

**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

**October 19, 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 (unavailable)
- d. Wastewater Plant Interim Chief Operator
- e. Operations Manager
- f. General Manager

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

- a. September 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 Vendor Spreadsheet

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

- a. Minutes of Regular Meeting 09-21-17
- b. Minutes of Special Meeting 10-04-17

**4. Bills**

- a. **MC Engineering** Invoice No.1561 dated 9/30/17, in the amount \$29,283.64, for the Forced Main Design and Construction
- b. **MC Engineering** Invoice No. 1562, dated 9/30/17, in the amount of \$7,518.75, for the Reclamation Study
- c. **MC Engineering** Invoice No. 1563, dated 9/30/17, in the amount of \$33,455.63 for USDA Construction Project

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

**5. Agenda (Old Business)**

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

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

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

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

**6. Agenda (New Business)**

- a. Discussion and approval of purchased used 25K portable generator for \$12,000, this generator replaces the 25K generator that critically failed at Lift Station 12 during Sulphur Fire emergency

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

- b. Discussion and consideration of Resolution 17-27, Governing Body Elections from Odd-Numbered years to Even-Numbered years. This Resolution replaces Resolution 17-21

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

- c. 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:** \_\_\_\_\_

**Clearlake Oaks County Water District**  
**Billing Department**  
**October 19<sup>th</sup>, 2017**

**Billing Department / Front Office**

- ❖ Assisting Audit/Board Committee regarding *all* Mobile Home Parks.
- ❖ 28 closed account collection letters were processed and mailed on 9/30/2017 totaling the amount of \$5667.28; \$364.54 has already been collected since then.
- ❖ As of 10/25/2017, a new billing system will be implemented; we will now be printing bills in the form of an invoice and they will be going out in envelopes. This new way of billing shall clear up monthly questions we receive regarding the CRP charges, late charges if applicable, additional space for notes or informative and a more self explanatory bill.
- ❖ Our new server will be switched over after billing this month, I have been working with CUSI to confirm a smooth transition & upgrade to the newest version of the program to ensure accurate billing.

Respectfully,

*Olivia Mann*

1.0

**Clearlake Oaks County Water District  
Administrative Services Manager  
October 19, 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 is now working on the Design and Construction phase of the Forced Main, please see attached status update. Bids were submitted and the low bidder was T & S Construction.
- ❖ Department of Water Resources (DWR), Water Master Plan Study Grant in the amount of \$400,000. MC Engineering is approx 99.9% complete.  
From the Water Master Plan Study, three grants have been applied for:
  - Harvey Tank Installation
  - Storage Tanks and Distribution System Improvements
  - Water Plant, Meters and Backflow Projects

I have been submitting additional information as it is being requested from SWRCB, and I am looking forward to approval soon.

- ❖ State Water Resources Control Board (SWRCB), Wastewater Treatment Plant Reclamation Study in the amount of \$299,640 is 87% complete using 60% of the time allotment. Please see progress report attached
- ❖ USDA Wastewater Treatment Project: T & S Construction is on site, and work is progressing. I have been sending weekly construction agendas and minutes to all Board members to keep everyone up to date. Please see status report attached
- ❖ Attached, please find the list of leaks that were fixed in the month of September provided to me by Lead D/C
- ❖ Storms 2017, I received an email from the third party handling our claim with JPIA requesting missing invoices. I have submitted these invoices multiple times and when I sent them again, I voiced my disappointment and frustration on how long this claim is taking.
- ❖ The Auditor has set October 25<sup>th</sup> to be in the office and start our annual audit
- ❖ Open enrollment for medical/vision/dental is now open until the end of the month

Respectfully Submitted,  
Dianna Mann

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## Dianna Mann

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**From:** Alan Gardner [generalmanager@clowwd.org]  
**Sent:** Monday, October 16, 2017 9:07 AM  
**To:** 'Dianna Mann'  
**Cc:** 'Alan Gardner'  
**Subject:** FW: Clearlake Oaks I&I project update

Alan Gardner  
General Manager  
Clearlake Oaks County Water District  
707-350 3292 Cell

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**From:** Warring, Kevin@Waterboards [mailto:Kevin.Warring@Waterboards.ca.gov]  
**Sent:** Tuesday, October 10, 2017 8:24 AM  
**To:** generalmanager@clowwd.org; john pedri  
**Subject:** Clearlake Oaks I&I project update

John/Alan,

The Clearlake Oaks I&I project application package has been fully reviewed and we are now in the initial agreement execution process. We also have acquired the signature that will allow you to incur construction cost for reimbursement starting from 10/6/2017.

Regards,

**Kevin Warring, P.E.**

Water Resources Control Engineer  
Division of Financial Assistance  
Office of Sustainable Water Solutions  
Phone: (916) 552-9972  
[Kevin.warring@waterboards.ca.gov](mailto:Kevin.warring@waterboards.ca.gov)

**Report Date:** October 5, 2017

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

**Billing Period:** September, 2017

**I. Project Status Update**

MC Engineering worked with our subs to complete the plans and specifications during September and assisted the District in preparing the final application with the State for grant funding. It appears as if this process has been successful and grant funding commitments likely are pending. Meanwhile, the project bid opening will continue and the District will await confirmation of funding prior to award and Notice to Proceed. We understand the District is attempting to secure a bridge loan while the State agreement is finalized, allowing work to proceed.

The District worked with Geo-Legal to finalize easements and MCE prepared addenda to address changes to accommodate an open trench alternative in the event the trenchless approach is not viable due to the wetlands disturbance this late in the season. The alternatives include either a trenchless method or an open cut assuming a Nation-wide permit could be obtained by next summer. In any event, a bypass line will be constructed assuming the District can complete the required tie-ins to the existing forcemain in 3 locations using HD excavation. Minor changes to the alignment are expected on Jensen Lane to avoid a conflict with the property north of the WWTP.

**II. Budget Status Update**

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

**This Invoice: \$29,283.64**

**Cost to Date: \$53,850.30**

**Cost to Complete Design and Construction: \$111,246.80**

**III. Projected Tasks for October:**

- Process Addendum, respond to bidders, and finalize bid process
- Attend bid opening
- Assist in review Contractor bids
- Assist in contract award
- Prepare conformed construction drawings
- Work with District and State to verify grant funding
- Assist with Notice of Award and, if possible, preconstruction meeting

**Report Date:** October 6, 2017

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

**Billing Period:** September, 2017

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

- a. 95% Draft (Sections 1 through 8) compiled and submitted to the SWRCB for review
- b. Site visit at Shannon Ranch, evaluation of proposed pump station and storage sites
- c. Meeting with Client and Shannon Ranch to review proposed reclamation system: pipeline alignment, easements, pump station, and storage
- d. Layout proposed reclamation facilities with consideration of Phase 1 USDA improvements
- e. Coordinated with AES for Environmental work that will cover the initial filters, disinfection system upgrades, and effluent pump station modifications at the WWTP as well as the effluent pipe, storage tank, and offsite booster station. All other CEQA to be covered by end users for their respective sites, including all offsite storage. Provided a notice to proceed for AES to begin work and complete all billing by December deadline.

**Budget Status Update**

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

**This Invoice:** \$7,518.75

**Cost to Date:** \$258,145.85

**Cost to Complete:** \$41,494.15

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

- Meet with RWQCB and review permit related impacts
- Solicit review of the final report related to filtration, disinfection, and permitting requirements for vineyard irrigation
- Continue work on required ROWD with RWQCB with input from review team
- Update proposed project based on discussions with Shannon Ranch
- Complete final section of the report: project financial plan
- Coordinate with AES as needed to facilitate EIR

**PERCENTAGES OF COMPLETION, INVOICED, AND ELAPSED SCHEDULE**

- As of this report, the project completion is approx. 87%. We are in the 17<sup>th</sup> month of a 32 month project, using an approximate 60% of the scheduled allotment.

**PROBLEMS ENCOUNTERED**

No problems have been encountered.

**Report Date:** October 6, 2017

**RE: CLOCWD USDA Wastewater Facility Improvements Project Monthly Status Update and Projected Tasks**  
**Billing Period:** September, 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)
- Monitored clarifier excavation and coordinated with Geotechnical Engineer to document conditions and verify no unforeseen conditions exist to mitigate potential claims
- Responded to initial inquiries regarding tie-in of valve on influent line near headworks and MLSS line
- Obtained trailer for on-site inspector in an effort to reduce lodging costs
- Progress by Contractor Included:
  - Continued clarifier excavation
  - Assembled under-slab clarifier piping
  - Readied form work for under clarifier forms
  - Submittal and RFI processing

**II. Construction Budget Status Update**

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

**This Invoice:** \$33,455.63

**Cost to Date:** \$73,586.57 (construction only)

**Cost to Complete:** \$354,041.50

**III. Projected Tasks for September 2017**

- Attend weekly construction meetings and daily field reporting
- Continue submittal/RFI review and responses as needed
- Move on new trailer for overnight accommodations
- Continue with clarifier submittals and related construction monitoring
- Review under-slab piping and excavations
- Work with District on their wet weather response program
- Work with District and Contractor on proposed tie-ins to existing piping

# Leak repairs made (where an

## September 2017

- 9/6/17 Hwy 20 MAIN 20gpm
- 9/5/17 5th service 2gpm
- 9/9/17 Lakeview Main 15gpm
- 9/14/17 12164 2nd Service 5gpm
- 9/20/17 Bass 2gpm
- 9-21-17 10757 Hwy 20 service line 2 G.P.M.
- 9-21-17 13062 Anchor - curbstop 1 G.P.M.
- 9-22-17 Ketch Ct. - broken service line 3/4"
- 9-25-17 10691 Hwy 20 S.L. 1 G.P.M.
- 9-25-17 9968 Mitchell rd. 2gpm 1 G.P.M.
- 9-29-17 12910 4th st 2gpm 1 G.P.M.

**CLEARLAKE OAKS COUNTY WATER DISTRICT**  
**Wastewater Treatment Plant Report**  
October 2017

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

To: Clearlake Oaks County Water District Board of Directors  
October 12, 2017

The Influent flows to the plant this month averaged 248,000 gallons a day with a total of 8.9 MG for the month. We treated a total of 7.7 MG. All analytical testing were under compliance. The lake level has gradually fell to average at 3.14 Rumsey Gauge. No violations were reported for the month.

During this month we removed all sludge at the waste plant. Last year the waste plant hauled off a total of 369.24 tons of sludge. With the changes in process and new approaches, we had a total of 184.20 tons this year thus reducing 50% of the removal cost from Potrero Hills and Trucking Company. We are pleased to see this happen. There are many other areas in this plant where this money can be redirected. Again our goal is to reduce overall cost and use money to improve our facilities and equipment.

Construction continues at the waste plant. At this point there is a very big hole where the new clarifier will go.

Jossette A. Thurston is our new employee at the waste plant. She is in the process of obtaining her OIT. We are pleased to see the extra hands.

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

Thank you,  
Francisco Castro  
CPO/Interim

# 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

10/16/2017

Dear Board,

It has been a very busy last week as I am sure you are aware.

It started off with a failure at the CEPS resulting in a spill, fortunately it was all contained to a land locked ditch and didn't reach the lake. In the end we were able to determine that a motor failure in pump 2 tripped the main breaker in the office causing a total power failure at the CEPS panel which disabled a high level condition. We were able to have a secondary alarm installed called a "Power Fail Alarm" We were able to compensate for the failed motor with a back up pump that had been installed a few years back. Upon further inspection we determined that we had a replacement pump in the shop and this should be installed by the end of the week.

The spill wasn't even dry and I received a phone call from Nick at Shannon ranches informing me that there was a fire backing up to the Waste Plant. As I am sure you are aware it disrupted power to the entire town but not in a complete failure. While initially it only appeared to affect the Waste Plant upon further inspection it also interrupted the Water Plant It appears that a possible brown out destroyed a dialer that resulted in having to man the plant 24 hours a day. It also resulted in a near miss as when I checked on the plant at 2:30 it was not running and Pluth tank was down to 10.5 feet. I was able to reset the computer in the lab and everything came back on. It appears that there still may be some hidden issues at the plant but nothing that can't be sorted out.

The part of the system that was affected the most by the fire was the loss of power at Lift Stations 11 & 12. This was a failure that went into the weekend but in the first 24 hours our old 25 Kw Generator mechanically failed resulting in the need for a replacement. I started calling rental yards that I knew we could get to but was unable to locate a rental due to the other fires around the area. So my evening was spent hunting down a replacement. I found some and for great prices but unfortunately they were already sold. I would like to thank the Board for so quickly agreeing to replace the failed generator, it's times like these when a group comes together and can make difficult decisions that make a work place great.

The failed generator will be assessed for repairs and if it can be repaired and be reliable we will add it back into the fleet for future needs.

Over all everybody came together and did a great job during a stressful situation, all of the employees of CLOCWD were ready and willing to go the extra mile, to be here if they were needed and I want to say thank you to all of them. It appears that we have have an excellent group of people that care.

Jason Mitchell  
Operations Manager

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## Board of Directors

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Margaret Medeiros  
President

Karl Hosier  
Vice President

Judy Heeszal  
Director

Stanley Archscki  
Director

Samuel Boucher  
Director

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October 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. As of 10-6-17 we are authorized to spend on the force main project and be reimbursed by the State Board. The Board will expedite the formal documents which could until early December or more. This makes obtaining the bridge loan a key priority just in case.
- The Water Board has started reviewing the water grants.
- 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, the fire behind the sewer plant, and forfeiture agreements.

### Water Plant:

- **Since new personnel are on site the evaluations and actions are:**
  - New staff continued to review and update procedures and status of necessary equipment.
- **Notice of violation. Prior staff did not file the June water plant report due July 10th with the State Board despite** assuring me there were no outstanding filings due. We were cited. On October 6, 2017, the District filed a Petition to Appeal the Citation requesting no fines and relief from the requirement to include notice of the citation in next June's annual customer report. When filing it I had the opportunity and did review the reasons for the Petition with the State Board's Chief Counsel. A copy of the Petition is available for your review.

### Force main:

- 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. It was delayed due to the planned parts needing to be changed due to the type of pipe in place. We anticipate the work being done around the time of the Board meeting. NOTE: The issue now is that with all the fires there are no local Class A drivers for the 2-3 necessary pump trucks while the connection points are installed. The trucks are available but the drivers are helping with fire duty. We are working to expedite alternatives because no work on the force main can proceed until this is done.
- John Pedri, Dianna and I have been regularly responding to questions.
- The State Board advised late on the 13<sup>th</sup> that as soon as a specific project budget form and documents are filed, which is anticipated to be on 10-20-17, they will begin drafting the final award document. It is anticipated to be awarded the first week of December.

### 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. SD has provided a list of three items and

amounts to be escrowed. Cary is determining whether the amounts and proposal is sufficient. We hope to have an answer by the end of Board week.

**Backflows:**

- They are being currently submitted in water improvement grant project # 3. Annual required inspections were done. There were a small number of violators, and we are addressing those that have not previously complied.

**Solar:**

- 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 finalization of the mutual aid agreement and index has been delayed due to the fires.

**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.
- The only work in the Oaks has been to make sidewalk corners ADA compliant.
- No change since last Board meeting.

**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.

**UPDATE:** The District has a 30' easement from Sulfur Bank to the WWTP that predates any of Kuehn's documents. It appears he is intruding with his fence into that easement. We will survey our easement to determine its boundaries and advise you of the result.

Alan Gardner, GM

Clearlake Oaks County Water District  
**Summary Balance Sheet**  
As of September 30, 2017

	<u>Sep 30, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	700,818.15
Accounts Receivable	-6.00
Other Current Assets	<u>662,396.04</u>
<b>Total Current Assets</b>	1,363,208.19
<b>Fixed Assets</b>	<u>5,836,987.03</u>
<b>TOTAL ASSETS</b>	<b><u>7,200,195.22</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	361,816.67
Credit Cards	-783.26
Other Current Liabilities	<u>517,782.78</u>
<b>Total Current Liabilities</b>	<u>878,816.19</u>
<b>Total Liabilities</b>	878,816.19
<b>Equity</b>	<u>6,321,379.03</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>7,200,195.22</u></b>

4:25 PM

10/11/17

Accrual Basis

# Clearlake Oaks County Water District

## Balance Sheet

As of September 30, 2017

Sep 30, 17

### ASSETS

#### Current Assets

##### Checking/Savings

102.001 · GL - 9122 (Old Acct. # 053420019)	29,146.88
102.04 · DWR - CHECKING	200.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	
CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550) - Other	293,694.37

<b>Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)</b>	<b>482,694.37</b>
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102.02 · CRP Water - 6990	76,856.12
102.03 · CRP Sewer - 3745	111,920.78

<b>Total Checking/Savings</b>	<b>700,818.15</b>
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<b>Accounts Receivable</b>	<b>-6.00</b>
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##### Other Current Assets

103 · PETTY CASH (PETTY CASH - WAS 1013200)	300.00
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	21,680.00
132 · CIP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	366,081.00
135 · CIP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	74,033.00
111 · INVENTORY - WATER (INVENTORY - WATER - WAS 1057100)	155.04
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1097010)	176,790.00
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	23,357.00

<b>Total Other Current Assets</b>	<b>662,396.04</b>
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<b>Total Current Assets</b>	<b>1,363,208.19</b>
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#### Fixed Assets

123 · USDA - Sewer Plant	-412,188.63
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120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	
120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)	1,914,374.03
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	1,106.22
120.75 · SCADA	4,456.50

<b>Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)</b>	<b>1,919,936.75</b>
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122 · Buildings (OFFICE BUILDING - WAS 1011180)	8,484,506.47
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124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	46,264.48

<b>Total 124.30 · Lift Stations</b>	<b>112,306.71</b>
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124.50 · Mains	14,938.73
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124.90 · Water Tanks	2,750.00
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124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other	3,136,437.00
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<b>Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)</b>	<b>3,266,432.44</b>
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125 · Land	299,770.00
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129 · ALLOW. FOR DEPRECIATION	-7,721,470.00
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<b>Total Fixed Assets</b>	<b>5,836,987.03</b>
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<b>TOTAL ASSETS</b>	<b>7,200,195.22</b>
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#### LIABILITIES & EQUITY

##### Liabilities

##### Current Liabilities

##### Accounts Payable

200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	361,816.67
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<b>Total Accounts Payable</b>	<b>361,816.67</b>
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# Clearlake Oaks County Water District Balance Sheet

10/11/17

Accrual Basis

As of September 30, 2017

	Sep 30, 17
<b>Credit Cards</b>	
210 · Cal Card	
210.06 · Cal Card - Jason 3879	810.43
210.04 · Cal Card - Alan - 4000	-1,221.93
210.03 · Cal Card - Matt - 9988	1,622.74
210 · Cal Card - Other	-1,994.50
<b>Total 210 · Cal Card</b>	-783.26
<b>Total Credit Cards</b>	-783.26
<b>Other Current Liabilities</b>	
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal tax deposit on time)	-322.01
280 · Loan	
280.05 · USDA Bridge Loan (Bridge loan until USDA funds become available to cover pre-d...	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>	468,807.29
221 · Health Ins - EE Portion	
221.1 · EE Cobra Payments - Medical (Cobra Payments for Medical Coverage for former e...	734.97
221 · Health Ins - EE Portion - Other	2,289.22
<b>Total 221 · Health Ins - EE Portion</b>	3,024.19
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAKE CO SHERIFF - WAS...	1,345.43
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-1,667.94
<b>Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)</b>	-322.51
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYABLE - WAS 2097110)	-340.68
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WAS 2097112)	-160.05
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROLL TAX WITHHOLDING ...)	-377.00
223.60 · STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL TAX WITHHOLDING - WAS...	-84.49
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - WAS 2097122)	-24.73
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - INS CO-PAY - WAS ...)	-1,214.81
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - WAS 2097195)	596.12
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLOYEE BENEFITS - ...)	49,102.00
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or accrued, but not ye...	-900.54
<b>Total Other Current Liabilities</b>	517,782.78
<b>Total Current Liabilities</b>	878,816.19
<b>Total Liabilities</b>	878,816.19
<b>Equity</b>	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	6,009,715.61
304 · Opening Balance Equity (Opening balances during setup post to this account. The balance ...)	326,612.31
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/31/2011)	679,360.08
Net Income	-694,308.97
<b>Total Equity</b>	6,321,379.03
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,200,195.22</b>

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**Clearlake Oaks County Water District**  
**Balance Sheet**  
 As of September 30, 2017

	Sep 30, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102.001 · GL - 9122 (Old Acct. # 053420019)	28,911.88
102.04 · DWR - CHECKING	200.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	
CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550) - Other	293,694.37
<b>Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)</b>	<b>482,694.37</b>
102.02 · CRP Water - 6990	76,865.30
102.03 · CRP Sewer - 3745	111,920.78
<b>Total Checking/Savings</b>	<b>700,592.33</b>
<b>Accounts Receivable</b>	
CUSI Accounts Receivable	-6.00
<b>Total Accounts Receivable</b>	<b>-6.00</b>
<b>Other Current Assets</b>	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	300.00
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	21,680.00
132 · CIP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	366,081.00
135 · CIP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	74,033.00
111 · INVENTORY - WATER (INVENTORY - WATER - WAS 1057100)	155.04
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1097010)	176,790.00
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	23,357.00
<b>Total Other Current Assets</b>	<b>662,396.04</b>
<b>Total Current Assets</b>	<b>1,362,982.37</b>
<b>Fixed Assets</b>	
123 · USDA - Sewer Plant	-349,449.36
120 · EQUIPMENT (EQUIPMENT - WAS 1011181)	
120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)	1,914,374.03
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	1,106.22
120.75 · SCADA	4,456.50
<b>Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)</b>	<b>1,919,936.75</b>
122 · Buildings (OFFICE BUILDING - WAS 1011180)	8,484,506.47
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	46,264.48
<b>Total 124.30 · Lift Stations</b>	<b>112,306.71</b>
124.50 · Mains	14,938.73
124.90 · Water Tanks	2,750.00
124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other	3,136,437.00
<b>Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)</b>	<b>3,266,432.44</b>
125 · Land	299,770.00
129 · ALLOW. FOR DEPRECIATION	-7,721,470.00
<b>Total Fixed Assets</b>	<b>5,899,726.30</b>
<b>TOTAL ASSETS</b>	<b>7,262,708.67</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	432,442.17
<b>Total Accounts Payable</b>	<b>432,442.17</b>
<b>Credit Cards</b>	
210 · Cal Card	

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## Clearlake Oaks County Water District

## Balance Sheet

10/18/17

As of September 30, 2017

Accrual Basis

	Sep 30, 17
210.06 - Cal Card - Jason 3879	810.43
210.04 - Cal Card - Alan - 4000	-1,221.93
210.03 - Cal Card - Matt - 9988	1,622.74
210 - Cal Card - Other	-1,994.50
<b>Total 210 - Cal Card</b>	<b>-783.26</b>
<b>Total Credit Cards</b>	<b>-783.26</b>
<b>Other Current Liabilities</b>	
223.56 - FEDERAL PAYROLL TAX PENALTY (Failure to make a federal tax dep...	-322.01
280 - Loan	
280.05 - USDA Bridge Loan (Bridge loan until USDA funds become available...	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>	<b>468,807.29</b>
221 - Health Ins - EE Portion	
221.1 - EE Cobra Payments - Medical (Cobra Payments for Medical Coverag...	734.97
221 - Health Ins - EE Portion - Other	2,289.22
<b>Total 221 - Health Ins - EE Portion</b>	<b>3,024.19</b>
223.15 - GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 - GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAKE CO S...	1,345.43
223.15 - GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-1,667.94
<b>Total 223.15 - GARNISHMENTS (GARNISHMENT MAIN - NEW GL)</b>	<b>-322.51</b>
223.45 - FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYABLE - WA...	-340.68
223.50 - MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WAS 2097112)	-160.05
223.55 - FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROLL TAX ...	-377.00
223.60 - STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL TAX WITHH...	-84.49
223.65 - STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - WAS 2...	-24.73
223.75 - PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - INS ...	-1,214.81
223.85 - MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - WAS ...	596.12
223.90 - COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLOYE...	49,102.00
24000 - Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or accr...	-900.54
<b>Total Other Current Liabilities</b>	<b>517,782.78</b>
<b>Total Current Liabilities</b>	<b>949,441.69</b>
<b>Total Liabilities</b>	<b>949,441.69</b>
<b>Equity</b>	
302 - RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	6,009,715.61
304 - Opening Balance Equity (Opening balances during setup post to this account...	326,612.31
306 - Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 0...	679,360.08
Net Income	-702,421.02
<b>Total Equity</b>	<b>6,313,266.98</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,262,708.67</b>

## Clearlake Oaks County Water District

## Profit and Loss

10/11/17

July through September 2017

Accrual Basis

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
<b>Income</b>						
Income						
410 · Client Reg Pmt	0.00	0.00	230,617.99	285,793.80	516,411.79	516,411.79
430 · Penalty & Interest						
430.1 · Condemnation Fund (589 Ke...	0.00	0.00	48.96	0.00	48.96	48.96
430 · Penalty & Interest - Other	0.00	0.00	4,424.81	4,648.49	9,073.30	9,073.30
<b>Total 430 · Penalty &amp; Interest</b>	<b>0.00</b>	<b>0.00</b>	<b>4,473.77</b>	<b>4,648.49</b>	<b>9,122.26</b>	<b>9,122.26</b>
440 · Misc Revenue	0.00	0.00	13,939.78	16,715.74	30,655.52	30,655.52
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>256,408.15</b>	<b>314,534.64</b>	<b>570,942.79</b>	<b>570,942.79</b>
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>256,408.15</b>	<b>314,534.64</b>	<b>570,942.79</b>	<b>570,942.79</b>
<b>Gross Profit</b>	<b>0.00</b>	<b>0.00</b>	<b>256,408.15</b>	<b>314,534.64</b>	<b>570,942.79</b>	<b>570,942.79</b>
<b>Expense</b>						
Salaries & EE Benefits						
505 · Salaries & Wages	90,445.86	16,367.28	32,045.27	63,683.15	202,541.56	202,541.56
510 · Contract Labor	0.00	0.00	3,000.00	0.00	3,000.00	3,000.00
520 · FICA - District Share	6,678.56	1,137.75	2,314.14	4,835.90	14,966.35	14,966.35
530 · Medical Ins - Dist Share	14,440.29	2,936.90	6,646.00	-71.39	23,951.80	23,951.80
540 · PERS - District Share	6,049.45	704.48	1,986.64	3,531.48	12,272.05	12,272.05
560 · Workers Comp Ins	1,583.01	928.26	2,393.50	4,283.71	9,188.48	9,188.48
<b>Total Salaries &amp; EE Benefits</b>	<b>119,197.17</b>	<b>22,074.67</b>	<b>48,385.55</b>	<b>76,262.85</b>	<b>265,920.24</b>	<b>265,920.24</b>
Services & Supplies						
620 · Communications & Internet	1,827.83	0.00	1,162.76	1,073.94	4,064.53	4,064.53
622 · Board Exp	1,948.00	0.00	0.00	0.00	1,948.00	1,948.00
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	1,218.72	1,572.44	1,436.98	4,228.14	4,228.14
645 · Insurance	0.00	0.00	13,775.00	13,775.00	27,550.00	27,550.00
657 · Lab	0.00	0.00	5,204.51	7,442.11	12,646.62	12,646.62
660 · Memberships & Subscription	172.29	0.00	155.60	0.00	327.89	327.89
665 · Mileage Reimb	940.88	0.00	0.00	0.00	940.88	940.88
670 · Postage & Shipping	1,537.09	0.00	0.00	0.00	1,537.09	1,537.09
675 · Professional Services	10,753.66	0.00	4,093.35	16,494.55	31,341.56	31,341.56
685 · Rents	1,835.37	0.00	0.00	1,941.74	3,777.11	3,777.11
690 · Safety & Security	356.00	1,611.43	932.66	620.79	3,520.88	3,520.88
700 · Tools & Instruments	0.00	439.22	290.99	124.52	854.73	854.73
703 · Supplies - Clothing & Personal	310.81	0.00	0.00	200.00	510.81	510.81
705 · Supplies - Office	2,816.02	46.65	254.45	763.56	3,880.68	3,880.68
715 · Supplies-Chemicals-Operating	0.00	0.00	5,054.12	37,722.57	42,776.69	42,776.69
720 · Supplies - Inventory - Other	0.00	201.26	2,738.78	4,471.08	7,411.12	7,411.12
730 · Taxes - Licenses	0.00	0.00	740.00	73.00	813.00	813.00
735 · Training (Classes, books, etc)	0.00	0.00	0.00	118.55	118.55	118.55
750 · Utilities	3,377.35	0.00	22,654.21	47,481.50	73,513.06	73,513.06
760 · Waste Disposal	77.12	0.00	13,377.87	0.00	13,454.99	13,454.99
795 · Yolo Co	0.00	0.00	0.00	14,008.29	14,008.29	14,008.29
799 · Misc						
799.1 · Customer Refund - Acct clo...	0.00	0.00	274.90	1,475.36	1,750.26	1,750.26
<b>Total 799 · Misc</b>	<b>0.00</b>	<b>0.00</b>	<b>274.90</b>	<b>1,475.36</b>	<b>1,750.26</b>	<b>1,750.26</b>
<b>Total Services &amp; Supplies</b>	<b>26,489.32</b>	<b>3,543.36</b>	<b>72,523.29</b>	<b>150,192.07</b>	<b>252,748.04</b>	<b>252,748.04</b>
Repairs & Replacement						
810 · R&R Buildings & Grounds	776.49	0.00	360.00	1,364.45	2,500.94	2,500.94
830 · R&R Equipment	0.00	48.60	181.20	0.00	229.80	229.80
840 · R&R Vehicles	0.00	0.00	396.51	0.00	396.51	396.51
<b>Total Repairs &amp; Replacement</b>	<b>776.49</b>	<b>48.60</b>	<b>937.71</b>	<b>1,364.45</b>	<b>3,127.25</b>	<b>3,127.25</b>
<b>Total Expense</b>	<b>146,462.98</b>	<b>25,666.63</b>	<b>121,846.55</b>	<b>227,819.37</b>	<b>521,795.53</b>	<b>521,795.53</b>
<b>Net Income</b>	<b>-146,462.98</b>	<b>-25,666.63</b>	<b>134,561.60</b>	<b>86,715.27</b>	<b>49,147.26</b>	<b>49,147.26</b>

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Clearlake Oaks Co Water District  
PROJECTED BUDGET 2017-2018

Thru End of September 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	283,683	314,535	28%	998,247	249,562	256,360	26%
<b>Total Operating Expenses</b>	986,794	246,699	291,297	30%	1,018,856	254,714	202,617	20%
<b>Operating Balance (loss)</b>	<b>147,938</b>	<b>36,984</b>	<b>23,239</b>		<b>(20,609)</b>	<b>(5,152)</b>	<b>53,744</b>	
420 Connection Rev			-				-	
435			-				-	
450 Other - Non S/W Rev	96,000	24,000	7,377	8%	85,000	21,250	7,377	9%
Depreciation Exp	164,168	41,042	41,042	25%	105,786	26,447	26,447	25%
<b>Net Change In Net Position (loss)</b>	<b>79,770</b>	<b>19,942</b>	<b>(10,427)</b>		<b>(41,395)</b>	<b>(10,349)</b>	<b>34,674</b>	

**Current Revenue Notes:**

440 Misc = ATT Lease and Tax Roll

WestAmer Op	\$	355,270
WestAmer CRP		176,234
LAIF		484,732
<b>Total</b>	<b>\$</b>	<b>1,016,236</b>

**Past Revenue Notes**

Thru End of September 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	276,183	285,793	26%	984,747	246,187	230,618	23%
430 Penalty & Interest	30,000	7,500	4,649	15%	13,500	3,375	4,425	33%
440 Misc	0	0	16,716	0%	0	0	13,940	0%
<b>Total Revenue &gt;</b>	<b>1,134,732</b>	<b>283,683</b>	<b>307,158</b>	<b>27%</b>	<b>998,247</b>	<b>249,562</b>	<b>248,983</b>	<b>25%</b>

Thru End of September Operating Expenses	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	%	Annual	YTD	YTD	Spent
505 Salaries & Wages	356,300	89,075	117,090	33%	362,890	90,723	85,452	24%
510 Contracted Labor	-	-	-	0%	12,000	3,000	3,000	25%
520 FICA - District Share	29,632	7,408	8,745	30%	29,918	7,480	6,223	21%
530 Medical Ins - District Share	73,068	18,267	8,618	12%	113,120	28,280	15,335	14%
540 PERS - District Share	55,357	13,839	6,908	12%	45,285	11,321	5,364	12%
550 Unemployment	9,000	2,250	-	0%	9,000	2,250	-	0%
560 Workers Comp Ins	15,052	3,763	5,539	37%	12,218	3,054	3,650	30%
<b>Salaries and Employee Benefits &gt;</b>	<b>538,409</b>	<b>134,602</b>	<b>146,898</b>	<b>27%</b>	<b>584,431</b>	<b>146,108</b>	<b>119,022</b>	<b>20%</b>

605 Advertising	200	50	-	0%	200	50	-	0%
610 Bank Fees	2,810	703	-	0%	2,800	700	-	0%
620 Communications & Internet	10,000	2,500	1,755	18%	9,500	2,375	1,796	19%
622 Board Exp	10,000	2,500	974	10%	10,000	2,500	974	10%
625 Equip - Field (\$300-\$4999)	1,250	313	13	1%	2,750	688	115	4%
630 Equip - Office	3,000	750	1,238	41%	3,500	875	409	12%
640 Fuel & Oil	8,500	2,125	1,616	19%	4,000	1,000	1,751	44%
645 Insurance	40,000	10,000	13,775	34%	40,000	10,000	13,775	34%
650 Interest	-	-	-	0%	-	-	-	0%

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657	Lab	16,000	4,000	7,295	46%	25,000	6,250	5,157	21%
660	Memberships & Subscriptior	28,500	7,125	86	0%	25,500	6,375	242	1%
665	Mileage Reimb	2,500	625	471	19%	2,500	625	471	19%
670	Postage & Shipping	4,800	1,200	769	16%	4,750	1,188	769	16%
675	Professional Services	20,000	5,000	15,286	76%	20,000	5,000	9,470	47%
685	Rents	5,700	1,425	1,889	33%	3,700	925	918	25%
690	Safety & Security	4,625	1,156	1,545	33%	10,625	2,656	1,300	12%
700	Tools & Instruments	3,875	969	286	7%	6,875	1,719	358	5%
703	Supplies - Clothing & Person:	1,675	419	356	21%	2,175	544	156	7%
705	Supplies - Office	4,250	1,063	2,070	49%	4,750	1,188	1,587	33%
715	Treatment Chemicals	52,000	13,000	37,723	73%	53,000	13,250	5,054	10%
720	Supplies - Operating - Other	15,000	3,750	4,478	30%	26,500	6,625	2,185	8%
730	Taxes - Licenses	1,500	375	73	5%	2,300	575	740	32%
735	Training	2,750	688	119	4%	3,250	813	-	0%
745	Travel	1,750	438	-	0%	1,750	438	-	0%
750	Utilities	135,650	33,913	36,788	27%	97,750	24,438	21,768	22%
760	Waste Disposal	550	138	39	7%	52,250	13,063	13,417	26%
795	Yolo Co	52,000	13,000	14,008	27%				
799	Misc	-	-	-	0%	-	-	-	0%
	Services and Supplies >	428,885	107,221	142,647	33%	415,425	103,856	82,407	20%
810	R&R Buildings & Grounds	8,750	2,188	1,752	20%	8,750	2,188	748	9%
815	R & R Damage Claims	5,000	1,250	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,500	625	-	0%	6,000	1,500	43	1%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,250	813	-	0%	4,250	1,063	397	9%
	Repairs & Replacement >	19,500	4,875	1,752	9%	19,000	4,750	1,188	6%
	<b>Total Expenses &gt;</b>	<b>986,794</b>	<b>246,699</b>	<b>291,297</b>	<b>30%</b>	<b>1,018,856</b>	<b>254,714</b>	<b>202,617</b>	<b>20%</b>

## Administration - Budget Variance Report Jul 2017

Target % > **25.0%**

Thru End of September		2017-2018 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	386,991	96,748	90,446	23.4%	296,545
510	Contracted Labor	-	-	-	-	-
520	FICA - District Share	32,024	8,006	6,679	20.9%	25,345
530	Medical Ins - District Share	86,993	21,748	14,440	16.6%	72,553
540	PERS-District Share (incl unfunded Liab, 35K)	42,535	10,634	6,050	14.2%	36,485
550	Unemployment	18,000	4,500	-	0.0%	18,000
560	Workers Comp Ins	8,683	2,171	1,583	18.2%	7,100
Salaries and Employee Benefits >		575,226	143,806	119,198	<b>20.7%</b>	456,028
605	Advertising	400	100	-	0.0%	400
610	Bank Fees	5,600	1,400	-	0.0%	5,600
620	Communications & Internet	7,000	1,750	1,828	26.1%	5,172
622	Board Exp	20,000	5,000	1,948	9.7%	18,052
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	2,500	625	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	250	172	17.2%	828
665	Mileage Reimb	3,500	875	941	26.9%	2,559
670	Postage & Shipping	9,400	2,350	1,537	16.4%	7,863
675	Professional Services (Legal, IT, etc)	20,000	5,000	10,754	53.8%	9,246
685	Rents	7,400	1,850	1,836	24.8%	5,564
690	Safety & Security (boots)	3,500	875	356	10.2%	3,144
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	600	150	311	51.8%	289
705	Supplies - Office	6,250	1,563	2,710	43.4%	3,540
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	500	-	0.0%	2,000
745	Travel / Lodging	1,500	375	-	0.0%	1,500
750	Utilities	5,500	1,375	1,341	24.4%	4,159
760	Waste Disposal	500	125	77	15.4%	423
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0	-	0.0%	0
Services and Supplies >		96,650	24,163	24,348	<b>25.2%</b>	72,302
810	R&R Buildings & Grounds	7,500	1,875	776	10.3%	6,724
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	2,000	500	-	0.0%	2,000
832	R&R Mains/Service Lines	0	0	-	0.0%	0
840	R&R Vehicles (\$2k/vehicle)	500	125	-	0.0%	500
Repairs & Replacement >		10,000	2,500	776	<b>7.8%</b>	9,224
<b>Total Expenses &gt;</b>		<b>681,876</b>	<b>170,469</b>	<b>144,322</b>	<b>21.2%</b>	<b>537,554</b>

## D\C - Budget Variance Report Jul 2017

Target % > **25.0%**

Thru End of September		2017-2018 Budget		Actual	Target % >	Total
Expenses		Annual	YTD	YTD	% Spent	Remaining
505	Salaries & Wages	45,439	11,360	16,367		29,072
510	Contracted Labor	-	-	-	36.0%	-
520	FICA - District Share	3,722	930	1,138	30.6%	2,584
530	Medical Ins - District Share	18,502	4,626	2,937	15.9%	15,565
540	PERS - District Share	11,379	2,845	704	6.2%	10,675
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	2,453	613	928	37.8%	1,525
Salaries and Employee Benefits >		81,495	20,374	22,074	<b>27.1%</b>	59,421
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	625	26	1.0%	2,474
630	Equip - Office	0	0		0.0%	0
640	Fuel & Oil	5,000	1,250	931	18.6%	4,069
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	938	1,491	39.8%	2,259
700	Tools & Instruments	3,750	938	439	0.0%	3,311
703	Supplies - Clothing & Personal	750	188	-	0.0%	750
705	Supplies - Office	250	63	13	0.0%	237
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	13,000	3,250	201	1.5%	12,799
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training (classes, books)	1,500	375	-	0.0%	1,500
745	Travel / Lodging	1,000	250	-	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	7,875	3,101	<b>9.8%</b>	28,399
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	-	<b>0.0%</b>	0
<b>Total Expenses &gt;</b>		<b>112,995</b>	<b>28,249</b>	<b>25,175</b>	<b>22.3%</b>	<b>87,820</b>

## Expense Notes

505 Three Pay Periods for August

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Thru End of September		2017-2018 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	146,675	36,669	32,045		114,630
510	Contracted Labor	12,000	3,000	3,000	23.9%	9,000
520	FICA - District Share	12,045	3,011	2,314	19.2%	9,731
530	Medical Ins - District Share	60,372	15,093	6,646	11.0%	53,726
540	PERS - District Share	18,328	4,582	1,987	10.8%	16,341
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	6,650	1,662	2,394	36.0%	4,256
Salaries and Employee Benefits >		256,070	64,018	48,386	<b>18.9%</b>	207,684
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	3,500	875	882	25.2%	2,618
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	1,500	375	102	6.8%	1,398
630	Equip - Office	1,000	250	140	14.0%	860
640	Fuel & Oil (Schaeffers)	1,500	375	1,285	85.7%	215
645	Insurance	40,000	10,000	13,775	34.4%	26,225
650	Interest	0	0	-	0.0%	0
657	Outsource Lab / Internal Lab	25,000	6,250	5,157	20.6%	19,843
660	Memberships & Subscriptions	25,000	6,250	156	0.6%	24,844
665	Mileage Reimb	500	125		0.0%	500
670	Postage & Shipping	50	13		0.0%	50
675	Professional Services (SCADA)	10,000	2,500	4,093	40.9%	5,907
685	Rents	0	0	-	0.0%	0
690	Safety & Security (boots)	7,000	1,750	376	5.4%	6,624
700	Tools & Instruments	5,000	1,250	138	2.8%	4,862
703	Supplies - Clothing & Personal	1,500	375	-	0.0%	1,500
705	Supplies - Office	1,500	375	225	15.0%	1,275
715	Treatment Chemicals	53,000	13,250	5,054	9.5%	47,946
720	Supplies-Operating-Other-Titan Tubes	20,000	5,000	2,084	10.4%	17,916
730	Taxes - Licenses	2,300	575	740	32.2%	1,560
735	Training (classes, books)	1,500	375	-	0.0%	1,500
745	Travel / Lodging	500	125	-	0.0%	500
750	Utilities	95,000	23,750	21,097	22.2%	73,903
760	Waste Disposal	52,000	13,000	13,378	25.7%	38,622
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0		0.0%	0
799.1	Customer Refund			275		
Services and Supplies >		347,350	86,838	68,957	<b>19.9%</b>	278,393
810	R&R Buildings & Grounds	5,000	1,250	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	1,250	43	0.9%	4,957
832	R&R Mains/Service Lines	0	0	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	4,000	1,000	397	9.9%	3,603
Repairs & Replacement >		14,000	3,500	800	<b>5.7%</b>	13,200
<b>Total Expenses &gt;</b>		<b>617,420</b>	<b>154,355</b>	<b>118,143</b>	<b>19.1%</b>	<b>499,277</b>

**Expense Notes**

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

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<b>3 Water - Budget Variance Report July 2017</b>			Target % >	25.0%		
<b>Thru End of September</b>		<b>2017-2018 Budget</b>		<b>Actual</b>	<b>%</b>	
<b>Expenses</b>		<b>Annual</b>	<b>YTD</b>	<b>YTD</b>	<b>Spent</b>	
					<b>Total</b>	
					<b>Remaining</b>	
505	Salaries & Wages	140,085	35,021	63,683		76,402
510	Contracted Labor	0	0	-	45.5%	0
520	FICA - District Share	11,759	2,940	4,836	41.1%	6,923
530	Medical Ins - District Share	20,320	5,080	(71)	-0.3%	20,391
540	PERS - District Share	28,400	7,100	3,531	12.4%	24,869
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	9,484	2,371	4,283	45.2%	5,201
Salaries and Employee Benefits >		210,049	52,512	76,262	<b>36.3%</b>	133,787
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	4,000	1,000	841	21.0%	3,159
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0	-	0.0%	0
630	Equip - Office	500	125	969	193.8%	(469)
640	Fuel & Oil	6,000	1,500	1,150	19.2%	4,850
645	Insurance	40,000	10,000	13,775	34.4%	26,225
650	Interest	0	0	-	0.0%	0
657	Outside Lab / Internal Lab	16,000	4,000	7,295	45.6%	8,705
660	Memberships & Subscriptions	28,000	7,000	-	0.0%	28,000
665	Mileage Reimb	500	125	-	0.0%	500
670	Postage & Shipping	100	25	-	0.0%	100
675	Professional Services (SCADA)	10,000	2,500	9,909	99.1%	91
685	Rents	2,000	500	971	48.6%	1,029
690	Safety & Security (boots)	1,000	250	621	62.1%	379
700	Tools & Instruments	2,000	500	66	3.3%	1,934
703	Supplies - Clothing & Personal	1,000	250	200	20.0%	800
705	Supplies - Office	1,000	250	708	70.8%	292
715	Treatment Chemicals	52,000	13,000	37,723	72.5%	14,277
720	Supplies - Operating - Other	8,500	2,125	4,377	51.5%	4,123
730	Taxes - Licenses	1,500	375	73	4.9%	1,427
735	Training (classes, books)	1,000	250	119	11.9%	881
745	Travel / Lodging	500	125		0.0%	500
750	Utilities	132,900	33,225	36,117	27.2%	96,783
760	Waste Disposal	300	75	-	0.0%	300
795	Yolo Co	52,000	13,000	14,008	26.9%	37,992
799	Misc	0	0		0.0%	0
799.1	Customer Refund			1,475		
Services and Supplies >		360,800	90,200	130,397	<b>36.1%</b>	230,403
810	R&R Buildings & Grounds	5,000	1,250	1,364	27.3%	3,636
815	R & R Damage Claims	5,000	1,250	-	0.0%	5,000
820	R&R Lift Stations	0	0	-		0
830	R&R Equipment	1,500	375	-	0.0%	1,500
832	R&R Mains/Service Lines	0	0	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	3,000	750	-	0.0%	3,000
Repairs & Replacement >		14,500	3,625	1,364	<b>9.4%</b>	13,136
<b>Total Expenses &gt;</b>		<b>585,349</b>	<b>146,337</b>	<b>208,023</b>	<b>35.5%</b>	<b>377,326</b>

505 Extreme overtime due to Lake Conditions and final check for former Emp. PTO/CTO, 24/hr plant monitoring

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

675 LEETE Generator Inspections, SCADA trng for new Chief WPO, Leak Detection, 5 yr watershed Survey

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

10/11/17

Accrual Basis

July through September 2017

	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
<b>Income</b>				
<b>Income</b>				
425 · CRP (Capital Replacment Plan)	72,966.55	75,787.69	148,754.24	148,754.24
430 · Penalty & Interest	1,297.93	1,546.09	2,844.02	2,844.02
<b>Total Income</b>	74,264.48	77,333.78	151,598.26	151,598.26
<b>Total Income</b>	74,264.48	77,333.78	151,598.26	151,598.26
<b>Gross Profit</b>	74,264.48	77,333.78	151,598.26	151,598.26
<b>Expense</b>				
<b>Salaries &amp; EE Benefits</b>				
505 · Salaries & Wages	10,120.30	22,797.31	32,917.61	32,917.61
520 · FICA - District Share	774.19	1,737.51	2,511.70	2,511.70
530 · Medical Ins - Dist Share	1,612.72	1,612.72	3,225.44	3,225.44
540 · PERS - District Share	598.44	538.18	1,136.62	1,136.62
560 · Workers Comp Ins	928.26	928.27	1,856.53	1,856.53
<b>Total Salaries &amp; EE Benefits</b>	14,033.91	27,613.99	41,647.90	41,647.90
<b>Services &amp; Supplies</b>				
625 · Equip - Field (\$300-\$4999)	0.00	190.00	190.00	190.00
640 · Fuel & Oil	1,243.32	2,486.67	3,729.99	3,729.99
685 · Rents	970.87	0.00	970.87	970.87
720 · Supplies - Inventory - Other	4,975.12	139.44	5,114.56	5,114.56
<b>Total Services &amp; Supplies</b>	7,189.31	2,816.11	10,005.42	10,005.42
<b>Repairs &amp; Replacement</b>				
810 · R&R Buildings & Grounds	3,035.80	11,529.00	14,564.80	14,564.80
830 · R&R Equipment	5,191.89	1,895.18	7,087.07	7,087.07
840 · R&R Vehicles	3,191.11	2,016.46	5,207.57	5,207.57
<b>Total Repairs &amp; Replacement</b>	11,418.80	15,440.64	26,859.44	26,859.44
<b>Total Expense</b>	32,642.02	45,870.74	78,512.76	78,512.76
<b>Net Income</b>	<b>41,622.46</b>	<b>31,463.04</b>	<b>73,085.50</b>	<b>73,085.50</b>

# Clearlake Oaks Co Water District

## Budget Variance Report 2017-2018

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SEWER-CRP

Target % > **25.0%**

Thru End of September

Summary	Budget		Actual YTD			
	Annual	YTD	Amount	%		
<b>SEWER CRP Revenue</b>	347,769	86,942	77,334	22.2%	0%	
<b>SEWER CRP Expenses</b>	218,423	54,606	45,870	21.0%	0%	
I & I/Lift Station Rehab Improvements	42,000	10,500	-			
USDA Annual Payment	129,000	32,250				
Reimbuseable fees for Eng Cost prior to grant	95,000	23,750				
Short term depreciation reserve	30,000	7,500	7,500			
Previous Year Balance	379,998					
<b>Operating Balance (loss)</b>	<b>213,344</b>	<b>53,336</b>	<b>23,964</b>			

	Expenses	2016 - 2017 Budget		Actual YTD	%	Total Remaining
		Annual	YTD			
505	Salaries & Wages	43,711	10,928	22,797	52.2%	20,914
510	Contracted Labor	-	-	-		-
520	FICA - District Share	3,578	895	1,738	48.6%	1,840
530	Medical Ins - District Share	10,160	2,540	1,613	15.9%	8,547
540	PERS - District Share	2,374	594	538	22.7%	1,836
550	Unemployment	-	-	-	0.0%	-
560	Workers Comp Ins	2,350	588	928	39.5%	1,422
	<b>Salaries and Employee Benefits &gt;</b>	<b>62,173</b>	<b>15,543</b>	<b>27,614</b>	<b>44.4%</b>	<b>34,559</b>
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	5,000	1,250	-	0.0%	5,000
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	1,250	313	190	15.2%	1,060
630	Equip - Office	2,500	625	-	0.0%	2,500
640	Fuel & Oil	2,500	625	2,487	99.5%	13
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	2,125	139	1.6%	8,361
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>4,938</b>	<b>2,816</b>	<b>14.3%</b>	<b>16,934</b>
810	R&R Buildings & Grounds	35,000	8,750	11,529	32.9%	23,471
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	20,000	5,000	-	0.0%	20,000
830	R&R Equipment	5,000	1,250	1,895	37.9%	3,105
832	R&R Mains/Service Lines	50,000	12,500	-	0.0%	50,000
840	R&R Vehicles (\$2k/vehicle)	26,500	6,625	2,016	7.6%	24,484
	<b>Repairs &amp; Replacement &gt;</b>	<b>136,500</b>	<b>34,125</b>	<b>15,440</b>	<b>11.3%</b>	<b>121,060</b>
	<b>Total Expenses &gt;</b>	<b>218,423</b>	<b>54,606</b>	<b>45,870</b>	<b>21.0%</b>	<b>172,553</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

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Clearlake Oaks Co Water District  
Budget Variance Report 2017-2018

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Target % > 25.0%

Thru End of September Summary	<u>WATER - CRP</u> Budget			Actual YTD	
	Annual	YTD	YTD	Amount	%
<b>WATER CRP Revenue</b>	337,932	84,483	74,264	22.0%	0%
<b>WATER CRP Expenses</b>	190,772	47,693	32,641	17.1%	0%
Reimburs Eng fees prior to grant funding	75,000	18,750			
<b>Operating Balance</b>	<b>72,160</b>	<b>18,040</b>	<b>41,623</b>		

Expenses		2016 - 2017 Budget		Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	46,964	11,741	10,120	21.5%	36,844
510	Contracted Labor	0	0	-	0.0%	0
520	FICA - District Share	3,955	989	774	19.6%	3,181
530	Medical Ins - District Share	18,502	4,626	1,613	8.7%	16,889
540	PERS - District Share	2,547	637	598	23.5%	1,949
550	Unemployment	0	0	-	0.0%	0
560	Workers Comp Ins	2,554	639	928	36.3%	1,626
	<b>Salaries and Employee Benefits &gt;</b>	<b>74,522</b>	<b>18,631</b>	<b>14,033</b>	<b>18.8%</b>	<b>60,489</b>
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	5,000	1,250	-	0.0%	5,000
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	1,250	313	-	0.0%	1,250
630	Equip - Office	2,500				
640	Fuel & Oil	2,500	625	1,243	49.7%	1,257
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	2,125	4,975	58.5%	3,525
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>4,313</b>	<b>7,189</b>	<b>36.4%</b>	<b>12,561</b>
810	R&R Buildings & Grounds	15,000	3,750	3,036	20.2%	11,964
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	1,250	5,192	103.8%	(192)
832	R&R Mains/Service Lines	50,000	12,500	-	0.0%	50,000
840	R&R Vehicles (\$2k/vehicle)	26,500	6,625	3,191	12.0%	23,309
	<b>Repairs &amp; Replacement &gt;</b>	<b>96,500</b>	<b>24,125</b>	<b>11,419</b>	<b>11.8%</b>	<b>85,081</b>
	<b>Total Expenses &gt;</b>	<b>190,772</b>	<b>47,068</b>	<b>32,641</b>	<b>17.1%</b>	<b>158,131</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

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4:27 PM

10/11/17

Accrual Basis

**Clearlake Oaks County Water District**  
**Capital Improvements**  
**As of September 30, 2017**

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
<b>120 · EQUIPMENT (EQUIPMENT - WAS 1011181)</b>				
<b>120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)</b>				
08/31/2017	ERS Industrial Services, Inc.	main water treatment filter repair/replace/update	CRP:Water	52,972.45
09/07/2017	Air Technology West	WTP Compressor	CRP:Water	8,064.75
09/11/2017	Air Technology West	reconditioned control panel; air filter; oil and dis...	CRP:Water	2,236.23
Total 120.01 · GENERAL EQUIPMENT (GENERAL EQUIPMENT - WATER - WAS 1011190)				63,273.43
<b>120.75 · SCADA</b>				
08/11/2017	Southport Control Solutions	SCADA assistance; Modifications; New valve t...	CRP:Water	1,630.50
08/11/2017	Southport Control Solutions	Install and Commission a new IWAKI metering ...	CRP:Water	1,123.00
09/09/2017	Southport Control Solutions	programming - updates	CRP:Water	1,703.00
Total 120.75 · SCADA				4,456.50
Total 120 · EQUIPMENT (EQUIPMENT - WAS 1011181)				67,729.93
<b>122 · Buildings (OFFICE BUILDING - WAS 1011180)</b>				
08/22/2017	Performance Mechanical	add additional supply duct to back room at wate...	CRP:Water	1,350.00
Total 122 · Buildings (OFFICE BUILDING - WAS 1011180)				1,350.00
<b>124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)</b>				
124.30 · Lift Stations				
<b>124.50 · Mains</b>				
08/27/2017	Clearlake Lava	Road Base	CRP:Sewer	150.15
Total 124.50 · Mains				150.15
<b>124.90 · Water Tanks</b>				
08/22/2017	Aqua-Tech Company	tank diving for repair to Cerrito and Pluth wood ...	CRP:Water	2,750.00
Total 124.90 · Water Tanks				2,750.00
Total 124 · D/C System (COLLECTION SYSTEM - SEWER - WAS 1011161)				2,900.15
<b>TOTAL</b>				<b>71,980.08</b>

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## My Accounts

### DEPOSIT ACCOUNTS

[Manage mobile alerts](#)

[Make a transfer](#)

#### CRP SEWER

Checking \*3745

[Quick peek](#)

**\$105,446.50**

\*\*Available \$105,446.50

#### GENERAL LEDGER

Checking \*9122

[Quick peek](#)

**\$355,269.57**

\*\*Available \$405,184.56

#### CRP WATER

Savings \*6990

[Quick peek](#)

**\$70,787.16**

\*\*Available \$70,787.16

TOTAL DEPOSIT ACCOUNTS

**\$531,503.23**

### 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

Account #

Pay from: checking x4567

## View My Spending

No activity found within the last 30 days.

Try refreshing your accounts in FinanceWorks from over 18,000 financial institutions.

## Outside Accounts

MY FINANCIAL INSTITUTION

Checking

[Quick peek](#)

Savings

[Quick peek](#)

TOTAL

### Add Outside Accounts

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

[Add outside accounts](#)

Powered by FinanceWorks

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

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

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)  
October 16, 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

September 2017 Statement

Account Summary

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

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**Aged Accounts Receivable**

**As of 10/16/17**

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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>
80,584.27	15,331.12	6,276.04	6,059.09	65,321.85	<u>\$173,572.37</u>

**Total number of accounts with open balances: 784**

These totals include all accounts on the Tax Roll

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

	<u>Hours</u>	<u>Rate</u>	<u>Sep 17</u>
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
CTO Saved	-14	42.00	-401.44
CTO Used	9.25	28.00	244.36
Holiday	80	20.00	1,963.28
Holiday Worked (x2.5)	10	81.25	812.50
Overtime (x1.5)	217.75	24.53	8,265.82
PTO	99	18.24	3,389.05
Straight	1,709.5	18.24	44,113.81
Board			900.00
Duty Pay			3,815.00
<b>Total Gross Pay</b>	<b>2,111.5</b>		<b>63,102.38</b>
<b>Deductions from Gross Pay</b>			
ACWA (pre-tax)			-1,927.14
AFLAC (pre-tax)			-294.12
AFLAC (taxable) AFTER TAX			-82.08
CALPers EE (Pretax)			-2,653.34
<b>Total Deductions from Gross Pay</b>			<b>-4,956.68</b>
<b>Adjusted Gross Pay</b>	<b>2,111.5</b>		<b>58,145.70</b>
<b>Taxes Withheld</b>			
Federal Withholding			-4,115.00
Medicare Employee			-882.80
Social Security Employee			-3,774.60
CA - Withholding			-1,219.54
CA - Disability			-547.93
<b>Total Taxes Withheld</b>			<b>-10,539.87</b>
<b>Deductions from Net Pay</b>			
Wage Garnishment			-1,472.45
<b>Total Deductions from Net Pay</b>			<b>-1,472.45</b>
<b>Net Pay</b>	<b>2,111.5</b>		<b>46,133.38</b>
<b>Employer Taxes and Contributions</b>			
Medicare Company			882.80
Social Security Company			3,774.60
<b>Total Employer Taxes and Contributions</b>			<b>4,657.40</b>

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# Clearlake Oaks County Water District

## Trial Balance

As of September 30, 2017

	Sep 30, 17	
	Debit	Credit
102.001 · GL - 9122	29,146.88	
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	76,856.12	
102.03 · CRP Sewer - 3745	111,920.78	
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	
123 · USDA - Sewer Plant		412,188.63
USDA Project	0.00	
120 · EQUIPMENT:120.01 · GENERAL EQUIPMENT	1,914,374.03	
120 · EQUIPMENT:120.60 · Office	1,106.22	
120 · EQUIPMENT:120.75 · SCADA	4,456.50	
120 · EQUIPMENT:120.90 · Vehicles	0.00	
122 · Buildings	8,484,506.47	
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	14,938.73	
124 · D/C System:124.90 · Water Tanks	2,750.00	
125 · Land	299,770.00	
129 · ALLOW. FOR DEPRECIATION		7,721,470.00
200 · ACCOUNTS PAYABLE		361,816.67
210 · Cal Card	1,994.50	
210 · Cal Card:210.06 - Cal Card - Jason 3879		810.43
210 · Cal Card:210.05 · Cal Card - Dan - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - Alan - 4000	1,221.93	
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		2,289.22
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		1,345.43
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	

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## Clearlake Oaks County Water District

## Trial Balance

10/11/17

As of September 30, 2017

Accrual Basis

	Sep 30, 17	
	Debit	Credit
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE	340.68	
223.50 · MEDICARE TAX PAYABLE	160.05	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	377.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	84.49	
223.65 · STATE DISABILITY PAYABLE	24.73	
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	900.54	
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 Pmt		516,411.79
Income:425 · CRP		148,754.24
Income:430 · Penalty & Interest		11,917.32
Income:430 · Penalty & Interest:430.1 · Condemnation Fund (589 Keys)		63.62
Income:435 · Loans/Grants:435-3 · WWTP Reclamation Study		9,363.00
Income:440 · Misc Revenue		30,610.97
Income:450 · Other - Non S/W Rev		14,753.22
1000 · Storms 2017:1000.2 · February 8 thru TBD	30,982.05	
Loans/Grants:903 · WTP, Meters, and Backflow	5,300.27	
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	9,450.00	
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	235,459.17	
Salaries & EE Benefits:510 · Contract Labor	3,000.00	
Salaries & EE Benefits:520 · FICA - District Share	17,478.05	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	27,553.24	
Salaries & EE Benefits:540 · PERS - District Share	22,874.94	
Salaries & EE Benefits:560 · Workers Comp Ins	11,045.01	
Services & Supplies:610 · Bank Fees	1,714.76	
Services & Supplies:620 · Communications & Internet	4,223.97	
Services & Supplies:622 · Board Exp	1,948.00	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	317.74	
Services & Supplies:630 · Equip - Office	1,645.42	
Services & Supplies:640 · Fuel & Oil	8,058.14	
Services & Supplies:645 · Insurance	27,550.00	
Services & Supplies:657 · Lab	12,646.62	
Services & Supplies:660 · Memberships & Subscription	367.89	
Services & Supplies:665 · Mileage Reimb	1,145.25	
Services & Supplies:670 · Postage & Shipping	1,592.26	
Services & Supplies:675 · Professional Services	32,842.01	
Services & Supplies:685 · Rents	4,747.98	
Services & Supplies:690 · Safety & Security	4,282.70	
Services & Supplies:700 · Tools & Instruments	854.73	
Services & Supplies:703 · Supplies - Clothing & Personal	1,020.06	
Services & Supplies:705 · Supplies - Office	4,387.83	
Services & Supplies:715 · Supplies-Chemicals-Operating	42,776.69	
Services & Supplies:720 · Supplies - Inventory - Other	12,534.01	
Services & Supplies:730 · Taxes - Licenses	813.00	
Services & Supplies:735 · Training (Classes, books, etc)	738.21	
Services & Supplies:750 · Utilities	74,356.97	
Services & Supplies:760 · Waste Disposal	24,925.86	
Services & Supplies:795 · Yolo Co	14,008.29	
Services & Supplies:798 · Reconciliation Discrepancies	0.01	
Services & Supplies:799 · Misc	72.85	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct closed	1,750.26	
Repairs & Replacement:810 · R&R Buildings & Grounds	17,205.47	
Repairs & Replacement:830 · R&R Equipment	7,316.87	
Repairs & Replacement:840 · R&R Vehicles	5,604.08	
9000 · Administration Labor:7057050 · ADMIN - CLERICAL LABOR - WATER	0.00	

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4:30 PM

10/11/17

Accrual Basis

Clearlake Oaks County Water District

**Trial Balance**

As of September 30, 2017

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	Sep 30, 17	
	Debit	Credit
66000 - Payroll Expenses	1.12	
<b>TOTAL</b>	<b>16,768,364.45</b>	<b>16,768,364.45</b>

11:37 AM

10/16/17

**Clearlake Oaks County Water District**  
**A/P Aging Summary**  
**As of October 16, 2017**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Alpha Analytical Labs	48.00	0.00	0.00	0.00	0.00	48.00
AT & T - CalNet 3	512.84	0.00	-0.07	0.00	0.00	512.77
Badger Meter	33.00	0.00	0.00	0.00	0.00	33.00
Bob's Vacuum	96.62	0.00	0.00	0.00	0.00	96.62
Brelje and Race Laboratories, I...	147.00	0.00	0.00	0.00	0.00	147.00
CASH	39.14	130.09	17.50	0.00	0.00	186.73
Clearlake Lava	7,372.65	0.00	0.00	0.00	0.00	7,372.65
County of Lake - Special Distri...	0.00	11,470.87	0.00	0.00	0.00	11,470.87
Deeper Cleaning	320.00	0.00	0.00	0.00	0.00	320.00
Hach	89.93	0.00	0.00	0.00	0.00	89.93
John Hopkins.	1,000.00	0.00	0.00	0.00	0.00	1,000.00
Kelseyville Lumber	251.84	0.00	0.00	0.00	0.00	251.84
Lake County Waste Solutions	270.94	0.00	0.00	0.00	0.00	270.94
Mark Freeman, MD	310.35	0.00	120.75	0.00	0.00	431.10
MC Engineering, Inc	0.00	7,029.93	34,275.41	0.00	0.00	41,305.34
Mendo Mill	786.67	109.22	0.00	0.00	0.00	895.89
Napa Auto Parts	220.66	0.00	0.00	0.00	0.00	220.66
Northern Safety & Industrial	381.80	0.00	0.00	0.00	0.00	381.80
Pace	0.00	849.47	0.00	0.00	0.00	849.47
PG&E	0.00	14,957.97	0.00	0.00	0.00	14,957.97
Quill	594.07	0.00	0.00	0.00	0.00	594.07
RAIN FOR RENT	0.00	970.87	0.00	0.00	0.00	970.87
Redwood Coast Fuels	0.00	1,436.30	0.00	0.00	0.00	1,436.30
Shred-It	1,422.45	0.00	0.00	0.00	0.00	1,422.45
Tri-Cities Answering Service	236.70	0.00	0.00	0.00	0.00	236.70
Utility Service Association	6,586.00	0.00	0.00	0.00	0.00	6,586.00
<b>TOTAL</b>	<b>20,720.66</b>	<b>36,954.72</b>	<b>34,413.59</b>	<b>0.00</b>	<b>0.00</b>	<b>92,088.97</b>

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## Account Payable Breakdown

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Date: 10/16/2017

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger	\$141,718.55	\$355,269.57	\$405,184.56
CRP Water	\$70,787.16	\$70,787.16	\$70,787.16
CRP Sewer	\$105,446.50	\$105,446.50	\$105,446.50
Current A/P Aging	\$92,088.97		

NOTES:

<u>VENDOR</u>	<u>DATE</u>	<u>INVOICE</u>	<u>AMOUNT</u>	<u>PMT MADE</u>	<u>CK #</u>	<u>DESCRIPTION</u>
Acme Rigging	2/22/2017	283515	\$1,298.21	\$1,298.21	31516	Wood Reel - Wire rope
		Balance:	\$1,298.21			PARTIAL PAYMENT
			Payment Made:	\$1,298.21		
Action Sanitary	2/9/2017	9788	\$3,075.00	\$3,075.00	31512	Vacuum Truck Fee
Action Sanitary	2/10/2017	9789	\$7,175.00	\$7,175.00	31512	Vacuum Truck Fee
Action Sanitary	2/11/2017	9794	\$16,200.00	\$16,200.00	31512	Vacuum Truck Fee
Action Sanitary	2/12/2017	9795	\$19,400.00	\$19,400.00	31512	Vacuum Truck Fee
Action Sanitary	2/13/2017	9796	\$10,800.00	\$10,800.00	31559	Vacuum Truck Fee
Action Sanitary	2/14/2017	9822	\$10,800.00	\$10,800.00	31586	Vacuum Truck Fee
Action Sanitary	2/15/2017	9823	\$10,800.00	\$10,800.00	31586	Vacuum Truck Fee
Action Sanitary	2/16/2017	9824	\$10,800.00	\$10,800.00	31611	Vacuum Truck Fee
Action Sanitary	2/17/2017	9825	\$10,800.00	\$10,800.00	31611	Vacuum Truck Fee
Action Sanitary	2/18/2017	9826	\$10,800.00	\$10,800.00	31716	Vacuum Truck Fee
Action Sanitary	2/19/2017	9827	\$10,800.00	\$10,800.00	31716	Vacuum Truck Fee
Action Sanitary	2/21/2017	9849	\$536.25	\$536.25	31683	Vacuum Truck Fee
Action Sanitary	2/20/2017	10209	\$10,800.00	\$10,800.00	31716	Vacuum Truck Fee
Action Sanitary	2/21/2017	10210	\$15,000.00	\$15,000.00	31716	Vacuum Truck Fee
Action Sanitary	2/22/2017	10211	\$15,000.00	\$15,000.00	31716	Vacuum Truck Fee
Action Sanitary	2/23/2017	10212	\$14,400.00	\$14,400.00	31821	Vacuum Truck Fee
Action Sanitary	2/24/2017	10213	\$15,600.00	\$15,600.00	31945/78	Vacuum Truck Fee
Action Sanitary	2/25/2017	10214	\$7,400.00	\$7,400.00	31764	Vacuum Truck Fee
Action Sanitary	2/26/2017	10215	\$400.00	\$400.00	31683	Vacuum Truck Fee
Action Sanitary	2/27/2017	10216	\$400.00	\$400.00	31683	Vacuum Truck Fee
Action Sanitary	2/28/2017	10217	\$400.00	\$400.00	31683	Vacuum Truck Fee
Action Sanitary	3/2/2017	10235	\$80.44	\$80.44	31683	Vacuum Truck Fee
Action Sanitary	3/2/2017	10236	\$200.00	\$200.00	31683	Vacuum Truck Fee
Action Sanitary	3/2/2017	10238	\$400.00	\$400.00	31683	Vacuum Truck Fee
Action Sanitary	3/3/2017	10255	\$400.00	\$400.00	31683	Vacuum Truck Fee
Action Sanitary	3/4/2017	10257	\$400.00	\$400.00	31683	Vacuum Truck Fee
Action Sanitary	3/5/2017	10258	\$200.00	\$200.00	31683	Vacuum Truck Fee
Action Sanitary	3/25/2017	10301	\$866.69	\$866.69	31683	Vacuum Truck Fee
Action Sanitary	4/24/2017	10791	\$1,200.00	\$1,200.00	31683	Vacuum Truck Fee
Action Sanitary	4/25/2017	10832	\$80.44	\$80.44	31683	Vacuum Truck Fee
Action Sanitary	4/26/2017	11034	\$3,600.00	\$3,600.00	31683	Vacuum Truck Fee
Action Sanitary	4/26/2017	11042	\$1,000.00	\$1,000.00	31683	Vacuum Truck Fee
Action Sanitary	5/25/2017	11321	\$80.44	\$80.44	31792	Porta Pottie LS 7
Action Sanitary	6/1/2017	11593	\$80.44	\$80.44	31792	Porta Pottie LS 7
Action Sanitary	7/12/2017	12103	\$80.44	\$80.44	31871	Porta Pottie LS 7
		Balance	\$210,055.14			
			Payment Made:	\$210,055.14		

<u>VENDOR</u>	<u>DATE</u>	<u>INVOICE</u>	<u>AMOUNT</u>	<u>PMT MADE</u>	<u>CK #</u>	<u>DESCRIPTION</u>
Clearlake Lava	2/19/2017	92716	\$1,330.58	\$1,330.58	31522	Road Base - Class 2 Base Rock
	2/19/2017	92717	\$605.96	\$605.96	31522	Slurry - Keys + Everglade
	2/28/2017	92831	\$1,769.64	\$1,769.64	31587	Road Base - Class 2 Base Rock
	3/5/2017	92991	\$1,679.25	\$1,679.25	31587	Road Base - Class 2 Base Rock
	3/31/2017	93537	\$2,458.09	\$2,458.09	31689	
		<b>Balance:</b>		<b>\$7,843.52</b>		
			<b>Payments Made:</b>	<b>\$7,843.52</b>		
CLOCWD	4/6/2017	Receipt	\$27.90	\$27.90	31610	Propane for LS 7 Heater
	4/6/2017	Receipt	\$59.20	\$59.20	31610	Propane for LS 7 Heater
	1/0/1900	Receipt	\$27.90	\$27.90	31610	Propane for LS 7 Heater
	4/10/2017	Receipt	\$27.28	\$27.28	pty cash	Propane for LS 7 Heater
		Overtime	\$33,612.12	\$33,612.12		Payroll Overtime
	May, 2017	Payroll	\$2,987.00	\$2,987.00		Jesse Seth - Temp Help for LS 7
CLOCWD	June, 2017	Payroll	\$4,582.00	\$4,582.00		Jesse Seth - Temp Help for LS 7
	July, 2017	Payroll	\$7,043.38	\$7,043.38		Jesse Seth/Jeff Mann Temp LS 7
		<b>Balance</b>	<b>\$48,366.78</b>			
			<b>Payment Made:</b>	<b>\$48,366.78</b>		
Coastal Mountain	2/9/2017	7011	\$1,181.00	\$1,181.00	31451	Troubleshoot Pp - New Brkr
		<b>Balance:</b>	<b>\$1,181.00</b>			
			<b>Payment Made:</b>	<b>\$1,181.00</b>		
Eel River Fuels, Inc	2/15/2017	567437	\$1,064.54	\$1,064.54	31524	Fuel
	2/17/2017	568144	\$897.19	\$897.19	31524	Fuel
	2/20/2017	568504	\$1,109.04	\$1,109.04	31524	Fuel
	2/20/2017	569355	\$1,094.27	\$1,094.27	31524	Fuel
	2/24/2017	570047	\$1,012.23	\$1,012.23	31524	Fuel
	2/27/2017	570657	\$921.70	\$921.70	31524	Fuel
	3/1/2017	573184	\$866.95	\$866.95	31588	Fuel
	3/6/2017	574395	\$851.51	\$851.51	31588	Fuel
	3/27/2017	579405	\$1,109.63	\$1,109.63	31612	Fuel
		<b>Balance:</b>		<b>\$8,927.06</b>		
			<b>Payment Made:</b>	<b>\$8,927.06</b>		

<u>VENDOR</u>	<u>DATE</u>	<u>INVOICE</u>	<u>AMOUNT</u>	<u>PMT MADE</u>	<u>CK #</u>	<u>DESCRIPTION</u>	
HD Excavating	3/2/2017	688	\$35,428.75	\$19,208.75	31613	Main Repair/LS7	PARTIAL PAYMENT
				\$10,000.00	31692		PARTIAL PAYMENT
				\$6,220.00	31717		PAYMENT IN FULL
HD Excavating	4/20/2017	691	\$16,577.71	\$16,577.71	31717	Removal of above ground pipe	
HD Excavating	5/10/2017	697	\$8,946.50	\$8,946.50	31765		
		<b>Balance:</b>	<b>\$60,952.96</b>				
			<b>Payment Made:</b>	<b>\$60,952.96</b>			
<b>Hasa</b>							
	2/10/2017	509885	\$2,932.20	\$2,932.20	31527	Various Chemicals	
	2/20/2017	510360	\$2,936.36	\$2,936.36	31527	Various Chemicals	
	3/1/2017	510847	\$2,932.20	\$2,932.20		Various Chemicals	
		<b>Balance:</b>	<b>\$8,800.76</b>				
			<b>Payment Made:</b>	<b>\$8,800.76</b>			
	2/21-3/2/17	29136626-001	\$1,695.60	\$1,695.60	31589	Light Tower	
Herc Rentals	3/23/2017	29140637-001	\$1,203.89	\$1,203.89	31663		
Herc Rentals	4/20/2017	29140637-002	\$914.31	\$914.31	31663		
Herc Rentals	5/24/2017	29140637-004	\$24.67	\$24.67	31766		
Herc Rentals	5/16/2017	29140637-003	\$830.12	\$830.12	31766		
Herc Rentals	5/30/2017	29140637-005	\$59.53	\$59.53	31802		
Herc Rentals	6/23/2017	29140637-007	\$150.15	\$150.15	31851		
Herc Rentals	6/15/2017	29140637-006	\$59.53	\$59.53	31851		
		<b>Balance:</b>	<b>\$4,937.80</b>				
			<b>Payment Made:</b>	<b>\$4,937.80</b>			
<b>Kelseyville Lumber</b>							
	3/1/2017	1625474	\$271.31	\$271.31	31530	Propane Heater	
		<b>Balance:</b>	<b>\$271.31</b>				
			<b>Payment Made:</b>	<b>\$271.31</b>			
<b>Lake County Electric</b>							
	2/22/2017	5079880	\$458.65	\$458.65	31531	Materials - Mule Tape	
		<b>Balance:</b>	<b>\$458.65</b>				
			<b>Payment Made:</b>	<b>\$458.65</b>			
<b>MC Engineering</b>							
	4/3/2017	1478	\$2,026.93	\$2,026.93	31633	WWTP Overflow Management	
		<b>Balance:</b>	<b>\$2,026.93</b>				
			<b>Payment Made:</b>	<b>\$2,026.93</b>			

<u>VENDOR</u>	<u>DATE</u>	<u>INVOICE</u>	<u>AMOUNT</u>	<u>PMT MADE</u>	<u>CK #</u>	<u>DESCRIPTION</u>
Mendo Mill	2/16/2017	700789/3	\$468.13	\$468.13	31533	Plywood/Caulk
Mendo Mill	2/18/2017	700964/3	\$303.03	\$303.03	31533	Poly Film
Mendo Mill	2/19/2017	700991/3	\$34.00	\$34.00	31533	Lumber
Mendo Mill	2/20/2017	701011/3	\$321.65	\$321.65	31533	Poly Film/Rain Suits
Mendo Mill	2/22/2017	701242/3	\$31.67	\$31.67	31533	Rubber Boot 17"
Mendo Mill	3/15/2017	702799/3	\$108.97	\$108.97	31614	Lumber for Sandbag Wall
Mendo Mill	7/21/2017	713624/3	\$18.91	\$18.91	31965	LS 7 plumbing parts for pumps
Mendo Mill	7/21/2017	713687/3	\$77.88	\$77.88	31965	\$60.03 x 8% tax = \$64.84
		<b>Balance:</b>	<b>\$1,364.24</b>			
			<b>Payment Made:</b>	<b>\$1,364.24</b>		
Napa Auto Parts	7/21/2017	935089	\$17.05			
		<b>Balance:</b>	<b>\$17.05</b>			
			<b>Payment Made:</b>	<b>\$17.05</b>		
Pace Supply	2/23/2017	23735893	\$321.97	\$321.97	31535	Plug Gripper
Pace Supply	2/23/2017	023735893-1	\$81.76	\$81.76	31615	Plug Gripper
Pace Supply	2/24/2017	23739105	\$445.87	\$445.87	31615	Pipe/Flange/PVC
		<b>Balance:</b>	<b>\$849.60</b>			
			<b>Payment Made:</b>	<b>\$849.60</b>		
Pacific Gas and Electric	3/24/2017		\$55,692.00	\$37,692.00	31605/74	
		<b>Balance</b>	<b>\$49,477.65</b>	<b>\$11,785.65</b>	<b>31718</b>	
			<b>Payment Made:</b>	<b>\$49,477.65</b>		
RAIN FOR RENT	1/22/2017	1004305	\$970.87	\$970.87	31560	Baker Tank WTP
RAIN FOR RENT	2/20/2017	-	contract	(Includes Insurance)		Delivery/Install of above ground pipe
RAIN FOR RENT	3/20/2017	1015753	\$970.87	\$970.87	31708	Monthly Rate/Above ground Pipe
RAIN FOR RENT	2/28/2017	1007932	\$38,048.53	\$38,048.53	31560	Labor/Rental Services
RAIN FOR RENT	3/1/2017	1008242	\$3,473.32	\$3,473.32	31560	Labor/Rental Services
RAIN FOR RENT	4/17/2017	1027349	\$970.87	\$970.87	31708	
RAIN FOR RENT	4/18/2017	1027898	\$39,157.78	\$39,157.78	31719	Monthly Rate/Above ground Pipe
RAIN FOR RENT	3/21/2017	1016228	\$39,157.78	\$39,157.78	31719	Monthly Rate/Above ground Pipe
RAIN FOR RENT	4/28/2017	1032734	\$1,992.20	\$1,992.20	31767	
RAIN FOR RENT	5/3/2017	1036024	\$3,011.34	\$3,011.34	31825	



<u>VENDOR</u>	<u>DATE</u>	<u>INVOICE</u>	<u>AMOUNT</u>	<u>PMT MADE</u>	<u>CK #</u>	<u>DESCRIPTION</u>	
Smith & Loveless, Inc.	2/17/2017	P991257X	\$279.54	\$279.54	31537	Gaskets for Pumps	
Smith & Loveless, Inc.	6/21/2017	118998	\$25,501.48	\$5,501.48	31997		PARTIAL PAYMENT
		<b>Balance:</b>	<b>\$25,781.02</b>	<b>\$20,000.00</b>	32084		PAYMENT IN FULL
			<b>Payment Made:</b>	<b>\$25,781.02</b>			
SUNBELT RENTAL	2/12/2017	66843606	\$0.00			UNDER CONTRACT - Trash Pump	
SUNBELT RENTAL	3/7/2017	66843606-001	\$13,659.50	\$13,659.50	31562	Trash Pump/Supplies	
SUNBELT RENTAL	3/21/2017	66843606-003	\$372.16	\$372.16	31678		
SUNBELT RENTAL	3/29/2017	66843606-004	\$575.00	\$575.00	31678	Trash Pump/Supplies	
SUNBELT RENTAL	4/3/2017	66843606-005	\$7,053.86	\$7,053.86	31721	Trash Pump/Supplies	
SUNBELT RENTAL	5/1/2017	66843606-006	\$7,056.01	\$7,056.01	31721	Trash Pump/Supplies	
SUNBELT RENTAL	5/29/2017	66843606-007	\$7,056.01	\$7,056.01	31828	Trash Pump/Supplies	
SUNBELT RENTAL	6/26/2017	66843606-0008	\$7,056.01	\$7,056.01	31896	Trash Pump/Supplies	
SUNBELT RENTAL	7/24/2017	66843606-009	\$7,056.01	\$7,056.01	31999	Trash Pump/Supplies	
SUNBELT RENTAL	8/8/2017	66843606-0010	\$494.59	\$494.59	32019	Trash Pump/Supplies	
		<b>Balance:</b>	<b>\$50,379.15</b>				
			<b>Payment Made:</b>	<b>\$50,379.15</b>			
Sylar Industries, Inc.	4/3/2017	637687	\$3,855.30	\$3,855.30	31711	Asphalt	
Sylar Industries, Inc.	3/27/2017	636812	\$573.91	\$573.91	31711		
		<b>Balance:</b>	<b>\$4,429.21</b>				
			<b>Payment Made:</b>	<b>\$4,429.21</b>			
The Works Inc.	3/5/2017	1229	\$6,107.08	\$6,107.08	31591	Mendo Lake Staffing/Temp Labor	
The Works Inc.	3/12/2017	1244	\$5,267.28	\$5,267.28	31591	Mendo Lake Staffing/Temp Labor	
The Works Inc.	3/19/2017	1260	\$4,973.02	\$4,973.02	31591	Mendo Lake Staffing/Temp Labor	
The Works Inc.	3/30/2017	1280	\$4,841.20	\$4,841.20	31608	Mendo Lake Staffing/Temp Labor	
The Works Inc.	4/6/2017	1298	\$4,773.28	\$4,773.28	31646	Mendo Lake Staffing/Temp Labor	
The Works Inc.	4/13/2017	1316	\$4,890.61	\$4,890.61	31669	Mendo Lake Staffing/Temp Labor	
The Works Inc.	4/20/2017	1334	\$3,476.53	\$3,476.53	31679	Mendo Lake Staffing/Temp Labor	
The Works Inc.	4/27/2017	1350	\$6,230.58	\$6,230.58	31722	Mendo Lake Staffing/Temp Labor	
The Works Inc.	5/4/2017	1365	\$4,149.60	\$4,149.60	31722	Mendo Lake Staffing/Temp Labor	
The Works Inc.	5/11/2017	1381	\$4,495.40	\$4,495.40	31754	Mendo Lake Staffing/Temp Labor	
The Works Inc.	5/18/2017	1400	\$4,495.40	\$4,495.40	31770	Mendo Lake Staffing/Temp Labor	
The Works Inc.	5/25/2017	1420	\$4,245.31	\$4,245.31	31818	Mendo Lake Staffing/Temp Labor	
The Works Inc.	6/1/2017	1436	\$2,568.80	\$2,568.80	31830	Mendo Lake Staffing/Temp Labor	
The Works Inc.	6/8/2017	1452	\$2,766.40	\$2,766.40	31864	Mendo Lake Staffing/Temp Labor	
The Works Inc.	6/15/2017	1468	\$3,803.80	\$3,803.80	31864	Mendo Lake Staffing/Temp Labor	
The Works Inc.	6/22/2017	1485	\$3,112.20	\$3,112.20	31897	Mendo Lake Staffing/Temp Labor	
The Works Inc.	6/29/2017	1500	\$1,852.50	\$1,852.50	31897	Mendo Lake Staffing/Temp Labor	

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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

**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 Heeszel, Director  
√ Mr. Samuel Boucher    √ Mr. Stanley Archacki

√ Mr. Alan Gardner – General Manager    □ Mr. Jason Mitchell – Operations Manager, EXCUSED ABSENCE  
√ 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: Motion to accept consent items**

**BOUCHER/ARCHACKI M/S/C  
MOTION PASSED UNANIMISOULY**

**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 – See GM Board Letter

**Action Taken: No Action – GM was asked to notify Board members and CSA members of future meetings with Special Districts**

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

**Action Taken: No Action**

**6. Agenda (New Business)**

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

**Action Taken: Motion to approve Directors Boucher and Archacki as check signers on all District bank accounts**

**HEESZEL/HOSIER M/S/C  
MOTION PASSED UNANIMISOULY**

- 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: Motion to approve as amended with new total contract amount of \$165,097.10**

**HEESZEL/BOUCHER  
MOTION PASSED UNANIMISOULY**

- 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: Motion to approve purchase of compressor and surplus the old compressor**

**HOSIER/ARCHACKI  
MOTION PASSED UNANIMISOULY**

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

**Action Taken: No Action**

**Closed Session**                      **Time: 5:14 p.m.**

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

**Open Session**                      **Time: 6:14 p.m.**

**Action Taken in Closed Session: In closed session the Board discussed two (2) cases of potential litigation. No other cases were discussed**

**Adjournment**                      **Time: 6:14 p.m.**

**SIGNED:** \_\_\_\_\_ **ATTESTED TO:** \_\_\_\_\_  
**Karl Hosier, Board Vice President**                      **Dianna Mann, Board Secretary**



President Medeiros excused herself during closed session and was not present during open session

- a. Discussion and consideration of MC Engineering Invoice No. 1547, in the amount of \$24,566.66, for the Forced Main Design and Construction

**Action Taken: Motion to approve payment of MC Engineering Invoice No. 1547**  
**BOUCHER/HEESZEL M/S/C**  
**EYES: HOSIER/HEESZEL/BOUCHER/ARCHACKI**  
**ABSENT: MEDEIROS**

- b. Discussion and consideration to surplus the 1993 Ford pick-up with last four VIN # 5870

**Action Taken: Motion to surplus 1993 Ford pick-up**  
**ARCHACKI/HEESZEL M/S/C**  
**EYES: HOSIER/HEESZEL/BOUCHER/ARCHACKI**  
**ABSENT: MEDEIROS**

- c. Discussion and consideration of approving a Bridge Loan with Westamerica Bank for the construction phase of the Force-Main until money from State grant becomes available

**Action Taken: Motion to approve to apply for a bridge loan of \$800,000 with Westamerica until State grant money becomes available.**

**BOUCHER/ACHARCKI M/S/C**  
**EYES: HOSIER/HEESZEL/BOUCHER/ARCHACKI**  
**ABSENT: MEDEIROS**

**Adjourned: 2:15 p.m.**

**SIGNED: \_\_\_\_\_**  
**Karl Hosier, Board Vice President**

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



# MC Engineering, Inc.

6917 Ohana Place  
Orangevale, CA 95662

# Invoice

Date	Invoice #
09/30/2017	1561

### Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	10/30/2017	Forcemain Design and Construction	
Description	Qty	Rate	Amount	
Assistant Engineer, Jared P. Nelson	22	115.00	2,530.00	
Operations Management Engineer, John Pedri, PE	25	155.00	3,875.00	
Project Manager, Mark Carey, PE	40	160.00	6,400.00	
Administrative Support	2	65.00	130.00	
OV Copy Inv 27180 8/9/17		2.48	2.48	
OV Copy Inv 27219 8/14/17		7.56	7.56	
OV Copy Inv 27227 8/15/17		1.36	1.36	
OV Copy Inv 27251 8/18/17		2.48	2.48	
OV Copy Inv 27314 8/25/17		2.53	2.53	
AandE Repro Inv 46351 8/28/17		406.80	406.80	
Mail Biz 9/7/17		727.90	727.90	
Press Democrat 9/18/17		399.00	399.00	
Sac Bee Advertising 9/21/17		581.08	581.08	
Total Reimbursable Expenses			2,131.19	
Travel Mileage 237 miles 9/21/17 Mark Carey	237	0.535	126.80	
RGH Consultants Inv 0817200 9/14/17		6,780.00	6,780.00	
Domenichelli and Associates Inv 2 10/3/17		4,664.08	4,664.08	
EDEA Inv 945 10/3/17		2,646.57	2,646.57	
<b>Total</b>			<b>\$29,283.64</b>	
<b>Payments/Credits</b>			<b>\$0.00</b>	
<b>Balance Due</b>			<b>\$29,283.64</b>	

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

Appendix



MC Engineering, Inc.

6917 Ohana Place  
Orangevale, CA 95662

# Invoice

Date	Invoice #
09/30/2017	1562

**Bill To**

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

P.O. No.	Terms	Due Date	Project	
	Net 30	10/30/2017	Reclamation Evaluation	
Description	Qty	Rate	Amount	
Assistant Engineer, Jared P. Nelson	52.5	95.00	4,987.50	
Project Manager, Mark Carey, PE	18	150.00	2,700.00	
Administrative Support	1	55.00	55.00	
Travel Mileage 245 miles 9/12/17 Mark Carey	245	0.535	131.08	
OV Copy Inv 27049 7/24/17 Credit for overbill		-354.83	-354.83	
<b>Total</b>			<b>\$7,518.75</b>	
<b>Payments/Credits</b>			<b>\$0.00</b>	
<b>Balance Due</b>			<b>\$7,518.75</b>	

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

agenda



# MC Engineering, Inc.

6917 Ohana Place  
Orangevale, CA 95662

# Invoice

Date	Invoice #
09/30/2017	1563

**Bill To**

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

P.O. No.	Terms	Due Date	Project	
	Net 30	10/30/2017	USDA Wastewater Engineering Services	
Description	Qty	Rate	Amount	
Assistant Engineer, Jared P. Nelson	121.5	97.85	11,888.78	
Project Manager, Mark Carey, PE	12.5	139.05	1,738.13	
Administrative Support	1.5	56.65	84.98	
Travel Mileage 269 miles 8/29 to 8/31/17 Jared Nelson	269	0.535	143.92	
Travel Mileage 266 miles 9/5 to 9/7/17 Jared Nelson	266	0.535	142.31	
Travel Mileage 370 miles 9/11 to 9/14/17 Jared Nelson	370	0.535	197.95	
Travel Mileage 300 miles 9/18 to 9/22/17 Jared Nelson	300	0.535	160.50	
Travel Mileage 294 miles 9/29/17 Jared Nelson	294	0.535	157.29	
Per diem full day rate; 15 @\$51, per diem 3/4 rate; 5 @\$38.25 8/28-8/31, 9/5-9/7. 9/11-9/14, 9/18-9/22, 9/25-9/28		956.25	956.25	
Lake Point Lodge - 9/17/17 reportID=23447331		86.21	86.21	
Total Reimbursable Expenses			1,042.46	
RGH Consultants Inv 0817046 8/31/17		1,617.31	1,617.31	
Stantec Inv 1253834 9/19/17		1,119.83	1,119.83	
Domenichelli and Associates Inv 3 10/3/17		11,968.42	11,968.42	
EDEA Inv 946 10/3/17		1,991.62	1,991.62	
Sept 2017 Rent Prorated from 09/09 to 9/30/17 Pine Dell Resort		276.13	276.13	
Oct 2017 Space Rent Pine Dell Resort		436.00	436.00	
Trailer Rent 9/9/17 to 9/30/17		490.00	490.00	
		<b>Total</b>	<b>\$33,455.63</b>	
		<b>Payments/Credits</b>	<b>\$0.00</b>	
		<b>Balance Due</b>	<b>\$33,455.63</b>	

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

Agenda

# CLEARLAKE OAKS COUNTY WATER DISTRICT

## RESOLUTION NO. 17-27

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF CLEARLAKE OAKS COUNTY WATER DISTRICT APPROVING THE  
RESCHEDULING OF THE GOVERNING BODY MEMBER ELECTIONS FROM ODD-  
NUMBERED YEARS TO EVEN-NUMBERED YEARS, IN ACCORDANCE WITH  
ELECTIONS CODE §1303(b) AND SENATE BILL 415 (2015-2016 REGULAR  
SESSION), AND REQUESTING THE APPROVAL OF THE BOARD OF  
SUPERVISORS OF THE COUNTY OF LAKE TO CONSOLIDATE THE DISTRICT  
ELECTIONS WITH THE STATEWIDE GENERAL ELECTION HELD IN EVEN-  
NUMBERED YEARS**

**WHEREAS**, the Board of Directors of Clearlake Oaks County Water District hereby replaces and rescinds Resolution No. 17-21, and on September 1, 2015, Governor Jerry Brown signed Senate Bill 415 (Reg. Sess.), codified at Stats. 2015, Ch 235, enacting Elections Code §§ 14050-14057, which prohibits the holding of an election other than on a statewide election date if holding an election on a non-concurrent date resulted in a significant decrease in voter turnout, as defined, and further authorizes voters to enforce this prohibition by filing an action in superior court; and

**WHEREAS**, the Clearlake Oaks County Water District currently conducts its elections for governing body members of the District in November of odd-numbered years pursuant to Elections Code §1303(a); and

**WHEREAS**, voter participation in the County of Lake is greater for statewide general elections than for odd-year local elections, including special district governing body member elections; and

**WHEREAS**, the District Board of Directors believes that rescheduling to even-numbered year elections may enhance voter participation and further increase the percentage of voters participating in the Special District elections; and

**WHEREAS**, it is considered the view of the District Board of Directors that public interest will be better served by holding the District's Governing Body Member Elections in even-numbered years held in conjunction with the statewide general elections; and

**WHEREAS**, the District Board of Directors further recognizes that there may also be a cost savings to the District resulting from aligning the District's elections with the statewide general elections; and

**WHEREAS**, as a result of these facts, the District Board of Directors desires to change the date of future governing body member elections to be consolidated with the California Statewide general election in order to increase and enhance voter participation; and

**WHEREAS**, Elections Code §1303(b) establishes a procedure whereby the District may change the election date for its governing body members by adopting a resolution seeking approval of the change by the Board of Supervisors of the effected county; and

**WHEREASE**, if the change in election date is approved by the Lake County Board of Supervisors, it is requested that the new election date be moved from November of odd-numbered years to November of even-numbered years commencing in 2020 with governing body members whose terms would have expired in 2021 being extended to 2022, as required by Elections Code §10101(i)

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The above recitals are true and correct.
2. The Directors voting on this resolution constitute at least a majority of the members of the Clearlake Oaks County Water District Board of Directors and these members do hereby adopt this resolution to consolidate the election date for governing body members of the District with the statewide general election in November of even-numbered years, beginning in 2020 pursuant to Elections Code §1303(b)
3. The District shall submit the original copy of this resolution to the Lake County Registrar of Voters, who will submit the resolution to the Clerk to the Board of Supervisors and prepare a memorandum of explanation/executive summary for placement on the Lake County Board of Supervisors' agenda; the Lake County Registrar of Voters will also present the resolution to the Board of Supervisors and will explain the rationale for the resolution as well as request a formal approval of the change by the Lake County Board of Supervisors at a public meeting within 60 days after submission of this resolution and after the resolution has been posted in accordance with law.
4. The District shall pay for the expenses incurred by the Registrar of Voters' office for the required mailing of the notice to all of the registered voters of the District informing them of the change of election date specified herein and of the resultant changes in terms of the elected governing body members within 30 days following the approval of the resolution of consolidation with the statewide general election and election date change by the Lake County Board of Supervisors.
5. If the consolidation of election is approved by the Lake County Board of Supervisors, the date of the District's next election will be moved to November 2020, and each subsequent governing body member election will be held two years thereafter in November of even-numbered years.
6. If the consolidation of election is approved, the terms of office of current governing body members expiring in November 2019 will be extended to November 2020 and the terms of members expiring in November 2021 will be extended to November 2022.
7. In the event that the Lake County Board of Supervisors declines to authorize consolidation in 20230 on the grounds specified in Elections Code §10404(e), the District Board of Directors requests that the Lake County Board of Supervisors authorize such consolidation at the soonest feasible date.

8. The District and/or her designee are authorized to take such actions and execute such agreements and documentation as are necessary to affect the intent of this Resolution.

**THE ABOVE RESOLUTION** is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 19th day of October, 2017 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**CLEARLAKE OAKS COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Karl Hosier, Vice President  
Clearlake Oaks County Water District

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