

**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

JUNE 20, 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.

PUBLIC NOTICE

Notice is hereby given of a public meeting to solicit public comment regarding the intent of the Clearlake Oaks County Water District to apply for United States Department of Agriculture (USDA) funding in the amount of \$ 6,000,000 for the purpose of completing the Harvey Storage Tank and Water Facilities Project. The total project costs, including planning, design, and construction management will not exceed \$6,000,000 with the application contribution being a combination of a 40% grant and a low interest loan in the amount of \$ 2,400,000 and 3,600,000, respectively. The USDA funding and required debt service for the \$ 3,600,000 loan amount will be repaid over a 40-year period with the proposed method of repayment being a combination of rate surcharges along with reserve and capital improvement funds. The public meeting will be held on June 20, 2019 at 2:00 p.m.in the board room located at 12952 E. Hwy 20. The Water Master Plan can be reviewed at the Administration Office located at 12952 E. Hwy. 20. The public is encouraged to attend and offer comments regarding the Project and USDA funding application.

AGENDA

Call to Order – 2:00 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 the loan/grant with USDA for the Harvey Tank installation and Water Facilities Project

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. May 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 05-16-19

4. **Bills**

- a. MC Engineering invoice number 1781, dated 6/5/19, in the amount of \$31,369.00 for the USDA Meters and Water Tank PER (USDA application for water projects)
- b. T & S Construction invoice number 1, dated 3/29/19, in the amount of \$51,775.00 for the Lift Station Rehab Project
- c. T & S Construction invoice number 2, dated 6/3/19, in the amount of \$79,277.50 for the Lift Station Rehab Project

Action Taken: _____

5. **Agenda (Old Business)**

- a. Discussion and update from CSA 16 committee regarding the completion of Annexation

Action Taken: _____

- b. Discussion and consideration of accepting the completed USDA Waste Water Treatment Plant Project

Action Taken: _____

6. **Agenda (New Business)**

- a. Discussion and preparation of District wide power outages

Action Taken: _____

- b. Discussion and consideration of purchasing 5 new SWAN AMI Turbiwell Analyzers that are used to measure turbidity in the amount of \$19,750.00 plus tax and shipping

Action Taken: _____

- c. Discussion and consideration of the Water Loss Evaluation and Detection Report

Action Taken: _____

- d. Discussion and approval of the 2019-2020 District Budget

Action Taken: _____

- e. Discussion and review of Yolo contract

Action Taken: _____

- f. Discussion and consideration of applying for a bridge loan with RCAC and Westamerica Bank until state funds become available for the Waste Water Infrastructure Improvement Project phases 2 and 3

Action Taken: _____

- g. Discussion and approval of Resolution 19-04, Authorizing Agent for USDA Water Projects

Action Taken: _____

Closed Session **Time:** _____

- a. Discussion and evaluation of Customer Service Lead, pursuant to Government Code Section 54957 (b)(1)

Action Taken: _____

- b. Discussion and evaluation of the General Manager, pursuant to Government Code Section 54957 (b)(1)

Action Taken: _____

Open Session **Time:** _____

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)

June 20th, 2019 - Board Letter

Billing Department

- ∂ Received \$2,284.12 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).
- ∂ Also received our County of Lake tax roll check in the amount of \$70,502.42 wherein \$15,989.42 directly paid off delinquent/closed accounts.
- ∂ All CSA 16 accounts have been entered into our NEW billing software and New Owner packets were mailed out the days prior to turning on service 5/29/2019.
- ∂ I am happy to report after a very long process of transitioning to the new billing software, UMS, we are LIVE! UMS provided us with over 100 different training modules, and I have been working with the girls in the office for hands on training when needed. Transitioning to UMS has taken majority of my time over the last several weeks and even months, so I am eager to focus on other things as we move forward.
- ∂ The final round of backflow letters will be going out this week, I am also happy to report that our backflow testing has only lasted 4 months this year and we were able to get almost all results back in with the exception of an estimated 15 letters going out this week!
- ∂ I have begun training Susie to advance to a CSR II with the knowledge of billing, she has taken on several small tasks to start her training and has been a huge asset to the department. My goal is to have her fully trained on billing no later than the end of this year.

Administration

- ∂ Dianna and I have been working on the beginning stages of the 218, I have sent over the documents requested regarding our current rate structures and billing information.
- ∂ Currently working with MC Engineering to obtain date for a current Water Audit, the last one as done in 2014.

A

Board Letter June 20, 2019

Dear CLOCWD Board Members,

I apologize for not submitting a board letter last month, the following information will cover both months' May and June.

The DC crew has been quite busy this month with repairs, including

- 8" main break repair at Lakeland and Lake St.
- Pulling two new service lines from the main to the meter box, due to large leaks.
 - The leak on Hwy 20 was causing a pothole to form
 - The leak on McBride which is proving to be the reason Pluth tank was not recovering at a satisfactory rate.
- Several other small service line repairs.

New meters were installed at Paradise Cove and water was turned on to CSA 16 on May 29th, creating additional sampling and monitoring.

Several vehicles needed repaired:

- The main Vac-con required a mobile mechanic due to a red check engine light, turned out to be the crank case filter.
- The Dodge required a water pump replaced with thermostat.
- V29 had the AC fixed.

All field staff had flagger training and competent person training, and with the heat upon us I have instructed my staff to take a heat prevention course through Target Solutions.

With all the leaks and repairs, the portable out-house has been much appreciated.

D/C staff has currently taken over dosing all the tanks, and I am currently working on an updated distribution plan which will include additional daily, weekly, monthly, and annual tasks.

Respectfully yours,

Chief Distribution & Collection

Jeremy Backus



Water Treatment Plant

Algae and Cyanobacteria seasons are fast approaching with the warmer weather which means we will be putting many of our enhanced systems and updated laboratory practices to the test. We are continuing to upgrade the plant with additional systems and evaluating changes to our approach for dealing with Disinfection By Products (DBPs) such as Trihalomethanes (TTHMs) and Halo-acetic Acids (HAA5s) which can be produced during the treatment process. In the past, when the Algae died-off, the PH levels of the lake would be elevated to a point where our treatment processes would be challenged requiring enhanced treatment. To combat the elevated PH, when it does occur, we will have a new system in place for regulating the PH, keeping it in a more manageable range. We are also researching steps to circumvent the possibilities of producing DBPs during the treatment process with the use of Sodium Permanganate rather than Sodium Hypochlorite (Chlorine) as our pre-disinfectant which is proving to be very promising. There are several Treatment Plants around the lake already using Permanganate very successfully.

We are continuing to monitor the annexation of Paradise Valley to ensure a successful transition for the residents and facilitate the integration with our overall system. Of course, no project as complicated as this one is without a few snags, but they are being addressed as they present themselves. These include some electrical issues at the tank site which need to be addressed before the Gridbee Aeration system can be scheduled for installation. We have also found it necessary to order two new booster pumps for the services above the tank site because the electrical wiring is insufficient for the load demands and damaged the existing pumps.

The District's water losses are still very much in the forefront as we continue to formulate the programs for addressing what we have determined to be the four primary origins of water loss. We have currently established protocols for evaluating the SCADA trends for abnormal traces which could indicate theft at our fire hydrants, and we have also constructed our 'low flow analyzer' so our Distribution personnel can actually test suspect water meters for lower flow issues.

The Redwood Storage tanks are an all too familiar 'origin of loss' but I don't believe the actual volume of water lost at each site has ever been discussed. Pluth tank

would be almost impossible to calculate since the tank services such a large rate payer base, but Cerrito lost approximately 680+ thousand gallons last year which is slightly more than ½ the water pumped to the tank. The fourth, and possibly the most problematic 'origin of loss' is the distribution system and it's 66 miles of assorted types and sizes of pipe. We have turned over the GE Portable Flowmeter to Distribution and they will be establishing some type of program going forward to tackle this formidable endeavor.

The end of this fiscal year is only days away which, to the rank-and-file is an end point where we can look back at the past year and weight our accomplishments and short-comings, our successes and setbacks while looking forward to a new year with renewed inspiration and commitment to make a great place to work, even better. I personally take a great deal of pride being associated with such a great organization and an amazing group of individuals. Thank You

X

CLEARLAKE OAKS COUNTY WATER DISTRICT
Wastewater Treatment Plant Report
JUNE 2019

Reporting Period: MAY 2019

From: Francisco Castro, CPO

To: Clearlake Oaks County Water District Board of Directors

June 14, 2019

The total flows for the month of May were 20.029 MG averaging 646,00 gallons/day. The total gallons treated were 18.448 MG averaging 595,000 gallons/day. This averaged at 413 gallons/min. All treated effluent that left the plant through our pipe line was in compliance with our WDR. The lake averaged 7.49' Rumsey gauge which is still at an elevated level which is why we are receiving high volumes of influent.

During this month we conducted 2nd quarter ground water monitoring which included our Matrix Spikes and Duplicate samples. All wells were sampled. Prior to sampling on the 23rd, it was recommended to Disinfect as per our Groundwater Monitoring Well Disinfection and Re-Development Workplan prepared by Dean Enderlin. As recommended well #2 and #3 were disinfected with 150 mg/l by pouring down the inside of the well along the edge of the casing and agitating within the well. The following day, the pump for the well is disinfected, returned to the well and operated until no chlorine can be detected in the purge water. Re-Development of the wells will also occur as we approach 3rd quarter. Please note that this procedure is to comply with the notice of violation sent to us by the State on March 28, 2019 which also included this workplan to be submitted by the 15th. This workplan was submitted to the state on the 10th. I will continue to report on this matter as we continue to comply with our workplan.

We are happy to have Anthony Casanova as part of our team. His start date was on the 28th. I will continue to work closely and make sure that the proper training is received. At this time the plant is working very good. All maintenance has been completed for the month.

Thank you,
Francisco Castro
Chief Plant Operator

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Clearlake Oaks County Water District
June 20, 2019

After Staff filled, disinfected, flushed and sampled the pipeline, water was finally turned on to CSA 16 on May 29th. A very long journey coming to an end. Thank you to the District Staff that pulled graveyard shifts, worked through lunches, and worked together to make this happen. Admin staff has been fielding many calls and emails regarding new tenant fees and social security numbers, I am in hopes these come to an end soon and all applications turned in. Jan and I are working to together to tie up the loose ends.

The budget is on this months' agenda for final approval. It is hard to believe that a new fiscal year is here again. However, I have to say that I am looking forward to starting a fresh year and excited about what the District will accomplish in the upcoming months.

Constructions meetings have started every Tuesday for the Lift Stations and the Inflow and Infiltration Improvements, phases 2 and 3.

All field staff was trained in traffic control and flagging in May which will help keep some work in-house instead of contracting work out.

The sinkhole on Hwy 20 was repaired by Case Excavation with no problems and the Cal-Trans permit has been filed complete.

There have been a couple of good size leaks around the District, however, the D/C staff has worked hard getting them fixed.

I attended a FEMA training course for the emergency declaration for the 2019 floods. It is only for a six day window, however, I will be working with FEMA to see how far in advance they will cover for flood preparation.

Please refer to individual department letters for additional details.

GRANTS:

- ❖ Phases two and three are now underway with T & S mobilized and working. Letters were sent out to neighbors of LS 7 informing them of the construction.
- ❖ I am still working with MC Engineering to start the procedures for applying for the USDA Water Project.

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

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Summary Balance Sheet

As of May 31, 2019

	<u>May 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	1,864,503.53
Accounts Receivable	-6.00
Other Current Assets	<u>1,756,354.67</u>
Total Current Assets	<u>3,620,852.20</u>
Fixed Assets	<u>12,116,211.13</u>
TOTAL ASSETS	<u><u>15,737,063.33</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	47,004.65
Credit Cards	11,602.57
Other Current Liabilities	<u>3,515,955.65</u>
Total Current Liabilities	<u>3,574,562.87</u>
Total Liabilities	<u>3,574,562.87</u>
Equity	<u>12,162,500.46</u>
TOTAL LIABILITIES & EQUITY	<u><u>15,737,063.33</u></u>

Balance Sheet

As of May 31, 2019

	May 31, 19
ASSETS	
Current Assets	
Checking/Savings	
102.001 · GL - 9122 (Old Acct. # 053420019)	208,874.67
102.04 · DWR - CHECKING	200.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	
CIP Deposits 2014	189,000.00
101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550) - Other	992,505.49
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	1,181,505.49
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK CHEC...	88.98
102.02 · CRP Water - 6990	176,891.32
102.03 · CRP Sewer - 3745	296,943.07
Total Checking/Savings	1,864,503.53
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)	29,609.68
130 · Const In Progress - Studies	127,000.10
132 · CIP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	983,511.67
135 · CIP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	249,148.33
111 · INVENTORY - WATER (INVENTORY - WATER - WAS 1057100)	155.04
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1097010)	351,149.26
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	15,474.00
Total Other Current Assets	1,756,354.67
Total Current Assets	3,620,852.20
Fixed Assets	
138 · USDA Water Improvements	16,315.00
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Force M...	306,119.68
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distrib...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distr...	153,927.77
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water d...	269,428.43
131 · Waste Water Plant	
131.1 · Pumps/Equipment	10,842.84
131 · Waste Water Plant - Other	54,263.79
Total 131 · Waste Water Plant	65,106.63
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85
123 · USDA - Sewer Plant Cap Imprvmt	4,192,724.65
USDA Project	238,835.93
127 · Water Plant	
127.3 · Hwy 20 and Garden Court Repair (Service line under Hwy 20 started leak...	285.25
127.2 · Harvy Vault Chlor Inject Proj	1,408.61
127.1 · Repair of Major Equipment	177,077.82
127 · Water Plant - Other	183,529.50
Total 127 · Water Plant	362,301.18
120 · District General CIP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 101...	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

Balance Sheet
As of May 31, 2019

	May 31, 19
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011...	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	46,264.48
Total 124.30 · Lift Stations	112,306.71
124.50 · Mains	14,788.58
124.60 · Meters	700.00
124.90 · Water Tanks	5,215.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1...	3,140,971.60
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WA...	3,273,981.93
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-8,856,056.00
Total Fixed Assets	12,116,211.13
TOTAL ASSETS	15,737,063.33
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	47,004.65
Total Accounts Payable	47,004.65
Credit Cards	
210 · Cal Card	
210.13 · WAB - Jeremy - 2499	4,243.68
210.12 · WAB- Francisco - 2481	2,892.63
210.11 · WAB - Dan - 2507	1,893.11
210.10 · WAB - Dianna - 2473	2,573.15
210.03 · Cal Card - Matt - 9988	1,622.74
210 · Cal Card - Other	-1,622.74
Total 210 · Cal Card	11,602.57
Total Credit Cards	11,602.57
Other Current Liabilities	
224 · USDA Retainage	141,412.85
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal tax de...	-322.01
280 · Loan	
280.12 · USDA Loan	3,299,903.54
280.03 · Kansas State Bk - Camera Traile	-12.79
Total 280 · Loan	3,299,890.75
221 · Health Ins - EE Portion	
221.1 · EE Cobra Payments - Medical (Cobra Payments for Medical Covera...	5,436.57
221 · Health Ins - EE Portion - Other	-2,187.35
Total 221 · Health Ins - EE Portion	3,249.22
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAKE CO ...	7,590.27
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-7,590.27
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	0.00
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - INS ...	-180.60
223.80 · DEFERRED COMP PAYABLE (- WAS 2097190)	16,533.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - WAS...	1,303.26
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLOYE...	54,922.20
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or acc...	-853.02
Total Other Current Liabilities	3,515,955.65
Total Current Liabilities	3,574,562.87
Long Term Liabilities	
226 · USDA Int Pymnt-Swr Clarifier	24,240.15

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Balance Sheet
As of May 31, 2019

	May 31, 19
225 · USDA Payment - Sewer Clarifier	-24,240.15
Total Long Term Liabilities	0.00
Total Liabilities	3,574,562.87
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	5,956,568.19
304 · Opening Balance Equity (Opening balances during setup post to this accoun...	-335,247.69
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS ...	5,627,602.88
Net Income	913,577.08
Total Equity	12,162,500.46
TOTAL LIABILITIES & EQUITY	15,737,063.33

	Admin (GL)	DC (GL)	Sewer (GL)	Water (GL)	Total GL
Income					
Income					
410 · Client Reg Pmt	0.00	0.00	884,592.56	1,063,476.57	1,948,069.13
420 · Connection Fees	0.00	0.00	0.00	10,000.00	10,000.00
430 · Penalty & Interest					
430.1 · Condemnation Fund (589 Key...	0.00	0.00	418.57	0.00	418.57
430 · Penalty & Interest - Other	0.00	0.00	29,734.73	29,435.74	59,170.47
Total 430 · Penalty & Interest	0.00	0.00	30,153.30	29,435.74	59,589.04
440 · Misc Revenue	0.00	0.00	4,419.00	10,173.22	14,592.22
450 · Other - Non S/W Rev	0.00	0.00	78,858.74	78,999.14	157,857.88
Total Income	0.00	0.00	998,023.60	1,192,084.67	2,190,108.27
Total Income	0.00	0.00	998,023.60	1,192,084.67	2,190,108.27
Gross Profit	0.00	0.00	998,023.60	1,192,084.67	2,190,108.27
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	310,649.97	104,968.64	181,671.04	156,077.50	753,367.15
520 · FICA - District Share	25,226.53	7,613.76	13,214.39	11,918.09	57,972.77
530 · Medical Ins - Dist Share	64,842.64	24,910.26	57,545.23	21,485.98	168,784.11
540 · PERS - District Share	26,084.65	13,708.20	19,202.23	15,307.92	74,303.00
550 · Unemployment	18,000.02	0.00	0.00	0.00	18,000.02
560 · Workers Comp Ins	5,752.52	7,580.86	14,376.20	13,868.56	41,578.14
Total Salaries & EE Benefits	450,556.33	158,781.72	286,009.09	218,658.05	1,114,005.19
Services & Supplies					
605 · Advertising	315.00	0.00	0.00	0.00	315.00
610 · Bank Fees	16,844.31	0.00	0.00	0.00	16,844.31
620 · Communications & Internet	7,031.95	0.00	7,132.93	6,708.01	20,872.89
622 · Board Exp	5,362.60	0.00	0.00	0.00	5,362.60
625 · Equip - Field (\$300-\$4999)	0.00	2,465.81	870.06	309.16	3,645.03
630 · Equip - Office	2,349.83	229.28	236.90	837.68	3,653.69
640 · Fuel & Oil	0.00	1,559.95	4,389.40	3,397.58	9,346.93
645 · Insurance	0.00	0.00	22,272.50	22,272.50	44,545.00
657 · Lab	0.00	0.00	11,872.77	21,123.04	32,995.81
660 · Memberships & Subscription	2,774.34	0.00	27,181.12	14,497.90	44,453.36
665 · Mileage Reimb	585.67	0.00	111.01	0.00	696.68
670 · Postage & Shipping	10,534.67	0.00	56.19	234.06	10,824.92
675 · Professional Services	36,122.49	0.00	7,334.89	14,047.64	57,505.02
685 · Rents	9,516.35	0.00	8,883.72	0.00	18,400.07
690 · Safety & Security	2,284.09	5,060.97	5,569.41	8,525.27	21,439.74
700 · Tools & Instruments	0.00	1,491.73	252.70	1,446.72	3,191.15
703 · Supplies - Clothing & Personal	183.35	1,656.06	2,201.51	1,715.17	5,756.09
705 · Supplies - Office	6,112.22	290.51	1,422.03	1,953.32	9,778.08
715 · Supplies-Chemicals-Operating	0.00	0.00	36,626.55	57,522.15	94,148.70
720 · Supplies - Inventory - Other	0.00	1,546.51	21,483.29	7,224.43	30,254.23
735 · Training/Classes/Certs/ClassB	1,784.63	1,828.39	2,580.92	4,580.21	10,774.15
745 · Travel / Lodging	377.51	1,453.56	1,126.36	1,038.04	3,995.47
750 · Utilities	4,518.15	0.00	85,228.98	115,981.13	205,728.26
760 · Waste Disposal	491.04	0.00	43,460.98	1,749.45	45,701.47
795 · Yolo Co	0.00	0.00	0.00	41,757.17	41,757.17
Total Services & Supplies	107,188.20	17,582.77	290,294.22	326,920.63	741,985.82
Repairs & Replacement					
810 · R&R Buildings & Grounds	2,532.11	0.00	1,801.06	1,776.65	6,109.82
840 · R&R Vehicles	10.00	1,380.77	4,350.96	2,594.06	8,335.79
Total Repairs & Replacement	2,542.11	1,380.77	6,152.02	4,370.71	14,445.61
Total Expense	560,286.64	177,745.26	582,455.33	549,949.39	1,870,436.62
Net Income	-560,286.64	-177,745.26	415,568.27	642,135.28	319,671.65

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PROJECTED BUDGET 2018-2019

As of MAY 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	1,098,144	1,192,085	100%	1,027,946	942,284	998,024	97%
Total Operating Expenses	1,042,052	955,214	918,968	88%	1,065,195	976,428	951,472	89%
Operating Balance (loss)	155,923	142,930	273,117		(37,249)	(34,145)	46,552	
420 Connection Rev			10,000					
435								
450 Other - Non S/W Rev	96,000	88,000	78,999	82%	85,000	77,917	78,859	93%
Depreciation Exp	125,000	114,583	114,583	92%	80,000	73,333	73,333	92%
Net Change In Net Position (loss)	126,923	116,346	247,533		(32,249)	(29,561)	52,078	

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	\$	173,756
WestAmer CRP		445,069
LAIF		1,181,505
Total	\$	1,800,330

Current Revenue Notes

450 Tax Roll Check was received

As of MAY 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	1,043,144	1,063,477	93%	1,014,446	929,909	884,593	87%
430 Penalty & Interest	30,000	27,500	29,436	98%	13,500	12,375	30,153	223%
440 Misc	30,000	27,500	10,173	34%	0	0	4,419	0%
Total Revenue >	1,197,975	1,098,144	1,103,086	92%	1,027,946	942,284	919,165	89%

As of MAY 2019 Operating Expenses	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	% Spent	Annual	YTD	YTD	% Spent
505 Salaries & Wages	403,406	369,789	363,888	90%	411,575	377,277	389,481	95%
510 Contracted Labor	-	-	-	0%	-	-	-	0%
520 FICA - District Share	31,879	29,222	28,339	89%	32,719	29,992	29,635	91%
530 Medical Ins - District Share	79,544	72,916	66,363	83%	108,002	99,002	102,422	95%
540 PERS - District Share	46,151	42,305	35,205	76%	48,788	44,722	39,099	80%
550 Unemployment	2,500	2,292	9,000	360%	2,500	2,292	9,000	360%
560 Workers Comp Ins	27,587	25,288	20,536	74%	22,985	21,070	21,043	92%
Salaries and Employee Benefits >	591,067	541,811	523,329	89%	626,570	574,356	590,678	94%
605 Advertising	200	183	158	79%	200	183	158	79%
610 Bank Fees	9,010	8,259	8,422	93%	9,000	8,250	8,422	94%
620 Communications & Internet	10,000	9,167	10,224	102%	9,500	8,708	10,649	112%
622 Board Exp	5,000	4,583	2,682	54%	5,000	4,583	2,682	54%
625 Equip - Field (\$300-\$4999)	2,500	2,292	1,542	62%	4,000	3,667	2,103	53%
630 Equip - Office	3,000	2,750	2,128	71%	3,500	3,208	1,527	44%
640 Fuel & Oil	6,500	5,958	4,178	64%	4,000	3,667	5,169	129%
645 Insurance	40,000	36,667	22,273	56%	40,000	36,667	22,273	56%
650 Interest	-	-	-	0%	-	-	-	0%

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665	Memberships & Subscription	28,500	28,125	15,885	56%	25,500	23,375	28,568	112%
665	Mileage Reimb	2,250	2,063	293	13%	2,250	2,063	404	18%
670	Postage & Shipping	6,100	5,592	5,502	90%	6,050	5,546	5,324	88%
675	Professional Services	20,000	18,333	32,110	161%	20,000	18,333	25,397	127%
685	Rents	5,700	5,225	4,758	83%	15,700	14,392	13,642	87%
690	Safety & Security	4,125	3,781	12,198	296%	8,125	7,448	9,242	114%
700	Tools & Instruments	2,250	2,063	2,193	97%	5,250	4,813	999	19%
703	Supplies - Clothing & Person.	2,175	1,994	2,635	121%	2,175	1,994	3,122	144%
705	Supplies - Office	4,625	4,240	5,155	111%	5,125	4,698	4,624	90%
715	Treatment Chemicals	52,000	47,667	57,522	111%	53,000	48,583	36,626	69%
720	Supplies - Operating - Other	9,250	8,479	7,998	86%	20,750	19,021	22,257	107%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	7,250	6,646	6,387	88%	10,250	9,396	4,388	43%
745	Travel	2,000	1,833	1,954	98%	2,000	1,833	2,042	102%
750	Utilities	135,650	124,346	118,240	87%	97,750	89,604	87,488	90%
760	Waste Disposal	550	504	1,995	363%	52,250	47,896	43,707	84%
795	Yolo Co	54,600	50,050	41,757	76%				
799	Misc	-	-	-	0%	-	-	-	0%
	Services and Supplies >	433,235	397,132	389,307	90%	426,375	390,844	352,681	83%
810	R&R Buildings & Grounds	7,500	6,875	3,043	41%	7,500	6,875	3,067	41%
815	R & R Damage Claims	5,000	4,583	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	2,000	1,833	-	0%	500	458	-	0%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,250	2,979	3,290	101%	4,250	3,896	5,047	119%
	Repairs & Replacement >	17,750	16,271	6,333	36%	12,250	11,229	8,114	66%
	Total Expenses >	1,042,052	955,214	918,968	88%	1,065,195	976,428	951,472	89%

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Expenses	Annual	YTD	YTD	Spent	Remaining
505 Salaries & Wages	478,396	438,530	310,650		167,746
510 Contracted Labor	-	-		64.9%	-
520 FICA - District Share	36,932	33,854	25,227	68.3%	11,705
530 Medical Ins - District Share	99,404	91,120	64,843	65.2%	34,561
540 PERS-District Share (incl unfunded Liab, 14.5K)	51,119	46,859	26,085	51.0%	25,034
550 Unemployment	5,000	4,583	18,000	360.0%	(13,000)
560 Workers Comp Ins	17,202	15,769	5,753	33.4%	11,449
Salaries and Employee Benefits >	688,053	630,715	450,558	65.5%	237,495
605 Advertising	400	367	315	78.8%	85
610 Bank Fees	18,000	16,500	16,844	93.6%	1,156
620 Communications & Internet	7,000	6,417	7,032	100.5%	(32)
622 Board Exp	10,000	9,167	5,363	53.6%	4,637
625 Equip - Field (up to \$4999)	0	0		0.0%	0
630 Equip - Office	2,500	2,292	2,350	94.0%	150
640 Fuel & Oil	0	0		0.0%	0
645 Insurance	0	0		0.0%	0
650 Interest	0	0		0.0%	0
657 Outsource Lab / Internal Lab	0	0		0.0%	0
660 Memberships & Subscriptions	1,000	917	2,774	277.4%	(1,774)
665 Mileage Reimb	3,000	2,750	586	19.5%	2,414
670 Postage & Shipping	12,000	11,000	10,535	87.8%	1,465
675 Professional Services (Legal, IT, etc)	20,000	18,333	36,123	180.6%	(16,123)
685 Rents	7,400	6,783	9,516	128.6%	(2,116)
690 Safety & Security (boots)	2,500	2,292	2,284	91.4%	216
700 Tools & Instruments	0	0		0.0%	0
703 Supplies - Clothing & Personal	600	550	183	30.5%	417
705 Supplies - Office	7,000	6,417	6,112	87.3%	888
715 Treatment Chemicals	0	0		0.0%	0
720 Supplies - Operating - Other	0	0		0.0%	0
730 Taxes - Licenses	0	0		0.0%	0
735 Training, Certs (Classes, books)	3,500	3,208	1,785	51.0%	1,715
745 Travel / Lodging	2,000	1,833	378	18.9%	1,622
750 Utilities	5,500	5,042	4,518	82.1%	982
760 Waste Disposal	500	458	491	98.2%	9
795 Yolo Co	0	0		0.0%	0
799 Misc	0	0		0.0%	0
Services and Supplies >	102,900	94,325	107,189	104.2%	(4,289)
810 R&R Buildings & Grounds	5,000	4,583	2,532	50.6%	2,468
815 R & R Damage Claims	0	0		0.0%	0
820 R&R Lift Stations	-	-		0.0%	-
830 R&R Equipment	1,000	917		0.0%	1,000
832 R&R Mains/Service Lines	0	0		0.0%	0
840 R&R Vehicles (\$2k/vehicle)	500	458	10	2.0%	490
Repairs & Replacement >	6,500	5,958	2,542	39.1%	3,958
Total Expenses >	797,453	730,998	560,289	70.3%	237,164

550 Unemployment GM and Ops Mgr Position

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

630 GM's new desk, monitors, file cabinets

660 Annual CUSI Service Fee

675 Legal Fees 589/Personnel/Federal Line Audit for Grants

705 Billing Envelopes, checks and deposit slips

AS OF MAY 2019		2018-2019 Budget	Actual	%	Total
Expenses	Annual	YTD	YTD	Spent	Remaining
505 Salaries & Wages	110,068	100,895	104,969	95.4%	5,099
510 Contracted Labor	-	-	-		-
520 FICA - District Share	9,036	8,283	7,614	84.3%	1,422
530 Medical Ins - District Share	29,843	27,356	24,910	83.5%	4,933
540 PERS - District Share	21,143	19,381	13,708	64.8%	7,435
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	11,194	10,261	7,581	67.7%	3,613
Salaries and Employee Benefits >	181,282	166,175	158,782	87.6%	22,500
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	2,466	24660000.0%	(2,466)
630 Equip - Office	0	0	229	0.0%	(229)
640 Fuel & Oil	1,500	1,375	1,560	104.0%	(60)
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	3,438	5,061	135.0%	(1,311)
700 Tools & Instruments	3,750	3,438	1,492	39.8%	2,258
703 Supplies - Clothing & Personal	750	688	1,656	220.8%	(906)
705 Supplies - Office	250	229	291	116.4%	(41)
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	1,500	1,375	1,547	103.1%	(47)
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training, Classes, Certs, Class B	3,000	2,750	1,828	60.9%	1,172
745 Travel / Lodging	1,000	917	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	14,208	17,584	113.4%	(2,084)
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	2,292	1,381	0.0%	1,119
Repairs & Replacement >	2,500	2,292	1,381	55.2%	1,119
Total Expenses >	199,282	182,675	177,747	89.2%	21,535

Expense Notes

505 Salaries & Wages

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

690 Safety and Security

Boots and Hep B shots for all new hires

703 Supplies Clothing & Personal

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

735 Training

Supv. Training, backflow, certification, hydrant valving

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Expenses	Annual	YTD	YTD	Spent	Remaining
505 Salaries & Wages	172,377	158,012	181,671	105.4%	(9,294)
510 Contracted Labor	-	-	-		-
520 FICA - District Share	14,253	13,065	13,214	92.7%	1,039
530 Medical Ins - District Share	58,300	53,442	57,545	98.7%	755
540 PERS - District Share (\$14.5K Unfunded)	23,229	21,293	19,202	82.7%	4,027
550 Unemployment	0	0		0.0%	0
560 Workers Comp Ins	14,384	13,186	14,376	99.9%	8
Salaries and Employee Benefits >	282,543	258,998	286,008	101.2%	(3,465)
620 Communications & Internet	3,500	3,208	7,133	203.8%	(3,633)
622 Board Exp	0	0		0.0%	0
625 Equip - Field (up to \$4999)	1,500	1,375	870	58.0%	630
630 Equip - Office	1,000	917	237	23.7%	763
640 Fuel & Oil (Schaeffers)	1,500	1,375	4,389	292.6%	(2,889)
645 Insurance	40,000	36,667	22,273	55.7%	17,727
650 Interest	0	0		0.0%	0
657 Outsource Lab / Internal Lab	25,000	22,917	11,873	47.5%	13,127
660 Memberships & Subscriptions	25,000	22,917	27,181	108.7%	(2,181)
665 Mileage Reimb	500	458	111	22.2%	389
670 Postage & Shipping	50	46	56	112.0%	(6)
675 Professional Services (SCADA)	10,000	9,167	7,335	73.4%	2,665
685 Rents	12,000	11,000	8,884	74.0%	3,116
690 Safety & Security (boots)	5,000	4,583	5,569	111.4%	(569)
700 Tools & Instruments	5,000	4,583	253	5.1%	4,747
703 Supplies - Clothing & Personal	1,500	1,375	2,202	146.8%	(702)
705 Supplies - Office	1,500	1,375	1,422	94.8%	78
715 Treatment Chemicals	53,000	48,583	36,626	69.1%	16,374
720 Supplies-Operating-Other-Titan Tubes	20,000	18,333	21,483	107.4%	(1,483)
730 Taxes - Licenses	-	-		0.0%	-
735 Training, Classes, Certs, Class B	7,000	6,417	2,581	36.9%	4,419
745 Travel / Lodging	500	458	1,126	225.2%	(626)
750 Utilities	95,000	87,083	85,229	89.7%	9,771
760 Waste Disposal	52,000	47,667	43,461	83.6%	8,539
799 Misc	0	0		0.0%	0
Services and Supplies >	360,550	330,504	290,294	80.5%	70,256
810 R&R Buildings & Grounds	1,500	1,375	1,801	120.1%	(301)
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	3,667	4,351	108.8%	(351)
Repairs & Replacement >	5,500	5,042	6,152	111.9%	(652)
Total Expenses >	648,593	594,544	582,454	89.8%	66,139

Expense Notes

505 Salaries & Wages

Board approved additional position

703 Supplies - Clothing & Personal

6 pairs of work pants each

705 Supplies - Office

Toner

830 R & R Equipment

LEETE Generator Maintenance

840 R & R Vehicles

V-15 - Tire Rods, wheel alignment, lower ball joints

620 Communications - Internet

I pads

690 Safety and Security

New Hire Hep shots, drug test

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Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	164,208	150,524	156,078		8,130
510	Contracted Labor	0	0		95.0%	0
520	FICA - District Share	13,413	12,295	11,918	88.9%	1,495
530	Medical Ins - District Share	29,843	27,356	21,486	72.0%	8,357
540	PERS - District Share	20,591	18,875	15,308	74.3%	5,283
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	18,986	17,404	13,869	73.0%	5,117
	Salaries and Employee Benefits >	247,040	226,454	218,659	88.5%	28,381
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	4,000	3,667	6,708	167.7%	(2,708)
622	Board Exp	0	0		0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0	309	30900000.0%	(309)
630	Equip - Office	500	458	838	167.6%	(338)
640	Fuel & Oil	4,000	3,667	3,398	85.0%	602
645	Insurance	40,000	36,667	22,273	55.7%	17,727
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	20,000	18,333	21,123	105.6%	(1,123)
660	Memberships & Subscriptions	28,000	25,667	14,498	51.8%	13,502
665	Mileage Reimb	500	458		0.0%	500
670	Postage & Shipping	100	92	234	234.0%	(134)
675	Professional Services (SCADA)	10,000	9,167	14,048	140.5%	(4,048)
685	Rents	2,000	1,833		0.0%	2,000
690	Safety & Security (boots)	1,000	917	8,525	852.5%	(7,525)
700	Tools & Instruments	2,000	1,833	1,447	72.4%	553
703	Supplies - Clothing & Personal	1,500	1,375	1,715	114.3%	(215)
705	Supplies - Office	1,000	917	1,953	195.3%	(953)
715	Treatment Chemicals	52,000	47,667	57,522	110.6%	(5,522)
720	Supplies - Operating - Other	8,500	7,792	7,224	85.0%	1,276
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Classes, Certs, Class B	4,000	3,667	4,580	114.5%	(580)
745	Travel / Lodging	500	458	1,038	207.6%	(538)
750	Utilities	132,900	121,825	115,981	87.3%	16,919
760	Waste Disposal	300	275	1,749	583.0%	(1,449)
795	Yolo Co	54,600	50,050	41,757	76.5%	12,843
799	Misc	0	0		0.0%	0
	Services and Supplies >	367,400	336,783	326,920	89.0%	40,480
810	R&R Buildings & Grounds	5,000	4,583	1,777	35.5%	3,223
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0			0
830	R&R Equipment	1,500	1,375	-	0.0%	1,500
832	R&R Mains/Service Lines	0	0		0.0%	-
840	R&R Vehicles (\$2k/vehicle)	3,000	2,750	2,594	86.5%	406
	Repairs & Replacement >	9,500	8,708	4,371	46.0%	5,129
	Total Expenses >	623,940	571,945	549,950	88.1%	73,990
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				
675	Professional Services	Storage Tank Maintenance				
690	Safety & Security	Abestos Storage, locks for plant doors, sec cameras, motion sensors				

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
Income					
Income					
425 · CRP (Capital Replacment ...	0.00	342,202.47	329,021.28	671,223.75	671,223.75
430 · Penalty & Interest	0.00	5,987.73	7,476.30	13,464.03	13,464.03
Total Income	0.00	348,190.20	336,497.58	684,687.78	684,687.78
Total Income	0.00	348,190.20	336,497.58	684,687.78	684,687.78
Gross Profit	0.00	348,190.20	336,497.58	684,687.78	684,687.78
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	89,682.62	58,381.71	148,064.33	148,064.33
520 · FICA - District Share	0.00	6,848.67	4,466.20	11,314.87	11,314.87
530 · Medical Ins - Dist Share	0.00	10,675.50	5,932.05	16,607.55	16,607.55
540 · PERS - District Share	0.00	8,358.42	8,840.99	17,199.41	17,199.41
560 · Workers Comp Ins	0.00	5,105.67	6,030.51	11,136.18	11,136.18
Total Salaries & EE Benefits	0.00	120,670.88	83,651.46	204,322.34	204,322.34
Services & Supplies					
620 · Communications & Internet	0.00	201.59	201.57	403.16	403.16
625 · Equip - Field (\$300-\$4999)	0.00	1,109.98	489.77	1,599.75	1,599.75
640 · Fuel & Oil	0.00	9,169.40	9,122.16	18,291.56	18,291.56
657 · Lab	72.00	0.00	0.00	72.00	72.00
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	2,765.87	2,334.69	5,100.56	5,100.56
700 · Tools & Instruments	0.00	2.17	2.17	4.34	4.34
715 · Supplies-Chemicals-Oper...	630.05	0.00	0.00	630.05	630.05
720 · Supplies - Inventory - Other	0.00	8,099.42	3,627.04	11,726.46	11,726.46
Total Services & Supplies	702.05	35,120.85	15,852.40	51,675.30	51,675.30
Repairs & Replacement					
850 · CRP					
850.3 · Paradise Cove	13,575.85	0.00	0.00	13,575.85	13,575.85
Total 850 · CRP	13,575.85	0.00	0.00	13,575.85	13,575.85
810 · R&R Buildings & Grounds	0.00	13,669.75	2,135.98	15,805.73	15,805.73
820 · R&R Lift Stations	0.00	0.00	2,275.16	2,275.16	2,275.16
830 · R&R Equipment	0.00	52,470.60	6,232.49	58,703.09	58,703.09
832 · R&R Mains and Sewer Li...	0.00	7,022.00	983.41	8,005.41	8,005.41
840 · R&R Vehicles	0.00	5,943.37	6,684.90	12,628.27	12,628.27
Total Repairs & Replacement	13,575.85	79,105.72	18,311.94	110,993.51	110,993.51
Total Expense	14,277.90	234,897.45	117,815.80	366,991.15	366,991.15
Net Income	-14,277.90	113,292.75	218,681.78	317,696.63	317,696.63

As of MAY 2019

Summary	Annual	YTD	Actual YTD		
			Amount	%	
SEWER CRP Revenue	392,097	359,422	336,498	85.8%	0%
SEWER CRP Expenses	202,488	185,614	117,815	58.2%	0%
225 USDA Payment - Principle	129,000	118,250	46,000		
226 USDA Payment Interest	-	-	56,220		
Short term depreciation reserve	30,000	27,500	27,500		
Operating Balance (loss)	30,609	28,058	145,183		

Expenses	2018 - 2019 Budget		Actual YTD	%	Total
	Annual	YTD			
505 Salaries & Wages	45,929	42,102	58,382	127.1%	(12,453)
510 Contracted Labor	-	-	-		-
520 FICA - District Share	3,762	3,449	4,466	118.7%	(704)
530 Medical Ins - District Share	10,571	9,690	5,932	56.1%	4,639
540 PERS - District Share	2,629	2,410	8,840	336.2%	(6,211)
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	4,596	4,213	6,031	131.2%	(1,435)
Salaries and Employee Benefits >	67,488	61,864	83,651	123.9%	(16,163)
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	4,583	202	4.0%	4,798
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	2,500	2,292	490	19.6%	2,010
630 Equip - Office	2,500	2,292	-	0.0%	2,500
640 Fuel & Oil	5,000	4,583	9,122	182.4%	(4,122)
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 (includes boots)	0	0	2,335	0.0%	(2,335)
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	7,792	3,627	42.7%	4,873
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	21,542	15,853	67.5%	7,647
810 R&R Buildings & Grounds	35,000	32,083	2,136	6.1%	32,864
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	18,333	2,275	11.4%	17,725
830 R&R Equipment	5,000	4,583	6,232	124.6%	(1,232)
832 R&R Mains/Service Lines	25,000	22,917	983	3.9%	24,017
840 R&R Vehicles (\$2k/vehicle)	26,500	24,292	6,685	25.2%	19,815
Repairs & Replacement >	111,500	102,208	18,311	16.4%	93,189
Total Expenses >	202,488	185,614	117,815	58.2%	84,673

690 Safety Cones and road signs for road work

830 Replacement of Rotors 1 & 2 bearings

Flood waters with lake level above 10'

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As of MAY 2019	WATER - CRP			Actual YTD	
Summary	Annual	YTD	Amount	%	
WATER CRP Revenue	394,332	361,471	348,190	88.3%	0%
WATER CRP Expenses	166,911	153,002	234,900	140.7%	0%

Short term depreciation reserve 30,000 27,500 27,500

Operating Balance 197,421 180,969 85,790

Expenses		2018 - 2019 Budget	Actual	%	Total	
		Annual	YTD	Spent	Remaining	
505	Salaries & Wages	41,508	38,049		(48,175)	
510	Contracted Labor	0	0	216.1%	0	
520	FICA - District Share	3,396	3,113	6,849	201.7%	(3,453)
530	Medical Ins - District Share	10,571	9,690	10,676	101.0%	(105)
540	PERS - District Share	2,327	2,133	8,358	359.2%	(6,031)
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	4,110	3,767	5,106	124.2%	(996)
Salaries and Employee Benefits >		61,911	56,752	120,672	194.9%	(58,761)
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	5,000	4,583	202	4.0%	4,798
622	Board Exp	0	0		0.0%	0
625	Equip - Field (up to \$4999)	2,500	2,292	1,110	44.4%	1,390
630	Equip - Office	2,500				
640	Fuel & Oil	5,000	4,583	9,169	183.4%	(4,169)
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	9,167	12,510	0.0%	(2,510)
685	Rents	0	0	1,263	0.0%	(1,263)
690	Safety & Security (includes boots)	0	0	2,766	0.0%	(2,766)
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	7,792	8,099	95.3%	401
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	28,417	35,121	104.8%	(1,621)
810	R&R Buildings & Grounds	15,000	13,750	13,670	91.1%	1,330
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	4,583	52,471	1049.4%	(47,471)
832	R&R Mains/Service Lines	25,000	22,917	7,022	28.1%	17,978
840	R&R Vehicles (\$2k/vehicle)	26,500	24,292	5,944	22.4%	20,556
Repairs & Replacement >		71,500	65,542	79,107	110.6%	(7,607)
Total Expenses >		166,911	150,710	234,900	140.7%	(67,989)

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

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

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Paradise Cove CRP

Target % > **91.7%**

As of MAY 2019

Summary	Annual	YTD	Amount	Actual YTD %
Paradise Cove CRP Revenue	-	-	-	0.0%
Paradise Cove CRP Expenses	0	0	-	0.0%
Operating Balance	(0)	(0)	-	

Expenses		2018 - 2019 Budget Annual	Budget YTD	Actual YTD	% Spent	Total Remaining
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	-	-	-	0.0%	-
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	-	-	-	0.0%	-
630	Equip - Office	-	-	-	0.0%	-
640	Fuel & Oil	-	-	-	0.0%	-
645	Insurance	0	0	-	0.0%	0
650	Interest	0	0	-	0.0%	0
657	Outsource Lab / Internal Lab	0	0	72	0.0%	(72)
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	-	-	-	0.0%	-
685	Rents	0	0	-	0.0%	0
690	Safety & Security (boots)	0	0	-	0.0%	0
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	0	0	-	0.0%	0
705	Supplies - Office	0	0	-	0.0%	0
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	-	-	630	0.0%	(630)
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 >		0	0	702	0.0%	(702)
810	R&R Buildings & Grounds	-	-	-	0.0%	-
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%	-
832	R&R Mains/Service Lines	-	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	-	-	-	0.0%	-
850.3	PC Harv Vlt/Pipe Disinfection			13,576		
Repairs & Replacement >		0	0	13,576		(13,576)
Total Expenses >		0	0	14,278	0.0%	(14,278)

**Expenses reflect equipment purchased at Harvey Vault, i.e., Chlorine Tank, Platform, Injection Quill, digital pp
Labor charges will reflect in next months' expenses**

2A

Capital Improvements
As of May 31, 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 February ...	Loan/Grant:...	249.00
03/29/2019	Badger Meter	March 2019 - Test M...	Loan/Grant:...	249.00
04/30/2019	Badger Meter	Service for April	Loan/Grant:...	249.00
05/30/2019	Badger Meter	May 2019	Loan/Grant:...	246.00
Total 130 - Const In Progress - Studies				7,765.89
131 - Waste Water Plant				
131.1 - Pumps/Equipment				
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
01/02/2019	ECS House Industries...	Replaced gearbox o...	CRP:Sewer	1,153.96
05/02/2019	Pace	Connection line to B...	CRP:Sewer	371.13
Total 131.1 - Pumps/Equipment				10,842.84
131 - Waste Water Plant - Other				
04/24/2019	Rain For Rent Woodla...	Paint 2 tanks for bac...	CRP:Sewer	3,662.00
04/25/2019	Rain For Rent Woodla...	Purchase 2 Baker T...	CRP:Sewer	26,986.24
04/26/2019	Rainbow Ag Services	Baker tank project	CRP:Sewer	233.06
04/26/2019	Mendo Mill	Baker Tank Project	CRP:Sewer	56.90
04/30/2019	American Carports, Inc.	Carport at WWTP	CRP:Water	11,630.14
04/30/2019	American Carports, Inc.		CRP:Sewer	11,630.13
05/03/2019	Mendo Mill	Baker tanks	CRP:Sewer	65.32
Total 131 - Waste Water Plant - Other				54,263.79
Total 131 - Waste Water Plant				65,106.63
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:...	301,356.68
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

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Capital Improvements
 As of May 31, 2019

Date	Name	Memo	Class	Amount
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
05/10/2019	MC Engineering, Inc	EDEA Inv. 1005	Loan/Grant:...	2,764.95
Total 123 · USDA - Sewer Plant Cap Imprvmt				1,032,433.88
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 Fish 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
02/27/2019	Telstar Instruments	Acuators for backwa...	CRP:Water	22,392.46
02/28/2019	Pacific Ozone	Repair of Ozone Ge...	CRP:Water	11,719.81
02/28/2019	Pacific Ozone	Repair Ozone Gener...	CRP:Water	1,856.44
03/04/2019	Wine Country Compre...	Repair compressor #...	CRP:Water	797.54
03/20/2019	Commercial Pump & ...	Replace West Intake...	CRP:Water	7,222.22
04/16/2019	Lake County Electric ...	HSP #1	CRP:Water	289.46
04/25/2019	Wine Country Compre...	Repair compressor #...	CRP:Water	2,489.69
04/29/2019	Pacific Ozone	Repair of old Ozone ...	CRP:Water	1,220.01
Total 127.1 · Repair of Major Equipment				177,077.82
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				213,139.39
120 · District General CIP (EQUIPMENT - WAS 1011181)				
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)				
09/29/2018	Verizon Wireless	X2 Ipads, cases, pro...	GL:Water	1,281.94
09/29/2018	Verizon Wireless	X2 Ipads, cases, pro...	GL:Water	1,165.41
09/29/2018	Verizon Wireless	X2 Ipads, cases, pro...	GL:Sewer	1,165.41
09/29/2018	Verizon Wireless	X1 Ipad, 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

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Capital Improvements

As of May 31, 2019

Date	Name	Memo	Class	Amount
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
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				1,426,717.54

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Accounts

Transfer Settings

CRP PC *6192

Current \$0.00
 Available **\$0.00

CRP SEWER *3745

Current \$276,073.87
 Available **\$276,073.87

GENERAL LEDGER *9122

Current \$173,754.53
 Available **\$180,084.95

PC ESCROW *6184

Current \$0.00
 Available **\$0.00

CRP WATER *6990

Current \$168,995.47
 Available **\$168,995.47

BALANCE TOTALS

Total Deposit Accounts \$618,823.87

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

Outside Accounts



No outside accounts added.

Add account

Make a Payment

Make paying bills fast and easy

Pay your bills on one screen in seconds.

Sign up for payments

Purchase Rewards

You currently have no rewards available. Check back soon.



CRP PC

[change account](#) ▼

[How does this work?](#)

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< June 2019

Su	Mo	Tu	We	Th	Fr
26	27	28	29	30	31
2	3	4	5	6	7
9	10	11	12	13	14
16	17	18	19	20	21
23	24	25	26	27	28
30	1	2	3	4	5

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

www.treasurer.ca.gov/pmia-laif/laif.asp
June 13, 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

May 2019 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	1,181,505.49
Total Withdrawal:	0.00	Ending Balance:	1,181,505.49

Aged Accounts Receivable

As of 06/17/2019

0-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Total Balance
\$59,128.07	\$24,071.99	\$13,023.57	\$7,082.57	\$123,021.05	<u>\$226,327.25</u>

Total number of accounts with open balances: 762

These totals include all accounts on the Tax Roll

Payroll Summary

May 2019

	Hours	Rate	May 19
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-10.25	36.69	-402.54
CTO Used	13.5	24.46	329.21
Overtime (x1.5)	186.25	31.88	6,402.41
PTO	251.29	21.25	6,673.10
Straight Board Duty Pay	2,113.5	21.25	54,460.68
			800.00
			4,200.00
Total Gross Pay	2,554.29		72,462.86
Deductions from Gross Pay			
ACWA (pre-tax)			-1,815.30
AFLAC (pre-tax)			-254.16
AFLAC (taxable) AFTER TAX			-235.20
CALPers 457			-450.00
CALPers EE (Pretax)			-3,209.98
Total Deductions from Gross Pay			-5,964.64
Adjusted Gross Pay	2,554.29		66,498.22
Taxes Withheld			
Federal Withholding			-3,966.00
Medicare Employee			-1,020.72
Social Security Employee			-4,364.38
CA - Withholding			-1,347.26
CA - Disability			-703.93
Total Taxes Withheld			-11,402.29
Deductions from Net Pay			
Miscellaneous Deduction			-106.25
Total Deductions from Net Pay			-106.25
Net Pay	2,554.29		54,989.68
Employer Taxes and Contributions			
Medicare Company			1,020.72
Social Security Company			4,364.38
Total Employer Taxes and Contributions			5,385.10

Trial Balance
 As of May 31, 2019

	May 31, 19	
	Debit	Credit
102.001 · GL - 9122	208,874.67	
102.04 · DWR - CHECKING	200.00	
101 · LAIF - CASH IN BANK	992,505.49	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	176,891.32	
102.03 · CRP Sewer - 3745	296,943.07	
CUSI Accounts Receivable		6.00
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	29,609.68	
130 · Const In Progress - Studies	127,000.10	
130 · Const In Progress - Studies:130.75 · SCADA	0.00	
132 · CIP SEWER	983,511.67	
132 · CIP SEWER:132.05 · CIP SEWER LABOR	0.00	
135 · CIP WATER	249,148.33	
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.	351,149.26	
115 · PRE-PAID INSURANCE	15,474.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
138 · USDA Water Improvements	16,315.00	
128 · Sewer Infrstrcture & Rehab Proj	306,119.68	
121 · Wtr Dist & Wtr Storage Projects	153,927.77	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Proj...	115,500.66	
131 · Waste Water Plant	54,263.79	
131 · Waste Water Plant:131.1 · Pumps/Equipment	10,842.84	
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85	
123 · USDA - Sewer Plant Cap Imprvmt	4,192,724.65	
USDA Project	238,835.93	
127 · Water Plant	183,529.50	
127 · Water Plant:127.3 · Hwy 20 and Garden Court Repair	285.25	
127 · Water Plant:127.2 · Harvy Vault Chlor Inject Proj	1,408.61	
127 · Water Plant:127.1 · Repair of Major Equipment	177,077.82	
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/Trai...	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:...	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		8,856,056.00
200 · ACCOUNTS PAYABLE		47,004.65
210 · Cal Card	1,622.74	
210 · Cal Card:210.13 · WAB - Jeremy - 2499		4,243.68
210 · Cal Card:210.12 · WAB- Francisco - 2481		2,892.63
210 · Cal Card:210.11 · WAB - Dan - 2507		1,893.11
210 · Cal Card:210.10 · WAB - Dianna - 2473		2,573.15
210 · Cal Card:210-09 · Cal Card - Francisco - 5855	0.00	
210 · Cal Card:210-08 · Cal Card - Dan - 5848	0.00	
210 · Cal Card:210-07 · Cal-Card - Jeremy - 5863	0.00	
210 · Cal Card:210.06 · Cal Card - Jason 3879	0.00	
210 · Cal Card:210.05 · Cal Card - Dan - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - Alan - 7397	0.00	
210 · Cal Card:210.01 · Cal Card - Iris - 2083	0.00	
210 · Cal Card:210.02 · Cal Card - Larry - 0010	0.00	
210 · Cal Card:210.03 · Cal Card - Matt - 9988		1,622.74
224 · USDA Retainage		141,412.85
223.56 · FEDERAL PAYROLL TAX PENALTY	322.01	

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	May 31, 19	
	Debit	Credit
280 · Loan:280.12 · USDA Loan		3,299,903.54
280 · Loan:280.07 · Bridge Loan for Forced Main	0.00	
280 · Loan:280.05 · USDA Bridge Loan	0.00	
280 · Loan:280.01 · Kansas State Bk - VACON	0.00	
280 · Loan:280.03 · Kansas State Bk - Camera Traile	12.79	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion	2,187.35	
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - ...		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	7,590.27	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT...	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE ...		7,590.27
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation ...	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	0.00	
223.50 · MEDICARE TAX PAYABLE	0.00	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	0.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	0.00	
223.65 · STATE DISABILITY PAYABLE	0.00	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	180.60	
223.80 · DEFERRED COMP PAYABLE		16,533.00
223.85 · MISC DEDUCTIONS PAYABLE		1,303.26
223.90 · COMPENSATED EMPLOYEE BENEFITS		54,922.20
24000 · Payroll Liabilities	853.02	
226 · USDA Int Pymnt-Swr Clarifier		24,240.15
225 · USDA Payment - Sewer Clarifier	24,240.15	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		5,956,568.19
304 · Opening Balance Equity	335,247.69	
306 · Retained Earnings - OLD		5,627,602.88
500 · 2017 Storms:500.4 · CalOES Payment		727.00
Income:410 · Client Reg Pmt		1,948,193.69
Income:420 · Connection Fees		10,000.00
Income:425 · CRP		673,191.75
Income:430 · Penalty & Interest		72,704.97
Income:430 · Penalty & Interest:430.1 · Condemnation Fun...		418.57
Income:435 · Loans/Grants:435-7 · Water Master Plan:435-7...	1,429.51	
Income:435 · Loans/Grants:435-6 · Inflow & Infiltration Con...		67,858.00
Income:435 · Loans/Grants:435-5 · USDA Contruction Grant		307,754.93
Income:440 · Misc Revenue		14,592.22
Income:450 · Other - Non S/W Rev		157,857.88
140 · Flood 2019	45,507.55	
134 · WTP Meter & X-Connection Proj.	3,143.34	
133 · Harvey Storage Tank - Water	3,293.33	
Loans/Grants:903 · WTP, Meters, and Backflow	1,475.08	
Salaries & EE Benefits:507 · Severence Pay	26,640.00	
Salaries & EE Benefits:545 · CALPers 457		150.00
Salaries & EE Benefits:505 · Salaries & Wages	901,431.48	
Salaries & EE Benefits:520 · FICA - District Share	69,287.64	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	185,391.66	
Salaries & EE Benefits:540 · PERS - District Share	91,502.41	
Salaries & EE Benefits:550 · Unemployment	18,000.02	
Salaries & EE Benefits:560 · Workers Comp Ins	52,714.32	
Services & Supplies:605 · Advertising	315.00	

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Trial Balance

As of May 31, 2019

	May 31, 19	
	Debit	Credit
Services & Supplies:610 · Bank Fees	16,844.31	
Services & Supplies:620 · Communications & Internet	21,276.05	
Services & Supplies:622 · Board Exp	5,362.60	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	5,244.78	
Services & Supplies:630 · Equip - Office	3,653.69	
Services & Supplies:640 · Fuel & Oil	27,638.49	
Services & Supplies:645 · Insurance	44,545.00	
Services & Supplies:657 · Lab	33,067.81	
Services & Supplies:660 · Memberships & Subscription	44,453.36	
Services & Supplies:665 · Mileage Reimb	696.68	
Services & Supplies:670 · Postage & Shipping	10,824.92	
Services & Supplies:675 · Professional Services	70,089.56	
Services & Supplies:685 · Rents	19,662.95	
Services & Supplies:690 · Safety & Security	26,540.30	
Services & Supplies:700 · Tools & Instruments	3,181.94	
Services & Supplies:703 · Supplies - Clothing & Personal	5,756.09	
Services & Supplies:705 · Supplies - Office	9,778.08	
Services & Supplies:715 · Supplies-Chemicals-Operating	94,778.75	
Services & Supplies:720 · Supplies - Inventory - Other	41,980.69	
Services & Supplies:735 · Training/Classes/Certs/ClassB	10,774.15	
Services & Supplies:745 · Travel / Lodging	3,995.47	
Services & Supplies:750 · Utilities	205,728.26	
Services & Supplies:760 · Waste Disposal	45,701.47	
Services & Supplies:795 · Yolo Co	41,757.17	
Services & Supplies:799 · Misc	11,150.06	
Services & Supplies:799 · Misc:799.2 · Cust. Refund - Escr...	85.30	
Services & Supplies:799 · Misc:799.1 · Customer Refund - ...	2,379.06	
Repairs & Replacement:850 · CRP:850.3 · Paradise Cove	13,750.28	
Repairs & Replacement:810 · R&R Buildings & Grounds	22,034.55	
Repairs & Replacement:820 · R&R Lift Stations	2,275.16	
Repairs & Replacement:830 · R&R Equipment	64,204.12	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	8,629.54	
Repairs & Replacement:840 · R&R Vehicles	21,259.95	
66000 · Payroll Expenses	640.00	
TOTAL	<u>27,305,253.88</u>	<u>27,305,253.88</u>

A/P Aging Summary

As of June 17, 2019

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Adventist Health	0.00	50.42	0.00	0.00	0.00	50.42
Alpha Analytical Labs	2,820.00	0.00	0.00	0.00	0.00	2,820.00
AT&T 555 6	105.13	0.00	0.00	0.00	0.00	105.13
Bay-Cal Paving	3,000.00	0.00	0.00	0.00	0.00	3,000.00
Bob's Vacuum	45.57	0.00	0.00	0.00	0.00	45.57
Case Excavating, Inc.	5,917.50	0.00	0.00	0.00	0.00	5,917.50
Clearlake Lava	373.23	0.00	0.00	0.00	0.00	373.23
Deeper Cleaning	320.00	0.00	0.00	0.00	0.00	320.00
Hayden Solar, LLC	5,468.10	0.00	0.00	0.00	0.00	5,468.10
Lake County Record Bee	189.52	0.00	0.00	0.00	0.00	189.52
Lake County Waste Solutions	620.37	0.00	0.00	0.00	0.00	620.37
MC Engineering, Inc	38,906.50	0.00	0.00	0.00	0.00	38,906.50
MCHC - Lakeview Health Center	326.00	0.00	0.00	0.00	0.00	326.00
Mediacom - WWTP 1294	231.54	0.00	0.00	0.00	0.00	231.54
Mendo Mill	184.97	-234.70	0.00	0.00	0.00	-49.73
Napa Auto Parts	45.54	0.00	0.00	0.00	0.00	45.54
Nave & Cortell, LLP	218.50	0.00	0.00	0.00	0.00	218.50
One Stop Automotive	900.87	0.00	0.00	0.00	0.00	900.87
Pace	0.00	2,280.10	0.00	0.00	-5,583.73	-3,303.63
People Services Inc	121.15	0.00	0.00	0.00	0.00	121.15
Redwood Coast Fuels	928.64	0.00	0.00	0.00	0.00	928.64
T & S Construction Co. Inc.	79,277.50	0.00	0.00	0.00	10,000.00	89,277.50
Terminix	198.00	0.00	0.00	0.00	0.00	198.00
Yolo County Flood Control	0.00	4,243.24	0.00	0.00	0.00	4,243.24
TOTAL	140,198.63	6,339.06	0.00	0.00	4,416.27	150,953.96

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Account Payable Breakdown

Date: 6/17/2019

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger	\$203,778.94	\$173,754.53	\$180,084.95
CRP Water	\$168,995.47	\$168,995.47	\$168,995.47
CRP Sewer	\$276,073.87	\$276,073.87	\$276,073.87
CRP PC	\$0.00	\$0.00	\$0.00
PC Escrow	\$0.00	\$0.00	\$0.00
LAIF Balance	\$1,181,505.49		
Current A/P Aging	\$150,953.96		
ACWA Health Ins	\$16,202.51		
TOTAL	<u>\$167,156.47</u>		

NOTES:

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

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

MAY 16, 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 – 2:00 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

In the audience, our chief plant operators

√ Mr. Francisco Castro – Wastewater √ Mr. Daniel Larson – Water
√ Mr. Jeremy Backus – Distribution/Coll., Arrived at 2:23 PM

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 (Unavailable)
- c. Water Plant Chief Operator
- d. Wastewater Plant Chief Operator
- e. General Manager

2. Financial Reports for review and approval

- a. April 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 04-18-19

4. Bills

- a. MC Engineering invoice number 1763, dated 5/2/19, in the amount of \$13,502.50 for the USDA Meters and Water Tank PER
- b. MC Engineering invoice number 1764, dated 5/2/19, in the amount of \$11,325.76 for the Sewer Infrastructure and Design

Action Taken: Motion to approve the consent items with changes to the Minutes of Regular meeting 4-18-19

ARCHACKI/BOUCHER M/S/C

AYES: MEDEIROS/HOSIER/BOUCHER/ARCHACKI/HIGMAN

NOES: NONE

ABSENT: NONE

5. Agenda (Old Business)

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

Action Taken: NO ACTION

6. Agenda (New Business)

- a. Discussion and consideration of approving one additional operator position for the Waste Water Treatment Plant

Action Taken: NO ACTION

- b. Discussion and consideration of designating the LAIF account as the account to show USDA that the District has a one year reserve for the annual USDA payment per USDA requirements

Action Taken: Motion to designate the LAIF account as the account to show USDA that the District has a one year reserve for the annual USDA payment per USDA requirements

HIGMAN/BOUCHER M/S/C

AYES: MEDEIROS/HOSIER/BOUCHER/ARCHACKI/HIGMAN

NOES: NONE

ABSENT: NONE

- c. Discussion and consideration of sending Dianna and Olivia to annual Board Secretary training for the second year, this training will include advanced topics, see attached

Action Taken: Motion to send Dianna and Olivia to the 2019 Annual Board Secretary Training

HOSIER/ARCHACKI M/S/C

AYES: HOSIER/BOUCHER/ARCHACKI/HIGMAN

NOES: NONE

ABSENT: NONE

- d. Discussion and review of the 218 progress

Action Taken: NO ACTION

- e. Discussion and consideration of accepting the completed USDA Waste Water Treatment Plant Project

Action Taken: NO ACTION

- f. Discussion and consideration of the emergency water service line repair at Garden Court and Hwy. 20

Action Taken: NO ACTION

- g. Discussion and consideration of Resolution No. 19-03 establishing a restricted checking account for reserves

Action Taken: Motion to approve Resolution 19-03 establishing a restricted checking account at West America Bank for reserves

HOSIER/ARCHACKI M/S/C
AYES: HOSIER/BOUCHER/ARCHACKI/HIGMAN
NOES: NONE
ABSENT: NONE

- h. Discussion and consideration of a selling price for the property at 12586 Foothill Blvd.

Action Taken: Motion to sell 12586 Foothill Boulevard, APN # 035-152-43 for \$500.00 plus closing costs

BOUCHER/ARCHACKI M/S/C
AYES: HOSIER/BOUCHER/ARCHACKI/HIGMAN
NOES: NONE
ABSENT: NONE

Adjournment **Time: 3:25 PM**

Motioned to adjourn at 3:25 PM by Director Hosier

SIGNED: _____ **ATTESTED TO:** _____
Margaret Medeiros, President **Olivia Mann, Board Secretary**

3A



MC Engineering, Inc.

9294 Madison Ave
Orangevale, CA 95662

Invoice

Date	Invoice #
6/5/2019	1781

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	7/5/2019	USDA Meters and Water Tank PER	
Description	Qty	Rate	Amount	
Project Engineer 2, Richard Relyea	67	130.00	8,710.00	
Assistant Engineer, Jared P. Nelson	97	130.00	12,610.00	
Operations Management Engineer, John Pedri, PE	18.5	160.00	2,960.00	
Assistant Engineer, Jose Diaz-Mendez	8	105.00	840.00	
Project Manager, Mark Carey, PE	15	165.00	2,475.00	
Assistant Engineering Tech, Julia Carey	7	65.00	455.00	
Engineering Tech, Charley Maxey	7	75.00	525.00	
Administrative Support	3	65.00	195.00	
Geo Legal 1MCE0104	1.13	2,300.00	2,599.00	

138- L/B USDA Water Improvements

DM

Total	\$31,369.00
Payments/Credits	\$0.00
Balance Due	\$31,369.00

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

AO

Contractor's Application for Payment No. #2

Application Period:	3/31/2019 - 5/31/2019	Application Date:	6/3/2019
To (Owner):	CLOCWD	From (Contractor):	T & S Construction Co. Inc.
Project:	Phase 3 Lift Station Improv.	Contract:	Jared Nelson
Owner's Contract No.:		Contractor's Project No.:	1808
		Engineer's Project No.:	

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
TOTALS	\$0.00	\$0.00	
NET CHANGE BY CHANGE ORDERS	\$0.00		

1. ORIGINAL CONTRACT PRICE..... \$ 2,603,374.00
2. Net change by Change Orders..... \$ -
3. Current Contract Price (Line 1 ± 2)..... \$ 2,603,374.00
4. TOTAL COMPLETED AND STORED TO DATE
\$137,950.00
5. RETAINAGE:
 - a. 5% X \$137,950.00 Work Completed..... \$ 6,897.50
 - b. 5% X \$0.00 Stored Material..... \$ -
 - c. Total Retainage (Line 5a + Line 5b)..... \$ 6,897.50
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 131,052.50
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 51,775.00
8. AMOUNT DUE THIS APPLICATION..... \$ 79,277.50
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G on Progress Estimate + Line 5 above)..... \$ 2,472,321.50

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Matthew Stephan Date: 6/3/2019

Payment of: \$ _____ (Line 8 or other - attach explanation of the other amount) 6-12-19 (Date)

is recommended by: Jared Nelson Inspector

Payment of: \$ _____ (Line 8 or other - attach explanation of the other amount) 6/12/19 (Date)

is recommended by: Mark A. Carey Engineer

is approved by: Duanna Mann Owner 6/12/19 (Date)

Approved by: _____ Funding Agency (if applicable) _____ (Date)

188 - 4/6 upflow # Depreciation Cont.



To: Dianna Mann

From: Jared Nelson

Date: November 20th, 2018

Re: USDA WWTP Improvements Project Notice of Completion

As of today, T&S Construction has completed all the work as shown and specified within the Contract Documents. It is recommended that the attached Notice of Completion be executed and submitted to the Country Recorder immediately to initiate the 30-day period before which the 5% retainage may be released.

I have also attached Section 01740 (Guarantees and Warranties) from the specifications along with extended warranties provided by some of the manufacturers for your reference. It is important that Francisco maintains a record of any equipment which is found to be defective/faulty and that these items (if they exist) are brought to T&S' attention for repair no later than two months before the 1-year warranty expires (September 2019).

Attached warranties provided by manufacturers include:

- Clarifier Mechanism (5-year)
- Clarifier Drive (Limited-5 year)
- Pumps/Panels (Varies)
- Density Current Baffles (5-year)

Please let me know if you have any questions moving forward,

Project Engineer

13

CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: Clear Lake Oaks County Water District	Owner's Contract No.:
Contractor:	Contractor's Project No.:
Engineer: MC Engineering, Inc.	Engineer's Project No.:
Project: Wastewater Treatment Plant Improvements	Contract Name:

This [preliminary] [final] Certificate of Substantial Completion applies to:

All Work The following specified portions of the Work:

11-20-2018

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work shall be as provided in the Contract, except as amended as follows: [Note: Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.]

Amendments to Owner's responsibilities: None As follows

Amendments to Contractor's responsibilities: None As follows

The following documents are attached to and made a part of this Certificate: [punch list; others]

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract.

EXECUTED BY ENGINEER:		RECEIVED:		RECEIVED:	
By: <u>[Signature]</u> (Authorized signature)	By: <u>Dianna Mann</u> Owner (Authorized Signature)	By: <u>[Signature]</u> Contractor (Authorized Signature)			
Title: <u>Principal Engineer</u>	Title: <u>Water General Manager</u>	Title: <u>Project Manager</u>			

AA

Mark Carey

Date: 11/20/18

Dianna Mann

Date: 11-26-18

MATT STEPHAN

Date: 11-21-18

AS

Clearlake Oaks County - Water District
PO Box 709
Clear Lake Oaks, CA 95423

Quotation No. OF-US19-0621

IL 60090 Wheeling, 06/12/2019

Page1/1

Your Request: Turbiwell
Your Contact: Clearlake Oaks County - Water District
Customer No: 266046
Date: 06/12/2019
Prices VAT: Sales Tax not included
Quotation Validity: 09/10/2019

Our Contact: RSM Northern CA
Payment Condition: net 30 days
Delivery Terms: ex works

This quote is valid only if buyer advises SWAN Analytical USA of final destination of the instruments.
This quote does not include tax or freight costs. Analyzers are not supplied with printed O&M manual, chemicals or resins or options. These are sold separately. Manuals are available electronically at no charge upon request.

Pos. Part-No.	Items	Del Week	Quant.	Price	TOTAL USD
10 A-25.411.700.1	Monitor AMI Turbiwell W/LED Analyzer for the measurement of turbidity. Complete on mounting panel. Power supply: 100-240 VAC,50/60 Hz or 24 VDC Chamber drain: manual		4	3'950.00	15'800.00
20 A-25.411.600.1	Monitor AMI Turbiwell 7027 Analyzer for the measurement of turbidity. Complete on mounting panel. Power supply: 100-240 VAC,50/60 Hz or 24 VDC Chamber drain: manual		1	3'950.00	3'950.00

TOTAL USD

\$19'750.00

Please reference Quotation No. when ordering
Lead time 2-3 weeks from receipt of order
Quote valid for 90 days
Freight FOB Wheeling, IL
Thank you.

Best regards,

Your Regional Sales Manager – Shaun Sharrett

AS

Clearlake Oaks County Water District

Water Loss Evaluation and Detection Programs

The Clearlake Oaks Water Treatment Plant produces approximately 236,000,000 gallons of treated water annually at a production cost of approximately \$332,000 (\$0.001 per gallon.) This equates to approximately 21,000,000 gallons per month of which we bill for roughly 10,000,000 gallons, leaving approximately 11,000,000 gallons unaccounted for, or \$11,000 in unrecoverable monthly production costs (\$135,348 annually) or \$113,000 in lost monthly revenues (\$1,300,000 annually.) Even more important would be the impact on the Yolo contract since this equates to approximately 34.5-acre ft monthly (415 annually.)

Month	Total Gallons Produced	Total Water Usage Billed	Total Unaccounted Water
<i>Jun-18</i>	20,620,000	10,151,534	10,468,466
<i>Jul-18</i>	23,677,000	11,559,872	12,117,128
<i>Aug-18</i>	23,806,000	14,215,455	9,590,545
<i>Sep-18</i>	23,385,000	11,466,553	11,918,447
<i>Oct-18</i>	22,699,000	10,052,995	12,646,005
<i>Nov-18</i>	22,025,000	10,732,189	11,292,811
<i>Dec-18</i>	20,342,000	10,096,241	10,245,759
<i>Jan-19</i>	20,218,000	8,242,785	11,975,215
<i>Feb-19</i>	18,505,000	7,912,404	10,592,596
<i>Mar-19</i>	20,002,000	7,095,072	12,906,928
<i>Apr-19</i>	20,641,000	10,320,463	10,320,537
<i>May-19</i>			
Annual	235,920,000	111,845,563	124,074,437
* All values are in Gallons **Margin of error +/- 10%			

In order to reverse these trends, we are establishing a viable plan where we will re-evaluate previous studies by outside sources and substantiate their findings or reject them utilizing specialized equipment strategically placed throughout the system to both log waterflows and pressures and compare them with billed water usage for a targeted area. By elimination we will either clear a suspect area or narrow the search area until we are able to pinpoint the break and initiate repairs.

Another tool which has proven very effective in identifying leaks and in many cases helped in pinpointing a search area has been the SCADA system monitoring both system pressures and the dynamics of our storage tanks. To better utilize these indicators, we will be strategically placing specialized PSI data loggers

throughout the distribution system to develop a better understanding of these indicators during the normal operation of the plant, there-by developing a baseline so abnormalities can be identified earlier and addressed.

We have divided the water loss evaluation program into four categories which include;

1. Distribution pipeline losses
2. Storage Tank losses (Pluth and Cerrito tanks primarily)
3. Residential Water Meters (approximately 874 meters 10 years or older)
4. Water Theft

Initially the amount of water loss seemed so excessive one would expect our operators, or rate payers, to notice large volumes of water running down the streets or flooding low areas within the District, which has not been the case. To put our losses in perspective it is necessary to breakdown the losses into smaller units over 30 days, hours, and by the minute.

Origin of Water Loss	Points	Gallons Per Day	Gallons Per Hour	Gallons Per Minute (gpm)
Distribution Pipeline Losses	1	375,983	15,665	261
Storage Tank Losses	2	187,991	7,832	130
Residential Water Meters	874	430	18	0.3
Theft	Unknown			

The table above breaks down our water losses for each suspected ‘origin of loss’ into a more manageable set of values which can be evaluated in a structured loss program. It is understood that each of the ‘origins of water loss’ listed above contribute to our overall losses to some degree, so additionally, it is the purpose of this program to determine to what degree each ‘origin of loss’ contributes to the overall loss and to make recommendations for the required fixes.

Another important take-away from this breakdown is; in most cases, as discussed above- SCADA will usually show indications of water losses of more than 130 gpm either with a 2 -3 PSI drop on the system or the Storage Tank levels stall or drain when the tanks should be filling. In numerous case we have identified significant breaks prior to being reported and usually can see when a water truck is pulling water from the system. However, there are areas in the system where the dynamics are such that there is no indication of a drop-in System pressure and a significant leak is reported. The Hydrant PSI Loggers will help us identify these

areas so we can better understand the dynamics of our system and develop better ways to manage our approach to these areas.

The District has purchased several pieces of specialized equipment to help facilitate the identification, isolation, and data to affect a viable approach to correcting any deficiencies in the Distribution System contributing to our water losses. This equipment includes;

1. General Electric portable ultrasonic flowmeter.
2. Fire Hydrant mounted PSI Data Loggers.
3. Residential Water Meter-Minimal Flow Analyzer (Constructed inhouse)

The General Electric Portable Ultrasonic Flowmeter

In the past the District has contracted with outside contractors to evaluate the Distribution System and identify suspect areas where they determined we had significant water losses. In some cases when these areas were searched some notable breaches were found and repaired. However, due to manpower constraints the full reports were never investigated and when suspect areas were investigated no breaches were found. With the Ultrasonic Flowmeter we will isolate a branch or section of main and monitor the actual waterflow. With this data we can then compare the actual flow with the billed water usage and determine if there is any water loss in the monitored section of the system. If there are no water losses, we can clear that section of the system and move on to the next area to be evaluated. If water losses are found to exist in the monitored section and the monitored area is fairly large (i.e. the west side from Byrle down Highway 20) we will split the monitored area and further isolate the breach in a smaller search area. If there is a notable water loss and no breach was found we will then test a number of in-service meters to determine if the meters are failing to register low flows and extrapolate an estimated total loss.

In the case of the West side, Morine Ranch, and Elem, the isolation of these areas will be rather uncomplicated since they are serviced by a single mainline. On the other hand, many areas to be monitored will have to be isolated via system valving which presents another set of issues discussed later.

Monitoring Schedule

Project Discription	Street	Cross Street	Start Date	Finish Date	WO No.
West End (A)					
West End (B)					
Elem					

Redwood Storage Tanks

Both Cerrito and Pluth Redwood Tanks have been leaking for years and periodically some actions have been taken to repair or patch these leaks with some short-term success. It would be interesting to have some idea to what degree these Tanks are contributing to our over-all water losses. Trying to venture a calculated estimate for the Pluth Tank would be nothing more than a guess since it provides water to such a large area. However, Cerrito is a different story, it services such a small rate payer base (15 services), so it's losses can be calculated with a certain degree of accuracy.

Cerrito Tank

Month	Total Gallons Pumped	Total Water Usage Billed	Total Unaccounted Water
<i>Jun-18</i>	75,042	47,015	28,034
<i>Jul-18</i>	87,549	64,489	23,060
<i>Aug-18</i>	87,549	69,891	17,658
<i>Sep-18</i>	125,070	60,124	64,946
<i>Oct-18</i>	125,070	60,887	64,183
<i>Nov-18</i>	112,563	51,128	61,435
<i>Dec-18</i>	120,072	32,368	87,704
<i>Jan-19</i>	120,072	34,305	85,767
<i>Feb-19</i>	120,072	32,033	88,039

<i>Mar-19</i>		110,066		30,618		79,448
<i>Apr-19</i>		130,078		41,106		88,972
<i>May-19</i>						
Annual		1,213,203		523,964		689,239
* All values are in Gallons **Margin of error +/- 10%						

Apr 2019 has the highest loss of water totaling 88,972 gallons over the month, this is equivalent to 2.05gpm. Even though this loss is minimal compared to our over-all losses, it is equivalent to slightly over 2-acre ft. annually.

Pluth does not appear to be losing the volumes of water Cerrito does at the tank site, however, Pluth is contributing to our water loss and these losses should be addressed. The discussion has been presented in the past regarding removing the Redwood Tank and using the Metal Tank to its full capacity. During these discussions the question was posed regarding the loss of water volume at the Pluth site if the Redwood tank was eliminated, however the portion of the metal tank not currently being used could accommodate the water volume lost by removing the redwood tank.

However, there are some issues with regard to the Shady Tank which would have to be addressed prior to eliminating the redwood tank at Pluth. Both tanks are supplied directly from the Distribution System and directly influenced by the Treatment Plant either being on-line or off-line. Both tanks are listed at an elevation of 1588 ft., 243 ft. above the plant, however, when both tanks are filling Shady fills at a level about 3 to 4 ft. higher than Pluth which will cause Shady to overflow before Pluth shuts down the Plant. One way to address this issue is to install an altitude valve at Shady which would shut down the intake until the Pluth tank fills to set-point and shuts down the High Service Pumps. Another consideration at this point would be if Pluth and Shady tanks would attempt to equalize their levels when the plant is off-line. MC Engineering would be able to assess the feasibility of this project and make qualified recommendations.

Residential Water Meters

The District is currently in the process of having a bid package developed by MC Engineering to secure bids to replace the District's aging meters. The driving consideration for this action is to off-set the cost in both manhours and expense for reading meters every month. But an even more significant consideration

should possibly be the cost to the District for lost revenues as a result of the existing meters failing to register low water flows as a result of leaks on the rate payer's side of the meter. The AWWA has stated leaking toilets are one of the primary culprits attributed to leaks in the household. A leaking toilet can silently lose as much as 1 gpm unnoticed by the occupants. A new mechanical meter should register a flow as low as ¼ gpm per AWWA standards, but as the meters age they wear-out and fail to register low flows.

It is estimated the District has approximately 874+ meters in-service which have been installed for more than 10 years. As demonstrated in the table at the beginning of this document if these 874 meters were failing to register the lower flows, it is conceivable a significant portion of our 11,279,494 gallons a month loss could be attributed to our older meters.

It is improbable there are 874+ toilets constantly leaking in the District, but it is a viable 'origin of Loss' evidenced by industry experience and several lengthy studies conducted by the EPA and AWWA. In response we have constructed a small portable unit for testing the minimum flows registering on suspect in-service meters using a 'Neptune' electronic 'Mach 10' ultrasonic meter. With a small sampling of meters, we may be able to extrapolate a rough value to calculate the losses caused by failing meters. Degraded Water Meters are the only direct "Origin of Loss" which impacts revenues, (possibly as much as \$1,300,000.00 annually)

Theft

It has been suggested that theft could be a significant contributing factor to the District's water losses from both theft at unsecured Fire hydrants, and illegal connections. To put this in perspective it would take 3760 (3000-gallon) water trucks to carry away 11,279,494 gallons over a thirty-day period. However, as improbable as this may sound there is no doubt that theft is a definite contributing factor, so we will be investigating this option as well. We will be using the Distribution Trends on SCADA to identify abnormal patterns and pinpoint suspect hydrants and then monitor those locations with remote cameras. We will also be securing any fire hydrants which are not already



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secured with hydrant locks. Illegal connections will be the most difficult 'origin of loss' to identify since the thieves are becoming much more sophisticated, but we may stumble across them when we are following up on discrepancies found with the GE portable flow meter or hydrant PSI Loggers. Example- The illegal connection (pictured above) found in Paradise Valley was tapping off a PRV and went to a pressure vessel hidden in the brush, giving the thieves the capability to pump large volumes of water up the hill.

Contributing Deficiencies and Additional Work Items

The objectives of this program are to identify and repair deficiencies in the Distribution System which are contributing to the significant water losses throughout the District which impact our production costs, revenues, and future growth. But it is also important to point-out other work, and/or maintenance items which have been neglected in the past which will directly or indirectly impact the success of this program's objectives, either by conflicting time management issues or available man power.

One such maintenance item is a structured 'Annual Valve Exercising Program' which ensures our 664 system valves are in good repair and function properly when needed. When we start isolating areas to be tested with the GE Flowmeter it will be imperative all the valves work correctly. From past experience with many of the breaks over the last year or so, this has not been the case.

There are 216 Fire Hydrants in the District which need to be flushed at least annually to ensure proper operation and meet listed capacities.

Storage Tank Maintenance and Inspections: The maintenance/Inspection Program is a Monthly, Quarterly, Semi-annual, and Annual program consisting of;

1. Visual inspections being performed on a Monthly schedule, where the operator inspects the tanks for damage, leaks, and points of contamination.
2. Sight maintenance and booster pump service is done on a Quarterly schedule.
3. Building maintenance, Control systems, Chlorination baskets cleaned, and perimeter fencing repair semi-annually.
4. Annual report of all maintenance, repairs, chlorination records, and service records are recorded.

Storage Tank Chlorination: Pluth, Cerrito, Konocti, Shady, Paradise Valley, and Harvey Vault Chlorine tank require periodic sampling for chlorine levels and dosing when needed. During the cooler months the Chlorine residual will be checked and logged once a week or as needed. During the warmer months the Chlorine residual will be checked twice weekly. The Harvey Vault will be checked 3 times a week to ensure all equipment is operating correctly, and fill Chlorine tank as needed. The minimum Chlorine residual before adding HTH tablets is < 0.22 mg/l for Free Chlorine, and 0.44 mg/l for Total Chlorine.

(Note: The 'Valve Exercise Program', 'Hydrant Flushing Program', Storage Tank Maintenance and Inspection Program', and the Storage Tank Chlorination Program' will all be outline in full detail in the revised 'Distribution Operations Plan' filed with the State.)

Another area for elevated concern was brought to light this past month with the leak on Highway 20 which eroded away the earth under part of the Highway. This was a 2" galvanized main with brass corporation-stop and copper service line.



There was no apparent dielectric used between the brass and galvanized pipe which caused galvanic corrosion which then corroded the copper service line at the corporation-stop connection. Initially we believed the use of 2" galvanized was minimal however after evaluating the system drawings and the Master Plan this is not the case. There is approximately 5 miles of 2" galvanized pipe still in use system wide, mostly along the lakeside of Highway 20 on the West End, and the Numbered Streets area in town. Most of the services in the Keys and numbered Streets are serviced by 2" galvanized laterals. If all the service lines are connected to the galvanized in the same manner as the one on Highway 20 the question is not if they will fail, but when.

(Galvanic corrosion refers to corrosion damage that occurs when two different metals are in electrical contact in an electrolyte, where the more noble metal is protected and the more active metal tends to corrode. Galvanic corrosion may also be known as bimetallic corrosion and dissimilar metal corrosion.)

Distributions/Collections Division

The DC Division is responsible for the reliable, safe delivery of water to our Rate Payers via the Maintenance, Repair, and Testing of our dated infrastructure.

System Infrastructure

OK

1. 66 miles of underground pipe ranging from 2" – 12".
2. 6 Storage Tanks and 5 Tank Sites.
3. 1 Hydro Tank and Compressor (Cerrito).
4. 4 PRVs.
5. 1955 Water Meters ranging from ¾" – 6".
6. 3 Pump locations (High Valley, Cerrito, and Shady).
7. 216 Fire Hydrants.
8. 664 Valves ranging in size from 2" – 12".
9. Harvey Vault Remote Chlorination System.
10. Paradise Valley Chlorine Analyzer and 2 Booster Pumps.

Peripheral Duties

1. Traffic Control.
2. Inventory Control of over 1000+ Repair Items (i.e. Pipe, Valves, Meters, Corporation Stops, Curb Stops, Fittings, Gaskets, Flanges, Bolt Sets, etc.)
3. Inventory Control of Tools, Road Signs, Cones, specialized equipment, Chemicals, etc...
4. Vehicle and trailer upkeep and cleaning.
5. Training

Operational Duties

1. Valve Exercise Program
2. Fire Hydrant Flushing Program/ Maintenance
3. Tank Maintenance and Inspection Program/ Maintenance
4. Daily Work Orders
5. Water Loss Evaluation and Detection Program
6. CALTRANS and County Permits
7. Boil Water Notices/ Bacti Sampling/State Notification
8. Meter Reading/Disconnect Notices/Re-Reads

(Note: These are in addition to their Collections Duties and Responsibilities.)

Closing Summary

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On May 31, 2019 the Treatment Plant Operator noticed a loss in system pressure, dropping from 120PSI to 110PSI in the blink of an eye. The operator immediately notified DC personnel that we had a significant break in the system. At 9:36 am Pluth began losing water at about 100th of a foot every 2 seconds, so he suggested the break would be somewhere on the Eastside of town. However, at 9:38 am Shady began to lose water at a slightly faster pace so this expanded the search area to somewhere between Orchard Shores and the middle of town. DC and Plant personnel were in the field searching the suspected area within minutes of the alert. While personnel searched, a local resident came to the Plant to report a leak on Lake St., within minutes DC personnel were closing the street, deploying the needed equipment, placing appropriate signage, and locating the valves to isolate the leak. At 10:45 am (1 hour and 9 minutes after the initial alert) the leak was isolated and repairs began. The break was in an 8" Main about 5' below grade. The force from the waters evacuating the break actually broke, and raised the blacktop several inches above the road surface. From the time the break was detected until the water was shut-off we lost approximately 108,813 gallons of water; system wide (1577 gpm). Our water losses could have been much higher, and the area effected much larger if any of the valves required to isolate the leak did not work properly, and if not for the quick response by District personnel.

The Distribution and Collections Division does not generate any revenue but they are vital for insuring control of our production costs, revenue stream, and future growth. The District has a great team in place which could accomplish all the tasks outlined above, as well as any new challenges which will assuredly confront them, if they were fully staffed, prioritized their objectives, developed standardized Operating Procedures, developed standardized part lists and protocols for each type of repair.

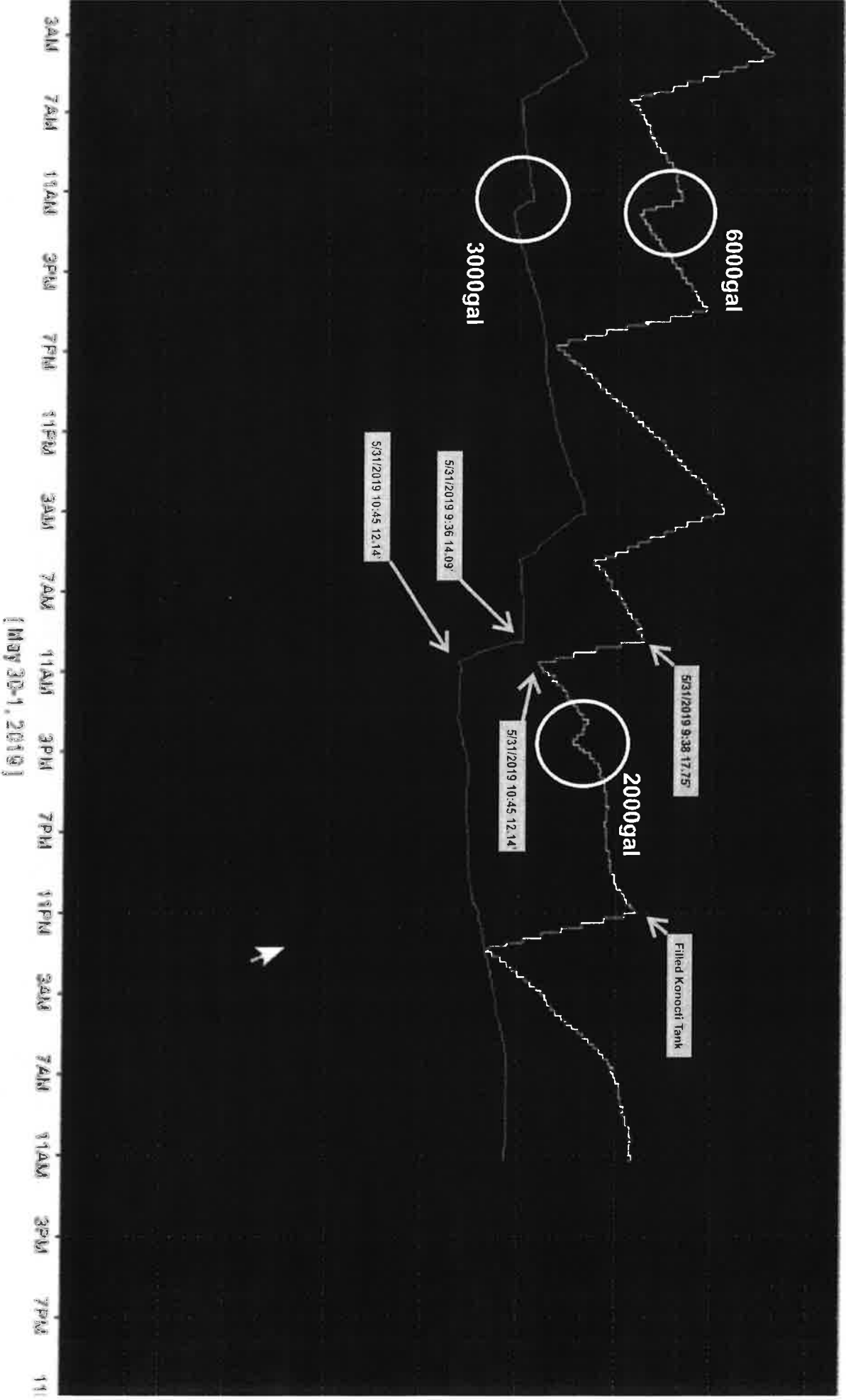
52

Shady and Pluth Storage Tanks

are currently working on protocols for using the SCADA Trending to evaluate Line Breaks and abnormal Tank dynamics.

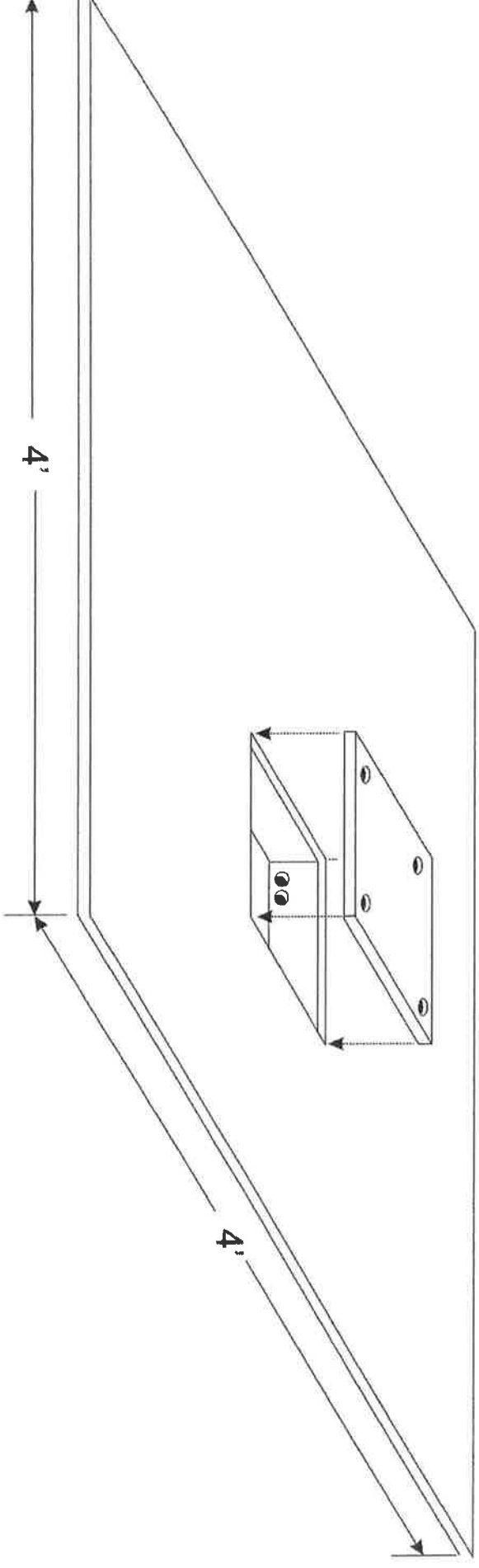
5

8" Main Break on Lake Street May 30 at 9:36am



8

” Plate Steel, traffic worthy, hole cover w/ security compartment for GE Portable Flow Meter



Since the GE Flow-meter will be in place for a complete billing cycle it is necessary to cover the exposed hole and safe guard the Flow-meter. The operator needs access to the meter to periodically charge the batteries.

PROJECTED BUDGET 2019-2020

0

Target % > 0%

As of July 2019 Summary	WATER				SEWER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,242,554	-	-	0%	929,418	-	-	0%
Total Operating Expenses	972,572	-	-	0%	1,037,590	-	-	0%
Operating Balance (loss)	269,982	-	-		(108,172)	-	-	
420 Connection Fees	30,000	-	-	0%	20,000	-	-	0%
435								
450 Other - Non S/W Rev	96,000	-	-	0%	100,000	-	-	0%
Reserves	150,000	-	-	0%				0%
Net Change In Net Position (loss)	245,982	-	-		11,828	-	-	

Current Revenue Notes:

440- Misc Water = Bulk Water

450 - Other - Non S/W Rev: ATT Lease and Tax Roll

Past Revenue Notes

WestAmer Op

WestAmer CRP

LAIF

Total \$ -

As of July 2019 Operating Revenue	WATER				SEWER			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,182,554	-	-	0%	909,418	-	-	0%
430 Penalty & Interest	30,000	-	-	0%	20,000	-	-	0%
440 Misc	30,000	-	-	0%	0	-	-	0%
Total Revenue >	1,242,554	-	-	0%	929,418	-	-	0%

As of July 2019 Operating Expenses	WATER				SEWER			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	% Spent	Annual	YTD	% Spent	
505 Salaries & Wages	316,514	-	-	0%	415,259	-	-	0%
520 FICA - District Share	26,093	-	-	0%	34,354	-	-	0%
530 Medical Ins - District Share	56,010	-	-	0%	128,093	-	-	0%
540 PERS - District Share	39,759	-	-	0%	47,203	-	-	0%
550 Unemployment	9,000	-	-	0%	9,000	-	-	0%
560 Workers Comp Ins	21,310	-	-	0%	24,506	-	-	0%
Salaries and Employee Benefits >	468,687	-	-	0%	658,415	-	-	0%
605 Advertising	200	-	-	0%	200	-	-	0%
610 Bank Fees	9,260	-	-	0%	9,250	-	-	0%
620 Communications & Internet	13,000	-	-	0%	7,250	-	-	0%
622 Board Exp	5,000	-	-	0%	5,000	-	-	0%
625 Equip - Field (\$300-\$4999)	2,500	-	-	0%	4,000	-	-	0%
630 Equip - Office	1,500	-	-	0%	2,000	-	-	0%
640 Fuel & Oil	6,800	-	-	0%	4,800	-	-	0%
645 Insurance	40,000	-	-	0%	25,000	-	-	0%
650 Interest		-	-	0%		-	-	0%
657 Lab	20,000	-	-	0%	17,500	-	-	0%

670	Postage & Shipping	6,000	-	-	0%	6,000	-	-	0%
675	Professional Services	36,000	-	-	0%	21,000	-	-	0%
685	Rents	4,875	-	-	0%	4,875	-	-	0%
690	Safety & Security	3,250	-	-	0%	8,250	-	-	0%
700	Tools & Instruments	2,000	-	-	0%	5,000	-	-	0%
703	Supplies - Clothing & Personal	1,800	-	-	0%	2,300	-	-	0%
705	Supplies - Office	4,750	-	-	0%	5,250	-	-	0%
715	Treatment Chemicals	75,000	-	-	0%	48,000	-	-	0%
720	Supplies - Operating - Other	5,000	-	-	0%	22,000	-	-	0%
730	Taxes - Licenses	0	-	-	0%	0	-	-	0%
735	Training	5,750	-	-	0%	5,250	-	-	0%
745	Travel	1,000	-	-	0%	2,000	-	-	0%
750	Utilities	135,650	-	-	0%	82,750	-	-	0%
760	Waste Disposal	3,050	-	-	0%	52,250	-	-	0%
795	Yolo Co	57,000	-	-	0%				
799	Misc	-	-	-	0%				0%
Services and Supplies >		468,885	-	-	0%	368,175	-	-	0%
810	R&R Buildings & Grounds	7,000	-	-	0%	7,000	-	-	0%
815	R & R Damage Claims	0	-	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	0	-	-	0%	0	-	-	0%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles (\$2k/vehicle)	3,000	-	-	0%	4,000	-	-	0%
850	Maintenance Reserve Account	25,000	-	-	0%	-	-	-	0%
Repairs & Replacement >		35,000	-	-	0%	11,000	-	-	0%
Total Expenses >		972,572	-	-	0%	1,037,590	-	-	0%

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Expenses	Annual	YTD	YTD	Spent	Remaining
505 Salaries & Wages	321,978	-	-	0.0%	321,978
520 FICA - District Share	26,674	-	-	0.0%	26,674
530 Medical Ins - District Share	68,991	-	-	0.0%	68,991
540 PERS-District Share (incl unfunded Liab, 14.5K)	61,000	-	-	0.0%	61,000
550 Unemployment	18,000	-	-	0.0%	18,000
560 Workers Comp Ins	7,422	-	-	0.0%	7,422
Salaries and Employee Benefits >	504,064	-	-	0.0%	504,064
605 Advertising	400	-	-	0.0%	400
610 Bank Fees	18,500	-	-	0.0%	18,500
620 Communications & Internet	7,000	-	-	0.0%	7,000
622 Board Exp	10,000	-	-	0.0%	10,000
625 Equip - Field (up to \$4999)	0	-	-	0.0%	0
630 Equip - Office	2,000	-	-	0.0%	2,000
640 Fuel & Oil	0	-	-	0.0%	0
645 Insurance	0	-	-	0.0%	0
650 Interest	0	-	-	0.0%	0
657 Outsource Lab / Internal Lab	0	-	-	0.0%	0
660 Memberships & Subscriptions	1,000	-	-	0.0%	1,000
665 Mileage Reimb	1,000	-	-	0.0%	1,000
670 Postage & Shipping	12,000	-	-	0.0%	12,000
675 Professional Services (Legal, IT, CUSI annual)	22,000	-	-	0.0%	22,000
685 Rents	9,750	-	-	0.0%	9,750
690 Safety & Security (boots)	2,500	-	-	0.0%	2,500
700 Tools & Instruments	0	-	-	0.0%	0
703 Supplies - Clothing & Personal	600	-	-	0.0%	600
705 Supplies - Office	7,500	-	-	0.0%	7,500
715 Treatment Chemicals	0	-	-	0.0%	0
720 Supplies - Operating - Other	0	-	-	0.0%	0
730 Taxes - Licenses	0	-	-	0.0%	0
735 Training, Certs (Classes, books)	3,500	-	-	0.0%	3,500
745 Travel / Lodging	1,000	-	-	0.0%	1,000
750 Utilities	5,500	-	-	0.0%	5,500
760 Waste Disposal	500	-	-	0.0%	500
795 Yolo Co	0	-	-	0.0%	0
799 Misc	0	-	-	0.0%	0
Services and Supplies >	104,750	-	-	0.0%	104,750
810 R&R Buildings & Grounds	4,000	-	-	0.0%	4,000
815 R & R Damage Claims	0	-	-	0.0%	0
820 R&R Lift Stations	-	-	-	0.0%	-
830 R&R Equipment	0	-	-	0.0%	0
832 R&R Mains/Service Lines	0	-	-	0.0%	0
840 R&R Vehicles (\$2k/vehicle)	0	-	-	0.0%	0
Repairs & Replacement >	4,000	-	-	0.0%	4,000
Total Expenses >	612,814	-	-	0.0%	612,814

		2019-2020 Budget	Actual	%	Total
Expenses	Annual	YTD	YTD	Spent	Remaining
505 Salaries & Wages	254,270	-		0.0%	254,270
520 FICA - District Share	21,017	-		0.0%	21,017
530 Medical Ins - District Share	93,598	-		0.0%	93,598
540 PERS - District Share (\$14.5K Unfunded)	16,704	-		0.0%	16,704
550 Unemployment	0	-		0.0%	0
560 Workers Comp Ins	20,794	-		0.0%	20,794
Salaries and Employee Benefits >	406,383	-	-	0.0%	406,383
605 Advertising	0	-		0.0%	0
610 Bank Fees	0	-		0.0%	0
620 Communications & Internet	1,250	-		0.0%	1,250
622 Board Exp	0	-		0.0%	0
625 Equip - Field (up to \$4999)	1,500	-		0.0%	1,500
630 Equip - Office	1,000	-		0.0%	1,000
640 Fuel & Oil (Schaeffers)	2,000	-		0.0%	2,000
645 Insurance	25,000	-		0.0%	25,000
650 Interest	0	-		0.0%	0
657 Outsource Lab / Internal Lab	17,500	-		0.0%	17,500
660 Memberships & Subscriptions	27,000	-		0.0%	27,000
665 Mileage Reimb	250	-		0.0%	250
670 Postage & Shipping	0	-		0.0%	0
675 Professional Services (SCADA)	10,000	-		0.0%	10,000
685 Rents	0	-		0.0%	0
690 Safety & Security (boots)	7,000	-		0.0%	7,000
700 Tools & Instruments	5,000	-		0.0%	5,000
703 Supplies - Clothing & Personal	2,000	-		0.0%	2,000
705 Supplies - Office	1,500	-		0.0%	1,500
715 Treatment Chemicals	48,000	-		0.0%	48,000
720 Supplies-Operating-Other-Titan Tubes	22,000	-		0.0%	22,000
730 Taxes - Licenses	-	-		#DIV/0!	-
735 Training, Certs (classes, books)	3,500	-		0.0%	3,500
745 Travel / Lodging	1,500	-		0.0%	1,500
750 Utilities	80,000	-		0.0%	80,000
760 Waste Disposal	52,000	-		0.0%	52,000
795 Yolo Co	0	-		0.0%	0
799 Misc	0	-		0.0%	0
799.1 Customer Refund					
Services and Supplies >	308,000	-	-	0.0%	308,000
810 R&R Buildings & Grounds	5,000	-		0.0%	5,000
815 R & R Damage Claims	0	-		0.0%	0
820 R&R Lift Stations	0	-		0.0%	0
830 R&R Equipment	0	-		0.0%	0
832 R&R Mains/Service Lines	0	-	-	0.0%	-
840 R&R Vehicles (\$2k/vehicle)	4,000	-		0.0%	4,000
850 Maintenance Reserve Account	-	-		0.0%	-
Repairs & Replacement >	9,000	-	-	0.0%	9,000
Total Expenses >	723,383	-	-	0.0%	723,383

Expense Notes

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Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	155,526	-	-	0.0%	155,526
520	FICA - District Share	12,756	-	-	0.0%	12,756
530	Medical Ins - District Share	21,515	-	-	0.0%	21,515
540	PERS - District Share	9,260	-	-	0.0%	9,260
550	Unemployment	0	-	-	0.0%	0
560	Workers Comp Ins	17,598	-	-	0.0%	17,598
Salaries and Employee Benefits >		216,655	-	-	0.0%	216,655
605	Advertising	0	-	-	0.0%	0
610	Bank Fees	0	-	-	0.0%	0
620	Communications & Internet	7,000	-	-	0.0%	7,000
622	Board Exp	0	-	-	0.0%	0
625	Equip - Field (\$300 - \$4999)	0	-	-	0.0%	0
630	Equip - Office	500	-	-	0.0%	500
640	Fuel & Oil	4,000	-	-	0.0%	4,000
645	Insurance	40,000	-	-	0.0%	40,000
650	Interest	0	-	-	0.0%	0
657	Outside Lab / Internal Lab	20,000	-	-	0.0%	20,000
660	Memberships & Subscriptions	28,000	-	-	0.0%	28,000
665	Mileage Reimb	500	-	-	0.0%	500
670	Postage & Shipping	0	-	-	0.0%	0
675	Professional Services (SCADA, Mtce Prog)	25,000	-	-	0.0%	25,000
685	Rents	0	-	-	0.0%	0
690	Safety & Security (boots)	2,000	-	-	0.0%	2,000
700	Tools & Instruments	2,000	-	-	0.0%	2,000
703	Supplies - Clothing & Personal	1,500	-	-	0.0%	1,500
705	Supplies - Office	1,000	-	-	0.0%	1,000
715	Treatment Chemicals	75,000	-	-	0.0%	75,000
720	Supplies - Operating - Other	5,000	-	-	0.0%	5,000
730	Taxes - Licenses	0	-	-	0.0%	0
735	Training, Certs (classes, books)	4,000	-	-	0.0%	4,000
745	Travel / Lodging	500	-	-	0.0%	500
750	Utilities	132,900	-	-	0.0%	132,900
760	Waste Disposal	2,800	-	-	0.0%	2,800
795	Yolo Co	57,000	-	-	0.0%	57,000
799	Misc	0	-	-	0.0%	0
799.1	Customer Refund					
Services and Supplies >		408,700	-	-	0.0%	408,700
810	R&R Buildings & Grounds	5,000	-	-	0.0%	5,000
815	R & R Damage Claims	0	-	-	0.0%	0
820	R&R Lift Stations	0	-	-	0.0%	0
830	R&R Equipment	0	-	-	0.0%	0
832	R&R Mains/Service Lines	0	-	-	0.0%	-
840	R&R Vehicles (\$2k/vehicle)	3,000	-	-	0.0%	3,000
850	Maintenance Reserve Account	25,000	-	-	0.0%	25,000
Repairs & Replacement >		33,000	-	-	0.0%	33,000
Total Expenses >		658,355	-	-	0.0%	658,355

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As of July 2019

Summary	Budget		Actual YTD	
	Annual	YTD	Amount	%
SEWER CRP Revenue	396,097	-	0.0%	0%
SEWER CRP Expenses	384,699	-	0.0%	0%
bridge Loan Interest	-	-	-	-
USDA Annual Payment	110,000	-	-	-
	-	-	-	-
	-	-	-	-
Operating Balance (loss)	(98,602)	-	-	-

Expenses	2018 - 2019 Budget		Actual YTD	% Spent	Total Remaining
	Annual	YTD			
505 Salaries & Wages	150,957	-	-	0.0%	150,957
520 FICA - District Share	12,515	-	-	0.0%	12,515
530 Medical Ins - District Share	38,698	-	-	0.0%	38,698
540 PERS - District Share	9,217	-	-	0.0%	9,217
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	15,461	-	-	0.0%	15,461
Salaries and Employee Benefits >	226,849	-	-	0.0%	226,849
605 Advertising	0	-	-	0.0%	0
610 Bank Fees	0	-	-	0.0%	0
620 Communications & Internet	5,000	-	-	0.0%	5,000
622 Board Exp	0	-	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	-	-	0.0%	1,250
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	5,900	-	-	0.0%	5,900
645 Insurance	0	-	-	0.0%	0
650 Interest	0	-	-	0.0%	0
657 Outsource Lab / Internal Lab	0	-	-	0.0%	0
660 Memberships & Subscriptions	0	-	-	0.0%	0
665 Mileage Reimb	0	-	-	0.0%	0
670 Postage & Shipping	0	-	-	0.0%	0
675 Professional Services (SCADA)	0	-	-	0.0%	0
685 Rents	-	-	-	0.0%	-
690 Safety & Security (boots)	1,500	-	-	0.0%	1,500
700 Tools & Instruments	200	-	-	0.0%	200
703 Supplies - Clothing & Personal	300	-	-	0.0%	300
705 Supplies - Office	100	-	-	0.0%	100
715 Treatment Chemicals	0	-	-	0.0%	0
720 Supplies - Operating - Other	14,500	-	-	0.0%	14,500
730 Taxes - Licenses	0	-	-	0.0%	0
735 Training, Certs (classes, books)	1,200	-	-	0.0%	1,200
745 Travel / Lodging	400	-	-	0.0%	400
750 Utilities	0	-	-	0.0%	0
760 Waste Disposal	0	-	-	0.0%	0
795 Yolo Co	0	-	-	0.0%	0
799 Misc	0	-	-	0.0%	0
Services and Supplies >	30,350	-	-	0.0%	30,350
810 R&R Buildings & Grounds	10,000	-	-	0.0%	10,000
815 R & R Damage Claims	0	-	-	0.0%	0
820 R&R Lift Stations	20,000	-	-	0.0%	20,000
830 R&R Equipment	25,000	-	-	0.0%	25,000
832 R&R Mains/Service Lines	25,000	-	-	0.0%	25,000
840 R&R Vehicles (\$2k/vehicle)	27,500	-	-	0.0%	27,500
850 Maintance Reserve Account	20,000	-	-	0.0%	20,000
Repairs & Replacement >	127,500	-	-	0.0%	127,500
Total Expenses >	384,699	-	-	0.0%	384,699

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As of July 2019 Summary		WATER - CRP Budget		Actual YTD		
		Annual	YTD	Amount	%	
WATER CRP Revenue		411,876	-	0.0%	0%	
WATER CRP Expenses		379,349	-	0.0%	0%	
USDA Payment 1st year		40,000	-			
Operating Balance		(7,473)	-			
Expenses		2018 - 2019 Budget		Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	142,263	-	-	0.0%	142,263
520	FICA - District Share	11,652	-	-	0.0%	11,652
530	Medical Ins - District Share	55,042	-	-	0.0%	55,042
540	PERS - District Share	8,296	-	-	0.0%	8,296
550	Unemployment	0	-	-	0.0%	0
560	Workers Comp Ins	13,897	-	-	0.0%	13,897
Salaries and Employee Benefits >		231,149	-	-	0.0%	231,149
605	Advertising	0	-	-	0.0%	0
610	Bank Fees	0	-	-	0.0%	0
620	Communications & Internet	5,000	-	-	0.0%	5,000
622	Board Exp	0	-	-	0.0%	0
625	Equip - Field (up to \$4999)	1,250	-	-	0.0%	1,250
630	Equip - Office	-	-	-		
640	Fuel & Oil	5,900	-	-	0.0%	5,900
645	Insurance	0	-	-	0.0%	0
650	Interest	0	-	-	0.0%	0
657	Outsource Lab / Internal Lab	5,000	-	-	0.0%	5,000
660	Memberships & Subscriptions	0	-	-	0.0%	0
665	Mileage Reimb	0	-	-	0.0%	0
670	Postage & Shipping	0	-	-	0.0%	0
675	Professional Services Leak Chk	-	-	-	0.0%	-
685	Rents	0	-	-	0.0%	0
690	Safety & Security (boots)	2,250	-	-	0.0%	2,250
700	Tools & Instruments	300	-	-	0.0%	300
703	Supplies - Clothing & Personal	450	-	-	0.0%	450
705	Supplies - Office	150	-	-	0.0%	150
715	Treatment Chemicals	0	-	-	0.0%	0
720	Supplies - Operating - Other	17,500	-	-	0.0%	17,500
730	Taxes - Licenses	0	-	-	0.0%	0
735	Training, Certs (classes, books)	1,800	-	-	0.0%	1,800
745	Travel / Lodging	600	-	-	0.0%	600
750	Utilities	0	-	-	0.0%	0
760	Waste Disposal	0	-	-	0.0%	0
795	Yolo Co	0	-	-	0.0%	0
799	Misc	0	-	-	0.0%	0
Services and Supplies >		40,200	-	-	0.0%	40,200
810	R&R Buildings & Grounds	10,000	-	-	0.0%	10,000
815	R & R Damage Claims	0	-	-	0.0%	0
820	R&R Lift Stations	0	-	-	0.0%	0
830	R&R Equipment	25,000	-	-	0.0%	25,000
832	R&R Mains/Service Lines	25,000	-	-	0.0%	25,000
840	R&R Vehicles (\$2k/vehicle)	28,000	-	-	0.0%	28,000
850	Maintenance Reserve Account	20,000	-	-	0.0%	20,000
Repairs & Replacement >		108,000	-	-	0.0%	108,000
Total Expenses >		379,349	-	-	0.0%	379,349

CRP-S = Jeremy, Jesse, Christopher

CRP-W= Scott, Hugo

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PROPOSITION 1 SMALL COMMUNITY WASTEWATER

CLEARLAKE OAKS COUNTY WATER DISTRICT

AND

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD



CONSTRUCTION GRANT

WASTEWATER INFRASTRUCTURE REHABILITATION PROJECT

PROJECT NO. C-06-8056-210

AGREEMENT NO. D17-04010

AMOUNT: \$5,450,000

ELIGIBLE START DATE: OCTOBER 6, 2017
COMPLETION OF CONSTRUCTION DATE: OCTOBER 1, 2019
FINAL DISBURSEMENT REQUEST DATE: APRIL 1, 2020
RECORDS RETENTION TERM END DATE: OCTOBER 1, 2055

04

CLEARLAKE OAKS COUNTY WATER DISTRICT

RESOLUTION NO. 19-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CLEARLAKE OAKS COUNTY WATER DISTRICT AUTHORIZING REPRESENTATIVE FOR LOAN AND GRANT FINANCING AGREEMENTS, LETTER OF CONDITIONS AND OTHER REQUIRED DOCUMENTS BY THE UNITED STATES DEPARTMENT OF AGRICULTURE RURAL DEVELOPMENT FOR THE HARVEY TANK AND WATER DISTRIBUTION FACILITIES PROJECT

WHEREAS, per the Clearlake Oaks County Water District Board of Directors:

WHEREAS, the General Manager ("the Authorized Representative") or his/her designee is hereby authorized and directed to sign and file, for and on behalf of the District, a Financial Assistance Application (RD Apply), Letter of Conditions Agreement, and any other agreements as they pertain to the planning, design, and construction of the Harvey Tank and Water Distribution Facilities Project (Project), for the of Clearlake Oaks County Water District's ("District") and;

WHEREAS, this Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing all agreements for financial assistance agreement from the United States Department of Agriculture Rural Development and any amendments or changes thereto; and;

BE IT FURTHER RESOLVED, the Authorized Representative, or his/her designee, is designated to represent the District in carrying out the District's responsibilities under the financing agreement and Letter of Conditions, including certifying disbursement requests for the Project on behalf of the District, in compliance with applicable state and federal laws.

THE ABOVE RESOLUTION is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on 20th.day of June, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

Attest: _____
Olivia Mann, Board Secretary

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