Full Single Phase Output	: No	Temperature Knee, °F(°C)	: 104(40)
Increased Motor Starting	: No	Temperature Slope, % per 18°F(10.0°C)	: 12
Extended Stack	: No	Emissions	: EPA Tier 3
		Cooling Package	: high ambient

Set Performance

Load Requirements

Running At	: 71.2% Rated Capacity	Max. Allowed Step Voltage Dip	: 35 In Step 2
Max. Step Voltage Dip, %	: 20	Max. Allowed Step Frequency Dip	: 10 In Step 2
Max. Step Frequency Dip, %	: 10	Peak Voltage Dip Limit %	: 35.0
Peak Voltage Dip, %	:	Peak Frequency Dip Limit %	: 10
Peak Frequency Dip, %	:	Running kW	: 177.8
Site Rated Standby kW/kVA	: 250 / 313	Running kVA	: 201.9
Site Rated Max. SkW	: 323	Effective Step kW	: 240.1
Max. SkVA	: 1210	Effective Step kVA	: 605.5
Temp Rise at Full Load, °C	: 125	Percent Non-Linear Load	: 21.0
Voltage Distortion	: 2.2	Voltage Distortion Limit	: 10
Site Rated Max Step kW Limit	:	Max Step kW	:

*Note: Higher temperature rise at full rated load.

*Note: All generator set power derates are based on open generator sets.

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1.1.f.5

Loads Summary Report

Project - Clear Lake Oaks CWD

Comments -

Project Requirements

Frequency, Hz	: 60.0	Generators Running in Parallel	: 1
Duty	: Standby	Site Altitude, ft(m)	: 361(152)
Voltage	: 277/480, Series Wye	Site Temperature, °C	: 40
Phase	: 3	Max. Altr Temp Rise, °C	: 125
Fuel	: Diesel	Project Voltage Distortion Limit, %	: 10
Emissions	: EPA, stationary emergency application		

Loads Summary List

*Note: Detailed Loads and Step Report available below

Step No.	Load Name	Quantity	Running		Starting		Peak		Dip Limits, %		VTHD% Limit
			kW	kVA	kW	kVA	kW	kVA	Vdip	Fdip	
Step01	Fluorescent Lights	1	1.0	1.05	1.0	1.05	None	None	35.0	10.0	0.0
Step01	Outdoor Lights	1	1.0	1.0	1.0	1.0	None	None	35.0	10.0	0.0
Step01	Desktop Computers	8	0.25	0.28	0.25	0.28	None	None	35.0	10.0	0.0
Step01	Sampling Instruments	19	0.08	0.09	0.08	0.09	None	None	35.0	10.0	0.0
Step01	Various Scada and Communication Devices	1	2.0	2.5	2.0	2.5	None	None	35.0	10.0	0.0
Step01	3 Ton AC	2	3.0	3.61	15.6	24.0	None	None	35.0	10.0	0.0
Step Summary			14.0	16.0	39.0	57.0	None	None	35.0	10.0	0.0
Step02	100HP High Service Pump	1	81.98	90.09	182.9	590.0	None	None	35.0	10.0	0.0
Step Summary			82.0	90.0	183.0	590.0	None	None	35.0	10.0	0.0
Step03	25HP Raw Water Pump	1	20.72	23.02	20.72	23.02	None	None	35.0	10.0	10.0
Step Summary			21.0	23.0	21.0	23.0	None	None	35.0	10.0	10.0
Step04	10HP Air Compressor Motor	2	8.67	9.97	35.51	67.0	None	None	35.0	10.0	0.0
Step04	5HP 240V Motor	1	4.44	5.22	22.88	37.5	None	None	35.0	10.0	0.0
Step04	3HP 240V Motor	1	2.73	3.33	16.83	25.5	None	None	35.0	10.0	0.0
Step04	1.5HP 120V Motor	2	1.75	2.24	11.4	14.25	None	None	35.0	10.0	0.0
Step04	3/4HP 120V Motor	4	0.93	1.24	5.7	7.12	None	None	35.0	10.0	0.0
Step04	Ozone Generator	2	6.33	7.91	6.33	7.91	None	None	35.0	10.0	0.0
Step04	Chemical Pump	6	0.1	0.15	1.87	2.34	None	None	35.0	10.0	0.0
Step Summary			45.0	55.0	180.0	284.0	None	None	35.0	10.0	10.0
Step05	20HP Filter Pump	1	16.58	18.42	16.58	18.42	None	None	35.0	10.0	10.0

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Step Summary	17.0	18.0	17.0	18.0	None	None	35.0	10.0	10.0
Project Summary	Running		Max Starting		Cumulative Step		Cumulative Peak		Project VTHD% Limit
	kW	kVA	kW	kVA	kW	kVA	kW	kVA	
	177.8	201.9	182.9	590.0	296.4	605.7	0.0	0.0	10.0

*Note: Detailed Loads and Step Report available below

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1.1.8

Running Amps	: 8.33	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 1.0			Voltage	: 120

Desktop Computers		Single Phase	Quantity	: 8 In this Step
Category	: General Receptacle			

Running kW	: 0.25	Starting kW	: 0.25	Peak kW	: None
Running kVA	: 0.28	Starting kVA	: 0.28	Peak kVA	: None
Running PF	: 0.9	Starting PF	: 0.9	Cyclic	: No
Running Amps	: 2.31	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 0.25			Voltage	: 120

Sampling Instruments		Single Phase	Quantity	: 19 In this Step
Category	: General Receptacle			

Running kW	: 0.08	Starting kW	: 0.08	Peak kW	: None
Running kVA	: 0.09	Starting kVA	: 0.09	Peak kVA	: None
Running PF	: 0.9	Starting PF	: 0.9	Cyclic	: No
Running Amps	: 0.74	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 0.08			Voltage	: 120

Various Scada and Communication Devices		Single Phase	Quantity	: 1 In this Step
Category	: User Defined			

Running kW	: 2.0	Starting kW	: 2.0	Peak kW	: None
Running kVA	: 2.5	Starting kVA	: 2.5	Peak kVA	: None
Running PF	: 0.8	Starting PF	: 0.8	Cyclic	: No
Running Amps	: 20.83	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 2.0			Voltage	: 120

3 Ton AC		Three Phase	Quantity	: 2 In this Step
Category	: AC			

Running kW	: 3.0	Starting kW	: 15.6	Peak kW	: None
Running kVA	: 3.61	Starting kVA	: 24.0	Peak kVA	: None
Running PF	: 0.83	Starting PF	: 0.65	Cyclic	: No
Running Amps	: 4.35	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 3.0			Voltage	: 480

AC Tons	: 3.0	Method	: Across the line
		Low Inertia	: No
EER per Ton	: 12.0	LRkVA Factor	: 7.5
Design	: Standard NEMA Design B,C or D	LRkVA Code	: J

Step2

Calculated Individual Generator Set Step Load Requirements

Running kW	: 82.0	Starting kW	: 183.0	Cumulative Step kW	: 196.0
Running kVA	: 90.0	Starting kVA	: 590.0	Cumulative Step kVA	: 606.0
Running Amps	: 108.0	Starting Non-linear kVA	: 0.0		
Running Non-linear kVA	: 0.0				
Alternator kW	: 81.98				

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11.6.9

Voltage Distortion Limit for step : 0

100HP High Service Pump Three Phase Quantity : 1 In this Step

Category : Motor

Running kW	: 81.98	Starting kW	: 182.9	Peak kW	: None
Running kVA	: 90.09	Starting kVA	: 590.0	Peak kVA	: None
Running PF	: 0.91	Starting PF	: 0.31	Cyclic	: No
Running Amps	: 108.49	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 81.98			Voltage	: 480
Shaft Hp	: 100.0	Method		: Across the line	
Shaft kW	: 74.6	Low Inertia		: No	
Efficiency (%)	: 0.91	LRkVA Factor		: 5.9	
Design	: Standard NEMA Design B,C or D	LRkVA Code		: G	
Load Factor	: 100.0				

Step3

Calculated Individual Generator Set Step Load Requirements

Running kW	: 21.0	Starting kW	: 21.0	Cumulative Step kW	: 116.0
Running kVA	: 23.0	Starting kVA	: 23.0	Cumulative Step kVA	: 129.0
Running Amps	: 28.0	Starting Non-linear kVA	: 23.0		
Running Non-linear kVA	: 23.0				
Alternator kW	: 41.44				
Voltage Distortion Limit for step	: 10				

25HP Raw Water Pump Three Phase Quantity : 1 In this Step

Category : Motor

Running kW	: 20.72	Starting kW	: 20.72	Peak kW	: None
Running kVA	: 23.02	Starting kVA	: 23.02	Peak kVA	: None
Running PF	: 0.9	Starting PF	: 0.9	Cyclic	: No
Running Amps	: 27.72	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Running NLL kVA	: 23.02			Voltage	: 480
Starting NLL kVA	: 23.02				
Alternator kW	: 41.44				
Shaft Hp	: 25.0	Type		: Variable Frequency Drive	
Shaft kW	: 18.65	Ramp Details		: None	
Rectifier Type	: 6 pulse	THDI %		: 26	
Efficiency (%)	: 0.9	THDV %		: 10	
Load Factor	: 100.0				

Step4

Calculated Individual Generator Set Step Load Requirements

Running kW	: 45.0	Starting kW	: 180.0	Cumulative Step kW	: 296.0
Running kVA	: 55.0	Starting kVA	: 284.0	Cumulative Step kVA	: 413.0
Running Amps	: 66.0	Starting Non-linear kVA	: 0.0		
Running Non-linear kVA	: 0.0				
Alternator kW	: 44.99				

24

1.1.10

Voltage Distortion Limit for step : 10

10HP Air Compressor Motor Three Phase Quantity : 2 In this Step

Category : Motor

Running kW	: 8.67	Starting kW	: 35.51	Peak kW	: None
Running kVA	: 9.97	Starting kVA	: 67.0	Peak kVA	: None
Running PF	: 0.87	Starting PF	: 0.53	Cyclic	: No
Running Amps	: 12.01	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 8.67			Voltage	: 480
Shaft Hp	: 10.0	Method			: Across the line
Shaft kW	: 7.46	Low Inertia			: No
Efficiency (%)	: 0.86	LRkVA Factor			: 6.7
Design	: Standard NEMA Design B,C or D	LRkVA Code			: H
Load Factor	: 100.0				

5HP 240V Motor Three Phase Quantity : 1 In this Step

Category : Motor

Running kW	: 4.44	Starting kW	: 22.88	Peak kW	: None
Running kVA	: 5.22	Starting kVA	: 37.5	Peak kVA	: None
Running PF	: 0.85	Starting PF	: 0.61	Cyclic	: No
Running Amps	: 12.57	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 4.44			Voltage	: 240
Shaft Hp	: 5.0	Method			: Across the line
Shaft kW	: 3.73	Low Inertia			: No
Efficiency (%)	: 0.84	LRkVA Factor			: 7.5
Design	: Standard NEMA Design B,C or D	LRkVA Code			: J
Load Factor	: 100.0				

3HP 240V Motor Three Phase Quantity : 1 In this Step

Category : Motor

Running kW	: 2.73	Starting kW	: 16.83	Peak kW	: None
Running kVA	: 3.33	Starting kVA	: 25.5	Peak kVA	: None
Running PF	: 0.82	Starting PF	: 0.66	Cyclic	: No
Running Amps	: 8.02	Max. % Voltage Dip	: 35.0	Max. % Frequency Dip	: 10.0
Alternator kW	: 2.73			Voltage	: 240
Shaft Hp	: 3.0	Method			: Across the line
Shaft kW	: 2.24	Low Inertia			: No
Efficiency (%)	: 0.82	LRkVA Factor			: 8.5
Design	: Standard NEMA Design B,C or D	LRkVA Code			: K
Load Factor	: 100.0				

1.5HP 120V Motor Single Phase Quantity : 2 In this Step

Category : Motor

Running kW	: 1.75	Starting kW	: 11.4	Peak kW	: None
Running kVA	: 2.24	Starting kVA	: 14.25	Peak kVA	: None
Running PF	: 0.78	Starting PF	: 0.8	Cyclic	: No

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Running Amps : 18.67 **Max. % Voltage Dip** : 35.0 **Max. % Frequency Dip** : 10.0
Alternator kW : 1.75 **Voltage** : 120
Shaft Hp : 1.5 **Method** : Capacitor Start, Induction Run
Shaft kW : 1.12
Efficiency (%) : 0.64 **LRkVA Factor** : 9.5
Design : Capacitor Start, Induction Run **LRkVA Code** : L
Load Factor : 100.0

3/4HP 120V Motor Single Phase Quantity : 4 In this Step

Category : Motor

Running kW : 0.93 **Starting kW** : 5.7 **Peak kW** : None
Running kVA : 1.24 **Starting kVA** : 7.12 **Peak kVA** : None
Running PF : 0.75 **Starting PF** : 0.8 **Cyclic** : No
Running Amps : 10.33 **Max. % Voltage Dip** : 35.0 **Max. % Frequency Dip** : 10.0
Alternator kW : 0.93 **Voltage** : 120

Shaft Hp : 0.75 **Method** : Capacitor Start, Induction Run
Shaft kW : 0.56
Efficiency (%) : 0.6 **LRkVA Factor** : 9.5
Design : Capacitor Start, Induction Run **LRkVA Code** : L
Load Factor : 100.0

Ozone Generator Three Phase Quantity : 2 In this Step

Category : User Defined

Running kW : 6.33 **Starting kW** : 6.33 **Peak kW** : None
Running kVA : 7.91 **Starting kVA** : 7.91 **Peak kVA** : None
Running PF : 0.8 **Starting PF** : 0.8 **Cyclic** : No
Running Amps : 19.06 **Max. % Voltage Dip** : 35.0 **Max. % Frequency Dip** : 10.0
Alternator kW : 6.33 **Voltage** : 240

Chemical Pump Single Phase Quantity : 6 In this Step

Category : Motor

Running kW : 0.1 **Starting kW** : 1.87 **Peak kW** : None
Running kVA : 0.15 **Starting kVA** : 2.34 **Peak kVA** : None
Running PF : 0.67 **Starting PF** : 0.8 **Cyclic** : No
Running Amps : 1.2 **Max. % Voltage Dip** : 35.0 **Max. % Frequency Dip** : 10.0
Alternator kW : 0.1 **Voltage** : 120

Shaft Hp : 0.15 **Method** : Capacitor Start, Induction Run
Shaft kW : 0.11
Efficiency (%) : 0.9 **LRkVA Factor** : 15.6
Design : Capacitor Start, Induction Run **LRkVA Code** : R
Load Factor : 100.0

Step5

Calculated Individual Generator Set Step Load Requirements

Running kW : 17.0 **Starting kW** : 17.0 **Cumulative Step kW** : 178.0
Running kVA : 18.0 **Starting kVA** : 18.0 **Cumulative Step kVA** : 202.0
Running Amps : 22.0 **Starting Non-linear kVA** : 18.0

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1.1.12

Running Non-linear kVA : 18.0
Alternator kW : 33.16
Voltage Distortion Limit for step : 10

20HP Filter Pump Three Phase Quantity : 1 In this Step

Category : Motor

Running kW : 16.58	Starting kW : 16.58	Peak kW : None
Running kVA : 18.42	Starting kVA : 18.42	Peak kVA : None
Running PF : 0.9	Starting PF : 0.9	Cyclic : No
Running Amps : 22.18	Max. % Voltage Dip : 35.0	Max. % Frequency Dip : 10.0
Running NLL kVA : 18.42		
Starting NLL kVA : 18.42		Voltage : 480
Alternator kW : 33.16		

Shaft Hp : 20.0	Type : Variable Frequency Drive
Shaft kW : 14.92	Ramp Details : None
Rectifier Type : 6 pulse	THDI % : 26
Efficiency (%) : 0.9	THDV % : 10
Load Factor : 100.0	

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Steps and Dips Details Report
Project - Clear Lake Oaks CWD

Project Requirements

Frequency, Hz	: 60.0	Generators Running in Parallel	: 1
Duty	: Standby	Site Altitude, ft(m)	: 361(152)
Voltage	: 277/480, Series Wye	Site Temperature, °C	: 40
Phase	: 3	Max. Altr Temp Rise, °C	: 125
Fuel	: Diesel	Project Voltage Distortion Limit, %	: 10
Emissions	: EPA, stationary emergency application		

Calculated Individual Generator Set Load Running and Peak Requirements

Running kW	: 177.8	Max. Step kW	: 182.9 In Step 2	Cumulative Step kW	: 296.4
Running kVA	: 201.9	Max. Step kVA	: 590.0 In Step 2	Cumulative Step kVA	: 605.7
Running PF	: 0.88	Peak kW	: None	Cumulative Peak kW	: None
Running NLL kVA	: 41.4	Peak kVA	: None	Cumulative Peak kVA	: None
Alternator kW	: 215.09				

Generator Set Configuration

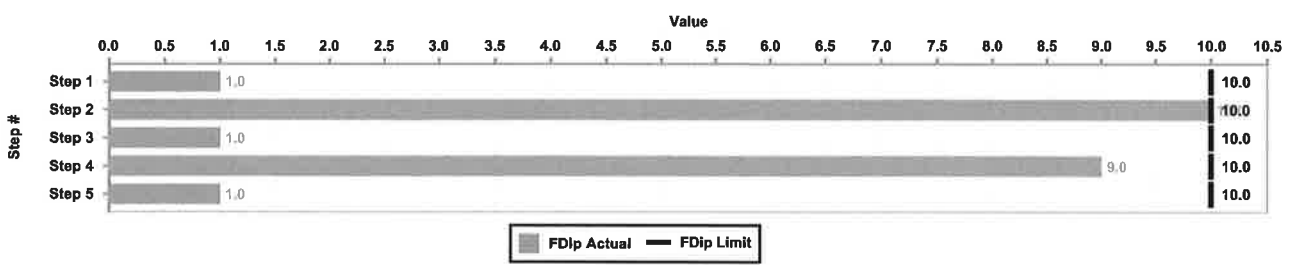
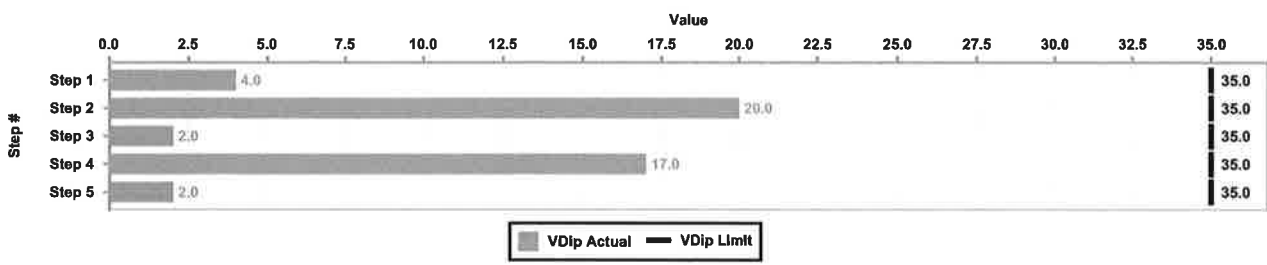
Model	: 250DQDAA*	Alternator	: HCI434E
Engine Model	: QSL9-G7	Excitation	: PMG
Fuel	: Diesel		: high ambient

Step Level Dips Summary

Step #	Voltage Dip Limit (%)	Expected Step Voltage Dip (%)	Voltage Recovery Time (s) **	Frequency Dip Limit (%)	Expected Frequency Dip (%)	Frequency recovery Time (s) **
1	35	4	0.2	10	1	0.1
2	35	20	1.3	10	10	3.5
3	35	2	0.1	10	1	0.1
4	35	17	1.3	10	9	3.5
5	35	2	0.1	10	1	0.1

Note: Please refer to the model Spec. sheet for bandwidths used to report recovery times. For products manufactured in the United Kingdom it may be assumed that recovery times are based on ISO8528-5 G2 class bandwidths. Voltage and frequency recovery times are estimates. Typically, allow five to ten seconds between application of load steps when designing your system.
**Please note that in some cases the voltage and frequency recovery time estimates are not shown in list. This is a result of "dummy" data points temporarily being used to fill data gaps in the GenSize database. Please disregard these blank results.

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1.7.15



Friday, January 22, 2016

Quote #30114724

Mr. Brian Williams

Peterson Power Systems

Subject: 250KW Standby generator and 400-amp transfer switch

NEW EQUIPMENT PRICING

(Qty 1) Caterpillar 250KW Packaged generator set \$69,812.00

(Qty 1) Caterpillar 400-amp 3-pole ATS \$2,468.00

Price does not include sales tax. Applicable tax charged at prevailing rate

Freight included to jobsite off loading and storage at site is not included.

Submittals: 2-weeks after receipt of PO

Lead time: Currently 12-14 weeks after submittal approval

NOT REQ
JK

300KW GENERATOR BILL OF MATERIAL

(Qty 1) New Cat model C9 325KW standby rated diesel generator 277/480-volt 3-phase

- EPA/CARB NSPS Tier 3 emission certified
- Caterpillar EMCP4.2 engine control panel with NFPA110 local annunciator
- Level 1 weather protected sound attenuated enclosure 75-dBA @ 23ft
- 24-hr 660-gallonUL142 fuel tank with manual fuel level gauge, 5-gal spill fill, normal tank vent extension.
- Standard alternator
- (Qty 1) 3-pole 400% rated breaker
- 24-volt CAT battery group with cables and rack
- 10-amp UL battery charger
- 208-240 volt jacket water heater
- 2-Year or 1,000 hour Cat Standby Warranty

CAT AUTOMATIC TRANSFER SWITCH

(Qty 1) Cat model CTG 400-amp 3-pole open transition ATS NEMA1

Thank you.

Kevin Kent

Peterson Power Systems

707-321-5795

E-mail: kekent@petersonpower.com

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7-21-98 for 20 yrs - EXCEPT 1.f.16

7. OPERATING EMERGENCIES AND REPAIR AND RECONSTRUCTION

7.1 In the event of an operating emergency, the Parties shall take any and all steps reasonably necessary and required to terminate the operating emergency, subject to the provisions set forth in this Section.

7.2 In the event of an operating emergency, it shall be the obligation of the Party with ownership of that portion of the Project facility to repair, restore or reconstruct the damaged or destroyed facility, and to conduct other necessary work as soon as practical and in such a manner as to restore the facility to operation. The responding Party shall report to the other Party as promptly as possible the nature of the emergency and the action taken.

7.3 The cost of all repairs, restoration or reconstruction work, whether caused by an operation emergency or otherwise, shall be the responsibility of the owning Party.

8. SUSPENSION OF OPERATIONS

The District acknowledges that LACOSAN is disposing the District's Effluent via the Geysers Pipeline for injection into The Geysers geothermal reservoir. The District's rights, granted in this agreement, to dispose of its Effluent using the Geysers Pipeline may be suspended at any time by LACOSAN acting on behalf of itself or the Steam Suppliers for the following reasons.

- 1.) If at any time during the term of the Agreement a Federal, State, or local government agency concludes that the injection of Effluent is causing significant adverse health, safety or environmental effects.
- 2.) If Steam Suppliers conclude that the operations are causing interference with their steam production or adverse effects upon steam quality or their geothermal facilities
- 3.) If contractual conditions preclude continued operations or in the event of an operating emergency.
- 4.) Failure to comply with the delivery and acceptance criteria in Section 6 herein.

LACOSAN may continue to suspend operations hereunder until such time as the cause can be remedied.

9. TERMINATION

If a suspension of operations for the reasons listed under Section 7 or Section 8 would be protracted, or the cause cannot be practically remedied, or if economic conditions make continued operations impractical, either Party may terminate this Agreement at any time during the term hereof

9.1 Upon termination, the share of the costs to satisfy any outstanding obligations of the Parties under this Agreement shall be the sole responsibility of the Party creating the obligation.

10. INSURANCE

10.1 District shall not commence work under this Agreement until it has obtained all the insurance required herein, certificates of insurance have been submitted to LACOSAN and said insurance has been approved by LACOSAN. The certificates of insurance shall contain a provision that coverage afforded under the policies will not be canceled until at least twenty (20) days prior written notice has been given to LACOSAN.

District shall not allow any subcontractor to commence work on their subcontract until the insurance required of the subcontractor has been obtained. Any failure of District to maintain the insurance required by this paragraph, or to comply with any of the requirements of this paragraph, shall constitute a material breach of the entire Agreement. Certificates evidencing the issuance of the following insurance shall be filed with LACOSAN within ten (10) days after the date of execution of this Agreement by District:



Keep this portion for your records

California Department of Transportation
(916) 227-4227
Toll Free: (800) 404-7787

1/7/17
HOLD: NOT DONE

Aut 299 S/W / 50

not budgeted signed 2/20/14

RECEIVED
MAR 04 2016

CLEARLAKE OAKS COUNTY WATER DISTRICT
PO BOX 709
CLEARLAKE OAKS CA 95423

BY:

Invoice Number: 16005509
Invoice Date: 02-23-16

Amount Due: \$25,800.00

*authorized by matt 2/20/14
2-23-16 check in BSR OKed*

Invoice Description

This invoice represents advance payment for estimated utility relocation costs for Agr# 01-UT-2080, Proj# 01-12000003, EA# 01-0B000. This cost is to replace hot mix asphalt, and apply gap graded rubberized hot mix asphalt in Lake County in and near Lucerne from 0.1 miles west of Sayre Ave. to 0.2 miles west of Junction Route 53.

BILLING ACCOUNTANT - RANJANI PRASAD 916-227-4234

Return this portion with your payment

State of California
Department of Transportation
ATTN: Cashiering Office
PO Box 168019
Sacramento CA 95816-8019

Make check payable to Department of Transportation

CLEARLAKE OAKS COUNTY WATER DISTRICT
PO BOX 709
CLEARLAKE OAKS CA 95423

Amount: \$25,800.00
Invoice Number: 16005509

32

16005509 000 00000002580000 6

1, F. 18
Hudson
Munster

NOES: NONE

- c. (56:40) Discussion and consideration of customer request for a sewer surcharge and penalty adjustment potentially totaling \$10,442.30 for a time period of 2011 to 2014, 400 Sulphur Bank Dr

Action Taken: (1:18:30) Motion made to approve a credit of \$3,627.46 for sewer surcharge and \$2,409.09 for penalties. A payment schedule is to be arranged through Customer Service Rep. Magen Estep and late fees are to be withheld until payment arrangement is complete.

HEESZEL/KISER M/S/C

AYES: HUDSON/HEESZEL/ KISER

NOES: NONE

ABSTAINED: BARRON

- d. (1:53:35) Discussion and consideration of waiving all late fees charged this month because of mailing issue out of District staff's control.

Action Taken: (1:55:10) Motion made to waive all late charges for February 2014 to allow customers to make payment by March 15th without penalty due to the post office delay.

BARRON/KISER M/S/C

AYES: HUDSON/HEESZEL/BARRON/KISER

NOES: NONE

- e. (1:55:58) Discussion and consideration of progressing with USDA water and sewer loan applications totally possibly \$5 million. Reading of the official Notice of Intent.

Action Taken: (1:57:00) Official USDA Notice of Intent was read a load by President Iris Hudson.

- f. (1:59:06) Review and ratification of Southport Control Solution's invoice#140201 dated 2/4/14 totaling \$8,815.05 for the complete makeover of the District's overall master SCADA project

Action Taken: (1:59:52) Motion was made to ratify the bill as presented.

BARRON/KISER M/S/C

AYES: HUDSON/HEESZEL/BARRON/KISER

NOES: NONE

- g. (2:01:45) Discussion and consideration to make adjustments to current budget accounts

Action Taken: No action taken

- h. (2:06:47) Discussion and consideration of CAL Trans utility agreement #01-UT-2079 as part of their project to resurface highway 20 through the district. The district is to pay the cost of replacing 40 – 12" utility covers x \$250eac = \$10,000.00

Action Taken: (2:09:38) Motion to approve the contracts and to authorize the GM Matt Bassett to sign said contracts.

BARRON/HEESZEL M/S/C

AYES: HUDSON/HEESZEL/BARRON/KISER

NOES: NONE

- i. (2:06:47) Discussion and consideration of CAL Trans utility agreement #01-UT-2080 as part of their project to resurface highway 20 through the district. The district is to pay the cost of replacing 43 – 25" utility covers x \$600eac = \$25,800.00

Action Taken: (2:09:38) Motion to approve the contracts and to authorize the GM Matt Bassett to sign said contracts.

BARRON/HEESZEL M/S/C

AYES: HUDSON/HEESZEL/BARRON/KISER

NOES: NONE



Keep this portion for your records

California Department of Transportation
(916) 227-4227
Toll Free: (800) 404-7787

HOLD! NOT DONE

4/19

Acct 749

50²/₅₀ W

not budget
send 2/2014

RECEIVED
MAR 04 2016

BY:

CLEARLAKE OAKS COUNTY WATER
DISTRICT
PO BOX 709
CLEARLAKE OAKS CA 95423

Invoice Number: 16005532
Invoice Date: 02-23-16

Amount Due: \$10,000.00

OK ed by Matt 2/20/14
Jh 3/8/16 - check in Rd OKed

Invoice Description

This invoice represents advance payment for estimated utility relocation costs for Agr# 01-UT-2079, Proj# 01-12000003, EA# 01-0B000. This cost is to replace hot mix asphalt, and apply gap graded rubberized hot mix asphalt in Lake County in and near Lucerne from 0.1 miles west of Sayre Ave. to 0.2 miles west of Junction Route 53.

BILLING ACCOUNTANT - RANJANI PRASAD 916-227-4234

Return this portion with your payment

State of California
Department of Transportation
ATTN: Cashiering Office
PO Box 168019
Sacramento CA 95816-8019

Make check payable to Department of Transportation

CLEARLAKE OAKS COUNTY WATER
DISTRICT
PO BOX 709
CLEARLAKE OAKS CA 95423

Amount: \$10,000.00
Invoice Number: 16005532

34

16005532 000 00000001000000 6

1.1.20
Hudson
Munich

NOES: NONE

- c. (56:40) Discussion and consideration of customer request for a sewer surcharge and penalty adjustment potentially totaling \$10,442.30 for a time period of 2011 to 2014, 400 Sulphur Bank Dr

Action Taken: (1:18:30) Motion made to approve a credit of \$3,627.46 for sewer surcharge and \$2,409.09 for penalties. A payment schedule is to be arranged through Customer Service Rep. Magen Estep and late fees are to be withheld until payment arrangement is complete.

HEESZEL/KISER M/S/C

AYES: HUDSON/HEESZEL/ KISER

NOES: NONE

ABSTAINED: BARRON

- d. (1:53:35) Discussion and consideration of waiving all late fees charged this month because of mailing issue out of District staff's control.

Action Taken: (1:55:10) Motion made to waive all late charges for February 2014 to allow customers to make payment by March 15th without penalty due to the post office delay.

BARRON/KISER M/S/C

AYES: HUDSON/HEESZEL/BARRON/KISER

NOES: NONE

- e. (1:55:58) Discussion and consideration of progressing with USDA water and sewer loan applications totally possibly \$5 million. Reading of the official Notice of Intent.

Action Taken: (1:57:00) Official USDA Notice of Intent was read a load by President Iris Hudson.

- f. (1:59:06) Review and ratification of Southport Control Solution's invoice#140201 dated 2/4/14 totaling \$8,815.05 for the complete makeover of the District's overall master SCADA project

Action Taken: (1:59:52) Motion was made to ratify the bill as presented.

BARRON/KISER M/S/C

AYES: HUDSON/HEESZEL/BARRON/KISER

NOES: NONE

- g. (2:01:45) Discussion and consideration to make adjustments to current budget accounts

Action Taken: No action taken

- h. (2:06:47) Discussion and consideration of CAL Trans utility agreement #01-UT-2079 as part of their project to resurface highway 20 through the district. The district is to pay the cost of replacing 40 – 12" utility covers x \$250eac = \$10,000.00

Action Taken: (2:09:38) Motion to approve the contracts and to authorize the GM Matt Bassett to sign said contracts.

BARRON/HEESZEL M/S/C

AYES: HUDSON/HEESZEL/BARRON/KISER

NOES: NONE

- i. (2:06:47) Discussion and consideration of CAL Trans utility agreement #01-UT-2080 as part of their project to resurface highway 20 through the district. The district is to pay the cost of replacing 43 – 25" utility covers x \$600eac = \$25,800.00

Action Taken: (2:09:38) Motion to approve the contracts and to authorize the GM Matt Bassett to sign said contracts.

BARRON/HEESZEL M/S/C

AYES: HUDSON/HEESZEL/BARRON/KISER

NOES: NONE

35

1.1.21



PBM Supply & Mfg., Inc
PO Box 3129, Chico, CA 95927
Phone: (530)345-1334
Fax: (530)345-9903

PRICE
QUOTE
RS0338

CHICO PRICE QUOTE No: RS0338

Page: 1 of: 1

Send Invoice To:
CASH (CASH)

Ship To:
CLEAR LAKE OAKS (CASH-1)
DAN
Phone: (707) 350-1093 Fax: (707) 998-3026

Quoted On: 03/03/16 Customer Order: Contact: Entered By: ERIC
Ship By: / / FOB: CHICO Ship Via: W/C CHICO Sales Rep: HOUSE

ITEM NUMBER	DESCRIPTION	QTY	UNIT PRICE	TOTAL
SKD-110 D252-4H-PKG-1	SKID/110G/DIAP/GAS/MED.COX/300'-38" Skid sprayer package with a 110 gallon tank capacity. Comes standard with a Hypro D252 diaphragm pump and Honda 120cc gas engine. Package includes a SKD-110-D252-4H, 1125-4-200-WXXX with hose rollers. 200' 3/8" spray hose and an AA43L-A1.6 spray gun.	1	\$3860.00	\$3860.00
PBM-AGV-INST	Air-Gap Tank Filler Conn./installed	1	\$81.00	\$81.00

***** Document Notes *****

Thanks for the opportunity to quote you. Please let me know if you have any questions.
Thanks again

Quote Valid Until: 03/18/16

Materials: \$3941.00
Sales Tax: \$295.58

All Applicable Sales Taxes Will Appear On Invoice

Total: \$4236.58

*** C.O.D. *** Labor: _____

Freight: _____

10% down

3/8/16

code grants adm/DC/water/sew

4 bits

- best value

current work cost \$3K per yr. / fully recovered about 1/2 yrs

36

2, a

Revenue Totals Up To February 2016

	2014 - 2015		2015		2016		YTD Totals	
	Water	Sewer	Total	Water	Sewer	Total	Water	Sewer
2014 - 2015	\$795,744.39	\$637,180.95	\$1,432,925.34	\$819,040.85	\$769,095.50	\$1,588,136.35		
2015 - 2016								

	2014												2015		YTD Totals
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Jan	Feb	YTD Totals	YTD Totals			
Water	103,765.21	103,752.19	104,908.97	104,913.13	82,387.63	96,852.97	93,119.95	83,684.05							
Water Penalty	2,403.23	2,032.29	2,458.51	2,648.31	1,923.14	2,944.52	3,030.7	2,361.12							
Water Int	0.00	0.27	0	0	0	0.41	0	0							
Water Misc	5,418.20	2,806.61	3,064.29	3,600.69	2,500.19	4,739.79	3,711.7	3,167.76							
Water Redist	-8,517.67	-7,680.55	-7,128.15	-7,220.7	-7,143.8	-6,959.1	-6,647.9	-7,757.57							
Water Total	\$103,068.97	\$100,910.81	\$103,303.62	\$103,345.43	\$79,867.16	\$97,578.59	\$93,214.45	\$81,455.36							
Sewer	77,711.39	74,085.18	77,407.62	82,301.67	66,315.8	83,654.92	80,619.34	72,013.88							
Sewer Surchg	2,109.87	2,537.32	2,426.8	2,391.78	1,965.86	1,572.7	1,513.36	1,255.87							
Sewer Penalty	354.22	314.84	619.92	492.95	304.41	286.09	398.91	259.99							
Sewer Int	0.00	0.23	0	0	0	0.58	0	0							
Swr Surchg Penalty	771.75	740	950	840	620	519.6	400	390							
Sewer Surchg Int	0.00	0.01	0	0	0	0	0	0							
Sewer Misc	0.00	0	0	0	0	10.36	0	0							
Sewer Redist	-97.73	-97.73	-148.91	-154.91	-152.91	-115.97	-154.73	-53.38							
Sewer Total	\$80,849.50	\$77,579.85	\$81,255.43	\$85,871.49	\$69,053.16	\$85,928.28	\$82,776.88	\$73,866.36							
Total Revenue	\$183,918.47	\$178,490.66	\$184,559.05	\$222,216.92	\$148,920.32	\$183,506.87	\$175,991.33	\$155,321.72							

	2015												2016		YTD Totals
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Jan	Feb	YTD Totals	YTD Totals			
Water	101,269.59	88,979.72	85,263.78	87,145.14	81,115.19	84,341.19	85,509.06	79,224.22							
Water Penalty	2,786.05	1,778.13	1,819.99	2,586.1	2,396.41	2,290.32	3,025.67	2,424.14							
Water Int	0	0	0	0	0	0	0	0							
Water Misc	3,612.29	3,078.86	4,746.88	3,327.4	2,738.52	3,732.85	5,465.33	3,956.24							
Water Redist	-9,448.87	-8,252.91	-9,132.11	-8,007.98	-8,389.71	-6,558.7	-8,179.97	-8,832.76							
Water CRP	3,226.85	1,655.02	1,869.66	1,949.89	1,954.61	2,083.61	1,935.26	1,986.01							
Water CRP Penalty	0	326.14	893.09	1,159.82	1,092.34	736.32	762.21	687.2							
Water Total	\$101,445.91	\$102,460.14	\$102,290.29	\$105,709.38	\$98,498.93	\$105,373.59	\$105,940.56	\$97,322.05							
Sewer	81,330.9	78,863.12	76,251.93	74,837.51	75,907.17	80,686.85	74,685.69	77,989.35							
Sewer Surchg	1,648.81	4,600.96	1,411.11	23.96	0.36	0	40.44	7.57							
Sewer Penalty	320.73	1,803.33	230	335.19	401.9	363.71	314.69	476.76							
Sewer Int	0	0	0	0	0	0	0	0							
Swr Surchg Penalty	670	250	0	20	0	0	0	0							
Sewer Surchg Int	0	0	0	0	0	0	0	0							
Sewer Redist	-1,599.9	-1,113.28	-1,111.42	-53.3	-53.35	-58.3	-54.42	-53.3							
Sewer CRP	2,936.87	1,661.97	1,979.04	2,691.17	2,032.61	2,194.63	1,936.41	2,105.16							
Sewer CRP Penalty	0	80.88	123.19	269.17	334.33	233.56	217.48	300.84							
Sewer Total	\$86,747.41	\$96,341.80	\$96,445.28	\$95,136.21	\$96,916.54	\$103,167.45	\$94,567.99	\$99,772.82							
Total Revenue	\$188,193.32	\$198,801.94	\$198,735.57	\$200,845.59	\$195,415.47	\$208,541.04	\$200,508.55	\$197,094.87							

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Clearlake Oaks County Water District
Summary Balance Sheet
As of February 29, 2016

2.9.1

	<u>Feb 29, 16</u>
ASSETS	
Current Assets	
Checking/Savings	876,455.37
Other Current Assets	662,241.00
Total Current Assets	<u>1,538,696.37</u>
Fixed Assets	<u>5,889,102.78</u>
TOTAL ASSETS	<u><u>7,427,799.15</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	103,518.74
Credit Cards	2,368.65
Other Current Liabilities	139,034.56
Total Current Liabilities	<u>244,921.95</u>
Total Liabilities	<u>244,921.95</u>
Equity	<u>7,182,877.20</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,427,799.15</u></u>

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Clearlake Oaks County Water District

Balance Sheet

As of February 29, 2016

03/09/16

Accrual Basis

2.0.2

	Feb 29, 16
ASSETS	
Current Assets	
Checking/Savings	
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...	290,491.03
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013...	479,491.03
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA ...	164,059.83
102.02 · WAB SAVINGS - CRP WATER	116,672.91
102.03 · WAB SAVINGS - CRP SEWER	115,831.60
Total Checking/Savings	876,455.37
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 1199...	366,081.00
135 · CIP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199...	74,033.00
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1...	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	1,538,696.37
Fixed Assets	
120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	
120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - ...	1,724,045.28
Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	1,724,045.28
122 · Buildings (OFFICE BUILDING - WAS 1011180)	8,475,638.00
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)	
124.30 · Lift Stations	22,682.50
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) ...	3,136,437.00
Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 10111...	3,159,119.50
125 · Land	277,470.00
129 · ALLOW. FOR DEPRECIATION	-7,747,170.00
Total Fixed Assets	5,889,102.78
TOTAL ASSETS	7,427,799.15
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	103,518.74
Total Accounts Payable	103,518.74
Credit Cards	
210 · Cal Card	
210.05 · Cal Card - Dan - 4075	996.62
210.04 · Cal Card - Alan - 4000	1,372.03
Total 210 · Cal Card	2,368.65
Total Credit Cards	2,368.65

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Clearlake Oaks County Water District
Balance Sheet
As of February 29, 2016

2,413

	Feb 29, 16
Other Current Liabilities	
280 · Loan	
280.01 · Kansas State Bk - VACON	79,550.65
280.03 · Kansas State Bk - Camera Traile	20,832.53
Total 280 · Loan	100,383.18
221 · Health Ins - EE Portion	-9,222.12
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	-2,051.10
223.40 · ACCRUED PAYROLL (ACCRUED PAYROLL - WAS 20971...	2,051.10
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAY...	-340.68
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - ...	-160.05
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAY...	-377.00
223.60 · STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL ...	-84.49
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYA...	-24.73
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUC...	-590.09
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAY...	350.00
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED...	49,102.00
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts with...	-1.46
Total Other Current Liabilities	139,034.56
Total Current Liabilities	244,921.95
Total Liabilities	244,921.95
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	6,009,715.61
304 · Opening Balance Equity (Opening balances during setup post to...	328,889.15
306 · Retained Earnings - OLD (Undistributed earnings of the corporat...	708,745.59
Net Income	135,526.85
Total Equity	7,182,877.20
TOTAL LIABILITIES & EQUITY	7,427,799.15

40

Clearlake Oaks County Water District

2a.4

03/11/16

Profit & Loss

Accrual Basis

July 2015 through February 2016

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL
Income					
Income					
410 · Client Reg Pmt	0.00	0.00	590,268.05	681,364.00	1,271,632.05
420 · Connection Fees	0.00	0.00	0.00	1,815.00	1,815.00
425 · CRP (Capital Replacment Plan)	0.00	0.00	136,145.11	135,646.12	271,791.23
430 · Penalty & Interest	0.00	0.00	4,555.14	21,376.12	25,931.26
435 · Loans/Grants					
435-2 · Water Distribution Study	0.00	0.00	0.00	55,191.12	55,191.12
435-1 · Inflow and Infiltration Study	0.00	0.00	26,799.00	0.00	26,799.00
Total 435 · Loans/Grants	0.00	0.00	26,799.00	55,191.12	81,990.12
440 · Misc Revenue	6.14	0.00	0.00	21,225.51	21,231.65
450 · Other - Non S/W Rev	0.00	0.00	59,634.99	79,846.51	139,481.50
Total Income	6.14	0.00	817,402.29	996,464.38	1,813,872.81
Total Income	6.14	0.00	817,402.29	996,464.38	1,813,872.81
Gross Profit	6.14	0.00	817,402.29	996,464.38	1,813,872.81
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	165,041.66	116,123.25	95,627.12	67,780.51	444,572.54
510 · Contract Labor	0.00	0.00	9,250.00	0.00	9,250.00
520 · FICA - District Share	12,219.88	8,434.62	6,959.39	5,168.48	32,782.37
530 · Medical Ins - Dist Share	38,382.01	26,296.48	27,291.91	10,456.49	102,426.89
540 · PERS - District Share	17,158.62	7,509.94	5,811.39	6,256.49	36,736.44
550 · Unemployment	8,069.35	26.07	0.00	324.54	8,419.96
560 · Workers Comp Ins	3,086.95	6,050.55	2,690.45	4,184.05	16,012.00
Total Salaries & EE Benefits	243,958.47	164,440.91	147,630.26	94,170.56	650,200.20
Services & Supplies					
605 · Advertising	7,910.35	0.00	0.00	0.00	7,910.35
610 · Bank Fees	2,431.93	0.00	45.00	12.00	2,488.93
620 · Communications & Internet	2,006.85	0.00	2,157.48	2,504.26	6,668.59
625 · Equip - Field (\$300-\$4999)	0.00	392.38	392.38	392.37	1,177.13
630 · Equip - Office	302.22	0.00	13.45	0.00	315.67
640 · Fuel & Oil	0.00	11,175.42	49.60	63.10	11,288.12
645 · Insurance	286.00	0.00	34,449.50	34,449.50	69,185.00
650 · Interest	-3.50	2,635.22	0.00	0.00	2,631.72
657 · Lab	0.00	0.00	7,371.74	9,780.64	17,152.38
660 · Memberships & Subscription	1,388.23	0.00	6,283.69	24,930.01	32,601.93
665 · Mileage Reimb	1,025.13	179.98	453.68	88.47	1,747.26
670 · Postage & Shipping	5,960.53	6.74	0.00	14.35	5,981.62
675 · Professional Services					
675-6 · Inflow & Infiltration Construct	0.00	0.00	1,034.67	0.00	1,034.67
675-5 · USDA Construction Loan					
675-5.1 · Adams and Ashby Group	0.00	0.00	810.00	0.00	810.00
675-5 · USDA Construction Loan - ...	0.00	0.00	740.00	0.00	740.00
Total 675-5 · USDA Construction Loan	0.00	0.00	1,550.00	0.00	1,550.00
675-4 · MC USDA Construction Loan	0.00	0.00	16,066.79	0.00	16,066.79
675-3 · MC WWTP Reclamation	0.00	0.00	140.00	0.00	140.00
675-2 · MC Water Distribution Study	0.00	0.00	0.00	80,522.04	80,522.04
675-1 · MC Inflow & Infiltration Study	0.00	0.00	2,143.95	0.00	2,143.95
675 · Professional Services - Other	41,854.20	0.00	4,734.94	100.00	46,689.14
Total 675 · Professional Services	41,854.20	0.00	25,670.35	80,622.04	148,146.59

41

2:09 PM

Clearlake Oaks County Water District

Profit & Loss

July 2015 through February 2016

03/11/16

Accrual Basis

2.9.5

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL
685 · Rents	3,955.62	0.00	0.00	0.00	3,955.62
690 · Safety & Security	1,121.73	2,516.48	3,690.62	1,491.07	8,819.90
700 · Tools & Instruments	0.00	5,147.84	3,297.37	1,441.14	9,886.35
703 · Supplies - Clothing & Personal	1,002.92	1,001.64	1,122.54	855.75	3,982.85
705 · Supplies - Office	3,137.75	334.61	744.19	782.98	4,999.53
715 · Supplies-Chemicals-Operating	0.00	214.81	66,626.16	64,840.40	131,681.37
720 · Supplies - Inventory - Other	0.00	0.00	3,112.96	280.97	3,393.93
730 · Taxes - Licenses	0.00	286.00	1,634.00	769.57	2,689.57
735 · Training	935.50	60.00	1,600.50	375.39	2,971.39
745 · Travel	0.00	0.00	86.69	0.00	86.69
750 · Utilities	3,425.85	0.00	43,172.57	73,072.08	119,670.50
760 · Waste Disposal	283.85	46.52	22,860.75	38.85	23,229.97
795 · Yolo Co	0.00	0.00	0.00	26,402.70	26,402.70
799 · Misc	12.69	2.12	17,942.74	20,583.02	38,540.57
Total Services & Supplies	77,037.85	23,999.76	242,777.96	343,790.66	687,606.23
Repairs & Replacement					
850 · CRP					
850.1 · Sewer	0.00	0.00	876.00	0.00	876.00
Total 850 · CRP	0.00	0.00	876.00	0.00	876.00
810 · R&R Buildings & Grounds	1,044.96	176.85	23,511.49	13,957.30	38,690.60
815 · R&R Damage Claim (Cost to fix a...	0.00	0.00	-6,470.26	0.00	-6,470.26
820 · R&R Electronics	1,988.87	310.80	360.00	2,346.21	5,005.88
830 · R&R Equipment	0.00	2,511.24	10,508.82	1,656.70	14,676.76
832 · R&R D/C	0.00	33.09	11,623.20	34,991.42	46,647.71
840 · R&R Vehicles	0.00	12,152.16	9,382.02	2,579.98	24,114.16
Total Repairs & Replacement	3,033.83	15,184.14	49,791.27	55,531.61	123,540.85
7190 · SAFETY - SEWER OP (SAFETY - S...	0.00	0.00	-11.51	0.00	-11.51
66000 · Payroll Expenses (Payroll expens...	-403.07	0.00	0.00	0.00	-403.07
Total Expense	323,627.08	203,624.81	440,187.98	493,492.83	1,460,932.70
Net Income	-323,620.94	-203,624.81	377,214.31	502,971.55	352,940.11

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2.1.6

Clearlake Oaks Co Water District
Budget Variance Report February 2016

8

Target % > **67%**

Thru End of February 2016 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,128,000	752,000	723,916	64%	1,060,700	707,133	594,823	56%
Total Operating Expenses	970,909	647,273	658,066	68%	1,040,074	693,383	664,000	64%
Operating Balance (loss)	157,091	104,727	65,850		20,626	13,750	(69,177)	
420 Connection Rev							-	
425 CRP Rev	130,872	87,248	135,646	104%	168,036	112,024	136,145	81%
450 Other-Non S/W Rev	96,000	64,000	79,847	83%	85,000	56,667	59,635	70%
CRP Exps			55,937				41,199	
Debt Service Exp	37,391	24,927	23,271	62%	57,250	38,167	44,545	78%
Depreciation Exp	194,168	129,445	129,445	67%	165,786	110,524	110,524	67%
Net Change In Net Position (loss)	152,404	126,530	72,690		50,626	71,917	(69,665)	

Report Revenue Notes:

675 - Auditor, and MC Engineering Title 22 Feasibility	WestAmer Op	\$	177,243
700 - Tools for both water and sewer	WestAmer(2) CRP Accounts		271,815
703 - Purchased most of the clothing for the year.	LAIF		479,935
	Total	\$	928,993

Thru End of February 2016 Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,100,000	733,333	681,314	62%	1,047,200	698,133	590,268	56%
430 Penalty & Interest	28,000	18,667	21,376	76%	13,500	9,000	4,555	34%
440 Misc	0	0	21,226		0	0	-	0%
Total Revenue >	1,128,000	752,000	723,916	64%	1,060,700	707,133	594,823	56%

Thru End of February 2016 Operating Expenses	Budget		Actual YTD	%	Actual YTD	Spent		
	Annual	YTD						
505 Salaries & Wages	346,547	231,031	208,364	60%	371,852	247,902	236,210	64%
510 Contracted Labor	14,000	9,333	-	0%	14,000	9,333	9,250	66%
520 FICA - District Share	28,578	19,052	15,496	54%	30,670	20,446	17,287	56%
530 Medical Ins - District Share	76,995	51,330	42,795	56%	107,816	71,877	59,631	55%
540 PERS - District Share	35,875	23,917	18,590	52%	33,795	22,530	18,145	54%
550 Unemployment	5,500	3,667	4,373	80%	5,500	3,667	4,048	74%
560 Workers Comp Ins	15,857	10,571	8,755	55%	14,134	9,423	7,260	51%
Salaries and Employee Benefits >	523,352	348,901	298,372	57%	577,767	385,178	351,830	61%
605 Advertising	125	83	3,955	3164%	125	83	3,955	3164%
610 Bank Fees	2,800	1,867	1,228	44%	2,800	1,867	1,261	45%

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2,917

620	Communications & Interne	5,500	3,667	3,508	64%	4,500	3,000	3,161	70%
622	Board Exp	250	167	-	0%	250	167	-	0%
625	Equip - Field (\$300-\$4999)	2,000	1,333	588	29%	4,000	2,667	588	15%
630	Equip - Office	850	567	151	18%	1,350	900	164	12%
640	Fuel & Oil	12,000	8,000	5,651	47%	11,500	7,667	5,638	49%
645	Insurance	38,500	25,667	34,593	90%	38,500	25,667	34,593	90%
650	Interest	2,050	1,367	1,316	64%	3,850	2,567	1,316	34%
657	Lab	16,000	10,667	9,781	61%	21,000	14,000	7,372	35%
660	Memberships & Subscriptic	16,750	11,167	25,624	153%	23,550	15,700	6,978	30%
665	Mileage Reimb	1,750	1,167	691	39%	1,550	1,033	1,057	68%
670	Postage & Shipping	4,850	3,233	2,998	62%	4,800	3,200	2,984	62%
675	Professional Services	10,150	6,767	2,468	24%	25,150	16,767	7,103	28%
685	Rents	6,200	4,133	1,978	32%	6,200	4,133	1,978	32%
690	Safety & Security	4,808	3,205	3,310	69%	11,808	7,872	5,510	47%
700	Tools & Instruments	2,150	1,433	4,015	187%	3,250	2,167	5,871	181%
703	Supplies - Clothing & Perso	1,950	1,300	1,859	95%	2,450	1,633	2,126	87%
705	Supplies - Office	3,350	2,233	2,520	75%	3,950	2,633	2,481	63%
715	Supplies - Chemicals - Oper	47,000	31,333	64,948	138%	40,000	26,667	67,075	168%
720	Supplies - Other	1,525	1,017	281	18%	1,525	1,017	3,113	204%
730	Taxes - Licenses	2,000	1,333	913	46%	2,800	1,867	1,777	63%
735	Training	3,050	2,033	873	29%	4,050	2,700	2,099	52%
745	Travel	2,000	1,333	-	0%	2,000	1,333	87	4%
750	Utilities	97,050	64,700	74,785	77%	72,050	48,033	44,886	62%
760	Waste Disposal	550	367	205	37%	60,250	40,167	23,027	38%
795	Yolo Co	37,000	24,667	26,403	71%				
799	Misc	7,750	5,167	20,591	266%	7,750	5,167	17,951	232%
Services and Supplies >		329,958	219,972	295,228	89%	361,008	240,672	254,146	70%
810	R&R Buildings & Grounds	29,500	19,667	14,393	49%	19,500	13,000	24,122	124%
815	R & R Damage Claims	5,000	3,333	-	0%	5,000	3,333	(6,470)	-129%
820	R&R Electronics	6,050	4,033	3,496	58%	5,550	3,700	1,510	27%
830	R&R Equipment	3,050	2,033	2,913	95%	11,250	7,500	11,765	105%
832	R&R Mains/Service Lines	60,000	40,000	35,009	58%	40,000	26,667	11,640	29%
840	R&R Vehicles (\$2k/vehicle)	14,000	9,333	8,656	62%	20,000	13,333	15,458	77%
Repairs & Replacement >		117,600	78,400	64,466	55%	101,300	67,533	58,024	57%
Total Expenses >		970,909	647,273	658,066	68%	1,040,074	693,383	664,000	64%

Report Expense Notes:

660w Annual Water Permits

799 MISC Water and Sewer - \$35K expense from Cal Trans for manholes on Hwy 20. Contract signed and approved in 2014

605 Advertising Admin = \$7,200 expense from Lake County for elections

690 Safety and Security Admin = \$333 CPR

735 - Training Admin = \$625 Utility Management Certification for General Manager

715 Supplies Sewer = \$14K Sludge Bags

660 Membership and Subscriptions Water was completely underfunded

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8 Administration - Budget Variance Report 2015		Target % >		66.7%		
Thru End of February 2016		2015-2016 Budget		Actual		
Expenses		Annual	YTD	YTD	% Spent	Total Remaining
505	Salaries & Wages	300,390	200,260	165,042	54.9%	135,348
510	Contracted Labor	-	-			-
520	FICA - District Share	24,976	16,651	12,220	48.9%	12,756
530	Medical Ins - District Share	72,060	48,040	38,382	53.3%	33,678
540	PERS - District Share	37,589	25,059	17,158	45.6%	20,431
550	Unemployment	11,000	7,333	8,069	73.4%	2,931
560	Workers Comp Ins	7,522	5,014	3,089	41.1%	4,433
Salaries and Employee Benefits >		453,536	302,357	243,960	53.8%	209,576
605	Advertising	250	167	7,910	3164.0%	(7,660)
610	Bank Fees	5,600	3,733	2,432	43.4%	3,168
620	Communications & Internet	3,000	2,000	2,007	66.9%	993
622	Board Exp	500	333		0.0%	500
625	Equip - Field (\$300-\$4999)	0	0	-	0.0%	0
630	Equip - Office	700	467	302	43.1%	398
640	Fuel & Oil	0	0		0.0%	0
645	Insurance	0	0	286	28600000.0%	(286)
650	Interest	0	0	(4)	-350000.0%	4
657	Lab	0	0		0.0%	0
660	Memberships & Subscriptions	700	467	1,388	198.3%	(688)
665	Mileage Reimb	2,000	1,333	1,025	51.3%	975
670	Postage & Shipping	9,400	6,267	5,961	63.4%	3,439
675	Professional Services	16,300	10,867	4,735	29.0%	11,565
685	Rents	7,400	4,933	3,956	53.5%	3,444
690	Safety & Security	315	210	1,122	356.2%	(807)
700	Tools & Instruments	0	0		0.0%	0
703	Supplies - Clothing & Persona	400	267	1,003	250.8%	(603)
705	Supplies - Office	5,000	3,333	3,138	62.8%	1,862
715	Supplies - Chemicals - Operati	0	0		0.0%	0
720	Supplies - Other	50	33		0.0%	50
730	Taxes - Licenses	0	0		0.0%	0
735	Training	600	400	936	156.0%	(336)
745	Travel	1,000	667		0.0%	1,000
750	Utilities	4,100	2,733	3,426	83.6%	674
760	Waste Disposal	500	333	284	56.8%	216
795	Yolo Co	0	0		0.0%	0
799	Misc	500	333	13	2.6%	487
Services and Supplies >		58,315	38,877	39,921	68.5%	18,395
810	R&R Buildings & Grounds	4,000	2,667	1,045	26.1%	2,955
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Electronics	3,600	2,400	1,989	55.3%	1,611
830	R&R Equipment	2,000	1,333		0.0%	2,000
832	R&R Mains/Service Lines	0	0		0.0%	0
840	R&R Vehicles (\$2k/vehicle)	3,000	2,000		0.0%	3,000
Repairs & Replacement >		12,600	8,400	3,034	24.1%	9,566
Total Expenses >		524,451	349,634	286,915	54.7%	237,537

2018

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Thru End of February 2016		2015-2016 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	148,070	98,714	116,123	78.4%	31,947
510	Contracted Labor	28,000	18,667			28,000
520	FICA - District Share	12,155	8,103	8,435	69.4%	3,720
530	Medical Ins - District Share	47,857	31,905	26,296	54.9%	21,561
540	PERS - District Share	12,017	8,012	7,510	62.5%	4,507
550	Unemployment	0	0	26	2600000.0%	(26)
560	Workers Comp Ins	7,970	5,313	6,051	75.9%	1,919
Salaries and Employee Benefits >		256,070	170,713	164,441	64.2%	91,629
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 (\$300-\$4999)	4,000	2,667	392	9.8%	3,608
630	Equip - Office	0	0		0.0%	0
640	Fuel & Oil	23,000	15,333	11,175	48.6%	11,825
645	Insurance	0	0		0.0%	0
650	Interest	3,500	2,333	2,635	75.3%	865
657	Lab	0	0		0.0%	0
660	Memberships & Subscriptions	800	533		0.0%	800
665	Mileage Reimb	500	333	180	36.0%	320
670	Postage & Shipping	100	67	7	7.0%	93
675	Professional Services	0	0		0.0%	0
685	Rents	1,000	667		0.0%	1,000
690	Safety & Security	4,300	2,867	2,516	58.5%	1,784
700	Tools & Instruments	2,900	1,933	5,148	177.5%	(2,248)
703	Supplies - Clothing & Personal	1,500	1,000	1,002	66.8%	498
705	Supplies - Office	500	333	335	67.0%	165
715	Supplies - Chemicals - Operating	0	0	215	21500000.0%	(215)
720	Supplies - Other	1,000	667		0.0%	1,000
730	Taxes - Licenses	1,000	667	286	28.6%	714
735	Training	1,500	1,000	60	4.0%	1,440
745	Travel	1,000	667		0.0%	1,000
750	Utilities	0	0		0.0%	0
760	Waste Disposal	0	0	47	4700000.0%	(47)
795	Yolo Co	0	0		0.0%	0
799	Misc	5,000	3,333	2	0.0%	4,998
Services and Supplies >		51,600	34,400	24,000	46.5%	27,600
810	R&R Buildings & Grounds	5,000	3,333	177	3.5%	4,823
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Electronics	1,500	1,000	311	20.7%	1,189
830	R&R Equipment	500	333	2,511	502.2%	(2,011)
832	R&R Mains/Service Lines	0	0	33	3300000.0%	(33)
840	R&R Vehicles (\$2k/vehicle)	17,000	11,333	12,152	71.5%	4,848
Repairs & Replacement >		24,000	16,000	15,184	63.3%	8,816
Total Expenses >		331,670	221,113	203,625	61.4%	128,045

Thru End of February 2016		2015-2016 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	147,622	98,415	95,627	71.0%	51,995
510	Contracted Labor	-	-	9,250		(9,250)
520	FICA - District Share	12,104	8,069	6,959	57.5%	5,145
530	Medical Ins - District Share	47,857	31,905	27,292	57.0%	20,565
540	PERS - District Share	8,992	5,995	5,811	64.6%	3,181
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	6,388	4,259	2,690	42.1%	3,698
Salaries and Employee Benefits >		222,964	148,643	147,629	66.2%	75,335
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0	45	4500000.0%	(45)
620	Communications & Internet	3,000	2,000	2,157	71.9%	843
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (\$300-\$4999)	2,000	1,333	392	19.6%	1,608
630	Equip - Office	1,000	667	13	1.3%	987
640	Fuel & Oil	0	0	50	5000000.0%	(50)
645	Insurance	38,500	25,667	34,450	89.5%	4,050
650	Interest	2,100	1,400		0.0%	2,100
657	Lab	21,000	14,000	7,372	35.1%	13,628
660	Memberships & Subscriptions	22,800	15,200	6,284	27.6%	16,516
665	Mileage Reimb	300	200	454	151.3%	(154)
670	Postage & Shipping	50	33		0.0%	50
675	Professional Services	17,000	11,333	4,735	27.9%	12,265
685	Rents	2,000	1,333		0.0%	2,000
690	Safety & Security	9,500	6,333	3,691	38.9%	5,809
700	Tools & Instruments	1,800	1,200	3,297	183.2%	(1,497)
703	Supplies - Clothing & Personal	1,500	1,000	1,123	74.9%	377
705	Supplies - Office	1,200	800	744	62.0%	456
715	Supplies - Chemicals - Operating	40,000	26,667	66,967	167.4%	(26,967)
720	Supplies - Other	1,000	667	3,113	311.3%	(2,113)
730	Taxes - Licenses	2,300	1,533	1,634	71.0%	666
735	Training	3,000	2,000	1,601	53.4%	1,399
745	Travel	1,000	667	87	8.7%	913
750	Utilities	70,000	46,667	43,173	61.7%	26,827
760	Waste Disposal	60,000	40,000	22,861	38.1%	37,139
795	Yolo Co	0	0		0.0%	0
799	Misc	5,000	3,333	17,943	358.9%	(12,943)
Services and Supplies >		306,050	204,033	222,186	72.6%	83,864
810	R&R Buildings & Grounds	15,000	10,000	23,511	156.7%	(8,511)
815	R & R Damage Claims	5,000	3,333	(6,470)	-129.4%	11,470
820	R&R Electronics	3,000	2,000	360	12.0%	2,640
830	R&R Equipment	10,000	6,667	10,509	105.1%	(509)
832	R&R Mains/Service Lines	40,000	26,667	11,623	29.1%	28,377
840	R&R Vehicles (\$2k/vehicle)	10,000	6,667	9,382	93.8%	618
Repairs & Replacement >		83,000	55,333	48,915	58.9%	34,085
Total Expenses >		612,014	408,009	418,730	68.4%	193,284

2.9.11

Thru End of February 2016		2015-2016 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	122,317	81,545	67,781	55.4%	54,536
510	Contracted Labor	-	-			-
520	FICA - District Share	10,012	6,675	5,168	51.6%	4,844
530	Medical Ins - District Share	17,036	11,358	10,456	61.4%	6,580
540	PERS - District Share	11,072	7,381	6,256	56.5%	4,816
550	Unemployment	0	0	325	32500000.0%	(325)
560	Workers Comp Ins	8,111	5,407	4,185	51.6%	3,926
Salaries and Employee Benefits >		168,549	112,366	94,171	55.9%	74,378
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0	12	1200000%	(12)
620	Communications & Internet	4,000	2,667	2,504	62.6%	1,496
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (\$300-\$4999)	0	0	392	39200000.0%	(392)
630	Equip - Office	500	333		0.0%	500
640	Fuel & Oil	500	333	63	12.6%	437
645	Insurance	38,500	25,667	34,450	89.5%	4,050
650	Interest	300	200		0.0%	300
657	Lab	16,000	10,667	9,781	61.1%	6,219
660	Memberships & Subscriptions	16,000	10,667	24,930	155.8%	(8,930)
665	Mileage Reimb	500	333	88	17.6%	412
670	Postage & Shipping	100	67	14	14.0%	86
675	Professional Services	2,000	1,333	100	5.0%	1,900
685	Rents	2,000	1,333		0.0%	2,000
690	Safety & Security	2,500	1,667	1,491	59.6%	1,009
700	Tools & Instruments	700	467	1,441	205.9%	(741)
703	Supplies - Clothing & Personal	1,000	667	856	85.6%	144
705	Supplies - Office	600	400	783	130.5%	(183)
715	Supplies - Chemicals - Operating	47,000	31,333	64,840	138.0%	(17,840)
720	Supplies - Other	1,000	667	281	28.1%	719
730	Taxes - Licenses	1,500	1,000	770	51.3%	730
735	Training	2,000	1,333	375	18.8%	1,625
745	Travel	1,000	667		0.0%	1,000
750	Utilities	95,000	63,333	73,072	76.9%	21,928
760	Waste Disposal	300	200	39	13.0%	261
795	Yolo Co	37,000	24,667	26,403	71.4%	10,597
799	Misc	5,000	3,333	20,583	411.7%	(15,583)
Services and Supplies >		275,000	183,333	263,268	95.7%	11,732
810	R&R Buildings & Grounds	25,000	16,667	13,782	55.1%	11,218
815	R & R Damage Claims	5,000	3,333		0.0%	5,000
820	R&R Electronics	3,500	2,333	2,346	67.0%	1,154
830	R&R Equipment	1,800	1,200	1,657	92.1%	143
832	R&R Mains/Service Lines	60,000	40,000	34,992	58.3%	25,008
840	R&R Vehicles (\$2k/vehicle)	4,000	2,667	2,580	64.5%	1,420
Repairs & Replacement >		99,300	66,200	55,357	55.7%	43,943
Total Expenses >		542,849	361,899	412,796	76.0%	130,053

**Clearlake Oaks County Water District
 Capital Improvements
 As of February 29, 2016**

2.0.12

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
120 · EQUIPMENT (EQUIPMENT - WAS 1011181)			
120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)			
12/14/2015	Hydra-Stop	CRP - INSTA VALVE UNIT COMPLETE	55,936.77
Total 120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 10...			55,936.77
Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)			55,936.77
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			
12/21/2015	Pace	REPAIR NIPPLES FOR LS7	279.33
12/29/2015	Pace	LS 7 BYPASS	2,979.03
12/31/2015	Pace	LS 7 BYPASS	-1,478.56
12/31/2015	Pace	LS 7 BYPASS	2,067.70
01/04/2016	United Rentals	PUMP RENTAL	7,393.46
01/05/2016	Pace	LS 7 BYPASS PROJECT	12,877.74
01/06/2016	Pace	LS 7 BYPASS	126.81
01/06/2016	Pace	LS 7 BYPASS	658.22
01/06/2016	Pace	LS 7 BYPASS	1,444.48
01/07/2016	Pace	LS 7 BYPASS	2,249.55
01/08/2016	Pace	LS 7 BYPASS	266.92
01/11/2016	Pace	LS 7 BYPASS	766.86
01/12/2016	Pace	LS 7 BYPASS	2,244.78
01/28/2016	Pace	LS 7 BYPASS	929.57
02/01/2016	Coastal Mountain Electric	LS 7 LIFT STATION GENSETS	2,946.00
02/10/2016	HD Excavating	LS 7 PROJECT	32,930.00
02/19/2016	Pace	LS 7 BYPASS PROJECT	370.42
02/29/2016	Pace	LS 7 BYPASS - RETURNED UNUSED ITEMS	-1,734.24
Total 124.31 · Lift Station 7 Bypass			67,318.07
124.30 · Lift Stations - Other			
12/09/2015	Cummings Pacific, LLC	Generator for Lift Station #7	22,682.50
Total 124.30 · Lift Stations - Other			22,682.50
Total 124.30 · Lift Stations			90,000.57
124.50 · Mains			
12/16/2015	Hydra-Stop	VALVE FOR EVERGLADE FORCED SEWE...	5,526.58
Total 124.50 · Mains			5,526.58
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)			95,527.15
125 · Land			
02/29/2016	TERESA FEDERIGI	Harvey Blvd Tank Option	1,000.00
Total 125 · Land			1,000.00
TOTAL			152,463.92

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2.6

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

www.treasurer.ca.gov/pmia-laif/laif.asp
March 09, 2016

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

February 2016 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	479,934.82
Total Withdrawal:	0.00	Ending Balance:	479,934.82

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2.6.1

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

Make a transfer

PUBLIC REGULAR CHK

Checking *3745

[Quick peek](#)

\$136,156.58

**Available \$136,156.58

PUBLIC REGULAR CHK

Checking *3786

[Quick peek](#)

\$188.00

**Available \$188.00

PUBLIC REGULAR CHK

Checking *0019

[Quick peek](#)

\$165,392.25

**Available \$176,119.23

REGULAR SAVINGS

Savings *6990

[Quick peek](#)

\$135,658.70

**Available \$135,658.70

TOTAL DEPOSIT ACCOUNTS

\$437,395.53

Make a Payment

Pay to

Select a payee

Pay from: checking x4587

View My Spending

All categories

Uncategorized

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](#)

Powered by FinanceWorks

Have a question? [Check our FAQs](#)

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

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2, b. 2

Aged Accounts Receivable

As of 3/10/16

<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>
\$95,485.46	\$17,047.76	\$2,229.64	\$3,836.58	\$24,952.27	<u>\$143,551.71</u>

Total number of accounts with open balances: 1110

These totals include all accounts on the Tax Roll

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Clearlake Oaks County Water District

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Register: 102.01 · WEST AMERICA - REGULAR CHECKING

From 02/01/2016 through 02/29/2016

2.6.3

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/01/2016			-split-	Deposit		X	12,403.09	334,822.89
02/01/2016			-split-	Deposit		X	2,407.02	337,229.91
02/01/2016			Salaries & EE Benefits...	Deposit		X	786.66	338,016.57
02/01/2016		Returned Item	Income:410 · Client Re...	BANK CORR...	1,560.80	X		336,455.77
02/02/2016			-split-	Deposit		X	668.18	337,123.95
02/02/2016			-split-	Deposit		X	2,068.73	339,192.68
02/02/2016			-split-	Deposit		X	1,879.01	341,071.69
02/02/2016			-split-	Deposit		X	2,465.77	343,537.46
02/02/2016			-split-	Deposit		X	1,671.82	345,209.28
02/02/2016			-split-	Deposit		X	141.37	345,350.65
02/02/2016			-split-	Deposit		X	145.55	345,496.20
02/02/2016			-split-	Deposit		X	1,681.38	347,177.58
02/02/2016	EFT	Bluefin	Services & Supplies:61...	BLUEFIN 1/1/...	775.18	X		346,402.40
02/03/2016			Income:410 · Client Re...	Deposit		X	0.05	346,402.45
02/03/2016			Income:410 · Client Re...	Deposit		X	0.05	346,402.50
02/03/2016			-split-	Deposit		X	2,875.55	349,278.05
02/03/2016			-split-	Deposit		X	4,319.09	353,597.14
02/03/2016			-split-	Deposit		X	10,203.49	363,800.63
02/03/2016		QuickBooks Payroll ...	222 · Direct Deposit Li...	Created by Pay...	25,120.11	X		338,680.52
02/04/2016			-split-	Deposit		X	1,246.81	339,927.33
02/04/2016			-split-	Deposit		X	2,957.13	342,884.46
02/04/2016			-split-	Deposit		X	4,868.68	347,753.14
02/04/2016	E-pay	EDD - Payroll Liabili...	-split-	925-0185-7 Q...	776.48	X		346,976.66
02/04/2016	E-pay	United States Treasury	-split-	94-6050430 Q...	6,513.34	X		340,463.32
02/04/2016	30297	AT&T 555 6	200 · ACCOUNTS PA...	960 739 5348 5...	687.30	X		339,776.02
02/04/2016	30298	Bob's Vacuum	200 · ACCOUNTS PA...		69.34	X		339,706.68
02/04/2016	30299	Burrell's Automotive	200 · ACCOUNTS PA...		110.00	X		339,596.68
02/04/2016	30300	California-Nevada Se...	200 · ACCOUNTS PA...	CERT # 14807...	180.00			339,416.68
02/04/2016	30301	California Rural Wat...	200 · ACCOUNTS PA...		684.00	X		338,732.68
02/04/2016	30302	CLEARLAKE TV &...	200 · ACCOUNTS PA...		21.59	X		338,711.09
02/04/2016	30303	Coastal Mountain El...	200 · ACCOUNTS PA...		6,228.00	X		332,483.09
02/04/2016	30304	Coldwell Banker To...	200 · ACCOUNTS PA...	13239 KEYS B...	49.75	X		332,433.34
02/04/2016	30305	County of Lake - Reg...	200 · ACCOUNTS PA...	CLEARLAKE ...	7,248.72			325,184.62
02/04/2016	30306	Cummings Pacific	200 · ACCOUNTS PA...	185696	1,259.88	X		323,924.74
02/04/2016	30307	Danial Wells	200 · ACCOUNTS PA...	CUSTOMER ...	991.54	X		322,933.20
02/04/2016	30308	EEL River Fuels Inc	200 · ACCOUNTS PA...	#24240-0	667.74	X		322,265.46
02/04/2016	30309	ENTERPRISE TOW...	200 · ACCOUNTS PA...	ROAD SERVI...	89.00	X		322,176.46
02/04/2016	30310	Hasa Inc	200 · ACCOUNTS PA...	IN31153	3,159.22	X		319,017.24
02/04/2016	30311	Hayden Solar, LLC	200 · ACCOUNTS PA...	ELECTRICIT...	1,599.54	X		317,417.70
02/04/2016	30312	John Hopkins.	200 · ACCOUNTS PA...	JAN 2016 SER...	1,000.00	X		316,417.70

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Clearlake Oaks County Water District

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Register: 102.01 · WEST AMERICA - REGULAR CHECKING

From 02/01/2016 through 02/29/2016

2,6.4

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/04/2016	30313	Lake County Electric...	200 · ACCOUNTS PA...	CUSTOMER #...	20.96			316,396.74
02/04/2016	30314	LOU'S GLOVES INC	200 · ACCOUNTS PA...	CUSTOMER I...	880.00	X		315,516.74
02/04/2016	30315	MC Engineering, Inc	200 · ACCOUNTS PA...	VOID:		X		315,516.74
02/04/2016	30316	Mediacom - Admin 0...	200 · ACCOUNTS PA...	838480003009...	216.09	X		315,300.65
02/04/2016	30317	Mendo Mill	200 · ACCOUNTS PA...		2,151.33	X		313,149.32
02/04/2016	30318	Napa Auto Parts	200 · ACCOUNTS PA...		783.26	X		312,366.06
02/04/2016	30319	Nave & Cortell, LLP	200 · ACCOUNTS PA...	SVC THRU JA...	140.00	X		312,226.06
02/04/2016	30320	Pace	200 · ACCOUNTS PA...		28,001.84	X		284,224.22
02/04/2016	30321	Rachel Schainblatt	200 · ACCOUNTS PA...		29.23	X		284,194.99
02/04/2016	30322	Tire Pro	200 · ACCOUNTS PA...		79.78	X		284,115.21
02/04/2016	30323	USA BlueBook	200 · ACCOUNTS PA...	20397	53.75	X		284,061.46
02/04/2016	30324	US Bank	-split-	4246-0445-556...	10,137.41	X		273,924.05
02/04/2016	DD1302	Judith A Heeszal	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1303	Karl L Hosier	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1304	Mary M Medeiros	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1305	Alan J Gardner	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1306	Dan Hodem	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1307	David Valerga	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1308	Dianna L Mann	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1309	Eric W Luna	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1310	Francisco J Castro	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1311	Francisco Trujillo	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1312	Jason Mitchell	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1313	Jeremy J Backus	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1314	Magen E Estep	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1315	Pamela J Parker	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1316	Rachel A Schainblatt	-split-	Direct Deposit		X		273,924.05
02/04/2016	DD1317	Steve R Bonge	-split-	Direct Deposit		X		273,924.05
02/04/2016	30296	Dena Barron	-split-		45.72	X		273,878.33
02/05/2016			-split-	Deposit		X	1,238.80	275,117.13
02/05/2016			-split-	Deposit		X	2,473.77	277,590.90
02/05/2016			-split-	Deposit		X	2,496.12	280,087.02
02/05/2016			-split-	Deposit		X	5,517.75	285,604.77
02/05/2016		WAB	Services & Supplies:61...	WIRE TRANS...	45.00	X		285,559.77
02/05/2016	WIRE T...	Spinpro	200 · ACCOUNTS PA...	WIRE TRANS...	14,796.24	X		270,763.53
02/06/2016			-split-	Deposit		X	95.34	270,858.87
02/08/2016			-split-	Deposit		X	1,212.82	272,071.69
02/08/2016			-split-	Deposit		X	2,255.32	274,327.01
02/08/2016			-split-	Deposit		X	7,227.17	281,554.18
02/08/2016			-split-	Deposit		X	5,260.95	286,815.13

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Clearlake Oaks County Water District

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Register: 102.01 · WEST AMERICA - REGULAR CHECKING

From 02/01/2016 through 02/29/2016

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Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/08/2016			-split-	Deposit		X	1,969.43	288,784.56
02/09/2016			-split-	Deposit		X	2,374.67	291,159.23
02/09/2016			-split-	Deposit		X	3,599.31	294,758.54
02/09/2016			Income:410 · Client Re...	Deposit		X	50.00	294,808.54
02/09/2016	EFT	CalPers	-split-	4751900248	3,115.49	X		291,693.05
02/09/2016	EFT	CalPers	-split-	Employer Cont...	141.00	X		291,552.05
02/09/2016			102.02 · WAB SAVIN...	Funds Transfer ...	20,521.69	X		271,030.36
02/09/2016			102.03 · WAB SAVIN...	Funds Transfer ...	21,583.05	X		249,447.31
02/09/2016			102.02 · WAB SAVIN...	Funds Transfer ...	18,412.99	X		231,034.32
02/09/2016			102.03 · WAB SAVIN...	Funds Transfer ...	18,460.94	X		212,573.38
02/10/2016			-split-	Deposit		X	1,963.02	214,536.40
02/10/2016			-split-	Deposit		X	3,184.72	217,721.12
02/10/2016			-split-	Deposit		X	2,487.82	220,208.94
02/11/2016			-split-	Deposit		X	1,718.23	221,927.17
02/11/2016			-split-	Deposit		X	14,952.16	236,879.33
02/11/2016			-split-	Deposit		X	4,699.22	241,578.55
02/11/2016			-split-	Deposit		X	2,430.57	244,009.12
02/11/2016			Income:410 · Client Re...	Deposit		X	50.00	244,059.12
02/12/2016			-split-	Deposit		X	5,344.96	249,404.08
02/12/2016			-split-	Deposit		X	2,248.67	251,652.75
02/12/2016			-split-	Deposit		X	2,070.91	253,723.66
02/12/2016			-split-	Deposit		X	2,443.33	256,166.99
02/13/2016			-split-	Deposit		X	300.00	256,466.99
02/14/2016			-split-	Deposit		X	837.20	257,304.19
02/15/2016			-split-	Deposit		X	679.03	257,983.22
02/16/2016			Income:435 · Loans/Gr...	Deposit		X	26,799.00	284,782.22
02/16/2016			-split-	Deposit		X	4,363.09	289,145.31
02/16/2016			-split-	Deposit		X	4,627.56	293,772.87
02/16/2016			-split-	Deposit		X	2,477.83	296,250.70
02/16/2016			-split-	Deposit		X	16,145.32	312,396.02
02/17/2016			-split-	Deposit		X	969.98	313,366.00
02/17/2016			-split-	Deposit		X	1,483.13	314,849.13
02/17/2016	30325	ACWA/JPIA - Healt...	-split-		16,032.60	X		298,816.53
02/17/2016	30326	Advanced Electronic ...	200 · ACCOUNTS PA...		397.70			298,418.83
02/17/2016	30327	Alan Gardner	200 · ACCOUNTS PA...	MILEAGE REI...	138.78	X		298,280.05
02/17/2016	30328	Alpha Analytical Labs	200 · ACCOUNTS PA...		1,272.00	X		297,008.05
02/17/2016	30329	AT&T 555 6	200 · ACCOUNTS PA...	960 739 5348 5...	105.96	X		296,902.09
02/17/2016	30330	CA Rural Water Ass...	200 · ACCOUNTS PA...	2016 ATTEND...	425.00	X		296,477.09
02/17/2016	30331	California Air Resou...	200 · ACCOUNTS PA...	REGISTRATI...	75.00	X		296,402.09
02/17/2016	30332	Canon Financial Serv...	200 · ACCOUNTS PA...	200-5029691-0...	247.20	X		296,154.89

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Clearlake Oaks County Water District

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Register: 102.01 · WEST AMERICA - REGULAR CHECKING

From 02/01/2016 through 02/29/2016

2,66.

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/17/2016	30333	Clearlake Lava	200 · ACCOUNTS PA...		4,324.19	X		291,830.70
02/17/2016	30334	County of Lake - Spe...	200 · ACCOUNTS PA...	CUSTOMER #...	1,275.25	X		290,555.45
02/17/2016	30335	Dean A Enderlin, P.G.	200 · ACCOUNTS PA...	4TH QTR REP...	1,598.08	X		288,957.37
02/17/2016	30336	Deeper Cleaning	200 · ACCOUNTS PA...	MONTHLY S...	320.00			288,637.37
02/17/2016	30337	Dianna Mann.	200 · ACCOUNTS PA...	MILEAGE REL...	16.20	X		288,621.17
02/17/2016	30338	EDD - Unemployment	200 · ACCOUNTS PA...	ACCOUNT # 9...	4,840.77	X		283,780.40
02/17/2016	30339	Eureka Oxygen	200 · ACCOUNTS PA...	ACCT # 10016...	1,351.77	X		282,428.63
02/17/2016	30340	Francisco Castro.	200 · ACCOUNTS PA...	BOOT REIMB...	200.00	X		282,228.63
02/17/2016	30341	Grainger	200 · ACCOUNTS PA...	ACCT # 81013...	792.72	X		281,435.91
02/17/2016	30342	HD Excavating	200 · ACCOUNTS PA...		34,331.00	X		247,104.91
02/17/2016	30343	Kansas State Bank - ...	200 · ACCOUNTS PA...	3343293	6,519.87	X		240,585.04
02/17/2016	30344	Lake County Electric...	200 · ACCOUNTS PA...	CUSTOMER L...	259.59	X		240,325.45
02/17/2016	30345	Lake County Waste ...	200 · ACCOUNTS PA...		250.05	X		240,075.40
02/17/2016	30346	Magen Estep	200 · ACCOUNTS PA...		156.82	X		239,918.58
02/17/2016	30347	MC Engineering, Inc	200 · ACCOUNTS PA...		16,066.79	X		223,851.79
02/17/2016	30348	McMaster-Carr	200 · ACCOUNTS PA...	53675601	653.08	X		223,198.71
02/17/2016	30349	Mediacom - WWTP ...	200 · ACCOUNTS PA...	8384 80 003 00...	149.41	X		223,049.30
02/17/2016	30350	MICHAEL NYDAM	200 · ACCOUNTS PA...	CUSTOMER ...	161.12			222,888.18
02/17/2016	30351	Napa Auto Parts	200 · ACCOUNTS PA...		467.57	X		222,420.61
02/17/2016	30352	On Site Safety Servic...	200 · ACCOUNTS PA...	CPR TRAINING	1,000.00			221,420.61
02/17/2016	30353	People Services Inc	200 · ACCOUNTS PA...	ACCT # 1023	95.00	X		221,325.61
02/17/2016	30354	Petty Cash - Dianna ...	200 · ACCOUNTS PA...		90.74			221,234.87
02/17/2016	30355	PG&E	200 · ACCOUNTS PA...	1324698179-2	9,692.60	X		211,542.27
02/17/2016	30356	Pitney Bowes, Inc	200 · ACCOUNTS PA...	9299158	1,020.99			210,521.28
02/17/2016	30357	RAIN FOR RENT	200 · ACCOUNTS PA...	CUSTOMER #...	756.00	X		209,765.28
02/17/2016	30358	St. Helena Family He...	200 · ACCOUNTS PA...		359.80	X		209,405.48
02/17/2016	30359	Terminix	200 · ACCOUNTS PA...	MASTER AG...	70.00	X		209,335.48
02/17/2016	30360	Tri-Cities Answering...	200 · ACCOUNTS PA...	SERVICE 1/14...	202.96			209,132.52
02/17/2016	30361	United States Post Of...	200 · ACCOUNTS PA...	BULK PERMI...	500.00	X		208,632.52
02/17/2016	30362	Yolo County Flood ...	200 · ACCOUNTS PA...	JAN 2016	2,983.00	X		205,649.52
02/17/2016		QuickBooks Payroll ...	222 · Direct Deposit Li...	Created by Pay...	18,082.36	X		187,567.16
02/18/2016			-split-	Deposit		X	3,709.13	191,276.29
02/18/2016			-split-	Deposit		X	2,271.43	193,547.72
02/18/2016	E-pay	EDD - Payroll Liabili...	-split-	925-0185-7 Q...	931.43	X		192,616.29
02/18/2016	E-pay	United States Treasury	-split-	94-6050430 Q...	6,263.58	X		186,352.71
02/18/2016	DD1318	Alan J Gardner	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1319	Dan Hodem	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1320	David Valerga	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1321	Dianna L Mann	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1322	Eric W Luna	-split-	Direct Deposit		X		186,352.71

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Clearlake Oaks County Water District

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From 02/01/2016 through 02/29/2016

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Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/18/2016	DD1323	Francisco J Castro	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1324	Francisco Trujillo	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1325	Jason Mitchell	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1326	Jeremy J Backus	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1327	Magen E Estep	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1328	Pamela J Parker	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1329	Rachel A Schainblatt	-split-	Direct Deposit		X		186,352.71
02/18/2016	DD1330	Steve R Bongé	-split-	Direct Deposit		X		186,352.71
02/19/2016			-split-	Deposit		X	512.14	186,864.85
02/19/2016			-split-	Deposit		X	1,350.84	188,215.69
02/22/2016			-split-	Deposit		X	1,588.22	189,803.91
02/22/2016			-split-	Deposit		X	1,342.00	191,145.91
02/22/2016			-split-	Deposit		X	4,683.37	195,829.28
02/22/2016			-split-	Deposit		X	1,055.98	196,885.26
02/22/2016			Income:435 · Loans/Gr...	Deposit		X	55,191.12	252,076.38
02/22/2016			Income:440 · Misc Rev...	Deposit		X	70.00	252,146.38
02/22/2016	EFT	CalPers	-split-	4751900248	2,980.44	X		249,165.94
02/22/2016	30363	Aircon	200 · ACCOUNTS PA...	Settlement and ...	25,000.00			224,165.94
02/23/2016			-split-	Deposit		X	575.80	224,741.74
02/23/2016			-split-	Deposit		X	1,090.67	225,832.41
02/23/2016			Income:440 · Misc Rev...	Deposit		X	6.14	225,838.55
02/24/2016			-split-	Deposit		X	411.20	226,249.75
02/24/2016			-split-	Deposit		X	856.43	227,106.18
02/24/2016			Income:410 · Client Re...	Deposit		X	267.71	227,373.89
02/25/2016			-split-	Deposit		X	555.40	227,929.29
02/25/2016			-split-	Deposit		X	969.95	228,899.24
02/25/2016		Returned Item	-split-	RETURNED C...	216.00	X		228,683.24
02/25/2016		Returned Deposit Fee	Services & Supplies:61...	RETURNED C...	12.00	X		228,671.24
02/25/2016	30364	MC Engineering, Inc	200 · ACCOUNTS PA...		59,950.94			168,720.30
02/26/2016			-split-	Deposit		X	1,096.12	169,816.42
02/26/2016			-split-	Deposit		X	1,826.43	171,642.85
02/27/2016			-split-	Deposit		X	647.21	172,290.06
02/28/2016			-split-	Deposit			472.49	172,762.55
02/29/2016			-split-	Deposit			961.43	173,723.98
02/29/2016			-split-	Deposit			2,795.17	176,519.15
02/29/2016			-split-	Deposit			3,430.12	179,949.27
02/29/2016			-split-	Deposit			1,374.76	181,324.03
02/29/2016			Income:440 · Misc Rev...	Deposit			92.00	181,416.03
02/29/2016	EFT	AFLAC	-split-	SV365	560.58			180,855.45
02/29/2016	To Print	ACWA/JPIA - Healt...	-split-	PREMIUM CO...	15,795.62			165,059.83

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Clearlake Oaks County Water District

2.6.8
3/11/2016 2:30 PM

Register: 102.01 · WEST AMERICA - REGULAR CHECKING

From 02/01/2016 through 02/29/2016

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
02/29/2016	30365	TERESA FEDERIGI	200 · ACCOUNTS PA...	Harvey Blvd O...	1,000.00			164,059.83

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Clearlake Oaks County Water District
Payroll Summary
February 2016

J.C.

	<u>Hours</u>	<u>Rate</u>	<u>Feb 16</u>
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-1	40.56	-40.56
CTO Used	2.25	27.04	58.57
Holiday	63	36.77	1,548.08
Holiday Worked (x2.5)	42.5	39.38	2,255.78
Overtime (x1.5)	263	21.75	7,109.94
PTO	84.28	14.50	2,074.97
Straight	1,900.5	14.50	41,543.06
Board			200.00
Duty Pay			2,835.00
Total Gross Pay	2,354.53		57,584.84
Deductions from Gross Pay			
ACWA (pre-tax)			-1,734.28
AFLAC (pre-tax)			-439.24
AFLAC (taxable) AFTER TAX			-121.36
CALPers EE (Pretax)			-1,695.90
Total Deductions from Gross Pay			-3,990.78
Adjusted Gross Pay	2,354.53		53,594.06
Taxes Withheld			
Federal Withholding			-4,299.00
Medicare Employee			-803.46
Social Security Employee			-3,435.50
CA - Withholding			-1,209.19
CA - Disability			-498.72
Total Taxes Withheld			-10,245.87
Deductions from Net Pay			
Miscellaneous Deduction			-100.00
Total Deductions from Net Pay			-100.00
Net Pay	2,354.53		43,248.19
Employer Taxes and Contributions			
Medicare Company			803.46
Social Security Company			3,435.50
Total Employer Taxes and Contributions			4,238.96

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Clearlake Oaks County Water District
Trial Balance
 As of February 29, 2016

2,d

	Feb 29, 16	
	Debit	Credit
102.04 · DWR - CHECKING	400.00	
101 · LAIF - CASH IN BANK	290,491.03	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	164,059.83	
102.02 · WAB SAVINGS - CRP WATER	116,672.91	
102.03 · WAB SAVINGS - CRP SEWER	115,831.60	
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	1,779,982.05	
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	22,682.50	
124 · D/C System:124.30 · Lift Stations:124.31 · Lift Station 7 Bypass	67,318.07	
124 · D/C System:124.50 · Mains	5,526.58	
125 · Land	277,470.00	
129 · ALLOW. FOR DEPRECIATION		7,747,170.00
200 · ACCOUNTS PAYABLE		101,909.75
210 · Cal Card:210.05 · Cal Card - Dan - 4075		996.62
210 · Cal Card:210.04 · Cal Card - Alan - 4000		1,372.03
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	
280 · Loan:280.01 · Kansas State Bk - VACON		79,550.65
280 · Loan:280.03 · Kansas State Bk - Camera Traile		20,832.53
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion	9,222.12	
222 · Direct Deposit Liabilities	2,051.10	
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 O...	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERI...	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		2,051.10
223.45 · FICA & SOCIAL SEC PAYABLE	340.68	
223.50 · MEDICARE TAX PAYABLE	160.05	

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**Clearlake Oaks County Water District
Trial Balance
As of February 29, 2016**

2,101

	Feb 29, 16	
	Debit	Credit
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	377.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	84.49	
223.65 · STATE DISABILITY PAYABLE	24.73	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	590.09	
223.80 · DEFERRED COMP PAYABLE	0.00	
223.85 · MISC DEDUCTIONS PAYABLE		350.00
223.90 · COMPENSATED EMPLOYEE BENEFITS		49,102.00
24000 · Payroll Liabilities	1.46	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		6,009,715.61
304 · Opening Balance Equity		328,889.15
306 · Retained Earnings - OLD		708,745.59
Income:410 · Client Reg Pmt		1,271,632.05
Income:420 · Connection Fees		1,815.00
Income:425 · CRP		271,800.64
Income:430 · Penalty & Interest		25,931.26
Income:435 · Loans/Grants:435-2 · Water Distribution Study		55,191.12
Income:435 · Loans/Grants:435-1 · Inflow and Infiltration Study		240,607.00
Income:440 · Misc Revenue		21,231.65
Income:450 · Other - Non S/W Rev		139,481.50
Salaries & EE Benefits:505 · Salaries & Wages	473,494.46	
Salaries & EE Benefits:510 · Contract Labor	9,250.00	
Salaries & EE Benefits:520 · FICA - District Share	34,994.89	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	102,426.89	
Salaries & EE Benefits:540 · PERS - District Share	37,582.62	
Salaries & EE Benefits:550 · Unemployment	8,419.96	
Salaries & EE Benefits:560 · Workers Comp Ins	16,012.00	
Services & Supplies:605 · Advertising	7,910.35	
Services & Supplies:610 · Bank Fees	6,446.60	
Services & Supplies:620 · Communications & Internet	6,668.59	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	1,177.13	
Services & Supplies:630 · Equip - Office	315.67	
Services & Supplies:640 · Fuel & Oil	11,288.12	
Services & Supplies:645 · Insurance	69,185.00	
Services & Supplies:650 · Interest	2,690.11	
Services & Supplies:657 · Lab	17,152.38	
Services & Supplies:660 · Memberships & Subscription	32,601.93	
Services & Supplies:665 · Mileage Reimb	1,863.87	
Services & Supplies:670 · Postage & Shipping	5,981.62	
Services & Supplies:675 · Professional Services	47,559.14	
Services & Supplies:675 · Professional Services:675-6 · Inflow & Infi...	1,034.67	
Services & Supplies:675 · Professional Services:675-5 · USDA Const...	760.00	
Services & Supplies:675 · Professional Services:675-5 · USDA Const...	2,160.00	
Services & Supplies:675 · Professional Services:675-4 · MC USDA C...	23,365.69	
Services & Supplies:675 · Professional Services:675-3 · MC WWTP ...	6,875.00	
Services & Supplies:675 · Professional Services:675-2 · MC Water Di...	105,683.22	
Services & Supplies:675 · Professional Services:675-1 · MC Inflow & ...	223,474.97	
Services & Supplies:685 · Rents	3,955.62	
Services & Supplies:690 · Safety & Security	8,819.90	
Services & Supplies:700 · Tools & Instruments	9,886.35	
Services & Supplies:703 · Supplies - Clothing & Personal	3,982.85	
Services & Supplies:705 · Supplies - Office	4,999.53	
Services & Supplies:715 · Supplies-Chemicals-Operating	131,681.37	
Services & Supplies:720 · Supplies - Inventory - Other	3,393.93	
Services & Supplies:730 · Taxes - Licenses	2,689.57	
Services & Supplies:735 · Training	2,971.39	
Services & Supplies:745 · Travel	86.69	
Services & Supplies:750 · Utilities	119,670.50	
Services & Supplies:760 · Waste Disposal	23,229.97	
Services & Supplies:795 · Yolo Co	23,171.01	
Services & Supplies:799 · Misc	41,772.26	
Repairs & Replacement:850 · CRP:850.1 · Sewer	876.00	

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2:00 PM
03/11/16
Accrual Basis

Clearlake Oaks County Water District
Trial Balance
As of February 29, 2016

2, d. 2

	Feb 29, 16	
	Debit	Credit
Repairs & Replacement:810 · R&R Buildings & Grounds	39,979.40	
Repairs & Replacement:815 · R&R Damage Claim		6,470.26
Repairs & Replacement:820 · R&R Electronics	5,005.88	
Repairs & Replacement:830 · R&R Equipment	14,676.76	
Repairs & Replacement:832 · R&R D/C	46,647.71	
Repairs & Replacement:840 · R&R Vehicles	24,114.16	
7190 · SAFETY - SEWER OP		11.51
66000 · Payroll Expenses	269.00	
TOTAL	17,084,857.02	17,084,857.02

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**Clearlake Oaks County Water District
A/P Aging Summary
All Transactions**

2.e

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
ACWA/JPIA - W/C & Liab	0.00	11,727.00	0.00	0.00	0.00	11,727.00
Alpha Analytical Labs	296.00	302.00	0.00	0.00	0.00	598.00
Bill Fredriksson	360.00	0.00	0.00	0.00	0.00	360.00
Clearlake Machine Shop	8.33	0.00	0.00	0.00	0.00	8.33
Coastal Mountain Electric	12,124.00	0.00	0.00	0.00	0.00	12,124.00
Deeper Cleaning	320.00	0.00	0.00	0.00	0.00	320.00
Department of Transportation	35,800.00	0.00	0.00	0.00	0.00	35,800.00
Hayden Solar, LLC	3,483.92	0.00	0.00	0.00	0.00	3,483.92
Jason Mitchell.	217.57	0.00	0.00	0.00	0.00	217.57
John Hammer	225.00	0.00	0.00	0.00	0.00	225.00
Kansas State Bank - Vacon - Mon...	6,519.87	0.00	0.00	0.00	0.00	6,519.87
Lake County Waste Solutions	250.05	0.00	0.00	0.00	0.00	250.05
MC Engineering, Inc	21,105.04	0.00	0.00	0.00	0.00	21,105.04
McMaster-Carr	2,512.23	0.00	0.00	0.00	0.00	2,512.23
Mediacom - WWTP 1294	149.41	0.00	0.00	0.00	0.00	149.41
Mendo Mill	103.64	0.00	0.00	0.00	0.00	103.64
Municipal Maintenance Equipment	104.88	0.00	0.00	0.00	0.00	104.88
Napa Auto Parts	127.17	0.00	0.00	0.00	0.00	127.17
National Meter	840.00	0.00	977.34	0.00	0.00	1,817.34
Nave & Cortell, LLP	120.00	0.00	0.00	0.00	0.00	120.00
Pace	168.99	-1,734.24	0.00	0.00	0.00	-1,565.25
RAIN FOR RENT	756.00	0.00	0.00	0.00	0.00	756.00
Terminix	0.00	175.00	0.00	0.00	0.00	175.00
Tri-Cities Answering Service	209.00	0.00	0.00	0.00	0.00	209.00
USA BlueBook	1,276.88	0.00	0.00	0.00	0.00	1,276.88
TOTAL	87,077.98	10,469.76	977.34	0.00	0.00	98,525.08

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3.a

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

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

February 18, 2016

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.

Call to Order – 4:00 p.m.

Pledge of Allegiance

**Roll Call - Directors Present: Medeiros/Hosier/Heeszal/Barron/Kuehn
Staff Present: Gardner/Mitchell/Hodem/Mann**

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. Grants/Administration
 - b. Customer Service
 - c. Water Plant Operator
 - d. Waste Treatment Plant Operator
 - e. Operations Manager
 - f. General Manager
- 2. **Financial Reports for review and approval**
 - a. December 2015 QB balance sheet and profit & loss statements
 - b. Bank account balances, accounts receivable, and check register
 - c. Employee payroll report
 - d. Aged trial balance summary
 - e. Vendor aging report
- 3. **Minutes of previous meeting for review and approval**
 - a. Minutes of Regular Meeting 1-21-16
 - b. Minutes of Special Meeting 2-4-16
 - c. Minutes of Special Meeting 2-8-16

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4. Bills

- a. MC Engineering Invoice No. 1322-2, dated 12/31/2015, in the amount of \$8,862.50 for USDA Wastewater pre-design, design, contract phase
- b. MC Engineering Invoice No. 1323-2, dated 12/31/15, in the amount of \$29,014.86 for Water Distribution Study
- c. MC Engineering Invoice No. 1330, dated 1/31/16, in the amount of \$7,204.29 for USDA Wastewater pre-design, design, contract phase
- d. MC Engineering Invoice No. 1326, dated 1/31/16, in the amount of \$30,936.08 for Water Distribution Study
- e. PACE Supply Invoice No. 023106376, dated 1/5/16, in the amount of \$12,877.74 for Lift Station 7 bypass
- f. County of Lake Statement dated 1/19/16, in the amount of \$7,248.72, for expenses to cover the November 3, 2015 election

5. Resolutions

- a. Resolution No. 16-05, Authorizing Representative for the Inflow and Infiltration pre-design, design and construction phase

Action Taken: (28:00) Motion to accept consent items collectively with a correction to 2-8-16 minutes

HOSIER/KUEHN M/S/C

AYES: MEDIEROS/HOSIER/HEESZEL/BARRON/KUEHN

NOES: NONE

ABSTAIN: NONE

6. Agenda (Old Business)

- a. **(28:17)** Discussion and consideration of CSA 16 annexation progress

Action Taken: Moved to closed session to discuss annexation boundaries with attorney

- b. Discussion and consideration of Harvey Blvd. tank site

Action Taken: Directed General Manager to move forward with \$1,000.00 option for Harvey Site to make sure the site works for the District

- c. **(46:07)** Discussion and consideration of Consumer Claim for 13330 1st Street

Action Taken: Motion to deny, however the District is willing to set up payment plan

BARRON/KUEHN M/S/C

AYES: MEDIEROS/HOSIER/HEESZEL/BARRON/KUEHN

NOES: NONE

ABSTAIN: NONE

- d. Discussion and consideration of scheduling Directors for check signing

Action Taken: Directors Medeiros and Hosier will check in every Thursday with Director Heeszel as a backup

- e. **(53:00)** Discussion and consideration of generator and electrical panel for Water Plant

Action Taken: No Action

- f. **(53:24)** Discussion and consideration of purchasing new valves for water and sewer mains

Action Taken: (1:07:09) Motion to purchase three (3) valves

HOSIER/KUEHN M/S/C

AYES: MEDIEROS/HOSIER/HEESZEL/BARRON/KUEHN

NOES: NONE

ABSTAIN: NONE

7. **Agenda (New Business)**

- a. **(52:20)** Discussion and consideration of Consumer Claim for 12972 2nd Street

Action Taken: Motion to deny
BARRON/KUEHN M/S/C
AYES: MEDIEROS/HOSIER/HEESZEL/BARRON/KUEHN
NOES: NONE
ABSTAIN: NONE

- b. **(1:07:38)** Discussion and consideration of tracking CRP expenditures

Action Taken: Consensus of the Board to continue using General Ledger for expenditures

- c. **(1:09:14)** Discussion and consideration of Contract for Consulting Services between District and MC Engineering for the Wastewater Treatment Plant Recycling Study with SWRCB

Action Taken: No Action. Board directed General Manager to set up a meeting with MCE

- d. **(1:28:00)** Discussion and consideration of the District adding a cellular line for the Board President

Action Taken: (1:35:27) No Action

- e. **(1:35:33)** Discussion of District's Limit of Liability on Forfeiture Form

Action Taken: Consensus of the Board to change the word "random" to "initial" in paragraphs 1,2,& 4, then make necessary grammar corrections

- f. Discussion and consideration of Forfeiture Form for 11745 E. Hwy. 20

Action Taken: No Action

- g. **(1:49:33)** Discussion and consideration of adopting a Mission Statement for District

Action Taken: Motion to keep the Mission Statement that appears on the website.
KUEHN/HOSER M/S/C
AYES: MEDIEROS/HOSIER/HEESZEL/BARRON/KUEHN
NOES: NONE
ABSTAIN: NONE

- h. Discussion and consideration of appointing a committee for creating new bylaws, policies and procedures

Action Taken: Committee will be Directors Heeszal and Barron and General Manager

- i. Discussion and consideration of appointing a budget committee

Action Taken: Committee will be Directors Medeiros and Hosier and General Manager

Closed Session

Time: 5:55 p.m.

- a. Discussion and consideration of update of anticipated litigation with Aircon Energy pursuant to Government Code 54956(b)

Action Taken: Motion to pay settlement in the amount of \$25,000

HEESZEL/HOSIER M/S/C

AYES: MEDIEROS/HOSIER/HEESZEL

NOES: BARRON/KUEHN

ABSTAIN: NONE

- b. Discussion and consideration of eminent domain concerning 589 Keys Blvd

Action Taken: No Action

Item moved from 6.a

- c. Discussion of Paradise Cove's Annexation boundary pursuant to Government Code 54956.9

Action Taken: No Action

Open Session

Time: 6:18 p.m.

Directors and Committee's Reports and Comments:

Adjournment

Time: 6:19 p.m.

SIGNED: _____
Margaret Medeiros, Board President

ATTESTED TO: _____
Karl Hosier, Vice President

3.6

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

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

March 3, 2016

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 24 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.

Call to Order – 11:00 a.m.

Pledge of Allegiance

**Roll Call – Directors Present: Medeiros, Hosier, Heeszal, Kuehn
Directors Absent: Barron, Barron arrived at 11:18 a.m.
Staff Present: General Manager, Alan Gardner, Board Secretary, Dianna Mann**

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

1. Agenda (Old Business)

- a. Discussion and review of MC Engineering Consulting Contract with MC Engineering

Action Taken: No Action

- b. Discussion and consideration of Contract for Consulting Services between District and MC Engineering for the Wastewater Treatment Plant Recycling Study with SWRCB

Action Taken: Carried Forward

- c. Discussion and consideration of maintenance and repairs for Lift Station 10

Action Taken: No Action

Directors and Committee's Reports and Comments:

Adjournment Time: 12:36 p.m.

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

**ATTESTED TO: _____
Karl Hosier, Vice President**

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4.a



MC Engineering, Inc.
 6917 Ohana Place
 Orangevale, CA 95662

Invoice

Date	Invoice #
02/29/2016	1336

Bill To

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

P.O. No.	Terms	Due Date	Account #	Project
	Net 30	03/30/2016		Water Master Plan
Description	Qty	Rate	Amount	
Operations Management Engineer, John Pedri, PE	19	140.00	2,660.00	
Project Manager, Mark Carey, PE	23	145.00	3,335.00	
Project Engineer 2, Richard Relyea	26	95.00	2,470.00	
Engineering Tech, Jose Diaz-Mendez	14	55.00	770.00	
Data Analyst, Jacobus Prins, PE	4	150.00	600.00	
1/12/16 John Pedri Travel Mileage	210	0.54	113.40	
2/1/16 Mark Carey Travel Mileage	40	0.54	21.60	
Dec John Pedri Travel Mileage	210	0.54	113.40	
National Meter and Automation Invoice	1	9,472.62	9,472.62	
Total			\$19,556.02	
Payments/Credits			\$0.00	
Balance Due			\$19,556.02	

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

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Coastal Mountain Electric

James Day Construction, Inc.
 PO Box 678
 Lower Lake, CA 95457

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

Invoice

4, 10
 6700

Date: 3/2/2016
 Due Date: 4/1/2016

Ph: 707-994-0437 * Fx: 707-994-8504

Contact:

Project

6433 Emergency Repairs

Clearlake Oaks Water
 PO BOX 709
 Clearlake Oaks, CA 95423

Job Site Address:

Clearlake Oaks Water
 12952 E Highway 20
 Clearlake Oaks, CA 95423

Ph: 707-998-3322

Fx: 707-998-1245

Vender#	Rep	P.O. Number	Terms
	JR	T&M	Net 30

Service Date	Description	Qty	Cost	Total
1/19/16-1/28/16	Emergency repairs to lift station #2: Inspect damage. Remove all electrical equipment other than meter section from downed pole. Went to water plant and removed transfer switch and broken starters from motor control panel. Installed temporary controls at lift station #2. Removed pole, widened hole, set new pole. Dug hole for backboard post. Set 6x6x10 post, built backboard, set gear, gutter and riser. Pipe threading and grounding. Hooked up wiring for lift station. Performed earth resistance test on ground rod and labeled panel. Relocated controls for lift station. Materials used.	1	9,214.00	9,214.00
		1	2,910.00	2,910.00

810/S

 RECEIVED
 MAR 07 2016
 BY:

ENTERED
 3/8/16

Total	\$12,124.00
Payments/Credits	\$0.00
Balance Due	\$12,124.00

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

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MCE USDA Agreement Task	USDA Contract (\$)	Planning Grant Task Crossover Task
Study and Report Phase (PER Completed)	\$20,822.00 N/A	
Preliminary Design Phase	\$89,235.00	50% of Tasks 1.1, 1.2, 2.1, 2.2, 2.3, and 2.4 (see Note 1)
Final Design Phase	\$181,549.00	30% of Task A, 3.1, 3.2, 3.3, 4.1, 4.2, 5.1, 5.2, and 5.3 (see Note 2)
Bidding and Negotiating Phase	\$25,000.00	Credit Against USDA from State Funding
Construction Phase	\$129,309.00	
Post Construction Phase	\$25,000.00	
Contingency	\$70,636.00	
Subtotal:	\$541,545.00	
Representative Project Rep	\$54,302.00	
Additional Services	\$115,000.00	
	\$710,847.00	

State Planning Grant Cost Crossover Total \$
 N/A
 \$47,875.00
 \$28,545.00
\$76,420.00
 This amount is considered 100% reimbursable from Grant

State Planning Grant (\$)	State Planning Grant Task
\$10,680.00	Project Management and Administration (Task A)
\$12,670.00	Phase I: Records Search and Operations Review
\$13,210.00	Task 1.1, Records Search
	Task 1.2, Operations Review
	Phase II: Mapping, Process Flow Analysis, and Modeling
\$19,420.00	Task 2.1, Aerial Survey and Mapping
\$14,685.00	Task 2.2, Process Data Collection and Lab Testing
\$33,345.00	Task 2.3, Process Analysis and Modeling
\$2,420.00	Task 2.4, Base Map and Technical Memo
	Phase III: Equipment Condition and Efficiency Assessment
\$5,420.00	Task 3.1, Prepare Equipment Inventory
\$6,080.00	Task 3.2, Equipment Conditions Assessment
\$5,290.00	Task 3.3, Efficiency Evaluation
	Phase IV: Deficiency Report and Recommendations
\$10,070.00	Task 4.1, Develop List of Deficiencies by Unit Process
\$14,760.00	Task 4.2, Prepare Deficiency Report and Recommendations
	Phase V: Facilities Plan and Environmental Document
\$9,440.00	Task 5.1, Cost Estimating
\$22,450.00	Task 5.2, Draft Report
\$10,960.00	Task 5.3, Final Report
\$27,570.00	Task 5.4, Environmental (EIR Neg. Dec Amendment)
	Phase VI: Reclamation Facility Evaluation
\$9,000.00	Additional Maps and Study Area Evaluations
\$13,460.00	Water Balance Supply Characteristics, and Related Facilities
\$15,310.00	Wastewater Treatment Requirements and Additional Process Eval
\$11,320.00	Recycled Water Market Evaluation
\$6,220.00	Alternatives Analysis
\$4,970.00	Recommended Project Description
\$4,790.00	Implementation and Operational Plans
\$5,540.00	Construction Financing and Revenue Program
\$10,560.00	Environmental (EIR Neg. Dec Amendment)
\$299,640.00	

Attachment E USDA Crossover Costs

Clearlake Oaks County Water District
P.O. Box 709 /12952 E. Hwy 20
Clearlake, Ca 95423
Phone: (707) 998-3322 Fax: (707) 998-1245

b.c.

Consumer Claim For Resolution Form

Claimant Instructions: Clearly state your claim/grievance(s) for resolution with accompanied supporting documentation attach hereto. All claims/grievance(s) shall be submitted to the Clearlake Oaks County Water District-General Manager. Action taken by the District in an effort to resolve and execute settlement of any and all claim/grievance(s) will be made within the boundaries of Clearlake Oaks County Water District Ordinances, Rules, Regulation, Policies, Procedures, and all applicable State and Federal Law applied. If Clearlake Oaks County Water District and the "claimant" cannot secure settlement and/or resolution of a matter, an application for a "Special Meeting" shall be submitted by the "Claimant" into the Clearlake Oaks County Water District General Manager. The matter shall be placed on calendar and heard before the Clearlake Oaks County Water District Board of Directors. (Article 1.4-Appeals/Ordinance 31)

Name of Claimant(s): Leon & LARA Weldy

Claimants(s) Address: 13820 PEACH CIR
CLEARLAKE OAKS 95423

Do you want all notices to be sent to the above listed address? Yes No

If no, state the address where you would like notices to be sent:

Date and time of the incident: 02-16-16

Where the incident(s) occurred: 13820 PEACH CIR. CLO

Description of the incident: Called to see if there would be a charge
to have water turned off to repair outside faucet, I was
told there would NOT be a charge if it would be less than
24 HRS

Now I am being billed \$100.00 for turning water back on
I don't believe I should be charged for this

Description of injury, damage and/or loss: _____

Name(s) of the public employee(s) who caused the injury, damage and/or loss:

Leon R Weldy 3-10-16

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Clearlake Oaks County Water District
P.O. Box 709 /12952 E. Hwy 20
Clearlake, Ca 95423
Phone: (707) 998-3322 Fax: (707) 998-1245

6, b

Consumer Claim For Resolution Form

Claimant Instructions: Clearly state your claim/grievance(s) for resolution with accompanied supporting documentation attach hereto. All claims/grievance(s) shall be submitted to the Clearlake Oaks County Water District-General Manager. Action taken by the District in an effort to resolve and execute settlement of any and all claim/grievance(s) will be made within the boundaries of Clearlake Oaks County Water District Ordinances, Rules, Regulation, Policies, Procedures, and all applicable State and Federal Law applied. If Clearlake Oaks County Water District and the "claimant" cannot secure settlement and/or resolution of a matter, an application for a "Special Meeting" shall be submitted by the "Claimant" into the Clearlake Oaks County Water District General Manager. The matter shall be placed on calendar and heard before the Clearlake Oaks County Water District Board of Directors. (Article 1.4-Appeals/Ordinance 31)

Name of Claimant(s): VICKI CARR

Claimants(s) Address: 11055 EAST HIGHWAY 20
CLEARLAKE OAKS, CA 95423

Do you want all notices to be sent to the above listed address? Yes No

If no, state the address where you would like notices to be sent:

Date and time of the incident: PLEASE SEE ATTACHED

Where the incident(s) occurred: _____

Description of the incident: _____

Description of injury, damage and/or loss: _____

Name(s) of the public employee(s) who caused the injury, damage and/or loss:

RECEIVED
FEB 16 2016

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BY:

6.b.1

Clearlake Oaks County Water District
P.O. Box 709 /12952 E. Hwy 20
Clearlake, Ca 95423
Phone: (707) 998-3322 Fax: (707) 998-1245

If the claimed amount of the injury, damage and/or loss is less than \$10,000 state the amount including the estimated amount of any prospective injury damage and/or loss and the basis for the amount claimed:

\$150⁰⁰ AMOUNT OF "MISC. CHARGES"

Vicki Carr 2-12-16
Signature Date

Office Use Only

Date Received: _____ **By:** _____

Claim Resolved Yes No
If Yes, what was the result: _____

Claim Denied: Yes No

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4.6.2

On the morning of January 2, 2016, I awoke to find I had no water. Knowing that several times in the last few years the water has been turned off by the water company for maintenance, my first reaction was to call your office and inquire whether they knew of an issue or if anyone else had reported no water. I reached the answering service. I stated the reason for my call. I was asked if my account was paid up to date. I responded that it was. She stated that she would look into it and that I would receive a call back. At no point did I request service to my property, nor was I told that there would be a charge for that service. After an hour with no further information, I called again and the answering service connected me to a water company employee. I then discovered that he had been to the gate of my property and determined that the water was running up to my property line.

When I received my most recent bill there was a \$150 charge with the description "Misc. Charges." I called your office to inquire as to the reason for this charge and was told that it was due to a service call on January 7th; my call to the answering service was on January 2nd and I am not aware of any activity on January 7th.

I believe I was charged \$150 in error for the following reasons: 1) I never requested an employee dispatch; 2) I was never told that I would be charged \$150 for the aforementioned service; 3) the service date in your records does not match any activity on my property.

In good faith I have paid your bill in full and I am respectfully requesting a reversal of the \$150.

Thank you in advance for your attention to this matter.

Regards,

Vicki Carr

CLEARLAKE OAKS COUNTY WATER DISTRICT
P.O. BOX 709 / 12952 E. HIGHWAY 20
CLEARLAKE OAKS, CA 95423, (707) 998-3322

Presorted
First-Class Mail
U.S. Postage Paid
Clearlake Oaks, CA
Permit No. 9

SERVICE LOCATION		
11055 E HWY 20		
SERVICE FROM	SERVICE TO	USAGE IN GAL
12/14/2015	01/12/2016	2020
Previous Reading	Current Reading	Usage (Cu. Ft. x 100)
34768	35038	2.70
SERVICES		AMOUNT
PREV BALANCE		42.32
PAYMENTS RECD		-42.32
WATER		31.97
SEWER		0.00
CRP		9.41
MISC CHARGES		150.00
Cust. Acct. No.	Service Acct. No.	AMOUNT DUE
3992	03335	191.38

ALL CHARGES ARE DUE AND PAYABLE UPON RECEIPT. PREVIOUS BALANCES ARE DELINQUENT.

Billing Date	DELINQUENT ON	AMOUNT PAID
01/25/2016	02/15/2016	
Cust. Acct. No.	Service Acct. No.	AMOUNT DUE
3992	03335	191.38

CLEARLAKE OAKS COUNTY WATER DISTRICT
P.O. BOX 709 / 12952 E. HIGHWAY 20
CLEARLAKE OAKS, CA 95423, (707) 998-3322
www.clocwd.org

PLEASE RETURN THIS STUB WITH YOUR PAYMENT.
TO:

VICKI & JOHN CARR
11055 E HWY 20
CLEARLAKE OAKS, CA 95423-8341

Offices will be closed 2/15/16 for President's Day

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b.d

JPIA Board of Directors - Member/Alternate

An excerpt from the JPIA Agreement:

"Article 7 - Board of Directors"

- (a) The Authority shall be governed by the Board of Directors which is hereby established and which shall be composed of one representative from each Member, who shall be a Member director selected by the governing board of that Member. Each Member, in addition to appointing its member of the Board, shall appoint at least one alternate who shall be an officer, member of the governing board, or employee of that Member. The alternate appointed by a Member shall have the authority to attend and participate in any meeting of the Board when the regular member for whom he or she is an alternate is absent from said meeting.
- (b) Each Director or alternate of the Board shall serve until a successor is appointed. Each Director or alternate shall serve at the pleasure of the Member by which he or she has been appointed.
- (c) Each Director representing a Member, or his or her alternate, shall have one vote.

Please have your agency's Board of Directors designate a JPIA Director Representative and Alternate Representative.

Member Agency: _____

JPIA Director Representative: _____

Must be a member of the agency's board of directors.

Preferred mailing address: _____

E-mail address: _____

Phone number: _____

Assuming office date: _____

JPIA Alternate Representative: _____

Preferred mailing address: _____

E-mail address: _____

Phone number: _____

Please mail form to: Attn: Bobbette Wells, ACWA/JPIA, PO Box 619082, Roseville, CA 95661-9082

or FAX to: (916) 774-7040

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6.9

**CLEARLAKE OAKS COUNTY WATER DISTRICT
RESOLUTION NO. 16-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CLEARLAKE
OAKS COUNTY WATER DISTRICT APPROVING THE WASTEWATER
COLLECTION SYSTEM INFILTRATION/INFLOW ANALYSIS AND MAPPING PROGRAM
PROJECT, AND AN ADDENDUM TO THE EXISTING MITIGATED
NEGATIVE DECLARATION THAT WAS PREPARED FOR THE
CLEARLAKE OAKS COUNTY WATER DISTRICT WASTEWATER
INFRASTRUCTURE REHABILITATION IN ACCORDANCE WITH THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND ADOPTING A
MITIGATION MONITORING AND REPORTING PROGRAM**

WHEREAS, the Clearlake Oaks County Water District (DISTRICT) contracted with MC Engineering to prepare a Collection System Infiltration/Inflow Analysis and Mapping Program (I/I Project Report), as authorized by the State Water Resources Control Board (SWRCB) to analyze and provide cost-effective solutions to its aging and deteriorated wastewater collection system and selected raw sewer lift stations; and

WHEREAS, an environmental firm was selected by the DISTRICT to prepared an Initial Study/Mitigated Negative Declaration for the proposed project, in accordance with the requirements of the California Environmental Quality Act of 1970, as amended ("CEQA"), and state and local guidelines implementing CEQA; and

WHEREAS, it was agreed to that an **Addendum** to the approved (September 18, 2014) Mitigated Negative Declaration for the USDA Clearlake Oaks County Water District Wastewater Infrastructure and Rehabilitation Project, be prepared to address all CEQA concerns for the recently completed State Water Resources Control Board I/I Project Report and subsequent rehabilitation projects; and

WHEREAS, in connection with the approval of a project involving the preparation of an initial study/mitigated negative declaration that identifies one or more significant environmental effects, CEQA requires the decision-making body of the lead agency to incorporate feasible mitigation measures that would reduce those significant environment effects to a less-than-significant level; and

WHEREAS, whenever a lead agency approves a project requiring the implementation of measures to mitigate or avoid significant effects on the environment, CEQA also requires a lead agency to adopt a Mitigation Monitoring and Reporting Program to ensure compliance with the mitigation measures during project implementation; and

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WHEREAS, the District is the lead agency on the Project, and the Board is the decision- making body for the proposed I/I Project; and

WHEREAS, the Board has reviewed and considered the Addendum to the Initial Study/Mitigated Negative Declaration and related Mitigation Monitoring and Reporting Program for I/I Project Report and intends to take actions on the Project in compliance with CEQA and state and local guidelines implementing CEQA; and

WHEREAS, the I/I Project Report and its recommended rehabilitation projects will not individually or cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the California Department of fish and Game Code.

NOW, THEREFORE, BE IT RESOLVED, by the Clearlake Oaks County Water District Board of Directors that the Board does hereby make the following findings:

1. The District approves the Collection System Infiltration/Inflow Analysis and Mapping Program and recommended rehabilitation projects.
2. The District has independently reviewed and analyzed the Addendum to the Initial Study/Mitigated Negative Declaration and other information in the record and has considered the information contained therein, prior to acting upon or approving the Project.
3. The Addendum to the Initial Study/Mitigated Negative Declaration prepared for the USDA Wastewater Infrastructure and Rehabilitation and the SWRCB I/I Projects has been completed in compliance with CEQA and consistent with state and local guidelines implementing CEQA.
4. The Addendum to the Initial Study/Mitigated Negative Declaration represents the independent judgment and analysis of the District as lead agency for the Project.
5. Within five days the District will file the attached Notice of Determination (NOD) with the State of California Office of Planning and Research along with the County Clerk of the County of Lake. The Board designates the General Manager at the Administrative Office located at 12952 E. Hwy 20 Clearlake Oaks, California as the custodian of documents and records of proceedings on which this decision is based; and that the Board does hereby approves the project(s) and adopt the Mitigation Monitoring and Reporting Program prepared for the Project(s). The Addendum to the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program are: (1) on file in the Office of the General Manager, located at 12952 E. Hwy 20 Clearlake Oaks, Ca and (2) available for inspection by any interested person.

6.92

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 17th day of March, 2016 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

Attest: _____
Karl Hosier, Vice President

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6.9.3

This addendum identified and analyzed the changes to the Proposed Project since the 2014 Mitigated Negative Declaration (MND) adopted for the Rehabilitation Project. The addendum has reevaluated each environmental resource and did not identify new potentially significant effects to the environment that were not previously discussed in the 2014 MND. The changes to the Proposed Project would not result in any new significant effects or a substantial increase in the severity of any previously identified significant effects. Further, the changes to the Proposed Project do not represent substantial changes or involve new information of substantial importance that would warrant preparation of a subsequent MND under Section 15162.

Margaret Medeiros, Board President

Date

Print Name

Clearlake Oaks County Water District

Lead Agency

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6.g.4

Notice of Determination

Appendix D

To:

[X] Office of Planning and Research
U.S. Mail: P.O. Box 3044 Sacramento, CA 95812-3044
Street Address: 1400 Tenth St., Rm 113 Sacramento, CA 95814

[X] County Clerk
County of: Lake
Address: 255 North Forbes St. Lakeport, Ca. 95453

From:

Public Agency: Clearlake Oaks County Water Dist
Address: P.O.B 709 / 12952 E California Highway 20 Clearlake Oaks, California 95423

Contact: Alan Gardner, General Manager
Phone: 707-998-3322

Lead Agency (if different from above):
Address:
Contact:
Phone:

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse): 2014042073

Project Title: Clearlake Oaks County Water District Wastewater Collection System I/I Analysis and Mapping Program

Project Applicant: Clearlake Oaks County Water District

Project Location (include county): Clearlake Oaks, Lake County, California

Project Description:

The purpose of this addendum to the MND is to evaluate potential environmental impacts associated with the modifications to the Rehabilitation Project that are necessary to address the areas of concern identified in the I&I Analysis and SSES. The Rehabilitation Project, including the improvements evaluated in the 2014 IS and the proposed modifications evaluated in this addendum, is collectively referred to as the Proposed Project. This addendum addresses collection system rehabilitation projects, including sewer collection system pipeline repairs and replacements, manhole and house service repairs, and upgrades to lift stations no. 2 and no. 7.

This is to advise that the Clearlake Oaks County Water District has approved the above (X) Lead Agency or () Responsible Agency

described project on March 17, 2016 and has made the following determinations regarding the above described project.

- 1. The project [] will [X] will not] have a significant effect on the environment.
2. [] An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA. [X] A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [X] were [] were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [X] was [] was not] adopted for this project.
5. A statement of Overriding Considerations [] was [X] was not] adopted for this project.
6. Findings [X] were [] were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:

Clearlake Oaks County Water District Offices, 12952 California Highway 20, Clearlake Oaks, California 95423

Signature (Public Agency): Title: Board President

Date: March 17, 2016 Date Received for filing at OPR:

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