

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

**Date: May 21, 2026**  
**Time: 10:00 A.M.**

*Clearlake Oaks County Water District - Administration Building*  
*12952 E. Highway 20, Clearlake Oaks, CA 95423*

**MINUTES**

**A. CALL TO ORDER**

- Pledge of Allegiance
- Roll Call

x Mr. Stanley Archacki, President	x Mr. William McHugh, Director
x Mr. Michael Herman, Vice President	x Mr. A. Whittier, Director
x Mr. James Burton, Director	x Mrs. Dianna Mann – General Manager
x Mrs. Olivia Mann – Board Secretary	x Ms. Bailey Anderson – Office Manager
x Mr. Francisco Castro, Chief Wastewater	x Mr. Kurt Jensen, Chief Water
x Mr. Jeremy Backus, Chief Distribution	

**B. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

The public may comment on items not on the agenda within the Board's jurisdiction. Speakers are limited to three (3) minutes each.

**C. STAFF REPORTS (Page 3)**

1. Administration
2. Billing – Accounts Payable
3. Chief Distribution Operator
4. Chief Water Plant Operator
5. Chief Wastewater Plant Operator
6. General Manager

**D. COMMITTEE UPDATES**

**E. CONSENT ITEMS**

The Board will be asked to approve all Consent Items at one time without discussion. If any Director, staff, or interested person requests that an item be removed from the Consent Items, it will be considered under New Business.

1. **Financial Reports for review and approval (Page 21)**
  - a. April 2026 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

2. **Minutes of the previous meeting for review and approval (Page 48)**

- a. Minutes of Regular Meeting 04/16/2026
- b. Minutes of Special Meeting 04/16/2026

3. **Bills (Page 51)**

- a. Invoice No. 1602, dated April 12, 2026, from Case Excavation in the amount of \$13,905.66 for Highway 20 vault repairs.

**Action Taken: Motion to approve the consent items**

**MCHUGH/WHITTIER M/S/C**

**AYES: ARCHACKI/HERMAN/BURTON/MCHUGH/WHITTIER**

**NOES: NONE**

**ABSENT: NONE**

**F. NEW BUSINESS**

- 1. Discussion and review of the full RCAC Water Rate Study (Page 3)

**Action Taken: NO ACTION**

- 2. Discussion and update on Proposition 218 Public Hearing and Opposition Letters

**Action Taken: NO ACTION**

- 3. Discussion and review of the 2026-2027 Annual Budget (Page 91)

**Action Taken: NO ACTION**

- 4. Discussion and approval of the Annual Audit for FYE June 30, 2025 (Page 98)

**Action Taken: Motion to approve the annual audit for FYE June 30, 2025**

**HERMAN/MCHUGH M/S/C**

**AYES: ARCHACKI/HERMAN/BURTON/MCHUGH/WHITTIER**

**NOES: NONE**

**ABSENT: NONE**

- 5. Discussion and update of the Ad Hoc Committee Roster, Including Appointment of a New Director to the Yolo County Flood Control and Fire Hydrant Ad Hoc Committees (Page 121)

**Action Taken: Motion to appoint Director Whittier to the Yolo Ad hoc Committee, Director McHugh to the Fire Hydrant Committee and approve the dissolution of the Customer Billing and District Easements Ad Hoc Committees**

**WHITTIER/HERMAN M/S/C**

**AYES: ARCHACKI/HERMAN/BURTON/MCHUGH/WHITTIER**

**NOES: NONE**

**ABSENT: NONE**

- 6. Discussion and review of JPIA Risk Assessment, dated April 28, 2026 (Page 122)

**Action Taken: NO ACTION**

7. Acceptance of the resignation of Director James Burton, effective May 21, 2026.

**Action Taken: Motion to accept the resignation of Director James Burton**

**HERMAN/MCHUGH M/S/C**

**AYES: ARCHACKI/HERMAN/BURTON/MCHUGH/WHITTIER**

**NOES: NONE**

**ABSENT: NONE**

**ADJOURNMENT**

**Time: 10:31 AM**

**SIGNED:**

  
\_\_\_\_\_  
**Stanley Archacki, President**

**ATTESTED TO:**

  
\_\_\_\_\_  
**Olivia Mann, Board Secretary**

Where appropriate or deemed necessary, the Board may act 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 during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments of individual speakers are limited to three minutes per agenda item.

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.