BOARD OF DIRECTORS
Notice and Agenda of Regular Meeting
Thursday, November 19, 2026 • 10:00 a.m.

Administration Building:
12952 E. Highway 20, Clearlake Oaks, CA 95423

Join Via Microsoft Teams:
https://teams.microsoft.com/meet/2889429697949585?p=jEaJoPAmqWF4SEBs6w
Meeting ID: 288 942 969 794 958 5 • Passcode: hU6qo38R

AGENDA

A. CALL TO ORDER

- Pledge of Allegiance
- Roll Call

☐ Mr. Stanley Archacki, President
☐ Mr. Michael Herman, Vice President
☐ Mr. James Crozier, Director
☐ Mrs. Olivia Mann – Board Secretary
☐ Mr. Francisco Castro, Chief Wastewater
☐ Mr. Jeremy Backus, Chief Distribution

☐ All Directors Listed, Present

☐ Mr. William McHugh, Director
☐ Mr. A. Donald Whittier, Director
☐ Mrs. Dianna Mann – General Manager
☐ Ms. Bailey Anderson – Office Manager
☐ Mr. Kurt Jensen, Chief Water
☐ Mr. Scott Nave, Legal Counsel

☐ All Staff & Legal Counsel Listed, Present

B. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Members of the public may address the Board on matters within its jurisdiction that are not listed on the agenda. Each speaker is limited to three (3) minutes.

C. STAFF REPORTS *(P4)*

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

D. COMMITTEE UPDATES

E. COMMUNITY CORNER

1. Outreach Discussion and Update
    a. 2026/27 Social Media Plan
2. Partnerships
    a. Eastlake Elementary
    b. Hidden Valley Lake CSD
    c. Quarterly Newsletter Reinstatement

Action Taken: _____

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F. CONSENT ITEMS *(P22)*

The Board will be asked to approve all Consent Items in a single action without discussion. Any item requested for removal by a Director, staff member, or interested person will be considered separately under New Business.

1. **Financial Reports** *(P22)*
   a. October 2026 QuickBooks Balance Sheet and Profit and Loss Statements
   b. Bank Account Balances and Accounts Receivable
   c. Employee Payroll Report
   d. Aged Trial Balance Summary
   e. Vendor Aging Report and Accounts Payable Breakdown
2. **Bills** *(P48)*
   a. 2027 CSDA Membership Renewal, Membership ID No. 584, dated October 1, 2026, and received October 20, 2026, in the amount of $9,069.00, plus $50.00 for State and Federal Labor Law Posters, for a total of $9,119.00, to be paid from the General Ledger and allocated equally (50/50).
3. **Previous Meeting Minutes** *(P49)*
   a. Minutes of Regular Meeting 10/15/2026
   b. Minutes of Special Meeting 10/20/2026

Action Taken: _____

G. OLD BUSINESS *(P54)*

1. Discussion and consideration of replacing the activated carbon media at the Water Treatment Plant, including review of the following quotes:

   Calgon Carbon, as quoted on October 2, 2026, in the amount of $116,640.00, including delivery, installation, removal, and disposal.

   Norit America, as quoted on October 5, 2026, in the amount of $158,880.00, not including taxes

Action Taken: _____

H. NEW BUSINESS

1. Discussion and update on the California Special Districts Association (CSDA) Transparency Certificate of Excellence ***(P59)***

Action Taken: _____

2. Discussion and consideration of Authorizing Cost Code 622 – "Board" to Include Community Outreach Expenses for Fiscal Year Ending June 30, 2027, as no specific budget allocation was established for Community Outreach during the budget planning process.

Action Taken: _____

3. Discussion and consideration of the sale of the 2024 Ford F-600 Supercrane Truck, as outlined in the attached memorandum. ***(P62)***

Action Taken: _____

4. Discussion and consideration of Resolution 26-15, Rules of Conduct for Board Meetings ***(P63)***

Action Taken: _____

5. Discussion and consideration of adopting Resolution 26-16, Base Rate and Availability Charges to Unimproved Parcels with Service Immediately Available ***(P73)***

Action Taken: _____

6. Discussion and review of the memorandum from Scott Nave regarding Standby Charges Under Proposition 218 ***(P79)***

Action Taken: _____

7. Discussion of the Corrective Action Plan for the Water Reliability Project, prepared by MC Engineering, Inc. ***(P81)***

Action Taken: _____

8. Discussion and acceptance of the revised agenda format and wording

Action Taken: _____

I. GENERAL MANAGERS ORAL REPORT AND DISTRICT UPDATES

ADJOURNMENT **Time:** _____

MOTION: _____ **SECOND:** _____

The Board may act on any item listed on this agenda, including informational items, as permitted by law.

Public documents related to open-session agenda items that are distributed to all or a majority of the Board 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 address listed above.

Members of the public may address the Board on an agenda item during its consideration. The Board Secretary will invite comments at the appropriate time. Each speaker is limited to three (3) minutes per agenda item.

In accordance with the Americans with Disabilities Act, anyone needing a disability-related modification or accommodation to participate in the meeting should contact the Board Secretary at **707-998-3322**. Please submit requests as early as possible, preferably at least one full business day before the meeting, to allow time for arrangements. Requests received later will be considered and accommodated to the extent reasonably possible.

Clearlake Oaks County Water District
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November 12, 2026

Administration

Safety - Training:

The crane truck memoranda was sent to the Board this week for information only. Use of the crane truck is currently suspended pending completion of the required training. Safety Officer, Garrett, has been working diligently on this project, with details outlined in the memoranda.

Our new Safety Officers are approaching their six-month mark and have been busy improving the inventory room, streamlining the inventory process, and keeping MSDS binders, fire extinguishers, and other safety essentials a priority. We also recently reviewed a 14-month safety plan to guide our efforts through the end of 2027.

Grants - Awards – Certificates - Scholarships:

The Transparency Certificate application and status update are on this month's agenda for review, and we are so close! Items highlighted in yellow remain outstanding. Notes in blue provide details on completed requirements and their completion dates, highlighting the ongoing work that has brought us to this point.

An ambitious goal for the next year is to submit six safety award applications, along with applications for the Wellness Grant and Risk Control Grant. I would also like to explore additional CSDA grants and awards, though completing the Transparency Certificate remains my current priority. CSDA offers training scholarships, subject to an annual per-District cap, which may provide another opportunity to support staff and Board development.

General:

This month's agenda includes new policies, another agenda format revision, and other items mentioned earlier in this letter. It has been a busy four weeks since we last met!

Alongside daily responsibilities and ongoing projects, I am preparing to cover Bailey's workload during her upcoming medical leave. Bailey M. has taken on some additional customer service duties, with Dianna also helping share the workload. I'm already looking forward to Bailey's return! As she mentioned in her Board letter, please let me know if there is specific information she provides each month that you would like to continue receiving so I can include it.

The Injury and Illness Prevention Plan, Workplace Violence Prevention Plan, and Employee Handbook will come to the Board for review and revision in the coming months. My current focus remains on District policies, with these documents next on the list. *No change from last month.*

Bailey M. continues to make great progress on our scanning project, helping us transition from paper files and binders to cloud storage. You may have noticed that the office bookshelf is nearly empty! Having current records readily accessible has been incredibly helpful. She has also taken on other projects and has been a great addition to the admin team.

The election concluded on November 3, and I have not yet received an update from the Registrar of Voters. Newly elected Directors take office on December 4, 2026. With this transition, the Board-related requirements for the Transparency Certificate will need to be completed and updated before we can move forward with the application. I look forward to welcoming our new Directors and continuing our work with the returning Board members!

Stanley Archacki	Michael Herman	William McHugh	Donald Whittier	James Crozier
President	Vice President	Director	Director	Director

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As mentioned previously, I have been spearheading the formation of a Lake County CSDA Chapter to share information, collaborate, and strengthen connections among CSDA member districts and other special districts throughout our county.

We have officially signed and submitted our bylaws and formation documents to CSDA, whose Board will consider approval on November 19, 2026. I'm excited to serve as the Chapter's founding President, but I could not have done this without Summer Fiora from Cobb Area Water District. Summer and I have worked together and collaborated for years, and she will serve as our Vice President. We look forward to holding our first Chapter meeting in January!

Community Outreach:

Bailey M. has been busy helping me develop community outreach activities for our future water and wastewater operators! As shared with the Board earlier this week, our new Community Corner webpage features seasonal and year-round coloring pages, also available in the office. Bailey has already prepared holiday pages through the first half of 2027, along with fun designs for kids and adults to enjoy.

I also purchased packaged crayons, similar to those provided at restaurants, to have available as needed. Coloring pages will be placed in the Board room for easy pickup during meetings. Our admin team had fun getting creative and incorporating water and wastewater themes into each season!

To support these efforts, we created a dedicated community outreach email: community@clocwd.org. Bailey A. and I both have access and monitor the mailbox much like our customer service email.

We have also resumed work on our quarterly newsletter, featuring a new name, a new FAQ section, and more. I plan to distribute it with the December billing statements and share it on our website, through an email blast, and on Facebook.

To keep our community informed throughout the year, I developed a 12-month Facebook plan with three posts per week. Topics include current projects, outages, employee spotlights, office closures, seasonal updates, and more—all aimed at putting useful District information at our community's fingertips.

At the start of the year, we will begin planning our April 2027 Water Plant tour. I'm eager to develop promotional and informational materials for our customers and continue building opportunities to connect with our community!

This month's agenda also includes a budget reclassification request to support these efforts. As outlined in the action item, the current budget did not specifically account for community outreach expenses. We are requesting that the existing Board Expense line be designated as Board/Community for the 2026/27 fiscal year only, using funding already budgeted under that category. A separate community outreach line item will be included during budget planning for the 2027/28 fiscal year.

Olivia Mann
Board Secretary
Administrative Services Manager

Stanley Archacki	Michael Herman	William McHugh	Donald Whittier	James Crozier
President	Vice President	Director	Director	Director

Operations Summary Report

Sort Order : Service, Tran Type
From: 10/1/2026
To: 10/31/2026

Loss Calculation

			Billed Usage	Actual Usage
	Raw Water Pumped		21,473,000.00000	
	Production Loss		-3,358,000.00000	
WATER	Billed Usage		-1,689,731.92997	1,689,731.93000
	Adjusted Usage		-9,938,996.25000	
WATER 2	Billed Usage		-231,035.24250	231,035.24250
		Units Lost:	**6,255,236.57753**	
		Percentage Loss:	**29.13%**	

Transaction Summary

			Amount	# of Accounts
CRP SEWER	Adjustment	Charge	-$177.73	1
		Delinquency	-$51.13	14
		Open Credit	-$34.97	5
	Charge	Charge	$37,632.49	1,718
	Delinquency	Penalty	$1,087.99	477
	Open Applied	Open Applied	$17.73	4
	Open Payment	Open Payment	-$831.71	46
	Payment	Charge	-$35,696.43	1,370
		Delinquency	-$922.88	222
		Transfer	-$303.56	1
	Payment Reversal	Payment Reversal	$60.18	3
	Transfer	Open Credit	-$6.50	1
		Transfer	$0.00	0
		Total CRP SEWER:	**$773.48**	

			Amount	# of Accounts
CRP WATER	Adjustment	Charge	-$129.29	1
		Delinquency	-$40.07	14
		Open Credit	-$30.73	5
	Charge	Charge	$45,966.10	2,056
	Delinquency	Penalty	$1,167.90	544
	Open Applied	Open Applied	$15.92	4
	Open Payment	Open Payment	-$1,191.44	68
	Payment	Charge	-$40,188.76	1,638
		Delinquency	-$858.58	256
		Transfer	-$215.10	1
	Payment Reversal	Payment Reversal	$42.49	2
	Transaction Reversal	Charge	-$18.61	1

	Transfer	Open Credit	-$5.90	1
		Total CRP WATER:	**$4,513.93**	

			Amount	# of Accounts
CRPPC	Charge	Charge	$2.93	1
	Payment	Charge	-$44.00	2
		Total CRPPC:	**-$41.07**	

			Amount	# of Accounts
CRPS2	Charge	Charge	$925.20	15
	Delinquency	Penalty	$45.57	3
	Payment	Charge	-$1,063.04	13
		Delinquency	-$51.30	3
		Total CRPS2:	**-$143.57**	

			Amount	# of Accounts
CRPS3	Charge	Charge	$140.90	5
	Payment	Charge	-$180.52	5
		Delinquency	-$1.98	1
		Total CRPS3:	**-$41.60**	

			Amount	# of Accounts
SEWER	Adjustment	Charge	-$398.66	1
		Delinquency	-$116.06	14
		Open Credit	-$112.93	5
	Charge	Charge	$144,560.21	1,709
	Delinquency	Penalty	$3,224.96	463
		Shutoff	$0.00	0
	Open Applied	Open Applied	$146.82	4
	Open Payment	Open Payment	-$4,280.96	59
	Payment	Charge	-$114,744.61	1,361
		Delinquency	-$1,885.20	218
		Open Credit	-$218.72	1
		Transfer	-$637.67	1
	Payment Reversal	Payment Reversal	$408.80	3
	Transfer	Open Credit	-$22.20	1
		Total SEWER:	**$25,923.78**	

			Amount	# of Accounts
SEWER 2	Charge	Charge	$4,624.79	15
	Delinquency	Penalty	$142.88	3
	Payment	Charge	-$4,294.12	13
		Delinquency	-$140.34	3
		Total SEWER 2:	**$333.21**	

			Amount	# of Accounts
SEWER 3	Charge	Charge	$568.21	5
	Payment	Charge	-$613.20	5
		Delinquency	-$5.08	1
		Total SEWER 3:	**-$50.07**	

			Amount	# of Accounts

WATER	Adjustment	Charge	$27,146.43	3
		Delinquency	-$88.99	13
		Misc Chrg.	-$90.00	2
		Open Credit	-$206.34	6
		Service Order Fee	$0.00	0
	Billing Adjustment	Charge	$58,812.17	2
		Service Open Credit	-$161.25	1
	Charge	Charge	$125,929.45	2,056
		Service Open Credit	-$27,422.68	2
	Delinquency	Penalty	$3,870.45	532
		Shutoff	$0.00	0
	Misc Chrg.	Misc Chrg.	$2,599.00	49
	Open Applied	Open Applied	$12,913.26	151
	Open Payment	Open Payment	-$6,738.22	152
	Payment	Charge	-$127,291.49	1,627
		Delinquency	-$2,411.89	257
		Misc Chrg.	-$2,181.29	42
		NSF Fee	-$2.99	1
		Open Credit	-$11,115.64	116
		Service Order Fee	-$1,756.84	19
		Transfer	-$1,658.41	1
	Payment Reversal	Payment Reversal	$401.73	3
	Refund	Open Credit	$210.93	2
	Service Order Fee	Service Order Fee	$2,200.00	20
	Transaction Reversal	Charge	-$28,965.98	1
	Transfer	Open Credit	-$16.80	1
		Total WATER:	**$23,974.61**	

			Amount	# of Accounts
WATER 2	Charge	Charge	$0.00	0
		Total WATER 2:	**$0.00**	
		Total Current :	**$55,242.70**	

Age Receivables Summary

	Amount	# of Accounts
Amount Past Due 1-30 days	$373,178.20	2,009
Amount Past Due 31-60 days	$69,989.26	437
Amount Past Due Over 60 days	$487,550.90	635
Total Aged Balances	**$930,718.36**	
TOTAL RECEIVABLES (Total Current Trans. + Total Aged Balances)	**$930,718.36**	

Deposit Summary

	Amount
Net Change in Deposits This Period	$0.00
Amount of all Deposits	$3,301.68

Usage By Group

WATER	Usage Groups	Accounts	Usage	% Usage	% Sales
	Over 9000	211	6,906,450.56400	-101.88%	47.73%
	8000 to 9000	30	253,880.54000	-3.75%	2.49%
	7000 to 8000	39	291,104.18250	-4.29%	3.00%
	6000 to 7000	71	459,596.12550	-6.78%	5.37%
	5000 to 6000	86	467,915.06300	-6.90%	6.29%
	4000 to 5000	130	575,377.47600	-8.49%	8.76%
	3000 to 4000	174	604,928.64100	-8.92%	11.67%
	2000 to 3000	265	658,690.15550	-9.72%	16.88%
	1000 to 2000	268	397,947.18150	-5.87%	15.68%
	0 to 1000	378	152,580.26750	-2.25%	22.23%
	Zero Usage	176	0.00000	0.00%	9.80%
WATER 2	**Usage Groups**	**Accounts**	**Usage**	**% Usage**	**% Sales**
	Over 9000	3	229,509.22050	46.71%	0.00%
	8000 to 9000		0.00000	0.00%	0.00%
	7000 to 8000		0.00000	0.00%	0.00%
	6000 to 7000		0.00000	0.00%	0.00%
	5000 to 6000		0.00000	0.00%	0.00%
	4000 to 5000		0.00000	0.00%	0.00%
	3000 to 4000		0.00000	0.00%	0.00%
	2000 to 3000		0.00000	0.00%	0.00%
	1000 to 2000		0.00000	0.00%	0.00%
	0 to 1000	2	1,526.02200	0.31%	0.00%
	Zero Usage		0.00000	0.00%	0.00%

Receivables Summary

Ending Receivables (Last Period)	$875,475.66
Charge this Period	$332,927.60
Misc Fee this Period	$2,599.00
Payment this Period	-$348,483.64
Tax this Period	$0.00
NSF Amount	$0.00
Other Transactions	$68,199.74
Total Receivables	**$930,718.36**
Ending Deposits (Last Period)	$3,301.68
Changes this Period	$0.00
Total Deposits	**$3,301.68**

Aged Accounts Receivable

As of 11/16/2026 (AM) Submitted By: Olivia Mann

Receivables:

Aging period	1-30 Days	31-60 Days	61-90 Days	91-120 Days	<120 Days	Total Balance
Balance	$121,557.42	$42,717.24	$41,074.35	$17,262.73	$431,878.75	**$654,490.49**
No. of Accounts:	787	350	258	175	192	**1,762**

These totals include all accounts on the Tax Roll

Summary Charge:	Balance
Water	$212,871.38
Water Penalty	$17,155.92
Sewer	$216,977.59
Sewer Penalty	$16,523.06
CRP Water	$83,323.65
CRP Water Penalty	$7,700.70
CRP Sewer	$91,525.79
CRP Sewer Penalty	$7,657.97
CRP PC	$343.93
CRP PC Penalty	$410.50
Total Balance:	**$654,490.49**

October Statements are due November 16, 2026

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Billing / Accounts Payable – November 12, 2026

Automatic Payments:
Currently, 621 customers are enrolled in automatic payments. Of these, 507 are using a credit or debit card, and 114 are enrolled via ACH.

Payment Arrangements:
Ten accounts are currently on payment arrangements; these customers are not subject to late fees or service shutoffs provided payments are made on time.

Promise to Pay & Extensions:
Last month, seven extensions were granted, with two of those accounts requiring disconnection for delinquency.

Door Hangers & Shutoffs:
Last month, 42 door hangers were issued, and 7 of those accounts were disconnected for delinquency.

Work Orders:
In October, a total of 88 work orders were assigned. Of these, 85 have been closed, with 3 remaining open from the month, excluding those with an "In Progress" or "To Be Repaired" status.

General:
Bailey M. has been taking on additional customer service responsibilities as I begin training her on some of my regular duties in preparation for my upcoming leave. This will help ease the workload for both Olivia and Dianna during my absence. She has been handling the additional responsibilities very well while continuing to manage her daily front desk duties, including electronic filing and assisting customers. She continues to adapt quickly and takes on new projects and responsibilities with ease.

The 30-day backflow reminder letters were mailed on November 3, with a total of 281 notices sent to customers who had not yet completed their required testing. The deadline for submitting all backflow test results remains December 1, 2026. With a significant number of outstanding tests, we will continue our efforts to encourage compliance and will be issuing 7-day door hangers to customers who have not completed their testing as the deadline approaches.

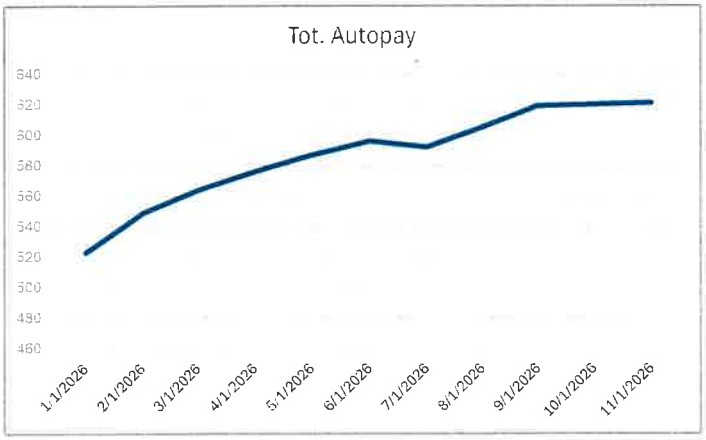
My anticipated leave date is December 30, 2026, with an expected return in late April or early May 2027. I am hopeful that I will be able to continue working through my anticipated leave date; however, should my leave begin earlier than expected, this may be my final monthly update for the time being. If there are any specific items or updates from my monthly reports that you would like to continue receiving during my absence, please let Olivia or me know so we can ensure that information continues to be provided.

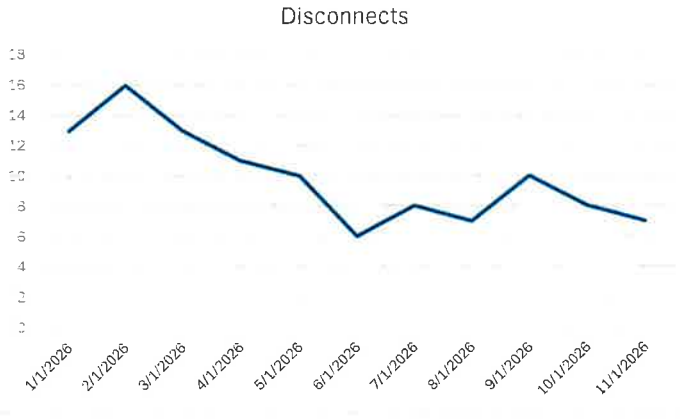
Bailey Anderson
Office Manager

Stanley Archacki, President | Michael Herman, Vice President | William McHugh, Director | Donald Whittier, Director | James Crozier, Director

Billing/AP

	1/8/2026	2/5/2026	3/12/2026	4/9/2026	5/14/2026	6/11/2026	7/9/2026	8/14/2026	9/19/2026	10/15/2026	11/12/2026	12/5/2027
Auto Pay CC	446	469	476	484	494	503	499	507	512	507	507	
Auto Pay ACH	77	80	88	92	93	93	93	98	107	113	114	
Tot. Autopay	523	549	564	576	587	596	592	605	619	620	621	
Arrangements	10	8	11	9	9	12	11	9	10	13	10	
PTP/Extensions	5	8	5	5	4	4	6	3	10	7	7	
Hangers	48	54	46	40	40	44	46	41	47	47	42	
Disconnects	13	16	13	11	10	6	8	7	10	8	7	
W/O	78	140	94	92	84	78	89	94	114	78	88	
W/O Closed	49	121	85	84	79	73	81	90	105	77	85	
W/O Remaining	4	18	6	7	5	5	4	3	5	1	3	







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To: CLOCWD Board of Directors

October 2026 Monthly Operations Report

Water Distribution Mains, Service Lines, and Tank Sites
During the month of October 2026, the District completed a total of **83 work orders** related to water distribution operations. Of the completed work orders:

- **21** were related to water leaks, consisting of one leaking curb stop, one six-inch water main leak, **11** District service line repairs, and eight investigations of potential customer-side leaks.
- **18** involved turning water services on.
- **13** involved turning water services off.
- **9** involved reading meters and checking service statuses.
- **6** were after-hours service calls.
- **4** involved road repairs.

The district completed meter readings throughout the entire service area in just over three hours. All District tank sites are currently operating well.

Miscellaneous Distribution and Collection Tasks

- **29 Underground Service Alert (USA) tickets** were completed and closed out.
- We are currently experiencing glitches with the lift station SCADA system.
- Replaced batteries and installed memory chips in the MicroLogix 1400 PLC as part of ongoing SCADA maintenance.
- **2** work orders were completed for sewer backups.
- **1** work order was completed to replace a section of a District-side sewer service lateral.
- **12** work orders involved miscellaneous distribution and collection tasks.
- We continued coordinating with our engineering team and an independent leak detection specialist to gather information for an upcoming grant application.
- We continued updating our Safety Data Sheet (SDS) information.

Sample Station Sites / Boil Water Notices

- One **Boil Water Notice (BWN)** was issued following the restoration of water service in the Shoreview area. Once water quality samples returned absent, a cancellation notice was issued.
- All routine water quality samples returned **absent for total coliform and E. coli**.

District Staff Update
Thomas is still waiting for his certificate to arrive in the mail. The current District staff consists of:

1. **Jeremy** – Chief Operator, Grade 3, CDL License
2. **Jesse** – Operations Manager, Grade 3, CDL License
3. **Josh** – Distribution/Collections Operator, Grade 2, CDL License
4. **Thomas** – Utility Technician III, CDL License
5. **Kenny** – Utility Technician I, CDL Permit

Respectfully submitted,
Jeremy Backus
Chief of Distribution and Collections

Stanley Archacki, President | Michael Herman, Vice President | William McHugh, Director | A. Donald Whittier, Director | James Crozier, Director

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November 10, 2026

- Oct - Nov raw water NTU from the extended intake has been stable, we have had PH swings down 7.5 – 8.0 on 10-22-26 we switched back to the pier intake we have had good NTU and similar Ph swings coagulant adjustments are being made accordingly.
- As of 11-9-26 the lake level is at 1.72ft, dropping .44 ft, since last month.
- Water production for the month of Oct was 18.115 MG, down from 2025, production of 18.651 MG. Raw water intake was 21.473 MG. The daily production average was 584,000.
- The pump to seawall intake hose has been changed out.
- On 10-4-26 there was a break at Shoreview and Blue heron with water loss of approximately 125,000 gallons.
- We are still having plant shutdowns, the frequency is increasing and demand is going down due to cooler temperatures.
- Treatment is continuing to do the weekly tank runs for testing of chlorine residuals in all the tank locations.
- Continuing maintenance / cleanup through the plant area.
- See the attached list of water samples taken.

Treatment staff:
James Simons T4, D2 Operator Class B License
Kurt Jensen T3, D2 Chief Class B License
Helping treatment also
Jesse Seth T2 D3 operator

Thank you, *Kurt Jensen*

Stanley Archacki, President | Michael Herman, Vice President | William McHugh, Director | A. Donald Whittier, Director | James Crozier, Director

Water Sample Testing

Sample Taken On	DATE	DATE	DATE	Month Due
Bacti R(BW) & CW (M)	11/4/26			Nov
Bacti R (BW)	10/21/26			Oct
Bacti Paradise Tank				
R & CW TCP123 (BA)	3yr waiver			
Cyano Toxin Raw (Raw & Treated)				
Bromate (Q)	10/14/26			Oct
Perchlorate (A)				
TTHM (Q)				Quartrly
HAA5 (Q)				Quartrly
Lead & Copper (A)(1)				
Lead & Copper (A)(1)				
Lead & Copper (A)(1)				
TOC / ALK	10/14/26			Oct
Nitrate (A)				
Nitrite (A)				
Antimony (A)				
Arsenic(A)				
Barium(A)				
Beryllium(A)				
Cadmium(A)				
Chromium Total (A)				
Fluoride Natural(A)				
Mercury(A)				
Nickel(A)				
Selenium(A)				
Thallium(A)				
Simazine(A)				
Bicarbonate Alaklinity(A)				
Calcium(A)				
Carbonate Alakalinity(A)				
Chloride(A)				
Copper(A)				
Foaming Agents (MBAS)(A)				
Hardness Total as CACO3(A)				
Hydroxide Alakalinity(A)				
Iron(A)				
Magnesium(A)				
Manganese(A)				
PH, Laboratory(A)				
Silver(A)				
Sodium(A)				
Specific Coductance(A)				
Sulfate(A)				

A = Annually
Q = Quarterly
M = Monthly

W = Weekly

Please note: November and December are large sampling months there are many samples taken. *****All samples showing on the state web site will populate at the beginning of each month as due now.

Total Dissolved Solids(A)					
Turbidity, Laboratory(A)					
Zinc(A)					
Aluminum(A)					
MTBE(A)					
Color / Odor(A)					
Asbestos					semi annually
Thiobencarb(A)					
Ethylene Dibromide	07/13/22				Every 9 Years
Heptachlor	11/19/25				Every 9 Years
Heptachlor Epoxide	11/19/25				Every 9 Years
BHC-Gamma	11/19/25				Every 9 Years
Methoxychlor	11/19/25				Every 9 Years
Toxaphene	11/19/25				Every 9 Years
Clearwell VOC					
Reg SOC 504 EDB					
Regulated SOC 504					
Thiobencarb(A)					
Hexavalent Chromium(A)	Upcoming				
Gross Alpha	11/6/2024				Every 9 years
VOC Paradise					
Combined Radium (-226 & -228)					9 Years
2,3,7,8-TCDD	9/17/2025				9 Years
BENZO(A)PYRENE	10/15/2026				9 years
DI(2-ETHYLHEXYL) ADIPATE	10/25/2026				9 Years
DI(2-ETHYLHEXYL) PHTHALATE	10/25/2026				9 Years
GLYPHOSATE	9/17/2025				9 Years
HEXACHLOROCYCLOPENTADIENE	9/17/2025				9 years
Endothall	1/14/2026				3 years
Regulated VOC 524	2/4/2026				3 Years
PFAS	9/16/2026			Sept	Quarterly

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)

NOVEMBER 10, 2026

***RE:* OCTOBER BOARD REPORT**

FLOWS FOR THE MONTH/CLEARLAKE LAKE LEVEL:

- **INFLUENT:** 8.545 **MG** (AVERAGE: 276,000 **GPD**)
- **EFFLUENT:** 7.097 **MG** (AVERAGE: 299,000 **GPD**/ 159 **GPM**)
- **CLEARLAKE LEVEL AT END OF MONTH: 1.77' RUMSEY GAUGE**

Flows for the month of September also dropped in comparison to last month. Process at the plant has been well. All outsourced and in lab results fell in compliance with our WDR. We are continuing to prepare for this winter. We have begun thinking about what we have available to use in the event we need to juggle water around. We will have a list of all the available equipment we have to identify if we are lacking on something that we will need. The pre-planning for this winter will continue as we are near the event.

On the 1st, staff from Lake County Special Districts joined us for an effluent line tour. The tour went as planned. This was helpful so they are aware of the line's trajectory and how it functions. On the 14th a planned PSPS happened. This event went well. On the 22nd, Ground water monitoring sampling was performed by staff. We were able to get at least 2 samples from well #2. Unfortunately, we were unable to get all samples and all purging that is recommended. After disposing of all sludge for the season, getting the wasting beds ready for the upcoming season was also part of an October task (see picture). This includes washing the surface with the Vacon. Our annual flow meter calibration was performed by Telstar Company on the 28th. Both influent and effluent meters were within tolerance. These were the highlights for the month.

Again, we thank the board and management for giving us the tools and support to continue discharging effluent in compliance with our WDR.

Francisco Castro

CPO/Wastewater Plant

Stanley Archacki, President | Michael Herman, Vice President | William McHugh, Director | A. Donald Whittier, Director



Stanley Archacki
President

Michael Herman
Vice President

William McHugh
Director

A. Donald Whittier
Director

Clearlake Oaks County Water District
Board of Directors
Board Meeting November 19, 2026

General Manager's Update

Roots

Roots continue to create problems for the D/C staff. The photo on the right shows a root that had taken over a sewer pipe on 2nd Street, illustrating the ongoing challenges roots create within the District's sewer system.



Water Breaks

Water breaks continue to occur throughout the District, sometimes with as many as three in a single day. Although staff are responding to and repairing these leaks, the frequency of the breaks takes valuable time away from other scheduled projects and maintenance work throughout the District.

Water Rehabilitation Project Grant

On October 20th, the State's Project Manager and an assistant visited the District and spent several hours touring the areas included in the Water Rehabilitation Project Grant. Attached is a financial breakdown of expenditures to date and a project update report prepared by our engineers. These reports will continue to be provided throughout the duration of the grant to keep the Board informed of the project's financial status and progress. As you will see from the attached, I have requested $453,010.73 in reimbursements, and as of this date, we haven't received any money from State. MC Engineering has slowed progress on our project until payment is received.

Annexation

As I mentioned in one of my prior board letters, State asked me to meet with Glenhaven's Water Board President to discuss the possibility of annexing Glenhaven into CLOCWD. At that time, the Board President made it clear that they were not interested in becoming part of our District, and the discussion was put aside. Since the Glenhaven Board has changed, Olivia and I met with its Board to revisit the possibility of annexation. We spent approximately an hour and a half answering questions from Board members and several ratepayers. Overall, I felt the meeting went very well. I left my business card and made it clear that I would be open to future discussions if they are interested in exploring the possibility further. As previously stated, no steps toward annexation will be taken without the support of the CLOCWD Board.

Respectfully Submitted,
Dianna Mann
General Manager

Report Date: November 4, 2026
To: Dianna Mann, CLOCWD General Manager
From: Mark Carey, P.E. MC Engineering Principal Engineer
RE: CLOCWD Water Reliability Improvement Project Status Update
Billing Period: October, 2026

I. Project Status Update

For the month of October efforts primarily consisted of the following actions:

- Initiation of leak detection survey for the entire system which included completion of the Keys, Lakeview Drive, Center, Oakgrove Ave, Oak Street, Pine Street, and Konocti Drive. A large number of leaks were found that will warrant a separate corrective action plan and budget estimates.
- Conference calls with three pilot plant vendors to discuss pilot plant costs, mobilization, and treatment capacities in preparation of the Plan of Study memorandum. Memo outlining our plan is forthcoming after receipt of estimated costs from vendors.
- Completion of the Draft Corrective Action Plan, for review by the District
- Cross Connection Hazard Assessment progress consisted of preparing a draft cross-connection control customer mailer and completion of physical inspections of all commercial connections with CLOCWD's cross-connection specialist. Classified commercial connections in accordance with California's High-Hazard Premises criteria and conducted a preliminary desktop assessment of residential hazards, including low-pressure properties, pools, waterfront properties, wells, and fire sprinklers. Obtained District backflow prevention records and incorporated them into the cross-connection hazard database. Compiled information in GIS.
- Field visit with Jesse to confirm pipeline alignments for the following streets in preparation of drawing completion: Bass Lane, Spinnaker Court, Blue Heron Court, Island Circle, and Shoreview Drive.
- Project site visit with SWRCB DFA representatives to review site improvements and propose additional improvements including: Pluth site retaining wall, eastward extension of Highway 20 pipeline, and water tank ladder safety upgrades

A summary of the budget for design and the expected upcoming work is presented below.

II. Budget Status Update

Total Planning and Design Budget: $2,437,798
This Invoice: $105,335
Cost to Date: $449,110
Cost to Complete Design: $1,988,688

III. Projected Tasks for November:

- Completion of system wide leak detection survey
- Completion of draft Pilot Plan of Study for District Review
- Revise draft CAP to address any comments by District and submit to State for review
- Completion of draft cross connection memorandum for District Review
- Finalizing plan and profile designs based on District feedback for Bass Lane, Spinnaker Court, Blue Heron Court, Island Circle, and Shoreview Drive. In addition to utility locating on 1st Street through 6th Street, Schindler, Center, and Oak Knoll to locate existing galvanized water lines with transmitter.
- Prepare a proposed scope amendment identifying additional projects recommended for inclusion in the Reliability Project, including planning-level construction cost estimates and the additional time required for design.

Water Rehabilitation Project
Budget Breakdown

	Total Estimated Cost	Billed to Date	Balance	Completion Percentage
Construction	$ 20,231,660.00			
Change Order Contengency	$ 2,625,916.00			
Allowences (soft costs)	$ 5,219,495.00	$ 453,010.73	$ 4,766,484.27	8.68%
Conditional Costs (approved by State)	$ 7,983,187.00			
	$ 36,060,258.00			

			Completion %
Reimbursement #1	$ 71,265.00	Allowences	1.37%
Reimbursement #2	$ 96,662.00	Allowences	3.22%
Reimbursement #3	$ 105,575.00	Allowences	5.24%
Reimbursement #4	$ 70,273.70	Allowences	6.59%
Reimbursement #5	$ 109,235.03	Allowences	8.69%

	$ 453,010.73
The District has not received any reimbursement from State	$ -

Water Rehabilitation/reimbursement

Clearlake Oaks County Water District
Summary Balance Sheet
As of October 31, 2026

	Oct 31, 26
ASSETS	
Current Assets	
Checking/Savings	767,520.64
Accounts Receivable	204,087.00
Other Current Assets	3,183,196.51
Total Current Assets	4,154,804.15
Fixed Assets	23,107,684.09
TOTAL ASSETS	**27,262,488.24**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	168,470.12
Other Current Liabilities	7,897,481.93
Total Current Liabilities	8,065,952.05
Long Term Liabilities	-1,206,193.18
Total Liabilities	6,859,758.87
Equity	20,402,729.37
TOTAL LIABILITIES & EQUITY	**27,262,488.24**

Clearlake Oaks County Water District
Balance Sheet
As of October 31, 2026

	Oct 31, 26
ASSETS	
Current Assets	
Checking/Savings	
101.7 · CA Restricted Funds	269,775.90
101.5 · CA CRP PC (California Class)	173,169.98
101.4 · CA CRP Sewer (California Class)	102,876.02
101.3 · CA CRP Water (California Class)	88,105.79
101.2 · CA Sewer Reserves (California Class)	10,155.40
101.1 · CA Water Reserves (California Class)	31,208.11
102.001 · GL - 9122 (Old Acct. # 053420019)	87,012.62
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	-183,872.16
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	5,127.84
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK CHEC...	88.98
Total Checking/Savings	767,520.64
Accounts Receivable	
CUSI Accounts Receivable	204,087.00
Total Accounts Receivable	204,087.00
Other Current Assets	
139 · Docufree (Purchasing space on the Cloud xfering hard copies)	41,006.65
116 · DEFERRED OUTFLOW- PENSION	279,080.00
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	85,208.68
130 · Const In Progress - Studies	
130.98 · WWTP Ph 4 (Engineering and environmental costs prior to grant)	2,420.00
130.97 · Const in Progress - Actiflo Pil (Actiflo Pilot Program)	3,280.00
130.96 · Const in Progress - WWP 2022 (Grant application for WWTP for all th...	5,585.00
130.95 · Source Capacity Studygrant prep	18,190.25
130 · Const In Progress - Studies - Other	691,882.44
Total 130 · Const In Progress - Studies	721,357.69
132 · CRP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1199200)	983,511.67
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)	249,148.33
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WAS 1097010)	810,005.90
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	13,571.00
Total Other Current Assets	3,183,196.51
Total Current Assets	4,154,804.15
Fixed Assets	
136 · CUSI Software (All expenses related to billing software)	44,835.60
138 · USDA Water Improvements	8,461,059.57
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Force Main)	3,890,219.87
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distribut...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distri...	279,432.11
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water di...	394,932.77
131 · Waste Water Plant	
131.2 · Outside Lighting Project (Outside lighting project that was awarded a wel...	10,609.27
131.1 · Pumps/Equipment	266,669.37
131 · Waste Water Plant - Other	230,059.50
Total 131 · Waste Water Plant	507,338.14
126 · Forcemain (phase 1) Cap. Imprv.	1,233,797.22
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43
USDA Project	-523,819.00

Clearlake Oaks County Water District
Balance Sheet
As of October 31, 2026

	Oct 31, 26
127 · Water Plant	
127.8 · Water Intake Pump Extension	-124,930.83
127.7 · Ozone System	53,671.98
127.6 · Swan AMI Turbiwell Monitor	25,079.10
127.5 · A/C installation for Filter Rm	750.00
127.4 · PH System	9,959.72
127.2 · Harvy Vault Chlor Inject Proj	1,408.61
127.1 · Major Equipment	396,250.39
127 · Water Plant - Other	239,426.30
Total 127 · Water Plant	601,615.27
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011...	1,922,818.13
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	27,331.49
120.75 · SCADA	60,915.81
120.90 · Vehicles/Generators/Trailers	982,782.79
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other	95,883.57
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)	3,089,731.79
122 · Bldgs/Grounds Cap Improvements	8,555,370.46
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011...	
124.2 · GIS Online Mapping System	8,277.92
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	60,599.80
Total 124.30 · Lift Stations	126,642.03
124.50 · Mains	28,694.24
124.60 · Meters	10,000.34
124.90 · Water Tanks	40,615.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 10...	3,152,007.02
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS ...	3,366,236.59
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-11,078,963.62
Total Fixed Assets	23,107,684.09
TOTAL ASSETS	**27,262,488.24**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	168,470.12
Total Accounts Payable	168,470.12
Other Current Liabilities	
800 · Bulk Water Deposit	2,025.00
Annual Depreciation	249,035.55
224 · USDA Retainage	241,508.65
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal tax dep...	-26,301.33
280 · Loan	
280.20 · Crane Truck	-79,043.17
280.04 · 2021 Water Truck	1,734.43
280.15 · USDA Water Improvement Project (USDA Wtr Improvement Proj to...	4,575,000.00
280.02 · KS State Bank - 2019 Vac-Con	-544.49
280.12 · USDA Loan for Sewer Clarifier	2,834,172.41
Total 280 · Loan	7,331,319.18
221 · Health Ins - EE Portion	25,481.37
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	20,551.59
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	

Clearlake Oaks County Water District
Balance Sheet
As of October 31, 2026

	Oct 31, 26
223.16 · GARNISHMENT - COURT DEBT ORDER (GARNISHMENT - COURT ...	-134.76
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAKE CO S...	25,223.32
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-24,087.17
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	1,001.39
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROLL TAX ...	-1,050.73
223.60 · STATE PAYROLL TAX WITHHOLDING (STATE PAYROLL TAX WITHH...	-386.77
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - WAS 2...	-1.00
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - INS ...	-41,467.28
223.80 · GASB 68 Pension (- WAS 2097190)	26,313.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - WAS ...	12,737.68
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLOYEE...	86,839.02
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or accr...	-30,123.39
Total Other Current Liabilities	7,897,481.93
Total Current Liabilities	8,065,952.05
Long Term Liabilities	
228 · FEMA Interest on Overpaymnt/Pen	708,751.94
227 · FEMA Overpayment/Penalties	-2,266,935.71
295 · NET PENSION LIABILITY	723,163.00
225 · USDA Payment - Sewer Clarifier	-371,172.41
Total Long Term Liabilities	-1,206,193.18
Total Liabilities	6,859,758.87
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	3,334,114.80
304 · Opening Balance Equity (Opening balances during setup post to this account....	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 0...	17,596,496.89
Net Income	56,400.92
Total Equity	20,402,729.37
TOTAL LIABILITIES & EQUITY	**27,262,488.24**

Clearlake Oaks County Water District
Profit and Loss
July through October 2026

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
Ordinary Income/Expense					
Income					
Income					
410 · Client Reg Pmt	0.00	405,509.48	538,178.98	943,688.46	943,688.46
430 · Penalty & Interest	0.00	7,237.13	9,363.70	16,600.83	16,600.83
440 · County Treasure/Tax Roll	0.00	30,338.20	30,338.21	60,676.41	60,676.41
450 · Non S/W Rev - ATT Cell Lease	0.00	23,170.52	23,170.55	46,341.07	46,341.07
Total Income	0.00	466,255.33	601,051.44	1,067,306.77	1,067,306.77
Total Income	0.00	466,255.33	601,051.44	1,067,306.77	1,067,306.77
Gross Profit	0.00	466,255.33	601,051.44	1,067,306.77	1,067,306.77
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	166,138.81	172,739.64	98,777.77	437,656.22	437,656.22
520 · FICA - District Share	12,444.57	12,854.13	7,364.16	32,662.86	32,662.86
530 · Med/LIfe Insurance- Dist Share	24,740.52	29,667.36	13,594.80	68,002.68	68,002.68
540 · PERS - District Share	55,426.91	14,223.01	6,495.75	76,145.67	76,145.67
560 · Workers Comp Ins	660.86	961.80	210.54	1,833.20	1,833.20
Total Salaries & EE Benefits	259,411.67	230,445.94	126,443.02	616,300.63	616,300.63
Services & Supplies					
605 · Advertising	271.58	0.00	0.00	271.58	271.58
610 · Bank Fees	17,916.00	0.00	0.00	17,916.00	17,916.00
620 · Communications & Internet	1,875.92	1,840.00	2,513.22	6,229.14	6,229.14
622 · Board Exp	52.93	0.00	0.00	52.93	52.93
640 · Fuel & Oil	0.00	1,862.22	1,817.73	3,679.95	3,679.95
645 · Insurance	0.00	836.37	836.38	1,672.75	1,672.75
657 · Lab	0.00	6,609.48	8,701.51	15,310.99	15,310.99
660 · Memberships & Subscription	334.41	10,510.10	3,889.11	14,733.62	14,733.62
670 · Postage & Shipping	5,579.01	0.00	0.00	5,579.01	5,579.01
675 · Professional Services	29,558.20	7,301.47	6,654.21	43,513.88	43,513.88
685 · Rents	4,910.18	0.00	0.00	4,910.18	4,910.18
690 · Safety & Security	165.87	3,475.75	1,406.12	5,047.74	5,047.74
700 · Tools & Instruments	0.00	21.04	23.58	44.62	44.62
703 · Supplies - Clothing & Personal	1,395.79	2,118.85	2,124.25	5,638.89	5,638.89
705 · Supplies - Office	2,712.84	80.46	337.56	3,130.86	3,130.86
715 · Supplies-Chemicals-Operating	0.00	15,682.77	89,598.70	105,281.47	105,281.47
720 · Supplies - Inventory - Other	0.00	1,916.41	394.57	2,310.98	2,310.98
735 · Training/Classes/Certs/ClassB	207.30	309.37	1,160.00	1,676.67	1,676.67
745 · Travel / Lodging	22.82	0.00	0.00	22.82	22.82
750 · Utilities	2,327.13	35,404.26	99,582.04	137,313.43	137,313.43
760 · Waste Disposal	223.65	22,135.51	1,408.80	23,767.96	23,767.96
795 · Yolo Co	0.00	0.00	11,746.57	11,746.57	11,746.57
798 · Customer Refund (Discrepan...	0.00	0.00	167.39	167.39	167.39
799 · Team Building	1,896.04	0.00	0.00	1,896.04	1,896.04
Total Services & Supplies	69,449.67	110,104.06	232,361.74	411,915.47	411,915.47
Repairs & Replacement					
810 · R&R Buildings & Grounds	945.18	775.47	51.52	1,772.17	1,772.17
Total Repairs & Replacement	945.18	775.47	51.52	1,772.17	1,772.17
Total Expense	329,806.52	341,325.47	358,856.28	1,029,988.27	1,029,988.27
Net Ordinary Income	-329,806.52	124,929.86	242,195.16	37,318.50	37,318.50
Net Income	**-329,806.52**	**124,929.86**	**242,195.16**	**37,318.50**	**37,318.50**

CLO Water and Wastewater District
PROJECTED BUDGET 2026-2027

4

Target % > **33%**

As of October 2026 Summary		WATER Budget Annual	Budget YTD	Actual YTD Amount	%	WASTEWATER Budget Annual	Budget YTD	Actual YTD Amount	%
	Total Operating Revenue	1,763,296	587,765	601,052	34%	1,808,700	602,900	466,255	26%
	Total Operating Expenses	1,623,009	541,003	523,596	32%	1,740,658	580,219	506,227	29%
	Operating Balance (loss)	**140,287**	**46,762**	**77,456**		**68,042**	**22,681**	**(39,972)**	
420	Connection Fees	10,000	3,333	-	0%	20,000	6,667	-	0%
445	Bulk Water Sales	10,000							
450	Non S/W Rev - ATT Cell Lease	11,000	3,667	23,171		11,000	3,667	23,171	
450	Non S/W Rev - County Treasury	100,000	33,333	30,338	30%	125,000	41,667	30,338	24%
	Reserves	50,000	16,667	-	0%	30,000	10,000		0%
	USDA Payment	135,000				130,000			
	FEMA/CalOES Payment	63,000				63,000			
	Net Change In Net Position (loss)	**23,287**	**70,429**	**130,965**		**1,042**	**64,681**	**13,537**	

Current Revenue Notes:

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

410 Income lower than budget due to postponement of rate increase

Past Revenue Notes

General Ledger	$150,313.27
District CRP	$253,569.96
Paradise Cove CRP	$173,213.98
CA Class Water Reserves	$31,208.11
CA Class Sewer Reserves	$10,155.40
CA Class Restricted Funds	**$269,775.91**
LAIF Account	$5,127.87
Total	$743,051.23

As of October 2026 Operating Revenue		WATER Budget Annual	Budget YTD	Actual YTD Amount	%	WASTEWATER Budget Annual	Budget YTD	Actual YTD Amount	%
410	Client Reg Pmt	1,730,296	576,765	538,179	31%	1,772,400	590,800	405,509	23%
430	Penalty & Interest	33,000	11,000	9,364	28%	36,300	12,100	7,237	20%
440	Misc	-	-		0%	-	-		0%
	Total Revenue >	1,763,296	587,765	547,543	**31%**	1,808,700	602,900	412,746	**23%**

As of October 2026 Operating Expenses		Budget Annual	Budget YTD					Actual YTD	% Spent
505	Salaries & Wages	482,085	160,695	181,848	38%	649,201	216,400	255,810	39%
520	FICA - District Share	38,588	12,863	13,587	35%	52,025	17,342	19,077	37%
530	Medical Ins - District Share	89,248	29,749	25,966	29%	138,869	46,290	42,038	30%
540	CalPERS - District Share	96,883	32,294	34,210	35%	112,105	37,368	41,937	37%
550	Unemployment	5,000	1,667	-	0%	5,000	1,667	-	0%
560	Workmans Compensation	32,068	10,689	542	2%	32,925	10,975	1,293	4%
	Salaries and Employee Benefits >	743,872	247,957	256,151	34%	990,126	330,042	360,153	36%
605	Advertising	300	100	136	45%	300	100	136	45%
610	Bank Fees	24,010	8,003	8,958	37%	24,000	8,000	8,958	37%
620	Communications & Internet	21,300	7,100	3,451	16%	21,300	7,100	2,778	13%
622	Board Exp	3,500	1,167	27	1%	3,500	1,167	27	1%
625	Equip - Field <$4,000.00	1,250	417	-	0%	2,750	917	-	0%
630	Equip - Office	7,000	2,333	-	0%	7,500	2,500	-	0%
640	Fuel & Oil	19,250	6,417	1,818	9%	17,300	5,767	1,862	11%
645	Insurance	78,935	26,312	836	1%	78,935	26,312	836	1%

650	Interest	3,000	1,000	-	0%	3,000	1,000	-	0%
657	Lab	28,700	9,567	8,702	30%	22,550	7,517	6,609	29%
660	Memberships/Subscriptions/Licenses	54,200	18,067	4,056	7%	66,700	22,233	10,677	16%
665	Mileage Reimb	-	-	-	0%	-	-	-	0%
670	Postage & Shipping	13,000	4,333	2,790	21%	13,000	4,333	2,790	21%
675	Professional Services	42,900	14,300	21,433	50%	43,100	14,367	22,080	51%
685	Rents	7,500	2,500	2,455	33%	7,500	2,500	2,455	33%
690	Safety & Security	5,700	1,900	1,489	26%	9,550	3,183	3,559	37%
700	Tools & Instruments	3,700	1,233	24	1%	2,500	833	21	1%
703	Apparel	3,960	1,320	2,822	71%	3,760	1,253	2,817	75%
705	Supplies - Office	5,300	1,767	1,695	32%	5,300	1,767	1,437	27%
715	Treatment Chemicals	137,775	45,925	89,599	65%	60,500	20,167	15,683	26%
720	Supplies - Operating - Other	5,000	1,667	395	8%	33,000	11,000	1,916	6%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	11,500	3,833	1,264	11%	6,000	2,000	413	7%
745	Travel	3,000	1,000	12	0%	2,750	917	12	0%
750	Utilities	313,947	104,649	100,746	32%	254,147	84,716	36,568	14%
760	Waste Disposal	15,385	5,128	1,521	10%	56,065	18,688	22,248	40%
795	Yolo Co	61,000	20,333	11,747	19%				
799	Misc	1,925	642	948	0%	1,925	642	948	0%
	Services and Supplies >	873,037	291,012	266,921	31%	746,932	248,977	144,827	19%
	Repairs & Replacement								
810	R&R Buildings & Grounds	6,100	2,033	525	9%	3,600	1,200	1,248	35%
815	R&R Damage Claims	0	0	-	0%	-	-	-	0%
820	R&R Lift Stations	-	-	-	0%	-	-	-	0%
830	R&R Equipment	0	0	-	0%	0	0	-	0%
832	R&R Mains/Service Lines	-	-	-	0%	-	-	-	0%
840	R&R Vehicles	-	-	-	0%	-	-	-	0%
	Repairs & Replacement >	6,100	2,033	525	9%	3,600	1,200	1,248	35%
	Total Expenses >	1,623,009	541,003	523,596	**32%**	1,740,658	580,219	506,227	**29%**

4	Administration Budget Variance Report July 1, 2026 through June 30, 2027			Target % >	33.3%	GL ADMIN
	As of October 2026	2026-2027 Budget		Actual	%	Total
	Expenses	Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	456,687	152,229	166,139	36.4%	290,548
520	FICA - District Share	34,937	11,646	12,445	35.6%	22,492
530	Medical Ins - District Share	77,121	25,707	24,741	32.1%	52,380
540	CalPERS-Dist Share (Unfunded Liab $129,318)	159,675	53,225	55,427	34.7%	104,248
550	Unemployment	10,000	3,333		0.0%	10,000
560	Workers Comp Ins	8,341	2,780	661	7.9%	7,680
	Salaries and Employee Benefits >	746,761	248,920	259,413	**34.7%**	487,348
605	Advertising	600	200	272	45.3%	328
610	Bank Fees	48,000	16,000	17,916	37.3%	30,084
620	Communications & Internet	9,000	3,000	1,876	20.8%	7,124
622	Board	7,000	2,333	53	0.8%	6,947
625	Equip - Field <$4,999.00	0	0		0.0%	0
630	Equip - Office	13,000	4,333		0.0%	13,000
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/licenses	29,200	9,733	334	1.1%	28,866
670	Postage & Shipping	26,000	8,667	5,579	21.5%	20,421
675	Professional Services (Legal, IT)	40,000	13,333	29,558	73.9%	10,442
685	Rents	15,000	5,000	4,910	32.7%	10,090
690	Safety & Security	1,500	500	166	11.1%	1,334
700	Tools & Instruments	0	0		0.0%	0
703	Apparel	1,320	440	1,396	105.8%	(76)
705	Supplies - Office	6,600	2,200	2,713	41.1%	3,887
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	0	0		0.0%	0
735	Training, Certifications	9,000	3,000	207	2.3%	8,793
745	Travel	5,000	1,667	23	0.5%	4,977
750	Utilities	8,294	2,765	2,327	28.1%	5,967
760	Waste Disposal	770	257	224	29.1%	546
795	Yolo Co	0	0		0.0%	0
799	Team Building	3,500	1,167	1,896	54.2%	1,604
	Services and Supplies >	223,784	74,595	69,450	**31.0%**	154,334
	Repairs & Replacement					
810	R&R Buildings & Grounds	2,200	733	945	43.0%	1,255
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	-	-		0.0%	-
830	R&R Equipment	0	0		0.0%	0
832	R&R Mains/Service Lines	0	0		0.0%	0
840	R&R Vehicles	0	0		0.0%	0
	Repairs & Replacement >	2,200	733	945	**43.0%**	1,255
	Total Expenses >	972,745	324,248	329,808	**33.9%**	642,937

540 Includes Unfunded Liability

675 $7,150 = half of Auditor Fees, legal fees

4	Wastewater Budget Variance Report July 1, 2026 through June 30, 2027			Target % >	33.3%	GL WASTEWATER
	As of October 2026	2026-2027 Budget		Actual	%	Total
	Expenses	Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	420,858	140,286	172,740	41.0%	248,118
520	FICA - District Share	34,557	11,519	12,854	37.2%	21,703
530	Medical Ins - District Share	100,308	33,436	29,667	29.6%	70,641
540	CalPERS - District Share	32,268	10,756	14,223	44.1%	18,045
550	Unemployment	0	0		0.0%	0
560	Workmans Compensation	28,755	9,585	962	3.3%	27,793
	Salaries and Employee Benefits >	616,745	205,582	230,446	**37.4%**	386,299
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	14,300	4,767	1,840	12.9%	12,460
622	Board	0	0		0.0%	0
625	Equip - Field <$4,999.00	1,500	500		0.0%	1,500
630	Equip - Office	1,000	333		0.0%	1,000
640	Fuel & Oil	8,250	2,750	1,862	22.6%	6,388
645	Insurance	78,935	26,312	836	1.1%	78,099
650	Interest	0	0		0.0%	0
657	Outsource Lab / Internal Lab	22,550	7,517	6,609	29.3%	15,941
660	Memberships/Subscriptions/Permits	52,100	17,367	10,510	20.2%	41,590
665	Vacant	-	-		0.0%	-
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA)	23,100	7,700	7,301	31.6%	15,799
685	Rents	0	0		0.0%	0
690	Safety & Security	8,800	2,933	3,476	39.5%	5,324
700	Tools & Instruments	2,500	833	21	0.8%	2,479
703	Apparel	3,100	1,033	2,119	68.4%	981
705	Supplies - Office	2,000	667	80	4.0%	1,920
715	Treatment Chemicals	60,500	20,167	15,683	25.9%	44,817
720	Supplies-Operating-Other-Titan Tubes	33,000	11,000	1,916	5.8%	31,084
730	Vacant	0	0			0
735	Training, Certifications	1,500	500	309	20.6%	1,191
745	Travel	250	83		0.0%	250
750	Utilities	250,000	83,333	35,404	14.2%	214,596
760	Waste Disposal	55,680	18,560	22,136	39.8%	33,544
795	Yolo Co	0	0		0.0%	0
798	Customer Refund					
799.1	Team Building					
	Services and Supplies >	619,065	206,355	110,102	**17.8%**	508,963
	Repairs & Replacement					
810	R&R Buildings & Grounds	2,500	833	775	31.0%	1,725
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	-	-		0.0%	-
		-	-		0.0%	-
	Repairs & Replacement >	2,500	833	775	**31.0%**	1,725
	Total Expenses >	1,238,310	412,770	341,323	**27.6%**	896,987

Expense Notes

505 Retiree cash out of PTO

4	Water Budget Variance Report July 1, 2026 through June 30, 2027			Target % >	33.3%	GL WATER
	As of October 2026	2026-2027 Budget		Actual	%	Total
	Expenses	Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	253,741	84,580	98,778	38.9%	154,963
520	FICA - District Share	21,119	7,040	7,364	34.9%	13,755
530	Medical Ins - District Share	50,688	16,896	13,595	26.8%	37,093
540	CalPERS - District Share	17,045	5,682	6,496	38.1%	10,549
550	Unemployment	0	0		0.0%	0
560	Workmans Compensation	27,897	9,299	211	0.8%	27,686
	Salaries and Employee Benefits >	370,491	123,497	126,444	**34.1%**	244,047
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	14,300	4,767	2,513	17.6%	11,787
622	Board Exp	0	0		0.0%	0
625	Equip - Field <$4,999.00	0	0		0.0%	0
630	Equip - Office	500	167		0.0%	500
640	Fuel & Oil	10,200	3,400	1,818	17.8%	8,382
645	Insurance	78,935	26,312	836	1.1%	78,099
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	28,700	9,567	8,702	30.3%	19,998
660	Memberships/Subscriptions/Permits	39,600	13,200	3,889	9.8%	35,711
665	Mileage Reimb	-	-		0.0%	-
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA, Mtce Prog)	22,900	7,633	6,654	29.1%	16,246
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	4,950	1,650	1,406	28.4%	3,544
700	Tools & Instruments	3,700	1,233	24	0.6%	3,676
703	Apparel	3,300	1,100	2,124	64.4%	1,176
705	Supplies - Office	2,000	667	338	16.9%	1,662
715	Treatment Chemicals	137,775	45,925	89,599	65.0%	48,176
720	Supplies - Operating - Other	5,000	1,667	395	7.9%	4,605
730	Vacant	0	0		0.0%	0
735	Training, Certifications	7,000	2,333	1,160	16.6%	5,840
745	Travel	500	167		0.0%	500
750	Utilities	309,800	103,267	99,582	32.1%	210,218
760	Waste Disposal	15,000	5,000	1,409	9.4%	13,591
795	Yolo Co	61,000	20,333	11,747	19.3%	49,253
798	Customer Refund			167		
799	Team Building	0	0		0.0%	0
	Services and Supplies >	745,160	248,387	232,363	**31.2%**	512,797
	Repairs & Replacement					
810	R&R Buildings & Grounds	5,000	1,667	52	1.0%	4,948
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	0	0		0.0%	-
840	R&R Vehicles	0	0		0.0%	0
		-	-			-
	Repairs & Replacement >	5,000	1,667	52	**1.0%**	4,948
	Total Expenses >	1,120,651	373,550	358,859	**32.0%**	761,792

505 Req. O.T. Due to extreme lake conditions. High amonia, high turbity, algae

715 Additional chemicals needed to help with high amonia, algae

Clearlake Oaks County Water District
CRP/CIP Profit and Loss
July through October 2026

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
Ordinary Income/Expense					
Income					
Income					
425 · CRP (Capital Replacment Plan)	3,191.78	157,211.05	167,576.19	327,979.02	327,979.02
430 · Penalty & Interest	37.69	3,533.08	8,303.89	11,874.66	11,874.66
Total Income	3,229.47	160,744.13	175,880.08	339,853.68	339,853.68
Total Income	3,229.47	160,744.13	175,880.08	339,853.68	339,853.68
Gross Profit	3,229.47	160,744.13	175,880.08	339,853.68	339,853.68
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	98,102.03	78,419.06	176,521.09	176,521.09
520 · FICA - District Share	0.00	7,323.05	5,911.98	13,235.03	13,235.03
530 · Med/LIfe Insurance- Dist Share	0.00	11,338.60	8,892.89	20,231.49	20,231.49
540 · PERS - District Share	0.00	6,528.89	4,724.56	11,253.45	11,253.45
560 · Workers Comp Ins	0.00	3,304.15	3,304.15	6,608.30	6,608.30
Total Salaries & EE Benefits	0.00	126,596.72	101,252.64	227,849.36	227,849.36
Services & Supplies					
640 · Fuel & Oil	0.00	5,523.24	5,523.24	11,046.48	11,046.48
650 · Interest	0.00	1,112.14	1,112.11	2,224.25	2,224.25
657 · Lab	0.00	1,760.00	0.00	1,760.00	1,760.00
690 · Safety & Security	0.00	1,735.22	1,735.18	3,470.40	3,470.40
700 · Tools & Instruments	0.00	283.33	266.20	549.53	549.53
703 · Supplies - Clothing & Personal	0.00	2,153.92	2,153.91	4,307.83	4,307.83
720 · Supplies - Inventory - Other	0.00	2,003.45	2,013.98	4,017.43	4,017.43
735 · Training/Classes/Certs/ClassB	0.00	1,842.17	1,481.52	3,323.69	3,323.69
Total Services & Supplies	0.00	16,413.47	14,286.14	30,699.61	30,699.61
Repairs & Replacement					
810 · R&R Buildings & Grounds	0.00	0.00	80.25	80.25	80.25
820 · R&R Lift Stations	0.00	0.00	469.08	469.08	469.08
830 · R&R Equipment					
830.1 · Hydrants	0.00	409.20	0.00	409.20	409.20
830 · R&R Equipment - Other	0.00	3,063.90	5,008.07	8,071.97	8,071.97
Total 830 · R&R Equipment	0.00	3,473.10	5,008.07	8,481.17	8,481.17
832 · R&R Mains and Sewer Lines	0.00	4,514.91	845.31	5,360.22	5,360.22
840 · R&R Vehicles	0.00	1,120.04	1,694.62	2,814.66	2,814.66
Total Repairs & Replacement	0.00	9,108.05	8,097.33	17,205.38	17,205.38
Total Expense	0.00	152,118.24	123,636.11	275,754.35	275,754.35
Net Ordinary Income	3,229.47	8,625.89	52,243.97	64,099.33	64,099.33
Net Income	**3,229.47**	**8,625.89**	**52,243.97**	**64,099.33**	**64,099.33**

Clearlake Oaks Co Water District

Budget Variance Report July 1, 2026 through June 30, 2027

4

Target % > **33.3%** **CRP-PC**

As of October 2026

Summary	Budget Annual	YTD		Actual YTD Amount	%
PC CRP Revenue	19,536	6,512	3,229	16.5%	0%
PC CRP Expenses	0	0	-	0.0%	0%

	Expenses	2026-2027 Budget Annual	YTD	Actual YTD	% Spent	Total Remaining
605	Advertising	-	-	-	0.0%	-
610	Bank Fees	-	-	-	0.0%	-
620	Communications & Internet	-	-	-	0.0%	-
622	Board	-	-		0.0%	-
625	Equip - Field <$4,999.00	-	-		0.0%	-
630	Equip - Office	-	-		0.0%	-
640	Fuel & Oil	-	-	-	0.0%	-
645	Insurance	-	-		0.0%	-
650	Interest	-	-		0.0%	-
657	Outsource Lab / Internal Lab	-	-		0.0%	-
660	Memberships & Subscriptions	-	-		0.0%	-
665	Mileage Reimb	-	-		0.0%	-
670	Postage & Shipping	-	-		0.0%	-
675	Professional Services (SCADA)	-	-		0.0%	-
685	Rents	-	-		0.0%	-
690	Safety & Security	-	-	-	0.0%	-
700	Tools & Instruments	-	-		0.0%	-
703	Apparel	-	-	-	0.0%	-
705	Supplies - Office	-	-		0.0%	-
715	Treatment Chemicals	-	-		0.0%	-
720	Supplies - Operating - Other	-	-		0.0%	-
730	Vacant	-	-		0.0%	-
735	Training, Certifications	-	-		0.0%	-
745	Travel / Lodging	-	-		0.0%	-
750	Utilities	-	-		0.0%	-
760	Waste Disposal	-	-		0.0%	-
795	Yolo Co	-	-		0.0%	-
799	Team Building	0	0	-	0.0%	0
	Services and Supplies >	**0**	**0**	**-**	**0.0%**	**0**
	Repairs & Replacement					
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/Laterals	-	-	-	0.0%	-
840	R&R Vehicles	-	-	-	0.0%	-
		-	-		0.0%	-
	Repairs & Replacement >	**0**	**0**	**-**	**0.0%**	**0**
	Total Expenses >	**0**	0	-	**0.0%**	0

Budget Variance Report July 1, 2026 through June 30, 2027

Target % > **33.3%** **CRP-WATER**

WATER - CRP

As of October 2026 Summary	Budget Annual	YTD		Actual YTD Amount	%
WATER CRP Revenue	516,304	172,101	160,744	31.1%	0%
WATER CRP Expenses	503,074	167,691	152,117	30.2%	0%
	-	-	-		
	-	-			
	-				
Operating Balance	**13,230**	4,410	**8,627**		

	Expenses	2026-2027 Budget Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	241,919	80,640	98,102	40.6%	143,817
520	FICA - District Share	20,008	6,669	7,323	36.6%	12,685
530	Medical Ins - District Share	40,767	13,589	11,339	27.8%	29,428
540	CalPERS - District Share	17,080	5,693	6,529	38.2%	10,551
550	Unemployment	0	0		0.0%	0
560	Workmans Compensation	10,000	3,333	3,304	33.0%	6,696
	Salaries and Employee Benefits >	**329,774**	**109,925**	**126,597**	**38.4%**	**203,177**
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	3,500	1,167		0.0%	3,500
622	Board	0	0		0.0%	0
625	Equip - Field <$4,999.00	2,500	833		0.0%	2,500
630	Equip - Office	-				
640	Fuel & Oil	18,100	6,033	5,523	30.5%	12,577
645	Insurance	0	0		0.0%	0
650	Interest	6,000	2,000	1,112	18.5%	4,888
657	Outsource Lab / Internal Lab	2,500	833	1,760	70.4%	740
660	Memberships/Subscriptions/Licenses	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	5,000	1,667	1,735	0.0%	3,265
700	Tools & Instruments	2,000	667	283	14.2%	1,717
703	Apparel	2,200	733	2,154	97.9%	46
705	Supplies - Office	-	-		0.0%	-
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	4,000	1,333	2,003	50.1%	1,997
735	Training, Certifications	1,500	500	1,842	122.8%	(342)
745	Travel	-	-		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	Team Building	0	0		0.0%	0
	Services and Supplies >	**47,300**	**15,767**	**16,412**	**34.7%**	**30,888**
	Repairs & Replacement					
810	R&R Buildings & Grounds	1,000	333		0.0%	1,000
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	55,000	18,333	3,064	5.6%	51,936
830.1	Hydrants	10,000		409		
832	R&R Mains/Service Lines/Tanks	40,000	13,333	4,515	11.3%	35,485
840	R&R Vehicles	20,000	6,667	1,120	5.6%	18,880
		-	-			-
	Repairs & Replacement >	**126,000**	38,667	9,108	**7.2%**	116,892
735	**Cross Training Cert Total Expenses >**	**503,074**	164,358	152,117	**30.2%**	350,957

CRP-S = Tom, Hester, Joshua, Kenney **CRP-W= Jeremy, Jesse**

Budget Variance Report July 1, 2026 through June 30, 2027

4 SEWER-CRP Target % > 33.3% CRP-SEWER

As of October 2026

Summary	Budget Annual	YTD		Actual YTD Amount	%
SEWER CRP Revenue	486,760	162,253	175,880	36.1%	0%
SEWER CRP Expenses	500,676	166,892	123,636	24.7%	0%
	-	-	-		
	-	-			
	-	-			
	-	-	-		
	-				
rating Balance (loss)	**(13,916)**	(4,639)	**52,244**		

	Expenses	2026-2027 Budget Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	262,245	87,415	78,419	29.9%	183,826
520	FICA - District Share	21,659	7,220	5,912	27.3%	15,747
530	Medical Ins - District Share	57,067	19,022	8,893	15.6%	48,174
540	CalPERS - District Share	19,564	6,521	4,725	24.2%	14,839
550	Unemployment	-	-		0.0%	-
560	Workmans Compensation	24,541	8,180	3,304	13.5%	21,237
	Salaries and Employee Benefits >	**385,076**	**128,359**	**101,253**	**26.3%**	**283,823**
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	5,000	1,667		0.0%	5,000
622	Board	0	0		0.0%	0
625	Equip - Field <$4,999.00	2,500	833		0.0%	2,500
630	Equip - Office	-	-		0.0%	-
640	Fuel & Oil	18,100	6,033	5,523	30.5%	12,577
645	Insurance	0	0		0.0%	0
650	Interest	6,000	2,000	1,112	18.5%	4,888
657	Outsource Lab / Internal Lab	0	0		0.0%	0
660	Memberships/Subscriptions/Licenses	0	0		0.0%	0
665	Mileage Reimb	0	-		0.0%	0
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA)	0	0		0.0%	0
685	Rents	-	-		0.0%	-
690	Safety & Security (includes Boots)	7,000	2,333	1,735	24.8%	5,265
700	Tools & Instruments	2,000	667	266	13.3%	1,734
703	Apparel	3,500	1,167	2,154	61.5%	1,346
705	Supplies - Office	-	-		0.0%	-
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	4,000	1,333	2,014	50.4%	1,986
735	Training, Certification	1,500	500	1,482	98.8%	18
745	Travel	-	-		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	Team Building	0	0	-	0.0%	0
	Services and Supplies >	**49,600**	**16,533**	**14,286**	**28.8%**	**35,314**
	Repairs & Replacement					
810	R&R Buildings & Grounds	1,000	333	80	8.0%	920
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	5,000	1,667	469	9.4%	4,531
830	R&R Equipment	30,000	10,000	5,008	16.7%	24,992
832	R&R Mains/Laterals	20,000	6,667	845	4.2%	19,155
840	R&R Vehicles	10,000	3,333	1,695	17.0%	8,305
		-	-		0.0%	-
	Repairs & Replacement >	**66,000**	**22,000**	**8,097**	**12.3%**	**57,903**
	735 Cross Training Cert Total Expenses >	**500,676**	166,892	123,636	**24.7%**	377,040

CRP-S = Tom, Hester, Joshua, Kenney **CRP-W= Jeremy, Jesse**

Clearlake Oaks County Water District
Capital Improvements
As of October 31, 2026

Date	Name	Memo	Class	Paid Amount
130 · Const In Progress - Studies				
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)				
131 · Waste Water Plant				
131.1 · Pumps/Equipment				
09/21/2026	Case Excavating, Inc.	Ceps Valve Installati...	CRP:Sewer	21,000.00
10/02/2026	Auma	Programming Fail S...	CRP:Sewer	6,589.08
Total 131.1 · Pumps/Equipment				27,589.08
131 · Waste Water Plant - Other				
Total 131 · Waste Water Plant - Other				
Total 131 · Waste Water Plant				27,589.08
127 · Water Plant				
127.7 · Ozone System				
08/01/2026	Compressed Air Repa...	Repairs to Ozone Co...	CRP:Water	15,042.62
Total 127.7 · Ozone System				15,042.62
127.6 · Swan AMI Turbiwell Monitor				
Total 127.6 · Swan AMI Turbiwell Monitor				
127.4 · PH System				
Total 127.4 · PH System				
127.2 · Harvy Vault Chlor Inject Proj				
Total 127.2 · Harvy Vault Chlor Inject Proj				
127.1 · Major Equipment				
Total 127.1 · Major Equipment				
127 · Water Plant - Other				
Total 127 · Water Plant - Other				
Total 127 · Water Plant				15,042.62
120 · District General CRP (EQUIPMENT - WAS 1011181)				
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)				
Total 120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...				
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
120.75 · SCADA				
Total 120.75 · SCADA				
120.90 · Vehicles/Generators/Trailers				
Total 120.90 · Vehicles/Generators/Trailers				
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181) - Other				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)				
122 · Bldgs/Grounds Cap Improvements				
Total 122 · Bldgs/Grounds Cap Improvements				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)				
124.2 · GIS Online Mapping System				
Total 124.2 · GIS Online Mapping System				
124.30 · Lift Stations				
124.50 · Mains				
Total 124.50 · Mains				
124.60 · Meters				
Total 124.60 · Meters				

Clearlake Oaks County Water District
Capital Improvements
As of October 31, 2026

Date	Name	Memo	Class	Paid Amount
124.90 · Water Tanks				
Total 124.90 · Water Tanks				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				
125 · Land - Dist. Cap. Improvements				
Total 125 · Land - Dist. Cap. Improvements				
129 · ALLOW. FOR DEPRECIATION				
Total 129 · ALLOW. FOR DEPRECIATION				
280 · Loan				
280.20 · Crane Truck				
07/15/2026	Financial Pacific Leasi...	Payment #21-Crane ...	CRP:Water	1,699.99
07/15/2026	Financial Pacific Leasi...		CRP:Sewer	1,699.99
08/17/2026	Financial Pacific Leasi...	Crane Truck Payme...	CRP:Water	1,706.43
08/17/2026	Financial Pacific Leasi...	Crane Truck Payme...	CRP:Sewer	1,706.43
09/15/2026	Financial Pacific Leasi...	Crane Truck Payme...	CRP:Water	1,712.90
09/15/2026	Financial Pacific Leasi...	Crane Truck Payme...	CRP:Sewer	1,712.91
10/15/2026	Financial Pacific Leasi...	Crane Truck Payme...	CRP:Water	1,719.40
10/15/2026	Financial Pacific Leasi...	Crane Truck Payme...	CRP:Sewer	1,719.40
Total 280.20 · Crane Truck				13,677.45
280.04 · 2021 Water Truck				
07/20/2026	Kansas State Bank - ...	Payment #56	CRP:Water	851.07
07/20/2026	Kansas State Bank - ...	3359488	CRP:Sewer	851.07
08/20/2026	Kansas State Bank - ...	Payment #57	CRP:Water	853.86
08/20/2026	Kansas State Bank - ...	3359488	CRP:Sewer	853.86
09/21/2026	Kansas State Bank - ...	Payment #58	CRP:Water	856.66
09/21/2026	Kansas State Bank - ...	3359488	CRP:Sewer	856.66
10/20/2026	Kansas State Bank - ...	Payment #59	CRP:Water	859.48
10/20/2026	Kansas State Bank - ...	3359488	CRP:Sewer	859.48
Total 280.04 · 2021 Water Truck				6,842.14
280.15 · USDA Water Improvement Project (USDA Wtr Improvement Proj total $5 Million)				
Total 280.15 · USDA Water Improvement Project (USDA Wtr Improvement Pr...				
280.02 · KS State Bank - 2019 Vac-Con				
Total 280.02 · KS State Bank - 2019 Vac-Con				
280.12 · USDA Loan for Sewer Clarifier				
Total 280.12 · USDA Loan for Sewer Clarifier				
Total 280 · Loan				20,519.59
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/31/2011)				
Total 306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ...				
Loans/Grants				
945 · Wastewater I and I Phase IV				
07/16/2026	MC Engineering, Inc	Reviewed Final Righ...	Loan/Grant:...	457.50
08/20/2026	MC Engineering, Inc	Reviewed, Finalized,...	Loan/Grant:...	630.00
09/17/2026	MC Engineering, Inc	Reviewed 218 Heari...	Loan/Grant:...	1,537.50
Total 945 · Wastewater I and I Phase IV				2,625.00
Total Loans/Grants				2,625.00
TOTAL				**65,776.29**

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Banking on the Go with Mobile Banking

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Accounts (1) Groups (0)

Internal Accounts

Total Deposit Accounts $175,091.16

GENERAL LEDGER

*****9122

Available Balance ** **$175,091.16**

Current Balance $160,242.18

Show More

External Accounts

Add



No external accounts

Link a new external account or

Clearlake Oaks County Water District (CA-01-0184)

OPEN A NEW SUBACCOUNT

Total Balance As Of 11/16/26: $737,923.35

California CLASS

As of 11/16/26

$737,923.35

Detail →

California CLASS Enhanced Cash

As of 11/13/26

$0.00

Detail →

Subaccounts

Account #	Name	Avail. Balance	Fund Name
CA-01-0184-0001	Water Reserves	$31,208.11	California CLASS
CA-01-0184-0002	Sewer Reserves	$10,155.40	California CLASS
CA-01-0184-0003	CRP Water	$115,137.72	California CLASS
CA-01-0184-0004	CRP Sewer	$138,432.24	California CLASS
CA-01-0184-0005	CRP PC	$173,213.98	California CLASS
CA-01-0184-0006	General Savings	$0.00	California CLASS
CA-01-0184-0007	Restricted Funds (Old Laif)	$269,775.90	California CLASS
CA-01-0184-E001	General Savings	$0.00	California CLASS Enhanced Cash
CA-01-0184-E002	Water Reserves	$0.00	California CLASS Enhanced Cash
CA-01-0184-E003	Sewer Reserves	$0.00	California CLASS Enhanced Cash

View →

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State of California
Office of the State Treasurer

LAIF Monthly Statements

LAIF Monthly Statement

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

LAIF Account #: 90-17-001
October 2026 Statement

Effective Date	TXN Date	TXN Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/15/2026	10/14/2026	QRD	1809530	N/A	SYSTEM	50.69

Account Summary

Beginning Balance:	5,077.15
Total Deposit:	50.69
Total Withdrawal:	0.00
Ending Balance:	5,127.84

40

Clearlake Oaks County Water District
Payroll Summary
October 2026

	Hours	Rate	Oct 26
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-47.75	77.64	-3,109.67
CTO Used	67.64	34.77	2,656.85
Holiday	102.5	30.45	4,145.82
Holiday Worked (x2.5)	6	129.40	699.26
Overtime (x1.5)	170.25	45.68	11,727.76
PTO	221.06	55.89	13,114.70
Straight	3,393.5	30.45	153,017.42
Board			1,500.00
Duty Pay			7,135.00
Total Gross Pay	3,913.2		190,887.14
Deductions from Gross Pay			
ACWA (pre-tax)			-2,578.12
AFLAC (pre-tax)			-1,028.61
AFLAC (taxable) AFTER TAX			-231.12
CALPers 457			-2,175.00
CALPers EE (Pretax)			-12,095.30
Total Deductions from Gross Pay			-18,108.15
Adjusted Gross Pay	3,913.2		172,778.99
Taxes Withheld			
Federal Withholding			-15,437.00
Medicare Employee			-2,715.57
Social Security Employee			-11,611.36
CA - Withholding			-6,608.01
CA - Disability			-2,434.65
Total Taxes Withheld			-38,806.59
Net Pay	**3,913.2**		**133,972.40**
Employer Taxes and Contributions			
Medicare Company			2,715.57
Social Security Company			11,611.36
Qualified OT Tracking			4,049.47
Total Employer Taxes and Contributions			**18,376.40**

A1

Clearlake Oaks County Water District
Trial Balance
As of October 31, 2026

	Oct 31, 26	
	Debit	Credit
101.7 · CA Restricted Funds	269,775.90	
101.5 · CA CRP PC	173,169.98	
101.4 · CA CRP Sewer	102,876.02	
101.3 · CA CRP Water	88,105.79	
101.2 · CA Sewer Reserves	10,155.40	
101.1 · CA Water Reserves	31,208.11	
102.05 · CRP WATER - 9385	0.00	
102.14 · CalPERS RESERVE - 7355	0.00	
102.13 · SEWER RESERVES-9592	0.00	
102.11 · PC ESCROW - 6184	0.00	
102.10 · CRP PC - 6192	0.00	
102.12 · WATER RESERVES- 8503	0.00	
102.001 · GL - 9122	87,012.62	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK		183,872.16
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	0.00	
102.03 · CRP Sewer - 3745	0.00	
CUSI Accounts Receivable	204,087.00	
139 · Docufree	41,006.65	
116 · DEFERRED OUTFLOW- PENSION	279,080.00	
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	85,208.68	
130 · Const In Progress - Studies	691,882.44	
130 · Const In Progress - Studies:130.98 · WWTP Ph 4	2,420.00	
130 · Const In Progress - Studies:130.97 · Const in Progress - Ac...	3,280.00	
130 · Const In Progress - Studies:130.96 · Const in Progress - W...	5,585.00	
130 · Const In Progress - Studies:130.95 · Source Capacity Study...	18,190.25	
130 · Const In Progress - Studies:130.75 · SCADA	0.00	
132 · CRP SEWER	983,511.67	
132 · CRP SEWER:132.05 · CIP SEWER LABOR	0.00	
135 · CRP WATER	249,148.33	
135 · CRP WATER:135.02 · Aircon Project	0.00	
135 · CRP WATER:135.05 · Backwash Pump Filters #2-#3	0.00	
135 · CRP WATER:135.10 · High Valley Project 2013	0.00	
135 · CRP WATER:135.20 · CIP WATER LABOR	0.00	
111 · INVENTORY - WATER	0.00	
114 · ACCOUNTS RECEIVABLE.	810,005.90	
115 · PRE-PAID INSURANCE	13,571.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
136 · CUSI Software	44,835.60	
138 · USDA Water Improvements	8,461,059.57	
128 · Sewer Infrstrcture & Rehab Proj	3,890,219.87	
121 · Wtr Dist & Wtr Storage Projects	279,432.11	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Project - D...	115,500.66	
131 · Waste Water Plant	230,059.50	
131 · Waste Water Plant:131.2 · Outside Lighting Project	10,609.27	
131 · Waste Water Plant:131.1 · Pumps/Equipment	266,669.37	
126 · Forcemain (phase 1) Cap. Imprv.	1,233,797.22	
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43	
USDA Project		523,819.00
127 · Water Plant	239,426.30	
127 · Water Plant:127.8 · Water Intake Pump Extension		124,930.83
127 · Water Plant:127.7 · Ozone System	53,671.98	
127 · Water Plant:127.6 · Swan AMI Turbiwell Monitor	25,079.10	
127 · Water Plant:127.5 · A/C installation for Filter Rm	750.00	
127 · Water Plant:127.4 · PH System	9,959.72	
127 · Water Plant:127.2 · Harvy Vault Chlor Inject Proj	1,408.61	
127 · Water Plant:127.1 · Major Equipment	396,250.39	
120 · District General CRP	95,883.57	
120 · District General CRP:120.01 · General Equipment/Tools	1,922,818.13	
120 · District General CRP:120.60 · Office	27,331.49	

Clearlake Oaks County Water District
Trial Balance
As of October 31, 2026

	Oct 31, 26	
	Debit	Credit
120 · District General CRP:120.75 · SCADA	60,915.81	
120 · District General CRP:120.90 · Vehicles/Generators/Trailers	982,782.79	
122 · Bldgs/Grounds Cap Improvements	8,555,370.46	
124 · D/C System Cap Improvements	3,152,007.02	
124 · D/C System Cap Improvements:124.2 · GIS Online Mapping...	8,277.92	
124 · D/C System Cap Improvements:124.30 · Lift Stations	60,599.80	
124 · D/C System Cap Improvements:124.30 · Lift Stations:124.31...	66,042.23	
124 · D/C System Cap Improvements:124.50 · Mains	28,694.24	
124 · D/C System Cap Improvements:124.60 · Meters	10,000.34	
124 · D/C System Cap Improvements:124.90 · Water Tanks	40,615.04	
125 · Land - Dist. Cap. Improvements	299,770.00	
129 · ALLOW. FOR DEPRECIATION		11,078,963.62
200 · ACCOUNTS PAYABLE		177,589.12
6748 · Umpqua Bank Commercial Card OPS	0.00	
6748 · Umpqua Bank Commercial Card OPS:6748.7 · Olivia - 0721	0.00	
6748 · Umpqua Bank Commercial Card OPS:6748.6 · Dianna - 5523	0.00	
6748 · Umpqua Bank Commercial Card OPS:6748.4 · Francisco - ...	0.00	
6748 · Umpqua Bank Commercial Card OPS:6748.5 · Jesse -9286	0.00	
6748 · Umpqua Bank Commercial Card OPS:6748.3 · Kurt - 8695	0.00	
6748 · Umpqua Bank Commercial Card OPS:6748.2 · Jeremy - 3530	0.00	
6748 · Umpqua Bank Commercial Card OPS:6748.1 · Dianna - 1172	0.00	
8-81000 · Amazon Business Prime Card	0.00	
211 · WAB Credit Card:211.18 · WAB - Jesse - 9134	0.00	
211 · WAB Credit Card:211.17 · WAB - Kurt - 0390	0.00	
211 · WAB Credit Card:211.16 · WAB - Francisco - 9149	0.00	
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133	0.00	
211 · WAB Credit Card:211.14 - WAB - Dianna - 5782	0.00	
211 · WAB Credit Card:211.13 · WAB - Jeremy - 9140	0.00	
211 · WAB Credit Card:211.12 · WAB- Francisco - 2481	0.00	
211 · WAB Credit Card:211.11 · WAB - Dan - 2507	0.00	
211 · WAB Credit Card:211.10 · WAB - Dianna - 2473	0.00	
210 · Cal Card	0.00	
210 · Cal Card:210-09 · Cal Card - 5855	0.00	
210 · Cal Card:210-08 · Cal Card - 5848	0.00	
210 · Cal Card:210-07 · Cal-Card	0.00	
210 · Cal Card:210.06 - Cal Card - 3879	0.00	
210 · Cal Card:210.05 · Cal Card - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - 7397	0.00	
210 · Cal Card:210.01 · Cal Card -	0.00	
210 · Cal Card:210.02 · Cal Card 0010	0.00	
210 · Cal Card:210.03 · Cal Card	0.00	
800 · Bulk Water Deposit		2,025.00
Annual Depreciation		249,035.55
224 · USDA Retainage		241,508.65
223.56 · FEDERAL PAYROLL TAX PENALTY	26,301.33	
280 · Loan:280.20 · Crane Truck	79,043.17	
280 · Loan:280.04 · 2021 Water Truck		1,734.43
280 · Loan:280.15 · USDA Water Improvement Project		4,575,000.00
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con	544.49	
280 · Loan:280.12 · USDA Loan for Sewer Clarifier		2,834,172.41
280 · Loan:280.10 · Bridge for I & I Rehab Project	0.00	
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	0.00	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion		25,481.37
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical	0.00	
222 · Direct Deposit Liabilities		20,551.59
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	24,087.17	

Clearlake Oaks County Water District
Trial Balance
As of October 31, 2026

	Oct 31, 26	
	Debit	Credit
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEB...	134.76	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SH...		25,223.32
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation Time	0.00	
223.25 · Vacation Dump Account:223.27 · Sewer - Vacation	0.00	
223.25 · Vacation Dump Account:223.28 · Water - Vacation	0.00	
223.30 · Sick Dump Account	0.00	
223.30 · Sick Dump Account:223.31 · Admin - Sick	0.00	
223.30 · Sick Dump Account:223.32 · Sewer - Sick	0.00	
223.30 · Sick Dump Account:223.33 · Water - Sick	0.00	
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE	0.00	
223.50 · MEDICARE TAX PAYABLE	0.00	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	1,050.73	
223.60 · STATE PAYROLL TAX WITHHOLDING	386.77	
223.65 · STATE DISABILITY PAYABLE	1.00	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	41,467.28	
223.80 · GASB 68 Pension		26,313.00
223.85 · MISC DEDUCTIONS PAYABLE		12,737.68
223.90 · COMPENSATED EMPLOYEE BENEFITS		86,839.02
24000 · Payroll Liabilities	30,123.39	
228 · FEMA Interest on Overpaymnt/Pen		708,751.94
227 · FEMA Overpayment/Penalties	2,266,935.71	
295 · NET PENSION LIABILITY		723,163.00
226 · USDA Int Pymnt-Swr Clarifier	0.00	
225 · USDA Payment - Sewer Clarifier	371,172.41	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		3,334,114.80
304 · Opening Balance Equity	584,283.24	
306 · Retained Earnings - OLD		17,596,496.89
Income:410 · Client Reg Pmt		943,510.46
Income:425 · CRP		327,979.02
Income:430 · Penalty & Interest		28,473.02
Income:430 · Penalty & Interest:430.2 · Bank Interest		10,812.81
Income:440 · County Treasure/Tax Roll		60,676.41
Income:450 · Non S/W Rev - ATT Cell Lease		46,341.07
Loans/Grants:945 · Wastewater I and I Phase IV	2,625.00	
Salaries & EE Benefits:545 · CALPers 457	575.00	
Salaries & EE Benefits:505 · Salaries & Wages	614,177.31	
Salaries & EE Benefits:520 · FICA - District Share	45,897.89	
Salaries & EE Benefits:530 · Med/LIfe Insurance- Dist Share	88,234.17	
Salaries & EE Benefits:540 · PERS - District Share	87,399.12	
Salaries & EE Benefits:560 · Workers Comp Ins	8,441.50	
Services & Supplies:605 · Advertising	271.58	
Services & Supplies:610 · Bank Fees	17,916.00	
Services & Supplies:620 · Communications & Internet	6,229.14	
Services & Supplies:622 · Board Exp	52.93	
Services & Supplies:640 · Fuel & Oil	16,277.87	
Services & Supplies:645 · Insurance	1,672.75	
Services & Supplies:650 · Interest	30,818.00	
Services & Supplies:657 · Lab	18,097.99	
Services & Supplies:660 · Memberships & Subscription	23,852.62	
Services & Supplies:670 · Postage & Shipping	5,579.01	
Services & Supplies:675 · Professional Services	43,513.88	
Services & Supplies:685 · Rents	4,910.18	
Services & Supplies:690 · Safety & Security	8,518.14	
Services & Supplies:700 · Tools & Instruments	594.15	
Services & Supplies:703 · Supplies - Clothing & Personal	9,946.72	
Services & Supplies:705 · Supplies - Office	3,130.86	
Services & Supplies:715 · Supplies-Chemicals-Operating	108,036.29	
Services & Supplies:720 · Supplies - Inventory - Other	6,474.08	

Clearlake Oaks County Water District
Trial Balance
As of October 31, 2026

	Oct 31, 26	
	Debit	Credit
Services & Supplies:735 · Training/Classes/Certs/ClassB	5,000.36	
Services & Supplies:745 · Travel / Lodging	22.82	
Services & Supplies:750 · Utilities	137,313.43	
Services & Supplies:760 · Waste Disposal	30,592.36	
Services & Supplies:795 · Yolo Co	11,746.57	
Services & Supplies:798 · Customer Refund	167.39	
Services & Supplies:799 · Team Building	1,896.04	
Repairs & Replacement:810 · R&R Buildings & Grounds	1,852.42	
Repairs & Replacement:820 · R&R Lift Stations	469.08	
Repairs & Replacement:830 · R&R Equipment	19,439.88	
Repairs & Replacement:830 · R&R Equipment:830.1 · Hydrants	409.20	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	5,360.22	
Repairs & Replacement:840 · R&R Vehicles	2,908.99	
66000 · Payroll Expenses	89.93	
TOTAL	43,970,116.17	43,970,116.17

Account Payable Breakdown

Date: 11/16/2026

	QuickBooks	Balance	Available
General Ledger - 9122	$150,313.27	$175,091.16	$160,242.18
Cal Class CRP Water	$115,137.72	$115,137.72	$115,137.72
Cal Class CRP Sewer	$138,432.24	$138,432.24	$138,432.24
Cal Class CRP PC	$173,213.98	$173,213.98	$173,213.98
Cal Class Water Reserves	$31,208.11	$31,208.11	$31,208.11
Cal Class Sewer Reserves	$10,155.40	$10,155.40	$10,155.40
Cal Class Rest. Funds	$269,775.90	$269,775.90	$269,775.90
LAIF Balance	$5,127.87	$5,127.84	$5,127.84
Current A/P Aging	$185,364.90	PG&E True-Up	
Kansas State Bank-Water Truck	$1,730.25	11/20/2026	
TOTAL	$208,309.36		

Paid On-line/Auto Out	
11/15/2026 Umpqua Crane Truck	$3,955.71
11/9/2026 VC3	$4,556.90
11/4/2026 PG&E	$33,786.13
11/4/2026 HC3	$1,846.86
11/4/2026 Scott Technology	$748.73
11/3/2026 Bluefin	$4,384.36
10/29/2026 Pitney Bowes	$1,565.23
10/21/2026 Umpqua Credit Card	$20,413.79
10/20/2026 Amazon Business Card	$3,144.45
10/20/2026 Kansas St. Bank	$1,730.25
TOTAL-Paid On-line/Auto Out	**$76,132.41**

Clearlake Oaks County Water District
A/P Aging Summary
As of November 16, 2026

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Alan Bannister	128.67	0.00	0.00	0.00	0.00	128.67
Alpha Analytical Labs	4,225.00	4,312.00	262.00	0.00	0.00	8,799.00
American Water Works Association	0.00	560.00	0.00	0.00	0.00	560.00
Association of California Water Agencies	0.00	15,880.00	0.00	0.00	0.00	15,880.00
B & G Tires of Clearlake	580.00	0.00	0.00	0.00	0.00	580.00
Badger Meter	528.48	168.48	0.00	0.00	0.00	696.96
Black Rock Real Estate Investments	147.43	0.00	0.00	0.00	0.00	147.43
California Special Districts Asso	0.00	9,119.00	0.00	0.00	0.00	9,119.00
Chris Oliver	0.00	72.00	0.00	0.00	0.00	72.00
Clearlake Automotive	73.23	0.00	0.00	0.00	0.00	73.23
Clearlake Lava	5.97	400.67	0.00	0.00	0.00	406.64
Coastal Mountain Electric	0.00	6,699.00	0.00	0.00	0.00	6,699.00
County of Lake - Health Services Departme	2,615.00	0.00	0.00	0.00	0.00	2,615.00
CUSI	0.00	1,000.00	0.00	0.00	0.00	1,000.00
David White	49.33	0.00	0.00	0.00	0.00	49.33
Dean A Enderlin, P.G.	1,186.67	0.00	0.00	0.00	0.00	1,186.67
Deeper Cleaning	550.00	490.00	0.00	0.00	0.00	1,040.00
Edward Reyes	0.00	1.94	0.00	0.00	0.00	1.94
ERRG, Inc.	238.20	0.00	0.00	0.00	0.00	238.20
Hach	545.36	0.00	0.00	0.00	0.00	545.36
Hasa Inc	7,713.50	0.00	0.00	0.00	0.00	7,713.50
Hayden Solar, LLC	0.00	5,205.06	0.00	0.00	0.00	5,205.06
Kenneth Pierce	62.74	0.00	0.00	0.00	0.00	62.74
Leete Generators Inc	4,058.41	0.00	0.00	0.00	0.00	4,058.41
Lornobeth Joco	81.92	0.00	0.00	0.00	0.00	81.92
MC Engineering, Inc	0.00	575.00	0.00	0.00	0.00	575.00
Mendo Mill	100.14	118.07	42.73	0.00	0.00	260.94
Napa Auto Parts	1,312.73	0.00	0.00	0.00	0.00	1,312.73
Nave Law Office, P.C.	180.00	0.00	0.00	0.00	0.00	180.00
North Counties Development Corp.	0.00	6,824.40	0.00	0.00	0.00	6,824.40
Pace	0.00	120.74	0.00	0.00	0.00	120.74
People Services Inc	0.00	130.00	0.00	0.00	0.00	130.00
PETTY CASH - Bailey Anderson	0.00	6.45	0.00	0.00	0.00	6.45
PG&E	0.00	0.00	0.00	0.00	57,242.32	57,242.32
Recology Hay Road	83.58	5,571.78	0.00	0.00	0.00	5,655.36
Redwood Coast Fuels	6,119.62	1,551.44	0.00	0.00	0.00	7,671.06
Sean Stuart	3.43	0.00	0.00	0.00	0.00	3.43
Solenis LLC	2,415.02	0.00	0.00	0.00	0.00	2,415.02
Southport Control Solutions	0.00	2,610.00	0.00	0.00	0.00	2,610.00
SWRCB- Wastewater Operator Certification	271.00	0.00	0.00	0.00	0.00	271.00
United States Post Office	0.00	388.00	0.00	0.00	0.00	388.00
Usalco, LLC	0.00	36,936.90	0.00	0.00	0.00	36,936.90
TOTAL	**33,275.43**	**98,740.93**	**304.73**	**0.00**	**57,242.32**	**189,563.41**

California Special Districts Association
Districts Stronger Together

California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814
Phone: 877.924.2732 Fax: 916.520.2470
www.csda.net

2027 CSDA MEMBERSHIP RENEWAL

To:

Clearlake Oaks County Water District
PO Box 709
Clearlake Oaks, CA 95423-0709

Membership ID: 584

Issue Date: October 1, 2026

Due Date: December 31, 2026

RM-Regular Member **Annual Membership Dues Jan - Dec 2027** (Includes membership for all agency staff and elected/appointed officials as designated by agency)	**$9,069.00**
Annual Membership for National Special Districts Association	Included with CSDA membership
Optional Add-Ons	
$25 2027 Required State & Federal Labor Law Poster	$ 50.00
$225 CSDA Sample Policy Handbook (Already subscribed? Contact membership@csda.net for renewal)	$
Donate to the Special District Leadership Foundation (SDLF). Learn more at www.sdlf.org *Note: A donation from a special district or public agency must comply with any policy related to charitable donations adopted by the agency or be approved by the governing body of the agency.*	$
Total:	$ 9,119.00
Credit Card Payment	
Name on Account:	Account Number:
Expiration Date:	Auth Signature:

Payment options:
A. By mail: Make check payable to CSDA and mail to 1112 I Street, Suite 200, Sacramento, CA 95814
B. By fax: Complete this form with credit information and fax it to 916.520.2470
C. By phone: Call 877.924.2732 to pay with a credit card
D. Online: Log into www.csda.net > go to your Profile > My CSDA Account > Manage [your agency] > Pay Dues
E. By ACH: contact membership@csda.net for more information

OBRA 1993 prohibits taxpayers from deducting, for federal income tax purposes, the portion of membership dues that are allocable to the lobbying activities of trade organizations. The nondeductible portion of your dues is estimated to be 8%. To view dues categories, please visit the CSDA transparency page at www.csda.net

Thank you for being a CSDA Member!

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: October 15, 2026
Time: 10:00 A.M.

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

MINUTES

A. CALL TO ORDER

- Pledge of Allegiance
- Roll Call

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

✓ All Directors Listed, Present

✓ All Staff & Legal Counsel Listed, Present

B. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Members of the public may address the Board on matters within its jurisdiction that are not listed on the agenda. Each speaker is limited to three (3) minutes.

C. STAFF REPORTS *(Page 4)*

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

D. COMMITTEE UPDATES

E. CONSENT ITEMS

The Board will be asked to approve all Consent Items in a single action without discussion. Any item requested for removal by a Director, staff member, or interested person will be considered separately under New Business.

1. **Financial Reports (*Page 26)***
   a. September 2026 QuickBooks Balance Sheet and Profit and Loss Statements
   b. Bank Account Balances and Accounts Receivable
   c. Employee Payroll Report
   d. Aged Trial Balance Summary
   e. Vendor Aging Report and Accounts Payable Breakdown

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2. **Bills (*Page 52)***

   a. Case Excavating Invoice No. 16378, dated September 21, 2026, in the amount of $21,000.00 for installation of the SEPS Valve at the Wastewater Treatment Plant, with withdrawal from the CRP-Sewer account, as approved at the June 18, 2026, Regular Meeting.

3. **Previous Meeting Minutes (*Page 53)***

   a. Minutes of Regular Meeting 09/17/2026
   b. Minutes of Special Meeting 09/22/2026

Action Taken: Motion to approve the consent items
MCHUGH/WHITTIER M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSENT: NONE

F. NEW BUSINESS

1. Discussion and consideration of replacing the activated carbon media at the Water Treatment Plant, including review of the following quotes: ***(Page 58)***

   Calgon Carbon, as quoted on October 2, 2026, in the amount of $116,640.00, including delivery, installation, removal, and disposal.

   Norit America, as quoted on October 5, 2026, in the amount of $158,880.00, not including taxes

   Action Taken: NO ACTION – Incorrect energy surcharge notated for correction on the Calgon Carbon quote.

2. Discussion and consideration of transferring $114,024.97 from the California CLASS Restricted Funds Account to the General Ledger to pay the annual FEMA obligation

Action Taken: Motion to approve transferring $114,024.97 from the California CLASS Restricted Funds Account to the General Ledger to pay the annual FEMA obligation
HERMAN/MCHUGH M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSENT: NONE

3. Discussion and consideration of Resolution No. 26-11, ACWA's "Vision for Our Water." ***(Page 69)***

   The resolution approved last month was incorrectly numbered. During correction, an additional typographical error was identified. The corrected resolution is presented for Board approval before submission to ACWA.

Action Taken: Motion to approve Resolution 26-11, ACWA's "Vision for Our Water"
MCHUGH/HERMAN M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSENT: NONE

4. Discussion and consideration of streaming Board meetings via Microsoft Teams to increase community access and keep the public informed as outlined in the streaming memo included in the packet ***(Page 70)***

Action Taken: Motion to approve streaming Board meetings via Microsoft Teams
WHITTIER/CROZIER M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSENT: NONE

5. Discussion and consideration of ongoing attendance by Scott Nave, legal counsel, at the Board Meetings

Action Taken: Motion to approve Scott Nave's attendance at regular Board meetings and at special Board meetings as requested.
HERMAN/WHITTIER M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSENT: NONE

6. Discussion and consideration of Resolution 26-12, Adopting a Director Compensation and Reimbursement Policy ***(Page 71)***

Action Taken: Motion to approve Resolution 26-12, Adopting a Director Compensation and Reimbursement Policy
MCHUGH/HERMAN M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSENT: NONE

7. Discussion and consideration of Resolution 26-13, Adopting a Code of Conduct for Board Members ***(Page 79)***

Action Taken: Motion to approve Resolution 26-13, Adopting a Code of Conduct for Board Members
HERMAN/MCHUGH M/S/C
AYES: HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSTAIN: ARCHACKI
ABSENT: NONE

8. Discussion and consideration of Resolution 26-14, Adopting a Posting Case Policy ***(Page 89)***

Action Taken: Motion to approve Resolution 26-14, Adopting a Posting Case Policy
MCHUGH/WHITTIER M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSENT: NONE

9. Discussion and acceptance of the revised agenda format and wording

Action Taken: Motion to approve the revised agenda format and wording, including reinstatement of the General Manager's written staff report.
CROZIER/MCHUGH M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/WHITTIER/CROZIER
NOES: NONE
ABSENT: NONE

G. GENERAL MANAGERS ORAL REPORT AND DISTRICT UPDATES

ADJOURNMENT **Time: 11:30 A.M.**

MOTION: Director McHugh **SECOND: Director Whittier**

SIGNED: _____ ATTESTED TO: _____
Stanley Archacki, President **Olivia Mann, Board Secretary**

The Board may take action on any item listed on this agenda, including informational items, as permitted by law.

Public documents related to open-session agenda items that are distributed to all or a majority of the Board 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 address listed above.

Members of the public may address the Board on an agenda item during its consideration. The Board Secretary will invite comments at the appropriate time. Each speaker is limited to three (3) minutes per agenda item.

In accordance with the Americans with Disabilities Act, anyone needing a disability-related modification or accommodation to participate in the meeting should contact the Board Secretary at **707-998-3322**. Please submit requests as early as possible, preferably at least one full business day before the meeting, to allow time for arrangements. Requests received later will be considered and accommodated to the extent reasonably possible.

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

Date: October 20, 2026
Time: 9:56 A.M.

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

MINUTES

A. CALL TO ORDER

- Pledge of Allegiance
- Roll Call

☐ Mr. Stanley Archacki, President
☐ Mr. Michael Herman, Vice President
☐ Mr. James Crozier, Director
☐ Ms. Bailey Anderson, Office Manager
☐ Mr. Kurt Jensen, Chief Water
☐ Mr. Jesse Seth, Operations Manager
☐ Mr. William McHugh, Director
☐ Mr. A. Whittier, Director
☐ Mrs. Olivia Mann, Board Secretary
☐ Mr. Francisco Castro, Chief Wastewater
☐ Mr. Jeremy Backus, Chief Distribution

✓ All Directors Listed, Present

✓ All Staff Listed, Present

B. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

NEW BUSINESS

1. CSDA AB 1234, Ethics Training

Action Taken: No action was taken. All attendees attended the training listed.

ADJOURNMENT **Time: 12:01 P.M**

MOTION: Director Whittier **SECOND: Director McHugh**

SIGNED: _____ **ATTESTED TO:** _____
Stanley Archacki, President **Olivia Mann, Board Secretary**

Where appropriate or deemed necessary, the Board may act on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the above address. The public may address the Board concerning an agenda item during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments of individual speakers are limited to three minutes per agenda item. In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Clearlake Oaks County Water District Secretary to the Board at 707-998-3322. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

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Activated Carbon Scope of Supply for Clearlake Oaks County Water District

Calgon Carbon Corporation
3000 GSK Drive,
Moon Township, PA 15108

Date: 11/5/2026
Contact: Kurt Jensen
Job Title: Filtrasorb 300 Exchange
Email: K.Jensen@clocwd.org

Product	Quantity	Unit Price	Total Price
Filtrasorb 300	48,000lbs	$2.40/lb	$115,200.00
Energy Surcharge	48,000	$0.03/lb	$1,440.00
		Total	$116,640.00

Items Included

- Product: FILTRASORB 300 (F300)
- Quantity: 48,000lbs
- Scope: Pricing for the exchange of (2) 24,000lb vessels at Clearlake Oaks Water.
  - Price includes delivery of virgin F300, removal of existing carbon and installation of new media.
  - Carbon Acceptance Testing is required and is included in price.
  - *Disposal to Landfill Adder (If CAN testing fails)
    - $11,520.00

Items NOT Included

- Owner to provide clean water source for movement of GAC to and from filter via education.
- Drain access for excess water from the carbon transfer (water will be gray with carbon fines)
- Any applicable taxes not included.

Schedule

- Delivery: TBD after receipt of approved purchase order and after carbon acceptance testing has been completed.

Special Terms & Conditions

1. Unless otherwise noted, or until other Terms and Conditions are provided, this offer is made only under Calgon Carbon Corporation's Terms and Conditions for the Sale of Carbon and Media as of December 31, 2025.
2. Pricing provided is exclusive of any sales tax.
3. Scope of Supply/Pricing does not include any payment or performance bonds. Costs for any such bond (if necessary or requested by the buyer) will be added to the quoted pricing.
4. Effective April 6, 2025, Calgon Carbon will apply an energy surcharge of $0.03 per pound on shipments, in addition to existing activated carbon pricing. The surcharge reflects increased fuel expenses, carrier-imposed fuel indices, and other energy-driven logistic costs. Official Press Release attached: https://www.calgoncarbon.com/media/press-releases/2026-06-04/calgon-carbon-implements-u-s-energy-surcharge-amid-ongoing-fuel-and-logistics-cost-pressures/
5. Upon acknowledgement of any purchase order, the buyer will be requested to complete a Credit Application and provide Tax Exemption Documentation.
6. The quoted price is valid for 60 days from the date of this Scope of Supply document.

For more information or to place an order, contact:

Zac Cronin
Calgon Carbon Corporation - A Kuraray Company
Inside Sales Rep - Drinking Water Solutions
Zachary.cronin@kuraray.com
413.932.7709

CalgonCarbon
A Kuraray Company

Terms and Conditions for the Sale of Carbon and Media

1) DEFINITIONS:

(a)	Seller:	Calgon Carbon Corporation or its applicable subsidiary or affiliate
(b)	Buyer:	The buyer named in the Documentation
(c)	Documentation:	The proposal, confirmation, acknowledgement or other contract, as applicable, for the sale of the Products to which these Terms and Conditions are attached
(d)	Goods:	Any carbon cloth, carbon, resin, diatomaceous earth, and/or perlites sold pursuant to the terms of the Documentation
(e)	Products:	The Goods and services, collectively, described in the Documentation
(f)	Agreement:	The Documentation, these Terms and Conditions and any attachments referenced in the Documentation

2) GENERAL: Seller hereby offers for sale to Buyer the Products on the express condition that Buyer agrees to accept and be bound by the terms and conditions set forth herein. To the extent of a conflict between these Terms and Conditions and the express terms set forth in the Documentation, the terms set forth in the Documentation shall control. Any provisions contained in any document issued by Buyer are expressly rejected and if the terms and conditions set forth herein differ from the terms in any document issued by Buyer, this document shall be construed as a counter offer and shall not be effective as an acceptance of Buyer's document. In ordering and delivery of the Products, the parties may employ their standard forms; provided, however, that nothing in those forms shall be construed to modify or amend the terms of this Agreement. In the event of a conflict between this Agreement and either party's standard forms, this Agreement shall govern.

3) PRICE AND PAYMENT: The price shall be as stated in the Documentation. Unless otherwise stated in the Documentation:

(a) The price is exclusive of any taxes, tariff, and duties ("Tax") of any kind which either party may be required to pay with respect to the sale of goods described in the Documentation, and Buyer shall be responsible for the payment of all Taxes related hereto, except for income taxes imposed on Seller. Notwithstanding the above, Seller shall not collect, and Buyer shall not pay, any such Taxes for which Buyer furnishes to Seller a properly completed exemption certificate or a direct payment permit certificate. Buyer shall be responsible for any Tax, interest and penalty, if such exemption certificate or direct payment permit certificate is disallowed by the proper taxing authority.

(b) Sales tax will be added to the price based upon the Product destination unless tax exemption or direct pay documentation is provided. Buyer is solely responsible for determining and providing any applicable tax exemption documentation prior to purchase. All sales are considered final with respect to sales tax collected. The Seller will not issue refunds for sales tax paid in error, including but not limited to situations where the Buyer later determines it was tax-exempt or eligible for a refund. Unless limited by statute, it is the Buyer's responsibility to seek any applicable refund directly from the appropriate taxing authority. If there is an overpayment of sales taxes caused by the Buyer and the Buyer requests a refund or asks the Seller to file a sales tax refund request or amended a previously filed sales tax return, the Buyer will compensate the Seller at the currently applicable hourly rate of the Seller's outsourced tax provider or internal tax provider to prepare those sales tax refund claims.

(c) Products will be billed for at the time of delivery.

(d) Payment terms shall be net thirty (30) days, or net forty-five (45) days if paid by Electronic Funds Transfer (EFT). A late payment fee of 1.25% per month, or the highest lawful rate, whichever is less, will apply to all amounts past due, and will be prorated per day. Retainage may only be applied on the final invoice. Buyer agrees that Seller, at its discretion, may accelerate and make due and payable all remaining payments if Buyer shall fail to perform any of its obligations hereunder or under the Documentation, including without limitation Buyer's failure to pay any amount when due, subject to any applicable cure periods provided for herein.

4) PRICING CONDITIONS:

(a) Unless otherwise indicated within the Documentation, all pricing quoted in connection with the Documentation is valid for purchase for a sixty (60) day period beginning with the date of the Documentation.

(b) If this Agreement shall continue into the next calendar year, the fees payable pursuant hereto will be adjusted on January 1st of such calendar year as outlined in the Documentation; provided that if the Documentation is silent, the mechanism set forth in Section 4(c) below will apply.

(c) If the Documentation is silent regarding the mechanism for adjustment of fees, the fees will be adjusted on January 1st of such calendar year by the annual percentage change in the combined average of two Producer Price Indices, as published by the United States Department of Labor: (i) Producer Price Index of other Petroleum and Coal Products Manufacturing, and (ii) Producer Price Index of Basic Organic Chemicals. The percent adjustment shall be calculated by taking the percent difference for each index during the twelve month period from January 1st through December 31st of the last completed calendar year as compared to the twelve month period from January 1st through December 31st of the calendar year immediately preceding the last completed calendar year. These two percentages will then be averaged for calculating the final percent increase to which all Goods will be subject. If the calculation would result in a negative adjustment, no changes shall be made for such year.

5) SALE AND DELIVERY: Sale terms and pricing, unless otherwise specified in the Documentation, are F.O.B. Seller's point of shipment (Incoterms® 2020). If freight is to be prepaid by Seller and added to the amount due, Seller shall add up to a thirty-five percent (35%) surcharge to the freight charges. Seller will have the right, at its election, to make partial shipments of the Products and to invoice each shipment separately. Seller reserves the right to stop delivery of any Product in transit and to withhold shipments in whole or in part if Buyer fails to make any payment to Seller when due or otherwise fails to perform its obligations hereunder or under any other outstanding payment obligations of Buyer to Seller, whether related to the Documentation or otherwise.

6) TITLE AND RISK OF LOSS: Notwithstanding the trade terms indicated above and subject to Seller's right to stop delivery of any Goods in transit pursuant to Section 5 above, title to and risk of loss of the Goods will pass to Buyer upon delivery of the Goods by Seller to the carrier at Seller's point of shipment. Notwithstanding the foregoing or the provisions of the Uniform Commercial Code or Incoterms® 2020, if Buyer is located outside of the United States of America, title to the Goods, and all accessions to or products of the Goods, shall remain with Seller until the later of (a) payment in full of the purchase price and of other amounts owing by Buyer and (b) delivery to Buyer.

7) AVAILABILITY: Shipment dates (and delivery and installation dates, if included in the scope of work) are not guaranteed, and Seller will not be liable for any loss or damage resulting from any delay in delivery or failure to deliver which is due to any cause beyond Seller's reasonable control. In the event of a delay due to any cause beyond Seller's reasonable control, Seller reserves the

SU

October 5, 2026

Kurt Jensen
Clearlake Oaks County Water District
Clearlake Oak, CA
K.Jensen@clocwd.org

RE: GAC Supply and Service Quote 26255
Clearlake Oaks County Water District

Dear Mr. Jensen,

Norit Americas Inc. is pleased to offer this price quotation for NORIT®GAC400 Supply and Turnkey Service on the (2) 24,000lb. GAC vessels located in Clearlake Oaks, CA.

Pricing (*Due to density fluctuation, actual pounds will vary. Invoice will reflect actual pounds shipped)

Item	Pounds	*Price Per Pound	Total
NORIT®GAC300, (2) 24,000lb vessels, FOB Pryor, OK	48,000	$ 1.80	$ 86,400.00
Bulk Trailer delivery and service with a Norit Tech			$ 71,520.00
$0.02 per pound Energy Surcharge			$ 960.00

Norit to Provide

- Bulk supply, delivery, and slurry installation of NORIT® GAC300.
- Removal, transport, and disposal via reactivation of non-hazardous SAC.
- Supervision and labor for GAC transfer.

Customer to Provide

- One operator to perform vessel operation, manway removal, assist with connections, etc.
- OSHA approved access to the top service port of the vessel (ladder, lift, scaffold, etc.).
- Bulk truck access within 100' of vessel, parking, and draining area for excess water.
- A high-volume, high-pressure water source (80 psi / 200 gpm minimum).
- Drainage area for excess water from Norit's trailer.
- Spent carbon must be non-hazardous, free flowing, and free of debris. Additional charges will apply if spent GAC requires landfill as opposed to reactivation.
- Prior to the first-time service is performed at your site, the Spent Activated Carbon (SAC) must be classified for transportation and disposal. Subsequent service from the same influent stream will not need to be re-classified unless changes occur in your process. Classification requires completion of the attached Profile Form, provision of a TCLP, and an in-situ GAC sample.

Additional Pricing Assumptions

- This quotation is based on both vessels being offline and out of service at the same time.
- Norit does not hold a California contractor's license.
- No local, state, sales, use, or other taxes are included in this quotation.

Provisions

- Price is good for deliveries through June 30, 2027.
- Current lead time is 60 Days.
- Service schedule cannot be changed or cancelled less than ten business days in advance of the confirmed service date without incurring significant demurrage charges for the bulk trailer.
- Vessel ready for service at agreed start time. No wait time between GAC removal and installation.
- If customer requires delays, add $200 per hour for time on site past the first 8 hours. Add $1,200 if an overnight stay is required - plus the per hour rate for the second day on site.
- Norit's standard terms and conditions apply.

Thank you for your consideration. Please contact me with any questions or to schedule the service.

Regards,

Norit Americas Inc.

Janie Lassen
Inside Sales
Janie.Lassen@norit.com
Cell: 903-472-0081

SDLF **SPECIAL DISTRICT LEADERSHIP FOUNDATION**

DRAFT

SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

District Transparency Certificate of Excellence

Purpose

To promote transparency in the operations and governance of special districts to the public/constituents and provide special districts with an opportunity to showcase their efforts towards transparency.

Valid

3 Years from date of award

Application Cost

FREE

Electronic Filing is preferable

info@sdlf.org

District Receives

- Certificate for display (covers applicable 3 year period)
- Press release template
- Recognition on the SDLF website
- Letter to legislators within the district's boundaries announcing the achievement
- Recognition in social media and the CSDA eNews
- Window cling

Basic Requirements

Current Ethics Training for All Board Members and Certain Employees *(Government Code Section 53235)* Completed October 20, 2026

☒ Provide names of board members, department heads and other designated employees, along with copies of the training certificates and dates completed.

Current Harassment Prevention Training For Board Members, Supervisory And Non-Supervisory Employees
(Government Code section 12950.1; 53237.1)

☐ Provide training log or certificates confirming completion along with dates completed for all Board Members, and supervisory and non-supervisory staff.

Fiscal and Financial Training for board members, department heads and other designated employees and officials. Completed June 17, 2026
(Government Code Sections 53238–53240)

☒ Provide certificates of completion for a minimum of two-hour training. (Required for all applications submitted after July 1, 2026.)

Compliance with the Ralph M. Brown Act *(Government Code Section 54950 et. al)*

☐ Provide copy of current policy related to Brown Act compliance

☐ Provide copy of a current meeting agenda (including opportunity for public comment)

Workforce Vacancy Reporting. Hold a public hearing at least once each fiscal year to present on status of job vacancies and recruitment and retention efforts. *(Government Code Section 3502.3)*

☐ Provide copy of most recent public hearing notice and agenda. (Required for all applications submitted after July 1, 2026.)

Adoption of Policy Related to Handling Public Records Act Requests

☒ Provide copy of current policy Website - Approved at Regular Meeting November 20, 2025

Adoption of Reimbursement Policy, If District Provides Any Reimbursement of Actual and Necessary Expenses *(Government Code Section 53232.2 (b))*

☐ Provide copy of current policy

Annual disclosure of board member or employee reimbursements for individual charges over $100 for services or products. This information is to be made available for public inspection. "Individual charge" includes, but is not limited to: one meal, lodging for one day, or transportation.
(Government Code Section 53065.5) Website - Approved at Regular Meeting July 16, 2026

☒ Provide copy of the most recent document and how it is accessible

Timely Annual Filing of State Controller's Special Districts Financial Transactions Report and Compensation Report
(Government Code Section 53891, 53892) Website - Link to 2025 Report and Prior

☒ Provide copy of most recent filings

SDLF staff will verify that district is not listed on the State Controller's 'non-compliance list'

Conduct Audits As Required By Law *(Government Code Section 26909 and 12410.6)*

☒ Provide copy of most recent audit, management letter, and a description of how/where documents were made available to the public Website, 2015 - Current

Annual Debt Transparency Report (ADTR)

☒ Provide copy of the most recent Annual Debt Transparency Report where applicable. (Required for all applications submitted after July 1, 2026.) (Government Code § 8855.) Website - 2025

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DRAFT

Other Policies – Have Current Policies Addressing the Following Areas

Provide copies of each:

- ☒ Conflict of Interest Website - Approved Regular Meeting November 20, 2025
- ☐ Provide copies of Form 700 cover sheet for board members and general manager
- ☒ Code of Ethics/Values/Norms or Board Conduct
- ☐ Financial Reserves Policy
- ☒ Records Retention Policy Website - Approved Regular Meeting November 20, 2025

Website Requirements

Maintain a district website with the following items required. *(provide direct website links for each item) - Required items available to the public:*

- ☐ Post ethics and fiscal and financial training certificates, or provide clear instructions and contact information on how to obtain such records.
- ☒ Names of board members and their full terms of office to include start and end date
- ☒ Name of general manager and key staff along with contact information
- ☒ Election/appointment procedure and deadlines
- ☒ Board meeting schedule (Regular meeting agendas must be posted 72 hours in advance pursuant to *Government Code Section 54954.2 (a)(1) and Government Code Section 54956 (a)*)
- ☒ District's mission statement
- ☒ Description of district's services/functions and service area
- ☒ Authorizing statute/Enabling Act (Principle Act or Special Act)
- ☒ Current district budget
- ☒ Most recent financial audit
- ☒ Archive of Board meeting minutes for at least the last 6 months
- ☒ Link to State Controller's webpages for district's reported board member and staff compensation (Government Code Section 53908)
- ☒ Link to State Controller's webpages for district's reported Financial Transaction Report (Government Code Section 53891 (a))
- ☒ Reimbursement and Compensation Policy Website - Approved at Regular Meeting October 16, 2026
- ☒ Home page link to agendas/board packets (Government Code Section 54957.5)
- ☒ SB 272 compliance-enterprise catalogs (Government Code Section 6270.5) Posted in Office & Website, Updated 10/29/2026

Additional items – *website also must include at least 4 of the following items:*

- ☐ Picture, biography and e-mail address of board members
- ☒ Last (3) years of audits
- ☐ Financial Reserves Policy
- ☒ Online/downloadable public records act request form
- ☐ Audio or video recordings of board meetings
- ☒ Map of district boundaries/service area
- ☒ Link to California Special Districts Association mapping program
- ☒ Most recent Municipal Service Review (MSR) and Sphere of Influence (SOI) studies (full document or link to document on another site)
- ☒ Link to www.districtsmakethedifference.org site or a general description of what a special district is
- ☐ Link to most recently filed FPPC forms

Outreach/Best Practices Requirements - (Must complete at least 2 of the following items)

Regular district newsletter or communication (printed and/or electronic) that keeps the public, constituents and elected officials up-to-date on district activities *(at least twice annually)*

- ☐ Provide copy of most recent communication and short description on the frequency of the communication, how it's distributed and to whom

Community notification through press release to local media outlet announcing upcoming filing deadline for election or Appointment and process for seeking a position on the district board, prior to that election (or prior to the most recent deadline. For consideration of new appointments for those districts with board members appointed to fixed-terms)

- ☐ Provide copy of the press release (and the printed article, if available)

Complete salary comparison/benchmarking for district staff positions using a reputable salary survey (at least every 5 years)

- ☐ Provide brief description of the survey and process used as well as the general results

Special Community Engagement Project

Designed and completed a special project promoting community engagement with the district (potential projects may be broad in nature or focus on specific issues such as rate-setting, recycled water, identifying community needs, etc.)

- ☐ Submit an overview of the community engagement project reviewing the process undertaken and results achieved

Hold annual informational public budget hearings that engage the public (outreach, workshops, etc.) prior to adopting the budget

- ☐ Provide copy of most recent public budget hearing notice and agenda

Community Transparency Review

The district would be required to obtain a completed overview checklist from at least 2 of the following individuals (the district may choose to conduct the overview with these individuals simultaneously or separately):

- ☐ Chair of the County Civil Grand Jury
- ☐ Editor of a reputable local print newspaper (only one may count toward requirement)

DISTRICT TRANSPARENCY CERTIFICATE OF EXCELLENCE APPLICATION

DRAFT

- ☐ LAFCO Executive Officer
- ☐ County Auditor-Controller
- ☐ Local Legislator (only one may count toward requirement)
- ☐ Executive Director or President of local Chamber of Commerce
- ☐ General Manager of a peer agency (special district, city, county, neighborhood association, community organization or county administrative officer)
  - ☐ *Provide proof of completion signed by individuals completing Community Transparency Review*
- ☐ President of local Special Districts Chapter or the Chapter designee

Submit Application

Submit this application along with all required documentation to:

Special District Leadership Foundation
1112 I Street, Suite 200
Sacramento, CA 95814
Phone: 916-231-2909 • Fax: 916-442-7889

Electronic filing is preferable.

info@sdlf.org

District: Clearlake Oaks County Water District

Mailing Address: P.O. Box 709 / 12952 E. Highway 20

City: Clearlake Oaks State: CA Zip: 95423-0709

Contact Name: Olivia Mann

Contact Title: Administrative Services Manager

Phone: (707) 998-3322 / (707) 850-1788 Fax: (707) 998-1245

Email: omann@clocwd.org Website: www.clocwd.org

Assembly Member(s)*: Cecilia Aguiar-Curry

Senator(s)*: Mike McGuire

Local Newspaper(s): Lake County Record-Bee, Lake County News

I certify that the information submitted is accurate and complete to the best of my knowledge. Signature:

**include all state legislators representing the district's area of operation*

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)

Memoranda

To: Board of Directors
From: Olivia Mann, Administrative Services Manager
Date: November 11, 2026
Subject: Training costs, suspension of use, and initiation of sale process

Recommendation

Staff recommends that the Board authorize initiation of the sale process for the District's 2024 Ford F-600 Super Crane truck. Based on the information obtained to date, staff does not believe the benefits of continued ownership outweigh the training, certification, inspection, staffing, and financing obligations.

Training and Certification Costs

Safety Officer Garrett Swanz has researched training requirements, consulted with providers, and obtained onsite and offsite quotes ranging from $10,895 for training only to $19,930. Additional expenses include rigger and competent person training and certification, operator recertification, and other applicable requirements. Total costs vary by provider, training scope, number of employees, and renewal requirements.

Staff understands that the crane's boom size and the truck's weight contribute to these requirements. Garrett will also review the retired crane truck to confirm its training and certification requirements.

Crane Inspections and Certification

Preliminary information indicates annual crane inspections costing $500 or more, plus a more extensive inspection or certification approximately every five years. The periodic interval, scope, and cost remain unconfirmed pending quotes. These costs are separate from training and the loan obligation.

Suspension of Use

The GM suspended crane use on October 14, 2026, and expanded the suspension on October 26 to prohibit all truck use. Both keys and the crane controller are secured in the ASM's office.

After consulting legal counsel, staff evaluated if continued ownership justifies the loan, training, certification, and inspection costs compared with contracting for crane services as needed. Staff considered how many employees to train. Despite strong retention, employee departures could require repeating this substantial investment. The financial impact of a sale remains unknown pending a commercial valuation, loan payoff amount, and estimated selling costs.

Commercial Valuation and Next Steps

The truck requires valuation by a commercial appraiser or qualified buyer. The ASM submitted information to a commercial buyer in Cloverdale; an estimate remains pending. Board authorization would allow staff to obtain valuation information, review loan payoff requirements, and return with the financial implications and proposed sale terms for consideration.

Stanley Archacki, President | Michael Herman, Vice President | William McHugh, Director | A. Donald Whittier, Director | James Crozier, Director

RESOLUTION NO. 26-15

A RESOLUTION OF THE BOARD OF DIRECTORS OF CLEARLAKE OAKS COUNTY WATER DISTRICT ADOPTING BOARD POLICY NO. 2026-15, "RULES OF CONDUCT FOR BOARD MEETINGS," IMPLEMENTING THE RALPH M. BROWN ACT

WHEREAS, the Clearlake Oaks County Water District ("District") is a county water district organized and operating under the County Water District Law, California Water Code section 30000, et seq., and is governed by its Board of Directors ("Board"); and

WHEREAS, meetings of the Board and of the District's standing committees and advisory bodies are subject to the Ralph M. Brown Act, California Government Code section 54950 et seq. ("Brown Act"), which declares that the public agencies of this State exist to aid in the conduct of the people's business and that their actions be taken openly and their deliberations be conducted openly; and

WHEREAS, Government Code section 54954, subdivision (a), requires each legislative body to provide, by ordinance, resolution, bylaws, or other rule required for the conduct of its business, the time and place for holding its regular meetings, and Government Code section 54953.7 authorizes a legislative body to impose upon itself requirements that allow greater access to its meetings than the minimum standards set forth in the Brown Act; and

WHEREAS, the Legislature has amended the Brown Act repeatedly in recent years, including with respect to teleconference meetings, remote participation by individual members, agenda posting, and public access, and the Board desires to consolidate in a single written policy the rules governing the notice, agenda, conduct, and recording of its meetings and those of its other legislative bodies; and

WHEREAS, District staff, in consultation with District Counsel, has prepared a Board Policy entitled "Rules of Conduct for Board Meetings" ("Policy"), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, which addresses, among other matters, regular, special, and emergency meetings; the prohibition on serial communications, including by electronic means and social media; agenda content and posting; public comment; closed sessions; teleconference and remote participation; minutes and recordings; voting; and the conduct of meetings; and

WHEREAS, the Policy provides that it shall be reviewed by the Board at least biennially, or more frequently as necessary to ensure compliance with amendments to the Brown Act and other applicable law; and

WHEREAS, the Board considered the Policy at a duly noticed regular meeting held on November 19, 2026, at which members of the public were afforded the opportunity to comment, and the Board finds that adoption of the Policy will promote transparency, public participation, and the orderly conduct of District business.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Clearlake Oaks County Water District as follows:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated into and made a part of this Resolution.

Section 2. Adoption of Policy. The Board hereby adopts the Policy entitled "Rules of Conduct for Board Meetings," in the form attached hereto as Exhibit A, as Board Policy No. 2026-15 of the District.

Section 3. Prior Policies Superseded. The Policy supersedes all prior Board policies, rules, resolutions, and motions concerning the subject matter of the Policy, to the extent inconsistent therewith. Nothing in this Resolution amends or repeals the resolution of the Board establishing the date, time, and place of the Board's regular meetings, which shall remain in full force and effect until amended by the Board as provided in Section 2.1 of the Policy.

Section 4. Construction; Conflict with Law. The Policy is intended to implement and supplement the Brown Act and shall be construed consistently therewith. In the event of any conflict between the Policy and the Brown Act or other controlling law, as either may be amended from time to time, the controlling law shall govern, and the Board, its committees, advisory bodies, and staff shall comply with such law notwithstanding any contrary provision of the Policy pending amendment of the Policy. Any requirement of the Policy that exceeds the minimum requirements of the Brown Act is adopted for the internal guidance of the District, and the failure to comply with any such requirement shall not, in and of itself, invalidate any action of the Board or of any other legislative body of the District.

Section 5. Implementation; Administrative Revisions. The General Manager is authorized and directed to take all actions necessary to implement the Policy, including incorporating the Policy into the District's policy manual, posting the Policy on the District's website, and providing a copy of the Policy to each current Director, to each Director upon taking office, and to each member of a District standing committee or advisory body. The General Manager, with the concurrence of District Counsel, is further authorized to make non-substantive corrections to the Policy, including corrections of a typographical, formatting, numbering, or cross-reference nature and updates to statutory citations, without further action of the Board, provided that any such corrections are reported to the Board at its next regular meeting.

Section 6. Severability. If any section, subsection, sentence, clause, or phrase of this Resolution or of the Policy is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Resolution or the Policy. The Board declares that it would have adopted this Resolution and the Policy, and each section, subsection, sentence, clause, and phrase thereof, irrespective of the fact that any one or more portions be declared invalid or unenforceable.

Section 7. Effective Date. This Resolution and the Policy shall take effect immediately upon adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting held on the 19th day of November 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

By: _____
Stanley Archacki, President

ATTEST

By: _____
Olivia Mann, Board Secretary

EXHIBIT A
BOARD POLICY NO. 2026-15
RULES OF CONDUCT FOR BOARD MEETINGS

1. GENERAL

1.1. General Policy

Meetings of the Clearlake Oaks County Water District ("District") Board of Directors ("Board"), standing committees, and advisory bodies shall be conducted in conformance with the Ralph M. Brown Act, Government Code section 54950 et seq. ("Brown Act"), and any other applicable law or regulation. This Policy is intended to implement and supplement the Brown Act and shall be construed consistently therewith. To the extent any provision of this Policy conflicts with the Brown Act or other controlling law, the Brown Act and controlling law shall govern.

1.2. Definitions

As used in this Policy, the following terms have the meanings set forth below:

"Ad hoc committee" means a committee composed of less than a quorum of Board members, created for a specific purpose of limited duration, with no standing decision-making authority. An ad hoc committee is not a "legislative body" under the Brown Act and is not subject to open meeting requirements.

"Advisory body" means a decision-making or advisory body created by formal action of the Board. A committee composed solely of fewer than a quorum of Board members constitutes an advisory body only if the committee has continuing subject matter jurisdiction or meets pursuant to a schedule fixed by the Board.

"Board" means the District Board of Directors.

"Emergency circumstances" as used herein means a physical or family medical emergency that prevents a Director from attending a meeting in person, as defined in Government Code section 54953(f)(3)(A).

"Just cause" as used herein means any of the following that prevent a Director from attending a meeting in person: (1) a childcare or caregiving need of an individual for whom the Director provides care; (2) a contagious illness that prevents the Director from attending in person; (3) a need related to a physical or mental disability; or (4) travel while on official District business, as defined in Government Code section 54953(f)(3)(B).

"Legislative body" means the Board, a standing committee, or an advisory body, but not an ad hoc committee.

"Meeting" means any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location as permitted by Government Code section 54953, to hear, discuss, deliberate, or take action on any item within the subject matter jurisdiction of the legislative body. "Meeting" includes attendance by means of teleconference or video conference as provided herein. "Meeting" does not include (i) individual contacts between a member and any other person; (ii) attendance at a conference or gathering open to

the public involving discussion of public issues, if members do not discuss District business among themselves; (iii) attendance at an open and publicized meeting addressing topics of community concern, if members do not discuss District business among themselves; or (iv) attendance at purely social or ceremonial events, if members do not discuss District business among themselves.

"Member" means a Director of the District.

"Remote participation" means a Director's participation in a meeting from a location other than the physical meeting location, by means of teleconference or video conference, as authorized under Government Code section 54953 and this Policy.

2. MEETINGS

2.1. Regular Meetings. The Board shall set the date and time for regular meetings by resolution from time to time. Unless otherwise specified in the notice, regular meetings shall be held at the District's principal administrative offices, the address of which shall be posted on the District's website. If a regular meeting falls on a holiday, it shall be held on the next business day, unless the Board designates another day.

2.2. Special Meetings. Special meetings may be called by the Board President or a majority of the members upon at least twenty-four (24) hours' written notice delivered to each member and posted at the District office and on the District's website. The notice shall specify the time, place, and business to be transacted. Only the business noticed may be transacted at a special meeting.

2.3. Emergency Meetings. An emergency meeting may be called without twenty-four (24) hours' notice or a posted agenda in the event of (a) a work stoppage, crippling activity, or other activity that severely impairs public health or safety, which requires prompt action by the legislative body (Government Code section 54956.5(a)); or (b) a dire emergency, meaning a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the legislative body to provide one hour's notice before holding an emergency meeting may endanger the public health, safety, or both (Government Code section 54956.5(b)). For meetings under subdivision (a), the President or a majority of the Board shall make the determination that an emergency exists, and at least one hour's notice shall be given to each local newspaper of general circulation and radio or television station that has requested notice. For meetings under subdivision (b), a two-thirds vote of the members present, or if less than two-thirds are present, a unanimous vote is required to determine that the dire emergency exists. If telephone or electronic notification is not possible due to disruption of such services, notice shall be provided by other available means and confirmed in writing as soon as practicable after the meeting. The minutes of an emergency meeting shall be posted for a minimum of ten (10) days as soon as practicable after the meeting. A closed session may be held at an emergency meeting only as permitted by law.

2.4. Location of Meetings. Meetings of the Board, committees, and advisory bodies shall be held within the District's boundaries, except as permitted by Government Code section 54954, including but not limited to meetings held to (a) comply with state or federal law or court order; (b) inspect real or personal property that cannot be brought to the District; (c) address matters affecting a

District facility located outside the District; (d) participate with another public agency in a meeting addressing matters of common concern; (e) discuss legislative or regulatory matters with state or federal officials; or (f) consult with legal counsel at counsel's office regarding pending or anticipated litigation if doing so will result in a substantial reduction in legal costs, and the Board makes a finding to that effect.

2.5. Adjournment. A meeting may be adjourned to a stated time and place by the Board, by fewer than a quorum of members, or by the Board Secretary if no members are present. A copy of the order of adjournment shall be conspicuously posted on or near the door of the meeting location and on the District's website within twenty-four (24) hours after adjournment. An adjourned regular meeting is a regular meeting for all purposes. If an adjourned meeting is held more than five (5) calendar days after the original meeting date, a new agenda shall be prepared and posted as required by this Policy.

2.6. Prohibited Serial Communications. A majority of Board members shall not, directly or indirectly or through use of a personal intermediary or series of communications, discuss, deliberate, or take action outside of a properly noticed meeting on any item within the subject matter jurisdiction of the District. This prohibition includes any series of communications, each of which may involve fewer than a majority, that together convey information or opinions among a majority of the members (sometimes referred to as "serial" or "daisy-chain" communications). This prohibition applies to all forms of communication, including in-person contact, telephone, electronic mail, text messaging, and other electronic means.

2.7. Electronic Communications and Social Media. The serial communication prohibition applies to electronic means, including email, text messaging, online platforms, and social media. Members shall not post, respond, or react to District business on social media platforms in a manner that constitutes serial discussion of an item subject to Board action. A member who receives an electronic communication constituting a prohibited serial communication shall not respond in kind, shall immediately notify the Board Secretary and District Counsel, and shall preserve the communication as it may constitute a public record subject to disclosure under the California Public Records Act.

3. NOTICES AND AGENDA

3.1. Posting; Content. An agenda shall be prepared for each meeting of a legislative body. The agenda shall be posted in a location freely accessible to the public and on the District's website. The agenda shall state the date, time, and location of the meeting (or, for teleconference meetings authorized herein, all teleconference locations or, where applicable, the designation that the meeting is conducted without public teleconference access sites), and shall include a brief general description of each item of business to be transacted or discussed, sufficient to reasonably apprise the public of the subject matter. The agenda shall be made available in alternative formats upon request, consistent with the Americans with Disabilities Act and Government Code section 54954.1. The agenda shall be posted at least seventy-two (72) hours before a regular or adjourned regular meeting, and at least twenty-four (24) hours before a special meeting. The agenda for an emergency meeting need not be posted in advance.

3.2. Public Comment: Agendized Items. The agenda shall include the opportunity for any person to address the legislative body on each item of business to be transacted before action is taken by

the legislative body. The Board shall provide each member of the public a reasonable opportunity to be heard. The time allotted per speaker is three (3) minutes, and the total time allotted per agenda item is thirty (30) minutes, unless the Board President determines that additional time is warranted.

3.3. Public Comment: Non-Agendized Items. The agenda for any regular or adjourned regular meeting shall include a period for public comment on matters within the subject matter jurisdiction of the District that do not appear on the agenda. No action may be taken on matters not appearing on the posted agenda, except that members may (a) briefly respond to statements made or questions posed by members of the public; (b) ask for clarification; (c) provide a reference to staff or other resources for factual information; (d) request that staff report back at a subsequent meeting; or (e) direct staff to place the matter on a future agenda. Public comments are limited to three (3) minutes per speaker.

3.4. Adding Items to the Agenda. The legislative body may add a matter to the agenda of a regular, but not a special, meeting that has already been posted only upon (a) a majority vote finding that an emergency, as defined in Government Code section 54956.5, exists, or (b) at least a two-thirds vote of the members present, or, if fewer than two-thirds of the members are present, a unanimous vote of all members present, finding that the need to take action arose subsequent to the posting of the agenda and there is need to take immediate action.

3.5. New Taxes or Assessments. Notice of any meeting to consider the imposition of a new or increased general tax or assessment shall be published and provided in accordance with Government Code section 6061 and all other applicable notice requirements, including at least forty-five (45) days' advance notice where required.

3.6. Agenda Packet Distribution. Agenda packets shall be made available to the public upon request. Any person who has filed a written request shall be provided with notice of the meeting and a copy of the agenda packet by mail or electronic means. The District may charge the actual cost of duplication or electronic transmission. Agenda packets shall be made available to members of the public at the meeting and on the District's website at least seventy-two (72) hours before the meeting (or twenty-four (24) hours for special meetings), to the extent practical.

4. CLOSED SESSIONS

4.1. Permissible Subjects. The Board may conduct a closed session to consider only those matters expressly authorized by the Brown Act, including, but not limited to:

(a) Real property negotiations (Government Code section 54956.8);
(b) Pending or threatened litigation, or claims filed pursuant to Government Code section 900 et seq. (Government Code section 54956.9);
(c) Initiation of litigation by the District (Government Code section 54956.9(d));
(d) Threats to public services or facilities (Government Code section 54957);
(e) The appointment, employment, evaluation, discipline, or dismissal of a public employee (Government Code section 54957);
(f) Labor negotiations: conferring with labor negotiators (Government Code section 54957.6);

(g) License or permit applications involving criminal conduct of the applicant (Government Code section 54956.7); and
(h) Such other matters as may be expressly authorized by applicable law.

4.2. Announcement of Closed Session. Before recessing to closed session, the Board President shall publicly state verbally or in writing the specific statutory authority and, to the extent required by law, identify by reference the party or matter that will be discussed. The agenda shall include a specific description of each closed session item sufficient to comply with Government Code section 54954.5.

4.3. Action in Closed Session; Public Report. Action may be taken in closed session only when permitted by law. Following each closed session, the Board shall make any disclosures required by Government Code section 54957.1, including reports of final actions taken, votes or abstentions, and the substance of any approved agreement. Reports shall be made in open session at the public meeting at which the closed session is held, to the extent required by law.

4.4. Confidential Memorandum. Following the conclusion of a closed session, District Counsel shall prepare a confidential memorandum stating the specific statutory authorization for the closed session and any action taken therein. The memorandum is privileged and confidential and shall be filed in the office of the General Manager and maintained as a protected record.

5. TELECONFERENCE AND REMOTE PARTICIPATION

5.1. Standard Teleconference. A legislative body may conduct a meeting by teleconference, provided all of the following requirements are met:

(a) All teleconference locations are identified in the notice and agenda for the meeting;
(b) The agenda is posted at each teleconference location;
(c) Each teleconference location is accessible to members of the public;
(d) Members of the public may address the legislative body from each teleconference location; and
(e) At least a quorum of the members of the legislative body participate from locations within the territorial jurisdiction of the District.

Each teleconference location shall be accessible to the public and shall provide an opportunity for the public to address the legislative body.

5.2. Emergency Teleconference. During a state of emergency declared by the Governor under the California Emergency Services Act, or a local emergency declared by an authorized official, the legislative body may conduct a teleconference meeting without complying with the standard teleconference requirements of Section 5.1, provided all of the following conditions are met:

(a) The legislative body makes findings, at each meeting conducted pursuant to this subdivision, that: (A) the state of emergency or local emergency continues to directly impact the ability of members to meet safely in person; or (B) state or local officials have imposed or recommended measures to promote social distancing;

(b) The legislative body ensures that members of the public are able to observe and address the legislative body at the meeting, to the same extent as would be possible if attending in person;

(c) The agenda identifies how the public may access the meeting and address the legislative body;

(d) The legislative body re-adopts the required findings at least every thirty (30) days if it wishes to continue meeting under this subdivision; and

(e) Consistent with Government Code section 54953(e), any action taken in violation of Government Code section 54953(e) or this Section 5.2 is null and void.

5.3. Individual Remote Participation; Just Cause or Emergency Circumstances. An individual member of the legislative body may attend and participate in a meeting remotely, without identifying or posting a teleconference location, if the member notifies the legislative body of the need to participate remotely for just cause or emergency circumstances, as follows:

(a) Just Cause. A member wishing to participate remotely for just cause shall notify the General Manager or Board Secretary as soon as practicable before the meeting. Remote participation for just cause is limited to no more than two (2) occurrences per calendar year for each member. The legislative body is not required to provide a physical space for public access at the member's remote location.

(b) Emergency Circumstances. A member experiencing emergency circumstances may request remote participation at any time, including during a meeting. The legislative body shall take action as soon as practicable to allow or deny the request. The legislative body may deny the request if it cannot verify the emergency circumstances or if the required quorum cannot otherwise be established.

(c) General Requirements. All of the following apply to remote participation under this subdivision: (1) a quorum of the members must participate in person from the physical meeting location; (2) the remote participant must be visible to other participants and the public via video conference to the extent technologically feasible, and if not feasible, the reason must be stated at the meeting; (3) the remote participant shall be permitted to observe and address the legislative body at the meeting; and (4) the fact of remote participation and the basis (just cause or emergency circumstances) shall be noted in the meeting minutes.

6. RECORD OF PROCEEDINGS

6.1. Minutes. The Secretary shall record minutes of all open session proceedings of each meeting. Minutes shall reflect all official actions taken by the legislative body, the disposition of all agenda items, and, upon request, any statement by a Director to be included in the record. Minutes shall be made available to the public upon approval by the legislative body. Draft minutes may be made available to the public upon request prior to approval, subject to applicable law. Minutes need not be a verbatim transcript.

6.2. Audio and Video Recording. Any person attending an open meeting may record the proceedings by audio or video means, unless such recording cannot proceed without persistent noise, disruption of illumination, or obstruction of view that materially interferes with the meeting. The District may also record its own meetings for transparency purposes, in accordance with the District's meeting recording policy, if any.

6.3. Retention. Minutes and recordings of open sessions shall be retained by the District in accordance with the District's records retention policy and applicable law. Audio recordings of meetings need not be retained beyond thirty (30) days unless the Board specifically designates otherwise.

7. RULES OF CONDUCT

7.1. Voting. The affirmative vote of a majority of members present is necessary for the Board to take action, unless a higher vote threshold is required by law, the District's enabling statute, or these rules. The Board shall take action by motion, resolution, or ordinance, which may be adopted by voice vote unless a roll call vote is requested by any Director, required by law, or required because a Director is participating remotely. The votes of all directors shall be recorded.

7.2. Conduct of Public Comment; Disruptive Behavior. The Board shall not prohibit public criticism of its policies, procedures, programs, or services, or of its acts or decisions. The Board may adopt reasonable time limitations on public comment. If any meeting is willfully disrupted by one or more persons so as to render orderly conduct unfeasible, and order cannot be restored by removal of disruptive individuals, the Board may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in a session from which the public has been excluded. Credentialed members of the news media who are not participating in the disruption shall be permitted to remain. The Board may establish procedures for re-admitting members of the public who were not responsible for the disruption.

7.3. Role of President. The President shall preside over and maintain order at all Board meetings. The President may, subject to appeal to the full Board, rule on points of order, recognize speakers, and enforce time limits on public comment and Board discussion consistent with this Policy and applicable law.

8. POLICY REVIEW

This Policy shall be reviewed at least biennially by the Board, or more frequently as necessary to ensure compliance with amendments to the Brown Act and other applicable law. The General Manager, in consultation with District Counsel, shall recommend updates as needed.

RESOLUTION NO. 26-16

A RESOLUTION OF THE BOARD OF DIRECTORS OF CLEARLAKE OAKS COUNTY WATER DISTRICT ADOPTING BOARD POLICY NO. 2026-16, GOVERNING THE APPLICATION OF BASE RATE AND AVAILABILITY CHARGES TO UNIMPROVED PARCELS WITH SERVICE IMMEDIATELY AVAILABLE

WHEREAS, the Clearlake Oaks County Water District (the "District") is a county water district organized and operating under the County Water District Law (Water Code § 30000 et seq.), and owns, operates, and maintains a public water system and a public wastewater system serving the community of Clearlake Oaks; and

WHEREAS, the Board of Directors of the District (the "Board") is authorized under the County Water District Law, including Water Code section 31007, and other applicable law, including Health and Safety Code section 5471, to fix and collect rates and charges for water and sewer service sufficient to pay the operating expenses of the District, provide for repairs and depreciation of works, and meet other lawful obligations; and

WHEREAS, the District's water and wastewater systems impose substantial fixed costs, including pipeline repair and replacement, pump operation, storage capacity, and maintaining the systems in a state of readiness to serve, which the District incurs whether or not every connected or connectable parcel is actively using service; and

WHEREAS, Article XIII D, section 6(b)(4) of the California Constitution provides that no property-related fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question; and

WHEREAS, in *Paland v. Brooktrails Township Community Services District* (2009) 179 Cal.App.4th 1358, the Court of Appeal held that a minimum or base charge for water and sewer service may properly be imposed on a parcel where the district has installed the facilities necessary to deliver service to the parcel, such that the only remaining step to commence or discontinue service is action by the property owner; and

WHEREAS, on September 4, 2026, following the written notice, public hearing, and majority protest procedures required by Article XIII D, section 6(a) of the California Constitution, the Board adopted Resolution No. 26-08 (the "Rate Resolution"), establishing the District's rates and charges for water and sewer service, including the base rates and availability charges applicable to unimproved parcels to which service is immediately available; and

WHEREAS, the Board desires to adopt uniform written standards and procedures by which District staff will determine when service is immediately available to an unimproved or undeveloped parcel, document each determination, give advance written notice to affected property owners, and provide an opportunity for reconsideration and appeal, so that the rates adopted in the Rate Resolution are applied consistently, transparently, and fairly; and

WHEREAS, the Policy on Base Rate and Availability Charges to Unimproved Parcels with Service Immediately Available, attached to this Resolution as Exhibit A (the "Policy"), implements the Rate Resolution and does not impose any new fee or charge or increase any existing fee or charge; and

WHEREAS, the Board considered the Policy, the staff report, and all public comment at a duly noticed public meeting held on August 4, 2026, in compliance with the Ralph M. Brown Act (Government Code § 54950 et seq.).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Clearlake Oaks County Water District as follows:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated into this Resolution by this reference.

Section 2. Adoption of Policy. The Board hereby approves and adopts Board Policy No. 2026-16, "Base Rate and Availability Charges to Unimproved Parcels with Service Immediately Available," in the form attached hereto as Exhibit A and incorporated herein by this reference.

Section 3. Findings. Based on the record before it, the Board finds and determines that:

(a) Policy establishes standards and procedures for applying rates previously adopted by the Board in the Rate Resolution, including base rates calculated by an independent third-party rate analyst pursuant to and in accordance with Proposition 218; in compliance with Article XIII D, section 6 of the California Constitution, and does not impose a new fee or charge or an "increased" fee or charge within the meaning of Government Code section 53750, subdivision (h);

(b) The Policy limits the imposition of base rates and availability charges to parcels to which service is actually used or immediately available, consistent with Article XIII D, section 6(b)(4) of the California Constitution and *Paland v. Brooktrails Township Community Services District* (2009) 179 Cal.App.4th 1358; and

(c) The notice, reconsideration, and appeal procedures in Sections 6 and 8 of the Policy afford affected property owners a fair opportunity to contest a parcel-specific availability determination, and nothing in the Policy reopens or modifies the rates adopted in the Rate Resolution.

Section 4. Implementation. The General Manager, or the General Manager's designee, is authorized and directed to take all actions necessary to implement the Policy, including the following:

(a) Identify each Unimproved or Undeveloped Parcel within the District's service area to which water and/or sewer service is Immediately Available, applying the criteria in Section 5.1 of the Policy, and document the basis for each determination as required by Section 5.2 of the Policy;

(b) Before billing any previously unbilled parcel, mail to the owner of record, as shown on the last equalized secured assessment roll, the written notice required by Section 6.1 of the Policy, substantially in the form attached hereto as Exhibit B, not fewer than thirty (30) days before the effective billing date, together with a copy of the Policy;

(c) Prepare such administrative forms and procedures as are necessary to process requests for reconsideration under Section 6.3 and appeals under Section 8 of the Policy; and

(d) Make the Policy available to the public at the District office and on the District's website.

Section 5. CEQA. The Board finds that adoption of this Resolution and the Policy is not a "project" within the meaning of the California Environmental Quality Act (Public Resources Code § 21000 et seq.) ("CEQA"), because it constitutes general policy and procedure making, a government fiscal activity that does not involve any commitment to any specific project, and an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment (CEQA Guidelines, Cal. Code Regs., tit. 14, § 15378, subds. (b)(2), (b)(4), and (b)(5)). In the alternative, and to the extent the Policy is a project, it is exempt under Public Resources Code section 21080, subdivision (b)(8), and CEQA Guidelines section 15273, because it concerns the application of rates and charges for the purpose of meeting operating expenses, maintaining service within existing service areas, and funding capital projects necessary to maintain service within existing service areas. The General Manager is authorized to file a Notice of Exemption with the Lake County Clerk.

Section 6. Severability. If any section, subsection, sentence, clause, or phrase of this Resolution or the Policy is for any reason held invalid or unenforceable by a court of competent jurisdiction, that holding shall not affect the validity of the remaining portions of this Resolution or the Policy. The Board declares that it would have adopted this Resolution and the Policy, and each portion thereof, irrespective of the fact that any one or more portions be declared invalid or unenforceable.

Section 7. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting held on the 19th day of November 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

By: _____
Stanley Archacki, President

ATTEST

By: _____
Olivia Mann, Board Secretary

EXHIBIT A

BOARD POLICY NO. 2026-16

BASE RATE AND AVAILABILITY CHARGES TO UNIMPROVED PARCELS WITH SERVICE IMMEDIATELY AVAILABLE

1. PURPOSE

This Policy establishes the standards and procedures by which the Clearlake Oaks County Water District (the "District") determines when an Unimproved or Undeveloped Parcel within the District's service area is subject to the District's Base Rate and/or Availability Charge for water and/or sewer service. This Policy implements Article XIII D, Section 6(b)(4) of the California Constitution and the rate schedule adopted by the Board of Directors in Resolution No. 26-08 (the "Rate Resolution").

2. AUTHORITY AND LEGAL BASIS

2.1 Constitutional Authority. Water and sewer systems impose ongoing fixed costs on the District regardless of whether every connected or connectable parcel is actively using service. Pipelines must be kept in repair, pumps must remain operational, storage capacity must be preserved, and the system must remain ready to serve on demand. In recognition of these fixed costs, Article XIII D, Section 6(b)(4) of the California Constitution (enacted by Proposition 218) authorizes the District to impose a property-related fee for water or sewer service where the service is "actually used by, or immediately available to" the parcel upon which the fee is imposed. A Base Rate or Availability Charge properly imposed under this standard applies even where a parcel is undeveloped and not yet using service.

2.2 Judicial Interpretation – Paland v. Brooktrails. In *Paland v. Brooktrails Township Community Services District* (2009) 179 Cal.App.4th 1358, the California Court of Appeal held that service meets the "immediately available" standard once the district has installed the connections necessary to deliver service up to the parcel's property line, such that the only remaining step to begin (or discontinue) service is action by the property owner, such as requesting a meter or a turn-on. When that condition is met, the parcel is properly subject to the district's applicable base or availability rate. The court reasoned that allowing owners of undeveloped, service-ready parcels to avoid these charges would improperly shift the fixed cost of maintaining shared infrastructure onto the district's active customers, even though the undeveloped parcel continues to benefit from having service ready whenever the owner chooses to use it.

2.3 Rate Schedule. The Board of Directors has adopted the base and availability rates applicable to unimproved parcels described in this Policy in the Rate Resolution, following the written notice and public hearing procedures required by Article XIII D, Section 6(a) of the California Constitution.

3. DEFINITIONS

3.1 "Unimproved Parcel" or **"Undeveloped Parcel"** means any parcel of real property within the District's service area that (a) has not been built upon or improved with a habitable or usable structure, or (b) has been built upon but does not have an active service connection and is not otherwise receiving water and/or sewer service from the District.

3.2 "Immediately Available" means that the District has installed the water and/or sewer connections, mains, laterals, or other facilities necessary to deliver service to the parcel's property line, such that the only remaining act necessary to commence service is action taken by the property owner, including but not limited to requesting installation of a meter, requesting a turn-on, paying applicable connection fees, or completing other steps within the owner's control.

3.3 "Base Rate" or **"Availability Charge"** means the fixed charge established in the District's rate schedule, as adopted and amended from time to time by resolution of the Board of Directors, imposed to recover the fixed costs of operating and maintaining the District's water and/or sewer system in a state of readiness to serve, irrespective of a parcel's actual consumption.

4. POLICY

4.1 General Rule. An Unimproved or Undeveloped Parcel within the District's service area is subject to the applicable Base Rate and/or Availability Charge set forth in the Rate Resolution once water and/or sewer service is Immediately Available to that parcel, regardless of whether the parcel has been built upon or is actively using service.

4.2 Basis for Charge. The Base Rate reflects the parcel's proportionate share of the District's fixed costs of operation and maintenance, including pipeline repair and replacement, pump operation, storage capacity, and system readiness, which the District incurs whether or not a given parcel is actively drawing service.

4.3 No Requirement of Actual Use or Owner Request. Consistent with *Paland*, the District is not required to wait until a parcel owner requests a meter, turn-on, or connection before imposing the Base Rate. Imposition of the charge is triggered by the Immediate Availability of service to the parcel, not by the owner's actual use of, or request for, that service.

5. DETERMINATION OF IMMEDIATE AVAILABILITY

5.1 Criteria. District staff shall determine that service is Immediately Available to a parcel when each of the following is true: (a) District mains or laterals extend to, or are located within the distance prescribed by the District's engineering standards for a standard service connection to, the parcel's property line; (b) no further main extension, pump station, or other capital improvement by the District is required to serve the parcel; and (c) the only remaining step to commence service is action by the property owner.

5.2 Documentation. District staff shall document the basis for each availability determination, including the location of existing District facilities relative to the parcel, in the District's records for that parcel.

5.3 Previously Connected Parcels. A parcel with an existing service connection that has been voluntarily discontinued, capped, or placed on inactive status by the owner remains subject to the Base Rate under this Policy for so long as service remains Immediately Available, consistent with *Paland's* holding that discontinuance of service, like commencement, is a step within the owner's control.

6. NOTICE TO PROPERTY OWNERS

6.1 Notice of Determination. Before billing a previously unbilled Unimproved Parcel under this Policy, the District shall provide the property owner with written notice, no fewer than thirty (30) days before the effective billing date, explaining the basis for the determination, the applicable rate, and the effective date on which billing will commence.

6.2 Relationship to Proposition 218 Notice. Nothing in this section requires a new notice-and-protest proceeding under Article XIII D, Section 6(a), where the rate itself was previously and properly noticed and adopted in the Rate Resolution. This section addresses only the District's notice of its determination that a specific parcel meets the "immediately available" standard; it does not reopen the rate-setting process.

6.3 Request for Reconsideration. A property owner may request reconsideration of an availability determination by submitting a written request to the District's General Manager within thirty (30) days of the notice described in Section 6.1, setting forth the specific factual basis for the request. The General Manager shall issue a written decision within thirty (30) days of receipt of a complete request for reconsideration.

7. BILLING AND COMMENCEMENT OF CHARGES

7.1 Effective Date. The Base Rate shall commence no earlier than the effective date specified in the written notice provided under Section 6.1 and shall not be applied retroactively except as allowed by Proposition 218 and where the parcel owner had actual notice of the obligation to pay the base rate and failed to do so.

7.2 Billing Procedures. Base Rate charges shall be billed in accordance with the District's standard billing cycle and shall be subject to the same delinquency, penalty, and collection procedures applicable to other charges on the District's rate schedule. The filing of a request for reconsideration under Section 6.3 or an appeal under Section 8.1 shall not suspend or defer the accrual or collection of charges under this Policy.

8. APPEALS

8.1 Appeal to the Board. A property owner who disputes a determination under this Policy, following the reconsideration process described in Section 6.3, may appeal the General Manager's decision to the Board of Directors by filing a written appeal within fifteen (15) days of the General Manager's written decision.

8.2 Finality. The Board's decision on appeal shall be final and shall constitute the District's final administrative action for purposes of any judicial review. A property owner must exhaust the administrative remedies provided in this Policy before seeking judicial relief.

NAVÉ LAW

To: Board of Directors and Interested Members of the Public
From: Scott Nave, General Counsel
Date: November 9, 2026
Re: "Standby Charges" Under Proposition 218

PURPOSE

The District does not impose a standby charge. Both the water and the sewer charges include a base rate. This has raised the question of whether a base rate charged to an unimproved lot is really a "standby charge," which Proposition 218 treats as an assessment requiring a property-owner ballot. This memorandum explains the answer for property owners and other members of the public.

SHORT ANSWER

As long as water or sewer service is immediately available to the lot, the base rate is not a standby charge. Under Proposition 218, a charge for water or sewer service that is actually used by, or immediately available to, a parcel is a property-related fee governed by Article XIII D, Section 6, even if the parcel is vacant and the owner chooses not to use the service. A standby charge, by contrast, is a charge for service that is only potentially available in the future, typically because the District would have to extend a main or lateral before the parcel could be served. Only that second kind of charge must be treated as an assessment.

DISCUSSION

What the Constitution says. Article XIII D, Section 6(b)(4) provides that no property-related fee may be imposed for a service unless the service is actually used by, or immediately available to, the owner of the property, and that fees based on potential or future use are not permitted. The same section provides that standby charges, however labeled, are classified as assessments and must follow the separate assessment procedure in Section 4, which includes an engineer's report and a weighted ballot of affected property owners.

How the courts apply it. In *Paland v. Brooktrails Township Community Services Dist.* (2009) 179 Cal.App.4th 1358, a district charged a minimum monthly water and sewer fee to a parcel that was connected to the system but not using service. The owner argued the charge was really a standby charge requiring an assessment ballot. The Court of Appeal disagreed, holding that because service was immediately available to the parcel, the charge was a property-related fee under Section 6, not a standby charge. The fact that the owner was not using the service did not change the result.

What "immediately available" means here. The deciding question is the lot's physical relationship to the system, not whether the lot is developed or what the charge is called. A lot is treated as having service immediately available when District facilities (such as a main in the adjacent right-of-way) already exist such that the lot could receive service by connecting to those facilities without any extension of District infrastructure. Work on the property owner's side of the connection-such as installing on-site plumbing-does not change this conclusion. A lot that could be served only after the District extends a main or lateral does not meet that test, and the District could not charge such a lot a base rate.

NAVÉ LAW

REQUIREMENTS THAT DO APPLY

Because a base rate on a lot with immediately available service is a property-related fee, it must satisfy Section 6 of Article XIII D:

1. **Cost of service.** The fee may not exceed the proportional cost of providing service to the parcel, and the amount charged must bear a reasonable relationship to the parcel's burden on or benefits from the service. The revenue may be used only for the water or sewer service, and total revenue may not exceed the cost of providing that service. These requirements are supported by a cost-of-service rate study.
2. **Mailed notice.** The District must mail notice to the record owner of each affected parcel stating the amount of the fee, the basis on which it was calculated, the reason for it, and the date, time, and location of a public hearing.
3. **Public hearing.** The hearing must be held at least 45 days after the notice is mailed, and the Board must consider all protests.
4. **Majority protest.** If written protests are submitted by a majority of the owners of the affected parcels, the District may not impose the fee.

An engineer's report and a property-owner ballot are not required. Water and sewer fees are expressly exempt from Proposition 218's election-based voter-approval requirement (Cal. Const., art. XIII D, § 6(c)), though they remain subject to the notice, hearing, and majority-protest procedures described above.

HOW PROPERTY OWNERS CAN PARTICIPATE

Any change to the District's rates would be considered only at public meetings noticed in accordance with the Ralph M. Brown Act (Gov. Code, § 54950 et seq.), and owners of affected parcels would receive mailed notice of the hearing and an opportunity to submit a written protest. The public is welcome to comment at Board meetings at any stage and to contact the District office with questions.

This memorandum is provided for general public information about the District's process as of the date shown above. It is not legal advice to any individual property owner, and no person should rely on it in lieu of consulting independent legal counsel. It does not reflect any decision by the Board and does not create any legal rights or obligations.

TECHNICAL REPORT

DDW COMPLIANCE ORDER RESPONSE

CORRECTIVE ACTION PLAN

CLEARLAKE OAKS COUNTY WATER DISTRICT

LAKE COUNTY, CALIFORNIA | NOVEMBER 2026

CLEARLAKE OAKS COUNTY WATER DISTRICT

DDW COMPLIANCE ORDER RESPONSE

CORRECTIVE ACTION PLAN

Submitted to the California State Water Resources Control Board Division of Drinking Water.

Submitting Agency:

Clearlake Oaks County Water District

Agency/District Consulting Engineer:

MC Engineering, Inc.

9294 Madison Avenue
Orangevale, CA 95662

November 2026

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1.0 VIOLATIONS AND FAILING CATEGORIES

The Clearlake Oaks County Water District (CLOCWD/District), system No. CA171001, is currently on the State Water Resources Control Board's (SWRCB) failing list of water systems. The SWRCB determined that CLOCWD failed to maintain adequate source capacity for the water distribution system.

The CLOCWD was issued an initial compliance order, No. 02_03_25R_002, on March 25, 2025. The order stated that CLOCWD was failing to provide a reliable and adequate supply of water, and cited violations of the California Health and Safety Code, Section 116555, Subdivision (a)(3) and the California Code of Regulations, Title 22, Section 64554. This order classified CLOCWD as a failing water system. The SWRCB used data from a Division of Drinking Water (DDW) Sanitary Survey from 2021 to make this determination.

A second order, No. DDW_HQ_CAP2026_001, was issued to CLOCWD on September 21, 2026. This order stated that CLOCWD was on the failing list due to a violation in the source capacity and water outage category. Specifically, this violation was a failure to maintain adequate source capacity. California Code of Regulations, Title 22, Section 64554 provides the legal requirements for source capacity, and it was referenced in the violation. This order, as well as the previous compliance order, determined that CLOCWD cannot currently meet the theoretical maximum water demands of the community.

There are a number of deficiencies in CLOCWD's facilities and systems that caused the SWRCB to classify CLOCWD as a failing water system. These deficiencies affect the reliability and capacity of CLOCWD's systems and facilities, and they include the following:

- The water treatment plant production capacity is insufficient for historic and anticipated future maximum daily demands.
- The distribution system has water losses that exceed 40-50% of annual water production.
- Aging asbestos-cement water mains are operated at high pressure and continue to break. These breaks have resulted in over 50 boil notices being sent to CLOCWD customers. Background leakage also continues to occur on these aging mains and service lines.
- Some components of the critical system infrastructure are undersized, obsolete, lack redundancy, or are in need of rehabilitation. These components lack resiliency and are vulnerable to catastrophic failure.
- Multiple disinfection by product water quality violations have occurred in the far reaches of the distribution system.

This report is CLOCWD's Corrective Action Plan (CAP) and responds to both orders. This CAP describes actions taken and the tasks still to be completed that will strengthen the reliability and capacity of CLOCWD's water distribution system. These actions will improve CLOCWD's ability to adhere to the Safe Drinking Water Act.

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2.0 PRIOR PROGRESS

The CLOCWD has endeavored to address shortfalls and failing system components consistently over the last decade, including on-going appeals for grant funding with the State Revolving Fund (SRF) program to address various components. CLOCWD was recently able to secure a U.S. Department of Agriculture (USDA) loan to construct a new tank, replace a small section of mains, add new meters, and install backflow protection on the most vulnerable lake-front lots. This project was completed in 2022. Although some reduction in losses resulted, the system losses continue to stress the limits of the existing treatment facilities. Grant funding was also received to prepare a water master plan under California Department of Water Resources (DWR) funding which was recently updated in an SWRCB funded TA grant. DWR also funded an emergency intake during the drought due to dropping lake levels that also serves to pump water from areas of the lake with lower algae concentrations. Despite these efforts, the system continues to remain in an impacted state and the ability to meet maximum day demands under extreme algal blooms is limited.

2.1 TECHNICAL ASSISTANCE WORK PLAN

Initial work to improve the reliability and capacity of the CLOCWD's water distribution system was completed under a SWRCB Technical Assistance (TA) Work Plan for drinking water. The TA plan, No. 6869-A, started on January 23, 2023, with University Enterprises, Inc. The work plan was titled "Clearlake Oaks County Water District Master Plan Update and DWSRF Application for Water System Improvements." This work plan was intended to address problems with the water distribution system, storage facilities and booster pump stations, and water treatment processes. Objectives included updating the 2017 Water Master Plan project list and costs, updating environmental documents for projects, providing 90% level plans and specifications for some of the projects, and submitting an application for funding for construction. The TA Work Plan was amended to No. 6869-B in May of 2025. University Enterprises, Inc. subcontracted MC Engineering, Inc. on June 4, 2025, for the CLOCWD TA project.

2.2 PROBLEM IDENTIFICATION

The CLOCWD has recently completed several system assessment efforts. Key recent studies include the 2023 Clear Lake Source Water Assessment and Watershed Sanitary Survey, 2023 Source Capacity Study, 2025 Water Master Plan (WMP) Update. All of these efforts pointed toward system reliability and source capacity issues.

CLOCWD and MC Engineering, Inc. performed a study of source capacity in 2023 at the request of the DDW. The study evaluated the existing water treatment plant (WTP) as well as other potential sources. The findings indicated that production quantity fluctuates due to variations in the water quality of Clear Lake. The study concluded that there is marginal capacity to meet existing system demands. As a result, the study recommended that CLOCWD continue to reduce water losses and work to increase WTP capacity.

The Clear Lake Source Water Assessment and Watershed Sanitary Survey was completed in 2023. This report included an assessment of CLOCWD, and it is included in the attached files. Level 1 and 2 assessments have not been required for the CLOCWD as the total coliform trigger has not been reached. The documents mentioned in this section, as well as the compliance orders, were reviewed when compiling the CAP.

2.3 STAKEHOLDER ENGAGEMENT

Stakeholder engagement was initiated as part of the recent SWRCB funded TA project. There were regular calls between the CLOCWD, the SWRCB, and MC Engineering, Inc. Key participants of these calls and their affiliations are listed below:

- Dianna Mann, CLOCWD General Manager
- Zachary Rounds, PE, SWRCB Regional Engineer
- Guy Childs, PE, SWRCB Regional Engineering Staff
- Maria Vasquez, SWRCB Division of Financial Assistance (DFA)
- Mark Carey, PE, MC Engineering, Inc.
- Jared Nelson, PE, MC Engineering, Inc.
- Julia Asbenson, PE, MC Engineering, Inc.

These calls helped form the basis of the Water Reliability Project, and this stakeholder engagement has been essential to helping CLOCWD upgrade their facilities and distribution components. Major stakeholder engagement was successfully completed between Summer 2025 and Spring 2026.

2.4 PROJECT IDENTIFICATION AND INITIAL DESIGNS

The CLOCWD's Water Master Plan was originally completed in 2017 with DWR grant funding. This WMP was updated as part of the TA Work Plan. This new "Amended Water Master Plan and Engineer's Report" served as the feasibility study and draft preliminary engineering report (PER) for the Water Reliability Project. This updated plan was completed and submitted on November 6, 2025. Various field visits were made by the engineering team. Photos from these visits were included in the updated WMP. A list of high-priority projects, including capital improvement projects, was included in the updated WMP. The proposed projects were selected based on their anticipated ability to increase the reliability and capacity of the CLOCWD water system. The proposed projects and their estimated cost, as determined at the time, are shown in Table 1. The costs are shown in 2023 dollars. Depending on the project timeline, these costs will likely need to be increased to account for inflation.

These proposed projects are divided into Phase 1A, 1B, and 2. As development has continued, some projects have been shifted between phases depending on the urgency of the project and the anticipated timeline. Additionally, some of the projects were combined or the scope was changed in order to better meet the needs of the CLOCWD water system and the community.

Under the TA Work Plan, designs for the Phase 1A projects were started. Designs for Phase 1A were completed up to 90% as part of the TA project.

Table 1- List of Projects from the Water Master Plan Update

PROJECT PHASES		Project Descriptions/Titles	Construction Cost	Soft Costs (30%)	Sub Total (w/Soft Costs)	Contingency (10%)	TOTAL PROJECT COSTS	TOTAL PROJECT COSTS BY PHASE
PHASE 1A	1A Pipelines	1st St. through 6th St. Lake and Schindler St.,	$3,538,110	$1,061,433	$4,599,543	$459,954	$5,059,497	$11,633,322
		Orchard Shore Drive, Walnut Circle, Chestnut Circle, Sulphur Bank	$1,458,540	$437,562	$1,896,102	$189,610	$2,085,712	
		Shoreview Dr., Blue Heron Ct., Garden Ct, Center Way, Island Ct (West), & Short St.,	$2,658,540	$797,562	$3,456,102	$345,610	$3,801,712	
		PRV Valves (4)	$480,000	$144,000	$624,000	$62,400	$686,400	
	1A Other Projects	Paradise Tank Pipeline Rehab Project (THM	$60,000	$18,000	$78,000	$7,800	$85,800	$3,088,800
		Shady Lane Pump Station Improvements	$650,000	$195,000	$845,000	$84,500	$929,500	
		High Valley Tank	$420,000	$126,000	$546,000	$54,600	$600,600	
		Shady Lane Tank Rehabilitation	$280,000	$84,000	$364,000	$36,400	$400,400	
		Konocti Tank Rehabilitation (THM Removal)	$550,000	$165,000	$715,000	$71,500	$786,500	
		WTP Dissolved Air Floatation Pilot Plant	$200,000	$60,000	$260,000	$26,000	$286,000	
PHASE 1B		Highway 20 Pipeline and Foothill Ave.	$1,950,270	$585,081	$2,535,351	$253,535	$2,788,886	$6,798,452
		High Valley Pump Station	$1,670,000	$501,000	$2,171,000	$217,100	$2,388,100	
		WTP EQ Tank	$586,200	$175,860	$762,060	$76,206	$838,266	
		SCADA System Upgrades	$400,000	$120,000	$520,000	$52,000	$572,000	
		Meter Data Acquisistion & Water Loss Mangmt System	$50,000	$0	$0	$5,000	$55,000	
		Cross Connection Control Plan and Cross Connection Hazard Assessment	$50,000	$0	$0	$5,000	$55,000	
		Leak Detecion Program Project	$40,000	$0	$0	$4,000	$44,000	
		Ozone Injector Improvements	$40,000	$12,000	$52,000	$5,200	$57,200	
PHASE 2		Phase 2 Pipeline Replacements	$8,941,000	$2,682,300	$11,623,300	$1,162,330	$12,785,630	$18,099,510
		Phase 2 Backflow Prevention Project	$95,000	$28,500	$123,500	$12,350	$135,850	
		Cerrito Tank and Pump Station Improvements	$367,000	$110,100	$477,100	$47,710	$524,810	
		Harvey THM Removal System	$267,000	$80,100	$347,100	$34,710	$381,810	
		High Valley THM Removal Project	$267,000	$80,100	$347,100	$34,710	$381,810	
		Pluth Rehabilitation	$320,000	$96,000	$416,000	$41,600	$457,600	
		DAF Pretreatment	$2,300,000	$690,000	$2,990,000	$299,000	$3,289,000	
		WTP Valve and Actuator	$100,000	$30,000	$130,000	$13,000	$143,000	
		Total Construction Costs	**$27,738,660**					
		Costs (Planning, Design, CM, and Admin.)	**$8,279,598**					
		Sub-Total w/ Soft Costs	**$36,018,258**					
		10% Contingency	**$3,601,826**					
		TOTAL PHASES 1A, 1B, AND 2	**$39,620,084**					

Note: Projects and construction costs as determined in the TA WMP update project. The costs are in 2023 dollars. Some minor changes have been made to the proposed projects since the initial publication and these changes are not reflected here.

In Fall of 2025, an application for an Expedited Drinking Water Grant was submitted. The resulting grant will cover the completion of design and construction for Phase 1A and 1B.

The relevant environmental documents were also updated as part of the TA Work Plan. The draft IS/MND was released for public comment on February 13, 2026. The Notice of Determination was filed with the State Clearinghouse and Lake County on March 24, 2026. This marked the end of the CEQA process. The Construction Environmental Package was complete as of April 30, 2026. The CLOCWD has recently identified several optional bid item projects. Select projects may require additional environmental review.

An Expedited Drinking Water Grant (EDWG), Agreement No. D2502035, was awarded in April of 2026. It was acquired as a result of the first compliance order from March of 2025. This has been used to fund the Water Reliability Project, which is project No. EDWG-1710001-004C. To complete the information needed for the grant, on May 1, 2026, the General Package was submitted electronically. The 90% plans and specifications for the Phase 1A projects were submitted to the SWRCB on July 27, 2026, as part of the required technical documents submission. The full Technical Package was submitted via email to Maria Vasquez on August 28, 2026. The Financial Package was also submitted on August 28, 2026.

2.5 WATER RELIABILITY PROJECT

The Water Reliability Project continues the work started under the TA Work Plan, including progressing towards finishing the planning and design for the Phase 1A projects. Design for Phase 1B projects has also been started. Attachment A shows a map of the proposed project locations. Attachment B includes the deficiencies that each proposed project will address. A description of each project and their benefit is also included in Attachment B. The EDWG will also provide the funds needed for future construction. MC Engineering, Inc. has continued working on the project after the funding source switch, and is now directly contracted with the CLOCWD.

3.0 CURRENT WORK

3.1 ASSESSMENT REVIEW

The September 21, 2026 order has triggered a recent review of assessments and reports from the TA Work Plan and the Water Reliability Project. This review will be completed with the compilation of this CAP, which will be submitted by November 30, 2026. Field visits by the engineering team are also currently ongoing in order to support planning and eventual construction.

3.2 PROJECT DESIGNS

Most of the current work is focused on completing the design packages and related planning work. The current progress for the Phase 1A and 1B projects is shown in Table 2. The table shows

under which funding agreement work has been completed and will continue to be completed for each project. Table 2 also shows how each project will affect the CLOCWD system in the Project Component Type column. All of these projects will either contribute to increasing supply capacity and reliability, decreasing water losses, improving water quality, or increasing system reliability. These improvements and upgrades will help the CLOCWD system to meet the reliability and capacity requirements of a successful water distribution system.

The Phase 1B capital improvement projects were outlined in the Water Master Plan Update. Further development on these projects has been completed and design has been initiated. A 50% design package, which includes 90% designs of Phase 1A projects and 30% designs of Phase 1B projects, is anticipated to be submitted in March 2027. The 100% plans and specifications for Phases 1A and 1B are anticipated to be completed and then submitted in December 2027 as one comprehensive package. Extensions of the design completion dates are likely due to issues described later in this CAP.

Additional planning projects that will benefit the Clearlake Oaks Community are also in progress. This includes a Cross-Connection Hazard Assessment that will allow the district to comply with the SWRCB *Cross-Connection Control Policy Handbook*. This assessment is currently underway and anticipated to be completed by the end of December 2026. A leak detection program has been started and is focused on areas suspected of high water loss.

The CLOCWD is currently evaluating treatment technology options that could augment or replace the clarifiers at their WTP. This effort includes piloting treatment technologies at the plant as part of the Water Reliability Project. The pilot project is planned for Summer 2027 during the peak algae season. The results of this pilot project are required to select and design a full-scale technology that will augment the existing clarifiers. Following the completion of the pilot study, the CLOCWD desires to pursue SWRCB funding for the implementation of the recommended treatment solution. This treatment solution will bolster the reliability and capacity of the WTP. The treatment project design and construction is not currently part of the Water Reliability Project. CLOCWD may add the treatment project to the Water Reliability Project or may pursue a separate Emerging Contaminant grant.

Table 2- Phases 1A and 1B Projects and Design Percent Complete

OWP Scope ID	Project ID	Project Name	Project Component Type	Design % Complete (10 20 26)	TA Contract	Expedited Grant Program
3.01	1	**Backwash Equalization Tank**	Source Capacity / Water Treatment (Increase Plant Production Capacity/Redundancy)	90%	90%	90-100%
3.02	2	**High Valley Tank and Booster Station**	Source Capacity (Supply Reliability)	90%		
3.03	3	**Shady Lane Booster Station**	Source Capacity (Supply Reliability)	90%		
3.04	4	**Konocti, Shady Lane, and Pluth Tank Rehab.**	Source Capacity (Supply Reliability)	90%		
3.05	5	**Highway 20 Water Line**	Source Capacity / Distribution (Supply Reliability)	95%		
3.06	6	**High Priority Water Mains**	Source Capacity / Distribution (Water Loss Reduction)	-		
3.06	6A	*1st St. through 6th St, Lake and Schindler St., Orchard Shore Dr., Walnut Cir., Chestnut Cir., Sulphur Bank, Shoreview Dr., Blue Heron Ct., Center Way, Island Cir.(West), Short St.*		92%		
-	6B	*Island Dr., Oak Knoll, Spinnaker Ct., Bass Ln., Orchard Shores Dr., Apple Ln., Lemon Cir., Plum Cir., Grape Cir., Peach Cir.*		25%	-	0-100%
3.07	7	**THM Removal System**	Water Treatment / Distribution (Water Quality)	90%	90%	90-100%
-	8	**SCADA System Upgrades**	Water Treatment / Distribution (System Resiliency)	0%	-	0-100%
-	9	**Meter Data Acquisition and Water Loss Management**	Source Capacity / Distribution (Water Loss Reduction)	5%		
-	10	**Cross Connection Hazard Assessment**	Distribution (Water Quality)	15%		
-	11	**Leak Detection Program**	Source Capacity / Distribution (Water Loss Reduction)	30%		
-	12	**Ozone Injector Improvements**	Source Capacity / Water Treatment (Water Quality Improvement, Plant Capacity Increase)	10%		
-	13	**PRV Valves**	Source Capacity / Distribution (Water Loss Reduction)	50%		
-	14	**Paradise Tank THM Reduction Piping**	Water Treatment / Distribution (Water Quality)	70%		
-	15	**Dissolved Air Floatation Pilot Plant**	Source Capacity / Water Treatment (Plant Capacity Increase)	5%		

4.0 FUTURE TASKS

4.1 PRE-CONSTRUCTION

Pre-construction tasks will include the completion of necessary bid documents and EDWG forms, as well as bid advertising. Bid documents will be completed in accordance with the approved design plans and specifications. It is anticipated that bid documents will be ready when the 100% plans and specifications are completed. The EDWG Request for Bid Solicitation Approval form will be submitted to the Project Manager immediately following the approval of the General, Technical, Environmental, and Financial Forms. It is anticipated that written Bid Solicitation Approval will be obtained in a timely manner after submission. This will allow the project to be advertised for bid. The EDWG Request for Final Budget Approval form will be submitted after Bid Solicitation Approval is obtained, and it will include necessary attachments such as the advertised bid documents and bid summary.

4.2 CONSTRUCTION ACTIVITIES

Construction will begin promptly after the pre-construction tasks are finalized. Construction contracts will be awarded after receiving the Final Budget Approval. MC Engineering, Inc. anticipates that a Notice to Proceed will be issued within four months after the completion of the bid documents. This assumes there is no delay in the returning of previously submitted documents. Environmental construction mitigation measures will be performed as needed and required. Any notifications of project changes will be issued as needed. Permit amendment application documents will be submitted prior to the completion of construction. Construction is estimated to take approximately 20 months.

4.3 COMPLETION

A project completion report will be issued several months after construction is completed. The final inspection and certification will occur within three months after construction is completed. After certification, the CLOCWD will have upgraded facilities and distribution systems. This will provide CLOCWD's water facilities and systems with greater reliability, lower water loss, and increased capacity. CLOCWD will be better able to abide by the Safe Drinking Water Act after the completion of the Water Reliability Project.

5.0 ISSUES ENCOUNTERED

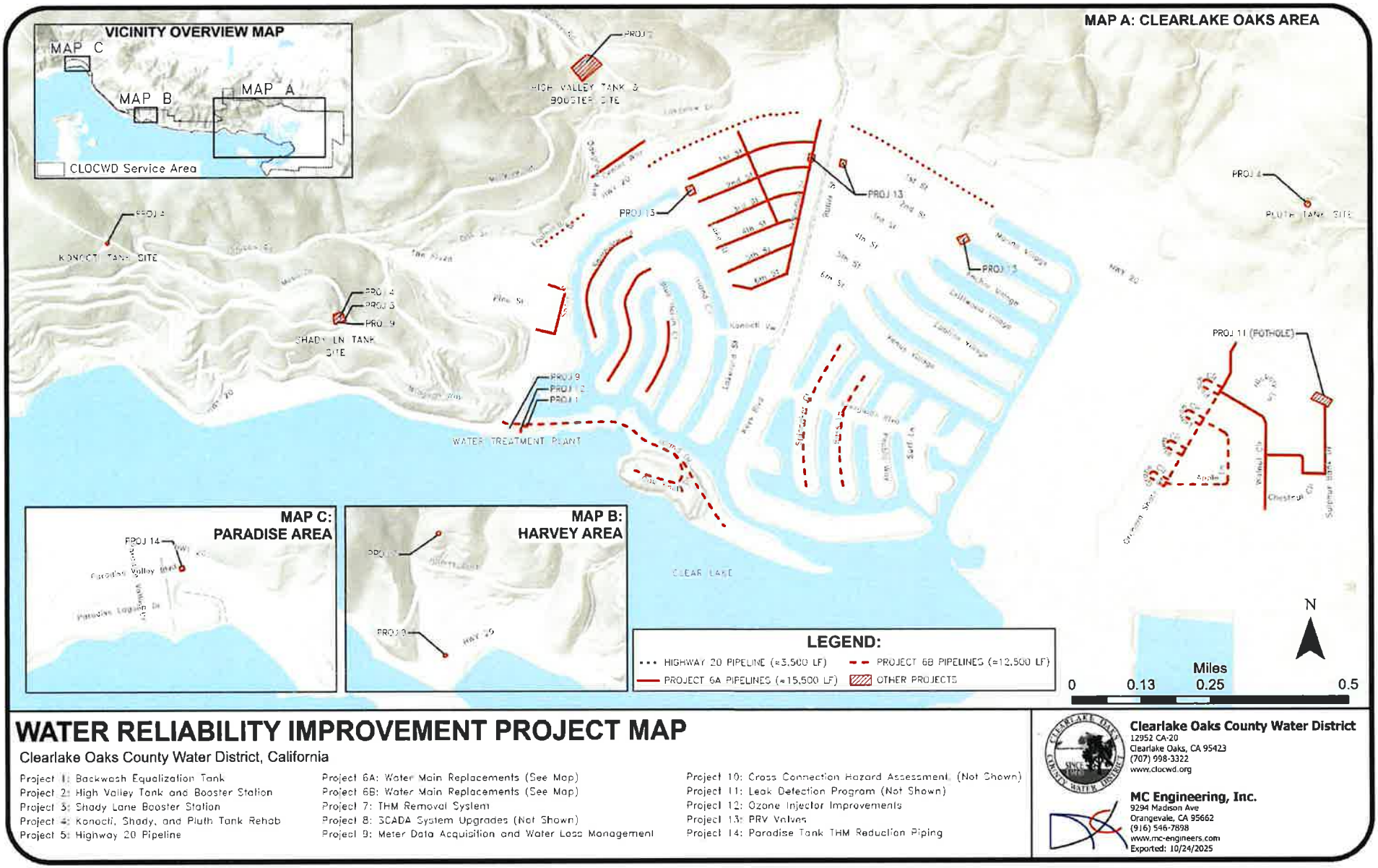
Additional sections of pipe that have been contributing to leakage losses have been discovered as part of the ongoing Leak Detection Program. The CLOCWD has requested to include the compromised sections of mainline as optional bid items in the construction bid package. Other miscellaneous necessary projects were recently identified and will be documented in the coming months.

6.0 CONCLUSION

The CLOCWD is currently on the SWRCB's failing list due to failure to maintain adequate source capacity. The current water facilities and distribution systems are unable to meet the maximum daily demands due to excessive water losses and insufficient source capacity. This CAP describes the Water Reliability Project that CLOCWD has undertaken in order to be better able to serve the community.

Funding for design and construction has been acquired as part of the Water Reliability Project. An Expedited Drinking Water Grant was obtained on April 22, 2026. Progress for the project is ongoing and is currently in the advanced planning and design phases. It is anticipated that construction will begin about four months after the completion of designs, and last for around 20 months. The project is anticipated to be fully completed three months after construction is finalized. The successful implementation of this project is essential in ensuring safe and reliable drinking water to the community of Clearlake Oaks.

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WATER RELIABILITY IMPROVEMENT PROJECT MAP

Clearlake Oaks County Water District, California

Project 1: Backwash Equalization Tank
Project 2: High Valley Tank and Booster Station
Project 3: Shady Lane Booster Station
Project 4: Konocti, Shady, and Pluth Tank Rehab
Project 5: Highway 20 Pipeline
Project 6A: Water Main Replacements (See Map)
Project 6B: Water Main Replacements (See Map)
Project 7: THM Removal System
Project 8: SCADA System Upgrades (Not Shown)
Project 9: Meter Data Acquisition and Water Loss Management
Project 10: Cross Connection Hazard Assessment (Not Shown)
Project 11: Leak Detection Program (Not Shown)
Project 12: Ozone Injector Improvements
Project 13: PRV Valves
Project 14: Paradise Tank THM Reduction Piping

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Exported: 10/24/2025

ATTACHMENT A- MAP OF THE PROPOSED PROJECT SITES

ATTACHMENT B- DESCRIPTIONS OF THE PROPOSED PROJECTS

A list of the proposed projects for the Water Reliability Project follows.

Project 1: Backwash Equalization Tank

Deficiency: Excessive backwash operations are required to manage the high concentration of algae at the WTP in summer months. Backwashing activities limit plant production. The existing backwash tanks and associated piping are also temporary and have reached the end of their life expectancy.

Project: This project includes two new 30,000-gallon backwash storage tanks and related piping.

Benefit: The project will allow the District to reliably maintain the existing plant production and to increase source capacity and water production rates at the WTP by attenuating backwash water onsite and allowing backwash operations to occur at any time as needed by the operators.

Project 2: High Valley Tank and Booster Station

Deficiency: The two previous redwood High Valley Tanks were removed in 2012 for structural integrity reasons and have not been replaced. The District lacks adequate reliability and redundancy to meet maximum daily water demand without the tanks. This problem is exasperated by significant water loss and WTP production limitations.

The water service to the Cerrito pressure zone is unreliable and dependent on a single aged pump lacking a protective cover or pump redundancy. The existing yard piping is undersized for flow conveyance and there is no existing ability to route flows back from the Cerrito Tank to Zone 1 in an emergency. An unstable hillside is falling onto the existing pump and controls.

Project: This project is a new High Valley Tank, booster pump station (CMU pump house) and pump station bypass control valve. This project also includes site grading and yard piping improvements.

Benefit: This water tank will enhance water supply reliability and redundancy. The pump station is needed to satisfy DDW requirements and ensure reliable water service to the Cerrito Pressure Zone. The project will also allow the District to augment Zone 1 water supply with the Cerrito Tank storage.

Project 3: Shady Lane Booster Station

Deficiency: The District is unable to provide system redundancy or fire flow to Zone 3.

Project: This project includes a new CMU pump house with pumps, control valves, and backup power.

Benefit: This project will satisfy DDW requirements and ensure reliable water service to the Konocti pressure zone.

Project 4: Konocti, Shady Lane, and Pluth Tank Rehab

Deficiency: Recent inspections indicated potential catastrophic structural failures within the Konocti, Shady Lane, and Pluth Tanks.

Project: This project will include internal and external tank recoating and structural tank improvements as required. The Pluth Tank rehabilitation project will also include the installation

of an impressed current cathodic protection system, repair or replacement of appurtenances, and other minor upgrades as required.

Benefit: Rehabilitation of the storage tanks is critical to adhere to the SDWA by maintaining water delivery capabilities sufficient to meet peak hour demand by flow equalization.

Project 5: Highway 20 Water Line

Deficiency: Small diameter distribution mains routed through the "Keys" area currently restrict flow from the water treatment plant to the keys and to the Pluth Tank further east. Tank operation is impaired during high demand periods. The District desires to reduce the pressure in the Keys to reduce water losses (Project 13) however this project will require conveyance improvements to implement.

Project: This project consists of constructing a new transmission pipeline in Highway 20.

Benefit: This project will allow the District to "zone-off" a portion of the keys, effectively creating a new pressure zone when constructed in conjunction with the proposed new PRVs. This project will also facilitate the effective flow of water to and from the Pluth Zone to the main service area while allowing tanks to operate more effectively during high demand periods, thus reducing adverse affects at the WTP. while eliminating the need to route flows through the Keys that have limited capacity and efficiency.

Project 6: High Priority Water Mains

Deficiency: Aging asbestos cement and galvanized iron piping have a high failure and leakage rate. Main breaks have resulted in water outages and boil water notices. Water losses within the distribution system are excessive.

Project: The proposed pipeline replacements include continued replacement of AC mains. It is recommended that all mains be replaced using PVC DR 14 pipe with fully-restrained DI fittings.

Project 6A: This project includes the replacement of AC pipelines primarily within the west side of 1st Street through 6th Street, Schindler Street, Island Drive, Garden Court, and Center Way. This project also includes the replacement of small-diameter AC pipes in the Keys area that continue to fail under high pressure. (Island Drive, Shoreview Drive, Island Circle, Blue Heron Court, Oak Knoll Avenue, and Short Street)

Project 6B: This project includes the replacement of AC mains primarily within the Keys and Orchard Shores including Island Drive, Oak Knoll, Spinnaker Court, and Bass Lane, Orchard Shores Drive, Apple Lane, Lemon Circle, Plum Circle, Grape Circle, and Peach Circle.

Benefit: These pipeline replacements will improve the District's ability to adhere to the SDWA. Replacing the old and deteriorated water mains will reduce water losses, avoid serious water quality issues, and avoid loss of localized system pressures.

Project 7: THM Removal System

Deficiency: The CLOCWD Distribution system has historically exhibited high THM concentrations in the far reaches and storage tanks which have resulted in multiple water quality violations.

Project: This project includes the design and installation of a THM reduction system in the Harvey Storage Tank.

Benefit: This project will result in reduced THM concentrations.

Project 8: SCADA System Upgrades

Deficiency: The District SCADA system has obsolete remote terminal units and related PLCs. The current PLCs are being discontinued. The WTP staff's ability to monitor and control the WTP, monitor tanks, control pump stations, and other water system facilities is compromised.
Project: This project includes replacement of these units with modern hardware and related PLCs.
Benefit: This project will provide the required system reliability and is critical to the on-going operations of the system. Newer PLCs will replace the obsolete units that are not currently commercially available.

Project 9: Meter Data Acquisition and Water Loss Management

Deficiency: The District has historically had a water loss rate of 40-50% of total volume produced. The District maintains a "DMA" program for monitoring water losses. The program relies on several important water meters which are of unknown accuracy and are read in an inconsistent format. The water loss monitoring program is complex to use.
Project: The project will include replacing three existing DMA flowmeters with new meters that are more reliable and share a common data output format. The DMA model will be simplified for ease of use to District staff.
Benefit: This project will simplify and increase the reliability of the Water Loss Management System and allow District staff to respond faster to distribution system leaks and effectively monitor and manage water losses in the system.

Project 10: Cross-Connection Hazard Assessment

Deficiency: The District is required by the SWRCB to complete and enforce a Cross Connection Hazard Assessment by December 2026. The District customers lack the funding to comply with the new state requirements.
Project: This project includes the development of a Cross Connection Hazard Assessment, including identification of service connections where backflow prevention devices are required, updated construction drawing details, and the development of a workplan for customer compliance enforcement.
Benefit: The District will comply with the state cross-connection requirements.

Project 11: Leak Detection Program

Deficiency: The distribution system water losses are historically 40-50% of total water treatment plant production.
Project: This project will enable the District to retain a professional to pinpoint water leaks within the distribution system and in particular in the Pluth DMA.
Benefit: The District will identify leaks that can be repaired which will lower the system's water loss.

Project 12: Ozone Injector Improvements

Deficiency: Raw water is high in organic matter and an inefficient ozone injector contributes to THM development in the far reaches of the distribution system. The District has had several THM-related violations.
Project: Increase the efficiency of the ozone injector with fine bubbles. Install 7.5 hp recirculation pump, DO3 flow cell assembly, feed lines, dissolved ozone analyzer, and PLC programming.

Benefit: This project will decrease THMs in the far reaches of the distribution system.

Project 13: PRV Valves

Deficiency: There is approximately 270 feet of static head (117 psi) between the Pressure Zone 1 storage tanks and the Clearlake Keys. The high system operating pressure contributes to leaks and main breaks in the Keys area. The distribution system currently has excessive water loss rates and has issued multiple boil water notices for main breaks in this area.

Project: This project includes the installation of four PRV valves which are intended to create a new reduced operating pressure zone in the keys within the current Pressure Zone 1.

Benefit: Water loss will be reduced when the system is operated under a lower pressure while limiting damage created by future mainline breaks.

Project 14: Paradise Tank THM Reduction Piping

Deficiency: This project is needed to adhere to the SDWA by maintaining TTHM concentrations below the primary drinking water standard MCL. The current Paradise Tank piping configuration does not fully utilize the existing THM removal equipment within the Paradise Tank.

Project: This project includes a new pipeline that will route water through the Paradise Tank in order to utilize the existing THM removal system.

Benefit: The proposed modifications would direct all of the flow entering the Paradise Cove community through the THM removal process prior to entering the system, effectively lowering the THM concentration below the MCL.

Project 15: Dissolved Air Flotation Pilot Plant

Deficiency: The plant capacity is currently limited by the up-flow clarifiers which become overloaded due to Clear Lake algae blooms in the summers which also occur during maximum customer water demand periods.

Project: This project includes a temporary Dissolved Air Flotation (DAF) or Suspended Air Flotation (SAF) Pilot Plant.

Benefit: The small-scale pilot plant will verify the effectiveness of DAF technology. The District will be prepared to pursue a 1 MGD permanent DAF or SAF pretreatment unit, upon completion and recommendations following the "pilot-program".

Corrective Action Plan Schedule

Phase 1: Problem Identification

STEP	Action	Scheduled Completion Date
1-1	**Assessment:** As the water system, review Compliance Order(s), Sanitary Surveys, Level 1–2 Assessments, and any emergency documentation that identified issues affecting your system.	**Nov 30, 2026**

Phase 2: Initiate Stakeholder Engagement

STEP	Action	Scheduled Completion Date
2-1	**Engagement:** As the water system, identify key project stakeholders, work with them to understand funding needs and available funding sources, host or participate in at least one stakeholder meeting, and develop a Corrective Action Plan (CAP) that outlines your strategy and timeline for returning to compliance.	**2025**
2-2	**Funding Assistance Request:** If your water system cannot afford project planning, work with a Technical Assistance (TA) provider, DDW SAFER Section, or Division of Financial Assistance (DFA) to submit a TA Request Form or planning funding application to request financial assistance.	**SWRCB TA Grant: 2022** **Expedited Drinking Water Grant: Fall 2025**
2-3	**CAP Acceptance:** As the water system, submit your Corrective Action Plan (CAP), revise it as needed based on DDW or LPA feedback, obtain regulatory acceptance, and provide regular project updates that show progress toward completing the action and schedule outlined in the CAP.	**Nov 30, 2026**

Phase 3: Project Identification

STEP	Action	Scheduled Completion Date
3-1	**Planning Funds Secured:** As the water system, work with DFA, your Technical Assistance (TA) provider, and other stakeholders to secure planning funds by developing an approvable TA Workplan or Planning Funding Application, or if your project is not DFA-funded, secure planning funds through other sources and provide written confirmation that funding has been obtained.	**SWRCB TA Grant: Jan 23, 2023** **Expedited Drinking Water Grant (EDWG): Apr 22, 2026**
3-2	**Feasibility Study:** As the water system, evaluate long-term solution options and develop a Feasibility Study that identifies the preferred alternative, working with your Technical Assistance (TA) provider or engineering consultant, and submit the required engineering documents to DDW and DFA (as applicable) for review and acceptance.	**Nov 6, 2025 (Final Revised Water Master Plan Update)**
3-3	**Investigation (as needed):** As the water system, complete any additional field investigations needed to support your project, work with your Technical Assistance (TA) provider or engineer to submit the results to DDW and DFA for review, and use the accepted findings to finalize your engineering documents.	**Ongoing (Project End: Mar 1, 2030*)**
3-4	**Initial Construction Application Submittal:** As the water system, if your project is DFA-funded, submit the initial construction funding application through the Financial Assistance Application Submittal Tool (FAAST), including the required General Package, so DFA can begin reviewing your project for construction funding eligibility.	**Fall 2025**
3-5	**Draft PER:** As the water system, work with your Technical Assistance (TA) provider or engineer to develop and submit the required engineering documents describing your selected project alternative, provide the necessary permit amendment application or resolution confirming your selection, and obtain DDW or LPA acceptance, with DFA acceptance also required for DFA-funded projects.	**Nov 6, 2025 (Final Revised Water Master Plan Update)**

Phase 4: Planning and Preliminary Design

STEP	Action	Scheduled Completion Date
4-1	**Technical Documents Submission:** As the water system, complete and submit the required technical documents, including the final engineering documents and supporting materials, through FAAST and to DDW for DFA-funded projects, or directly to DDW for non-DFA-funded projects.	**Aug 28, 2026**
4-2	**Environmental Documents Submission:** As the water system, prepare and submit the required environmental documents, including CEQA and NEPA materials as applicable, and work with DDW and DFA, if DFA-funded, to complete all required environmental reviews and obtain clearance.	**Apr 30, 2026**
4-3	**Financial Documents Submission:** As the water system, if your project is DFA-funded, gather and submit the required financial documents through FAAST so DFA can review your financial information and determine readiness for construction funding.	**Aug 28, 2026**
4-4	**Construction Application Review:** As the water system, if your project is DFA-funded, respond to DFA requests for corrections, clarifications, or missing documents and submit any needed updates so your construction funding application can be deemed complete.	**Signed on May 1, 2026** **Complete as of Summer 2026**

Phase 5: Secure Funding

STEP	Action	Scheduled Completion Date
5-1	**Master File:** As the water system, respond to DFA requests and provide any needed information while DFA completes its funding review and approvals, or if your project is not DFA-funded, secure the necessary project funding through other sources.	**Ongoing (Project End: Mar 1, 2030*)**

5-2	**Contracts:** As the water system, review and sign the DFA Funding Agreement so the project can move forward, or if your project is not DFA-funded, provide confirmation to DDW that project funding has been secured through other sources.	**EDWG signed: Apr 22, 2026**

Phase 6: Pre-Construction

STEP	Action	Scheduled Completion Date
6-1	**Pre-Bid Activities:** As the water system, submit and finalize all required project documents and approvals needed for DFA and DDW, or DDW for non-DFA-funded projects, to approve the project to move forward with bidding.	**Dec 31, 2027***
6-2	**Bid Solicitation Approval:** As the water system, respond to any DFA or DDW requests and finalize all required pre-bid documents so the project can be approved to move forward with bidding.	**Apr 14, 2028* (Assuming Prompt Response to Final Bid Package from the State)**
6-3	**Project Bidding:** As the water system, advertise the project for bidding, open and review bids, select a contractor, and for DFA-funded projects, submit the Final Budget Approval (FBA) package to DFA.	**Apr 14, 2028* (Dependent on Bid Solicitation Approval)**

Phase 7: Construction Activities

STEP	Action	Scheduled Completion Date
7-1	**Issue Notice to Proceed:** As the water system, respond to any DFA requests and issue the Notice to Proceed to your selected contractor after Final Budget Approval, or after awarding the construction contract if your project is not DFA-funded.	**Apr 14, 2028***

7-2	**Construction:** As the water system, oversee construction to ensure the project is completed according to the approved plans and specifications, resolve all remaining items, and submit the Notice of Completion report for final inspection.	**Dec 31, 2029***

Phase 8: Completion

STEP	Action	Scheduled Completion Date
8-1	**Final Inspection:** As the water system, prepare for and support the final inspection, provide any requested information, and confirm that all project work is complete so DDW and DFA can issue final project acceptance or completion documentation.	**2031***
8-2	**Permitting:** As the water system, submit a complete permit application package to DDW and respond to any requests for additional information so DDW can complete its review and issue the permit amendment.	**Dec 31, 2029***
8-3	**Regulatory Compliance:** As the water system, complete all required actions, submit any outstanding water quality or service area information, and work with the regulating agency to resolve all violations and return the system to compliance or complete system inactivation.	**2031/2032***

***Note: All future deadlines may be extended. We are currently experiencing project delays due to scope changes.**

Corrective Action Plan Schedule

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