

**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

**September 21, 2017**

This meeting will be conducted by Roberts Rule of Order.

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

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

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

**AGENDA**

**Call to Order – 4:00 p.m.**

**Pledge of Allegiance**

**Roll Call**

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

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

**Public comment on non-agenda items**

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

**Consent Items**

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

- 1. Staff Written Operational Reports**
  - a. Customer Service
  - b. Administration/Grants
  - c. Water Plant Chief Operator
  - d. Wastewater Plant Interim Chief Operator
  - e. Operations Manager
  - f. General Manager
- 2. Financial Reports for review and approval**
  - a. August 2017 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, Storm 2017

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

- a. Minutes of Regular Meeting 08-17-17
- b. Minutes of Special Meeting 08-17-17

**4. Bills**

- a. **MC Engineering** Invoice No. 1546, dated 8/31/17, in the amount of \$9,464.07 for the Forced Main Environmental
- b. **MC Engineering** Invoice No.1548, dated 8/31/17 in the amount \$18,877.98, for the Forced Main Pre-Design
- c. **MC Engineering** Invoice No.1549, dated 8/31/17, in the amount of \$7,029.93, for the Reclamation Study
- d. **MC Engineering** Invoice No. 1550, dated 8/31/17, in the amount of \$16,730.11 for USDA Construction Project

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

**5. Agenda (Old Business)**

- a. Discussion and update of MC Engineering grant status reports and USDA progress

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

- b. Discussion and update of CSA 16 Annexation progress – See GM Board Letter

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

- c. Discussion and update of sidewalk project – See GM Board Letter

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

**6. Agenda (New Business)**

- a. Discussion and consideration to approve Director Boucher and Director Archacki as check signers for the District

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

- b. Discussion and consideration of approving agreement with MC Engineering for the Design and Construction phase for the installation of the Forced Main in the amount of \$167,461.30

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

- c. Discussion and consideration of approving Quotation from Air Technology West for 10hp compressor to run portions of water plant for \$8,064.75 and permission to surplus the old compressor

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

- d. Discussion and consideration of billing procedures for Mobil Home Parks in the District

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

**Closed Session**                      **Time:** \_\_\_\_\_

- a. Existing litigation: Estep vs. CLOCWD
- b. Existing litigation: Parker vs. CLOCWD
- c. Anticipated litigation:
  - 1. Two cases

**Open Session**                      **Time:** \_\_\_\_\_

**Action Taken in Closed Session:** \_\_\_\_\_

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

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**Clearlake Oaks County Water District**  
**Billing Department**  
**September 18, 2017**

**Billing Department / Front Office**

- ❖ Conducted interviews for the CSR I position, successfully hired and currently training. I am still assisting the front desk full time and the AP desk part time.
- ❖ New procedures were put in place for Grease Trap Inspections, work orders will now be created twice a year; January & July to be completed accordingly. Prior to this, 2 grease trap inspections work orders were created per month to be completed; however, this process became confusing and difficult to keep track of.
- ❖ Backflow Prevention Device testing is coming to an end, we have 27 accounts remaining to be tested, and those results are due by October 2<sup>nd</sup>, 2017 to prevent any fees or service interruptions.
- ❖ A shutoff/ inactive account audit is being conducted to assure all accounts that are shut off for delinquency are still being billed for Sewer services but *not* for Water per Ordinance.
- ❖ Assisting Audit/Board Committee regarding Mobile Home Parks
- ❖ After taking over the billing desk in August, organization is progressing & a daily routine is being followed for all tasks to be completed in a timely manner.

Respectfully,

*Olivia Mann*

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**Clearlake Oaks County Water District**  
**Administrative Services Manager**  
**September 21, 2017**

**Administration / Grants**

- ❖ State Water Resources Control Board (SWRCB) Wastewater Collection System Mapping and Infiltration and Inflow Construction grant in the amount of \$5,500,710 was tentatively approved, please see attached memo from State. MC Engineering has finished the Pre-Design for the Forced Main, and is currently working on the Design Phase, please see attached update.
- ❖ Department of Water Resources (DWR), Water Master Plan Study Grant in the amount of \$400,000. MC Engineering is approx 99.9% complete as of the end the month. From the Water Master Plan Study, three grants will be applied for:
  - Harvey Tank Installation
  - Storage Tanks and Distribution System Improvements
  - Water Plant, Meters and Backflow Projects
- ❖ State Water Resources Control Board (SWRCB), Wastewater Treatment Plant Reclamation Study in the amount of \$299,640 is 84% complete using 57% of the time allotment.
- ❖ USDA Wastewater Treatment Project: T & S Construction is on site, and work has begun. Please see attached the projected work schedule from T & S and Monthly Status Report from MC Engineering.
- ❖ Storms 2017, the report confirming that the pumps from Lift Station 7 that were damaged in the flood are un-repairable was just completed by the shop that the pumps were sent to and sent over to FEMA and JPIA last week. This is the report everyone was waiting on to move forward with the claim.

Respectfully Submitted,  
Dianna Mann

**State Water Resources Control Board**

**TO:** Leslie Laudon, Deputy Director  
Division of Financial Assistance

**FROM:** Julé Rizzardo, Supervising Water Resource Control Engineer  
Office of Sustainable Water Solutions

Jennifer Toney, Senior Water Resource Control Engineer  
Small Community Wastewater Unit

**DATE:** **SEP 08 2017**

**SUBJECT:** AUTHORIZATION TO APPROVE PROPOSITION 1 FUNDING AND WAIVE GENERAL FEDERAL CROSS-CUTTERS FOR CLEARLAKE OAKS COUNTY WATER DISTRICT (DISTRICT), WASTEWATER INFRASTRUCTURE REHABILITATION PROJECT (PROJECT), CLEAN WATER STATE REVOLVING FUND (CWSRF) PROJECT NO. 8056-210

Division of Financial Assistance (DFA) staff have completed an evaluation of the Project and recommends approving only Proposition 1 grant funding for the Wastewater Infrastructure Rehabilitation Project. Using only state funds for the Project will allow the DFA to waive general federal cross-cutters.

The District is applying for a construction grant to repair the collection system and lift stations to address excessive Infiltration and Inflow (I/I) and water quality issues. The District has completed a planning project on this matter which was funded for \$499,290. The District is eligible for a maximum grant amount of \$5,500,710 for the construction project.

In February and March 2017, the District encountered serious water quality issues resulting from significant I/I entering the sewer collection system and had to do emergency pumping of raw sewage to prevent a spill to Clear Lake with temporary above ground piping during the record storm event. In result, the proposed project was revised to make it into two phases. Phase 1 would increase main and pump station capacity. Phase 2 includes sewer pipeline rehab to correct I/I for the long term. The District needs to start construction on Phase 1 of the project before the rainy season. The District has limited resources and funds to handle the cost for temporary emergency facilities. If federal cross-cutters are required for this Project, this will cause a major delay in awarding funding and construction of the Project.

Based on the information provided, only Proposition 1 funding will be used for the Project and therefore the general federal cross-cutters for this project are waived.

  
\_\_\_\_\_  
Leslie S. Laudon, Deputy Director  
Division of Financial Assistance

*9/8/17*  
\_\_\_\_\_  
Date

State Water Resources Control Board

THE DIVISION OF FINANCIAL ASSISTANCE

Document Routing/ Sign-off Sheet

AUTHORIZATION TO APPROVE PROPOSITION 1 FUNDING AND WAIVE GENERAL FEDERAL CROSS-CUTTERS FOR CLEARLAKE OAK COUNTY DISTRICT (DISTRICT), WASTEWATER INFRASTRUCTURE REHABILITATION PROJECT (PROJECT), CLEAN WATER STATE REVOLVING FUND (CWSRF) PROJECT NO. 8056-210 *WATER*

	Title	Name	Date/Initial
1	Division Support	Andrew Cooper/ Taylor Stevens	<i>TS 9/11/17</i>
2	Staff Level	<b>Kevin Warring</b>	<i>kw 9/5/17</i>
3	Level 1 Supervisor	Jennifer Toney	<i>9/7/17</i>
4	Level 2 Supervisor	Jule Rizzardo	<i>9/7/17</i>
5	Assistant Deputy Director	Jim Maughan	<i>9/7/17</i>
6	Deputy Director	Leslie Laudon	<i>9/8/17</i>
7	Division Support	Andrew Cooper/ Taylor Stevens	<i>9/13/17</i>

NOTE: If Item is signed off with no edits, this will go forward as a final document. If you have any edits, please return to Andrew Cooper (341-5974) or Taylor Stevens (449-5604) and indicate whether you would like to see the document again after edits are made

**PLEASE NOTE DOCUMENT FILEPATH BELOW:**

N/A

**Bcc List:**

Staff Above

**Report Date:** September 6, 2017

**To:** Alan Gardner, CLOCWD General Manager

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

**RE: CLOCWD Forcemain Design and Construction Project Status Update**

**Billing Period:** August, 2017

11613

**I. Project Status Update**

MC Engineering was originally tasked with two other contracts related to this work. The first project involved preparing a grant application for the projects identified in the related I/I study which also included miscellaneous environmental work not previously identified (specifically, the access road to LS 1 and the new LS 7 forcemain). The total budget for the grant/environmental project was \$39,998.00 (most of which was for AES to do the environmental work). The second project included a predesign for the forcemain and what turned out to be a rather extensive hydraulic memo in order to justify avoiding a new channel crossing. The budget for the predesign work, totaled \$74,540. Some of which was deferred including the geotechnical report, camera of sewer lines, etc., in order to complete the hydraulic analysis and build a model of the new forcemain with consideration given to the new LS 7 pumps and hydraulics at the WWTP. The predesign budget was exhausted in August in order to advance the design further. Lastly, MC Engineering submitted a proposal for approval for completing the design, assisting with bidding, and providing construction services. To date the contract for design and construction is pending and the work is proceeding in good faith with the understanding that the contract for design and construction will be approved in time to process this recent design activity.

The plans and specifications are over 95% complete at this time and the team is awaiting input and approval from the State and CLOCWD prior to completing the bid package and advertising the project. Needless to say, time is of the essence for getting the project out to bid if the work is to be constructed prior to winter. A summary of the budget for design and construction and the expected upcoming work is presented below.

**II. Budget Status Update**

**Total Design and Construction Budget: \$165,097.10**

**This Invoice: \$24,566.66**

**Cost to Date: \$24,566.66**

**Cost to Complete Design and Construction: \$140,530.44**

**III. Projected Tasks for September:**

- Finalize plans and specifications based on feedback from State
- Coordinate with surveyor and include easements on drawings where required
- Advertise the project for bidding
- Conduct a pre-bid meeting
- Coordinate with GM on easements being prepared by Geo-Legal under direct contract with CLOCWD
- If time permits, assist in project award and prepare for construction

**Report Date:** September 7, 2017

**To:** Alan Gardner, CLOCWD General Manager

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

**RE:** CLOCWD SWRCB Wastewater Reclamation Study Planning Grant Status Report

**Billing Period:** August, 2017

**I. Project Status Update and Work Accomplished to Date:**

- Preparation project cost estimates for each alternative
- 95% completion of Section 6 Project Alternative Analysis
- 90% completion of Section 7 Recommended Facilities Project Plan
- Initial outline of Section 8 Construction Financing Plan
- Internal review of Sections 1 through 6

**Budget Status Update**

**Total Budget:** \$299,640.00

**This Invoice:** \$7,029.93

**Cost to Date:** \$250,627.10

**Cost to Complete:** \$49,012.90

**II. Projected Tasks for September, 2017**

- Submit draft to SWRCB
- Meet with RWQCB and review permit related impacts
- Meet with representatives from Shannon Ranches to discuss offsite pipeline, easements, and storage for reclamation
- Layout proposed reclamation facilities with consideration of Phase 1 USDA improvements
- Stantec assist with a section of the final report related to filtration, disinfection, and permitting requirements for vineyard irrigation
- Continue work on required ROWD with RWQCB with input from Stantec engineers

**Report Date:** September 7, 2017

**To:** Alan Gardner, CLOCWD General Manager

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

**RE: CLOCWD USDA Wastewater Facility Improvements Project Monthly Status Update and Projected Tasks**  
**Billing Period:** August, 2017

**I. Project Status Update**

Work on the project during August included the following:

- Attended weekly construction meetings (see meeting minutes for additional detail)
- Responded to and processed RFIs (see RFI list)
- Reviewed and processed submittals (see submittal list)
- Worked to resolve design of clarifier center column
- Issued change directive for larger power conduit for SEPs pumps
- Assisted with NOI and SWPP
- Worked on accommodations for on-site inspector
- Progress by Contractor Included:
  - Mobilization
  - Trailer setup
  - Temporary electrical for dewatering, trailer, and SEPs
  - Misc. potholing and utility locating
  - Submittal and RFI processing

**II. Construction Budget Status Update**

**Total Construction Budget:** \$427,628.07 (including materials testing)

**This Invoice:** \$16,730.11

**Cost to Date:** \$40,130.94 (construction only)

**Cost to Complete:** \$387,497.13

**III. Projected Tasks for September 2017**

- Attend weekly construction meetings (review of contractors proposed schedule)
- Continue submittal/RFI review and responses as needed
- Arrange for accommodations for on-site inspector
- Review dewatering operations and excavation of clarifier
- Review under-slab piping and excavations
- Work with District on their wet weather response program

**T&S Construction Co., Inc.**  
**CLOCWD - WWTP Improvements**

Date: 9/5/2017

Contractor	Description	9/4	9/5	9/6	9/7	9/8	9/9	9/10	9/11	9/12	9/13	9/14	9/15	9/16	9/17	9/18	9/19	9/20	9/21	9/22	9/23	9/24
		M	T	W	Th	F	S	Su	M	T	W	Th	F	S	Su	M	T	W	Th	F	S	Su
T&S	Relocate Wiring for SEP Pump Station	H			X																	
T&S	Dig Test Hole to Evaluate Groundwater	H	X																			
T&S	Excavate Clarifier	H			X				X	X	X	X	X									
T&S	Observe, evaluate & implement dewatering system	H		X	X			X	X	X	X	X	X									
T&S	Underslab Piping & Encasements	H																			X	X

X = Crew Day, W = Weather Day(no work), H = Holiday(no work)

Hot Items	Due	Days overdue	Days Open	Who's Court?	Status

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# 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 [d.sherron@clocwd.org](mailto:d.sherron@clocwd.org) e-mail

Greetings from the water treatment plant,

09/12/2017

Things have improved greatly over the last month. Filter # 1 was completely rebuilt successfully and I am very impressed with service we received from ERS. Their workers were very diligent in their efforts to do things correctly and in a timely manner. I would not hesitate to use their services again in the future, and I would recommend them to other districts in need of filter services.

Filter #1 has not been put into service yet do to the flow meter failure upon restart of the filter. The flow meter controls the filter feed pump and regulates the flow of water through the filter based on the operator setting on SCADA. Without the correct data input from the flow meter the filter pump flows at 100% and exceeds the maximum flow rate for the filter.

The replacement flow meter has been ordered from Telstar Instruments; it has been on back order for two weeks and is expected to arrive this week to be installed.

Once we regain normal function of filter #1 we will complete the cleaning and disinfecting process and keep it in standby as filters #2 and #3 are working well with the current Lake conditions. Should the lake condition dictate the use of filter #1 we will be able to utilize the optimum filter capabilities of the new media as needed.

Filter #1 will be run a day or two a month including backwashes to ensure it is always running properly and ready for service.

We have installed two of the new chemical dosing pumps, one for sodium hypochlorite, and one for the ACH 9800, they are both running perfectly and fully controllable via SCADA. The remaining (swing pumps) will be installed this week and be able to be controlled via SCADA as well. The addition of these pumps will cut down on call outs and overtime, and as the SCADA system is updated to use these pumps to their full potential we should see a savings in chemical costs as the SCADA system will be able to adjust the feed rates of these pumps based on operator set dose levels rather than simply running at the operator set pump speed.

We hired a new water treatment operator on Aug. 21<sup>st</sup>, 2017. His name is Dan Larson, he comes to us with a T2 and D2 water certifications, and he has passed the T3 exam. Dan will have his T3 operator's certificate prior to the water treatment plant being upgraded to a T4 facility. Once the plant is upgraded to a T4 one must possess a T3 or higher certification level to operate the water plant or to cover plant duty. Dan is doing a wonderful job for us so far, and picked up the plant operations so quickly that I have started him on plant duty as of September 8<sup>th</sup>, 2017. As Chief plant operator I am always a phone call away if the duty operator needs my help, but Dan has been able to handle any issues as they arise on his own thus far.

Dan, Jason, and I will continue to fix the issues and upgrade the treatment plant process as time goes on in efforts to lower operating costs and streamline the operation procedure.

Dave Sherron  
Chief Treatment Plant Operator.

h.d

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

Reporting Period: August 2017  
From: Francisco Castro, CPO/INTERIM

To: Clearlake Oaks County Water District Board of Directors

September 15, 2017

The total gallons for the month that came into the plant were 10.881 MG. The total that were treated were 9.656 MG. We had an average lake level of 4.07 at Rumsey. Our lab testing for the month has been in compliance with our WDR. The treatment process has been good. Our PH was a bit high during this month due to what the water plant has sent over with the backwash. The problems with the lake lately have had a affect on us as well.

It is great to see that T&S has broken ground with our new upgrades to the plant. These upgrades have been in the waiting list for a long time. We are looking forward to getting this clarifier up and running by next year. The CLOCWD administration has done a great job on making this happened. It is very nice to see that a new loading dock at the waste plant is in operation now. This is a big and conscious step due to the safety risk factors that were involved prior to getting this dock as our loading stage. We are happy to see Gary Felkins, our temporary employeec, working hard and giving us the hand that we need out at the waste plant. Ground Water Monitoring, 3<sup>rd</sup> quarter, was completed on the 24<sup>th</sup>. It's important to note that Well #2 took 2 hrs to purge and get our samples. It is taking more time to get our samples due to the slow recovery. We are anticipating a harder time to get these samples for 4<sup>th</sup> Quarter as well. There is a lot going on and will continue to be like this throughout the year and next.

All routine maintenance, safety procedures and alarms have been completed for the month.

Thank you,  
Francisco Castro  
CPO/Interim

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# Clearlake Oaks County Water District

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

7/14/17

Dear Board,

This last month has been a very busy month, we called in for some extra help a while back and it finally showed up. The guys were able to get all the potholing done for the forced main project, the transition has been located in the Shannon field and GIS'd and the end of Everglade has been buttoned up. Another project that has been discussed has finally been taken care of is the Waste Plant sludge loading station. This was a much needed update at the Waste Plant and aids in the loading of the trucks during the end process of removing the sludge from the Waste Plant. I was informed this morning that "It's Great". This is something that should have done years ago for safety reasons alone.

The Water Plant seems to be running along smoothly, after talking with the Chief Plant Operator it sounds like filter one will be back online the week of 9/11, there was an issue with a meter that failed while filter one was out of service and it appears Hurricane Harvey has delayed the shipping.

While not reportable there was an issue with the forced main going over the hill. A connection had rotted off causing sewer to escape into the vault and ultimately onto the ground. I spoke with Guy Childs and explained the situation and was told because it had gone through the treatment process that it could be treated like a customer lateral. It did not impact any water ways. This did not leak while CLOCWD effluent pumps were running but rather when special districts pumps were running I was able to stop it by shutting a maintenance valve.

We have taken on two new hires, one in Distribution and Collections and the other at the Waste Plant. Both have no experience but appear to be eager. These were people that spent countless hours at Lift Station 7 while we were waiting for new motors. Again thank you for allowing this to happen.

Jason Mitchell  
Operations Manager

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## Board of Directors

Margaret Medeiros  
President

Karl Hosier  
Vice President

Judy Heeszal  
Director

Stanley Archscki  
Director

Samuel Boucher  
Director

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September 13, 2017

## General Manager's Board Letter

### Loans/Grants/ Accounting:

- The Water Board Division of Financial Assistance has signed off on \$5,500,710 for our sewer projects. We can immediately go out to bid on the force main. We need to wait for another signature to issue a notice to proceed to make all construction costs reimbursable pending the formal documents. The Board will expedite the formal documents which could take another month or more.
- See also Dianna's Board letter.

### Items done since the last Board Meeting:

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

### Water Plant:

- **Since new personnel are on site the evaluations and actions are:**
  - The main filter had to be overhauled with new internal media, a new flow meter and other adjustments. The filter media, per the contractor, should have had a 10 yr. life if properly maintained.
  - How that filter is to be managed had to change.
  - How flocculent was used had to be changed.
  - How helper chemicals were used had to be changed.
  - Flocculent and chlorine pumps had to be replaced and reinforced with two additional pumps, totaling four new pumps that will also serve to save overtime and callouts.
  - One of three compressors had to be repaired and reconditioned and a second replaced.
  - Onsite procedures were also adjusted.
  - SCADA controls of some functions had to be updated.
  - Significant overtime due to this work and the algae blooms.
  - As a result of new State Board inspections due to the foregoing the plant will be category 4. We have managed to secure a two year transition to mitigate resulting increased costs.
  - **These were not budgeted items.**
- **Notice of violation. Prior staff did not file the June water plant report due July 10th with the State Board, despite have assured that everything, including any reports, was up to date. We received a notice of violation on September 13th. I immediately discussed the history with State Board staff and we will be filing an appeal. We were able to retrieve the required information. Current water staff filed the overdue report.**

### Force main:

- We do not need eminent domain.
- We will be installing a connection point at each end of the existing 12" pipe constituting the crossing. This will speed installation when it occurs and make it easier, especially in the field area.
- As noted above we have approval from the State Board to go out to bid and expect to be by the Board meeting.
- John Pedri, Dianna and I have been regularly responding to questions.

11/11

- We cannot issue a notice to proceed to the winning contractor until the Water Board gives the OK. We do not have to wait for the formal grant document to have any construction costs reimbursable from that point forward.

**Harvey tank and CSA 16:**

- Special District's has contracted for everything up to the Harvey property line, and is working with PGE. We met on 8-10-17 to determine final needs for completion. We are agreed consistent with prior Board authorizations. Problem is Special District's is short on funds due to delays and inflated construction costs. SD is creating an Assessment District to finish their work.
- **UPDATE:** Special Districts is securing all permits to install the pipe to the Harvey property, including the control valve. They are also resolving issues with PGE on installing power to the tank site. And, they are moving forward with the Cove's assessment district.

**Backflows:**

- They are being currently submitted in water improvement grant project # 3. Annual required inspections are being done during August and this month.

**Solar:**

- PGE has a new procedure that should allow us to use the excess credits toward other meters. Previously the properties had to be contiguous. **UPDATE:** As upgraded portions of the plant come on line, all solar power will then be used to reduce WWTP power expense, and will consume the overbuilt portion of annual solar production, about \$20,000.
- Flood issues.  
The solar company instructed Parker to turn off the panels during the flood. She called them without asking me and did not inform me until a few days later. The electrical cost from PGE was substantially greater due to both the solar outage and 24/7 operation due to the flood.  
We are claiming the cost difference from the last two years for the same time period with our insurance, the state and FEMA. **UPDATE:** There is no progress yet on that part of the flood claim. To the extent we are not compensated we will attempt a claim with the owner since the GM was not queried and did not authorize the interruption in service although so far as the owner is concerned Parker had apparent authority. Any claim would be by negotiation since the amount doesn't justify a court claim.

**Emergency Services Planning:**

- Continuing to work with all County water companies to develop an online index of available equipment and personnel. **UPDATE:** County has advised the index can be used this month.

**Sidewalks:**

- We made our objections and requests in writing to the County on January 15, 2017 about the south sidewalk and they included them in their filing with Caltrans.
- Please recall the required work on the north side of Hwy 20 was estimated at \$15,000.
- No word from the County or Caltrans as of this letter's date. The County should be the one communicating the results to us.
- NOTE: I did send an email to Scott DeLeon Public Works Director on June 26, for which we have a read receipt of the same date, asking about the results of our requests and did not receive a verbal or written answer. It was read and he did not reply.

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- **UPDATE:** the only work in the Oaks has been to make sidewalk corners ADA compliant.

**Jensen Road:**

- You have previously been advised that Kuehn has fenced to the center line of the 50' public access right of way. He owns the underlying land as does the District and other adjoining landowners, but the right of way to use the surface has existed since the 1930s at the latest.
  - It appears on some county maps as 50'. The County Surveyor had previously confirmed to me the 50'.
  - His assertion has effectively blocked or hindered our ability to bring large trucks into one of our two gates, and required large trucks to turn overly wide to enter the back (second) gate.
  - Because of the restricted ability to use Jensen during construction and the possibility that fire or other public safety vehicles may be hindered in serving the plant I have requested a fire department and County review.

Alan Gardner, GM

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Clearlake Oaks County Water District  
Summary Balance Sheet  
As of August 31, 2017

2a

	<u>Aug 31, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	750,543.92
Accounts Receivable	-6.00
Other Current Assets	<u>662,396.04</u>
<b>Total Current Assets</b>	1,412,933.96
<b>Fixed Assets</b>	<u>6,168,570.89</u>
<b>TOTAL ASSETS</b>	<b><u><u>7,581,504.85</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	168,186.33
Credit Cards	-3,888.70
Other Current Liabilities	<u>516,138.32</u>
<b>Total Current Liabilities</b>	<u>680,435.95</u>
<b>Total Liabilities</b>	680,435.95
<b>Equity</b>	<u>6,901,068.90</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>7,581,504.85</u></u></b>

Clearlake Oaks County Water District  
**Balance Sheet**  
 As of August 31, 2017

*2.a.1*

	Aug 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
102.001 · GL - 9122 (Old Acct. # 053420019)	-11,788.44
102.04 · DWR - CHECKING	200.00
101 · LAIF - CASH IN BANK (CASH IN BANK - L...	
CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK ...	293,694.37
<b>Total 101 · LAIF - CASH IN BANK (CASH IN BA...</b>	<b>482,694.37</b>
102.02 · CRP Water - 6990	120,388.05
102.03 · CRP Sewer - 3745	159,049.94
<b>Total Checking/Savings</b>	<b>750,543.92</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 10132...	300.00
104 · COUNTY TREASURY (COUNTY TREASU...	21,680.00
132 · CIP SEWER (CAPITOL IMPROVEMENTS - ...	366,081.00
135 · CIP WATER (CAPITOL IMPROVEMENTS - ...	74,033.00
111 · INVENTORY - WATER (INVENTORY - WA...	155.04
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS ...	176,790.00
115 · PRE-PAID INSURANCE (PRE-PAID INSUR...	23,357.00
<b>Total Other Current Assets</b>	<b>662,396.04</b>
<b>Total Current Assets</b>	<b>1,412,933.96</b>
<b>Fixed Assets</b>	
120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	
120.01 · GENERAL EQUIPMENT (GENERAL EQ...	1,851,100.60
<b>Total 120 · EQUIPMENT (EQUIPMENT - WAS 101...</b>	<b>1,851,100.60</b>
122 · Buildings (OFFICE BUILDING - WAS 1011180)	8,475,638.00
124 · D/C System (COLLECTION SYSTEM - SEW...	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	46,264.48
<b>Total 124.30 · Lift Stations</b>	<b>112,306.71</b>
124.50 · Mains	14,788.58
124 · D/C System (COLLECTION SYSTEM - SE...	3,136,437.00
<b>Total 124 · D/C System (COLLECTION SYSTEM - ...</b>	<b>3,263,532.29</b>
125 · Land	299,770.00
129 · ALLOW. FOR DEPRECIATION	-7,721,470.00
<b>Total Fixed Assets</b>	<b>6,168,570.89</b>
<b>TOTAL ASSETS</b>	<b>7,581,504.85</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PA...	168,186.33
<b>Total Accounts Payable</b>	<b>168,186.33</b>
<b>Credit Cards</b>	
210 · Cal Card	
210.06 · Cal Card - Jason 3879	999.73
210.04 · Cal Card - Alan - 4000	766.08
210.03 · Cal Card - Matt - 9988	1,622.74

Clearlake Oaks County Water District  
**Balance Sheet**  
 As of August 31, 2017

*J.A.2*

	<u>Aug 31, 17</u>
210 · Cal Card - Other	-7,277.25
<b>Total 210 · Cal Card</b>	<u>-3,888.70</u>
<b>Total Credit Cards</b>	-3,888.70
<b>Other Current Liabilities</b>	
223.56 · FEDERAL PAYROLL TAX PENALTY...	-322.01
280 · Loan	
280.05 · USDA Bridge Loan (Bridge loan u...	466,000.00
280.01 · Kansas State Bk - VACON	2,820.08
280.03 · Kansas State Bk - Camera Traile	-12.79
<b>Total 280 · Loan</b>	<u>468,807.29</u>
221 · Health Ins - EE Portion	
221.1 · EE Cobra Payments - Medical (Co...	734.97
221 · Health Ins - EE Portion - Other	362.08
<b>Total 221 · Health Ins - EE Portion</b>	<u>1,097.05</u>
223.15 · GARNISHMENTS (GARNISHMENT ...	
223.17 · GARNISHMENT - LAKE CO SHER...	1,731.45
223.15 · GARNISHMENTS (GARNISHMEN...	-1,667.94
<b>Total 223.15 · GARNISHMENTS (GARNISHM...</b>	<u>63.51</u>
223.45 · FICA & SOCIAL SEC PAYABLE (FIC...	-340.68
223.50 · MEDICARE TAX PAYABLE (MEDIC...	-160.05
223.55 · FEDERAL PAYROLL TAX WITHHOL...	-377.00
223.60 · STATE PAYROLL TAX WITHHOLDI...	-84.49
223.65 · STATE DISABILITY PAYABLE (STA...	-24.73
223.75 · PAYROLL DEDUCTION - INS CO-PA...	-1,214.81
223.85 · MISC DEDUCTIONS PAYABLE (MIS...	596.12
223.90 · COMPENSATED EMPLOYEE BENE...	49,102.00
24000 · Payroll Liabilities (Unpaid payroll lia...	-1,003.88
<b>Total Other Current Liabilities</b>	<u>516,138.32</u>
<b>Total Current Liabilities</b>	<u>680,435.95</u>
<b>Total Liabilities</b>	680,435.95
<b>Equity</b>	
302 · RETAINED EARNINGS (RETAINED EARNIN...	6,009,715.61
304 · Opening Balance Equity (Opening balances...	326,612.31
306 · Retained Earnings - OLD (Undistributed ear...	679,360.08
Net Income	-114,619.10
<b>Total Equity</b>	<u>6,901,068.90</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>7,581,504.85</u></u>

**Clearlake Oaks County Water District**  
**Profit and Loss**  
 July through August 2017

2.0.3

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
<b>Income</b>						
<b>Income</b>						
410 · Client Reg Pmt	0.00	0.00	150,292.32	188,478.89	338,771.21	338,771.21
430 · Penalty & Interest	0.00	0.00	2,840.64	2,808.93	5,649.57	5,649.57
440 · Misc Revenue	0.00	0.00	13,639.78	15,613.74	29,253.52	29,253.52
450 · Other - Non S/W Rev	0.00	0.00	7,376.61	7,376.61	14,753.22	14,753.22
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>174,149.35</b>	<b>214,278.17</b>	<b>388,427.52</b>	<b>388,427.52</b>
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>174,149.35</b>	<b>214,278.17</b>	<b>388,427.52</b>	<b>388,427.52</b>
<b>Gross Profit</b>	<b>0.00</b>	<b>0.00</b>	<b>174,149.35</b>	<b>214,278.17</b>	<b>388,427.52</b>	<b>388,427.52</b>
<b>Expense</b>						
<b>Salaries &amp; EE Benefits</b>						
505 · Salaries & Wages	64,150.46	11,064.78	23,142.59	48,218.84	146,576.67	146,576.67
510 · Contract Labor	0.00	0.00	2,000.00	0.00	2,000.00	2,000.00
520 · FICA - District Share	4,752.19	769.48	1,678.56	3,652.88	10,853.11	10,853.11
530 · Medical Ins - Dist Share	14,220.29	2,936.90	6,646.00	-71.39	23,731.80	23,731.80
540 · PERS - District Share	4,211.53	495.42	1,418.86	2,920.00	9,045.81	9,045.81
<b>Total Salaries &amp; EE Benefits</b>	<b>87,334.47</b>	<b>15,266.58</b>	<b>34,886.01</b>	<b>54,720.33</b>	<b>192,207.39</b>	<b>192,207.39</b>
<b>Services &amp; Supplies</b>						
620 · Communications & Internet	1,242.81	0.00	617.90	481.61	2,342.32	2,342.32
622 · Board Exp	1,140.00	0.00	0.00	0.00	1,140.00	1,140.00
625 · Equip - Field (\$300-\$4999)	0.00	26.08	101.66	0.00	127.74	127.74
630 · Equip - Office	536.90	0.00	139.99	968.53	1,645.42	1,645.42
640 · Fuel & Oil	0.00	535.65	1,172.97	1,037.50	2,746.12	2,746.12
657 · Lab	0.00	0.00	4,721.51	6,366.11	11,087.62	11,087.62
660 · Memberships & Subscription	172.29	0.00	0.00	0.00	172.29	172.29
665 · Mileage Reimb	940.88	0.00	0.00	0.00	940.88	940.88
670 · Postage & Shipping	537.09	0.00	0.00	0.00	537.09	537.09
675 · Professional Services	6,646.26	0.00	4,086.56	7,079.00	17,811.82	17,811.82
685 · Rents	1,365.58	0.00	0.00	0.00	1,365.58	1,365.58
690 · Safety & Security	356.00	349.04	375.51	461.51	1,542.06	1,542.06
700 · Tools & Instruments	0.00	258.37	100.45	0.00	358.82	358.82
703 · Supplies - Clothing & Personal	0.00	0.00	0.00	200.00	200.00	200.00
705 · Supplies - Office	2,488.15	0.00	177.33	708.42	3,373.90	3,373.90
715 · Supplies-Chemicals-Operating	0.00	0.00	5,054.12	33,740.60	38,794.72	38,794.72
720 · Supplies - Inventory - Other	0.00	201.26	2,055.09	4,376.51	6,632.86	6,632.86
730 · Taxes - Licenses	0.00	0.00	570.00	73.00	643.00	643.00
735 · Training (Classes, books, etc)	0.00	0.00	0.00	118.55	118.55	118.55
750 · Utilities	1,340.73	0.00	16,399.75	36,117.39	53,857.87	53,857.87
760 · Waste Disposal	38.56	0.00	2,119.54	0.00	2,158.10	2,158.10
795 · Yolo Co	0.00	0.00	0.00	9,283.03	9,283.03	9,283.03
799 · Misc						
799.1 · Customer Refund - Acct clo...	0.00	0.00	274.90	469.36	744.26	744.26
<b>Total 799 · Misc</b>	<b>0.00</b>	<b>0.00</b>	<b>274.90</b>	<b>469.36</b>	<b>744.26</b>	<b>744.26</b>
<b>Total Services &amp; Supplies</b>	<b>16,805.25</b>	<b>1,370.40</b>	<b>37,967.28</b>	<b>101,481.12</b>	<b>157,624.05</b>	<b>157,624.05</b>
<b>Repairs &amp; Replacement</b>						
810 · R&R Buildings & Grounds	626.49	0.00	360.00	370.91	1,357.40	1,357.40
830 · R&R Equipment	0.00	0.00	42.66	0.00	42.66	42.66
840 · R&R Vehicles	0.00	0.00	396.51	0.00	396.51	396.51
<b>Total Repairs &amp; Replacement</b>	<b>626.49</b>	<b>0.00</b>	<b>799.17</b>	<b>370.91</b>	<b>1,796.57</b>	<b>1,796.57</b>
<b>Total Expense</b>	<b>104,766.21</b>	<b>16,636.98</b>	<b>73,652.46</b>	<b>156,572.36</b>	<b>351,628.01</b>	<b>351,628.01</b>
<b>Net Income</b>	<b>-104,766.21</b>	<b>-16,636.98</b>	<b>100,496.89</b>	<b>57,705.81</b>	<b>36,799.51</b>	<b>36,799.51</b>

**Clearlake Oaks Co Water District  
PROJECTED BUDGET 2017-2018**

2.a.4

2

Target % > 17%

Thru End of August Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
<b>Total Operating Revenue</b>	1,134,732	189,122	216,032	19%	998,247	166,375	176,114	18%
<b>Total Operating Expenses</b>	986,794	164,466	216,760	22%	1,018,856	169,809	134,035	13%
<b>Operating Balance (loss)</b>	<b>147,938</b>	<b>24,656</b>	<b>(728)</b>		<b>(20,609)</b>	<b>(3,435)</b>	<b>42,079</b>	
420 Connection Rev			-				-	
435			-				-	
450 Other - Non S/W Rev	96,000	16,000	7,377	8%	85,000	14,167	7,377	9%
Depreciation Exp	164,168	27,361	27,361	17%	105,786	17,631	17,631	17%
<b>Net Change In Net Position (loss)</b>	<b>79,770</b>	<b>13,295</b>	<b>(20,712)</b>		<b>(41,395)</b>	<b>(6,899)</b>	<b>31,825</b>	

**Current Revenue Notes:**

440 Misc = ATT Lease and Tax Roll

WestAmer Op	\$	88,250
WestAmer CRP		303,132
LAIF		484,732
<b>Total</b>	<b>\$</b>	<b>876,114</b>

**Past Revenue Notes**

Thru End of August Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,104,732	184,122	190,224	17%	984,747	164,125	152,159	15%
430 Penalty & Interest	30,000	5,000	2,861	10%	13,500	2,250	2,938	22%
440 Misc	0	0	15,570	0%	0	0	13,640	0%
<b>Total Revenue &gt;</b>	<b>1,134,732</b>	<b>189,122</b>	<b>208,655</b>	<b>18%</b>	<b>998,247</b>	<b>166,375</b>	<b>168,737</b>	<b>17%</b>

Thru End of August Operating Expenses	Budget				Actual			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	%	YTD	%	YTD	%
505 Salaries & Wages	356,300	59,383	85,827	24%	362,890	60,482	60,751	17%
510 Contracted Labor	-	-	-	0%	12,000	2,000	2,000	17%
520 FICA - District Share	29,632	4,939	6,414	22%	29,918	4,986	4,440	15%
530 Medical Ins - District Share	73,068	12,178	8,508	12%	113,120	18,853	15,225	13%
540 PERS - District Share	55,357	9,226	5,274	10%	45,285	7,548	3,773	8%
550 Unemployment	9,000	1,500	-	0%	9,000	1,500	-	0%
560 Workers Comp Ins	15,052	2,509	-	0%	12,218	2,036	-	0%

Salaries and Employee Benefits >	538,409	89,735	106,021	20%	584,431	97,405	86,187	15%
605 Advertising	200	33	-	0%	200	33	-	0%
610 Bank Fees	2,810	468	-	0%	2,800	467	-	0%
620 Communications & Internet	10,000	1,667	1,104	11%	9,500	1,583	1,240	13%
622 Board Exp	10,000	1,667	570	6%	10,000	1,667	570	6%
625 Equip - Field (\$300-\$4999)	1,250	208	13	1%	2,750	458	115	4%
630 Equip - Office	3,000	500	1,238	41%	3,500	583	409	12%
640 Fuel & Oil	8,500	1,417	1,306	15%	4,000	667	1,441	36%
645 Insurance	40,000	6,667	-	0%	40,000	6,667	-	0%
650 Interest	-	-	-	0%	-	-	-	0%

22

2.9.15

657	Lab	16,000	2,667	6,366	40%	25,000	4,167	4,722	19%
660	Memberships & Subscriptior	28,500	4,750	86	0%	25,500	4,250	86	0%
665	Mileage Reimb	2,500	417	471	19%	2,500	417	471	19%
670	Postage & Shipping	4,800	800	269	6%	4,750	792	269	6%
675	Professional Services	20,000	3,333	10,402	52%	20,000	3,333	7,410	37%
685	Rents	5,700	950	683	12%	3,700	617	683	18%
690	Safety & Security	4,625	771	815	18%	10,625	1,771	729	7%
700	Tools & Instruments	3,875	646	129	3%	6,875	1,146	229	3%
703	Supplies - Clothing & Personi	1,675	279	200	12%	2,175	363	-	0%
705	Supplies - Office	4,250	708	1,952	46%	4,750	792	1,421	30%
715	Treatment Chemicals	52,000	8,667	33,741	65%	53,000	8,833	5,054	10%
720	Supplies - Operating - Other	15,000	2,500	4,478	30%	26,500	4,417	2,156	8%
730	Taxes - Licenses	1,500	250	73	5%	2,300	383	570	25%
735	Training	2,750	458	119	4%	3,250	542	-	0%
745	Travel	1,750	292	-	0%	1,750	292	-	0%
750	Utilities	135,650	22,608	36,788	27%	97,750	16,292	17,071	17%
760	Waste Disposal	550	92	20	4%	52,250	8,708	2,140	4%
795	Yolo Co	52,000	8,667	9,283	18%				
799	Misc	-	-	-	0%	-	-	-	0%
<b>Services and Supplies &gt;</b>		<b>428,885</b>	<b>71,481</b>	<b>110,102</b>	<b>26%</b>	<b>415,425</b>	<b>69,238</b>	<b>46,782</b>	<b>11%</b>
810	R&R Buildings & Grounds	8,750	1,458	637	7%	8,750	1,458	626	7%
815	R & R Damage Claims	5,000	833	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,500	417	-	0%	6,000	1,000	43	1%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,250	542	-	0%	4,250	708	397	9%
<b>Repairs &amp; Replacement &gt;</b>		<b>19,500</b>	<b>3,250</b>	<b>637</b>	<b>3%</b>	<b>19,000</b>	<b>3,167</b>	<b>1,066</b>	<b>6%</b>
<b>Total Expenses &gt;</b>		<b>986,794</b>	<b>164,466</b>	<b>216,760</b>	<b>22%</b>	<b>1,018,856</b>	<b>169,809</b>	<b>134,035</b>	<b>13%</b>

**Clearlake Oaks Co Water District  
PROJECTED BUDGET 2017-2018**

*J. a. b*

Target % > **17%**

Thru End of August Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
<b>Total Operating Revenue</b>	1,134,732	189,122	216,032	19%	998,247	166,375	176,114	18%
<b>Total Operating Expenses</b>	986,794	164,466	216,760	22%	1,018,856	169,809	134,035	13%
<b>Operating Balance (loss)</b>	<b>147,938</b>	<b>24,656</b>	<b>(728)</b>		<b>(20,609)</b>	<b>(3,435)</b>	<b>42,079</b>	
420 Connection Rev			-				-	
435			-				-	
450 Other - Non S/W Rev	96,000	16,000	7,377	8%	85,000	14,167	7,377	9%
Depreciation Exp	164,168	27,361	27,361	17%	105,786	17,631	17,631	17%
<b>Net Change In Net Position (loss)</b>	<b>79,770</b>	<b>13,295</b>	<b>(20,712)</b>		<b>(41,395)</b>	<b>(6,899)</b>	<b>31,825</b>	

**Current Revenue Notes:**

440 Misc = ATT Lease and Tax Roll

WestAmer Op

WestAmer CRP

LAIF

**Past Revenue Notes**

Total \$

Thru End of August Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,104,732	184,122	190,224	17%	984,747	164,125	152,159	15%
430 Penalty & Interest	30,000	5,000	2,861	10%	13,500	2,250	2,938	22%
440 Misc	0	0	15,570	0%	0	0	13,640	0%
<b>Total Revenue &gt;</b>	<b>1,134,732</b>	<b>189,122</b>	<b>208,655</b>	<b>18%</b>	<b>998,247</b>	<b>166,375</b>	<b>168,737</b>	<b>17%</b>

Thru End of August Operating Expenses	Budget				Actual YTD	%		
	Annual	YTD	Amount	%				
505 Salaries & Wages	356,300	59,383	85,827	24%	362,890	60,482	60,751	17%
510 Contracted Labor	-	-	-	0%	12,000	2,000	2,000	17%
520 FICA - District Share	29,632	4,939	6,414	22%	29,918	4,986	4,440	15%
530 Medical Ins - District Share	73,068	12,178	8,508	12%	113,120	18,853	15,225	13%
540 PERS - District Share	55,357	9,226	5,274	10%	45,285	7,548	3,773	8%
550 Unemployment	9,000	1,500	-	0%	9,000	1,500	-	0%
560 Workers Comp Ins	15,052	2,509	-	0%	12,218	2,036	-	0%
<b>Salaries and Employee Benefits &gt;</b>	<b>538,409</b>	<b>89,735</b>	<b>106,021</b>	<b>20%</b>	<b>584,431</b>	<b>97,405</b>	<b>86,187</b>	<b>15%</b>

605 Advertising	200	33	-	0%	200	33	-	0%
610 Bank Fees	2,810	468	-	0%	2,800	467	-	0%
620 Communications & Internet	10,000	1,667	1,104	11%	9,500	1,583	1,240	13%
622 Board Exp	10,000	1,667	570	6%	10,000	1,667	570	6%
625 Equip - Field (\$300-\$4999)	1,250	208	13	1%	2,750	458	115	4%
630 Equip - Office	3,000	500	1,238	41%	3,500	583	409	12%
640 Fuel & Oil	8,500	1,417	1,306	15%	4,000	667	1,441	36%
645 Insurance	40,000	6,667	-	0%	40,000	6,667	-	0%
650 Interest	-	-	-	0%	-	-	-	0%

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2017

657	Lab	16,000	2,667	6,366	40%	25,000	4,167	4,722	19%
660	Memberships & Subscriptior	28,500	4,750	86	0%	25,500	4,250	86	0%
665	Mileage Reimb	2,500	417	471	19%	2,500	417	471	19%
670	Postage & Shipping	4,800	800	269	6%	4,750	792	269	6%
675	Professional Services	20,000	3,333	10,402	52%	20,000	3,333	7,410	37%
685	Rents	5,700	950	683	12%	3,700	617	683	18%
690	Safety & Security	4,625	771	815	18%	10,625	1,771	729	7%
700	Tools & Instruments	3,875	646	129	3%	6,875	1,146	229	3%
703	Supplies - Clothing & Personi	1,675	279	200	12%	2,175	363	-	0%
705	Supplies - Office	4,250	708	1,952	46%	4,750	792	1,421	30%
715	Treatment Chemicals	52,000	8,667	33,741	65%	53,000	8,833	5,054	10%
720	Supplies - Operating - Other	15,000	2,500	4,478	30%	26,500	4,417	2,156	8%
730	Taxes - Licenses	1,500	250	73	5%	2,300	383	570	25%
735	Training	2,750	458	119	4%	3,250	542	-	0%
745	Travel	1,750	292	-	0%	1,750	292	-	0%
750	Utilities	135,650	22,608	36,788	27%	97,750	16,292	17,071	17%
760	Waste Disposal	550	92	20	4%	52,250	8,708	2,140	4%
795	Yolo Co	52,000	8,667	9,283	18%				
799	Misc	-	-	-	0%	-	-	-	0%
<b>Services and Supplies &gt;</b>		<b>428,885</b>	<b>71,481</b>	<b>110,102</b>	<b>26%</b>	<b>415,425</b>	<b>69,238</b>	<b>46,782</b>	<b>11%</b>
810	R&R Buildings & Grounds	8,750	1,458	637	7%	8,750	1,458	626	7%
815	R & R Damage Claims	5,000	833	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,500	417	-	0%	6,000	1,000	43	1%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,250	542	-	0%	4,250	708	397	9%
<b>Repairs &amp; Replacement &gt;</b>		<b>19,500</b>	<b>3,250</b>	<b>637</b>	<b>3%</b>	<b>19,000</b>	<b>3,167</b>	<b>1,066</b>	<b>6%</b>
<b>Total Expenses &gt;</b>		<b>986,794</b>	<b>164,466</b>	<b>216,760</b>	<b>22%</b>	<b>1,018,856</b>	<b>169,809</b>	<b>134,035</b>	<b>13%</b>

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## Administration - Budget Variance Report Jul 2017

Target % > **16.7%**

2.9.8

Thru End of August		2017-2018 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	386,991	64,498	64,150	16.6%	322,841
510	Contracted Labor	-	-	-	-	-
520	FICA - District Share	32,024	5,337	4,752	14.8%	27,272
530	Medical Ins - District Share	86,993	14,499	14,220	16.3%	72,772
540	PERS-District Share (incl unfunded Liab, 35K)	42,535	7,089	4,212	9.9%	38,323
550	Unemployment	18,000	3,000	-	0.0%	18,000
560	Workers Comp Ins	8,683	1,447	-	0.0%	8,683
Salaries and Employee Benefits >		575,226	95,871	87,334	<b>15.2%</b>	487,891
605	Advertising	400	67	-	0.0%	400
610	Bank Fees	5,600	933	-	0.0%	5,600
620	Communications & Internet	7,000	1,167	1,243	17.8%	5,757
622	Board Exp	20,000	3,333	1,140	5.7%	18,860
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	2,500	417	537	21.5%	1,963
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	167	172	17.2%	828
665	Mileage Reimb	3,500	583	941	26.9%	2,559
670	Postage & Shipping	9,400	1,567	537	5.7%	8,863
675	Professional Services (Legal, IT, etc)	20,000	3,333	6,646	33.2%	13,354
685	Rents	7,400	1,233	1,366	18.5%	6,034
690	Safety & Security (boots)	3,500	583	356	10.2%	3,144
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	600	100	-	0.0%	600
705	Supplies - Office	6,250	1,042	2,488	39.8%	3,762
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 (Classes, books)	2,000	333	-	0.0%	2,000
745	Travel / Lodging	1,500	250	-	0.0%	1,500
750	Utilities	5,500	917	1,341	24.4%	4,159
760	Waste Disposal	500	83	39	7.8%	461
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0	-	0.0%	0
Services and Supplies >		96,650	16,108	16,806	<b>17.4%</b>	79,844
810	R&R Buildings & Grounds	7,500	1,250	531	7.1%	6,969
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	2,000	333	-	0.0%	2,000
832	R&R Mains/Service Lines	0	0	-	0.0%	0
840	R&R Vehicles (\$2k/vehicle)	500	83	-	0.0%	500
Repairs & Replacement >		10,000	1,667	531	<b>5.3%</b>	9,469
<b>Total Expenses &gt;</b>		<b>681,876</b>	<b>113,646</b>	<b>104,671</b>	<b>15.4%</b>	<b>577,204</b>

## D\C - Budget Variance Report Jul 2017

Target % &gt;

16.7%

2.a.9

Thru End of August		2017-2018 Budget		Actual	16.7%	Total
Expenses	Annual	YTD	YTD	% Spent	Remaining	
505 Salaries & Wages	45,439	7,573	11,065	24.4%	34,374	
510 Contracted Labor	-	-	-		-	
520 FICA - District Share	3,722	620	769	20.7%	2,953	
530 Medical Ins - District Share	18,502	3,084	2,937	15.9%	15,565	
540 PERS - District Share	11,379	1,897	495	4.3%	10,884	
550 Unemployment	0	0		0.0%	0	
560 Workers Comp Ins	2,453	409		0.0%	2,453	
Salaries and Employee Benefits >	81,495	13,583	15,266	18.7%	66,229	
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)	2,500	417	26	1.0%	2,474	
630 Equip - Office	0	0		0.0%	0	
640 Fuel & Oil	5,000	833	536	10.7%	4,464	
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	625	349	9.3%	3,401	
700 Tools & Instruments	3,750	625	258	0.0%	3,492	
703 Supplies - Clothing & Personal	750	125	-	0.0%	750	
705 Supplies - Office	250	42	-	0.0%	250	
715 Treatment Chemicals	0	0	-	0.0%	0	
720 Supplies - Operating - Other	13,000	2,167	201	1.5%	12,799	
730 Taxes - Licenses	0	0	-	0.0%	0	
735 Training (classes, books)	1,500	250	-	0.0%	1,500	
745 Travel / Lodging	1,000	167	-	0.0%	1,000	
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 >	31,500	5,250	1,370	4.3%	30,130	
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)	-	-		0.0%	-	
Repairs & Replacement >	0	0	-	0.0%	0	
<b>Total Expenses &gt;</b>	<b>112,995</b>	<b>18,833</b>	<b>16,636</b>	<b>14.7%</b>	<b>96,359</b>	

## Expense Notes

505 Three Pay Periods for August

Thru End of August Expenses	2017-2018 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	146,675	24,446	23,143	17.1%	123,532
510 Contracted Labor	12,000	2,000	2,000		10,000
520 FICA - District Share	12,045	2,008	1,679	13.9%	10,366
530 Medical Ins - District Share	60,372	10,062	6,646	11.0%	53,726
540 PERS - District Share	18,328	3,055	1,419	7.7%	16,909
550 Unemployment	0	0		0.0%	0
560 Workers Comp Ins	6,650	1,108		0.0%	6,650
Salaries and Employee Benefits >	256,070	42,678	34,887	<b>13.6%</b>	221,183
605 Advertising	0	<u>0</u>		0.0%	0
610 Bank Fees	0	0		0.0%	0
620 Communications & Internet	3,500	583	618	17.7%	2,882
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,500	250	102	6.8%	1,398
630 Equip - Office	1,000	167	140	14.0%	860
640 Fuel & Oil (Schaeffers)	1,500	250	1,173	78.2%	327
645 Insurance	40,000	6,667	-	0.0%	40,000
650 Interest	0	0	-	0.0%	0
657 Outsource Lab / Internal Lab	25,000	4,167	4,722	18.9%	20,278
660 Memberships & Subscriptions	25,000	4,167		0.0%	25,000
665 Mileage Reimb	500	83		0.0%	500
670 Postage & Shipping	50	8		0.0%	50
675 Professional Services (SCADA)	10,000	1,667	4,087	40.9%	5,913
685 Rents	0	0	-	0.0%	0
690 Safety & Security (boots)	7,000	1,167	376	5.4%	6,624
700 Tools & Instruments	5,000	833	100	2.0%	4,900
703 Supplies - Clothing & Personal	1,500	250	-	0.0%	1,500
705 Supplies - Office	1,500	250	177	11.8%	1,323
715 Treatment Chemicals	53,000	8,833	5,054	9.5%	47,946
720 Supplies-Operating-Other-Titan Tubes	20,000	3,333	2,055	10.3%	17,945
730 Taxes - Licenses	2,300	383	570	24.8%	1,730
735 Training (classes, books)	1,500	250	-	0.0%	1,500
745 Travel / Lodging	500	83	-	0.0%	500
750 Utilities	95,000	15,833	16,400	17.3%	78,600
760 Waste Disposal	52,000	8,667	2,120	4.1%	49,880
795 Yolo Co	0	0	-	0.0%	0
799 Misc	0	0		0.0%	0
Services and Supplies >	347,350	57,892	37,694	<b>10.9%</b>	309,656
810 R&R Buildings & Grounds	5,000	833	360	7.2%	4,640
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	833	43	0.9%	4,957
832 R&R Mains/Service Lines	0	0	-	0.0%	-
840 R&R Vehicles (\$2k/vehicle)	4,000	667	397	9.9%	3,603
Repairs & Replacement >	14,000	2,333	800	<b>5.7%</b>	13,200
<b>Total Expenses &gt;</b>	<b>617,420</b>	<b>102,903</b>	<b>73,381</b>	<b>11.9%</b>	<b>544,039</b>

## Expense Notes

675 Leete Generators 2 Hr Load bank Tst, Leete Generators annual inspection, 2nd quarter WWTP Report

## Water - Budget Variance Report July 2017

Target % > **16.7%**

2.a.11

Thru End of August	2017-2018 Budget		Actual YTD	% Spent	Total Remaining	
	Expenses	Annual				YTD
505	Salaries & Wages	140,085	23,348	48,219	34.4%	91,866
510	Contracted Labor	0	0	-		0
520	FICA - District Share	11,759	1,960	3,653	31.1%	8,106
530	Medical Ins - District Share	20,320	3,387	(71)	-0.3%	20,391
540	PERS - District Share	28,400	4,733	2,920	10.3%	25,480
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	9,484	1,581		0.0%	9,484
	Salaries and Employee Benefits >	210,049	35,008	54,721	<b>26.1%</b>	155,328
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	4,000	667	482	12.1%	3,518
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0	-	0.0%	0
630	Equip - Office	500	83	969	193.8%	(469)
640	Fuel & Oil	6,000	1,000	1,038	17.3%	4,962
645	Insurance	40,000	6,667	-	0.0%	40,000
650	Interest	0	0	-	0.0%	0
657	Outside Lab / Internal Lab	16,000	2,667	6,366	39.8%	9,634
660	Memberships & Subscriptions	28,000	4,667	-	0.0%	28,000
665	Mileage Reimb	500	83	-	0.0%	500
670	Postage & Shipping	100	17	-	0.0%	100
675	Professional Services (SCADA)	10,000	1,667	7,079	70.8%	2,921
685	Rents	2,000	333	-	0.0%	2,000
690	Safety & Security (boots)	1,000	167	462	46.2%	538
700	Tools & Instruments	2,000	333	-	0.0%	2,000
703	Supplies - Clothing & Personal	1,000	167	200	20.0%	800
705	Supplies - Office	1,000	167	708	70.8%	292
715	Treatment Chemicals	52,000	8,667	33,741	64.9%	18,259
720	Supplies - Operating - Other	8,500	1,417	4,377	51.5%	4,123
730	Taxes - Licenses	1,500	250	73	4.9%	1,427
735	Training (classes, books)	1,000	167	119	11.9%	881
745	Travel / Lodging	500	83		0.0%	500
750	Utilities	132,900	22,150	36,117	27.2%	96,783
760	Waste Disposal	300	50	-	0.0%	300
795	Yolo Co	52,000	8,667	9,283	17.9%	42,717
799	Misc	0	0		0.0%	0
	Services and Supplies >	360,800	60,133	101,014	<b>28.0%</b>	259,786
810	R&R Buildings & Grounds	5,000	833	371	7.4%	4,629
815	R & R Damage Claims	5,000	833	-	0.0%	5,000
820	R&R Lift Stations	0	0	-		0
830	R&R Equipment	1,500	250	-	0.0%	1,500
832	R&R Mains/Service Lines	0	0	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	3,000	500	-	0.0%	3,000
	Repairs & Replacement >	14,500	2,417	371	<b>2.6%</b>	14,129
	<b>Total Expenses &gt;</b>	<b>585,349</b>	<b>97,558</b>	<b>156,106</b>	<b>26.7%</b>	<b>429,243</b>

## Expense Notes

505 Salaries and Wages: Extreme overtime due to Lake Conditions and final check for former Emp. PTO/CTO

530 Billing is always one month in advance. Credit due to former employee adjustment

675 Professional Services: LEETE Generator Inspections, SCADA training for new Chief Water Plant Operator

715 Chemicals: NTU Order for one year

750 Utilites: Due to lake conditions, Plant running almost 24/7

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**Clearlake Oaks County Water District**  
**CRP/CIP Profit and Loss**  
 July through August 2017

*2.0.12*

	<u>Water (CRP)</u>	<u>Sewer (CRP)</u>	<u>Total CRP</u>	<u>TOTAL</u>
<b>Income</b>				
<b>Income</b>				
<b>425 · CRP (Capital Replacment Plan)</b>	47,348.49	49,413.17	96,761.66	96,761.66
<b>430 · Penalty &amp; Interest</b>	<u>797.44</u>	<u>944.50</u>	<u>1,741.94</u>	<u>1,741.94</u>
<b>Total Income</b>	<u>48,145.93</u>	<u>50,357.67</u>	<u>98,503.60</u>	<u>98,503.60</u>
<b>Total Income</b>	<u>48,145.93</u>	<u>50,357.67</u>	<u>98,503.60</u>	<u>98,503.60</u>
<b>Gross Profit</b>	48,145.93	50,357.67	98,503.60	98,503.60
<b>Expense</b>				
<b>Salaries &amp; EE Benefits</b>				
<b>505 · Salaries &amp; Wages</b>	6,914.08	18,866.04	25,780.12	25,780.12
<b>520 · FICA - District Share</b>	528.92	1,438.62	1,967.54	1,967.54
<b>530 · Medical Ins - Dist Share</b>	1,612.72	1,612.72	3,225.44	3,225.44
<b>540 · PERS - District Share</b>	<u>427.54</u>	<u>357.14</u>	<u>784.68</u>	<u>784.68</u>
<b>Total Salaries &amp; EE Benefits</b>	9,483.26	22,274.52	31,757.78	31,757.78
<b>Services &amp; Supplies</b>				
<b>625 · Equip - Field (\$300-\$4999)</b>	0.00	190.00	190.00	190.00
<b>640 · Fuel &amp; Oil</b>	576.87	2,176.93	2,753.80	2,753.80
<b>685 · Rents</b>	970.87	0.00	970.87	970.87
<b>720 · Supplies - Inventory - Other</b>	<u>776.14</u>	<u>77.18</u>	<u>853.32</u>	<u>853.32</u>
<b>Total Services &amp; Supplies</b>	2,323.88	2,444.11	4,767.99	4,767.99
<b>Repairs &amp; Replacement</b>				
<b>810 · R&amp;R Buildings &amp; Grounds</b>	3,216.54	10,998.69	14,215.23	14,215.23
<b>830 · R&amp;R Equipment</b>	5,191.89	1,502.00	6,693.89	6,693.89
<b>832 · R&amp;R Mains and Sewer Lines</b>	0.00	150.15	150.15	150.15
<b>840 · R&amp;R Vehicles</b>	<u>1,951.03</u>	<u>946.59</u>	<u>2,897.62</u>	<u>2,897.62</u>
<b>Total Repairs &amp; Replacement</b>	<u>10,359.46</u>	<u>13,597.43</u>	<u>23,956.89</u>	<u>23,956.89</u>
<b>Total Expense</b>	<u>22,166.60</u>	<u>38,316.06</u>	<u>60,482.66</u>	<u>60,482.66</u>
<b>Net Income</b>	<u><u>25,979.33</u></u>	<u><u>12,041.61</u></u>	<u><u>38,020.94</u></u>	<u><u>38,020.94</u></u>

**Clearlake Oaks Co Water District  
Budget Variance Report 2017-2018**

2013

2 SEWER-CRP Target % > 16.7%

Thru End of August

Summary	Budget		Actual YTD	
	Annual	YTD	Amount	%
<b>SEWER CRP Revenue</b>	347,769	57,962	49,413	14.2%
<b>SEWER CRP Expenses</b>	218,423	36,404	38,317	17.5%
I & I/Lift Station Rehab Improvements	42,000	7,000	-	
USDA Annual Payment	129,000	21,500		
Reimbuseable fees for Eng Cost prior to grant	95,000	15,833		
Short term depreciation reserve	30,000	5,000	5,000	
Previous Year Balance	379,998			
<b>Operating Balance (loss)</b>	<b>213,344</b>	<b>35,557</b>	<b>6,096</b>	

Expenses	2016 - 2017 Budget		Actual YTD	%	Total
	Annual	YTD			
505 Salaries & Wages	43,711	7,285	18,866	43.2%	24,845
510 Contracted Labor	-	-	-	-	-
520 FICA - District Share	3,578	596	1,439	40.2%	2,139
530 Medical Ins - District Share	10,160	1,693	1,613	15.9%	8,547
540 PERS - District Share	2,374	396	357	15.0%	2,017
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	2,350	392	-	0.0%	2,350
<b>Salaries and Employee Benefits &gt;</b>	<b>62,173</b>	<b>10,362</b>	<b>22,275</b>	<b>35.8%</b>	<b>39,898</b>
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	833	-	0.0%	5,000
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	208	190	15.2%	1,060
630 Equip - Office	2,500	417	-	0.0%	2,500
640 Fuel & Oil	2,500	417	2,177	87.1%	323
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	-	0.0%	0
690 Safety & Security (boots)	0	0	-	0.0%	0
700 Tools & Instruments	0	0	-	0.0%	0
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	1,417	77	0.9%	8,423
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training (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>19,750</b>	<b>3,292</b>	<b>2,444</b>	<b>12.4%</b>	<b>17,306</b>
810 R&R Buildings & Grounds	35,000	5,833	10,999	31.4%	24,001
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	3,333	-	0.0%	20,000
830 R&R Equipment	5,000	833	1,502	30.0%	3,498
832 R&R Mains/Service Lines	50,000	8,333	150	0.3%	49,850
840 R&R Vehicles (\$2k/vehicle)	26,500	4,417	947	3.6%	25,553
<b>Repairs &amp; Replacement &gt;</b>	<b>136,500</b>	<b>22,750</b>	<b>13,598</b>	<b>10.0%</b>	<b>122,902</b>
<b>Total Expenses &gt;</b>	<b>218,423</b>	<b>36,404</b>	<b>38,317</b>	<b>17.5%</b>	<b>180,106</b>

505 Salaries & Wages: Last month of Storm 2017 temp personnel - will be reimbursed from Insurance and FEMA

810 R&R Buildings & Grounds: \$7,977.50 Potholing @ Everglade, approved at RM 8/17/17

31

Clearlake Oaks Co Water District  
Budget Variance Report 2017-2018

2.9.14

Target % > 16.7%

Thru End of August Summary	WATER - CRP Budget			Actual YTD	
	Annual	YTD		Amount	%
<b>WATER CRP Revenue</b>	337,932	56,322	48,348	14.3%	0%
<b>WATER CRP Expenses</b>	190,772	31,795	22,168	11.6%	0%
Reimburs Eng fees prior to grant funding	75,000	12,500			
<b>Operating Balance</b>	<b>72,160</b>	<b>12,027</b>	<b>26,180</b>		

Expenses	2016 - 2017 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	46,964	7,827	6,914	14.7%	40,050
510 Contracted Labor	0	0	-	0.0%	0
520 FICA - District Share	3,955	659	529	13.4%	3,426
530 Medical Ins - District Share	18,502	3,084	1,613	8.7%	16,889
540 PERS - District Share	2,547	425	428	16.8%	2,119
550 Unemployment	0	0	-	0.0%	0
560 Workers Comp Ins	2,554	426	-	0.0%	2,554
<b>Salaries and Employee Benefits &gt;</b>	<b>74,522</b>	<b>12,420</b>	<b>9,484</b>	<b>12.7%</b>	<b>65,038</b>
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	833	-	0.0%	5,000
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	208	-	0.0%	1,250
630 Equip - Office	2,500				
640 Fuel & Oil	2,500	417	577	23.1%	1,923
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	971	0.0%	(971)
690 Safety & Security (boots)	0	0	-	0.0%	0
700 Tools & Instruments	0	0	-	0.0%	0
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	1,417	776	9.1%	7,724
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training (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>19,750</b>	<b>2,875</b>	<b>2,324</b>	<b>11.8%</b>	<b>17,426</b>
810 R&R Buildings & Grounds	15,000	2,500	3,217	21.4%	11,783
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	833	5,192	103.8%	(192)
832 R&R Mains/Service Lines	50,000	8,333	-	0.0%	50,000
840 R&R Vehicles (\$2k/vehicle)	26,500	4,417	1,951	7.4%	24,549
<b>Repairs &amp; Replacement &gt;</b>	<b>96,500</b>	<b>16,083</b>	<b>10,360</b>	<b>10.7%</b>	<b>86,140</b>
<b>Total Expenses &gt;</b>	<b>190,772</b>	<b>31,379</b>	<b>22,168</b>	<b>11.6%</b>	<b>168,604</b>

810 R & R Building & Grounds: \$1,350 for additional ducting in back room in water plant  
830 R & R Equipment: Replacement of Cagulant pumps

MY ACCOUNTS

BILL PAY

TRANSFER FUNDS

MANAGE MONEY

2, b

(LAUNCHAPP?APPCODE=MY+ACCOUNTS)

(LAUNCHAPP?APPCODE=BILL+PAY)

ADDITIONAL SERVICES

CREDIT CARD APPLICATION ESTATEMENTS

**Zero in on** **Apply Now**

### My Accounts

#### DEPOSIT ACCOUNTS

[Manage mobile alerts](#)

[Make a transfer](#)

#### CRP SEWER

Checking \*3745

[Quick peek](#)

**\$173,303.34**

\*\*Available \$173,303.34

#### GENERAL LEDGER

Checking \*9122

[Quick peek](#)

**\$88,249.82**

\*\*Available \$139,144.73

#### CRP WATER

Savings \*6990

[Quick peek](#)

**\$129,828.57**

\*\*Available \$129,828.57

TOTAL DEPOSIT ACCOUNTS

\$391,381.73

#### TIERED COMMERCIAL LOANS

#### Credit Line

TCL Credit Line \*1999

[Quick peek](#)

**\$0.00**

Available credit \$0.00

#### Note

TCL Note \*1001

[Quick peek](#)

**\$0.00**

pay

TOTAL TIERED COMMERCIAL LOANS

\$0.00

### Make a Payment

Pay to:

Pay from: checking -4567

### View My Spending

No activity found within the last 30 days

Try refreshing your accounts in Financial Accounts from over 18,000 financial institutions

### Outside Accounts

Checking [Quick peek](#)

Savings [Quick peek](#)

### Add Outside Accounts

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

[Add outside accounts](#)

2, b. 1

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)  
September 18,  
2017

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

PMIA Average Monthly Yields

**Account Number:**  
90-17-001

Tran Type Definitions

August 2017 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	484,731.54
Total Withdrawal:	0.00	Ending Balance:	484,731.54

**Clearlake Oaks County Water District  
 Capital Improvements  
 As of August 31, 2017**

2,012

Date	Name	Memo	Amount
<b>120 · EQUIPMENT (EQUIPMENT - WAS 1011181)</b>			
<b>120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)</b>			
Total 120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 101...			
Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)			
<b>122 · Buildings (OFFICE BUILDING - WAS 1011180)</b>			
Total 122 · Buildings (OFFICE BUILDING - WAS 1011180)			
<b>124 · D/C System (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 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other</b>			
Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other			
Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)			
<b>125 · Land</b>			
Total 125 · Land			
<b>TOTAL</b>			

2.0.3

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**Aged Accounts Receivable**  
**As of 9/18/17**

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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>
34,244.78	12,260.48	6,706.10	3,414.04	70,590.78	<u>\$127,216.18</u>

**Total number of accounts with open balances: 678**

These totals include all accounts on the Tax Roll

**Clearlake Oaks County Water District**  
**Payroll Summary**  
August 2017

212

	<u>Hours</u>	<u>Rate</u>	<u>Aug 17</u>
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
CTO Saved	-43.75	27.36	-1,366.75
CTO Used	11.75	28.00	329.00
Overtime (x1.5)	440.5	27.36	19,008.43
PTO	151.72	18.24	3,118.81
Straight	2,525.25	18.24	65,274.46
Board			1,000.00
Duty Pay			3,930.00
<b>Total Gross Pay</b>	<u>3,085.47</u>		<u>91,293.95</u>
<b>Deductions from Gross Pay</b>			
ACWA (pre-tax)			-1,927.14
AFLAC (pre-tax)			-500.10
AFLAC (taxable) AFTER TAX			-141.12
CALPers EE (Pretax)			-3,810.40
<b>Total Deductions from Gross Pay</b>			<u>-6,378.76</u>
<b>Adjusted Gross Pay</b>	3,085.47		84,915.19
<b>Taxes Withheld</b>			
Federal Withholding			-6,066.00
Medicare Employee			-1,288.54
Social Security Employee			-5,509.77
CA - Withholding			-1,703.64
CA - Disability			-799.80
<b>Total Taxes Withheld</b>			<u>-15,367.75</u>
<b>Deductions from Net Pay</b>			
Wage Garnishment			-1,858.47
<b>Total Deductions from Net Pay</b>			<u>-1,858.47</u>
<b>Net Pay</b>	<u><u>3,085.47</u></u>		<u><u>67,688.97</u></u>
<b>Employer Taxes and Contributions</b>			
Federal Unemployment			1.12
Medicare Company			1,288.54
Social Security Company			5,509.77
<b>Total Employer Taxes and Contributions</b>			<u><u>6,799.43</u></u>

**Clearlake Oaks County Water District  
Trial Balance  
As of August 31, 2017**

*J.d*

	Aug 31, 17	
	Debit	Credit
102.001 · GL - 9122		11,788.44
102.04 · DWR - CHECKING	200.00	
101 · LAIF - CASH IN BANK	293,694.37	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	0.00	
102.02 · CRP Water - 6990	120,388.05	
102.03 · CRP Sewer - 3745	159,049.94	
CUSI Accounts Receivable		6.00
103 · PETTY CASH	300.00	
104 · COUNTY TREASURY	21,680.00	
130 · CIP	0.00	
130 · CIP:130.75 · SCADA	0.00	
132 · CIP SEWER	366,081.00	
132 · CIP SEWER:132.05 · CIP SEWER LABOR	0.00	
135 · CIP WATER	74,033.00	
135 · CIP WATER:135.02 · Aircon Project	0.00	
135 · CIP WATER:135.05 · Backwash Pump Filters #2-#3	0.00	
135 · CIP WATER:135.10 · High Valley Project 2013	0.00	
135 · CIP WATER:135.20 · CIP WATER LABOR	0.00	
111 · INVENTORY - WATER	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	
USDA Project	0.00	
120 · EQUIPMENT:120.01 · GENERAL EQUIPMENT	1,851,100.60	
120 · EQUIPMENT:120.60 · Office	0.00	
120 · EQUIPMENT:120.75 · SCADA	0.00	
120 · EQUIPMENT:120.90 · Vehicles	0.00	
122 · Buildings	8,475,638.00	
124 · D/C System	3,136,437.00	
124 · D/C System:124.30 · Lift Stations	46,264.48	
124 · D/C System:124.30 · Lift Stations:124.31 · Lift Station 7 Bypass	66,042.23	
124 · D/C System:124.50 · Mains	14,788.58	
125 · Land	299,770.00	
129 · ALLOW. FOR DEPRECIATION		7,721,470.00
200 · ACCOUNTS PAYABLE		168,564.11
210 · Cal Card	7,277.25	
210 · Cal Card:210.06 · Cal Card - Jason 3879		999.73
210 · Cal Card:210.05 · Cal Card - Dan - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - Alan - 4000		766.08
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		1,622.74
223.56 · FEDERAL PAYROLL TAX PENALTY	322.01	
280 · Loan:280.05 · USDA Bridge Loan		466,000.00
280 · Loan:280.01 · Kansas State Bk - VACON		2,820.08
280 · Loan:280.03 · Kansas State Bk - Camera Traile	12.79	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion		362.08
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical		734.97
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	1,667.94	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		1,731.45
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	

Clearlake Oaks County Water District

Trial Balance

As of August 31, 2017

*J.D.1*

	Aug 31, 17	
	Debit	Credit
223.50 · MEDICARE TAX PAYABLE	160.05	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	377.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	84.49	
223.65 · STATE DISABILITY PAYABLE	24.73	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	1,214.81	
223.80 · DEFERRED COMP PAYABLE	0.00	
223.85 · MISC DEDUCTIONS PAYABLE		596.12
223.90 · COMPENSATED EMPLOYEE BENEFITS		49,102.00
24000 · Payroll Liabilities	1,003.88	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		6,009,715.61
304 · Opening Balance Equity		326,612.31
306 · Retained Earnings - OLD		679,360.08
Income:410 · Client Reg Prnt		338,771.21
Income:425 · CRP		96,761.66
Income:430 · Penalty & Interest		7,391.51
Income:430 · Penalty & Interest:430.1 · Condemnation Fund (589 Keys)		63.62
Income:435 · Loans/Grants:435-4 · USDA Construction Loan		616,201.13
Income:440 · Misc Revenue		29,208.97
Income:450 · Other - Non S/W Rev		14,753.22
1000 · Storms 2017:1000.2 · February 8 thru TBD	29,622.05	
Loans/Grants:903 · WTP, Meters, and Backflow	5,267.27	
Loans/Grants:902 · Tanks and Distribution	7,544.20	
Loans/Grants:901 · Harvey Tank Installation	784.00	
Loans/Grants:920 · Inflow & Infiltration Construct	93,286.85	
Loans/Grants:915 · USDA Construction Loan	568,540.01	
Loans/Grants:915 · USDA Construction Loan:915.1 · Adams and Ashby Group	6,930.00	
Loans/Grants:910 · MC USDA Construction Loan	40,130.95	
Loans/Grants:905 · MC WWTP Reclamation	41,305.34	
Salaries & EE Benefits:505 · Salaries & Wages	172,356.79	
Salaries & EE Benefits:510 · Contract Labor	2,000.00	
Salaries & EE Benefits:520 · FICA - District Share	12,820.65	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	27,521.24	
Salaries & EE Benefits:540 · PERS - District Share	16,405.20	
Salaries & EE Benefits:560 · Workers Comp Ins	0.00	
Services & Supplies:610 · Bank Fees	1,714.76	
Services & Supplies:620 · Communications & Internet	2,501.76	
Services & Supplies:622 · Board Exp	1,140.00	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	317.74	
Services & Supplies:630 · Equip - Office	1,645.42	
Services & Supplies:640 · Fuel & Oil	5,599.93	
Services & Supplies:657 · Lab	11,087.62	
Services & Supplies:660 · Memberships & Subscription	212.29	
Services & Supplies:665 · Mileage Reimb	940.88	
Services & Supplies:670 · Postage & Shipping	592.26	
Services & Supplies:675 · Professional Services	17,851.82	
Services & Supplies:685 · Rents	2,336.45	
Services & Supplies:690 · Safety & Security	2,303.88	
Services & Supplies:700 · Tools & Instruments	358.82	
Services & Supplies:703 · Supplies - Clothing & Personal	709.25	
Services & Supplies:705 · Supplies - Office	3,719.06	
Services & Supplies:715 · Supplies-Chemicals-Operating	38,794.72	
Services & Supplies:720 · Supplies - Inventory - Other	7,494.51	
Services & Supplies:730 · Taxes - Licenses	643.00	
Services & Supplies:735 · Training (Classes, books, etc)	738.21	
Services & Supplies:750 · Utilities	53,857.87	
Services & Supplies:760 · Waste Disposal	2,158.10	
Services & Supplies:795 · Yolo Co	9,283.03	
Services & Supplies:798 · Reconciliation Discrepancies	0.01	
Services & Supplies:799 · Misc	72.85	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct closed	744.26	
Repairs & Replacement:810 · R&R Buildings & Grounds	16,255.42	
Repairs & Replacement:830 · R&R Equipment	7,114.33	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	150.15	
Repairs & Replacement:840 · R&R Vehicles	3,294.13	
9000 · Administration Labor:7057050 · ADMIN - CLERICAL LABOR - WATER	0.00	
66000 · Payroll Expenses	1.12	

Clearlake Oaks County Water District  
**Trial Balance**  
As of August 31, 2017

*g.d. 2*

TOTAL

Aug 31, 17	
Debit	Credit
<u>16,545,403.12</u>	<u>16,545,403.12</u>

**Clearlake Oaks County Water District**  
**A/P Aging Summary**  
**As of September 18, 2017**

2.2

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Adams Ashby	2,520.00	0.00	0.00	0.00	0.00	2,520.00
Alpha Analytical Labs	728.00	420.00	0.00	24.00	0.00	1,172.00
Aqua-Tech Company	2,750.00	0.00	0.00	0.00	0.00	2,750.00
AT & T - CalNet 3	0.00	-0.07	0.00	0.00	0.00	-0.07
Badger Meter	33.00	0.00	0.00	0.00	0.00	33.00
Brelje and Race Laboratories, Inc.	105.00	105.00	0.00	0.00	0.00	210.00
CASH	130.09	17.50	0.00	0.00	0.00	147.59
Clearlake Lava	3,749.46	0.00	0.00	0.00	0.00	3,749.46
ECS House Industries, Inc	377.78	0.00	0.00	0.00	0.00	377.78
Eleanora Mansfield	43.59	0.00	0.00	0.00	0.00	43.59
Geo Legal	4,450.00	0.00	0.00	0.00	0.00	4,450.00
Grainger	937.99	0.00	0.00	0.00	0.00	937.99
Hach	3,508.11	0.00	0.00	0.00	0.00	3,508.11
Hasa Inc	3,315.89	0.00	0.00	0.00	0.00	3,315.89
Hayden Solar, LLC	4,697.22	0.00	0.00	0.00	0.00	4,697.22
HD Excavating	0.00	7,977.50	0.00	0.00	0.00	7,977.50
Herc Rentals	0.00	250.00	0.00	0.00	0.00	250.00
JOHN LAMBIRTH TRUCKING, INC	500.00	0.00	0.00	0.00	0.00	500.00
MC Engineering, Inc	58,118.69	34,275.41	0.00	0.00	0.00	92,394.10
Mediacom - WWTP 1294	169.11	0.00	0.00	0.00	0.00	169.11
Mendo Mill	280.48	0.00	0.00	0.00	0.00	280.48
Nave & Cortell, LLP	3,676.50	0.00	0.00	0.00	0.00	3,676.50
One Stop Automotive	1,174.96	0.00	0.00	0.00	0.00	1,174.96
People Services Inc	95.00	0.00	0.00	0.00	0.00	95.00
RAIN FOR RENT	0.00	2,434.19	0.00	15,000.00	0.00	17,434.19
Roto-Rooter of Lake County	0.00	0.00	0.00	0.00	15,000.00	15,000.00
Smith & Loveless	0.00	0.00	20,000.00	0.00	0.00	20,000.00
Southport Control Solutions	1,703.00	2,753.50	0.00	0.00	0.00	4,456.50
St Helena Clear Lake Hospital	89.78	0.00	0.00	0.00	0.00	89.78
State Water Resources Control Bo...	170.00	0.00	0.00	0.00	0.00	170.00
Tri-Cities Answering Service	312.30	0.00	0.00	0.00	0.00	312.30
USA BlueBook	6,891.68	0.00	0.00	0.00	0.00	6,891.68
Yolo County Flood Control	0.00	4,725.26	0.00	0.00	0.00	4,725.26
<b>TOTAL</b>	<b>100,527.63</b>	<b>52,958.29</b>	<b>20,000.00</b>	<b>15,024.00</b>	<b>15,000.00</b>	<b>203,509.92</b>

2.e.1

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## Account Payable Breakdown

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Date: 9/18/2017

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger	\$127,046.49	\$88,249.82	\$139,144.73
CRP Water	\$129,828.57	\$129,828.57	\$129,828.57
CRP Sewer	\$173,303.34	\$173,303.34	\$173,303.34
Current A/P Aging	\$203,509.92		

NOTES:

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# Clearlake Oaks County Water District

## Open Balance for Storm 2017

### February through August 2017

*2.02*

Ty...	Date	Num	Name	Memo	Account	Class	Clr	Amount	Balance
<b>SUNBELT Rentals</b>									
Bill	03/07/2017	668436...	SUNBELT R...	Trash pum...	1000.2 ...	CRP:Se...		13,659.50	13,659.50
Bill	03/21/2017	668436...	SUNBELT R...	Exchanged ...	1000.2 ...	CRP:Se...		372.16	14,031.66
Bill	03/29/2017	668436...	SUNBELT R...	Maintenanc...	1000.2 ...	CRP:Se...		575.00	14,606.66
Bill	04/03/2017	668436...	SUNBELT R...	Trash pum...	1000.2 ...	CRP:Se...		7,053.86	21,660.52
Bill	05/09/2017	668436...	SUNBELT R...	Trash Pum...	1000.2 ...	CRP:Wa...		7,056.01	28,716.53
Bill	06/07/2017	668436...	SUNBELT R...	LS7 Trash ...	1000.2 ...	CRP:Se...		7,056.01	35,772.54
Bill	07/05/2017	668436...	SUNBELT R...	Trash Pum...	1000.2 ...	CRP:Se...		7,056.01	42,828.55
Bill	07/24/2017	668436...	SUNBELT R...		1000.2 ...	CRP:Se...		7,056.01	49,884.56
Bill	08/15/2017	668436...	SUNBELT R...		1000.2 ...	CRP:Se...		494.59	50,379.15
Total SUNBELT Rentals								50,379.15	50,379.15
<b>Syar Industries, Inc.</b>									
Bill	03/27/2017	636812	Syar Industrie...	Bulk asphalt	1000.2 ...	CRP:Se...		573.91	573.91
Bill	04/03/2017	637687	Syar Industrie...	Bulk asphal...	1000.2 ...	CRP:Se...		3,855.30	4,429.21
Total Syar Industries, Inc.								4,429.21	4,429.21
<b>The Works Inc.</b>									
Bill	03/05/2017	1229	The Works Inc.	Temp help ...	1000.2 ...	CRP:Se...		6,107.08	6,107.08
Bill	03/12/2017	1244	The Works Inc.	W/E 3/12/17	1000.2 ...	CRP:Se...		5,267.28	11,374.36
Bill	03/19/2017	1260	The Works Inc.	W/E 3/19/17	1000.2 ...	CRP:Se...		4,973.02	16,347.38
Bill	03/30/2017	1280	The Works Inc.	Flood - W/...	1000.2 ...	CRP:Se...		4,841.20	21,188.58
Bill	04/06/2017	1298	The Works Inc.	Flood W/E ...	1000.2 ...	CRP:Se...		4,773.28	25,961.86
Bill	04/26/2017	1334 - ...	The Works Inc.	Week Endi...	1000.2 ...	CRP:Se...		3,476.53	29,438.39
Bill	05/02/2017	1350	The Works Inc.	WK Ending...	1000.2 ...	CRP:Se...		6,230.58	35,668.97
Bill	05/02/2017	1350	The Works Inc.	WK Ending...	1000.2 ...	CRP:Se...		4,890.61	40,559.58
Bill	05/02/2017	1350	The Works Inc.		1000.2 ...	CRP:Se...		-4,890.61	35,668.97
Bill	05/15/2017	1365	The Works Inc.	Week Endi...	1000.2 ...	CRP:Se...		4,149.60	39,818.57
Bill	06/01/2017	1420	The Works Inc.	LS 7- Wee...	1000.2 ...	CRP:Se...		4,245.31	44,063.88
Bill	06/02/2017	1436	The Works Inc.	WEEK EN...	1000.2 ...	CRP:Se...		2,568.80	46,632.68
Bill	06/02/2017	1400	The Works Inc.	WEEK EN...	1000.2 ...	CRP:Se...		4,495.40	51,128.08
Bill	06/12/2017	1452	The Works Inc.	Week Endi...	1000.2 ...	CRP:Se...		2,766.40	53,894.48
Bill	07/05/2017	1500	The Works Inc.	Week Endi...	1000.2 ...	CRP:Se...		1,852.50	55,746.98
Bill	07/11/2017	1514	The Works Inc.	Week endi...	1000.2 ...	CRP:Se...		1,800.01	57,546.99
Bill	07/21/2017	1544	The Works Inc.	Week Endi...	1000.2 ...	CRP:Se...		3,028.84	60,575.83
Bill	08/12/2017	1561 - ...	The Works Inc.	week endin...	1000.2 ...	CRP:Se...		1,840.15	62,415.98
Bill	08/12/2017	1596 - ...	The Works Inc.	week endin...	1000.2 ...	CRP:Se...		234.91	62,650.89
Total The Works Inc.								62,650.89	62,650.89
<b>UCC Rentals, Inc</b>									
Bill	02/11/2017	182835	UCC Rentals,...	Light tower ...	1000.2 ...	CRP:Se...		800.00	800.00
Total UCC Rentals, Inc								800.00	800.00
<b>TOTAL</b>								<b>980,790.24</b>	<b>980,790.24</b>

# Clearlake Oaks County Water District

## Open Balance for Storm 2017

### February through August 2017

20.3

Ty...	Date	Num	Name	Memo	Account	Class	Clr	Amount	Balance
<b>Acme Rigging &amp; Supply Co.</b>									
Bill	02/22/2017	283515	Acme Rigging...	3/8" 7x19 G...	1000.2 ...	CRP:Se...		1,298.21	1,298.21
Total Acme Rigging & Supply Co.								1,298.21	1,298.21
<b>Action Sanitary, Inc</b>									
Bill	02/09/2017	9788	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		3,075.00	3,075.00
Bill	02/10/2017	9789	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		7,175.00	10,250.00
Bill	02/11/2017	9794	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		16,200.00	26,450.00
Bill	02/12/2017	9795	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		19,400.00	45,850.00
Bill	02/13/2017	9796	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		10,800.00	56,650.00
Bill	02/14/2017	9822	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		10,800.00	67,450.00
Bill	02/15/2017	9823	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		10,800.00	78,250.00
Bill	02/16/2017	9824	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		10,800.00	89,050.00
Bill	02/17/2017	9825	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		10,800.00	99,850.00
Bill	02/18/2017	9826	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		10,800.00	110,650.00
Bill	02/19/2017	9827	Action Sanitar...	Pump truck...	1000.2 ...	CRP:Se...		10,800.00	121,450.00
Bill	02/20/2017	10209	Action Sanitar...	Tag #17443	1000.2 ...	CRP:Se...		10,800.00	132,250.00
Bill	02/21/2017	9849	Action Sanitar...	Porta-potties	1000.2 ...	CRP:Se...		536.25	132,786.25
Bill	02/21/2017	10210	Action Sanitar...	Tag #17442	1000.2 ...	CRP:Se...		15,000.00	147,786.25
Bill	02/22/2017	10211	Action Sanitar...	Tag #17447	1000.2 ...	CRP:Se...		15,000.00	162,786.25
Bill	02/23/2017	10212	Action Sanitar...	Tag #17448	1000.2 ...	CRP:Se...		14,400.00	177,186.25
Bill	02/24/2017	10213	Action Sanitar...	Tag #18016	1000.2 ...	CRP:Se...		15,600.00	192,786.25
Bill	02/25/2017	10214	Action Sanitar...	Tag #18017	1000.2 ...	CRP:Se...		7,400.00	200,186.25
Bill	02/26/2017	10215	Action Sanitar...	Tag #17255	1000.2 ...	CRP:Se...		400.00	200,586.25
Bill	02/27/2017	10216	Action Sanitar...	Tag #17256	1000.2 ...	CRP:Se...		400.00	200,986.25
Bill	02/28/2017	10217	Action Sanitar...	Tag #16500	1000.2 ...	CRP:Se...		400.00	201,386.25
Bill	03/02/2017	10235	Action Sanitar...	I Unit - Key...	1000.2 ...	CRP:Se...		80.44	201,466.69
Bill	03/02/2017	10236	Action Sanitar...	4 porta potti...	1000.2 ...	CRP:Se...		200.00	201,666.69
Bill	03/02/2017	10238	Action Sanitar...	Tag #18026	1000.2 ...	CRP:Se...		400.00	202,066.69
Bill	03/03/2017	10255	Action Sanitar...	Tag #18027	1000.2 ...	CRP:Se...		400.00	202,466.69
Bill	03/04/2017	10257	Action Sanitar...	Tag #17257	1000.2 ...	CRP:Se...		400.00	202,866.69
Bill	03/05/2017	10258	Action Sanitar...	Tag #18028	1000.2 ...	CRP:Se...		200.00	203,066.69
Bill	03/25/2017	10301	Action Sanitar...	Porta potties	1000.2 ...	CRP:Se...		866.69	203,933.38
Bill	04/26/2017	10791	Action Sanitar...	PIPE REM...	1000.2 ...	CRP:Wa...		1,200.00	205,133.38
Bill	05/02/2017	11034	Action Sanitar...	VACCUUM...	1000.2 ...	CRP:Wa...		1,000.00	206,133.38
Bill	05/02/2017	10832	Action Sanitar...	PORTA P...	1000.2 ...	CRP:Wa...		80.44	206,213.82
Bill	05/22/2017	11042	Action Sanitar...	ABOVE G...	1000.2 ...	CRP:Wa...		3,600.00	209,813.82
Bill	06/12/2017	11593	Action Sanitar...	Regular Uni...	1000.2 ...	CRP:Se...		80.44	209,894.26
Bill	06/12/2017	11321	Action Sanitar...	Regular Uni...	1000.2 ...	CRP:Se...		80.44	209,974.70
Bill	07/12/2017	12103	Action Sanitar...	Regular Uni...	1000.2 ...	CRP:Se...		80.44	210,055.14
Total Action Sanitary, Inc								210,055.14	210,055.14
<b>CASH</b>									
Bill	08/01/2017	Misc R...	CASH	Chevron - ...	1000.2 ...	CRP:Se...		27.60	27.60
Total CASH								27.60	27.60
<b>Chevron</b>									
Cr...	04/10/2017	7069840	Chevron	Propane for...	1000.2 ...	CRP:Se...		27.28	27.28
Total Chevron								27.28	27.28
<b>Clearlake Lava</b>									
Bill	02/19/2017	92717	Clearlake Lava	Slurry red, ...	1000.2 ...	CRP:Se...		605.96	605.96
Bill	02/19/2017	92716	Clearlake Lava	Road base, ...	1000.2 ...	CRP:Se...		1,330.58	1,936.54
Bill	02/28/2017	92831	Clearlake Lava	Red sand, r...	1000.2 ...	CRP:Se...		1,769.64	3,706.18
Bill	03/05/2017	92991	Clearlake Lava	3/4" Class ...	1000.2 ...	CRP:Se...		1,679.25	5,385.43
Bill	03/31/2017	93537	Clearlake Lava	Red rock, r...	1000.2 ...	CRP:Se...		2,458.09	7,843.52
Total Clearlake Lava								7,843.52	7,843.52
<b>Coastal Mountain Electric</b>									
Bill	02/09/2017	7011	Coastal Moun...		1000.2 ...	CRP:Se...		1,181.00	1,181.00
Total Coastal Mountain Electric								1,181.00	1,181.00

**Clearlake Oaks County Water District**  
**Open Balance for Storm 2017**  
**February through August 2017**

2.0.4

Ty...	Date	Num	Name	Memo	Account	Class	Clr	Amount	Balance
<b>EEL River Fuels Inc</b>									
Bill	02/15/2017	567437	EEL River Fu...		1000.2 ...	CRP:Se...		1,064.54	1,064.54
Bill	02/22/2017	569355	EEL River Fu...	Fuel	1000.2 ...	CRP:Se...		1,094.27	2,158.81
Bill	02/24/2017	570047	EEL River Fu...	Fuel	1000.2 ...	CRP:Se...		1,012.23	3,171.04
Bill	02/27/2017	570657	EEL River Fu...		1000.2 ...	CRP:Se...		921.70	4,092.74
Bill	03/01/2017	573184	EEL River Fu...		1000.2 ...	CRP:Se...		866.95	4,959.69
Bill	03/06/2017	574395	EEL River Fu...		1000.2 ...	CRP:Se...		851.51	5,811.20
Bill	03/27/2017	579405	EEL River Fu...	Fuel	1000.2 ...	CRP:Se...		1,109.63	6,920.83
Total EEL River Fuels Inc								6,920.83	6,920.83
<b>Hasa Inc</b>									
Bill	02/10/2017	509885	Hasa Inc	Sodium hyp...	1000.2 ...	CRP:Se...		2,932.20	2,932.20
Bill	02/20/2017	510360	Hasa Inc		1000.2 ...	CRP:Se...		2,936.36	5,868.56
Bill	03/01/2017	510847	Hasa Inc	Sodium hyp...	1000.2 ...	CRP:Se...		2,932.20	8,800.76
Total Hasa Inc								8,800.76	8,800.76
<b>HD Excavating</b>									
Bill	03/02/2017	688	HD Excavating	Lift Station ...	1000.2 ...	CRP:Se...		35,428.75	35,428.75
Bill	04/29/2017	INVOIC...	HD Excavating	3/1/2017 J...	1000.2 ...	CRP:Se...		4,392.00	39,820.75
Bill	04/29/2017	INVOIC...	HD Excavating	3/2/2017 J...	1000.2 ...	CRP:Se...		4,392.00	44,212.75
Bill	04/29/2017	INVOIC...	HD Excavating	JIM N I RE...	1000.2 ...	CRP:Se...		2,269.71	46,482.46
Bill	04/29/2017	INVOIC...	HD Excavating	3/29/2017 ...	1000.2 ...	CRP:Se...		3,624.00	50,106.46
Bill	04/29/2017	INVOIC...	HD Excavating	4/4/2017 - ...	1000.2 ...	CRP:Se...		1,900.00	52,006.46
Bill	05/18/2017	0697	HD Excavating	Removing ...	1000.2 ...	CRP:Wa...		8,946.50	60,952.96
Total HD Excavating								60,952.96	60,952.96
<b>Herc Rentals</b>									
Bill	03/23/2017	291406...	Herc Rentals	Light towers	1000.2 ...	CRP:Se...		1,203.89	1,203.89
Bill	05/02/2017	291406...	Herc Rentals	Light tower ...	1000.2 ...	CRP:Wa...		914.31	2,118.20
Bill	05/19/2017	291406...	Herc Rentals	Traffic Barri...	1000.2 ...	CRP:Wa...		830.12	2,948.32
Bill	05/28/2017	291406...	Herc Rentals	TRAFFIC ...	1000.2 ...	CRP:Se...		24.67	2,972.99
Bill	06/07/2017	291406...	Herc Rentals	Traffic Barri...	1000.2 ...	CRP:Se...		59.53	3,032.52
Bill	06/28/2017	291406...	Herc Rentals	Traffic Barri...	1000.2 ...	CRP:Se...		59.53	3,092.05
Bill	07/05/2017	291406...	Herc Rentals	Traffic Barri...	1000.2 ...	CRP:Se...		150.15	3,242.20
Total Herc Rentals								3,242.20	3,242.20
<b>Hertz Equip Rental</b>									
Bill	02/21/2017	291366...	Hertz Equip R...	Light tower ...	1000.2 ...	CRP:Se...		1,695.60	1,695.60
Total Hertz Equip Rental								1,695.60	1,695.60
<b>Kelseyville Lumber</b>									
Bill	03/01/2017	1625474	Kelseyville Lu...	2 ea. propa...	1000.2 ...	CRP:Se...		271.31	271.31
Total Kelseyville Lumber								271.31	271.31
<b>Lake County Electric Supply, Inc.</b>									
Bill	02/22/2017	5079880	Lake County ...	3/4" Mule ta...	1000.2 ...	CRP:Se...		458.65	458.65
Total Lake County Electric Supply, Inc.								458.65	458.65
<b>MC Engineering, Inc</b>									
Bill	04/03/2017	1478	MC Engineeri...		1000.2 ...	CRP:Se...		2,026.93	2,026.93
Total MC Engineering, Inc								2,026.93	2,026.93
<b>Mendo Mill</b>									
Bill	02/12/2017	700450/3	Mendo Mill	Random se...	1000.2 ...	CRP:Se...		20.34	20.34
Bill	02/16/2017	700789/3	Mendo Mill	12 ea. 4/8 3...	1000.2 ...	CRP:Se...		468.13	488.47
Bill	02/18/2017	700964/3	Mendo Mill	Film poly 1...	1000.2 ...	CRP:Se...		303.03	791.50
Bill	02/19/2017	700991/3	Mendo Mill	9x2-1/2 Pre...	1000.2 ...	CRP:Se...		34.00	825.50
Bill	02/20/2017	701011/3	Mendo Mill	20x50 6 mil...	1000.2 ...	CRP:Se...		321.65	1,147.15
Bill	03/15/2017	702799/3	Mendo Mill	4x8 1-1/8" ...	1000.2 ...	CRP:Se...		108.97	1,256.12
Bill	05/18/2017		Mendo Mill	Canopy LS7	1000.2 ...	CRP:Se...		65.24	1,321.36
Bill	07/21/2017	713624/3	Mendo Mill	LS 7 PP R...	1000.2 ...	CRP:Se...		18.91	1,340.27
Bill	07/21/2017	713687/3	Mendo Mill	LS 7 PLUM...	1000.2 ...	CRP:Se...		77.88	1,418.15
Total Mendo Mill								1,418.15	1,418.15

# Clearlake Oaks County Water District

## Open Balance for Storm 2017

### February through August 2017

*J.E.S*

Ty...	Date	Num	Name	Memo	Account	Class	Clr	Amount	Balance
<b>Napa Auto Parts</b>									
Bill	07/21/2017	935089	Napa Auto Pa...	LS 7 BOLT...	1000.2 ...	CRP:Se...		17.05	17.05
Total Napa Auto Parts								17.05	17.05
<b>Pace</b>									
Bill	02/23/2017	023735...	Pace	Plugs	1000.2 ...	CRP:Se...		321.97	321.97
Bill	02/23/2017	023735...	Pace	Plugs	1000.2 ...	CRP:Se...		81.76	403.73
Bill	02/24/2017	023739...	Pace	Wastewate...	1000.2 ...	CRP:Se...		445.87	849.60
Total Pace								849.60	849.60
<b>PG&amp;E</b>									
Bill	03/24/2017	132469...	PG&E	WWTP \$4...	1000.2 ...	CRP:Se...		49,477.65	49,477.65
Total PG&E								49,477.65	49,477.65
<b>RAIN FOR RENT</b>									
Bill	02/20/2017	1004305	RAIN FOR R...	Hose 6" x 5...	1000.2 ...	CRP:Se...		970.87	970.87
Bill	02/28/2017	1007932	RAIN FOR R...	Delivery an...	1000.2 ...	CRP:Se...		38,048.53	39,019.40
Bill	03/01/2017	1008242	RAIN FOR R...		1000.2 ...	CRP:Se...		3,473.32	42,492.72
Bill	03/20/2017	1015753	RAIN FOR R...	1001061	1000.2 ...	CRP:Se...		970.87	43,463.59
Bill	03/21/2017	1016228	RAIN FOR R...		1000.2 ...	CRP:Se...		39,157.78	82,621.37
Bill	04/24/2017	1027898	RAIN FOR R...	ABOCE G...	1000.2 ...	CRP:Wa...		39,157.78	121,779.15
Bill	04/24/2017	1027349	RAIN FOR R...	ABOVE G...	1000.2 ...	CRP:Wa...		970.87	122,750.02
Bill	05/09/2017	1036024	RAIN FOR R...	Above grou...	1000.2 ...	CRP:Wa...		3,011.34	125,761.36
Bill	05/10/2017	1032734	RAIN FOR R...		1000.2 ...	CRP:Se...		1,992.20	127,753.56
Bill	05/19/2017	105807	RAIN FOR R...	Work Order...	1000.2 ...	CRP:Wa...		423.61	128,177.17
Bill	05/19/2017	105807	RAIN FOR R...	Coating/ Ho...	1000.2 ...	CRP:Wa...		970.87	129,148.04
Bill	05/28/2017	1043404	RAIN FOR R...	Above grou...	1000.2 ...	CRP:Se...		55,316.86	184,464.90
Bill	05/28/2017	1043871	RAIN FOR R...	Above Grou...	1000.2 ...	CRP:Se...		2,481.94	186,946.84
Bill	06/19/2017	1056557	RAIN FOR R...	Tank Bivel ...	1000.2 ...	CRP:Se...		970.87	187,917.71
Bill	06/22/2017	1059629	RAIN FOR R...	Trash Pump	1000.2 ...	CRP:Se...		2,481.94	190,399.65
Bill	07/17/2017	107464...	RAIN FOR R...		1000.2 ...	CRP:Se...		2,481.94	192,881.59
Bill	07/21/2017	1071760	RAIN FOR R...	Tank Bivel ...	1000.2 ...	CRP:Se...		970.87	193,852.46
Bill	08/14/2017	1088603	RAIN FOR R...	Ending bala...	1000.2 ...	CRP:Se...		2,434.19	196,286.65
Total RAIN FOR RENT								196,286.65	196,286.65
<b>Richard Kuehn.</b>									
Bill	05/04/2017	invoice ...	Richard Kuehn.	Richard pai...	1000.2 ...	CRP:Se...		611.66	611.66
Total Richard Kuehn.								611.66	611.66
<b>Roto-Rooter of Lake County</b>									
Bill	02/10/2017	54190-2	Roto-Rooter o...	Pumper tru...	1000.2 ...	CRP:Se...		60,450.00	60,450.00
Bill	02/10/2017	54190	Roto-Rooter o...	Pump truck...	1000.2 ...	CRP:Se...		14,450.00	74,900.00
Bill	02/11/2017	54198-1	Roto-Rooter o...	Pump truck...	1000.2 ...	CRP:Se...		24,550.00	99,450.00
Bill	02/14/2017	54191	Roto-Rooter o...	Pump truck...	1000.2 ...	CRP:Se...		91,200.00	190,650.00
Bill	02/20/2017	54200	Roto-Rooter o...	Pumper tru...	1000.2 ...	CRP:Se...		81,100.00	271,750.00
Cr...	03/02/2017	CM 541...	Roto-Rooter o...	Original Inv...	1000.2 ...	CRP:Se...		-700.00	271,050.00
Total Roto-Rooter of Lake County								271,050.00	271,050.00
<b>Shape Inc.</b>									
Bill	03/23/2017	122765	Shape Inc.	Pumps for ...	1000.2 ...	CRP:Se...		12,237.22	12,237.22
Total Shape Inc.								12,237.22	12,237.22
<b>Smith &amp; Loveless</b>									
Bill	02/17/2017	116462	Smith & Lovel...	Gasket	1000.2 ...	CRP:Se...		279.54	279.54
Bill	06/28/2017	PS91630	Smith & Lovel...	Lift Station ...	1000.2 ...	CRP:Se...		25,501.48	25,781.02
Total Smith & Loveless								25,781.02	25,781.02

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**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

**August 17, 2017**

This meeting will be conducted by Roberts Rule of Order.

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

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

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

**AGENDA**

**Call to Order – 4:00 p.m.**

**Pledge of Allegiance**

**Roll Call**

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

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

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

**Public comment on non-agenda items**

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

**Consent Items**

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

**1. Staff Written Operational Reports**

- a. Customer Service
- b. Administration/Grants
- c. Water Plant Chief Operator
- d. Wastewater Plant Interim Chief Operator
- e. Operations Manager
- f. General Manager

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

- a. July 2017 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

3.9.1

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

- a. Minutes of Regular Meeting 07-20-17
- b. Minutes of Emergency Meeting 08-09-17

**4. Bills**

- a. **MC Engineering** Invoice No. 1530, dated 7/31/17, in the amount of \$13,495.32 for the Forcemain Pre-design
- b. **MC Engineering** Invoice No.1531, dated 7/31/17 in the amount \$8,655.66, for the Reclamation Study
- c. **MC Engineering** Invoice No.1533, dated 7/31/17, in the amount of \$19,127.62, for the USDA WWTP Construction Project
- d. **SUNBELT Final** Invoice No. 66843606-0009, dated 7/24/17, in the amount of \$7,056.01 for rental equipment at LS 7

**Action Taken: Motion to accept consent items with changes.  
HOSIER/ARCACKI M/S/C  
PASSED UNANIMOUSLY**

**5. Agenda (Old Business)**

- a. Discussion and update of MC Engineering grant status reports and USDA progress

**Action Taken: No Action**

- b. Discussion and update of CSA 16 Annexation progress

**Action Taken: No Action**

- c. Discussion and update of sidewalk project

**Action Taken: No Action**

**6. Agenda (New Business)**

- a. Update on two (2) new Chlorine Pumps for Water Plant

**Action Taken: No Action**

- b. Discussion and consideration of the possibility of the Water Plant advancing to a T-4 status

**Action Taken: No Action**

48

**Closed Session**                      **Time: 5:25 p.m.**

- a. Existing litigation: Luna vs. CLOCWD
- b. Existing litigation: Estep vs. CLOCWD
- c. Existing litigation: Parker vs. CLOCWD
- d. General Manager Personnel Evaluation
- e. Anticipated litigation:
  - 1. Two Cases

**Open Session**                      **Time: 6:36 p.m.**

**Action Taken in Closed Session:** Board appointed an Ad Hoc committee of Karl Hosier and Sam Boucher to investigate billing for multi-family units and mobile home parks. Luna case was not discussed, Board did discuss information regarding Estep potential litigation, the Board rejected the complaint submitted by Parker, the Board performed evaluation on General Manager, Board discussed one case of potential litigation, no other matters were discussed.

**Adjournment**                      **Time: 6:39 p.m.**

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

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

3.6

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

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

**August 17, 2017**

This meeting will be conducted by Roberts Rule of Order.

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

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

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

**Public comment on non-agenda items**

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

**AGENDA**

**Call to Order – 3:55 p.m.**

**Pledge of Allegiance**

**Roll Call**

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

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

**New Business**

- a. Discussion and consideration of Resolution No. 17-23, an Addendum to the NOD filed for the Inflow and Infiltration Construction Project to include the Forcemain, CEPS and Lift Station 1

**Action Taken: Motion to pass Resolution 17-23  
HEESZEL/BOUCHER M/S/C  
PASSED UNANIMOUSLY**

- b. Discussion and consideration of recondition of the two small filters at the Water Treatment Plant

**Action Taken: No Action, Board directed General Manager to get more bids**

50

3.6.1

c. Discussion and consideration of smoke testing in the District

**Action Taken: Motion to continue smoke testing no to exceed \$7,000.00  
ARCHACKI/BOUCHER M/S/C  
MOTION PASSED UNANIMOUSLY**

<b>Adjournment</b>	<b>Time: 4:00 p.m.</b>
<b>Re-opened:</b>	<b>Time: 4:34 p.m.</b>
<b>Adjournment</b>	<b>Time: 4:57 p.m.</b>

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

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



MC Engineering, Inc.

6917 Ohana Place  
Orangevale, CA 95662

H.A

# Invoice

Date	Invoice #
08/31/2017	1546

**Bill To**

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

P.O. No.	Terms	Due Date	Project	
	Net 30	09/30/2017	Force Main I/I Grant Assistance and En...	
Description	Qty	Rate	Amount	
Engineering Tech	2	55.00	110.00	
Operations Specialist, Doyle Champlain	2	95.00	190.00	
Administrative Support	0.5	55.00	27.50	
AES Inv 613285 7/31/17		9,136.57	9,136.57	

4/G 920

4/G *inflow & infiltration*  
Const

<b>Total</b>	\$9,464.07
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$9,464.07

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

52



MC Engineering, Inc.

6917 Ohana Place  
Orangevale, CA 95662

4.6

# Invoice

Date	Invoice #
08/31/2017	1548

**Bill To**

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

P.O. No.	Terms	Due Date	Project	
	Net 30	09/30/2017	New Force Main Predesign	
Description	Qty	Rate	Amount	
Project Manager, Mark Carey, PE	32	150.00	4,800.00	
Operations Management Engineer, John Pedri, PE	20.5	150.00	3,075.00	
Assistant Engineer, Jared P. Nelson	30	95.00	2,850.00	
Operations Specialist, Doyle Champlain	22	95.00	2,090.00	
Administrative Support	0.5	55.00	27.50	
OV Copy Inv 26986 7/14/17		22.16	22.16	
OV Copy Inv 27019 7/19/17		354.84	354.84	
Total Reimbursable Expenses			377.00	
AES Inv 613355 7/31/17		5,658.48	5,658.48	

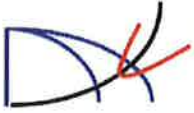
4G 920

4G inflow & infiltration Const

<b>Total</b>	<b>\$18,877.98</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$18,877.98</b>

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

53



**MC Engineering, Inc.**

6917 Ohana Place  
Orangevale, CA 95662

*412*

**Invoice**

Date	Invoice #
08/31/2017	1549

**Bill To**

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

P.O. No.	Terms	Due Date	Project	
	Net 30	09/30/2017	Reclamation Evaluation	
Description	Qty	Rate	Amount	
Project Manager, Mark Carey, PE	18.5	150.00	2,775.00	
Assistant Engineer, Jared P. Nelson	41	95.00	3,895.00	
OV Copy Inv 27049 7/24/17		359.93	359.93	
<b>Total</b>			<b>\$7,029.93</b>	
<b>Payments/Credits</b>			<b>\$0.00</b>	
<b>Balance Due</b>			<b>\$7,029.93</b>	

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

*54*



**MC Engineering, Inc.**

6917 Ohana Place  
Orangevale, CA 95662

4.d

**Invoice**

Date	Invoice #
08/31/2017	1550

**Bill To**

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

P.O. No.	Terms	Due Date	Project	
	Net 30	09/30/2017	USDA Wastewater Engineering Services	
Description	Qty	Rate	Amount	
Project Manager, Mark Carey, PE	28.5	139.05	3,962.93	
Assistant Engineer, Jared P. Nelson	57	97.85	5,577.45	
Operations Specialist, Doyle Champlain	1.25	87.55	109.44	
OV Copy Inv 26967 7/12/17		11.76	11.76	
AandE Repro Inv 46263 8/22/17		106.83	106.83	
Total Reimbursable Expenses			118.59	
Mark Carey 8/17/17 234 miles	234	0.535	125.19	
Stantec Inv 1245393 8/30/17		1,268.43	1,268.43	
Domenichelli and Associates Inv 2 9/5/17		5,568.08	5,568.08	

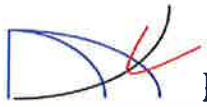
4G 910

4G USDA WWTTP loan

<b>Total</b>	\$16,730.11
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$16,730.11

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

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## CLOCWD Force-Main Design and Construction Services Proposal

Revised 8/11/17

### Introduction

This proposal is intended to describe design and construction related services associated with a new forcemain from lift station 7 to the CLOCWD WWTP as further defined in the predesign technical memo prepared previously by MC Engineering, Inc. Grant funding for the project is being pursued concurrently with the State Water Resources Control Board (SWRCB). For budgeting purposes it is assumed that construction inspection and Resident Engineer (RE) services would be performed concurrent with related work on the District's USDA funded Wastewater Treatment Plant (WWTP) project. **It is further assumed that the design would be performed over a relatively short time frame with the CLOCWD providing right-of-way, potholing, and other services not defined by this scope of work.**

### Task A, Project Management

This task includes preparing monthly invoices, coordinated with staff, communications with District personnel, and miscellaneous correspondence. A duration of 6 months total is assumed for the project design and construction with 2 hours per month budgeted for PM services and 2 hours per month for administrative assistance.

*Deliverables: Monthly invoices, status reports, and emails as needed to report on project developments and subcontractor activities*

### Task 1, Forcemain Design Services

#### Task 1.1, SWRCB Coordination, Status Update Meetings,

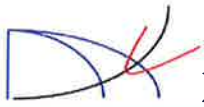
This task includes attending one meeting with the CLOCWD Board to present the initial design and coordination with the SWRCB for final review and grant processing.

*Deliverables: Presentation of initial design and related construction requirements*

#### Task 1.2, 70% Plan and Profile Sheets and Cross Section Design

This task will include preparing 70% plan and profile sheets of approximately 1 mile of force-main from LS 7 to the WWTP headworks. It is assumed that the District will provide all necessary easements under a separate contract with the surveyor based on the alignment in the preliminary design assuming it is acceptable to the respective property owners. We have included up to two days of additional survey work to include pothole locations, additional topo shots, etc. for the final design under this task.

*Deliverables: Approximately 10 plan and profile sheets at a scale of 1"= 20'*



### Task 1.3, 70% Details

Under this task details will be prepared associated with the tie-in at LS-7 and new piping and valving at the WWTP. It is recognized that the work at the WWTP varies from what is currently under contract at the plant with T&S construction. **The District may need to install temporary bypass piping and pumping facilities at the WWTP until such time that the plant improvements are completed.**

*Deliverables: Two detail sheets for connecting at LS-7 and at the WWTP*

### Task 1.4, 70% Project Specifications

This task includes preparing a draft project manual with appropriate front end documents using the EJCDC Specifications and Agreement form as previously utilized for the USDA WWTP improvements. A preliminary list of technical specifications is included in Attachment A.

*Deliverables: Base topographic maps and known utility locations for use in preparing initial plan and profile sheets.*

### Task 1.5, Design Review Workshop

A design review workshop will be attended after completion of the 70% plans and specifications. The meeting will be attended by Mark Carey and John Pedri of MC Engineering, Inc.

*Deliverables Presentation of initial design drawings and specifications, agenda, and meeting minutes summarizing action items District comments on the initial design submittal.*

### Task 1.6, Preliminary Geotechnical Recommendations

A technical memo will be prepared by RGH Engineering under this task based solely on their opinion of soil conditions that might be encountered during construction. RGH will rely on historic borings and knowledge of the project area and no borings will be done in an effort to minimize design related costs. It is recognized that in the absence of borings on the actual alignment, conditions during construction could be different and may need to be re-evaluated during subsequent construction related field reviews by RGH.

*Deliverables: Technical memo summarizing known soils information along with preliminary recommendations for trench backfill and compaction during construction.*

### Task 1.7, Prepare 100% Plans

Final biddable plans will be prepared under this task that incorporate District comments on the 70% design.

*Deliverables: Plan and Profile sheets and final details for connection at LS 7 and the WWTP*

### Task 1.8, Final Specifications and Estimate

A final cost estimate will be prepared under this task based on feedback from area contractors. Final specifications and bid related material will also be completed under this task. MC Engineering will submit the final specs and estimate to the State for review and make final changes during bidding based on State comments, if necessary, in an effort to

expedite the bidding and construction process. It is assumed that all plans and specs will be distributed electronically to the perspective bidders and the bidders will pay for any additional hardcopies needed to bid the project.

*Deliverables: Cost estimate in Excel spreadsheet and final Specifications. A total of three hardcopies of the plans and specifications (one for MCE, one for CLOCWD, and one for State Engineer) will be provided.*

## **Task 2, Bidding Services**

### **Task 2.1, Bid Advertisement and Assistance**

MC Engineering will post the plans and specifications at the Sacramento, Redding, and Santa Rosa Builders exchanges. A dropbox will also be established so that contractors can download plans and specs directly from MC Engineering if desired. Electronic copies will be forwarded to AE Reprographics in Rancho Cordova where bidders can request printouts of the plans and specs at their cost. MC Engineering will also prepare an ad and place it in up to three relevant newspapers.

*Deliverables: Ad for placement in local papers, receipts of advertising expenses, electronic copies of documents distributed as described above.*

### **Task 2.2, Prebid Meeting**

MC Engineering will attend a prebid meeting to be held at the District's office with prospective bidders. After the meeting is held, MC Engineering will prepare and distribute the meeting notes and attendee list to all in attendance.

*Deliverables: Brief presentation of project, meeting minutes, and attendee list for distribution.*

### **Task 2.3, Addenda and Responses During Bidding**

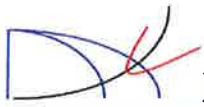
As noted above, it is assumed that comments from the State and other related input may need to be addressed by addendum in order to keep the project on schedule. MC Engineering will prepare one addendum prior to the final bid date to address these items.

*Deliverables: One addendum and related revised plans and specifications for final bid*

### **Task 2.4, Contractor Selection and Award Assistance**

Under this task, MC Engineering will review contractor qualifications and prepare correspondence summarizing findings prior to the District's Notice of Award to the proposed contractor. MC Engineering will call references and summarize information for the District. Bid documents will be reviewed for consistency with the specifications and bid submittal requirements.

*Deliverables: Summary of contractor qualifications based on references and related information prior to Notice of Award. Checklist of bid submittal requirements.*



## **Task 2.5, Prepare Conformed Drawings and Specifications**

Under this task a final set of conformed construction drawings and specifications will be prepared based on all addenda, comments from the State, and feedback from contractors during bidding.

*Deliverables: A total of four hardcopy sets of the plans and specifications will be prepared under this task. Additional sets for the contractor will be at their cost for reproduction. Up to four additional half size (11 x 17) sets of the plans will also be prepared.*

## **Task 3, Inspection and Design Services During Construction**

### **Preconstruction Meeting**

MC Engineering will schedule and attend a preconstruction meeting under this task.

*Deliverables: Meeting agenda and meeting minutes, emails and misc. correspondence to set up meeting*

### **Submittal Review and Processing**

It is assumed that various submittals will be processed under this task including pipe materials, fittings, backfill material, traffic plan and tie-in schedules, connection details, and misc. coordination requirements.

*Deliverables: Submittal forms and comments, processing of approved submittals and filing system to be maintained throughout construction and forwarded to CLOCWD for permanent records.*

### **Weekly Construction Meetings**

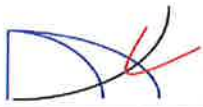
It is assumed that the same RE that is assisting with the USDA WWTP will assist in the forcemain project and attend up to 10 weekly construction meetings. It is further assumed that the same MC Engineering inspector will assist with up to 6 hours/week for a maximum of three months of construction. A registered professional engineer will attend each weekly meeting.

*Deliverables: Weekly agenda, meeting minutes, action items, and issues logs, misc. correspondence during construction.*

### **Inspection Services**

It is assumed that inspection services will be provided by the same inspector that is assigned to the USDA WWTP project in an effort to minimize costs to the District. Up to two hours per day for three months is budgeted for inspection of the pipeline and related tie-ins. Construction files will be shared with District personnel on an internet accessible site.

*Deliverables: Daily field reports, progress photos, misc. correspondence and construction documentation on a shared internet accessible site.*



### Proposed Compensation

Work will be performed on a time and materials basis, not to exceed the totals reflected below without prior written approval from the CLOCWD.

CLOCWD FORCE MAIN DESIGN AND CONSTRUCTION SERVICES BUDGET										
Task No.	DESCRIPTION	Budget Total	PM	PE I	PE II	SE	OPS	ADM	ODC	Subs
<b>Task A</b>	<b>Project Management</b>	<b>\$4,620.00</b>	<b>24</b>					<b>12</b>		
<b>Task 1</b>	<b>Design Services</b>	<b>\$67,213.00</b>	<b>12</b>	<b>76</b>	<b>0</b>	<b>114</b>	<b>16</b>	<b>8</b>	<b>\$500.00</b>	<b>\$32,883.00</b>
1.1	SWRCB Coordination / Status Update Meetings	\$5,520.00	8			24		8		
1.2	70% Plan and Profile Sheets	\$14,345.00				16				\$11,865.00
1.3	70% Details	\$6,300.00		24		20	8			
1.4	70% Specifications	\$7,614.80	8			12				\$4,474.80
1.5	Design Review Workshop	\$3,020.00	8			8			\$500.00	
1.6	Preliminary Geotechnical Recommendations	\$10,745.00	6	4		6				\$8,475.00
1.7	Prepare 100% Plans	\$11,385.00		24		20	8			\$5,085.00
1.8	Final Specifications and Estimates	\$8,283.20	8	24		8			\$500.00	\$2,983.20
<b>Task 2</b>	<b>Bidding Services</b>	<b>\$17,911.10</b>	<b>22</b>	<b>25</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>18</b>	<b>\$1,000.00</b>	<b>\$6,746.10</b>
2.1	Bid Advertisement and Assistance	\$2,280.00	4	6		2		4	\$500.00	
2.2	Prebid Meeting	\$1,540.00	8					4		
2.3	Addenda and Responses During Bidding	\$7,885.30	2	12		12		4		\$4,305.30
2.4	Contractor Selection and Award Assistance	\$2,125.00	6	3		4		4		
2.5	Prepare Conformed Drawings and Specifications	\$4,080.80	2	4		2		2	\$500.00	\$2,440.80
<b>Task 3</b>	<b>Inspection and Design Services During Constr</b>	<b>\$77,717.20</b>	<b>56</b>	<b>260</b>	<b>0</b>	<b>60</b>	<b>20</b>	<b>12</b>	<b>\$1,800.00</b>	<b>\$ 29,877.20</b>
3.1	Preconstruction Meeting	\$2,290.00	8	8					\$250.00	
3.2	Submittal Review and Processing	\$5,131.60	4	12		12				\$ 1,491.60
3.3	Weekly Construction Meetings	\$25,484.00	32	72				8	\$800.00	\$12,204.00
3.4	Inspection	\$15,720.00		120		16	16			
3.5	Materials Testing During Construction	\$14,440.00	8			12				\$11,300.00
3.6	Prepare Final Punchlist	\$7,590.80		32		12			\$250.00	\$2,440.80
3.7	Prepare Record Drawings	\$7,060.80	4	16		8	4	4	\$500.00	\$2,440.80
<b>Total:</b>		<b>\$167,461.30</b>	<b>114</b>	<b>361</b>	<b>0</b>	<b>194</b>	<b>36</b>	<b>50</b>	<b>\$3,300.00</b>	<b>\$69,506.30</b>

# AIR TECHNOLOGY WEST

37 Maxwell Court  
 Santa Rosa, CA 95401  
 (707) 575-8308, (800) 642-3337  
 Fax (707) 575-0152

Air Compressors  
 Spray Equipment  
 Infrared Heaters  
 RM Air Purification  
 Accessories  
 Dust Collection  
 Sales - Service - Installations

6.C  
 Quotation

Quote Number:  
 4714

Quote Date:  
 Aug 29, 2017

Page:  
 1

Quoted to:  
 Clearlake Oaks County Water District  
 P.O. Box 709  
 Clearlake Oaks, CA 95423

Ship To:  
 Clearlake Oaks County Water District  
 12545 East Hwy 20  
 Clearlake Oaks, CA 95423

Customer ID	Good Thru	Payment Terms	Sales Rep
Clearlake Oaks	9/28/17	50%down,Remainder on	Rov

Quantity	Item	Description	Unit Price	Extension
1.0	01-HV07	10hp Hydrovane - VERTICAL Enclosed w/sound level of 67 dBa, visual status controller, 29 CFM @ 150 PSIG Tri-Voltage TEFC motor 460/3/60	7,100.00	7,100.00
1.0	Freight	Freight Delivery: 3 to 4 wks FOB: Princeton, IL Warranty: 1 year parts & Labor, 4 more years on major item, plus another 5 years on Pump with service Start-Up: Included	450.00	450.00

LP  
 machine

OK  
 ~~~~~  
 @ 4/22/17  
 SR  
 KID

|           |          |
|-----------|----------|
| Subtotal  | 7,550.00 |
| Sales Tax | 514.75   |
| Freight   |          |
| Total     | 8,064.75 |

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