

**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

**FEBRUARY 21, 2019**

This meeting will be conducted by Roberts Rule of Order.

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

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

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

**AGENDA**

**Call to Order – 4:00 p.m.**

**Pledge of Allegiance**

**Roll Call**

- Mrs. Margaret Medeiros, President    Mr. Karl Hosier, Vice President
- Mr. Samuel Boucher, Director    Mr. Stanley Archacki, Director,    Mrs. Barbara Higman, Director
  
- Mrs. Dianna Mann – General Manager    Mrs. Olivia Mann - Secretary of the Board

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

**Public comment on non-agenda items**

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

**Consent Items**

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

1. **Staff Written Operational Reports**
  - a. Customer Service
  - b. Lead Distribution Operator
  - c. Water Plant Chief Operator
  - d. Wastewater Plant Chief Operator
  - e. General Manager
2. **Financial Reports for review and approval**
  - a. January 2019, QB balance sheet and profit & loss statements
  - b. Bank account balances and accounts receivable
  - c. Employee payroll report
  - d. Aged trial balance summary
  - e. Vendor aging report, accounts payable breakdown

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

- a. Minutes of Regular Meeting 01-17-19

**4. Bills**

- a. MC Engineering invoice number 1716, dated 2/5/19, in the amount of \$14,602.78, designing for the Waste Water Infrastructure Improvements

**Action Taken:** \_\_\_\_\_

**5. Agenda (Old Business)**

- a. Discussion and update from CSA 16 committee regarding annexation progress

**Action Taken:** \_\_\_\_\_

- b. Discussion and update from MC Engineering regarding State Grants

**Action Taken:** \_\_\_\_\_

**6. Agenda (New Business)**

- a. Discussion and consideration of applying for a low interest bridge loan for I & I Improvement Project until State funds become available

**Action Taken:** \_\_\_\_\_

- b. Discussion and consideration of purchasing four (6) Titan tubes for the Wastewater Plant from Ryan Process in the amount of \$14,943.22, including shipping, not including taxes

**Action Taken:** \_\_\_\_\_

- c. Discussion and consideration of approving a metal equipment garage located at the Wastewater Plant from American Carports, Inc. in the amount of \$24,001.12, including tax

**Action Taken:** \_\_\_\_\_

- d. Discussion and consideration of paying for a 218 study for fiscal year 2020

**Action Taken:** \_\_\_\_\_

- c. Discussion and consideration of Jenson Road Repair proposals from Case Excavating, Inc in the amount of \$26,000.00 and HD Excavation in the amount of \$33,736.00

**Action Taken:** \_\_\_\_\_

- d. Discussion and consideration of presentation from Superior Tank Solutions regarding tank maintenance and repairs

**Action Taken:** \_\_\_\_\_

- f. Discussion and consideration of Resolution 19-01 to amend employee handbook

**Action Taken:** \_\_\_\_\_

- g. Discussion and consideration of Resolution 19-02 approving the Recycled Water Feasibility Study with back up

**Action Taken:** \_\_\_\_\_

- h. Discussion and consideration of approving actions taken and expenses incurred (i.e., temp labor, pump trucks and trash pump) to prevent sewer spills from lift stations due to raising lake levels

**Action Taken:** \_\_\_\_\_

- i. Discussion and consideration to start purchasing meters

**Action Taken:** \_\_\_\_\_

- j. Discussion and consideration to have Scott Nave, Legal Counsel for District, review and edit employee handbook ensuring all is in compliance with California State Laws

**Action Taken:** \_\_\_\_\_

- k. Discussion and consideration to surplus the 2008 Ford Ranger

**Action Taken:** \_\_\_\_\_

- l. Discussion and consideration of appeal request for 13901 Hickory Lane

**Action Taken:** \_\_\_\_\_

**Adjournment**

**Time:** \_\_\_\_\_

# Clearlake Oaks County Water District

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

*February 21, 2019 - Board Letter*

## ***Billing Department***

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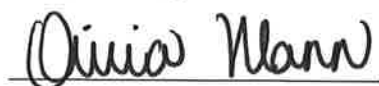
- ∂ We are almost live with our billing system, currently reviewing January billing and finalizing discrepancies.
- ∂ Received \$13,070.00 in payments towards our <120 Aged Receivables this past month, this stems from past due accounts reported to the County of Lake, payment arrangements, and closed accounts (Payments from escrow).
- ∂ We received our tax disbursement check in the amount of \$119,963.79, \$12,168.20 was applied to 24 accounts that were reported last August.

## ***Front Office***

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- ∂ Welcome back Mary full time! We are excited to have her back 5 days a week and she has taken on more front office projects and been a huge help!
- ∂ Susie has been supporting the field staff with any requests or assistance they may need, from creating forms, packets, organizing files, etc. She is also currently organizing the APN files for active accounts, and going through the back file cabinets to allow for more space.
- ∂ We are progressing on our project list, being closed on Thursdays & Fridays has been a success and allowed many things to be done with no interruptions or mistakes.
- ∂ Actively shadowing Dianna during the 2019-2020 budget preparation, we will have a committee meeting closer to the first of March.
- ∂ For the future, we would like to start going through documents and boxes in the shed come spring. Our intention is to organize not only by year, but department as well. We will have Shred-It here in August for our annual retention documents.

Respectfully,



Olivia Mann

Customer Service Lead

**Clearlake Oaks County Water District  
Distribution & Collection**

**February 15, 2019**

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Boil Water Notices:

- January 25<sup>th</sup>, 2019- Main break on Peach Circle
  - Only affecting Peach Circle
  - 8 Notices
  - Cancelled January 31, 2019
- February 1<sup>st</sup>, 2019- Main break on Keys Boulevard
  - Venus Village, Ebbtide Village, Driftwood Village, Anchor Village, Marina Village, 13,000 side of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Street, Keys Boulevard from highway 20 to Konocti View.
  - 275 Notices
  - Cancelled February 7<sup>th</sup>, 2019

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Leaks Repaired:

- 01/04/2019 – 13365 Ebbtide Village, service line, 3 gpm
  - 01/13/2019 – 10741 E. Highway 20, service line, 5 gpm
  - 01/14/2019 – 12624 Shoreview, service line (2), 1 & 5 gpm
  - 01/25/2019 – 13815 Peach Circle, service line & corp stop, multiple leaks, 3 gpm
  - 02/01/2019 – 100' South of Venus on Keys, 8" main break, 200,000 gallons
- 

Respectfully,

Jeremy Backus  
Lead DC Operator

## WATER TREATMENT PLANT

### February Board of Directors Meeting

We are expecting several things to happen between the writing of this communication and the actual meeting to include; 1. The installation of High Service Pump #2, 2. The installation of the Flow Meters for Filters #2 and #3, 3. Putting Filters #2 and #3 on-line and scheduling the installation of the Actuators for Filter #3, 4. We should have the replacement pump ordered for the West Lake Intake, 5. The Harvey Vault ready for initial testing and procedures in place for disinfecting the pipeline, 6. The Swan Tribimeters for Clarifiers #1 and #2 on-line.

We are also expecting deliveries over the next week to start or finish the following projects; 1. Cabinet for High Service Pump #1 VFD (We have the VFD in-hand), 2. Double lined Chlorine tanks for both the Harvey Vault and The Plant Chlorine Room, 3. The 2<sup>nd</sup> Ozone Generator.

We continue to develop and write; Procedures and Protocols for all Plant operations, and Equipment inventory and replacement parts catalog.

The Plant is coming together very nicely and operating remarkably well during the repair activities which have been in progress over the last several months.

Daniel Larson-CPO

Clearlake Oaks County Water District

Water Treatment Plant.

**CLEARLAKE OAKS COUNTY WATER DISTRICT**  
**Wastewater Treatment Plant Report**  
**FEBRUARY 2019**

Reporting Period: January 2018

From: Francisco Castro, CPO

To: Clearlake Oaks County Water District Board of Directors

February 15, 2019

The total flows to the plant were 10.975 MG averaging 354,000 gallons a day. The total flow that left the plant were 10.040 MG averaging 324,000 gallons a day. This effluent averaged 225 gallons a minute. The averaged lake level per Rumsey Gauge was 2.97'. By the end of the month the lake level was @ 4.58' which accounts for the 12" of rainfall for the month. All testing within our lab and all testing outsourced were in compliance with our WDR permit. We are continuing to make proper adjustments to our process. On January 3<sup>rd</sup> we replaced the gearbox and the drive shaft on Rotor #1. All other regular maintenance went well and were completed for the month. The plants Annual report was submitted during this month.

It is important to note the great impact that we have seen on our flows coming to the plant as soon as we receive some heavy rain. We experience about double the influent when ever there is a heavy rain fall. We know that this is due to inflow from some source and not infiltration from the lake. As soon as rain decreases flows start to minimize and as soon as we have 1 to 2 days of dry weather flows go back to normal. Dye testing some storm drains might be a good approach to indentifying this problem due to the cost in energy and chemical usage that the District has to take on not to mention all the other costs associated with the collection system.

Overall the plant ran well and we are continuing to produce effluent in compliance with our discharge permit. All alarms were testing and were working well. Due to the polar vortex back east, we have not yet received our air valve that we will be installing on the effluent line.

Updated will be provided as progress continues.

Thank you,  
Francisco Castro/CPO

# Clearlake Oaks County Water District

## February 21, 2019

I am proud to say that the day to day business in the District has been flowing (no pun intended) very well. Staff continues to meet the daily demands, and yet continuing to complete some long over-due projects.

- ❖ Received bids for repairing Jenson Road
- ❖ Received bid for metal car port for all our equipment stored at the Waste Plant
- ❖ Water tanks and intake was inspected by divers
- ❖ Presentation from Superior Tank Solutions for the repairing of our storage tanks on this agenda
- ❖ Insta-valve was used for the first time in years to install an isolation valve on Keys Blvd. Entire D/C staff received hands on training. My goal is to have staff do more of the work that was, at one time, being contracted out.
- ❖ Audit complete
- ❖ Paving throughout the District has been completed
- ❖ 100% complete and certified Sewer System Management Plan (SSMP) sent to State.
- ❖ Lift Station 11 repaired
- ❖ First Aid/CRP Training on Feb 1<sup>st</sup> (Staff had to leave in the middle due to a main water break and will be rescheduled)
- ❖ Confined/Competent Person training for all field staff completed on Feb 7<sup>th</sup>.
- ❖ Tax roll / lien money received from County
- ❖ Attended an OES (Office of Emergency Services) for Lake County
- ❖ New software for billing continues to make progress

On February 1<sup>st</sup>, Keys Blvd had a water main break resulting in an “all hands on deck” for field staff. Everyone jumped in and did a great job working in the pouring cold rain. Some staff worked until 2 a.m. flushing out the system.

On February 6, a man hole overfilled spilling approx. 300 gallons of sewer. Staff found a football size piece of asphalt (see attached photo) that must have fell in during the construction of our new sidewalks. Report has been filed.

Please refer to individual department letters for additional details.

LAFCo approved a two month extension for CSA 16. District was granted access to the vault on February 12, and will start installing the chlorine tank. Dan is currently working on a plan for the staff to follow when it comes time to turn on the water to CSA 16.

### GRANTS:

- ❖ Preconstruction meeting will be scheduled in February for both phases of the Waste Water Infrastructure Improvements. John Pedri w/MC Engineering is on the agenda for funding updates
- ❖ USDA Wastewater Treatment Project is coming to an end, I have received retainage invoice from T & S

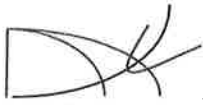
As always, a huge thank you to Staff for working hard and taking pride in a job well done.

Respectfully Submitted,

Dianna Mann

General Manager





**Report Date:** February 7, 2019

**To:** Dianna Mann, CLOCWD General Manager

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

**RE: CLOCWD SWRCB Funded Sewer Infrastructure Project**

**Billing Period:** January, 2019

**I. Project Status Update**

Work on the project during **January** included the following:

- Processed paperwork for SWRCB grant related reimbursements
- Received and processed various submittals for Phase 3 including: Submersible Pumps, Electric Power Equipment, Control Panels, Instrumentation, Precast Vaults & Hatches, and Project Sign.
- Review of SEPSs hydraulics to assess proposed larger pump on drive, including review of electrical design
- Coordinated with T&S on schedule
- Drafted a section of the O&M manual related to the SEPs pumps and overall hydraulics associated there within
- Updated record drawings of force main
- Preparation of project forms and folders

**II. Budget Status Update**

**Total Engineering Design and Construction Budget:** \$655,985.80

**This Invoice:** \$14,602.78

**Cost to Date:** \$346,498.28

**Cost to Complete:** \$309,487.52 (see Narrative below for possible exception)

**Narrative Update:** MC Engineering originally budgeted \$23,405.80 for Bidding Services which was exhausted by the end of October, 2018. As a result of the slightly higher bid for the lift station project, adjustments were made to the rehab design so it could be constructed for the budget remaining. At this time, MC Engineering is not requesting additional funds to re-design and re-bid the collection system rehabilitation work and will endeavor to complete the project for the budget remaining. The attached budget spreadsheet shows a cost overage for re-designing and re-bidding of (\$12,671.97) which is approximately what was spent re-designing and re-bidding the collection system work and assisting with the SWRCB paperwork. To the extent there is insufficient budget remaining toward the end of the project, MC Engineering would like to reserve the right to request additional funds associated with having to re-bid the rehab work. Meanwhile, we will endeavor to keep costs within the allotted budget while presenting the overage in the attached budget spreadsheet as a negative cost to complete value.

**III. Projected Tasks for February, 2019**

- Preconstruction Meeting
- Meeting with State to discuss bridge loan options and release of funds
- Investigate need for use permit for LS7 site
- Continued coordination with PG&E for new lift station electrical services

Clearlake Oaks County Water District  
Summary Balance Sheet  
As of January 31, 2019

	<u>Jan 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	1,889,142.73
Accounts Receivable	-6.00
Other Current Assets	786,004.98
<b>Total Current Assets</b>	<u>2,675,141.71</u>
<b>Fixed Assets</b>	12,896,165.10
<b>TOTAL ASSETS</b>	<u><u>15,571,306.81</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	74,125.95
Credit Cards	2,349.22
Other Current Liabilities	2,702,504.23
<b>Total Current Liabilities</b>	<u>2,778,979.40</u>
<b>Total Liabilities</b>	2,778,979.40
<b>Equity</b>	<u>12,792,327.41</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>15,571,306.81</u></u>

**Clearlake Oaks County Water District**  
**Balance Sheet**  
 As of January 31, 2019

	Jan 31, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102.001 · GL - 9122 (Old Acct. # 053420019)	177,764.47
102.04 · DWR - CHECKING	200.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	
CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550) - O...	978,002.27
<b>Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)</b>	<b>1,167,002.27</b>
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK...	88.98
102.02 · CRP Water - 6990	222,359.68
102.03 · CRP Sewer - 3745	321,727.33
<b>Total Checking/Savings</b>	<b>1,889,142.73</b>
<b>Accounts Receivable</b>	
CUSI Accounts Receivable	-6.00
<b>Total Accounts Receivable</b>	<b>-6.00</b>
<b>Other Current Assets</b>	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	21,680.00
130 · Const In Progress - Studies	123,602.35
132 · CIP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	366,081.00
135 · CIP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	74,033.00
111 · INVENTORY - WATER (INVENTORY - WATER - WAS 1057100)	155.04
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 10970...	176,790.00
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	23,357.00
<b>Total Other Current Assets</b>	<b>786,004.98</b>
<b>Total Current Assets</b>	<b>2,675,141.71</b>
<b>Fixed Assets</b>	
128 · Sewer Infrastructure & Rehab Proj (Phase 1 was the installation of the F...	257,083.82
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water ...	
121.1 · Sidewalk Project - District Exp	129,411.30
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of wat...	153,927.77
<b>Total 121 · Wtr Dist &amp; Wtr Storage Projects (Replacement or installation of ...</b>	<b>283,339.07</b>
131 · Waste Water Plant	
131.1 · Pumps/Equipment	9,889.91
131 · Waste Water Plant - Other	1,532.18
<b>Total 131 · Waste Water Plant</b>	<b>11,422.09</b>
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85
123 · USDA - Sewer Plant Cap Imprvmt	4,202,647.83
127 · Water Plant	
127.2 · Harvy Vault Chlor Inject Proj	3,553.73
127.1 · Repair of Major Equipment	105,134.43
127 · Water Plant - Other	258,718.50
<b>Total 127 · Water Plant</b>	<b>367,406.66</b>
120 · District General CIP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - W...	1,921,549.25
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	27,331.49
120.90 · Vehicles/Generators/Trailers	202,254.54
120 · District General CIP (EQUIPMENT - WAS 1011181) - Other	13,500.00
<b>Total 120 · District General CIP (EQUIPMENT - WAS 1011181)</b>	<b>2,164,635.28</b>
122 · Bldgs/Grounds Cap Improvements	8,529,449.57

11:20 AM

02/08/19

Accrual Basis

**Clearlake Oaks County Water District**  
**Balance Sheet**  
As of January 31, 2019

	Jan 31, 19
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - W...	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	46,264.48
Total 124.30 · Lift Stations	112,306.71
124.50 · Mains	14,788.58
124.60 · Meters	700.00
124.90 · Water Tanks	5,215.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...	3,140,971.60
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...	3,273,981.93
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-7,747,170.00
Total Fixed Assets	12,896,165.10
<b>TOTAL ASSETS</b>	<b>15,571,306.81</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	74,125.95
Total Accounts Payable	74,125.95
Credit Cards	
210 · Cal Card	
210.13 · WAB - Jeremy - 2499	176.97
210.12 · WAB- Francisco - 2481	224.84
210.11 · WAB - Dan - 2507	282.26
210.10 · WAB - Dianna - 2473	1,665.15
210.03 · Cal Card - Matt - 9988	1,622.74
210 · Cal Card - Other	-1,622.74
Total 210 · Cal Card	2,349.22
Total Credit Cards	2,349.22
Other Current Liabilities	
224 · USDA Retainage	141,412.85
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal...	-322.01
280 · Loan	
280.12 · USDA Loan	2,537,248.61
280.07 · Bridge Loan for Forced Main (will be reimbursed from Stat...	-5,650.96
280.05 · USDA Bridge Loan (Bridge loan until USDA funds become ...	-2,282.35
280.01 · Kansas State Bk - VACON	2,820.08
280.03 · Kansas State Bk - Camera Traile	-12.79
Total 280 · Loan	2,532,122.59
221 · Health Ins - EE Portion	
221.1 · EE Cobra Payments - Medical (Cobra Payments for Medical ...	5,436.57
221 · Health Ins - EE Portion - Other	872.41
Total 221 · Health Ins - EE Portion	6,308.98
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LA...	1,895.77
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-5,694.50
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	-3,798.73
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYABL...	-340.68
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WAS ...	-160.05
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROL...	-377.00
223.60 · STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL TAX ...	-84.49

13

11:20 AM

02/08/19

Accrual Basis

Clearlake Oaks County Water District

Balance Sheet

As of January 31, 2019

	Jan 31, 19
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE -...	-1,283.73
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTIO...	-3,374.02
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE...	795.22
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EM...	49,102.00
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld...	-17,496.70
<b>Total Other Current Liabilities</b>	<b>2,702,504.23</b>
<b>Total Current Liabilities</b>	<b>2,778,979.40</b>
<b>Total Liabilities</b>	<b>2,778,979.40</b>
<b>Equity</b>	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	6,009,715.61
304 · Opening Balance Equity (Opening balances during setup post to this ...	326,612.31
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ...	6,011,434.96
Net Income	444,564.53
<b>Total Equity</b>	<b>12,792,327.41</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>15,571,306.81</b>

## Clearlake Oaks County Water District

## Profit and Loss

02/11/19

July 2018 through January 2019

Accrual Basis

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL
<b>Income</b>					
<b>Income</b>					
410 · Client Reg Pmt	0.00	0.00	557,709.69	702,142.23	1,259,851.92
430 · Penalty & Interest	0.00	0.00	16,865.30	16,301.85	33,167.15
440 · Misc Revenue	0.00	0.00	2,607.05	9,023.22	11,630.27
450 · Other - Non S/W Rev	0.00	0.00	77,036.49	77,176.90	154,213.39
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>654,218.53</b>	<b>804,644.20</b>	<b>1,458,862.73</b>
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>654,218.53</b>	<b>804,644.20</b>	<b>1,458,862.73</b>
<b>Gross Profit</b>	<b>0.00</b>	<b>0.00</b>	<b>654,218.53</b>	<b>804,644.20</b>	<b>1,458,862.73</b>
<b>Expense</b>					
<b>Salaries &amp; EE Benefits</b>					
505 · Salaries & Wages	219,043.46	73,514.99	117,415.57	109,775.36	519,749.38
520 · FICA - District Share	18,408.29	5,367.24	8,575.33	8,383.39	40,734.25
530 · Medical Ins - Dist Share	36,807.20	13,555.85	30,816.70	13,096.58	94,276.33
540 · PERS - District Share	22,492.31	10,959.91	17,850.11	11,662.72	62,965.05
560 · Workers Comp Ins	4,394.77	5,662.76	9,814.69	10,863.19	30,735.41
<b>Total Salaries &amp; EE Benefits</b>	<b>301,146.03</b>	<b>109,060.75</b>	<b>184,472.40</b>	<b>153,781.24</b>	<b>748,460.42</b>
<b>Services &amp; Supplies</b>					
610 · Bank Fees	10,695.86	0.00	0.00	0.00	10,695.86
620 · Communications & Internet	4,767.77	0.00	4,893.02	4,443.28	14,104.07
622 · Board Exp	5,327.79	0.00	0.00	0.00	5,327.79
630 · Equip - Office	2,349.83	229.28	171.82	767.16	3,518.09
640 · Fuel & Oil	0.00	777.23	2,788.20	1,810.16	5,375.59
645 · Insurance	0.00	0.00	22,272.50	22,272.50	44,545.00
657 · Lab	0.00	0.00	7,664.08	13,382.72	21,046.80
660 · Memberships & Subscription	774.34	0.00	26,792.62	14,109.40	41,676.36
665 · Mileage Reimb	585.67	0.00	0.00	0.00	585.67
670 · Postage & Shipping	6,460.56	0.00	56.19	155.18	6,671.93
675 · Professional Services	25,581.29	0.00	4,739.16	3,424.00	33,744.45
685 · Rents	6,279.92	0.00	8,160.90	0.00	14,440.82
690 · Safety & Security	1,164.03	3,355.99	4,766.15	5,565.45	14,851.62
700 · Tools & Instruments	0.00	615.94	214.64	1,446.72	2,277.30
703 · Supplies - Clothing & Personal	183.35	1,545.77	2,201.51	1,715.17	5,645.80
705 · Supplies - Office	3,585.52	254.43	1,249.14	1,348.26	6,437.35
715 · Supplies-Chemicals-Operating	0.00	0.00	21,521.98	53,528.48	75,050.46
720 · Supplies - Inventory - Other	0.00	1,263.18	3,329.92	985.32	5,578.42
735 · Training/Classes/Certs/ClassB	1,784.63	1,514.82	1,471.82	4,301.13	9,072.40
745 · Travel / Lodging	298.14	1,453.56	581.62	1,038.04	3,371.36
750 · Utilities	2,952.67	0.00	41,862.96	77,748.01	122,563.64
760 · Waste Disposal	308.58	0.00	33,509.81	623.96	34,442.35
795 · Yolo Co	0.00	0.00	0.00	26,763.73	26,763.73
<b>Total Services &amp; Supplies</b>	<b>73,099.95</b>	<b>11,010.20</b>	<b>188,248.04</b>	<b>235,428.67</b>	<b>507,786.86</b>
<b>Repairs &amp; Replacement</b>					
810 · R&R Buildings & Grounds	1,892.96	0.00	957.24	833.85	3,684.05
840 · R&R Vehicles	10.00	1,109.81	3,313.71	1,556.82	5,990.34
<b>Total Repairs &amp; Replacement</b>	<b>1,902.96</b>	<b>1,109.81</b>	<b>4,270.95</b>	<b>2,390.67</b>	<b>9,674.39</b>
<b>Total Expense</b>	<b>376,148.94</b>	<b>121,180.76</b>	<b>376,991.39</b>	<b>391,600.58</b>	<b>1,265,921.67</b>
<b>Net Income</b>	<b>-376,148.94</b>	<b>-121,180.76</b>	<b>277,227.14</b>	<b>413,043.62</b>	<b>192,941.06</b>

As of January 2019		2018-2019 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	478,396	279,064	219,043	45.8%	259,353
510	Contracted Labor	-	-	-	-	-
520	FICA - District Share	36,932	21,544	18,408	49.8%	18,524
530	Medical Ins - District Share	99,404	57,985	36,807	37.0%	62,597
540	PERS-District Share (incl unfunded Liab, 14.5K)	51,119	29,819	22,492	44.0%	28,627
550	Unemployment	5,000	2,917	-	0.0%	5,000
560	Workers Comp Ins	17,202	10,035	4,395	25.5%	12,807
Salaries and Employee Benefits >		688,053	401,364	301,145	<b>43.8%</b>	386,908
605	Advertising	400	233	-	0.0%	400
610	Bank Fees	18,000	10,500	10,696	59.4%	7,304
620	Communications & Internet	7,000	4,083	4,768	68.1%	2,232
622	Board Exp	10,000	5,833	5,328	53.3%	4,672
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	2,500	1,458	2,350	94.0%	150
640	Fuel & Oil	0	0	-	0.0%	0
645	Insurance	0	0	-	0.0%	0
650	Interest	0	0	-	0.0%	0
657	Outsource Lab / Internal Lab	0	0	-	0.0%	0
660	Memberships & Subscriptions	1,000	583	774	77.4%	226
665	Mileage Reimb	3,000	1,750	586	19.5%	2,414
670	Postage & Shipping	12,000	7,000	6,461	53.8%	5,539
675	Professional Services (Legal, IT, etc)	20,000	11,667	25,581	127.9%	(5,581)
685	Rents	7,400	4,317	6,280	84.9%	1,120
690	Safety & Security (boots)	2,500	1,458	1,164	46.6%	1,336
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	600	350	183	30.5%	417
705	Supplies - Office	7,000	4,083	3,586	51.2%	3,414
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	0	0	-	0.0%	0
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Certs (Classes, books)	3,500	2,042	1,785	51.0%	1,715
745	Travel / Lodging	2,000	1,167	298	14.9%	1,702
750	Utilities	5,500	3,208	2,953	53.7%	2,547
760	Waste Disposal	500	292	309	61.8%	191
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0	-	0.0%	0
Services and Supplies >		102,900	60,025	73,102	<b>71.0%</b>	29,798
810	R&R Buildings & Grounds	5,000	2,917	1,893	37.9%	3,107
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	1,000	583	-	0.0%	1,000
832	R&R Mains/Service Lines	0	0	-	0.0%	0
840	R&R Vehicles (\$2k/vehicle)	500	292	10	2.0%	490
Repairs & Replacement >		6,500	3,792	1,903	<b>29.3%</b>	4,597
<b>Total Expenses &gt;</b>		<b>797,453</b>	<b>465,181</b>	<b>376,150</b>	<b>47.2%</b>	<b>421,303</b>

622 Legal fees for Solar, GM, board mtgs. Secretary Training

630 GM's new desk, monitors, file cabinets

675 Legal Fees 589/Personnel

705 Billing Envelopes, checks and deposit slips

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7	D\C - Budget Variance Report July 1, 2018 though June 30, 2019	2018-2019 Budget		Target % >	58.3%	
	As of January 2019	Annual	YTD	Actual YTD	% Spent	Total Remaining
	Expenses					
505	Salaries & Wages	110,068	64,206	73,515	66.8%	36,553
510	Contracted Labor	-	-	-		-
520	FICA - District Share	9,036	5,271	5,368	59.4%	3,668
530	Medical Ins - District Share	29,843	17,408	13,556	45.4%	16,287
540	PERS - District Share	21,143	12,333	10,960	51.8%	10,183
550	Unemployment	-	-	-	0.0%	-
560	Workers Comp Ins	11,194	6,530	5,663	50.6%	5,531
	Salaries and Employee Benefits >	181,282	105,748	109,062	60.2%	72,220
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	0	0	-	0.0%	0
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	0	0	229	0.0%	(229)
640	Fuel & Oil	1,500	875	777	51.8%	723
645	Insurance	0	0	-	0.0%	0
650	Interest	0	0	-	0.0%	0
657	Outsource Lab / Internal Lab	0	0	-	0.0%	0
660	Memberships & Subscriptions	0	0	-	0.0%	0
665	Mileage Reimb	0	0	-	0.0%	0
670	Postage & Shipping	0	0	-	0.0%	0
675	Professional Services (SCADA)	0	0	-	0.0%	0
685	Rents	0	0	-	0.0%	0
690	Safety & Security (boots)	3,750	2,188	3,356	89.5%	394
700	Tools & Instruments	3,750	2,188	616	16.4%	3,134
703	Supplies - Clothing & Personal	750	438	1,546	206.1%	(796)
705	Supplies - Office	250	146	254	101.6%	(4)
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	1,500	875	1,263	84.2%	237
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Classes, Certs, Class B	3,000	1,750	1,515	50.5%	1,485
745	Travel / Lodging	1,000	583	1,454	145.4%	(454)
750	Utilities	0	0	-	0.0%	0
760	Waste Disposal	0	0	-	0.0%	0
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0	-	0.0%	0
	Services and Supplies >	15,500	9,042	11,010	71.0%	4,490
810	R&R Buildings & Grounds	-	-	-	0.0%	-
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	-	-	-	0.0%	-
832	R&R Mains/Service Lines	-	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	2,500	1,458	1,110	0.0%	1,390
	Repairs & Replacement >	2,500	1,458	1,110	44.4%	1,390
	<b>Total Expenses &gt;</b>	<b>199,282</b>	<b>116,248</b>	<b>121,182</b>	<b>60.8%</b>	<b>78,100</b>

#### Expense Notes

505 Salaries & Wages                      Lift Station 7 24/monitoring also 3 pay periods is Aug, will even out over time, continual rag clogging at LS 7

690 Safety and Security                      Boots and Hep B shots for all new hires

703 Supplies Clothing & Personal              B4 resigning previous Ops Mgr ordered 8 pairs of pants for each staff

735 Training                                      Supv. Training, backflow, certification, hydrant valving

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7 Sewer - Budget Variance Report July 1, 2018 through June 30, 2019 Target % > **58.3%**

As of January 2019		2018-2019 Budget		Actual	%	Total
Expenses	Annual	YTD	YTD	Spent	Remaining	
505 Salaries & Wages	172,377	100,553	117,416	68.1%	54,961	
510 Contracted Labor	-	-	-		-	
520 FICA - District Share	14,253	8,314	8,575	60.2%	5,678	
530 Medical Ins - District Share	58,300	34,009	30,817	52.9%	27,483	
540 PERS - District Share (\$14.5K Unfunded)	23,229	13,550	17,850	76.8%	5,379	
550 Unemployment	0	0	0	0.0%	0	
560 Workers Comp Ins	14,384	8,391	9,815	68.2%	4,569	
Salaries and Employee Benefits >	282,543	164,817	184,473	<b>65.3%</b>	98,070	
620 Communications & Internet	3,500	2,042	4,893	139.8%	(1,393)	
622 Board Exp	0	0	0	0.0%	0	
625 Equip - Field (up to \$4999)	1,500	875		0.0%	1,500	
630 Equip - Office	1,000	583	172	17.2%	828	
640 Fuel & Oil (Schaeffers)	1,500	875	2,788	185.9%	(1,288)	
645 Insurance	40,000	23,333	22,273	55.7%	17,727	
650 Interest	0	0	0	0.0%	0	
657 Outsource Lab / Internal Lab	25,000	14,583	7,664	30.7%	17,336	
660 Memberships & Subscriptions	25,000	14,583	26,793	107.2%	(1,793)	
665 Mileage Reimb	500	292		0.0%	500	
670 Postage & Shipping	50	29	56	112.0%	(6)	
675 Professional Services (SCADA)	10,000	5,833	4,739	47.4%	5,261	
685 Rents	12,000	7,000	8,161	68.0%	3,839	
690 Safety & Security (boots)	5,000	2,917	4,766	95.3%	234	
700 Tools & Instruments	5,000	2,917	215	4.3%	4,785	
703 Supplies - Clothing & Personal	1,500	875	2,202	146.8%	(702)	
705 Supplies - Office	1,500	875	1,249	83.3%	251	
715 Treatment Chemicals	53,000	30,917	21,522	40.6%	31,478	
720 Supplies-Operating-Other-Titan Tubes	20,000	11,667	3,330	16.7%	16,670	
730 Taxes - Licenses	-	-		0.0%	-	
735 Training, Classes, Certs, Class B	7,000	4,083	1,472	21.0%	5,528	
745 Travel / Lodging	500	292	582	116.4%	(82)	
750 Utilities	95,000	55,417	41,863	44.1%	53,137	
760 Waste Disposal	52,000	30,333	33,510	64.4%	18,490	
799 Misc	0	0	0	0.0%	0	
Services and Supplies >	360,550	210,321	188,250	<b>52.2%</b>	172,300	
810 R&R Buildings & Grounds	1,500	875	957	63.8%	543	
815 R & R Damage Claims	0	0	0	0.0%	0	
820 R&R Lift Stations	0	0	0	0.0%	0	
830 R&R Equipment	0	0	-	0.0%	0	
832 R&R Mains/Service Lines	0	0	0	0.0%	-	
840 R&R Vehicles (\$2k/vehicle)	4,000	2,333	3,314	82.9%	686	
Repairs & Replacement >	5,500	3,208	4,271	<b>77.7%</b>	1,229	
<b>Total Expenses &gt;</b>	<b>648,593</b>	<b>378,346</b>	<b>376,994</b>	<b>58.1%</b>	<b>271,599</b>	

**Expense Notes**

- 505 Salaries & Wages Board approved additional position
- 703 Supplies - Clothing & Personal 6 pairs of work pants each
- 705 Supplies - Office Toner
- 830 R & R Equipment LEETE Generator Maintenance
- 840 R & R Vehicles V-15 - Tire Rods, wheel alignment, lower ball joints
- 620 Communications - Internet I pads
- 690 Safety and Security New Hire Hep shots, drug test

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7	Water - Budget Variance Report July 1, 2018 through June 30, 2019	Target % >	58.3%			
	As of January 2019	2018-2019 Budget	Actual	%	Total	
	Expenses	Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	164,208	95,788	109,775	66.9%	54,433
510	Contracted Labor	0	0			0
520	FICA - District Share	13,413	7,824	8,383	62.5%	5,030
530	Medical Ins - District Share	29,843	17,408	13,097	43.9%	16,746
540	PERS - District Share	20,591	12,012	11,663	56.6%	8,928
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	18,986	11,075	10,864	57.2%	8,122
	Salaries and Employee Benefits >	247,040	144,107	153,782	62.2%	93,258
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	4,000	2,333	4,443	111.1%	(443)
622	Board Exp	0	0		0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630	Equip - Office	500	292	767	153.4%	(267)
640	Fuel & Oil	4,000	2,333	1,810	45.3%	2,190
645	Insurance	40,000	23,333	22,273	55.7%	17,727
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	20,000	11,667	13,383	66.9%	6,617
660	Memberships & Subscriptions	28,000	16,333	14,109	50.4%	13,891
665	Mileage Reimb	500	292		0.0%	500
670	Postage & Shipping	100	58	155	155.0%	(55)
675	Professional Services (SCADA)	10,000	5,833	3,424	34.2%	6,576
685	Rents	2,000	1,167		0.0%	2,000
690	Safety & Security (boots)	1,000	583	5,565	556.5%	(4,565)
700	Tools & Instruments	2,000	1,167	1,447	72.4%	553
703	Supplies - Clothing & Personal	1,500	875	1,715	114.3%	(215)
705	Supplies - Office	1,000	583	1,348	134.8%	(348)
715	Treatment Chemicals	52,000	30,333	53,528	102.9%	(1,528)
720	Supplies - Operating - Other	8,500	4,958	985	11.6%	7,515
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Classes, Certs, Class B	4,000	2,333	4,301	107.5%	(301)
745	Travel / Lodging	500	292	1,038	207.6%	(538)
750	Utilities	132,900	77,525	77,748	58.5%	55,152
760	Waste Disposal	300	175	624	208.0%	(324)
795	Yolo Co	54,600	31,850	26,764	49.0%	27,836
799	Misc	0	0		0.0%	0
	Services and Supplies >	367,400	214,317	235,427	64.1%	131,973
810	R&R Buildings & Grounds	5,000	2,917	834	16.7%	4,166
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0			0
830	R&R Equipment	1,500	875		0.0%	1,500
832	R&R Mains/Service Lines	0	0		0.0%	
840	R&R Vehicles (\$2k/vehicle)	3,000	1,750	1,557	51.9%	1,443
	Repairs & Replacement >	9,500	5,542	2,391	25.2%	7,109
	<b>Total Expenses &gt;</b>	<b>623,940</b>	<b>363,965</b>	<b>391,600</b>	<b>62.8%</b>	<b>232,340</b>
<b>690</b>	<b>Safety &amp; Security</b>					<b>Purchase of Abestos storage bin for disposal of all old water pipes \$1,989.42</b>
<b>840</b>	<b>R &amp; R Vehicles</b>					<b>V-27 brakes and rotors</b>
<b>620</b>	<b>Communications - Internet</b>					<b>I pads for new billing software</b>
<b>690</b>	<b>Safety &amp; Security</b>					<b>Abestos Storage, new locks for plant doors</b>

Clearlake Oaks County Water District

CRP/CIP Profit and Loss

July 2018 through January 2019

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
<b>Income</b>					
<b>Income</b>					
425 · CRP (Capital Replacment Plan)	0.00	217,069.68	206,903.70	423,973.38	423,973.38
430 · Penalty & Interest	0.00	3,809.15	4,930.22	8,739.37	8,739.37
<b>Total Income</b>	<b>0.00</b>	<b>220,878.83</b>	<b>211,833.92</b>	<b>432,712.75</b>	<b>432,712.75</b>
<b>Total Income</b>	<b>0.00</b>	<b>220,878.83</b>	<b>211,833.92</b>	<b>432,712.75</b>	<b>432,712.75</b>
<b>Gross Profit</b>	<b>0.00</b>	<b>220,878.83</b>	<b>211,833.92</b>	<b>432,712.75</b>	<b>432,712.75</b>
<b>Expense</b>					
<b>Salaries &amp; EE Benefits</b>					
505 · Salaries & Wages	0.00	49,759.38	31,245.24	81,004.62	81,004.62
520 · FICA - District Share	0.00	3,806.58	2,390.27	6,196.85	6,196.85
530 · Medical Ins - Dist Share	0.00	5,093.06	5,093.06	10,186.12	10,186.12
540 · PERS - District Share	0.00	5,779.75	5,795.12	11,574.87	11,574.87
560 · Workers Comp Ins	0.00	3,187.57	4,112.35	7,299.92	7,299.92
<b>Total Salaries &amp; EE Benefits</b>	<b>0.00</b>	<b>67,626.34</b>	<b>48,636.04</b>	<b>116,262.38</b>	<b>116,262.38</b>
<b>Services &amp; Supplies</b>					
620 · Communications & Internet	0.00	201.59	201.57	403.16	403.16
625 · Equip - Field (\$300-\$4999)	0.00	647.80	27.60	675.40	675.40
640 · Fuel & Oil	0.00	4,752.74	4,705.73	9,458.47	9,458.47
675 · Professional Services	0.00	12,434.54	0.00	12,434.54	12,434.54
685 · Rents	0.00	1,262.88	0.00	1,262.88	1,262.88
690 · Safety & Security	0.00	763.11	331.97	1,095.08	1,095.08
700 · Tools & Instruments	0.00	2.17	2.17	4.34	4.34
720 · Supplies - Inventory - Other	0.00	7,863.60	3,064.99	10,928.59	10,928.59
<b>Total Services &amp; Supplies</b>	<b>0.00</b>	<b>27,928.43</b>	<b>8,334.03</b>	<b>36,262.46</b>	<b>36,262.46</b>
<b>Repairs &amp; Replacement</b>					
810 · R&R Buildings & Grounds	0.00	6,910.73	202.42	7,113.15	7,113.15
820 · R&R Lift Stations	0.00	0.00	414.30	414.30	414.30
830 · R&R Equipment	2,262.29	17,552.86	3,036.33	22,851.48	22,851.48
832 · R&R Mains and Sewer Lines	0.00	5,167.57	983.41	6,150.98	6,150.98
840 · R&R Vehicles	0.00	4,956.18	4,961.71	9,917.89	9,917.89
<b>Total Repairs &amp; Replacement</b>	<b>2,262.29</b>	<b>34,587.34</b>	<b>9,598.17</b>	<b>46,447.80</b>	<b>46,447.80</b>
<b>Total Expense</b>	<b>2,262.29</b>	<b>130,142.11</b>	<b>66,568.24</b>	<b>198,972.64</b>	<b>198,972.64</b>
<b>Net Income</b>	<b>-2,262.29</b>	<b>90,736.72</b>	<b>145,265.68</b>	<b>233,740.11</b>	<b>233,740.11</b>

**Clearlake Oaks Co Water District**  
**Budget Variance Report July 1, 2018 through June 30, 2019**

**SEWER-CRP**

Target % > **58.3%**

As of January 2019

Summary	Annual	YTD	Actual YTD		
			Amount	%	
<b>SEWER CRP Revenue</b>	392,097	228,723	211,834	54.0%	0%
<b>SEWER CRP Expenses</b>	202,488	118,118	66,568	32.9%	0%
USDA Annual Payment	129,000	75,250	68,102		
Short term depreciation reserve	30,000	17,500	17,500		
<b>Operating Balance (loss)</b>	<b>30,609</b>	<b>17,855</b>	<b>59,664</b>		

Expenses	2018 - 2019 Budget		Actual YTD	%	Total Remaining
	Annual	YTD			
505 Salaries & Wages	45,929	26,792	31,245	68.0%	14,684
510 Contracted Labor	-	-	-		-
520 FICA - District Share	3,762	2,195	2,391	63.6%	1,371
530 Medical Ins - District Share	10,571	6,167	5,093	48.2%	5,478
540 PERS - District Share	2,629	1,534	5,795	220.4%	(3,166)
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	4,596	2,681	4,112	89.5%	484
<b>Salaries and Employee Benefits &gt;</b>	<b>67,488</b>	<b>39,368</b>	<b>48,636</b>	<b>72.1%</b>	<b>18,852</b>
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	2,917	202	4.0%	4,798
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	2,500	1,458	28	1.1%	2,472
630 Equip - Office	2,500	1,458	-	0.0%	2,500
640 Fuel & Oil	5,000	2,917	4,706	94.1%	294
645 Insurance	0	0	-	0.0%	0
650 Interest	0	0	-	0.0%	0
657 Outsource Lab / Internal Lab	0	0	-	0.0%	0
660 Memberships & Subscriptions	0	0	-	0.0%	0
665 Mileage Reimb	0	-	-	0.0%	0
670 Postage & Shipping	0	0	-	0.0%	0
675 Professional Services (SCADA)	0	0	-	0.0%	0
685 Rents	-	-	-	0.0%	-
690 Safety & Security (boots)	0	0	332	0.0%	(332)
700 Tools & Instruments	0	0	2	0.0%	(2)
703 Supplies - Clothing & Personal	0	0	-	0.0%	0
705 Supplies - Office	0	0	-	0.0%	0
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	8,500	4,958	3,065	36.1%	5,435
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training, Certs (classes, books)	0	0	-	0.0%	0
745 Travel / Lodging	0	0	-	0.0%	0
750 Utilities	0	0	-	0.0%	0
760 Waste Disposal	0	0	-	0.0%	0
795 Yolo Co	0	0	-	0.0%	0
799 Misc	0	0	-	0.0%	0
<b>Services and Supplies &gt;</b>	<b>23,500</b>	<b>13,708</b>	<b>8,335</b>	<b>35.5%</b>	<b>15,165</b>
810 R&R Buildings & Grounds	35,000	20,417	202	0.6%	34,798
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	11,667	414	2.1%	19,586
830 R&R Equipment	5,000	2,917	3,036	60.7%	1,964
832 R&R Mains/Service Lines	25,000	14,583	983	3.9%	24,017
840 R&R Vehicles (\$2k/vehicle)	26,500	15,458	4,962	18.7%	21,538
<b>Repairs &amp; Replacement &gt;</b>	<b>111,500</b>	<b>65,042</b>	<b>9,597</b>	<b>8.6%</b>	<b>101,903</b>
<b>Total Expenses &gt;</b>	<b>202,488</b>	<b>118,118</b>	<b>66,568</b>	<b>32.9%</b>	<b>135,920</b>

690 Safety Cones for road work

830 Replacement of Rotors 1 & 2 bearings

Clearlake Oaks Co Water District  
**Budget Variance Report July 1, 2018 through June 30, 2019**

7 WATER - CRP Target % > 58.3%

As of January 2019 Summary	Annual	YTD	Actual YTD Amount	%
<b>WATER CRP Revenue</b>	394,332	230,027	220,879	56.0%
<b>WATER CRP Expenses</b>	166,911	97,365	130,145	78.0%

Short term depreciation reserve 30,000 17,500 17,500

**Operating Balance** **197,421** **115,162** **73,234**

Expenses	2018 - 2019 Budget Annual	YTD	Actual YTD	% Spent	Total Remaining
505 Salaries & Wages	41,508	24,213	49,759		(8,251)
510 Contracted Labor	0	0		119.9%	0
520 FICA - District Share	3,396	1,981	3,807	112.1%	(411)
530 Medical Ins - District Share	10,571	6,167	5,093	48.2%	5,478
540 PERS - District Share	2,327	1,357	5,780	248.4%	(3,453)
550 Unemployment	0	0		0.0%	0
560 Workers Comp Ins	4,110	2,397	3,188	77.6%	922
<b>Salaries and Employee Benefits &gt;</b>	<b>61,911</b>	<b>36,115</b>	<b>67,627</b>	<b>109.2%</b>	<b>(5,716)</b>
605 Advertising	0	0		0.0%	0
610 Bank Fees	0	0		0.0%	0
620 Communications & Internet	5,000	2,917	202	4.0%	4,798
622 Board Exp	0	0		0.0%	0
625 Equip - Field (up to \$4999)	2,500	1,458	648	25.9%	1,852
630 Equip - Office	2,500				
640 Fuel & Oil	5,000	2,917	4,753	95.1%	247
645 Insurance	0	0		0.0%	0
650 Interest	0	0		0.0%	0
657 Outsource Lab / Internal Lab	0	0		0.0%	0
660 Memberships & Subscriptions	0	0		0.0%	0
665 Mileage Reimb	0	0		0.0%	0
670 Postage & Shipping	0	0		0.0%	0
675 Professional Services Leak Chk	10,000	5,833	12,435	0.0%	(2,435)
685 Rents	0	0	1,263	0.0%	(1,263)
690 Safety & Security (boots)	0	0	763	0.0%	(763)
700 Tools & Instruments	0	0	2	0.0%	(2)
703 Supplies - Clothing & Personal	0	0		0.0%	0
705 Supplies - Office	0	0		0.0%	0
715 Treatment Chemicals	0	0		0.0%	0
720 Supplies - Operating - Other	8,500	4,958	7,864	92.5%	636
730 Taxes - Licenses	0	0		0.0%	0
735 Training, Certs (classes, books)	0	0		0.0%	0
745 Travel / Lodging	0	0		0.0%	0
760 Waste Disposal	0	0		0.0%	0
799 Misc	0	0		0.0%	0
<b>Services and Supplies &gt;</b>	<b>33,500</b>	<b>18,083</b>	<b>27,930</b>	<b>83.4%</b>	<b>5,570</b>
810 R&R Buildings & Grounds	15,000	8,750	6,911	46.1%	8,089
815 R & R Damage Claims	0	0		0.0%	0
820 R&R Lift Stations	0	0		0.0%	0
830 R&R Equipment	5,000	2,917	17,553	351.1%	(12,553)
832 R&R Mains/Service Lines	25,000	14,583	5,168	20.7%	19,832
840 R&R Vehicles (\$2k/vehicle)	26,500	15,458	4,956	18.7%	21,544
<b>Repairs &amp; Replacement &gt;</b>	<b>71,500</b>	<b>41,708</b>	<b>34,588</b>	<b>48.4%</b>	<b>36,912</b>
<b>Total Expenses &gt;</b>	<b>166,911</b>	<b>95,907</b>	<b>130,145</b>	<b>78.0%</b>	<b>36,766</b>

675	Professional Services	Leak Detection
685	Rents	Scaffolding for Flash Mixer Repair
690	Safety & Security	safety harnesses for all water tanks & Cones for road work
830	R & R Equipment	Mtc & calibration of all eqpmt/not been done since 2011
830	R & R Equipment	Mtc on all Leete Generators, Booster pp repair, install fan and stat in VFD cabinet = \$13,944.28

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## Clearlake Oaks County Water District

02/08/19

## Capital Improvements

Accrual Basis

As of January 31, 2019

Date	Name	Memo	Class	Amount
<b>130 · Const In Progress - Studies</b>				
07/31/2018	Badger Meter	22759	Loan/Gra...	33.00
08/31/2018	Badger Meter	22759	Loan/Gra...	33.00
09/29/2018	Badger Meter		Loan/Gra...	33.00
10/31/2018	Badger Meter	22759	Loan/Gra...	33.00
10/31/2018	AES - Analytical Envir...	Water Reclamatio...	Loan/Gra...	962.50
11/30/2018	Badger Meter		Loan/Gra...	33.00
11/30/2018	Badger Meter	3 additional meter ...	Loan/Gra...	216.00
12/15/2018	AES - Analytical Envir...	Services thru 11/3...	Loan/Gra...	1,157.50
12/27/2018	Badger Meter	Pilot mtr units	Loan/Gra...	249.00
12/31/2018	Lake Co Record-Bee	Classified ad - Noti...	Loan/Gra...	195.49
01/01/2019	AES - Analytical Envir...	Services through 1...	Loan/Gra...	853.65
01/07/2019	MC Engineering, Inc	Last of Env. Study ...	Loan/Gra...	320.00
01/30/2019	Badger Meter	Services for Janua...	Loan/Gra...	249.00
Total 130 · Const In Progress - Studies				4,368.14
<b>131 · Waste Water Plant</b>				
<b>131.1 · Pumps/Equipment</b>				
07/05/2018	Southwest Products	Water pump, fan p...	CRP:Sewer	572.16
08/13/2018	MROSUPPLY	ROTOR #1 TAPE...	CRP:Sewer	2,017.24
09/04/2018	ECS House Industries...	Replace rotor #2 b...	CRP:Sewer	1,017.85
11/09/2018	Industrial Electric Mot...	Dredging pump - e...	CRP:Sewer	6,282.66
Total 131.1 · Pumps/Equipment				9,889.91
<b>131 · Waste Water Plant - Other</b>				
12/11/2018	Pace	Misc SS fittings - i...	CRP:Sewer	773.40
12/14/2018	Pace	Misc SS fittings	CRP:Sewer	-392.86
12/19/2018	Pace		CRP:Sewer	-2.32
01/02/2019	ECS House Industries...	Replaced gearbox ...	CRP:Sewer	1,153.96
Total 131 · Waste Water Plant - Other				1,532.18
Total 131 · Waste Water Plant				11,422.09
<b>126 · Forcemain (phase 1) Cap. Imprv.</b>				
Total 126 · Forcemain (phase 1) Cap. Imprv.				
<b>123 · USDA - Sewer Plant Cap Imprvmt</b>				
07/02/2018	Adams Ashby	May - General ad...	Loan/Gra...	540.00
07/02/2018	Adams Ashby	USDA SEWER - J...	Loan/Gra...	1,980.00
07/07/2018	MC Engineering, Inc	USDA Wastewater...	Loan/Gra...	30,760.88
07/24/2018	T & S Construction Co...		Loan/Gra...	301,356.68
08/01/2018	Adams Ashby	Payment Processi...	Loan/Gra...	810.00
08/03/2018	MC Engineering, Inc		Loan/Gra...	24,600.66
08/24/2018	T & S Construction Co...	Payment #12	Loan/Gra...	91,627.50
09/01/2018	Adams Ashby	August 2018	Loan/Gra...	945.00
09/17/2018	MC Engineering, Inc	USA Wastewater ...	Loan/Gra...	16,687.10
09/30/2018	T & S Construction Co...	Pynt #13	Loan/Gra...	261,292.60
10/01/2018	Adams Ashby	September chgs	Loan/Gra...	765.00
10/01/2018	T & S Construction Co...		Loan/Gra...	249,460.76
10/05/2018	MC Engineering, Inc	USDA Wastewater...	Loan/Gra...	11,883.67
11/01/2018	Adams Ashby	October service	Loan/Gra...	1,080.00
11/03/2018	MC Engineering, Inc	USDA Wastewater...	Loan/Gra...	10,398.38
11/27/2018	T & S Construction Co...	10/27/18 thru 11/2...	Loan/Gra...	57,237.50
12/01/2018	USDA Rural Develop...	USDA - Payment #...	Loan/Gra...	33,764.08
12/01/2018	Adams Ashby	Nov 2018 service f...	Loan/Gra...	1,440.00
12/04/2018	MC Engineering, Inc	USDA -Sewer Pla...	Loan/Gra...	11,107.55
01/01/2019	Adams Ashby	December 2018	Loan/Gra...	1,170.00
01/04/2019	MC Engineering, Inc	USDA Wasterwate...	Loan/Gra...	2,165.58
01/31/2019		Adams Ashby Inv. ...	Loan/Gra...	-1,080.00
01/31/2019		MC Engineering In...	Loan/Gra...	-10,398.38
01/31/2019		T&S Const - Inv. #15	Loan/Gra...	-57,237.50
Total 123 · USDA - Sewer Plant Cap Imprvmt				1,042,357.06
<b>127 · Water Plant</b>				
<b>127.1 · Repair of Major Equipment</b>				
07/06/2018	Williams Radiator	New core for 25K ...	CRP:Sewer	612.68

**Clearlake Oaks County Water District**  
**Capital Improvements**  
 As of January 31, 2019

Date	Name	Memo	Class	Amount
07/11/2018	Amazon	113-0986928-6145...	CRP:Water	369.06
07/12/2018	ECS House Industries...	Stubshaft, plate seal	CRP:Sewer	484.61
07/12/2018	ECS House Industries...	Over pay check #3...	CRP:Sewer	-152.65
07/12/2018	Santa Clara Systems	Replacement drive...	CRP:Water	2,409.34
08/03/2018	EASA Industrial Electr...	Rebuild motor WTP	CRP:Water	3,992.59
08/21/2018	Pace	P.O. #4543 - WEL...	CRP:Water	467.21
09/05/2018	CineMeade Engineering	Repair of Fish mixer	CRP:Water	619.00
09/12/2018	J&J Pumps	Pump Inspection- ...	CRP:Water	800.00
09/28/2018	Pacific Ozone	Approved SM 9/6/...	CRP:Water	50,279.26
09/28/2018	J&J Pumps	Hi Service PP #1 s...	CRP:Water	800.00
10/17/2018	Lake County Electric ...	VFP for high servic...	CRP:Water	3,785.93
10/17/2018	Lake County Electric ...	Starter	CRP:Water	1,627.83
10/18/2018	Ozone Water System...	Repair/Service Air...	CRP:Water	12,465.02
10/24/2018	Instrumart	Ultrasonic Flow M...	CRP:Water	9,523.80
11/09/2018	Lake County Electric ...	Starter transformer...	CRP:Water	1,809.43
12/04/2018	USA BlueBook	Colormeter Assem...	GL:Sewer	549.62
12/06/2018	Pace	Adapter, bolt, gask...	CRP:Water	820.56
12/12/2018	Williamson Engineering	Neptune motor - p...	CRP:Water	818.32
12/13/2018	Lake County Electric ...	Shady VFO-Electri...	CRP:Water	1,362.08
12/17/2018	Mendo Mill	Flashmixer	CRP:Water	174.78
12/18/2018	Mendo Mill	Tools for flashmixe...	CRP:Water	130.65
12/18/2018	Mendo Mill	Flashmixer	CRP:Water	60.81
01/10/2019	Commercial Pump & ...	Sand blast/powder...	CRP:Water	960.00
01/10/2019	Commercial Pump & ...	Repair HSP1 Pum...	CRP:Water	10,364.50
Total 127.1 · Repair of Major Equipment				105,134.43
<b>127 · Water Plant - Other</b>				
10/31/2018	Telstar Instruments	Furnish/install flow...	CRP:Water	5,869.69
11/10/2018	Telstar Instruments	Calibration of flow...	CRP:Water	1,440.00
11/26/2018	Pacific Ozone	Approved SM 9/6/18	CRP:Water	1,481.80
11/27/2018	Pacific Ozone	Ozone Sam Photo...	CRP:Water	451.53
11/30/2018	Pace	Install flash mixer	CRP:Water	220.55
12/03/2018	Muniquip, LLC	Flash Mixer	CRP:Water	26,598.00
Total 127 · Water Plant - Other				36,061.57
Total 127 · Water Plant				141,196.00
<b>120 · District General CIP (EQUIPMENT - WAS 1011181)</b>				
<b>120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)</b>				
09/29/2018	Verizon Wireless	X2 Ipads, cases, p...	GL:Water	1,281.94
09/29/2018	Verizon Wireless	X2 Ipads, cases, p...	GL:Water	1,165.41
09/29/2018	Verizon Wireless	X2 Ipads, cases, p...	GL:Sewer	1,165.41
09/29/2018	Verizon Wireless	X1 Ipad, cases, pr...	GL:Water	510.67
10/02/2018	Verizon Wireless	842219116-00001	GL:Water	-225.30
10/02/2018	Verizon Wireless	842219116-00001	GL:Sewer	-225.29
10/15/2018	Grainger	Cerrito surge tank ...	CRP:Water	1,396.93
12/13/2018	Pace	Pipe cutting syste...	CRP:Water	4,341.68
Total 120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WAT...				9,411.45
<b>120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)</b>				
09/28/2018	Nor-Cal Telecom	New phone system	GL:Admin	3,411.49
Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				3,411.49
<b>120.90 · Vehicles/Generators/Trailers</b>				
12/04/2018	HOLT AG SOLUTIONS	KUBOTA 4WD Util...	CRP:Sewer	13,728.00
01/18/2019	Greenbergs Quality M...	Used - 2016 Chev...	CRP:Sewer	24,900.00
01/18/2019	Greenbergs Quality M...	Used - 2016 Chev...	CRP:Water	12,750.00
01/18/2019	Greenbergs Quality M...	Used - 2015 Chev...	CRP:Water	19,000.00
01/18/2019	Greenbergs Quality M...	Used - 2016 Chev...	CRP:Sewer	12,750.00
Total 120.90 · Vehicles/Generators/Trailers				83,128.00
<b>120 · District General CIP (EQUIPMENT - WAS 1011181) - Other</b>				
10/12/2018	CUSI	Additional field and...	GL:Sewer	750.00
10/12/2018	CUSI		GL:Water	750.00

11:23 AM

02/08/19

Accrual Basis

**Clearlake Oaks County Water District**  
**Capital Improvements**  
**As of January 31, 2019**

Date	Name	Memo	Class	Amount
	Total 120 · District General CIP (EQUIPMENT - WAS 1011181) - Other			1,500.00
	Total 120 · District General CIP (EQUIPMENT - WAS 1011181)			97,450.94
	<b>122 · Bldgs/Grounds Cap Improvements</b>			
10/20/2018	Frontier Farm and Lan...	Landscaping Admi...		5,990.00
	Total 122 · Bldgs/Grounds Cap Improvements			5,990.00
	<b>124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)</b>			
	<b>124.30 · Lift Stations</b>			
	<b>124.31 · Lift Station 7 Bypass</b>			
	Total 124.31 · Lift Station 7 Bypass			
	<b>124.30 · Lift Stations - Other</b>			
	Total 124.30 · Lift Stations - Other			
	Total 124.30 · Lift Stations			
	<b>124.50 · Mains</b>			
	Total 124.50 · Mains			
	<b>124.60 · Meters</b>			
	Total 124.60 · Meters			
	<b>124.90 · Water Tanks</b>			
	Total 124.90 · Water Tanks			
	<b>124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other</b>			
08/14/2018	Pace	WELL HEAD REP...	CRP:Water	2,543.55
09/28/2018	Pollard Water	20 - Hydrant locks	CRP:Water	1,991.05
	Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SE...			4,534.60
	Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...			4,534.60
	<b>125 · Land - Dist. Cap. Improvements</b>			
	Total 125 · Land - Dist. Cap. Improvements			
	<b>129 · ALLOW. FOR DEPRECIATION</b>			
	Total 129 · ALLOW. FOR DEPRECIATION			
	<b>210 · Cal Card</b>			
08/30/2018		Funds Transfer		3,080.42
08/30/2018		Funds Transfer		8,345.43
09/30/2018				-11,129.64
	Total 210 · Cal Card			296.21
<b>TOTAL</b>				<b>1,307,615.04</b>

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Accounts

Transfers

Bill Pay

Easily and accurately file your simple tax returns for FREE. [Get started now!](#)

### Accounts

Transfer Settings

#### CRP PC \*6192

Current	\$0.00
Available	**\$0.00

#### CRP SEWER \*3745

Current	\$314,488.95
Available	**\$314,488.95

#### GENERAL LEDGER \*9122

Current	\$412,638.31
Available	**\$424,132.66

#### PC ESCROW \*6184

Current	\$0.00
Available	**\$0.00

#### CRP WATER \*6990

Current	\$189,433.29
Available	**\$189,433.29

#### BALANCE TOTALS

Total Deposit Accounts	\$916,560.55
------------------------	--------------

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

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- [Amazon app store for the Kindle Fire tablet](#)

< February 2019

Su	Mo	Tu	We	Th	Fr
27	28	29	30	31	1
3	4	5	6	7	8
10	11	12	13	14	15
17	18	19	20	21	22
24	25	26	27	28	1

### Purchase Rewards

You currently have no rewards available. Check back soon.



CRP SEWER [change account](#) ▼

[How does this work?](#)

### Outside Accounts



No outside accounts added.

[Add account](#)

### Money Management

## Budgets made easy!



20

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

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
February 15,  
2019

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

January 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
1/15/2019	1/14/2019	QRD	1594349	SYSTEM	7,138.13

Account Summary

Total Deposit:	7,138.13	Beginning Balance:	1,167,002.27
Total Withdrawal:	0.00	Ending Balance:	1,174,140.40

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## Clearlake Oaks County Water District A/P Aging Summary As of February 15, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Adams Ashby	3,195.00	0.00	0.00	0.00	0.00	3,195.00
Alpha Analytical Labs	1,616.00	0.00	51.00	0.00	0.00	1,667.00
AT&T 555 6	105.13	0.00	0.00	0.00	0.00	105.13
Badger Meter	249.00	0.00	0.00	0.00	0.00	249.00
Bill Fredriksson	0.00	1,637.47	0.00	0.00	0.00	1,637.47
Burrell's Automotive	60.00	0.00	0.00	0.00	0.00	60.00
CASH	16.21	0.00	0.00	0.00	0.00	16.21
County of Lake - Special Districts	2,212.67	0.00	0.00	0.00	0.00	2,212.67
Deeper Cleaning	320.00	0.00	0.00	0.00	0.00	320.00
EDD - Unemployment	7,200.02	0.00	0.00	0.00	0.00	7,200.02
GEM Rentals	74.79	0.00	0.00	0.00	0.00	74.79
Grainger	144.04	0.00	0.00	0.00	0.00	144.04
Hayden Solar, LLC	3,280.27	0.00	0.00	0.00	0.00	3,280.27
Herc Rentals	0.00	129.07	0.00	0.00	0.00	129.07
High Country Security	789.63	0.00	0.00	0.00	0.00	789.63
Lake County Electric Supply, Inc.	6,595.88	0.00	0.00	0.00	0.00	6,595.88
Lake County Waste Solutions	587.69	0.00	0.00	0.00	0.00	587.69
MC Engineering, Inc	15,628.13	0.00	0.00	0.00	0.00	15,628.13
Mediacom - WWTP 1294	211.67	0.00	0.00	0.00	0.00	211.67
Mendo Mill	241.55	0.00	0.00	0.00	0.00	241.55
Municipal Maintenance Equipment	0.00	-138.11	0.00	0.00	0.00	-138.11
Nave & Cortell, LLP	1,354.50	0.00	0.00	0.00	0.00	1,354.50
One Stop Automotive	641.61	0.00	0.00	0.00	0.00	641.61
Pace	0.00	131.62	0.00	0.00	0.00	131.62
People Services Inc	126.15	0.00	0.00	0.00	0.00	126.15
Quill	121.63	0.00	0.00	0.00	0.00	121.63
RAIN FOR RENT	593.75	0.00	0.00	0.00	0.00	593.75
Redwood Coast Fuels	1,008.06	0.00	0.00	0.00	0.00	1,008.06
Southport Control Solutions	2,848.00	0.00	0.00	0.00	0.00	2,848.00
T & S Construction Co. Inc.	191,990.49	0.00	0.00	0.00	0.00	191,990.49
Telstar Instruments	7,309.69	0.00	0.00	0.00	0.00	7,309.69
Tire Pro	0.00	22.50	0.00	0.00	0.00	22.50
Tri-Cities Answering Service	171.95	0.00	0.00	0.00	0.00	171.95
United States Post Office	0.00	1,000.00	0.00	0.00	0.00	1,000.00
Yolo County Flood Control	0.00	3,841.01	0.00	0.00	0.00	3,841.01
<b>TOTAL</b>	<b>248,693.51</b>	<b>6,623.56</b>	<b>51.00</b>	<b>0.00</b>	<b>0.00</b>	<b>255,368.07</b>

0.\*\*

126.15+

105.13+

2,212.67+

6,595.88+

9,039.83+

26,638.24+

255,368.07

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**Clearlake Oaks County Water District**  
**Payroll Summary**  
**January 2019**

	<u>Hours</u>	<u>Rate</u>	<u>Jan 19</u>
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
CTO Saved	-14.5	30.63	-530.37
CTO Used	15.25	30.63	567.31
Holiday	339.75	20.42	7,762.37
Holiday Worked (x2.5)	63	45.05	3,672.88
Overtime (x1.5)	262	45.00	8,698.46
PTO	237.13	30.00	6,734.04
Straight Board	2,758.5	20.42	69,634.16
Duty Pay			1,000.00
			<u>6,860.00</u>
<b>Total Gross Pay</b>	<b>3,661.13</b>		<b>104,398.85</b>
<b>Deductions from Gross Pay</b>			
ACWA (pre-tax)			-1,812.57
AFLAC (pre-tax)			-381.24
AFLAC (taxable) AFTER TAX			-352.80
CALPers 457			-675.00
CALPers EE (Pretax)			-4,928.97
			<u>-8,150.58</u>
<b>Total Deductions from Gross Pay</b>			<b>-8,150.58</b>
<b>Adjusted Gross Pay</b>	<b>3,661.13</b>		<b>96,248.27</b>
<b>Taxes Withheld</b>			
Federal Withholding			-5,426.00
Medicare Employee			-1,481.98
Social Security Employee			-6,336.70
CA - Withholding			-2,121.13
CA - Disability			-1,022.02
			<u>-16,387.83</u>
<b>Total Taxes Withheld</b>			<b>-16,387.83</b>
<b>Deductions from Net Pay</b>			
Miscellaneous Deduction			-99.55
			<u>-99.55</u>
<b>Total Deductions from Net Pay</b>			<b>-99.55</b>
<b>Net Pay</b>	<b><u>3,661.13</u></b>		<b><u>79,760.89</u></b>
<b>Employer Taxes and Contributions</b>			
Medicare Company			1,481.98
Social Security Company			6,336.70
			<u>7,818.68</u>
<b>Total Employer Taxes and Contributions</b>			<b>7,818.68</b>

11:26 AM

Clearlake Oaks County Water District

Trial Balance

02/08/19

As of January 31, 2019

Accrual Basis

	Jan 31, 19	
	Debit	Credit
102.001 · GL - 9122	177,764.47	
102.04 · DWR - CHECKING	200.00	
101 · LAIF - CASH IN BANK	978,002.27	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	222,359.68	
102.03 · CRP Sewer - 3745	321,727.33	
CUSI Accounts Receivable		6.00
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	21,680.00	
130 · Const In Progress - Studies	123,602.35	
130 · Const In Progress - Studies: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	155.04	
114 · ACCOUNTS RECEIVABLE.	176,790.00	
115 · PRE-PAID INSURANCE	23,357.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
128 · Sewer Infrstrcture & Rehab Proj	257,083.82	
121 · Wtr Dist & Wtr Storage Projects	153,927.77	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Project - District Exp	129,411.30	
131 · Waste Water Plant	1,532.18	
131 · Waste Water Plant:131.1 · Pumps/Equipment	9,889.91	
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85	
123 · USDA - Sewer Plant Cap Imprvmt	4,202,647.83	
USDA Project	0.00	
127 · Water Plant	258,718.50	
127 · Water Plant:127.2 · Harvy Vault Chlor Inject Proj	3,553.73	
127 · Water Plant:127.1 · Repair of Major Equipment	105,134.43	
120 · District General CIP	13,500.00	
120 · District General CIP:120.01 · General Equipment/Tools	1,921,549.25	
120 · District General CIP:120.60 · Office	27,331.49	
120 · District General CIP:120.75 · SCADA	0.00	
120 · District General CIP:120.90 · Vehicles/Generators/Trailers	202,254.54	
122 · Bldgs/Grounds Cap Improvements	8,529,449.57	
124 · D/C System Cap Improvements	3,140,971.60	
124 · D/C System Cap Improvements:124.30 · Lift Stations	46,264.48	
124 · D/C System Cap Improvements:124.30 · Lift Stations:124.31 · Lift Station 7 Bypass	66,042.23	
124 · D/C System Cap Improvements:124.50 · Mains	14,788.58	
124 · D/C System Cap Improvements:124.60 · Meters	700.00	
124 · D/C System Cap Improvements:124.90 · Water Tanks	5,215.04	
125 · Land - Dist. Cap. Improvements	299,770.00	
129 · ALLOW. FOR DEPRECIATION		7,747,170.00
200 · ACCOUNTS PAYABLE		74,125.95
210 · Cal Card	1,622.74	
210 · Cal Card:210.13 · WAB - Jeremy - 2499		176.97
210 · Cal Card:210.12 · WAB- Francisco - 2481		224.84
210 · Cal Card:210.11 · WAB - Dan - 2507		282.26
210 · Cal Card:210.10 · WAB - Dianna - 2473		1,665.15
210 · Cal Card:210-09 · Cal Card - Francisco - 5855	0.00	
210 · Cal Card:210-08 · Cal Card - Dan - 5848	0.00	
210 · Cal Card:210-07 · Cal-Card - Jeremy - 5863	0.00	
210 · Cal Card:210.06 · Cal Card - Jason 3879	0.00	
210 · Cal Card:210.05 · Cal Card - Dan - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - Alan - 7397	0.00	
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	
		1,622.74

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Clearlake Oaks County Water District

Trial Balance

As of January 31, 2019

02/08/19

Accrual Basis

	Jan 31, 19	
	Debit	Credit
224 · USDA Retainage		141,412.85
223.56 · FEDERAL PAYROLL TAX PENALTY	322.01	
280 · Loan:280.12 · USDA Loan		2,537,248.61
280 · Loan:280.07 · Bridge Loan for Forced Main	5,650.96	
280 · Loan:280.05 · USDA Bridge Loan	2,282.35	
280 · Loan:280.01 · Kansas State Bk - VACON		2,820.08
280 · Loan:280.03 · Kansas State Bk - Camera Traile	12.79	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion		872.41
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical		5,436.57
222 · Direct Deposit Liabilities	0.00	
223 · COMP DUMP ACCOUNT	0.00	
223 · COMP DUMP ACCOUNT:223.01 · ADMIN - COMP USED	0.00	
223 · COMP DUMP ACCOUNT:223.02 · SEWER - COMP USED	0.00	
223 · COMP DUMP ACCOUNT:223.03 · WATER - COMP USED	0.00	
223.15 · GARNISHMENTS	5,694.50	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		1,895.77
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation Time	0.00	
223.25 · Vacation Dump Account:223.27 · Sewer - Vacation	0.00	
223.25 · Vacation Dump Account:223.28 · Water - Vacation	0.00	
223.30 · Sick Dump Account	0.00	
223.30 · Sick Dump Account:223.31 · Admin - Sick	0.00	
223.30 · Sick Dump Account:223.32 · Sewer - Sick	0.00	
223.30 · Sick Dump Account:223.33 · Water - Sick	0.00	
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE	340.68	
223.50 · MEDICARE TAX PAYABLE	160.05	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	377.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	84.49	
223.65 · STATE DISABILITY PAYABLE	1,283.73	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	3,374.02	
223.80 · DEFERRED COMP PAYABLE	0.00	
223.85 · MISC DEDUCTIONS PAYABLE		795.22
223.90 · COMPENSATED EMPLOYEE BENEFITS		49,102.00
24000 · Payroll Liabilities	17,496.70	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		6,009,715.61
304 · Opening Balance Equity		326,612.31
306 · Retained Earnings - OLD		6,011,434.96
Income:410 · Client Reg Pmt		1,346,212.96
Income:425 · CRP		447,500.49
Income:430 · Penalty & Interest		41,906.52
Income:435 · Loans/Grants:435-6 · Inflow & Infiltration Construct		67,858.00
Income:435 · Loans/Grants:435-5 · USDA Contruction Grant	0.00	
Income:440 · Misc Revenue		11,630.27
Income:450 · Other - Non S/W Rev		46,417.80
134 · WTP Meter & X-Connection Proj.	3,143.34	
133 · Harvey Storage Tank - Water	3,293.33	
Loans/Grants:903 · WTP, Meters, and Backflow	1,475.08	
Salaries & EE Benefits:507 · Severence Pay	26,640.00	
Salaries & EE Benefits:545 · CALPers 457		150.00
Salaries & EE Benefits:505 · Salaries & Wages	600,754.00	
Salaries & EE Benefits:520 · FICA - District Share	46,931.10	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	104,462.45	
Salaries & EE Benefits:540 · PERS - District Share	74,539.92	
Salaries & EE Benefits:560 · Workers Comp Ins	38,035.33	
Services & Supplies:610 · Bank Fees	10,695.86	
Services & Supplies:620 · Communications & Internet	14,507.23	
Services & Supplies:622 · Board Exp	5,327.79	

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# Clearlake Oaks County Water District

02/08/19

## Trial Balance

Accrual Basis

As of January 31, 2019

	Jan 31, 19	
	Debit	Credit
Services & Supplies:625 · Equip - Field (\$300-\$4999)	675.40	
Services & Supplies:630 · Equip - Office	3,518.09	
Services & Supplies:640 · Fuel & Oil	14,834.06	
Services & Supplies:645 · Insurance	44,545.00	
Services & Supplies:657 · Lab	21,133.79	
Services & Supplies:660 · Memberships & Subscription	41,676.36	
Services & Supplies:665 · Mileage Reimb	585.67	
Services & Supplies:670 · Postage & Shipping	6,671.93	
Services & Supplies:675 · Professional Services	46,178.99	
Services & Supplies:685 · Rents	15,703.70	
Services & Supplies:690 · Safety & Security	15,946.70	
Services & Supplies:700 · Tools & Instruments	2,281.64	
Services & Supplies:703 · Supplies - Clothing & Personal	5,645.80	
Services & Supplies:705 · Supplies - Office	6,437.35	
Services & Supplies:715 · Supplies-Chemicals-Operating	75,050.46	
Services & Supplies:720 · Supplies - Inventory - Other	16,507.01	
Services & Supplies:735 · Training/Classes/Certs/ClassB	9,072.40	
Services & Supplies:745 · Travel / Lodging	3,371.36	
Services & Supplies:750 · Utilities	122,563.64	
Services & Supplies:760 · Waste Disposal	34,442.35	
Services & Supplies:795 · Yolo Co	26,763.73	
Services & Supplies:799 · Misc	11,129.64	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct closed	1,619.88	
Repairs & Replacement:810 · R&R Buildings & Grounds	10,827.38	
Repairs & Replacement:820 · R&R Lift Stations	414.30	
Repairs & Replacement:830 · R&R Equipment	26,090.22	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	6,775.11	
Repairs & Replacement:840 · R&R Vehicles	16,204.12	
66000 · Payroll Expenses	640.00	
<b>TOTAL</b>	<b>24,874,296.34</b>	<b>24,874,296.34</b>

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**Aged Accounts Receivable**  
**As of 02/15/2019**

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<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>
\$92,285.67	\$29,440.00	\$9,582.90	\$7,579.19	\$110,388.87	<u>\$249,276.63</u>

**Total number of accounts with open balances:**                    935

These totals include all accounts on the Tax Roll

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## Account Payable Breakdown

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Date: 2/15/2019

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger	\$452,590.58	\$412,638.31	\$424,132.66
CRP Water	\$189,433.29	\$189,433.29	\$189,433.29
CRP Sewer	\$314,488.95	\$314,488.95	\$314,488.95
CRP PC	\$0.00	\$0.00	\$0.00
PC ESCROW	\$0.00	\$0.00	\$0.00
LAIF Balance	\$1,174,140.40		
Current A/P Aging	\$255,368.07		
ACWA Health Ins	\$18,808.16		
WAB Credit Card	<u>\$4,794.59</u>		
TOTAL	\$278,970.82		

NOTES:

3A

**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

**JANUARY 17, 2019**

This meeting will be conducted by Roberts Rule of Order.

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

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

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

**AGENDA**

**Call to Order – 4:00 p.m.**

**Pledge of Allegiance**

**Roll Call**

√ Mrs. Margaret Medeiros, President    √ Mr. Karl Hosier, Vice President  
□ Mr. Samuel Boucher, ABSENT    √ Mr. Stanley Archacki, Director,    √ Mrs. Barbara Higman, Director

√ Mrs. Dianna Mann – General Manager    √ Mrs. Olivia Mann - Secretary of the Board

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

**Public comment on non-agenda items**

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

**Consent Items**

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

**1. Staff Written Operational Reports**

- a. Customer Service
- b. Lead Distribution Operator
- c. Water Plant Chief Operator
- d. Wastewater Plant Chief Operator
- e. General Manager

**2. Financial Reports for review and approval**

- a. December 2018, QB balance sheet and profit & loss statements
- b. Bank account balances and accounts receivable
- c. Employee payroll report
- d. Aged trial balance summary
- e. Vendor aging report, accounts payable breakdown

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

- a. Minutes of Regular Meeting 12-20-18

**Action Taken: Motion to approve consent items**  
**ARCHACKI/HIGMAN M/S/C**  
**AYES: MEDEIROS/HOSIER/ARCHACKI**  
**NOES: NONE**  
**ABSENT: BOUCHER**

**4. Agenda (Old Business)**

- a. Discussion and update from CSA 16 committee regarding annexation progress

**Action Taken: NO ACTION**

**5. Agenda (New Business)**

- a. Discussion and consideration of amending Resolution 17-06 to eliminate the 5/8" x 3/4" and 3/4" service line options

**Action Taken: Motion to amend Resolution 17-06 to eliminate the 5/8" x 3/4" and 3/4" service line options**  
**HOSIER/ARCHACKI M/S/C**  
**AYES: MEDEIROS/HOSIER/ARCHACKI**  
**NOES: NONE**  
**ABSENT: BOUCHER**

- b. Discussion and consideration of paying T & S Construction out of LAIF account to cover USDA expenses until Government is reopened, not to exceed \$249,228.00

**Action Taken: Motion to transfer \$57,237.50 from LAIF account to pay last T & S Construction Invoice.**  
**HOSIER/HIGMAN M/S/C**  
**AYES: MEDEIROS/HOSIER/ARCHACKI**  
**NOES: NONE**  
**ABSENT: BOUCHER**

- c. Discussion and consideration of appointing an Ad Hoc Committee for the 2019-2020 Budget

**Action Taken: Appointed Director Hosier and Director Higman for the 2019-2020 Budget Ad Hoc Committee**

- d. Discussion and consideration of General Manager cashing out 100 hours of PTO

**Action Taken: Motion to approve General Manager cashing out 100 hours of PTO**  
**HOSIER/ARCHACKI M/S/C**  
**AYES: MEDEIROS/HOSIER/ARCHACKI**  
**NOES: NONE**  
**ABSENT: BOUCHER**

- f. Discussion and consideration of approving the District to surplus the 1990 Chevy 3500 utility truck, 1996 Chevy 3500 utility truck, 2008 F150 Ford, and the chemical sprayer

**Action Taken: Motion to approve items f & g collectively, refer to item g**

- g. Discussion and consideration to trade in the Focus and purchase three used mid-size service trucks (2 for D/C, 1 for Water)

**Action Taken: Motion to approve items f & g collectively**

**ARCHACKI/HOSIER M/S/C**

**AYES: MEDEIROS/HOSIER/ARCHACKI**

**NOES: NONE**

**ABSENT: BOUCHER**

- h. Discussion and consideration of appeal request for 538 Keys Boulevard

**Action Taken: NO ACTION**

- i. Discussion and consideration of eliminating legal counsel representation during Regular Meetings

**Action Taken: Motion to eliminate legal counsel representation during Regular Meeting's. At the discretion of the Board, legal counsel can be asked to attend any meeting.**

**HOSIER/ARCHACKI M/S/C**

**AYES: MEDEIROS/HOSIER/ARCHACKI**

**NOES: NONE**

**ABSENT: BOUCHER**

**Adjournment**

**Time: 5:14 PM**

**Motioned to adjourn at 5:14 PM by Director Archacki, SECONDED BY Director Higman**

**SIGNED: \_\_\_\_\_  
Margaret Medeiros, Board President**

**ATTESTED TO: \_\_\_\_\_  
Olivia Mann, Board Secretary**



**MC Engineering, Inc.**

9294 Madison Ave  
Orangevale, CA 95662

# Invoice

Date	Invoice #
2/5/2019	1716

**Bill To**

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

P.O. No.	Terms	Due Date	Project	
	Net 30	3/7/2019	Sewer Infrastructure and Design	
Description	Qty	Rate	Amount	
Project Manager, Mark Carey, PE	14.5	165.00	2,392.50	
Assistant Engineer, Jared P. Nelson	60	120.00	7,200.00	
Operations Management Engineer, John Pedri, PE	9	160.00	1,440.00	
Administrative Support	2	65.00	130.00	
EDEA Inv 1018		3,361.75	3,361.75	
Prints Requested 1/11/19 Mail biz		78.53	78.53	
<i>128-4G - Inflow Filtration Const.</i>				
<i>(Signature)</i>			<b>Total</b>	<b>\$14,602.78</b>
			<b>Payments/Credits</b>	<b>\$0.00</b>
			<b>Balance Due</b>	<b>\$14,602.78</b>

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

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**SUMMARY REPORT**  
**GAP FINANCING/SWRCB GRANT AWARD DELAYS**  
**FOR**  
**PHASE II PIPELINE REHABILITATION**  
**PHASE III LIFT STATION PROJECTS**  
**2-15-19**

**Construction Contract Amounts:**

<u>Phase II</u> Construction	\$ 704,866
CM/Contingencies	\$124,774
TOTAL	<b>\$ 829,640</b>
<u>Phase III</u> Construction	\$ 2,603,374
CM/Contingencies	\$ 460,844
TOTAL	<b>\$ 3,064,218</b>

**Notice to Proceed (Date):** Phase II - January 22, 2019    Phase III - December 4, 2018

**Outstanding Design Soft Costs:** Phase II and III Combined = **\$ 155,014** (reimbursables)

**Original (Design/Construction) Grant Award/Agreement:** **March 1, 2019**

**Revised SWRCB Date for Grant Agreements:** **September 2019 (At Issue)**

*Background:* As shown above the CLOCWD went out to bid on Phase II and Phase II Portions of the I/I Infrastructure Grant. The Phase I portion (Lift Station Force Main Project) was completed in 2017, with all costs reimbursed by the SWRCB, per approved Grant Agreement.

The CLOCWD was given authorization to bid and construct the Phase II and Phase III Projects, upon approval of the design, which was completed in November of 2018. Typically, an SWRCB Grant Agreement is approved by the SWRCB once bid packages are reviewed and approved by both the CLOCWD and the SWRCB per a submitted Final Budget Approval (FBA) package. Upon approval by the SWRCB, a "Design and Construction" grant would be signed and approved within 30-60 days, at which time the CLOCWD can then request funding reimbursements. The SBA packages for Phase III and Phase II Projects were submitted to the SWRCB in December 2018 and January 2019, respectively.

In late January of 2019, the CLOCWD and MC Engineers were informed that the SWRCB had been encountering system -wide accounting problems as a result of a newly installed computer management system. All state-wide water and sewer agencies, with on-going planning, design and construction projects, were told that the SWRCB cannot make progress payments until the new system is on-line and all existing projects have been transferred to the new system. Being an extreme disadvantage community (EDAC), the CLOCWD will be awarded a design and construction grant (high priority), but it will now take at **least 5-6 months** before a signed grant agreement and subsequent reimbursements/payments can be made to the CLOCWD. Those reimbursement request(s) by the CLOCWD may also include outstanding "soft costs" for design, in which the CLOCWD has existing soft cost expenditures of **\$ 155,014**.

To avoid construction delays and associated costs, the team at MC Engineering, is requesting the following two approaches in order to keep the project "moving-ahead" and avoiding costly delays:

- 1) Delay 1-3 months the start of construction, which will require concurrence from contractor and possible time extensions. The Phase III Project to be delayed at least 30 days from the planned start of March 2019 and the Phase II Project to be delayed till June of 2019.
- 2) Acquire an interim "gap" loan from a lending institution to cover the construction progress payments and any possible "soft costs" (design). This gap loan would only be required until such time the SWRCB approves the Grant Agreement. (around 5-6 months).

We have attached a spread-sheet (**Attachment A**) showing the impacts of using interim/gap financing. It should be noted that any interest costs accrued during this 5-6-month period would be eligible for reimbursement, per recent communications from the SWRCB.

Update on "Gap" Financing: CoBank of Denver Colorado has been contacted and can provide necessary interim financing. This Company is currently working with other California Agencies to provide the necessary gap financing, until such time the SWRCB completes it system updates. Please refer to **Attachment B**.

Interest Costs Accrued-Based on Construction Draw-down- The accrued interest based on an estimated construction draw-down is as noted per project:

PHASE II – Pipeline Rehabilitation Project - 4 months carry = \$ 4,216  
PHASE III- Lift Station Project(s) – 6 months carry = \$ 17,213

These costs do not include "soft cost" reimbursements by CLOCWD.

Interim Gap Loan (CoBank) Terms:

- Interest 4.5-4.75 %
- Interest rate based on Libor rate
- Repaid by SWRCB (principle and interest) after grant agreement

Timing of "Gap" Loan Agreement: A "Gap" loan can be approved within 30-days.







844-846-3135 • water@cobank.com • www.cobank.com

## ◆ Lines of Credit / Grant Anticipation Notes ◆

A CoBank line of credit is the perfect way to “gap” fund approved project invoices and Grant reimbursements in order to keep your project on track towards completion.

Your system gets the capital it needs when it needs it and only pay for what is used.

### Taylored to Your Needs:

A line of credit can be the perfect way to fund unpredictable or variable short term needs:

- Immediate Access to Cash
- Flexibility of Use
- Flexible Payment Terms
- Ability to Pay Down and Reuse

### Benefits and Highlights:

As a proud member of the Farm Credit System, we have the experience to work with you:

- No Fees
- Low, Variable Rate Financing
- Interest-only payments
- Amount Sized For Your Needs
- Secured by Grant Funds

### Ways to Use:

Take advantage of the flexible and easy access to funds for a variety of business needs:

- Engineering and Design
- Environmental Reports
- Construction
- Purchase of Equipment
- Repairs and Maintenance

### Experienced Lender to Rural Water and Wastewater Systems.

CoBank, a member of the Farm Credit System, has served the borrowing needs of agriculture and infrastructure across rural America for over 100 years. Our rural water and wastewater borrowers include non-for-profit associations, municipalities, special districts and investor-owned water utilities.

**Great Service Comes Standard.** CoBank has become the largest commercial lender dedicated to the water and wastewater industry by providing service that puts you, the customer, first. Our flexible financing terms, seamless application process and quick access to capital are some of the many benefits of working with CoBank on your system’s financing needs. Our 100+ years of experience have given us a lot of practice.

**Quick Application & Approval Process.** CoBank’s streamlined application and credit review process enables quick underwriting, documentation and access to funds in as little as 30 days. Items needed for credit review, include:

- ✓ Grant Funding Agreement
- ✓ Past 3 Years Audit / Financials Statements
- ✓ Organizational Structure (Bylaws, Articles or State Statute)
- ✓ General Description of the Project & Your System

### CoBank’s Flexible Financing Products:

- Pre-Development Loans
- Construction Loans
- Interim Financing
- Refinancing Existing Debt
- Term Debt
- Leasing
- Lines of Credit

### COBANK IN CALIFORNIA



Proud Member of the Farm Credit System













1234 North Market Blvd  
Sacramento CA 95834  
toll-free 800 833 0322  
phone 916 553 4900  
fax 916 553 4904  
[www.calrura.water.org](http://www.calrura.water.org)

**Clearlake Oaks County Water District  
Drinking Water and Wastewater Rate Study Proposal  
February 13, 2019**

1. SUSP
2. Scope of Services
3. Price Proposal
4. Proposal Summary

**1. Specialized Utility Services Program, Inc.  
(SUSP)**

The Specialized Utility Services Program, Inc. (SUSP) is a subsidiary company of the California Rural Water Association. CRWA established the SUSP program in order to answer requests from member and non-member systems for assistance and services that require more time and resources than CRWA can provide to systems utilizing our technical assistance and training programs. The SUSP program is set up to provide services in contract water and wastewater operations; contract utility management; rate studies; MHI studies; and a variety of contract management and operator training.

**2. Scope of Services**

**General Services** – SUSP will provide Clearlake Oaks County Water District with an analysis with recommendations on the district's drinking water and wastewater rates. SUSP will calculate the fees based on information provided by the district, and in accordance with the district's current policies on drinking water and wastewater rates and fees. The rate study will be based on information provided by the district's management. SUSP will provide a detailed report upon completion of the analysis and provide Prop 218 support which includes attendance at one (1) hearing involving both the wastewater and drinking water rate studies. Any necessary additional Prop 218 support can be completed at an additional cost.

**3. Price Proposal**

SUSP will provide the services outlined in Section 2 - Scope of Services under the following fee schedule:

Item	Description	Cost
Clearlake Oaks Wastewater Rate Study	<ul style="list-style-type: none"><li>• Rate Analysis of the District's current wastewater fees and rates.</li></ul>	\$ 14,500.00
Clearlake Oaks Drinking Water Rate Study	<ul style="list-style-type: none"><li>• Rate Analysis of the District's current drinking water fees and rates.</li></ul>	\$ 14,500.00
<b>TOTAL</b>		<b>\$29,000.00</b>

In the performance of the rate study, the following information will be needed and other information may be requested as we move through the process:

- ✓ Financial Information
- ✓ Water Rates
- ✓ Water Customer info (past 3 years if possible)

- ✓ Water Supply & Peak Demand
- ✓ Capital Improvements & Future Operating Costs (10 year projection if possible)

The overall goal of a rate study is to determine rates that will fund the district's budget; reserves or depreciation reserves; and any other designated reserves or accounts that the staff, management and board agree upon. It is crucial that we get all this information up front in order to determine appropriate rates and structure to produce the desired revenues needed to appropriately fund the system.

**4. Proposal Summary**

This is a price proposal and a more formal contract will be submitted upon an agreement on this proposal. We are flexible in providing services so please feel free to discuss any aspect of this price proposal with me for clarification. If you would like to see changes in the scope of services we will be glad to discuss any ideas or options that you might want to bring to the table. This proposal was put together based on the scope of services and is my interpretation of the district's needs based upon information provided in our initial questionnaire. If you are in agreement with this price proposal, please sign, date and return to:

*Via mail to: SUSP, Inc., 1234 North Market Boulevard, Sacramento, CA 95834 - Attention: Thomas Elisher  
Or via Fax: 916-553-4904 or via Email: telisher@calruralwater.org*

**Submitted by:**   
Dustin Hardwick, Deputy Director  
Specialized Utility Services Program, Inc.

2/14/19  
Date

**Accepted by:** \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title



# Case Excavating, Inc.

PO Box 2588

Clearlake, Ca. 95422

(707) 994-6815

Lic. # 895670

Proposal Submitted To: Clearlake Oaks County Water District	Phone: 998-3322 ext.103	Date 02/12/2019
Street or PO Box PO Box 709	Job Name Jenson Road Repair	
City, State and Zip Code Clearlake Oaks, CA 95423	Job Location Jenson Rd	APN #

## Proposal

Jenson Road will be re-graded and roadside ditches approximately 6" deep will be installed on either side which will create a crown in the road. The water that builds up in the roadside ditches will sheet flow into the fields on each side.

Haul in, spread out and compact base rock on Jenson Rd. from Sulphur Bank to the end of the treatment plant. Approximately 3" of base rock will be put on the entire road which is about 500 yards.

At the end of Jenson Road and the corner of the treatment plant trench plates and pipe will be removed and put in treatment plant yard. The ditch from the pipe will be filled and compacted.

Estimated cost of base rock is \$20,000.00.

This bid price is assuming we can get all the base rock from the Cache Creek quarry, if not the price will go up due to additional trucking costs.

If rock price increases before the job starts billing will be adjusted accordingly.

We propose hereby to furnish equipment, labor and material – complete in accordance with the above specifications, for the sum of Twenty Six Thousand Even Dollars..... (\$26,000.00).

All agreements are contingent upon weather, accidents or delays beyond our control.

Excludes: Survey, permits, fees, testing & inspection unless listed above.

Authorized Signature \_\_\_\_\_  
Case Excavating, Inc.

Acceptance of Proposal – Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

**HD EXCAVATING**  
**PO BOX 736, LOWER LAKE, CA 95457**  
**Tel: 707-350-3815 Fax: 707-995-1338**  
**LICENSE # 985724**

**Estimate/Quote**

To: Clearlake Oaks County Water District  
Job Location: Clearlake Oaks, CA  
Job Description: Jensen Road Repair/Install Drainage Ditches  
Date: 2/14/2019

HD Excavating proposes to furnish all the equipment, materials and perform all labor necessary to complete the following scope of work, materials to be supplied by District:

**Repair Jensen Road:**

- Install Class 2 Base Road (1700 sq. ft. by 20 sq. ft. wide) approximately 700 ton;
- Moisture/Compact condition base rock into place;
- Remove pipe and plates at end of Jensen Rd, and put in Treatment Plant yard.

**Install Drainage Ditches:**

- Install drainage ditch on Sewer plant side of road;
- Install half drainage ditch on Vineyard side of road

**Excludes:** All permits, bonds, compaction testing, inspection fees and construction staking.

**Rock Clause:** If any unforeseen rock is found during excavation and use of a rock hammer or jack hammer is needed to be used, work will be performed in time and material charge and will be agreed upon in writing before work will begin.

This proposal is good for 30 days. Total proposal for the above scope of work **\$33,736.00**

Upon acceptance of this proposal you agree to the above outlined terms and conditions of this agreement.

Accepted by: \_\_\_\_\_ P

Date: \_\_\_\_\_

HD Excavating: \_\_\_\_\_

Date: \_\_\_\_\_

# CLEARLAKE OAKS COUNTY WATER DISTRICT

## RESOLUTION NO. 19-01

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

#### TO AMEND THE EMPLOYEE HANDBOOK

**WHEREAS**, Clearlake Oaks County Water District Board of Directors accepts all changes and modifications to the District Employee Handbook as provided herein.

**NOW, THEREFORE, BE IT RESOLVED**, the Clearlake Oaks County Water District Board of Directors do hereby approve the provisions of the herein Employee Handbook to become effective immediately.

**BE IT FURTHER RESOLVED** that except as expressly set forth herein, the Employee Handbook is reaffirmed and readopted.

**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 21st day of February 2019 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: \_\_\_\_\_  
Margaret Medeiros, President

Attest: \_\_\_\_\_  
Olivia Mann, Board Secretary

employees may also be required to pass a pre-employment physical and drug test.

## K. Work Hours

The standard work week begins at 12:01 a.m. Sunday and ends at 12 midnight the following Saturday. The normal work hours are Monday through Friday, 8:00 a.m. to 4:30 p.m., depending upon operational requirements. Since the Clearlake Oaks County Water District is a service organization, normal work hours may change from time to time depending on business needs. As a general rule, departments are to be manned from 8:00 a.m. to 4:30 p.m. with the exception of the half hour (1/2 hr.) lunch period. If changes in your work schedule are required or desired, your supervisor will notify you or respond to your request at the earliest opportunity. You may be required to work overtime or hours other than those normally scheduled.

### 1. Time Worked

You must record all time worked on your weekly time card and time sheet, including time worked over your normal schedule.

### 2. Shift Differential

If for any reason an employee is asked to work a swing or graveyard shift, swing shift will receive a 2.5% increase of their regular pay and graveyard will receive a 5% increase.

## L. Overtime

Overtime pay is calculated at one-and-one-half the regular rate of pay for all hours worked over forty (40) hours in one work week. Hours paid for hours not worked, with the exception of holidays, e.g., sick days, and vacations, do not count toward hours worked for overtime computation purposes.

It is your responsibility to plan and carry out assigned duties within the work schedule assigned by your supervisor. If your assigned work cannot be accomplished within your scheduled work hours, you must so inform your supervisor. Any additional hours of work required must be approved in advance by your supervisor, or the General Manager.

If possible, supervisors should obtain advance approval from the General Manager before authorizing overtime. In situations where prior approval is not possible, supervisors may authorize overtime, but must notify the General Manager of overtime worked as soon after as possible.

Under certain circumstances, and when mutually agreeable to you and the District, equivalent amounts of compensatory time off (CTO) may be granted in lieu of paid overtime. Overtime hours are converted into straight hours for CTO. Example: Two hours of overtime will convert into three hours of CTO.

Compensatory time off must be approved in advance and cannot exceed the amount prescribed by state and federal law.

Overtime pay is not reportable to CALPers (retirement plan).

(c) Employees may sell PTO time back to the District with approval by the General Manager for field employees and the Board of Directors exempt employees. by filling out the proper form and returning to the Payroll Department.

SS

# **CLEARLAKE OAKS COUNTY WATER DISTRICT**

## **RESOLUTION NO. 19-02**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CLEARLAKE OAKS COUNTY WATER DISTRICT APPROVING THE RECYCLED WATER FEASIBILITY STUDY 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 Recycled Water Feasibility Study, dated February 2018 as authorized by the State Water Resources Control Board (SWRCB) to analyze and provide cost-effective solutions for disposal of treated/recycled wastewater from the CLOCWD Wastewater Treat Facility, and

**WHEREAS**, AES, an environmental firm, was selected by the DISTRICT to prepare 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**, 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

**WHEREAS**, the District is the lead agency on the Project, and the Board is the decision-making body for the proposed Recycled Water Feasibility Study Project; and

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

**WHEREAS**, the Recycled Water Feasibility Study's purpose is to assist the Clearlake Oakes County Water District (CLOCWD) in evaluating potential recycled water projects in order to develop alternative disposal strategies to provide water irrigation water for

local crops while providing a strategy that is not solely reliant on the current Geysers project. The District's interest in pursuing a recycled water project is, in part, a response to the recent flood events of 2011 and, more recently, 2017 during which influent flows exceeded the plant's treatment and discharge capacity forcing the District to rely on the limited on-site storage for equalization 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; and

**WHEREAS**, the comments received from the State Water Control Board were assessed and considered; and

**WHEREAS**, an additional comment was received from the California Department of Transportation after the required statutory comment period and was accepted and considered into the public record; and

**WHEREAS**, a Notice of Completion was filed on December 5, 2018, with the California State Clearinghouse; and

**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 Recycled Water Feasibility Study and proposed project including the future disposal of recycled water through contractual agreements and subject to acquiring financial assistance from both private, federal and state agencies.
2. The District has independently reviewed and analyzed 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 Initial Study/Mitigated Negative Declaration represents the independent judgment and analysis of the District as lead agency for the Project.
4. 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.

**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 21st day of February 2019 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: \_\_\_\_\_  
Margaret Medeiros President

Attest: \_\_\_\_\_  
Olivia Mann, Board Secretary

# Notice of Determination

## Appendix D

**To:**

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

County Clerk  
 County of: Lake  
 Address: 255 North Forbes Avenue, Lakeport, Ca.  
95453

**From:**

Public Agency: Clearlake Oaks County Water Dist.  
 Address: PO Box 709/12952 E. Calif. Highway 20  
Clearlake Oaks, California 95423  
 Contact: Dianna Mann, 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): 2018122011

Project Title: Clearlake Oaks County Water District Water Reclamation Project

Project Applicant: Clearlake Oaks County Water District

Project Location (include county): Lake

**Project Description:**

The WWTP has a design flow capacity of 2.1 million gallons per day (MGD), with an average dry-weather flows of 0.5 MGD. However, on occasion, peak flows exceed the 2.1 MGD maximum daily flow. The Proposed Project would not increase the capacity of the existing WWTP.

In addition to the construction of reclaimed water conveyance pipelines and equipment, the Proposed Project would install equipment at the Wastewater Treatment Plant to ensure Title 22 compliance and compliance with irrigation

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

described project on February 21, 2019 and has made the following determinations regarding the above  
(date)  
described project.

1. The project [ will  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.  
 A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [ were  were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [ was  was not] adopted for this project.
5. A statement of Overriding Considerations [ was  was not] adopted for this project.
6. Findings [ 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 E. Highway 20, Clearlake Oaks, Ca. 95423

Signature (Public Agency): \_\_\_\_\_ Title: Board President

Date: \_\_\_\_\_ Date Received for filing at OPR: \_\_\_\_\_

**Background Report**  
**for**  
**CLOCWD Recycled Water Feasibility Report**  
*February 15, 2019*

### Report Description:

As evidenced by the market analysis, grape vineyards present the most viable option for the long-term large-scale use of reclaimed water in the CLOCWD vicinity. The California Title 22 Requirements (Ca. Water Recycling Requirements) allows the use of un-disinfected secondary treated effluent. However, given the practical requirements required by drip irrigation, combined with the need for efficient disinfection, and to promote health and safety and optimize chlorine dosages, the need for filtration is evident. Therefore, the proposed project includes initially relying on the existing oxidation ditch and new clarifier with the addition of pressurized filters upstream of the disinfection system.

Redundancy is a key component of the Title 22 Requirements. The deficiencies of the existing chlorine contact channel are described in the report and it is recommended that a new, concrete lined channel be included as part of the proposed reclamation project. Effluent pumping would be achieved using the existing effluent pump station with appropriate piping, valving, and controls added to re-route the effluent to a remote reservoir and booster station to the north. Each of these components are listed below. The location of proposed, and potential future improvements, at the WWTP are identified in **Figures 7.1.1 and 7.1.2**, of the **Recycled Water Feasibility Study**, dated February 2018. Components of the proposed project include:

- Proposed Screen Filtration (Option)
- WWTP Electrical and Controls Improvements
- Disinfection System Improvements
- Effluent Pump Station Modifications
- Offsite Conveyance, Storage, and Booster Pump Station

### Permitting Strategies (regulatory Process):

Permitting of the proposed reclamation facility will take into consideration both immediate and long-term anticipated permit modifications based on waste discharge requirements that are anticipated to be issued from the Regional Water Quality Control Board (RWQCB) and as shown below:

- I. Updated Waste Discharge Requirements for Current and Near-Term Operations
- II. Future Reclamation Permit (Master Reclamation Permit) and Related Waste Discharge Requirements
- III. Potential Future NPDES Surface Water Discharge Permit Requirements

## Preliminary Project Costs:

*Table 8.2, Recycled Water Project Capital Costs*

Improvements	Capital Cost
<b>Phase 1 – SWRCB Division of Recycled Water Funded Improvements</b>	
Tank & Booster Pump Station	\$1,396,800
Pipeline	\$3,007,800
Filtration Facilities	\$552,500
<b>Phase 1 Total</b>	<b>\$4,957,100</b>
<b>Phase 2 – SWRCB Prop. 1 Funded Improvements</b>	
Disinfection Facilities	\$1,170,460
<b>Phase 2 Total</b>	<b>\$1,170,460</b>
<b>Total Project Capital Cost</b>	<b>\$6,127,560</b>

### Project Financing:

Currently MC Engineering staff has been working with the SWRCB staff in the preparation of a Grant/Loan Application. There are currently no funds available for water recycling projects in California, but the SWRCB staff has requested that an application be submitted in the event funding becomes available. The CLOCWD, as Lead Agency, is also a SDAC, which places it high on the priority list “if and when” funds become available. Emphasis will be placed on the need for additional effluent disposal sites and not just rely on one disposal method.

### Project Financial and Feasibility Considerations

As per the **Recycled Water Feasibility Study**, various \$/AF costs for irrigation water using recycled water cannot be justified solely based on economic factors and that in order for the project to be considered a viable alternative to the current discharge, significant grant and loan funding would be needed in order to offset costs while recognizing other benefits including sustainability, drought response, and the ability to maintain alternatives to the current discharge in the event the Geysers discharge either becomes unavailable or otherwise infeasible. Having a viable alternative discharge can also serve to protect the water quality in Clear Lake, particularly during unusually wet years when the County facilities might be compromised or otherwise unavailable.

John Pedri and Mark Carey, MC Engineering

JAN 14 2019  
YDK

# Clearlake Oaks County Water District

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

Name: WILLIAM + JULIE McLAUGHLIN

Mailing Address: 1132 ODDSTAD BLVD  
PACIFICO, CA, 94044

Property Address  
(If different than above): 13901 HICKORY LN CLEARLAKE OAKS  
95423

## APPEAL

Please select the charge that you are appealing:

Misc. Charge  Late Fee Waiver  High Usage / Bill

Other: \_\_\_\_\_

Date of the charge that you are appealing: 10/09/18 - 12/10/18

Please describe below in detail the reason for your appeal: RECORDS SHOW USAGE FOR DATES ABOVE AT 83139 GALS. AVERAGE OF 1,300 GALS PER DAY, DURING WHICH TIME THE HOUSE WAS UNOCCUPIED.

Julie McLaughlin 1-8-19  
Signature Date  
Julie McLaughlin

02