

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

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

MARCH 21, 2019

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 4:00 p.m.

Pledge of Allegiance

Roll Call

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

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

Public comment on non-agenda items

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

Consent Items

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

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

3. Minutes of previous meeting for review and approval

- a. Minutes of Regular Meeting 02-21-19

4. Bills

- a. MC Engineering invoice number 1731, dated 3/5/19, in the amount of \$11,784.88, for the Waste Water Infrastructure Improvements
- b. Roto Rooter invoice number 57983A, dated 2/15/19 in the amount of \$8,287.50 for pumper trucks

Action Taken: _____

5. Agenda (Old Business)

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

Action Taken: _____

6. Agenda (New Business)

- a. Discussion and consideration of purchasing two (2) Baker Tanks from Rain for Rent not to exceed \$30,000

Action Taken: _____

- b. Discussion and consideration to allow staff to apply for a USDA grant/loan for water projects

Action Taken: _____

- c. Discussion and consideration of the Regular Meeting held on the third Thursday of every month to start at 2 pm instead of 4 pm.

Action Taken: _____

Adjournment

Time: _____

Clearlake Oaks County Water District

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

March 21, 2019 - Board Letter

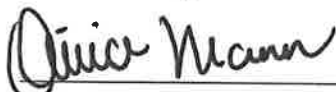
Billing Department

- ∂ We are almost live with our billing system, currently reviewing January billing and finalizing discrepancies.
- ∂ Received \$1870.00 in payments towards our <120 Aged Receivables this past month, this stems from past due accounts reported to the County of Lake, payment arrangements, and closed accounts (Payments from escrow).

Administration

- ∂ Currently working on closing/finalizing past encroachment permits with County of Lake to insure compliance.
- ∂ In the past month, I have taken over CalPers, Aflac, Quarterlies, New hire packets/ Orientation, and training compliance from Dianna. I will be completing payroll quarterlies at the end of March for the 1st Quarter of 2019.

Respectfully,



Olivia Mann

Customer Service Lead

CLOCWD

Board letter for D/C - February 2019

In the beginning of February we had a main break on Keys Blvd. The main had blown apart about an hour after installing an insta-valve on the water main. The entire district helped out with this, including passing out boil water notices, turning valves, and getting lights. The D/C crew stayed late until the water was restored. A couple of us stayed till 2 AM flushing all the water main lines in the area to ensure good water quality. An isolation gate valve was installed, along with 20 feet of 8 inch C900 PVC pipe.

On February 6, 2019 we got a report of sewer coming out of a manhole on Highway 20 @ Oak Groove. After sucking down the manhole with the Vaccon, we discovered that the plug was caused by a large chunk of asphalt that had fallen in. It was presumably from Granite construction when they were upgrading the highway. The spill was cleaned out and all surrounding areas were sucked out and disinfected. An SSO report was filed. The certification confirmation number is 592454.

We had a very busy month with getting the district prepared for flood control. We rented a large diesel powered pump to help keep control of Lift Station 7. We also opened all the valves on the new sewer line bi-pass, which helped out on the flows from Lift Station 7. A couple of days after getting the pump set up for the flood control situation, we ended up having to turn it on. Because of what we learned from the flood of 2017, we were able to be more prepared. This preparation has resulted in **not** having to have pump trucks running 24/7 down Keys Blvd and chasing sewer spills. We did however have to hire on a few temporary employees to monitor and adjust the RPMs on the pump in correspondence with the waste water plant personnel, that is being manned 24/7. Some of the temporary employees are also helping out in other areas like sealing all the manholes in the lower areas of the Keys to prevent infiltration and inflow into our sewer mains.

Lift station 5 was giving us some issues during this high lake level. Both pumps were pulled and cleaned. One pump continues to trip the breaker. The control of the wet level was raised to have a better control on this lift station. It seems to be working fine at the moment. We currently do not have any back-up pumps, so we will be looking into replacing both pumps and putting aside the one good one as a back-up once the lake level recedes.

We had 2 of our DC operators quit to work for other water agencies.

Even with all the above going on, staff still found time to fix a couple of leaks that were turned into Administration. The funny thing though was, some customers thought they had a leak not realizing it was the lake level that was flooding their yards.

Jesse Seth is now our Lead in the Distribution and Collections department. He will be sitting in for me at the board meeting while I'm on vacation. He should be able to answer any question you may have.

Jeremy Backus

Chief Distribution and Collection Operator

Water Treatment Plant

We have been able to get a couple projects completed since my last communication and started a couple more which should be completed over the next month.

The completed projects include;

1. Filters 2 and 3 are on-line and working great.
2. The Swan Turbidity monitors for Clarifier 1 and 2 are on-line and performing nicely.
3. The "Baker" tanks have been re-installed and plumbed giving us approximately 42,000 gallons of extra storage for our backwash waters, alleviating stress on the Lift-stations during the recent flood conditions.

The projects under construction include;

1. HSP 1 VFD has been installed and we are making some final adjustments and programming changes before final testing.
2. Filter 1 Actuators have been installed but the contractor is waiting for a component which should be installed in the next week or so and this project will be completed.
3. The West Lake Pump has been ordered and should be on site in the next week or so.
4. The re-built Ozone Generator has been delivered and we are in the process of installing the unit as well as the new Controller. SCADA connections and minimal programming changes will be addressed once the units are operational.

We will be hosting a tour of the Plant April 15th by Yuba College students enrolled in the Water program.

In closing I am proud to say we are making great strides to bring the Plant into full compliance and we are continuing to produce Safe, Reliable water for our Rate payers.

Daniel Larson – CPO



CLEARLAKE OAKS COUNTY WATER DISTRICT
Wastewater Treatment Plant Report
MARCH 2019

Reporting Period: February 2019
From: Francisco Castro, CPO
To: Clearlake Oaks County Water District Board of Directors
March 15, 2019

The total flow we received for the month of February was 33.599 MG averaging a total of 1.084 MG/day. The total gallons treated and sent through our effluent pipe line was 25.899 MG averaging 835,000 gallons/day. These total gallons averaged 579 gallons/min. Clearlake level averaged at 6.72' Rumsey gauge. All effluent that left that plant was under compliance with our WDR. It is important to note the difference between our influent and effluent. On February 27th at 1911 hours we were forced to bypass our influent to Emergency Pond #1. At this point due to the 15.75" of rainfall, Clearlake reached a flood stage level above 9.00'. At about 9.30' we were forced to open the new force main installed parallel to the existing force main from lift station 7. By opening this new force main, lift station 7 was able to push an additional 500-600 gallons/min allowing the lift station to handle the increase in flows. At this point we were forced to rent an additional pump to assist with lift station 7. This pump was also put into operation allowing us handle the infiltration and inflow that the collection system was experiencing. Prior to this incident, we had taken a proactive approach by going over what valves we needed to open and close in order to use this new force main. It was because of this improvement and the proactive attitude that CLOCWD staff took, a spill and a recurrence of 2017 was avoided. Next months letter will reflect an estimate of the excess influent brought into the plant and the final out come of this flood situation. We continue to have an operator onsite 24/7 at this time since February 27th. We are continuing to pump from our old clarifier into Emergency Pond #1. We have been limited on what we have been able to do through the month because only one operator has been onsite for most of the day. At this time our main concern is to protect our district and the environment. I am working closely with Guy Childs making sure the state is aware of our situation with these floods and submitting the required reports on a timely manner. Ground Water Monitoring 1st Quarter was also completed on the 22nd. We were able to sample all 3 wells.

Thank you,
Francisco Castro/CPO

Clearlake Oaks County Water District

March 21, 2019

In the middle of February, the District experienced a sewer back up resulting in some damage to the property and relocating the family to the local hotel. JPIA was notified immediately and quickly managed the repairs/clean up and the family is now back home.

The blockage was caused from adult diapers, "flushable rags", dish towels, and major grease build up. This motivated me to visit our senior living apartments where I held a quick educational meeting. I explained that the "flushable rags" are not flushable, adult diapers need to be put in the trash and not down our system, and explained how to drain grease off our food into a can or jar and not down the sink. The District will also pass out informational flyers to our businesses as well.

On Feb. 27th, when the lake reached 9'3", our system starting taking in massive amounts of inflow and became overloaded very quickly. Pump trucks were called in to help manage our lift stations, in addition, the trash pump was started at Lift Station 7 creating around the clock monitoring. In addition, 24/7 shifts were implemented at our sewer plant which will continue until infiltration and inflows return to normal.

The District also lost two experienced operators to higher paying jobs during this emergency leaving the District vulnerable with young, inexperienced personnel. However, our staff did an amazing job planning ahead and getting prepared so when the lake level did reach a critical level, our District did not suffer any sewer spills and stayed ahead of any disasters. I am proud to say that the District was proactive instead of reactive for the first time in a very long time.

At the time of this letter, the sewer plant and the trash pump at LS 7 are still running 24 hours per day, however, will continue to monitor the I and I and get back to normal operating procedures as soon as Mother Nature allows. I am sure the waste water staff is looking forward to "normal" procedures so they can get back to regular working hours. I want to thank Francisco, Steve and Josie for their dedication and availability to the District.

The sandbags and barricades that are no longer in danger zones have been removed and will be left on the side of the road until the rainy season is officially over. I just wanted them out of the street as soon as possible.

Floods of 2019 have been declared a State of Emergency and I will be working with County and State to get reimbursed for expenses incurred.

CSA 16 is making progress and I anticipate April 2nd and 3rd for disinfecting the pipe,

Please refer to individual department letters for additional details.

GRANTS:

- ❖ Preconstruction meeting was held on March 1st for both phases of the Waste Water Infrastructure Improvements. I have received update requests from State so I am hoping an agreement for Phase I and II will be coming soon
- ❖ With the State grant monies being a little shaky, I am asking the board for permission to apply with USDA for a grant/loan for water projects. Please refer to the agenda

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

Respectfully Submitted,

Dianna Mann

General Manager

7:21 AM

03/13/19

Accrual Basis

Clearlake Oaks County Water District
Summary Balance Sheet
As of February 28, 2019

	Feb 28, 19
ASSETS	
Current Assets	
Checking/Savings	1,908,357.69
Accounts Receivable	-6.00
Other Current Assets	788,658.73
Total Current Assets	2,697,010.42
Fixed Assets	12,905,979.75
TOTAL ASSETS	15,602,990.17
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	52,197.60
Other Current Liabilities	2,713,122.76
Total Current Liabilities	2,765,320.36
Total Liabilities	2,765,320.36
Equity	12,837,669.81
TOTAL LIABILITIES & EQUITY	15,602,990.17

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Clearlake Oaks County Water District
Balance Sheet
 As of February 28, 2019

	Feb 28, 19
ASSETS	
Current Assets	
Checking/Savings	
102.001 · GL - 9122 (Old Acct. # 053420019)	230,006.07
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) - ...	985,140.40
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	1,174,140.40
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BAN...	88.98
102.02 · CRP Water - 6990	189,433.29
102.03 · CRP Sewer - 3745	314,488.95
Total Checking/Savings	1,908,357.69
Accounts Receivable	
CUSI Accounts Receivable	-6.00
Total Accounts Receivable	-6.00
Other Current Assets	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	21,680.00
130 · Const In Progress - Studies	126,256.10
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 1097...	176,790.00
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	23,357.00
Total Other Current Assets	788,658.73
Total Current Assets	2,697,010.42
Fixed Assets	
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the ...	271,686.60
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of w...	153,927.77
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of...	269,428.43
131 · Waste Water Plant	
131.1 · Pumps/Equipment	9,889.91
131 · Waste Water Plant - Other	1,532.18
Total 131 · Waste Water Plant	11,422.09
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85
123 · USDA - Sewer Plant Cap Imprvmt	4,189,959.70
127 · Water Plant	
127.2 · Harvy Vault Chlor Inject Proj	1,408.61
127.1 · Repair of Major Equipment	129,090.19
127 · Water Plant - Other	258,718.50
Total 127 · Water Plant	389,217.30
120 · District General CIP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...	1,921,549.25
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	27,331.49
120.90 · Vehicles/Generators/Trailers	202,254.54
120 · District General CIP (EQUIPMENT - WAS 1011181) - Other	13,500.00
Total 120 · District General CIP (EQUIPMENT - WAS 1011181)	2,164,635.28
122 · Bldgs/Grounds Cap Improvements	8,529,449.57
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - W...	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23

Clearlake Oaks County Water District
Balance Sheet
 As of February 28, 2019

	Feb 28, 19
124.30 · Lift Stations - Other	46,264.48
Total 124.30 · Lift Stations	112,306.71
124.50 · Mains	14,788.58
124.60 · Meters	700.00
124.90 · Water Tanks	5,215.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER ...	3,140,971.60
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...	3,273,981.93
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-7,747,170.00
Total Fixed Assets	12,905,979.75
TOTAL ASSETS	15,602,990.17
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	52,197.60
Total Accounts Payable	52,197.60
Credit Cards	
210 · Cal Card	
210.03 · Cal Card - Matt - 9988	1,622.74
210 · Cal Card - Other	-1,622.74
Total 210 · Cal Card	0.00
Total Credit Cards	0.00
Other Current Liabilities	
224 · USDA Retainage	141,412.85
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a feder...	-322.01
280 · Loan	
280.12 · USDA Loan	2,537,248.61
280.07 · Bridge Loan for Forced Main (will be reimbursed from St...	-5,650.96
280.05 · USDA Bridge Loan (Bridge loan until USDA funds becom...	-2,282.35
280.01 · Kansas State Bk - VACON	2,820.08
280.03 · Kansas State Bk - Camera Traile	-12.79
Total 280 · Loan	2,532,122.59
221 · Health Ins - EE Portion	
221.1 · EE Cobra Payments - Medical (Cobra Payments for Medica...	5,436.57
221 · Health Ins - EE Portion - Other	1,024.63
Total 221 · Health Ins - EE Portion	6,461.20
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - L...	1,895.77
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-5,694.50
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	-3,798.73
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYAB...	4,029.14
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WA...	861.93
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYRO...	1,467.00
223.60 · STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL TA...	587.17
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE...	-931.33
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTIO...	-2,884.66
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABL...	815.22
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED E...	49,102.00
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withhel...	-15,799.61
Total Other Current Liabilities	2,713,122.76
Total Current Liabilities	2,765,320.36
Total Liabilities	2,765,320.36

11

7:22 AM

03/13/19

Accrual Basis

Clearlake Oaks County Water District
Balance Sheet
As of February 28, 2019

	<u>Feb 28, 19</u>
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	6,009,715.61
304 · Opening Balance Equity (Opening balances during setup post to this...	326,612.31
306 · Retained Earnings - OLD (Undistributed earnings of the corporation -...	6,011,434.96
Net Income	489,906.93
Total Equity	<u>12,837,669.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>15,602,990.17</u></u>

Clearlake Oaks County Water District

Profit and Loss

July 2018 through February 2019

03/12/19

Accrual Basis

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL
Income					
Income					
410 · Client Reg Pmt	0.00	0.00	632,911.70	786,520.23	1,419,431.93
430 · Penalty & Interest					
430.1 · Condemnation Fund (589 Key...	0.00	0.00	301.40	0.00	301.40
430 · Penalty & Interest - Other	0.00	0.00	20,929.93	20,575.80	41,505.73
Total 430 · Penalty & Interest	0.00	0.00	21,231.33	20,575.80	41,807.13
440 · Misc Revenue	0.00	0.00	2,607.05	9,023.22	11,630.27
450 · Other - Non S/W Rev	866.77	288.92	77,991.96	78,132.36	157,280.01
Total Income	866.77	288.92	734,742.04	894,251.61	1,630,149.34
Total Income	866.77	288.92	734,742.04	894,251.61	1,630,149.34
Gross Profit	866.77	288.92	734,742.04	894,251.61	1,630,149.34
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	242,346.62	83,337.37	130,602.62	119,964.84	576,251.45
520 · FICA - District Share	20,143.57	6,078.73	9,515.01	9,161.03	44,898.34
530 · Medical Ins - Dist Share	42,429.58	16,011.14	36,252.23	14,833.68	109,526.63
540 · PERS - District Share	23,867.42	11,943.92	18,950.40	12,617.35	67,379.09
550 · Unemployment	7,200.02	0.00	0.00	0.00	7,200.02
560 · Workers Comp Ins	4,394.77	5,662.76	9,814.69	10,863.19	30,735.41
Total Salaries & EE Benefits	340,381.98	123,033.92	205,134.95	167,440.09	835,990.94
Services & Supplies					
605 · Advertising	587.50	0.00	0.00	0.00	587.50
610 · Bank Fees	12,501.69	0.00	0.00	0.00	12,501.69
620 · Communications & Internet	5,327.41	0.00	5,443.32	5,056.53	15,827.26
622 · Board Exp	5,327.79	0.00	0.00	0.00	5,327.79
630 · Equip - Office	2,349.83	229.28	236.90	767.16	3,583.17
640 · Fuel & Oil	0.00	972.11	3,061.63	2,059.81	6,093.55
645 · Insurance	0.00	0.00	22,272.50	22,272.50	44,545.00
657 · Lab	0.00	0.00	8,154.29	15,042.72	23,197.01
660 · Memberships & Subscription	774.34	0.00	26,792.62	14,237.93	41,804.89
665 · Mileage Reimb	585.67	0.00	0.00	0.00	585.67
670 · Postage & Shipping	7,466.76	0.00	56.19	155.18	7,678.13
675 · Professional Services	27,385.69	0.00	5,336.84	4,021.67	36,744.20
685 · Rents	6,832.12	0.00	8,883.72	0.00	15,715.84
690 · Safety & Security	1,278.03	3,735.55	5,101.02	6,127.08	16,241.68
700 · Tools & Instruments	0.00	645.84	252.70	1,446.72	2,345.26
703 · Supplies - Clothing & Personal	183.35	1,545.77	2,201.51	1,715.17	5,645.80
705 · Supplies - Office	4,683.05	254.43	1,329.29	1,444.50	7,711.27
715 · Supplies-Chemicals-Operating	0.00	0.00	25,887.39	54,591.60	80,478.99
720 · Supplies - Inventory - Other	0.00	1,263.18	3,491.99	985.32	5,740.49
735 · Training/Classes/Certs/ClassB	1,784.63	1,514.82	2,316.82	4,301.13	9,917.40
745 · Travel / Lodging	340.11	1,453.56	581.62	1,038.04	3,413.33
750 · Utilities	3,465.14	0.00	48,245.36	86,080.37	137,790.87
760 · Waste Disposal	353.57	0.00	35,993.83	895.31	37,242.71
795 · Yolo Co	0.00	0.00	0.00	30,604.74	30,604.74
Total Services & Supplies	81,226.68	11,614.54	205,639.54	252,843.48	551,324.24
Repairs & Replacement					
810 · R&R Buildings & Grounds	2,019.11	0.00	975.96	833.85	3,828.92
840 · R&R Vehicles	10.00	1,109.81	3,557.77	1,800.87	6,478.45
Total Repairs & Replacement	2,029.11	1,109.81	4,533.73	2,634.72	10,307.37
Total Expense	423,637.77	135,758.27	415,308.22	422,918.29	1,397,622.55
Net Income	-422,771.00	-135,469.35	319,433.82	471,333.32	232,526.79

**Clearlake Oaks Co Water District
PROJECTED BUDGET 2018-2019**

As of January 2019 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,197,975	798,650	894,605	75%	1,027,946	685,297	734,742	71%
Total Operating Expenses	1,042,052	694,701	702,621	67%	1,065,195	710,130	694,988	65%
Operating Balance (loss)	155,923	103,949	191,984		(37,249)	(24,832)	39,754	
420 Connection Rev			-				-	
435			-				-	
450 Other - Non S/W Rev	96,000	64,000	78,132	81%	85,000	56,667	77,992	92%
Depreciation Exp	125,000	83,333	83,333	67%	80,000	53,333	53,000	66%
Net Change In Net Position (loss)	126,923	84,615	186,783		(32,249)	(21,499)	64,746	

Past Revenue Notes:

440- Misc Water = Bulk Water - We have stopped selling bulk wtr as of Sept.
 450 - Other - Non S/W Rev: ATT Lease & Tax Roll
 440 Surplus of old back hoe

WestAmer Op	\$	208,248
WestAmer CRP		503,922
LAIF		1,174,140
Total	\$	1,886,310

Current Revenue Notes

450 Tax Roll Check was received

As of January 2019 Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,137,975	758,650	786,520	69%	1,014,446	676,297	632,912	62%
430 Penalty & Interest	30,000	20,000	20,930	70%	13,500	9,000	21,231	157%
440 Misc	30,000	20,000	9,023	30%	0	0	2,607	0%
Total Revenue >	1,197,975	798,650	816,473	68%	1,027,946	685,297	656,750	64%

As of January 2019 Operating Expenses	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	%	Annual	YTD	YTD	%
505 Salaries & Wages	403,406	268,937	282,807	70%	411,575	274,383	293,445	71%
510 Contracted Labor	-	-	-	0%	-	-	-	0%
520 FICA - District Share	31,879	21,252	22,273	70%	32,719	21,813	22,627	69%
530 Medical Ins - District Share	79,544	53,030	44,055	55%	108,002	72,001	65,473	61%
540 PERS - District Share	46,151	30,767	30,523	66%	48,788	32,525	36,856	76%
550 Unemployment	2,500	1,667	3,600	144%	2,500	1,667	3,600	144%
560 Workers Comp Ins	27,587	18,391	15,893	58%	22,985	15,324	14,844	65%

Salaries and Employee Benefits >	591,067	394,045	399,150	68%	626,570	417,713	436,844	70%
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605 Advertising	200	133	294	147%	200	133	294	147%
610 Bank Fees	9,010	6,007	6,251	69%	9,000	6,000	6,251	69%
620 Communications & Internet	10,000	6,667	7,721	77%	9,500	6,333	8,107	85%
622 Board Exp	5,000	3,333	2,664	53%	5,000	3,333	2,664	53%
625 Equip - Field (\$300-\$4999)	2,500	1,667	-	0%	4,000	2,667	-	0%
630 Equip - Office	3,000	2,000	2,057	69%	3,500	2,333	1,527	44%
640 Fuel & Oil	6,500	4,333	2,546	39%	4,000	2,667	3,548	89%
645 Insurance	40,000	26,667	22,273	56%	40,000	26,667	22,271	56%
650 Interest	-	-	-	0%	-	-	-	0%

1A

657	Lab	20,000	13,333	15,043	75%	25,000	16,667	8,154	33%
660	Memberships & Subscriptions	28,500	19,000	14,625	51%	25,500	17,000	27,180	107%
665	Mileage Reimb	2,250	1,500	293	13%	2,250	1,500	293	13%
670	Postage & Shipping	6,100	4,067	3,889	64%	6,050	4,033	3,790	63%
675	Professional Services	20,000	13,333	17,715	89%	20,000	13,333	19,030	95%
685	Rents	5,700	3,800	3,416	60%	15,700	10,467	12,300	78%
690	Safety & Security	4,125	2,750	8,634	209%	8,125	5,417	7,608	94%
700	Tools & Instruments	2,250	1,500	1,770	79%	5,250	3,500	576	11%
703	Supplies - Clothing & Personal	2,175	1,450	2,580	119%	2,175	1,450	3,067	141%
705	Supplies - Office	4,625	3,083	3,914	85%	5,125	3,417	3,798	74%
715	Treatment Chemicals	52,000	34,667	54,592	105%	53,000	35,333	25,887	49%
720	Supplies - Operating - Other	9,250	6,167	1,617	17%	20,750	13,833	4,124	20%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	7,250	4,833	5,951	82%	10,250	6,833	3,967	39%
745	Travel	2,000	1,333	1,935	97%	2,000	1,333	1,479	74%
750	Utilities	135,650	90,433	87,814	65%	97,750	65,167	49,978	51%
760	Waste Disposal	550	367	1,072	195%	52,250	34,833	36,171	69%
795	Yolo Co	54,600	36,400	30,605	56%				
799	Misc	-	-	-	0%				0%
Services and Supplies >		433,235	288,823	299,267	69%	426,375	284,250	252,060	59%
810	R&R Buildings & Grounds	7,500	5,000	1,844	25%	7,500	5,000	1,967	26%
815	R & R Damage Claims	5,000	3,333	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,000	1,333	-	0%	500	333	-	0%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,250	2,167	2,361	73%	4,250	2,833	4,118	97%
Repairs & Replacement >		17,750	11,833	4,205	24%	12,250	8,167	6,085	50%
Total Expenses >		1,042,052	694,701	702,621	67%	1,065,195	710,130	694,988	65%

**Clearlake Oaks Co Water District
PROJECTED BUDGET 2018-2019**

8

Target % > **67%**

As of January 2019 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,197,975	798,650	894,605	75%	1,027,946	685,297	734,742	71%
Total Operating Expenses	1,042,052	694,701	702,621	67%	1,065,195	710,130	694,988	65%
Operating Balance (loss)	155,923	103,949	191,984		(37,249)	(24,832)	39,754	
420 Connection Rev								
435								
450 Other - Non S/W Rev	96,000	64,000	78,132	81%	85,000	56,667	77,992	92%
Depreciation Exp	125,000	83,333	83,333	67%	80,000	53,333	53,000	66%
Net Change In Net Position (loss)	126,923	84,615	186,783		(32,249)	(21,499)	64,746	

Past Revenue Notes:

440- Misc Water = Bulk Water - We have stopped selling bulk wtr as of Sept.
 450 - Other - Non S/W Rev: ATT Lease & Tax Roll
 440 Surplus of old back hoe

WestAmer Op	\$	-
WestAmer CRP		-
LAIF		-
Total	\$	-

Current Revenue Notes

450 Tax Roll Check was received

As of January 2019 Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,137,975	758,650	786,520	69%	1,014,446	676,297	632,912	62%
430 Penalty & Interest	30,000	20,000	20,930	70%	13,500	9,000	21,231	157%
440 Misc	30,000	20,000	9,023	30%	0	0	2,607	0%
Total Revenue >	1,197,975	798,650	816,473	68%	1,027,946	685,297	656,750	64%

As of January 2019 Operating Expenses	Budget				Actual			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
505 Salaries & Wages	403,406	268,937	282,807	70%	411,575	274,383	293,445	71%
510 Contracted Labor				0%				0%
520 FICA - District Share	31,879	21,252	22,273	70%	32,719	21,813	22,627	69%
530 Medical Ins - District Share	79,544	53,030	44,055	55%	108,002	72,001	65,473	61%
540 PERS - District Share	46,151	30,767	30,523	66%	48,788	32,525	36,856	76%
550 Unemployment	2,500	1,667	3,600	144%	2,500	1,667	3,600	144%
560 Workers Comp Ins	27,587	18,391	15,893	58%	22,985	15,324	14,844	65%

Salaries and Employee Benefits > 591,067 394,045 399,150 68% 626,570 417,713 436,844 70%

605 Advertising	200	133	294	147%	200	133	294	147%
610 Bank Fees	9,010	6,007	6,251	69%	9,000	6,000	6,251	69%
620 Communications & Internet	10,000	6,667	7,721	77%	9,500	6,333	8,107	85%
622 Board Exp	5,000	3,333	2,664	53%	5,000	3,333	2,664	53%
625 Equip - Field (\$300-\$4999)	2,500	1,667		0%	4,000	2,667		0%
630 Equip - Office	3,000	2,000	2,057	69%	3,500	2,333	1,527	44%
640 Fuel & Oil	6,500	4,333	2,546	39%	4,000	2,667	3,548	89%
645 Insurance	40,000	26,667	22,273	56%	40,000	26,667	22,271	56%
650 Interest				0%				0%

10

657	Lab	20,000	13,333	15,043	75%	25,000	16,667	8,154	33%
660	Memberships & Subscriptions	28,500	19,000	14,625	51%	25,500	17,000	27,180	107%
665	Mileage Reimb	2,250	1,500	293	13%	2,250	1,500	293	13%
670	Postage & Shipping	6,100	4,067	3,889	64%	6,050	4,033	3,790	63%
675	Professional Services	20,000	13,333	17,715	89%	20,000	13,333	19,030	95%
685	Rents	5,700	3,800	3,416	60%	15,700	10,467	12,300	78%
690	Safety & Security	4,125	2,750	8,634	209%	8,125	5,417	7,608	94%
700	Tools & Instruments	2,250	1,500	1,770	79%	5,250	3,500	576	11%
703	Supplies - Clothing & Personal	2,175	1,450	2,580	119%	2,175	1,450	3,067	141%
705	Supplies - Office	4,625	3,083	3,914	85%	5,125	3,417	3,798	74%
715	Treatment Chemicals	52,000	34,667	54,592	105%	53,000	35,333	25,887	49%
720	Supplies - Operating - Other	9,250	6,167	1,617	17%	20,750	13,833	4,124	20%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	7,250	4,833	5,951	82%	10,250	6,833	3,967	39%
745	Travel	2,000	1,333	1,935	97%	2,000	1,333	1,479	74%
750	Utilities	135,650	90,433	87,814	65%	97,750	65,167	49,978	51%
760	Waste Disposal	550	367	1,072	195%	52,250	34,833	36,171	69%
795	Yolo Co	54,600	36,400	30,605	56%				
799	Misc	-	-	-	0%	-	-	-	0%
Services and Supplies >		433,235	288,823	299,267	69%	426,375	284,250	252,060	59%
810	R&R Buildings & Grounds	7,500	5,000	1,844	25%	7,500	5,000	1,967	26%
815	R & R Damage Claims	5,000	3,333	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,000	1,333	-	0%	500	333	-	0%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,250	2,167	2,361	73%	4,250	2,833	4,118	97%
Repairs & Replacement >		17,750	11,833	4,205	24%	12,250	8,167	6,085	50%
Total Expenses >		1,042,052	694,701	702,621	67%	1,065,195	710,130	694,988	65%

7

Administration - Budget Variance Report July 1, 2018 through June 30, 2019

Target % > **66.7%**

As of January 2019		2018-2019 Budget		Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	478,396	318,931	242,347	50.7%	236,049
510	Contracted Labor	-	-	-	-	-
520	FICA - District Share	36,932	24,621	20,144	54.5%	16,788
530	Medical Ins - District Share	99,404	66,269	42,430	42.7%	56,974
540	PERS-District Share (incl unfunded Liab, 14.5K)	51,119	34,079	23,867	46.7%	27,252
550	Unemployment	5,000	3,333	7,200	144.0%	(2,200)
560	Workers Comp Ins	17,202	11,468	4,395	25.5%	12,807
Salaries and Employee Benefits >		688,053	458,702	340,383	49.5%	347,670
605	Advertising	400	267	588	147.0%	(188)
610	Bank Fees	18,000	12,000	12,502	69.5%	5,498
620	Communications & Internet	7,000	4,667	5,327	76.1%	1,673
622	Board Exp	10,000	6,667	5,328	53.3%	4,672
625	Equip - Field (up to \$4999)	0	0	0	0.0%	0
630	Equip - Office	2,500	1,667	2,350	94.0%	150
640	Fuel & Oil	0	0	0	0.0%	0
645	Insurance	0	0	0	0.0%	0
650	Interest	0	0	0	0.0%	0
657	Outsource Lab / Internal Lab	0	0	0	0.0%	0
660	Memberships & Subscriptions	1,000	667	774	77.4%	226
665	Mileage Reimb	3,000	2,000	586	19.5%	2,414
670	Postage & Shipping	12,000	8,000	7,467	62.2%	4,533
675	Professional Services (Legal, IT, etc)	20,000	13,333	27,386	136.9%	(7,386)
685	Rents	7,400	4,933	6,832	92.3%	568
690	Safety & Security (boots)	2,500	1,667	1,278	51.1%	1,222
700	Tools & Instruments	0	0	0	0.0%	0
703	Supplies - Clothing & Personal	600	400	183	30.5%	417
705	Supplies - Office	7,000	4,667	4,683	66.9%	2,317
715	Treatment Chemicals	0	0	0	0.0%	0
720	Supplies - Operating - Other	0	0	0	0.0%	0
730	Taxes - Licenses	0	0	0	0.0%	0
735	Training, Certs (Classes, books)	3,500	2,333	1,785	51.0%	1,715
745	Travel / Lodging	2,000	1,333	340	17.0%	1,660
750	Utilities	5,500	3,667	3,465	63.0%	2,035
760	Waste Disposal	500	333	354	70.8%	146
795	Yolo Co	0	0	0	0.0%	0
799	Misc	0	0	0	0.0%	0
Services and Supplies >		102,900	68,600	81,228	78.9%	21,672
810	R&R Buildings & Grounds	5,000	3,333	2,019	40.4%	2,981
815	R & R Damage Claims	0	0	0	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	1,000	667	0	0.0%	1,000
832	R&R Mains/Service Lines	0	0	0	0.0%	0
840	R&R Vehicles (\$2k/vehicle)	500	333	10	2.0%	490
Repairs & Replacement >		6,500	4,333	2,029	31.2%	4,471
Total Expenses >		797,453	531,635	423,640	53.1%	373,813

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

630 GM's new desk, monitors, file cabinets

675 Legal Fees 589/Personnel

705 Billing Envelopes, checks and deposit slips

8 D\C - Budget Variance Report July 1, 2018 though June 30, 2019		As of January 2019		Target % >	66.7%	
Expenses		2018-2019 Budget		Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	110,068	73,378	83,337	75.7%	26,731
510	Contracted Labor	-	-	-		-
520	FICA - District Share	9,036	6,024	6,079	67.3%	2,957
530	Medical Ins - District Share	29,843	19,895	16,011	53.7%	13,832
540	PERS - District Share	21,143	14,095	11,944	56.5%	9,199
550	Unemployment	-	-	-	0.0%	-
560	Workers Comp Ins	11,194	7,462	5,663	50.6%	5,531
Salaries and Employee Benefits >		181,282	120,855	123,034	67.9%	58,248
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	0	0	-	0.0%	0
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	0	0	229	0.0%	(229)
640	Fuel & Oil	1,500	1,000	972	64.8%	528
645	Insurance	0	0	-	0.0%	0
650	Interest	0	0	-	0.0%	0
657	Outsource Lab / Internal Lab	0	0	-	0.0%	0
660	Memberships & Subscriptions	0	0	-	0.0%	0
665	Mileage Reimb	0	0	-	0.0%	0
670	Postage & Shipping	0	0	-	0.0%	0
675	Professional Services (SCADA)	0	0	-	0.0%	0
685	Rents	0	0	-	0.0%	0
690	Safety & Security (boots)	3,750	2,500	3,736	99.6%	14
700	Tools & Instruments	3,750	2,500	645	17.2%	3,105
703	Supplies - Clothing & Personal	750	500	1,546	206.1%	(796)
705	Supplies - Office	250	167	254	101.6%	(4)
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	1,500	1,000	1,263	84.2%	237
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Classes, Certs, Class B	3,000	2,000	1,515	50.5%	1,485
745	Travel / Lodging	1,000	667	1,454	145.4%	(454)
750	Utilities	0	0	-	0.0%	0
760	Waste Disposal	0	0	-	0.0%	0
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0	-	0.0%	0
Services and Supplies >		15,500	10,333	11,614	74.9%	3,886
810	R&R Buildings & Grounds	-	-	-	0.0%	-
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	-	-	-	0.0%	-
830	R&R Equipment	-	-	-	0.0%	-
832	R&R Mains/Service Lines	-	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	2,500	1,667	1,110	0.0%	1,390
Repairs & Replacement >		2,500	1,667	1,110	44.4%	1,390
Total Expenses >		199,282	132,855	135,758	68.1%	63,524

Expense Notes

505 Salaries & Wages

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

690 Safety and Security

Boots and Hep B shots for all new hires

703 Supplies Clothing & Personal

B4 resigning previous Ops Mgr ordered 8 pairs of pants for each staff

735 Training

Supv. Training, backflow, certification, hydrant valving

19

8 Sewer - Budget Variance Report July 1, 2018 through June 30, 2019 Target % > **66.7%**

As of January 2019		2018-2019 Budget		Actual	%	Total
Expenses	Annual	YTD	YTD	Spent	Remaining	
505 Salaries & Wages	172,377	114,918	130,603	75.8%	41,774	
510 Contracted Labor	-	-	-		-	
520 FICA - District Share	14,253	9,502	9,515	66.8%	4,738	
530 Medical Ins - District Share	58,300	38,867	36,252	62.2%	22,048	
540 PERS - District Share (\$14.5K Unfunded)	23,229	15,486	18,950	81.6%	4,279	
550 Unemployment	0	0		0.0%	0	
560 Workers Comp Ins	14,384	9,590	9,815	68.2%	4,569	
Salaries and Employee Benefits >	282,543	188,362	205,135	72.6%	77,408	
620 Communications & Internet	3,500	2,333	5,443	155.5%	(1,943)	
622 Board Exp	0	0		0.0%	0	
625 Equip - Field (up to \$4999)	1,500	1,000		0.0%	1,500	
630 Equip - Office	1,000	667	237	23.7%	763	
640 Fuel & Oil (Schaeffers)	1,500	1,000	3,062	204.1%	(1,562)	
645 Insurance	40,000	26,667	22,271	55.7%	17,729	
650 Interest	0	0		0.0%	0	
657 Outsource Lab / Internal Lab	25,000	16,667	8,154	32.6%	16,846	
660 Memberships & Subscriptions	25,000	16,667	26,793	107.2%	(1,793)	
665 Mileage Reimb	500	333		0.0%	500	
670 Postage & Shipping	50	33	56	112.0%	(6)	
675 Professional Services (SCADA)	10,000	6,667	5,337	53.4%	4,663	
685 Rents	12,000	8,000	8,884	74.0%	3,116	
690 Safety & Security (boots)	5,000	3,333	5,101	102.0%	(101)	
700 Tools & Instruments	5,000	3,333	253	5.1%	4,747	
703 Supplies - Clothing & Personal	1,500	1,000	2,202	146.8%	(702)	
705 Supplies - Office	1,500	1,000	1,329	88.6%	171	
715 Treatment Chemicals	53,000	35,333	25,887	48.8%	27,113	
720 Supplies-Operating-Other-Titan Tubes	20,000	13,333	3,492	17.5%	16,508	
730 Taxes - Licenses	-	-		0.0%	-	
735 Training, Classes, Certs, Class B	7,000	4,667	2,317	33.1%	4,683	
745 Travel / Lodging	500	333	582	116.4%	(82)	
750 Utilities	95,000	63,333	48,245	50.8%	46,755	
760 Waste Disposal	52,000	34,667	35,994	69.2%	16,006	
799 Misc	0	0		0.0%	0	
Services and Supplies >	360,550	240,367	205,639	57.0%	154,911	
810 R&R Buildings & Grounds	1,500	1,000	957	63.8%	543	
815 R & R Damage Claims	0	0		0.0%	0	
820 R&R Lift Stations	0	0		0.0%	0	
830 R&R Equipment	0	0	-	0.0%	0	
832 R&R Mains/Service Lines	0	0		0.0%	-	
840 R&R Vehicles (\$2k/vehicle)	4,000	2,667	3,558	89.0%	442	
Repairs & Replacement >	5,500	3,667	4,515	82.1%	985	
Total Expenses >	648,593	432,396	415,289	64.0%	233,304	

Expense Notes

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

8 Water - Budget Variance Report July 1, 2018 through June 30, 2019		2018-2019 Budget		Target % >	66.7%	
As of January 2019		Annual	YTD	Actual	%	Total
Expenses				YTD	Spent	Remaining
505	Salaries & Wages	164,208	109,472	119,965		44,243
510	Contracted Labor	0	0		73.1%	0
520	FICA - District Share	13,413	8,942	9,161	68.3%	4,252
530	Medical Ins - District Share	29,843	19,895	14,834	49.7%	15,009
540	PERS - District Share	20,591	13,728	12,617	61.3%	7,974
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	18,986	12,657	10,864	57.2%	8,122
Salaries and Employee Benefits >		247,040	164,694	167,441	67.8%	79,599
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	4,000	2,667	5,057	126.4%	(1,057)
622	Board Exp	0	0		0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630	Equip - Office	500	333	767	153.4%	(267)
640	Fuel & Oil	4,000	2,667	2,060	51.5%	1,940
645	Insurance	40,000	26,667	22,273	55.7%	17,727
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	20,000	13,333	15,043	75.2%	4,957
660	Memberships & Subscriptions	28,000	18,667	14,238	50.9%	13,762
665	Mileage Reimb	500	333		0.0%	500
670	Postage & Shipping	100	67	155	155.0%	(55)
675	Professional Services (SCADA)	10,000	6,667	4,022	40.2%	5,978
685	Rents	2,000	1,333		0.0%	2,000
690	Safety & Security (boots)	1,000	667	6,127	612.7%	(5,127)
700	Tools & Instruments	2,000	1,333	1,447	72.4%	553
703	Supplies - Clothing & Personal	1,500	1,000	1,715	114.3%	(215)
705	Supplies - Office	1,000	667	1,445	144.5%	(445)
715	Treatment Chemicals	52,000	34,667	54,592	105.0%	(2,592)
720	Supplies - Operating - Other	8,500	5,667	985	11.6%	7,515
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Classes, Certs, Class B	4,000	2,667	4,301	107.5%	(301)
745	Travel / Lodging	500	333	1,038	207.6%	(538)
750	Utilities	132,900	88,600	86,081	64.8%	46,819
760	Waste Disposal	300	200	895	298.3%	(595)
795	Yolo Co	54,600	36,400	30,605	56.1%	23,995
799	Misc	0	0		0.0%	0
Services and Supplies >		367,400	244,933	252,846	68.8%	114,554
810	R&R Buildings & Grounds	5,000	3,333	834	16.7%	4,166
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0			0
830	R&R Equipment	1,500	1,000	-	0.0%	1,500
832	R&R Mains/Service Lines	0	0		0.0%	-
840	R&R Vehicles (\$2k/vehicle)	3,000	2,000	1,801	60.0%	1,199
Repairs & Replacement >		9,500	6,333	2,635	27.7%	6,865
Total Expenses >		623,940	415,960	422,922	67.8%	201,018
690	Safety & Security	Purchase of Abestos storage bin for disposal of all old water pipes \$1,989.42				
840	R & R Vehicles	V-27 brakes and rotors				
620	Communications - Internet	I pads for new billing software				
690	Safety & Security	Abestos Storage, new locks for plant doors				

Clearlake Oaks County Water District
CRP/CIP Profit and Loss
 July 2018 through February 2019

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
Income					
Income					
425 · CRP (Capital Replacment Plan)	0.00	245,793.71	235,062.96	480,856.67	480,856.67
430 · Penalty & Interest	0.00	4,061.89	5,322.11	9,384.00	9,384.00
450 · Other - Non S/W Rev	0.00	288.95	288.92	577.87	577.87
Total Income	0.00	250,144.55	240,673.99	490,818.54	490,818.54
Total Income	0.00	250,144.55	240,673.99	490,818.54	490,818.54
Gross Profit	0.00	250,144.55	240,673.99	490,818.54	490,818.54
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	58,669.64	36,245.68	94,915.32	94,915.32
520 · FICA - District Share	0.00	4,476.16	2,772.81	7,248.97	7,248.97
530 · Medical Ins - Dist Share	0.00	5,961.61	5,961.61	11,923.22	11,923.22
540 · PERS - District Share	0.00	6,537.00	6,550.84	13,087.84	13,087.84
560 · Workers Comp Ins	0.00	3,187.57	4,112.35	7,299.92	7,299.92
Total Salaries & EE Benefits	0.00	78,831.98	55,643.29	134,475.27	134,475.27
Services & Supplies					
620 · Communications & Internet	0.00	201.59	201.57	403.16	403.16
625 · Equip - Field (\$300-\$4999)	0.00	647.80	27.60	675.40	675.40
640 · Fuel & Oil	0.00	5,451.75	5,404.67	10,856.42	10,856.42
675 · Professional Services	0.00	12,509.54	75.00	12,584.54	12,584.54
685 · Rents	0.00	1,262.88	0.00	1,262.88	1,262.88
690 · Safety & Security	0.00	763.11	331.97	1,095.08	1,095.08
700 · Tools & Instruments	0.00	2.17	2.17	4.34	4.34
715 · Supplies-Chemicals-Operating	630.05	0.00	0.00	630.05	630.05
720 · Supplies - Inventory - Other	0.00	7,923.66	3,125.05	11,048.71	11,048.71
Total Services & Supplies	630.05	28,762.50	9,168.03	38,560.58	38,560.58
Repairs & Replacement					
810 · R&R Buildings & Grounds	0.00	9,522.36	202.42	9,724.78	9,724.78
820 · R&R Lift Stations	0.00	0.00	1,465.02	1,465.02	1,465.02
830 · R&R Equipment	2,262.29	27,736.38	4,886.11	34,884.78	34,884.78
832 · R&R Mains and Sewer Lines	0.00	4,712.03	983.41	5,695.44	5,695.44
840 · R&R Vehicles	0.00	5,240.73	6,188.27	11,429.00	11,429.00
Total Repairs & Replacement	2,262.29	47,211.50	13,725.23	63,199.02	63,199.02
Total Expense	2,892.34	154,805.98	78,536.55	236,234.87	236,234.87
Net Income	-2,892.34	95,338.57	162,137.44	254,583.67	254,583.67

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

SEWER-CRP

Target % > **66.7%**

As of January 2019

Summary	Annual	YTD	Actual YTD		
			Amount	%	
SEWER CRP Revenue	392,097	261,398	240,674	61.4%	0%
SEWER CRP Expenses	202,488	134,992	78,537	38.8%	0%
USDA Annual Payment	129,000	86,000	28,110	next installment will be 6/1/19	
Short term depreciation reserve	30,000	20,000	20,000		
Operating Balance (loss)	30,609	20,406	114,027		

Expenses	2018 - 2019 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	45,929	30,619	36,246	78.9%	9,683
510 Contracted Labor	-	-	-	-	-
520 FICA - District Share	3,762	2,508	2,773	73.7%	989
530 Medical Ins - District Share	10,571	7,048	5,962	56.4%	4,609
540 PERS - District Share	2,629	1,753	6,551	249.2%	(3,922)
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	4,596	3,064	4,112	89.5%	484
Salaries and Employee Benefits >	67,488	44,992	55,644	82.5%	11,844
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	3,333	202	4.0%	4,798
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	2,500	1,667	28	1.1%	2,472
630 Equip - Office	2,500	1,667	-	0.0%	2,500
640 Fuel & Oil	5,000	3,333	5,405	108.1%	(405)
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	75	0.0%	(75)
685 Rents	-	-	-	0.0%	-
690 Safety & Security (boots)	0	0	332	0.0%	(332)
700 Tools & Instruments	0	0	2	0.0%	(2)
703 Supplies - Clothing & Personal	0	0	-	0.0%	0
705 Supplies - Office	0	0	-	0.0%	0
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	8,500	5,667	3,125	36.8%	5,375
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training, Certs (classes, books)	0	0	-	0.0%	0
745 Travel / Lodging	0	0	-	0.0%	0
750 Utilities	0	0	-	0.0%	0
760 Waste Disposal	0	0	-	0.0%	0
795 Yolo Co	0	0	-	0.0%	0
799 Misc	0	0	-	0.0%	0
Services and Supplies >	23,500	15,667	9,169	39.0%	14,331
810 R&R Buildings & Grounds	35,000	23,333	202	0.6%	34,798
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	13,333	1,465	7.3%	18,535
830 R&R Equipment	5,000	3,333	4,886	97.7%	114
832 R&R Mains/Service Lines	25,000	16,667	983	3.9%	24,017
840 R&R Vehicles (\$2k/vehicle)	26,500	17,667	6,188	23.4%	20,312
Repairs & Replacement >	111,500	74,333	13,724	12.3%	97,776
Total Expenses >	202,488	134,992	78,537	38.8%	123,951

690 Safety Cones for road work

830 Replacement of Rotors 1 & 2 bearings

23

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

8 **WATER - CRP** Target % > **66.7%**

As of January 2019

Summary	Annual	YTD	Amount	%
WATER CRP Revenue	394,332	262,888	250,145	63.4%
WATER CRP Expenses	166,911	111,274	154,808	92.7%

Short term depreciation reserve 30,000 20,000 20,000

Operating Balance **197,421** **131,614** **75,337**

Expenses		2018 - 2019 Budget		Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	41,508	27,672	58,670		(17,162)
510	Contracted Labor	0	0		141.3%	0
520	FICA - District Share	3,396	2,264	4,476	131.8%	(1,080)
530	Medical Ins - District Share	10,571	7,048	5,962	56.4%	4,609
540	PERS - District Share	2,327	1,551	6,537	280.9%	(4,210)
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	4,110	2,740	3,188	77.6%	922
Salaries and Employee Benefits >		61,911	41,274	78,833	127.3%	(16,922)
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	5,000	3,333	202	4.0%	4,798
622	Board Exp	0	0		0.0%	0
625	Equip - Field (up to \$4999)	2,500	1,667	648	25.9%	1,852
630	Equip - Office	2,500				
640	Fuel & Oil	5,000	3,333	5,452	109.0%	(452)
645	Insurance	0	0		0.0%	0
650	Interest	0	0		0.0%	0
657	Outsource Lab / Internal Lab	0	0		0.0%	0
660	Memberships & Subscriptions	0	0		0.0%	0
665	Mileage Reimb	0	0		0.0%	0
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services Leak Chk	10,000	6,667	12,510	0.0%	(2,510)
685	Rents	0	0	1,263	0.0%	(1,263)
690	Safety & Security (boots)	0	0	763	0.0%	(763)
700	Tools & Instruments	0	0	2	0.0%	(2)
703	Supplies - Clothing & Personal	0	0		0.0%	0
705	Supplies - Office	0	0		0.0%	0
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	8,500	5,667	7,924	93.2%	576
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	0	0		0.0%	0
745	Travel / Lodging	0	0		0.0%	0
760	Waste Disposal	0	0		0.0%	0
799	Misc	0	0		0.0%	0
Services and Supplies >		33,500	20,667	28,764	85.9%	4,736
810	R&R Buildings & Grounds	15,000	10,000	9,522	63.5%	5,478
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	3,333	27,736	554.7%	(22,736)
832	R&R Mains/Service Lines	25,000	16,667	4,712	18.8%	20,288
840	R&R Vehicles (\$2k/vehicle)	26,500	17,667	5,241	19.8%	21,259
Repairs & Replacement >		71,500	47,667	47,211	66.0%	24,289
Total Expenses >		166,911	109,608	154,808	92.7%	12,103

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

2A

Clearlake Oaks County Water District
Capital Improvements
As of February 28, 2019

Date	Name	Memo	Class	Amount
130 - Const In Progress - Studies				
07/31/2018	Badger Meter	22759	Loan/Grant:...	33.00
08/31/2018	Badger Meter	22759	Loan/Grant:...	33.00
09/29/2018	Badger Meter		Loan/Grant:...	33.00
10/31/2018	Badger Meter	22759	Loan/Grant:...	33.00
10/31/2018	AES - Analytical Envir...	Water Reclamation ...	Loan/Grant:...	962.50
11/30/2018	Badger Meter		Loan/Grant:...	33.00
11/30/2018	Badger Meter	3 additional meter p...	Loan/Grant:...	216.00
12/15/2018	AES - Analytical Envir...	Services thru 11/30/18	Loan/Grant:...	1,157.50
12/27/2018	Badger Meter	Pilot mtr units	Loan/Grant:...	249.00
12/31/2018	Lake Co Record-Bee	Classified ad - Notic...	Loan/Grant:...	195.49
01/01/2019	AES - Analytical Envir...	Services through 12/...	Loan/Grant:...	853.65
01/07/2019	MC Engineering, Inc	Last of Env. Study fo...	Loan/Grant:...	320.00
01/30/2019	Badger Meter	Services for January...	Loan/Grant:...	249.00
02/26/2019	County of Lake - Clerk	CDFW filing fee - No...	CRP:Sewer	2,404.75
02/28/2019	Badger Meter	Service for January ...	Loan/Grant:...	249.00
Total 130 - Const In Progress - Studies				7,021.89
131 - Waste Water Plant				
131.1 - Pumps/Equipment				
07/05/2018	Southwest Products	Water pump, fan pull...	CRP:Sewer	572.16
08/13/2018	MROSUPPLY	ROTOR #1 TAPER ...	CRP:Sewer	2,017.24
09/04/2018	ECS House Industries...	Replace rotor #2 bea...	CRP:Sewer	1,017.85
11/09/2018	Industrial Electric Mot...	Dredging pump - em...	CRP:Sewer	6,282.66
Total 131.1 - Pumps/Equipment				9,889.91
131 - Waste Water Plant - Other				
12/11/2018	Pace	Misc SS fittings - in...	CRP:Sewer	773.40
12/14/2018	Pace	Misc SS fittings	CRP:Sewer	-392.86
12/19/2018	Pace		CRP:Sewer	-2.32
01/02/2019	ECS House Industries...	Replaced gearbox o...	CRP:Sewer	1,153.96
Total 131 - Waste Water Plant - Other				1,532.18
Total 131 - Waste Water Plant				11,422.09
126 - Forcemain (phase 1) Cap. Imprv.				
Total 126 - Forcemain (phase 1) Cap. Imprv.				
123 - USDA - Sewer Plant Cap Imprvmt				
07/02/2018	Adams Ashby	May - General admin...	Loan/Grant:...	540.00
07/02/2018	Adams Ashby	USDA SEWER - JU...	Loan/Grant:...	1,980.00
07/07/2018	MC Engineering, Inc	USDA Wastewater E...	Loan/Grant:...	30,760.88
07/24/2018	T & S Construction Co...		Loan/Grant:...	301,356.88
08/01/2018	Adams Ashby	Payment Processing...	Loan/Grant:...	810.00
08/03/2018	MC Engineering, Inc		Loan/Grant:...	24,600.66
08/24/2018	T & S Construction Co...	Payment #12	Loan/Grant:...	91,627.50
09/01/2018	Adams Ashby	August 2018	Loan/Grant:...	945.00
09/17/2018	MC Engineering, Inc	USA Wastewater En...	Loan/Grant:...	16,687.10
09/30/2018	T & S Construction Co...	Pymt #13	Loan/Grant:...	261,292.60
10/01/2018	Adams Ashby	September chgs	Loan/Grant:...	765.00
10/01/2018	T & S Construction Co...		Loan/Grant:...	249,460.76
10/05/2018	MC Engineering, Inc	USDA Wastewater E...	Loan/Grant:...	11,883.67
11/01/2018	Adams Ashby	October service	Loan/Grant:...	1,080.00
11/03/2018	MC Engineering, Inc	USDA Wastewater E...	Loan/Grant:...	10,398.38
11/27/2018	T & S Construction Co...	10/27/18 thru 11/27/...	Loan/Grant:...	57,237.50
12/01/2018	USDA Rural Develop...	USDA - Payment #3 ...	Loan/Grant:...	33,764.08
12/01/2018	Adams Ashby	Nov 2018 service for...	Loan/Grant:...	1,440.00
12/04/2018	MC Engineering, Inc	USDA -Sewer Plant ...	Loan/Grant:...	11,107.55
01/01/2019	Adams Ashby	December 2018	Loan/Grant:...	1,170.00
01/04/2019	MC Engineering, Inc	USDA Wasterwater ...	Loan/Grant:...	2,165.58
01/31/2019	Adams Ashby Inv. #...		Loan/Grant:...	-1,080.00
01/31/2019	MC Engineering Inv. ...		Loan/Grant:...	-10,398.38
01/31/2019	T&S Const - Inv. #15		Loan/Grant:...	-57,237.50
02/01/2019	Adams Ashby	January service	Loan/Grant:...	3,195.00
02/01/2019	T & S Construction Co...	WWTP - Retention ...	Loan/Grant:...	191,990.49
02/07/2019	Adams Ashby Inv #2...		Loan/Grant:...	-1,440.00
02/07/2019	Adams Ashby Inv. #...		Loan/Grant:...	-1,170.00
02/07/2019	MC Engineering Inv ...		Loan/Grant:...	-11,107.55
02/07/2019	MC Engineering Inv. ...		Loan/Grant:...	-2,165.58
02/07/2019	T & S Inv. #16 (Rete...		Loan/Grant:...	-191,990.49

Clearlake Oaks County Water District
Capital Improvements
As of February 28, 2019

03/13/19

Accrual Basis

Date	Name	Memo	Class	Amount
Total 123 · USDA - Sewer Plant Cap Imprvmt				1,029,668.93
127 · Water Plant				
127.1 · Repair of Major Equipment				
07/06/2018	Williams Radiator	New core for 25K Ge...	CRP:Sewer	612.68
07/11/2018	Amazon	113-0986928-61450...	CRP:Water	369.06
07/12/2018	ECS House Industries...	Stubshaft, plate seal	CRP:Sewer	484.61
07/12/2018	ECS House Industries...	Over pay check #32...	CRP:Sewer	-152.65
07/12/2018	Santa Clara Systems	Replacement drive ...	CRP:Water	2,409.34
08/03/2018	EASA Industrial Electr...	Rebuild motor WTP	CRP:Water	3,992.59
08/21/2018	Pace	P.O. #4543 - WELL ...	CRP:Water	467.21
09/05/2018	CineMeade Engineering	Repair of Flsh mixer	CRP:Water	619.00
09/12/2018	J&J Pumps	Pump Inspection- R...	CRP:Water	800.00
09/28/2018	Pacific Ozone	Approved SM 9/6/18...	CRP:Water	50,279.26
09/28/2018	J&J Pumps	Hi Service PP #1 scr...	CRP:Water	800.00
10/17/2018	Lake County Electric ...	VFP for high service ...	CRP:Water	3,785.93
10/17/2018	Lake County Electric ...	Starter	CRP:Water	1,627.83
10/18/2018	Ozone Water System...	Repair/Service AirSe...	CRP:Water	12,465.02
10/24/2018	Instrumart	Ultrasonic Flow Mete...	CRP:Water	9,523.80
11/09/2018	Lake County Electric ...	Starter transformer ...	CRP:Water	1,809.43
12/04/2018	USA BlueBook	Colormeter Assembl...	GL:Sewer	549.62
12/06/2018	Pace	Adapter, bolt, gasket...	CRP:Water	820.56
12/12/2018	Williamson Engineering	Neptune motor - pol...	CRP:Water	818.32
12/13/2018	Lake County Electric ...	Shady VFO-Electric...	CRP:Water	1,362.08
12/17/2018	Mendo Mill	Flashmixer	CRP:Water	174.78
12/18/2018	Mendo Mill	Tools for flashmixer ...	CRP:Water	130.65
12/18/2018	Mendo Mill	Flashmixer	CRP:Water	60.81
01/10/2019	Commercial Pump & ...	Sand blast/powder c...	CRP:Water	960.00
01/10/2019	Commercial Pump & ...	Repair HSP1 Pump/...	CRP:Water	10,364.50
02/01/2019	Lake County Electric ...	High service pump &...	CRP:Water	6,595.88
02/14/2019	Commercial Pump & ...	Replacement motor f...	CRP:Water	7,566.22
02/27/2019	Telstar Instruments	Flow meter for filter ...	CRP:Water	9,793.66
Total 127.1 · Repair of Major Equipment				129,090.19
127 · Water Plant - Other				
11/26/2018	Pacific Ozone	Approved SM 9/6/18	CRP:Water	1,481.80
11/27/2018	Pacific Ozone	Ozone Sam Photom...	CRP:Water	451.53
11/30/2018	Pace	Install flash mixer	CRP:Water	220.55
12/03/2018	Muniquip, LLC	Flash Mixer	CRP:Water	26,598.00
02/01/2019	Telstar Instruments	Furnish/install flow ...	CRP:Water	5,869.69
02/01/2019	Telstar Instruments	Calibration of flowm...	CRP:Water	1,440.00
Total 127 · Water Plant - Other				36,061.57
Total 127 · Water Plant				165,151.76
120 · District General CIP (EQUIPMENT - WAS 1011181)				
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)				
09/29/2018	Verizon Wireless	X2 lpads, cases, pro...	GL:Water	1,281.94
09/29/2018	Verizon Wireless	X2 lpads, cases, pro...	GL:Water	1,165.41
09/29/2018	Verizon Wireless	X2 lpads, cases, pro...	GL:Sewer	1,165.41
09/29/2018	Verizon Wireless	X1 lpad, cases, prot...	GL:Water	510.67
10/02/2018	Verizon Wireless	842219116-00001	GL:Water	-225.30
10/02/2018	Verizon Wireless	842219116-00001	GL:Sewer	-225.29
10/15/2018	Grainger	Cerrito surge tank co...	CRP:Water	1,396.93
12/13/2018	Pace	Pipe cutting system f...	CRP:Water	4,341.68
Total 120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...				9,411.45
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
09/28/2018	Nor-Cal Telecom	New phone system	GL:Admin	3,411.49
Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				3,411.49
120.90 · Vehicles/Generators/Trailers				
12/04/2018	HOLT AG SOLUTIONS	KUBOTA 4WD Utilit...	CRP:Sewer	13,728.00
01/18/2019	Greenbergs Quality M...	Used - 2016 Chevy ...	CRP:Sewer	24,900.00
01/18/2019	Greenbergs Quality M...	Used - 2016 Chevy ...	CRP:Water	12,750.00
01/18/2019	Greenbergs Quality M...	Used - 2015 Chevy ...	CRP:Water	19,000.00
01/18/2019	Greenbergs Quality M...	Used - 2016 Chevy ...	CRP:Sewer	12,750.00
Total 120.90 · Vehicles/Generators/Trailers				83,128.00

Clearlake Oaks County Water District
Capital Improvements
 As of February 28, 2019

Date	Name	Memo	Class	Amount
120 · District General CIP (EQUIPMENT - WAS 1011181) - Other				
10/12/2018	CUSI	Additional field and a...	GL:Sewer	750.00
10/12/2018	CUSI		GL:Water	750.00
Total 120 · District General CIP (EQUIPMENT - WAS 1011181) - Other				1,500.00
Total 120 · District General CIP (EQUIPMENT - WAS 1011181)				97,450.94
122 · Bldgs/Grounds Cap Improvements				
10/20/2018	Frontier Farm and Lan...	Landscaping Admin ...		5,990.00
Total 122 · Bldgs/Grounds Cap Improvements				5,990.00
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)				
124.30 · Lift Stations				
124.31 · Lift Station 7 Bypass				
Total 124.31 · Lift Station 7 Bypass				
124.30 · Lift Stations - Other				
Total 124.30 · Lift Stations - Other				
Total 124.30 · Lift Stations				
124.50 · Mains				
Total 124.50 · Mains				
124.60 · Meters				
Total 124.60 · Meters				
124.90 · Water Tanks				
Total 124.90 · Water Tanks				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other				
08/14/2018	Pace	WELL HEAD REPL...	CRP:Water	2,543.55
09/28/2018	Pollard Water	20 - Hydrant locks	CRP:Water	1,991.05
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				4,534.60
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				4,534.60
125 · Land - Dist. Cap. Improvements				
Total 125 · Land - Dist. Cap. Improvements				
129 · ALLOW. FOR DEPRECIATION				
Total 129 · ALLOW. FOR DEPRECIATION				
210 · Cal Card				
08/30/2018		Funds Transfer		3,080.42
08/30/2018		Funds Transfer		8,345.43
09/30/2018				-11,129.64
Total 210 · Cal Card				296.21
TOTAL				1,321,536.42



CRP PC *6192

Current \$0.00
Available **\$0.00

CRP SEWER *3745

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

GENERAL LEDGER *9122

Current \$208,247.94
Available **\$240,046.48

PC ESCROW *6184

Current \$0.00
Available **\$0.00

CRP WATER *6990

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

BALANCE TOTALS

Total Deposit Accounts \$712,170.18

*This balance may include overdraft or line of credit funds

Make a Payment

Make paying bills fast and easy

Pay your bills on one screen in seconds.

Sign up for payments

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Android Apps for mobile phones and tablets on Google Play
Amazon app store for the Kindle Fire tablet

Get Help with Taxes



Beat the tax deadline.

No need to stress. TurboTax is ready to help you finish your taxes fast and on time.



Purchase Rewards

You currently have no rewards available. Check back soon.

CRP PC change account

How does this work?

Calendar for March 2019 with date 18 highlighted

TurboTax price increase in March

Over to Accounts



No outside accounts added.



Money Management

Budgets made easy!



Handwritten initials

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

www.treasurer.ca.gov/pmia-laif/laif.asp
March 18, 2019

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

PMIA Average Monthly Yields

Account Number:
90-17-001

Tran Type Definitions

February 2019 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	1,174,140.40
Total Withdrawal:	0.00	Ending Balance:	1,174,140.40

Aged Accounts Receivable

As of 03/18/2019

<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>
\$56,007.35	\$15,249.08	\$9,222.01	\$9,236.57	\$117,899.80	<u>\$207,614.81</u>

Total number of accounts with open balances: 741

These totals include all accounts on the Tax Roll

Clearlake Oaks County Water District
Payroll Summary
February 2019

	<u>Hours</u>	<u>Rate</u>	<u>Feb 19</u>
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-17.75	30.63	-709.44
CTO Used	2.63	18.81	-103.16
Holiday	93.25	18.02	2,208.99
Holiday Worked (x2.5)	10.75	45.05	432.34
Overtime (x1.5)	208.25	27.03	7,125.14
PTO	142.05	18.02	4,120.37
Straight	2,121.25	18.02	52,773.53
Board			400.00
Duty Pay			4,165.00
Total Gross Pay	2,560.43		70,412.77
Deductions from Gross Pay			
ACWA (pre-tax)			-1,972.98
AFLAC (pre-tax)			-254.16
AFLAC (taxable) AFTER TAX			-235.20
CALPers 457			-450.00
CALPers EE (Pretax)			-3,342.18
Total Deductions from Gross Pay			-6,254.52
Adjusted Gross Pay	2,560.43		64,158.25
Taxes Withheld			
Federal Withholding			-3,967.00
Medicare Employee			-988.68
Social Security Employee			-4,227.53
CA - Withholding			-1,424.52
CA - Disability			-681.89
Total Taxes Withheld			-11,289.62
Deductions from Net Pay			
Miscellaneous Deduction			-20.00
Total Deductions from Net Pay			-20.00
Net Pay	2,560.43		52,848.63
Employer Taxes and Contributions			
Medicare Company			988.68
Social Security Company			4,227.53
Total Employer Taxes and Contributions			5,216.21

Clearlake Oaks County Water District

Trial Balance

As of February 28, 2019

	Feb 28, 19	
	Debit	Credit
102.001 · GL - 9122	230,006.07	
102.04 · DWR - CHECKING	200.00	
101 · LAIF - CASH IN BANK	985,140.40	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	189,433.29	
102.03 · CRP Sewer - 3745	314,488.95	
CUSI Accounts Receivable		6.00
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	21,680.00	
130 · Const In Progress - Studies	126,256.10	
130 · Const In Progress - Studies:130.75 · SCADA	0.00	
132 · CIP SEWER	366,081.00	
132 · CIP SEWER:132.05 · CIP SEWER LABOR	0.00	
135 · CIP WATER	74,033.00	
135 · CIP WATER:135.02 · Aircon Project	0.00	
135 · CIP WATER:135.05 · Backwash Pump Filters #2-#3	0.00	
135 · CIP WATER:135.10 · High Valley Project 2013	0.00	
135 · CIP WATER:135.20 · CIP WATER LABOR	0.00	
111 · INVENTORY - WATER	155.04	
114 · ACCOUNTS RECEIVABLE.	176,790.00	
115 · PRE-PAID INSURANCE	23,357.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
128 · Sewer Infrstrcture & Rehab Proj	271,686.60	
121 · Wtr Dist & Wtr Storage Projects	153,927.77	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Project - D...	115,500.66	
131 · Waste Water Plant	1,532.18	
131 · Waste Water Plant:131.1 · Pumps/Equipment	9,889.91	
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85	
123 · USDA - Sewer Plant Cap Imprvmt	4,189,959.70	
USDA Project	0.00	
127 · Water Plant	258,718.50	
127 · Water Plant:127.2 · Harvy Vault Chlor Inject Proj	1,408.61	
127 · Water Plant:127.1 · Repair of Major Equipment	129,090.19	
120 · District General CIP	13,500.00	
120 · District General CIP:120.01 · General Equipment/Tools	1,921,549.25	
120 · District General CIP:120.60 · Office	27,331.49	
120 · District General CIP:120.75 · SCADA	0.00	
120 · District General CIP:120.90 · Vehicles/Generators/Trailers	202,254.54	
122 · Bldgs/Grounds Cap Improvements	8,529,449.57	
124 · D/C System Cap Improvements	3,140,971.60	
124 · D/C System Cap Improvements:124.30 · Lift Stations	46,264.48	
124 · D/C System Cap Improvements:124.30 · Lift Stations:124.31...	66,042.23	
124 · D/C System Cap Improvements:124.50 · Mains	14,788.58	
124 · D/C System Cap Improvements:124.60 · Meters	700.00	
124 · D/C System Cap Improvements:124.90 · Water Tanks	5,215.04	
125 · Land - Dist. Cap. Improvements	299,770.00	
129 · ALLOW. FOR DEPRECIATION		7,747,170.00
200 · ACCOUNTS PAYABLE		52,197.60
210 · Cal Card	1,622.74	
210 · Cal Card:210.13 · WAB - Jeremy - 2499	0.00	
210 · Cal Card:210.12 · WAB- Francisco - 2481	0.00	
210 · Cal Card:210.11 · WAB - Dan - 2507	0.00	
210 · Cal Card:210.10 · WAB - Dianna - 2473	0.00	
210 · Cal Card:210-09 · Cal Card - Francisco - 5855	0.00	
210 · Cal Card:210-08 · Cal Card - Dan - 5848	0.00	
210 · Cal Card:210-07 · Cal-Card - Jeremy - 5863	0.00	
210 · Cal Card:210.06 · Cal Card - Jason 3879	0.00	
210 · Cal Card:210.05 · Cal Card - Dan - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - Alan - 7397	0.00	
210 · Cal Card:210.01 · Cal Card - Iris - 2083	0.00	
210 · Cal Card:210.02 · Cal Card - Larry - 0010	0.00	
210 · Cal Card:210.03 · Cal Card - Matt - 9988		1,622.74
224 · USDA Retainage		141,412.85
223.56 · FEDERAL PAYROLL TAX PENALTY	322.01	
280 · Loan:280.12 · USDA Loan		2,537,248.61
280 · Loan:280.07 · Bridge Loan for Forced Main	5,650.96	

32

Clearlake Oaks County Water District

Trial Balance

As of February 28, 2019

03/13/19
Accrual Basis

	Feb 28, 19	
	Debit	Credit
280 · Loan:280.05 · USDA Bridge Loan	2,282.35	
280 · Loan:280.01 · Kansas State Bk - VACON		2,820.08
280 · Loan:280.03 · Kansas State Bk - Camera Traile	12.79	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion		1,024.63
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical		5,436.57
222 · Direct Deposit Liabilities	0.00	
223 · COMP DUMP ACCOUNT	0.00	
223 · COMP DUMP ACCOUNT:223.01 · ADMIN - COMP USED	0.00	
223 · COMP DUMP ACCOUNT:223.02 · SEWER - COMP USED	0.00	
223 · COMP DUMP ACCOUNT:223.03 · WATER - COMP USED	0.00	
223.15 · GARNISHMENTS	5,694.50	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEB...	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SH...		1,895.77
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation Time	0.00	
223.25 · Vacation Dump Account:223.27 · Sewer - Vacation	0.00	
223.25 · Vacation Dump Account:223.28 · Water - Vacation	0.00	
223.30 · Sick Dump Account	0.00	
223.30 · Sick Dump Account:223.31 · Admin - Sick	0.00	
223.30 · Sick Dump Account:223.32 · Sewer - Sick	0.00	
223.30 · Sick Dump Account:223.33 · Water - Sick	0.00	
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE		4,029.14
223.50 · MEDICARE TAX PAYABLE		861.93
223.55 · FEDERAL PAYROLL TAX WITHHOLDING		1,467.00
223.60 · STATE PAYROLL TAX WITHHOLDING		587.17
223.65 · STATE DISABILITY PAYABLE	931.33	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	2,884.66	
223.80 · DEFERRED COMP PAYABLE	0.00	
223.85 · MISC DEDUCTIONS PAYABLE		815.22
223.90 · COMPENSATED EMPLOYEE BENEFITS		49,102.00
24000 · Payroll Liabilities	15,799.61	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		6,009,715.61
304 · Opening Balance Equity		326,612.31
306 · Retained Earnings - OLD		6,011,434.96
500 · 2017 Storms:500.4 · CalOES Payment		727.00
Income:410 · Client Reg Pmt		1,419,556.49
Income:425 · CRP		482,824.67
Income:430 · Penalty & Interest		50,889.73
Income:430 · Penalty & Interest:430.1 · Condemnation Fund (589 ...		301.40
Income:435 · Loans/Grants:435-6 · Inflow & Infiltration Construct		67,858.00
Income:435 · Loans/Grants:435-5 · USDA Contruction Grant	0.00	
Income:440 · Misc Revenue		11,630.27
Income:450 · Other - Non S/W Rev		157,857.88
140 · Flood 2019	11,662.76	
134 · WTP Meter & X-Connection Proj.	3,143.34	
133 · Harvey Storage Tank - Water	3,293.33	
Loans/Grants:903 · WTP, Meters, and Backflow	1,475.08	
Salaries & EE Benefits:507 · Severance Pay	26,640.00	
Salaries & EE Benefits:545 · CALPers 457		375.00
Salaries & EE Benefits:505 · Salaries & Wages	671,166.77	
Salaries & EE Benefits:520 · FICA - District Share	52,147.31	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	121,449.85	
Salaries & EE Benefits:540 · PERS - District Share	80,466.93	
Salaries & EE Benefits:550 · Unemployment	7,200.02	
Salaries & EE Benefits:560 · Workers Comp Ins	38,035.33	
Services & Supplies:605 · Advertising	587.50	
Services & Supplies:610 · Bank Fees	12,501.69	
Services & Supplies:620 · Communications & Internet	16,230.42	
Services & Supplies:622 · Board Exp	5,327.79	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	675.40	
Services & Supplies:630 · Equip - Office	3,583.17	
Services & Supplies:640 · Fuel & Oil	16,949.97	

7:46 AM

03/13/19

Accrual Basis

Clearlake Oaks County Water District

Trial Balance

As of February 28, 2019

	Feb 28, 19	
	Debit	Credit
Services & Supplies:645 · Insurance	44,545.00	
Services & Supplies:657 · Lab	23,197.01	
Services & Supplies:660 · Memberships & Subscription	41,804.89	
Services & Supplies:665 · Mileage Reimb	585.67	
Services & Supplies:670 · Postage & Shipping	7,678.13	
Services & Supplies:675 · Professional Services	49,328.74	
Services & Supplies:685 · Rents	16,978.72	
Services & Supplies:690 · Safety & Security	17,336.76	
Services & Supplies:700 · Tools & Instruments	2,349.60	
Services & Supplies:703 · Supplies - Clothing & Personal	5,645.80	
Services & Supplies:705 · Supplies - Office	7,711.27	
Services & Supplies:715 · Supplies-Chemicals-Operating	81,109.04	
Services & Supplies:720 · Supplies - Inventory - Other	16,789.20	
Services & Supplies:735 · Training/Classes/Certs/ClassB	9,917.40	
Services & Supplies:745 · Travel / Lodging	3,413.33	
Services & Supplies:750 · Utilities	137,790.87	
Services & Supplies:760 · Waste Disposal	37,242.71	
Services & Supplies:795 · Yolo Co	30,604.74	
Services & Supplies:799 · Misc	11,129.64	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct cl...	1,694.67	
Repairs & Replacement:850 · CRP:850.3 · Paradise Cove	2,156.22	
Repairs & Replacement:810 · R&R Buildings & Grounds	13,553.70	
Repairs & Replacement:820 · R&R Lift Stations	1,465.02	
Repairs & Replacement:830 · R&R Equipment	40,385.81	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	6,319.57	
Repairs & Replacement:840 · R&R Vehicles	18,203.34	
66000 · Payroll Expenses	640.00	
TOTAL	25,087,480.63	25,087,480.63

3A

1:04 PM

03/18/19

Clearlake Oaks County Water District
A/P Aging Summary
As of March 18, 2019

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Alpha Analytical Labs	266.00	0.00	0.00	0.00	0.00	266.00
AT&T 555 6	105.13	0.00	0.00	0.00	0.00	105.13
CASH	10.19	16.21	0.00	0.00	0.00	26.40
MC Engineering, Inc	11,784.88	0.00	0.00	0.00	0.00	11,784.88
Pace	0.00	-14,212.12	0.00	0.00	0.00	-14,212.12
Pacific Ozone	13,576.25	0.00	0.00	0.00	0.00	13,576.25
Roto-Rooter of Lake County	0.00	8,287.50	0.00	0.00	0.00	8,287.50
T & S Construction Co. Inc.	0.00	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL	<u><u>25,742.45</u></u>	<u><u>4,091.59</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>29,834.04</u></u>

35

Account Payable Breakdown

Date: 3/18/2019

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger	\$286,029.33	\$208,247.94	\$240,046.48
CRP Water	\$189,433.29	\$189,433.29	\$189,433.29
CRP Sewer	\$314,488.95	\$314,488.95	\$314,488.95
CRP PC	\$0.00	\$0.00	\$0.00
PC Escrow	\$0.00	\$0.00	\$0.00
LAIF Balance	\$1,174,140.40		
Current A/P Aging	\$29,834.04		
ACWA Health Ins			
WAB Credit Card			
TOTAL	\$29,834.04		

NOTES:

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

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

FEBRUARY 21, 2019

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 4:00 p.m.

Pledge of Allegiance

Roll Call

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

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

Public comment on non-agenda items

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

Consent Items

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

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

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

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

4. **Bills**

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

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

5. **Agenda (Old Business)**

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

Action Taken: NO ACTION

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

Action Taken: NO ACTION

6. **Agenda (New Business)**

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

Action Taken: Motion to approve applying for a bridge loan with Co Bank to have ready until grant monies become available
ARCHACKI/BOUCHER M/S/C
AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI
NOES: NONE
ABSENT: MEDEIROS

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

Action Taken: Motion to purchase six (6) Titan tubes for the Wastewater Plant from Ryan Process in the amount of \$14,943.22, including shipping, not including taxes
ARCHACKI/BOUCHER M/S/C
AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI
NOES: NONE
ABSENT: MEDEIROS

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

Action Taken: Motion to approve 3 metal equipment garages located at the Wastewater Plant from American Carports, Inc. in the amount of \$24,001.12, including tax
BOUCHER/HIGMAN M/S/C
AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI
NOES: NONE
ABSENT: MEDEIROS

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

Action Taken: NO ACTION

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

Action Taken: Motion to approve the Jensen Road Repair proposal from Case Excavating, Inc in the amount of \$26,000.00

BOUCHER/HIGMAN M/S/C

AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI

NOES: NONE

ABSENT: MEDEIROS

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

Action Taken: NO ACTION

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

Action Taken: Motion to approve Resolution 19-01 amending the employee handbook.

ARCHACKI/BOUCHER M/S/C

AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI

NOES: NONE

ABSENT: MEDEIROS

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

Action Taken: Motion to approve Resolution 19-02 approving the Recycled Water Feasibility Study

BOUCHER/HIGMAN M/S/C

AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI

NOES: NONE

ABSENT: MEDEIROS

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

Action Taken: NO ACTION

- j. Discussion and consideration to start purchasing meters

Action Taken: Motion to give MC Engineering permission to do a propaganda study

BOUCHER/HIGMAN M/S/C

AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI

NOES: NONE

ABSENT: MEDEIROS

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

Action Taken: Motion to approve up to 6 hours review and edit of the employee handbook

ARCHACKI/BOUCHER M/S/C

AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI

NOES: NONE

ABSENT: MEDEIROS

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

Action Taken: Motion to surplus the 2008 Ford Ranger
ARCHACKI/HIGMAN M/S/C
AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI
NOES: NONE
ABSENT: MEDEIROS

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

Action Taken: Motion to deny appeal request for 13901 Hickory Lane
BOUCHER/HIGMAN M/S/C
AYES: HOSIER/HIGMAN/BOUCHER/ARCHACKI
NOES: NONE
ABSENT: MEDEIROS

Motioned to adjourn at 7:10 PM by Director Higman

SIGNED: _____ ATTESTED TO: _____
Karl Hosier, Vice President Olivia Mann, Board Secretary



MC Engineering, Inc.

9294 Madison Ave
Orangevale, CA 95662

Invoice

Date	Invoice #
3/5/2019	1731

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	4/4/2019	Sewer Infrastructure and Design	
Description	Qty	Rate	Amount	
Operations Management Engineer, John Pedri, PE	22	160.00	3,520.00	
Project Manager, Mark Carey, PE	4.5	165.00	742.50	
Assistant Engineer, Jared P. Nelson	4	120.00	480.00	
Administrative Support	2	65.00	130.00	
210 mi @ \$0.545mi 2/21 John	210	0.545	114.45	
EDEA Inv 1021		395.50	395.50	
EDEA Inv 1022		6,169.80	6,169.80	
OV Copy 31288		232.63	232.63	
		Total	\$11,784.88	
		Payments/Credits	\$0.00	
		Balance Due	\$11,784.88	

138- 5/6 inflow & infiltration cost

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

Roto-Rooter of Lake County

P.O. Box 1340
 Kelseyville, CA 95451-1340
 707.279.9461 707.279.0899 fax
 License # 432915

Invoice






Date	Invoice #
15-Feb-2019	57983A

Bill To
Clearlake Oaks Water Company P.O. Box 709 Clearlake Oaks, California 998-3322 998-3322


Site Info
lift station #2 lift station #2 Clearlake Oaks, California 95423

Technicians MendocinoWorker

P.O. No.	Terms	Project
	30 DAYS	

Hours	Description	Rate	Tax	Amount
25.50	Emergency waste water pumping	\$ 325.00	\$ 0.00	\$ 8,287.50
Emergency wastewater pumping. Dump sewage at Oaks treatment plant.			Tax	\$ 0.00
If you would like to leave a yelp review at the link below we would appreciate it. It helps us give you a better service. Mention the review next time you need us and receive 5% off a one hour service call.			Total	\$ 8,287.50
https://www.yelp.com/biz/roto-rooter-plumbing-and-drain-services-kelseyville-7			Payment	\$ 0.00
    			Due	\$ 8,287.50

Job not Guaranteed

820-CP-5 

Thank you for your business!

1032-IND-828510

Quotation Developed Especially for:

Daniel Larson
Clearlake Oaks County Water
PO BOX 709
Clearlake Oaks, CA 95423
Phone: 7073503436

Prepared on 3/14/2019 by:

Robert Hurt
Cell: 530-341-4233
390 W Kentucky Ave
Woodland CA 95695
Phone: 530-662-1024
Fax: 530-662-1030

www.rainforrent.com



AB



Sale Quotation

Woodland

www.rainforrent.com

390 W Kentucky Ave
Woodland CA 95695
Phone: 530-662-1024
Fax: 530-662-1030

Quotation Number: 1032-IND-828510
Prepared By: Robert Hurt

Job Description:
Clearlake Oaks County Water District to Purchase Used
coated bilevel 21,000 gallon tanks
Tank #1 asset
Tank #2 asset

Customer: Clearlake Oaks County Water
Customer ID: 105807
Address: PO BOX 709
City/State: Clearlake Oaks, CA 95423
Contact: Daniel Larson
Office: 7073503436
Fax:

Location:
12545 Highway 20
Clearlake Oaks, CA 95423

Sale Sub Total: \$23,437.75

Sub Total: \$23,437.75

Recommended Optional Items - Rental: \$0.00
Recommended Optional Items - Sales: \$0.00
Does not include sales tax

Accept Decline Initial

By checking Accept and initialing customer is acknowledging that the additional
cost for the above items will be added to the grand total.

Table with 2 columns: Description and Amount. Rows include Est. Delivery Hauling (\$1,200.00), Est. Pick-up Hauling (\$0.00), Est. Install Labor (\$250.00), Est. Removal Labor (\$0.00), Est. Services (\$292.00), Est. Air Quality Fee (\$0.00), Est. Rev Air Quality Fee (-\$0.00), Est. Enviro Recovery Fee (\$0.00), Est. Rev Enviro Recovery Fee (-\$0.00).

Recommended Optional Item - RPP: \$0.00

(Does Not Include Sales Tax)

Grand Total: \$25,179.75

Date Prepared: 3/14/2019

Valid Until: 4/13/2019

Customer

Date

By signing this quotation, customer represents that he/she has read and agreed to both the Statement of Work and Scope of Agreement sections,
and is also agreeing to the grand total amount listed above, plus any recommended optional items if checked and initialed.
If customer requires a Purchase Order number to process and submit payment, it must be supplied to Rain for Rent at the time of acceptance of
this quotation. Please insert Purchase Order number here: _____

Rental Protection Plan

I have received and reviewed the Rental Protection Plan Agreement incorporated as the last page of this estimate. By initialing this paragraph, I
understand that I am agreeing to enter into and be bound by the terms of the Rental Protection Plan Program Agreement and that I am authorized
to enter into this Agreement on behalf of Customer. FOR ALL RENTALS OF EQUIPMENT, EXCEPT THOSE SPECIFICALLY EXCLUDED, YOU
MAY EITHER SHOW PROOF OF PROPERTY INSURANCE IN ACCORDANCE WITH INSURANCE REQUIREMENTS AND RENTAL
AGREEMENT, OR PURCHASE THE RENTAL PROTECTION. THE PURCHASE OF THE RENTAL PROTECTION PLAN FOR RENTALS OF
EQUIPMENT IS NOT MANDATORY AND MAY BE DECLINED IF YOU HAVE PROOF OF ALL RISK PROPERTY INSURANCE AS REQUIRED
BY CONTRACT.

Initial here: _____

AA



Sale Quotation

Woodland

www.rainforrent.com

390 W Kentucky Ave
Woodland CA 95695
Phone: 530-662-1024
Fax: 530-662-1030

Quotation Number: 1032-IND-828510

This quotation has not been flagged as PREVAILING WAGE.

Sale Items

Qty	Unit	Item	Description	Unit Price	Extension
1	Each	M240	21,000 gallon Bilevel Coated Used	\$10,944.94	\$10,944.94
1	Each	M240	21,000 Gallon Bilevel Coated Used	\$10,944.94	\$10,944.94
1	Each	M240	Shipping from long beach 1 tank	\$1,547.87	\$1,547.87

Sale Sub Total: \$23,437.75

Sub Total: \$23,437.75

AS



Sale Quotation

Woodland

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390 W Kentucky Ave
Woodland CA 95695
Phone: 530-662-1024
Fax: 530-662-1030

Quotation Number: 1032-IND-828510

SELECT A TEMPLATE

Statement of Work

*****ALL SERVICES WILL BE BILLED AS TIME & MATERIAL*****

Background:

Customer requesting a Quote for the purchase of a two 21,000 gallon bilevel coated USED tanks.

Scope:

Rain for Rent will Sell Two used 21,000 gallon Bi-Level Tank's as is where is.
Tank #1 ASSET Number - 239959
Tank #2 ASSET Number -239132
Bring in Tank #1 from Stockton Ca
Bring in Tank #2 from Long Beach CA
Once quote is Signed and approved rain for rent will drag and drop tanks to Clearlake Oaks County Water District
12545 Highway 20 Clearlake Oaks, CA 95423

References Materials:

Sale of Two used Bi-Level Tank's 21,000 gallon coated.

Operating Parameters:

Rain for Rent has provided this proposal for a equipment Sale.

Rain for Rent Responsibilities:

Rain for Rent Exclusions:

All warranty

Additional Information:

40



Sale Quotation

Woodland

www.rainforrent.com

390 W Kentucky Ave
Woodland CA 95695
Phone: 530-662-1024
Fax: 530-662-1030

Quotation Number: 1032-IND-828510

Scope of Agreement

If Customer has entered into a Master Service Agreement with Rain for Rent and there is a conflict between the terms and conditions of this Scope of Agreement and the Customer's Master Service Agreement, then the terms and conditions in the Customer's Master Service Agreement signed by Rain for Rent will prevail.

Availability of products and services is subject to change without notice.

The rental period begins the day the equipment is delivered and continues until returned to originating Rain for Rent facility unless agreed to in writing before the rental period begins. A Cycle is defined as 4 weeks or 28 days which is our standard billing period. The weekly and/or daily rate for equipment quoted will be listed in the products grid when products are eligible for less than cycle rates. Payment terms are net 30 days from invoice date. Interest at the rate of 18% per year shall be charged on any past due invoice.

A Fuel Surcharge will be calculated and invoiced based on the diesel fuel price as published by the Department of Energy on <https://www.eia.gov/petroleum/gasdiesel/>

An Environmental Recovery Fee shall apply to all rental charges invoiced for the duration of the rental pursuant to this quote/Estimate to help offset direct and indirect costs associated with regulatory compliance, obtaining permits, and obtaining licenses. California Air Quality Fee will be added to the cost of diesel pumps used in California only. This is a State mandated fee.

Customer is prohibited from deducting retention from Rain for Rent invoices and charging Rain for Rent liquidated damages.

Customer is responsible for flushing and cleaning tanks, roll off boxes, pipelines, pumps, filters and other Rain for Rent equipment prior to return unless specifically agreed to by both parties in writing.

The Terms and Conditions of the Rain For Rent Rental and Acute Hazardous Waste Agreements, Credit Application/Master Rental & Sales Agreement, Invoice and this Quotation (also known as the Rain for Rent Rental/Sale Estimate as may be referenced in any Master Service Agreement, Blanket Purchase Order, or any other contractual document executed between the parties) contain the complete and final agreement between Rain For Rent and Customer and no other agreement in any way modifying or adding to any of said Terms and Conditions will be binding upon Rain For Rent unless made in writing and signed by a Rain For Rent Corporate Officer or Rain for Rent authorized representative.

The Customer cannot alter the equipment without Rain for Rent's prior written approval. Customer is responsible for equipment, repairs, maintenance and damage, excluding normal wear and tear or damage caused by Rain for Rent. All returned equipment is subject to inspection by Rain for Rent personnel. Damages and accrued rent will be invoiced to Customer while equipment is out of service for repairs. The Customer is responsible for damage caused by reactive, corrosive or abrasive material; including, but not limited to sand, sodium hydroxide, chlorine, and acids. Customer must notify Rain for Rent immediately of any spill so that any necessary repairs to the system can be made and to minimize service interruption. The Customer assumes all risks of loss due to operation and use of the equipment. Customer will provide "all risk" property insurance for rented equipment.

Customer shall pay Rain For Rent additional expenses caused by unforeseen or changing conditions, including, but not limited to, soil, underground conditions, rock formations, environmental conditions, weather events, regulations or restrictions, hard pan, boulders, cesspools, gas lines, water lines, drain pipes, underground electrical conduits or other above ground or underground obstructions.

All equipment rented or used products sold are provided "AS IS, WHERE IS" in their present condition. Rain for Rent makes no warranties, expressed or implied of any kind whatsoever with respect to the equipment or products. Customer agrees that customer is renting equipment or purchasing used products based on their judgment and evaluation, without reliance upon any statements of representations by Rain for Rent, and that Rain for Rent is not responsible for any defects in their operation or for any repairs, parts or services, unless otherwise noted.

All new products sold are provided without warranty beyond the terms of such warranty offered by the manufacturer, if any. Customer must comply with all original manufacturer's terms and conditions for any warranty claims that may arise. Neither Rain for Rent nor the manufacturer warranties the product if it has failed due to corrosion, misuse or damage; (2) it has been altered, repaired or modified in any way that would adversely affect its operation; or (3) it was installed or operated other than in accordance with manufacturer's operating instructions. Products supplied by Rain for Rent are warranted to be free from any defect in workmanship and material under conditions of normal use and service. Rain for Rent's obligation under this warranty is limited to replacing or repairing at the designated manufacturer's or Rain for Rent facility any part or parts returned to it with transportation charges prepaid, which Rain for Rent determines in its sole discretion to be defective.

This Quotation excludes any additional costs to Rain for Rent associated with Owner Controlled Insurance (OCIP) or WRAP insurance programs that will be added to Rain For Rent's prices.

De-watering, Roll-off, Vacuum boxes and similar equipment are not liquid tight. Rentee accepts full responsibility for all losses, damages and costs caused by or arising out of spills, leakage or discharge from this equipment. Rain for Rent will not be held liable for any structural or soils subsidence. This Quotation is valid for 30 days and is subject to credit approval.

RENTAL PROTECTION PLAN PROGRAM AGREEMENT

If you elect to maintain All Risk Property Insurance coverage, and the certificate of insurance You provide to Rain for Rent to evidence Your insurance coverage expires or is cancelled for any reason, You agree Rain for Rent may charge RPP for Your rentals until such time as You provide an acceptable and valid certificate of insurance to Rain for Rent.

This Rental Protection Plan Program Agreement (this "RPP Agreement") is entered into between the undersigned Rentor and Rentee in relation to the Master Rental and Sales Agreement (MRSA) between Rentor and Rentee. If Rentee has checked or initialed, as applicable, the Rental Protection Plan Program (the "RPP Program") box on the quote, then Rentee has opted-in to the RPP Program and this RPP Agreement shall supplement the MSRA whether or not executed by Rentee. Rentee understands and agrees that the RPP Program is not insurance and that the RPP Program provides only limited coverage, as described below.

1. Cost; Deductible; Maximum Coverage; Rentee shall pay a fee equal to 14 percent (14%) of the rental charge for each covered item, which fee shall be listed on each invoice during which period Rentee has opted to participate in the RPP Program. In the event of a Covered Occurrence, as defined below, Rentee shall further be responsible for the lesser of \$500 or 10 percent (10%) of the total loss, as a deductible. The maximum coverage available under the RPP Program is \$150,000 per Covered Occurrence, whether or not there is more than one piece of equipment involved in the occurrence.

2. Coverage; The RPP Program provides coverage only for losses involving Covered Equipment, as defined below, in the following instances: fire that was not caused by Rentee's gross negligence or willful misconduct; theft for which a police report was filed, and that occurred despite Rentee's reasonable precautions to protect and secure the covered equipment; and vandalism for which a police report was filed (individually, "Covered Occurrence," and collectively, "Covered Occurrence"). The RPP Program provides coverage only for the following types of equipment: pumps, tanks, generators, light towers, filtration, boxes, heaters, pipe, and fittings ("Covered Equipment"). Coverage does not extend to any equipment not owned by Rentor such as re-rented equipment.

3. Exclusions; The RPP program does not cover any equipment or event of loss that is not specifically described in Section 2. Without limiting the foregoing, the RPP Program does not provide coverage for the following: misuse of equipment; willful abuse of equipment; failure to maintain equipment; failure to secure items from theft (including but not limited to failing to store items in a fenced, locked area or failing to maintain personnel on site); damage or theft while in transit to or from a jobsite; corrosion from any source; any damage caused by named storm events; any instance that occurs while the account is not in good standing, such as a default as defined in the MRSA or upon written notice of non-payment; and any occurrence not reported to Rentor within 24 hours after the occurrence. The RPP program does not provide coverage for: spillguards, hoses, electronic equipment (controls, instrumentation, and wiring), sprinklers, wheel wash systems, Freezesentry items, tires, or electric submersible pumps.

4. Claims; All claims must be submitted within 24 hours of the Covered Occurrence. Rentor's mechanic will inspect the equipment following any claim. The mechanic's findings as to the cause of the damage and cost of repair will be final. In the event of a theft or vandalism, Rentee must also provide supporting evidence that the site was secured at the time of loss.