

**CLEARLAKE OAKS COUNTY WATER DISTRICT
AGENDA, CALL AND NOTICE
SPECIAL MEETING OF THE BOARD OF DIRECTORS**

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

August 27, 2020

This meeting is the re-scheduled Regular Meeting from August 20, 2020

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 2:00 p.m.

Pledge of Allegiance

Roll Call

- Mrs. Margaret Medeiros, President Mr. Stanley Archacki, Vice President
 - Mr. Samuel Boucher, Director Mrs. Barbara Higman, Director, Mr. Michael Herman, Director
 - Mrs. Dianna Mann – General Manager / Interim Board Secretary, Mrs. Olivia Mann – Board Secretary,
- EXCUSED**

In the audience, our Chief Operators

- Mr. Francisco Castro, Wastewater Mr. James Simons, Water Mr. Jeremy Backus, Distribution

Public comment on non-agenda items

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

Consent Items

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

- 1. Staff Written Operational Reports**
 - a. Customer Service
 - b. Chief Distribution Operator
 - c. Water Plant Chief Operator
 - d. Wastewater Plant Chief Operator
 - e. General Manager
- 2. Financial Reports for review and approval**
 - a. July 2020, QB balance sheet and profit & loss statements
 - b. Bank account balances and accounts receivable
 - c. Employee payroll report
 - d. Aged trial balance summary
 - e. Vendor aging report, accounts payable breakdown

3. Minutes of previous meeting for review and approval

- a. Minutes of Regular Meeting 07-16-2020

4. Bills

- a. MC Engineering invoice number 1971, dated 8/5/2020, in the amount of \$26,802.80 for the USDA Water Projects

Action Taken: _____

Old Business

5. Agenda (Old Business)

- a. Discussion of Coronavirus (COVID-19)

Action Taken: _____

- b. Discussion and re-consideration of rebuilding pump #3 effluent pump at the Waste Water Treatment Plant using CPM in the amount of \$\$29,962.83

Action Taken: _____

6. Agenda (New Business)

- a. Discussion and consideration of replacing / repairing fire hydrants district wide. Hydrants range in cost from \$3,500 to \$6,000 depending if valves need replaced also

Action Taken: _____

- b. Discussion and consideration of Resolution 20-13, Requesting Transfer of Delinquent Account Balances to the County of Lake for Inclusion with the County's Secured Tax Collections

Action Taken: _____

- c. Discussion and consideration of Resolution 20-14, Adopting a Water Usage and Conservation Policy

Action Taken: _____

- d. Discussion and consideration of bids to re-coat the PC tank from Marine Industrial Tank in the amount of \$71,932.96 and Pittsburg Tank Tower Group in the amount of \$99,995.00

Action Taken: _____

- e. Discussion and approval of a bid from Medora Corporation to remove, store, and re-install the aeration system in the PC tank for the re-coating process in the amount of \$16,885.00

Action Taken: _____

- f. Discussion and consideration of allowing staff to start shopping for a water truck

Action Taken: _____

Adjournment

Time: _____

Clearlake Oaks County Water District

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

July 24, 2020 – August Regular Meeting Board Letter

Administration

- ∂ Received \$1,011.33 in payments towards our <120 Aged Receivables since last reporting on July 13, 2020, this stems from past due accounts reported to the County of Lake, payment arrangements, and closed accounts (Payments from escrow). Between 04/30/2020-06/30/2020 \$10,740.65 was paid towards reported taxes, we have not received the funds for these accounts yet.
- ∂ 50 Additional accounts/ account balances totaling \$50,534.76 were reported to the Lake County Property Tax Collector on July 21, 2020 for the 2020-2021 tax year.
- ∂ We received 0 water quality complaints (WQC) since last reporting date of July 13, 2020
- ∂ We received 0 consumer/appeal claim(s) since last reporting date of July 13, 2020
- ∂ 3rd reminder backflow notices will be mailed out on August 3, 2020, as of July 24, 2020, there are only 12 outstanding backflow devices that need to be tested.
- ∂ We are still awaiting 3 Lead and Copper Samples back from customers, additional letters requesting samples were mailed on July 21, 2020. I was hoping to have this testing cycle completed by end of July; unfortunately, I'm not sure if that's feasible. Final samples are due to SWRCB in September, Kurt and I both are on top of this.
- ∂ I currently have a tentative return to work date of September 21, 2020, I will keep the board updated with any changes- ☺

All the best,
Olivia Mann

Clearlake Oaks County Water District

P.O. Box 709 / 12952 East Highway 20

Clearlake Oaks, CA 95423

Office: (707) 998-3322 Fax: (707) 998-1245

www.clocwd.org j.backus@clocwd.org

Board letter for CLOCWD,

8-14-2020

Tank sites:

*With this increase in temperature and water usage in the district we have had to increase our dosing regimen. Our tanks are also low due to the backwashing of the plant filters every 24 hours, the extra use of water for all the new grows, gardens, the extra cleaning due to the Covid19, and the many small leaks through the district known and unknown.

Water distribution main & service lines:

*We are set up to replace a couple of Hydrants in the district. This will be done as soon as we restore normal tank levels. The reason for this is that after a new hydrant is put on line, the main must be flushed and this takes a lot of water the district can't afford to lose at this time.

*The DC crew is also going around to hydrants and checking for signs of tapering and placing locks on them. We did discover a few so far.

*The district did find about 10 very small leaks during meter reading this month. We will be getting those repaired next week.

Sample stations sites:

*DC crew is still collecting the routine BacT samples every Wednesday, now one hour earlier. All reports have come back absent for total Coliforms and E.Coli.

Sewer collections and Lift station sites:

*There was an issue with lift stations 2 & 4 alarm set levels with SCADA, these have been resolved.

Staff updating:

*We have a replacement Utility Technician that will be starting here on August 24. His name is Conner and he has some experience working with water and sewer.

*Our operator Hugo, is still waiting to hear back from the state if they are going to be cancelling his opportunity to take his Distribution test.

District vehicles:

*The dump truck will be going in for service soon because of leaking coolant and running very rough. The driver's side window and door lock also needs to be fixed.

Thank You

Chief DC, Jeremy Backus

Board of Directors

Margaret Medeiros
President

Stanley Archacki
Vice President

Barbara Higman
Director

Samuel Boucher
Director

Michael Herman
Director

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August 14, 2020

Board letter

- ◆ Second round of Lead and copper underway close to completion
- ◆ July was a trying time for the raw water Turbidity (NTU), we have utilized our Chemtrac charge analyzer, UV testing and jar testing to aid in closely monitoring and making adjustments in coagulant dosages, some days up to 3-4 changes a few times we came in late at night to test and make adjustments.
- ◆ The Ozone air compressor was serviced an oil leak was found; also extra filtration was installed on Ozone air feed to filter finer oil out of air.
- ◆ Cyanotoxin testing by tribal EPA is continuing attached are test results for July.
- ◆ 27.92 MG of water produced for the month of July
- ◆ Demand for water has increased during the last few weeks, our production is averaging 927,000 gallons a day so far for August we are on track to make 28.7 MG this month, the plant has been running 24/7 to keep up with the demand which is also putting extra load on the filter requiring it to need backwashing based on filter back pressure approximately 24 hrs, we believe the extra demand is being caused by people being home more due to Covid (extra hand washing, pools being filled, swamp coolers being used, people gardening more vegetable and other types requiring extra water also due to higher heat.
- ◆ Filter backwashing consists of backwash of 32.5 minutes and filter to waste time averaging approximately 12 minutes and water usage of about 35,000 gallons, filter to waste time and filter back in service is based on NTU guidelines, in addition we also backwash our GACs one at the beginning and one mid

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Director

month the GAC backwash this month was 80,000 with the second backwash upcoming, also during these operations the plant is not putting water into the system.

Thank you,

Kurt Jensen

WTP Chief Plant Operator
k.jensen@clowd.org

2020 CLEAR LAKE CYANOTOXIN PUBLIC WATER SYSTEM RESULTS FOR MICROCYSTIN

RAW WATER (µg/L)

	6/16/2020	7/1/2020	7/14/2020	7/28/2020
1710022 Lake County CSA 20 - Soda Bay	ND	0.21	DNQ	0.22
1710001 Clearlake Oaks County Water District	ND	2.04	2.06	7.76
1710021 Lake County CSA 21 - North Lakeport	ND	0.28	DNQ	ND
1710011 Buckingham Park Water District	0.35	0.92	0.97	0.71
1710005 Highlands Mutual Water Company	3.45	>5.0	>5.0	1.46
1710006 Konociti County Water District	1.81	>5.0	>5.0	1.74
1710014 Mt Konociti Mutual Water Co.	0.38	3.98	1.27	0.71
1710004 City of Lakeport	ND	0.16	ND	
1700550 Clearwater Mutual Water Company	0.20	3.00	3.82	0.45

DNQ	Detected Not Quantified			
ND	No Detect			
				<0.15 µg/L
				< 0 Standard

FINISH WATER (µg/L)

	6/16/2020	7/1/2020	7/14/2020	7/28/2020
	DNQ	ND	DNQ	DNQ
	DNQ	ND	ND	ND
	DNQ	ND	ND	ND
	DNQ	ND	DNQ	DNQ
	DNQ	ND	ND	ND
	DNQ	ND	DNQ	DNQ
	DNQ	ND	DNQ	DNQ
	DNQ	DNQ	DNQ	DNQ

Grayed cells represent an absence of testing conducted for the corresponding test and date

Water Sample Testing

Bacti R(BW) & CW (M)
 Bacti R (BW)
 TOC ALK R (M)
 TOC CW (M)
 R & CW TCP123 (BA)
 Color / Odor (A)
 Bromate (Q)
 Perchlorate (A)
 TTHM (Q)
 HAA5 (Q)
 Lead & Copper (A)(1)
 Lead & Copper (A)(1)
 Lead & Copper (A)(1)
 Nitrate (A)
 Nitrite (A)

DATE	DATE	DATE
8/6/2020		
7/17/2020		
7/15/2020		
7/15/2020		
7/25/2020		
7/28/2020		
7/31/2020		

A = Annually
 Q = Quarterly
 M = Monthly
 BW = Bi-weekly
 BA = Bi-annually

Clearlake Oaks County Water District

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Office: (707) 998-3322 Fax: (707) 998-1245

www.clocwd.org d.mann@clocwd.org

Reporting Period: July 2020

From: Francisco Castro, CPO

To: Clearlake Oaks County Water District Board of Directors

August 20, 2020

The total flow for the month through our Headworks totaled 9.393 MG averaging 303,000 gallons a day. The total amount of gallons that left the plant was 8.077 MG averaging 261,000 gallons a day (181gpm). As you would recall last month we had problems keeping in compliance with our WDR when it came to PH units. During the beginning of the month we had put both ponds on line which in turn caused our ph to go above our compliance limit. As soon as this happened we took pond 1 offline again which brought down the ph on pond 2. It is evident that running 2 ponds causes ph to rise due to the hot weather and algae growth. At this time pond 1 continues to be offline for maintenance. We will be dosing pond 1 with an algaecide to see what kind of result we get. In the mean while we will be running only pond 2. Since the 8th our ph units have been in compliance with our WDR. Effluent motor #3 is in the shop and being worked on. As soon as we get #3 running, pump and motor #1 will be pulled and reconditioned. Leete Generator repaired a coolant leak on our backup generator and it is ready to go.

On July 9th we received an order WQ 2020-0015-DWQ from the state. Due to the order being almost 50 pages, I believe Dianna has emailed you a copy. This order requires to sample for PFAS in our process and ground water. I have been working with Dean Enderlin our Professional Geologist and he will be assisting with our proposal for ground water sampling as well as building a final report as mandated in this order (please refer to copy for more details). I have estimated a cost of about 10,000-11,000 dollars for the overall expense in order to comply with this order. This includes lab cost and Dean's services. Our Final Report is due toward the end of 2021.

At this time the plant is running fine. All maintenance and alarm checks have been completed for the month.

Thank you,
Francisco Castro
WWTP Chief Plant Operator
f.castro@clocwd.org

Board of Directors

Margaret Medeiros
President

Stanley Archacki
Vice President

Barbara Higman
Director

Samuel Boucher
Director

Michael Herman
Director

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Central Valley Regional Water Quality Control Board

July 09, 2020

CERTIFIED MAIL: 7018 1830 0000 3999 9151

Clearlake Oaks Co WTR Dis WWTP
Clearlake Oaks Cnty Water Dist
13705 Jensen Road
Clearlake Oaks, CA 95423

WATER CODE SECTIONS 13267 AND 13383 ORDER WQ-2020-0015-DWQ FOR THE DETERMINATION OF THE PRESENCE OF PER- AND POLYFLUOROALKYL SUBSTANCES AT CLEARLAKE OAKS CO WTR DIS WWTP, LAKE, WDR100029656

emailed to Board 8/17/2020 for info only

The enclosed Order was issued pursuant to Water Code sections 13267 and 13383 by the State Water Resources Control Board (State Water Board) and requires that Clearlake Oaks Cnty Water Dist submit information electronically via the State Water Board's Internet-accessible database system, GeoTracker, to the Central Valley Regional Water Quality Control Board (Regional Water Board).

Clearlake Oaks Co WTR Dis WWTP is identified as a publicly owned treatment works (POTW) that is a potential receiver of per-and and polyfluoroalkyl substances (PFAS) and thereby, a potential discharger to the environment. Order WQ-2020-0015-DWQ requires Clearlake Oaks Cnty Water Dist to submit technical reports and analytical data electronically via GeoTracker to investigate PFAS as specified in the Order attachment.

The State Water Board's Executive Director issued this Order under delegated authority from the State Board. Since it was not issued by the Regional Water Board, a petition for review under Water Code section 13320 is not authorized. However, final actions by the Regional Water Board implementing this Order may be subject to section 13320.

If you have any questions regarding this Order, please contact either Scott Armstrong at (916) 464-4616 or by email at Scott.Armstrong@waterboards.ca.gov. Maxine Cottrell at (916) 464-4623 or by email at Maxine.Cottrell@waterboards.ca.gov. Additional questions can be sent via email to pfas@waterboards.ca.gov. PFAS related State Water Board activities, information, and contact information can be found at <http://waterboards.ca.gov/pfas>.

KARL E. LONGLEY SCD, P.E., CHAIR | PATRICK PULUPA, ESQ., EXECUTIVE OFFICER

1685 E Street, Fresno, CA 93706 | www.waterboards.ca.gov/centralvalley

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Patrick Pulupa
Executive Officer

Enclosure: Order WQ-2020-0015-DWQ

cc: Scott Armstrong (via email: Scott.Armstrong@waterboards.ca.gov)

cc: Maxine Cottrell (via email: Maxine.Cottrell@waterboards.ca.gov)

Clearlake Oaks County Water District

August 20, 2020

The heat is on!!! With the heat, of course comes higher water consumption, however, this year, in addition, we have more people staying home and using their water all day, more people planted a garden, not to mention all the marijuana grows, along with continues leaks around the District. Now add in the lake conditions and having to backwash almost every day and flushing our GAC filters weekly, it is no surprise that trying to keep up with the demand is challenging. Over the past ten days Pluth tank has been below the low, low level alarm of 12 feet, and getting as low as 8 feet. This is very concerning and Staff has been working diligently trying to figure out how to slow down water usage. During our investigations, the Staff did find cross connections, broken hydrant locks and some smaller leaks.

We have stopped selling bulk water as of two weeks ago, all hydrant locks have been replaced, and D/C staff is taking reads of our master meters to ensure no big leaks. Staff has installed surveillance cameras around the District on some of our remote hydrants in hopes to catch water trucks stealing water. I have high hopes that we will catch someone and I will be more than happy to make an example of out of him and press charges to the fullest extent.

I have worked with legal to prepare a water conservation policy that is agenized for this meeting. This policy will allow the General Manger to enforce water conservation without having to declare an emergency, along with meeting State requirements for having a water conservation plan.

With all this being said, the good news is last night (8/16) Pluth did reach over 13 ft. The latest stats will be provided at the meeting.

It appears that some of our fire hydrants have been broken due to water theft, and with a lack of a flushing program, the District was unaware of how many hydrants need immediate attention. This has now become our number one priority and we will have a flushing program by next spring.

I have been approached by another contractor that installs the back-up batteries for our two plants. This contractor pays the 5% to PG&E and does not require the District to carry 50% until final payment. Of course I will sit up future meetings because I am very interested in this program, especially since I just received a text from PG&E regarding rolling black outs for the next three days.

I just received notice from RCAC that my request for a waste water rate study was approved which means I will be working with them for both our water and sewer rates and it should not cost the District any money for the study.

We lost one staff member due to personal reasons however, his replacement will start work on the 24th.

Congratulations to Olivia for having a beautiful baby girl on July 27th.

Please see the attached update from MC Engineering on the USDA Water Project.

Please refer to individual department letters for additional details.

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

Respectfully Submitted,

Dianna Mann

General Manager

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Report Date: August 5, 2020

To: Dianna Mann, CLOCWD General Manager

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

RE: CLOCWD USDA Funded PER and Initial Design Services Proposal

Billing Period: July 2020 (Invoice #1971)

I. Project Status Update

Work on the project during July included the following

- Finalized design of DMA/BPA/Meter Replacement (pending review)
- Harvey tank easement acquisition
- Preliminary project specification coordination and draft documents
- Review of design budget for project
- Contract facilitation and monthly invoicing
- WTP DBP plan sheets and specification finalization (pending review)
- Environmental coordination and documentation (with USDA)
- USA and topo setup for Harvey Area Distribution
- On-site meeting with District
- Finalize lead survey plan sheet for Volume III
- Continued review of Project Manual and Specifications
- Cerritos tank design and drafting
- Harvey Area Design sheet setup and preliminary layout

II. Budget Status Update

Total Engineering Design and Construction Budget (Revised w/Addendum 1 & 2):

Phase 1:	\$102,395.00
Phase 2:	<u>\$492,540.00</u>
Total:	\$594,935.00

This Invoice:	\$26,802.80 (\$0.00 Phase 1; 26,802.80 Phase 2)
Cost to Date:	\$448,701.92 (110,413.57 Phase 1; \$338,288.35 Phase 2)
Cost to Complete:	\$146,233.08 (\$-8,018.57 Phase 1; \$154,251.65 Phase 2)

III. Projected Tasks for August 2020

- Develop Easement map for USDA submission
- Finalize BPA easements and homeowner letter
- Project Manual revisions and Final Draft preparation (August/September)
- Meter changeout/retrofit/reading technology RFP document preparation
- Project site meetings and coordination
- Finalize topo maps for Harvey area distribution
- Finalize draft plan set for Cerritos tank design
- Preliminary design of the Harvey Area distribution system

Clearlake Oaks County Water District
Summary Balance Sheet
As of July 1, 2020

	Jul 1, 20
ASSETS	
Current Assets	
Checking/Savings	2,091,178.40
Other Current Assets	1,757,363.32
Total Current Assets	3,848,541.72
Fixed Assets	15,433,511.47
TOTAL ASSETS	19,282,053.19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	106,804.79
Credit Cards	4,819.74
Other Current Liabilities	-167,004.93
Total Current Liabilities	-55,380.40
Total Liabilities	-55,380.40
Equity	19,337,433.59
TOTAL LIABILITIES & EQUITY	19,282,053.19

7:42 AM

08/13/20

Accrual Basis

Clearlake Oaks County Water District
Summary Balance Sheet
As of July 1, 2020

	Jul 1, 20
ASSETS	
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Equity	19,337,433.59
TOTAL LIABILITIES & EQUITY	19,282,053.19

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Clearlake Oaks County Water District
Balance Sheet
 As of July 1, 2020

	<u>Jul 1, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
102.13 · SEWER RESERVES-9592	5,000.00
102.11 · PC ESCROW - 6184	182,704.82
102.10 · CRP PC - 6192	7,670.93
102.12 · WATER RESERVES- 8503	137,700.00
102.001 · GL - 9122 (Old Acct. # 053420019)	475,815.94
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	862,677.76
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)	<u>1,051,677.76</u>
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK CH...	88.98
102.02 · CRP Water - 6990	127,645.80
102.03 · CRP Sewer - 3745	102,874.17
Total Checking/Savings	<u>2,091,178.40</u>
Other Current Assets	
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	29,609.68
130 · Const In Progress - Studies	128,163.79
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)	351,149.26
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	15,474.00
Total Other Current Assets	<u>1,757,363.32</u>
Total Current Assets	<u>3,848,541.72</u>
Fixed Assets	
138 · USDA Water Improvements	412,906.67
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Force ...	2,790,074.71
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distr...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water d...	152,704.44
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of wate...	<u>268,205.10</u>
131 · Waste Water Plant	
131.1 · Pumps/Equipment	19,345.46
131 · Waste Water Plant - Other	57,768.09
Total 131 · Waste Water Plant	<u>77,113.55</u>
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43
USDA Project	238,835.93
127 · Water Plant	
127.7 · Ozone System	12,785.71
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	177,077.82
127 · Water Plant - Other	220,402.17
Total 127 · Water Plant	<u>447,463.13</u>
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1...	1,921,549.25
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	31,171.49
120.90 · Vehicles/Generators/Trailers	274,809.73
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other	96,503.11
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)	<u>2,324,033.58</u>
122 · Bldgs/Grounds Cap Improvements	8,535,149.57

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Clearlake Oaks County Water District
Balance Sheet
As of July 1, 2020

	Jul 1, 20
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1...	
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	46,264.48
Total 124.30 · Lift Stations	112,306.71
124.50 · Mains	14,788.58
124.60 · Meters	700.00
124.90 · Water Tanks	5,215.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WA...	3,243,138.01
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...	3,376,148.34
125 · Land - Dist. Cap. Improvements	300,478.61
129 · ALLOW. FOR DEPRECIATION	-8,856,056.00
Total Fixed Assets	15,433,511.47
TOTAL ASSETS	19,282,053.19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	106,804.79
Total Accounts Payable	106,804.79
Credit Cards	
211 · WAB Credit Card	
211.15 · WAB - Kurt - 9133	360.03
211.14 · WAB - Dianna - 3226 (211.14: - WAB - Dianna - 3226)	1,583.48
211.13 · WAB - Jeremy - 2499	2,446.99
211.12 · WAB- Francisco - 2481	429.24
Total 211 · WAB Credit Card	4,819.74
Total Credit Cards	4,819.74
Other Current Liabilities	
Annual Depreciation	249,035.55
224 · USDA Retainage	10,000.00
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal tax ...	-3,322.77
280 · Loan	
280.02 · KS State Bank - 2019 Vac-Con	-44,528.82
280.12 · USDA Loan	651,317.29
280.10 · Bridge for I & I Rehab Project (Use LAIF until State Funds beco...	-1,072,000.00
Total 280 · Loan	-465,211.53
221 · Health Ins - EE Portion	-3,613.97
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	-25,797.96
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAKE C...	2,386.49
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-2,227.73
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	158.76
223.45 · FICA & SOCIAL SEC PAYABLE (FICA & SOCIAL SEC PAYABLE - ...	-12.40
223.50 · MEDICARE TAX PAYABLE (MEDICARE TAX PAYABLE - WAS 209...	-2.90
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION - I...	-513.84
223.80 · GASB 68 Pension (- WAS 2097190)	16,533.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE - W...	4,234.39
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EMPLO...	54,922.20
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld or ...	-3,413.46
Total Other Current Liabilities	-167,004.93
Total Current Liabilities	-55,380.40
Total Liabilities	-55,380.40
Equity	

7:43 AM

08/13/20

Accrual Basis

Clearlake Oaks County Water District
Balance Sheet
As of July 1, 2020

	Jul 1, 20
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	5,956,568.19
304 · Opening Balance Equity (Opening balances during setup post to this acco...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - END...	13,927,326.41
Net Income	37,822.23
Total Equity	19,337,433.59
TOTAL LIABILITIES & EQUITY	19,282,053.19

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Clearlake Oaks County Water District
Profit and Loss
July 2020

08/12/20

Accrual Basis

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
Income					
Income					
410 · Client Reg Pmt	0.00	87,197.92	108,671.97	195,869.89	195,869.89
430 · Penalty & Interest	0.00	1,139.85	1,379.40	2,519.25	2,519.25
440 · Misc Revenue	0.00	0.00	1,617.20	1,617.20	1,617.20
450 · Other - Non S/W Rev	0.00	9,667.93	11,013.93	20,681.86	20,681.86
Total Income	0.00	98,005.70	122,682.50	220,688.20	220,688.20
Total Income	0.00	98,005.70	122,682.50	220,688.20	220,688.20
Gross Profit	0.00	98,005.70	122,682.50	220,688.20	220,688.20
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	40,946.56	24,918.79	13,264.64	79,129.99	79,129.99
520 · FICA - District Share	3,066.31	1,843.32	955.19	5,864.82	5,864.82
530 · Medical Ins - Dist Share	6,543.07	7,327.20	4,147.58	18,017.85	18,017.85
540 · PERS - District Share	9,156.76	1,934.66	980.36	12,071.78	12,071.78
550 · Unemployment	1,668.71	0.00	0.00	1,668.71	1,668.71
560 · Workers Comp Ins	662.15	1,428.68	1,712.59	3,803.42	3,803.42
Total Salaries & EE Benefits	62,043.56	37,452.65	21,060.36	120,556.57	120,556.57
Services & Supplies					
610 · Bank Fees	1,970.19	0.00	0.00	1,970.19	1,970.19
620 · Communications & Internet	380.56	943.95	787.02	2,111.53	2,111.53
640 · Fuel & Oil	0.00	1,296.83	837.05	2,133.88	2,133.88
645 · Insurance	0.00	8,569.89	8,569.89	17,139.78	17,139.78
657 · Lab	0.00	1,774.53	1,601.57	3,376.10	3,376.10
660 · Memberships & Subscription	145.06	75.00	75.00	295.06	295.06
670 · Postage & Shipping	1,000.00	0.00	0.00	1,000.00	1,000.00
675 · Professional Services	1,854.68	2,080.12	2,650.11	6,584.91	6,584.91
685 · Rents	1,620.74	0.00	0.00	1,620.74	1,620.74
690 · Safety & Security	72.67	400.29	1,039.92	1,512.88	1,512.88
700 · Tools & Instruments	0.00	156.01	72.09	228.10	228.10
703 · Supplies - Clothing & Personal	0.00	565.21	267.05	832.26	832.26
705 · Supplies - Office	292.01	29.26	32.16	353.43	353.43
715 · Supplies-Chemicals-Operating	0.00	2,204.08	2,274.48	4,478.56	4,478.56
720 · Supplies - Inventory - Other	0.00	779.16	84.30	863.46	863.46
735 · Training/Classes/Certs/ClassB	0.00	0.00	1,351.28	1,351.28	1,351.28
750 · Utilities	527.03	8,757.90	17,204.78	26,489.71	26,489.71
760 · Waste Disposal	0.00	4,353.19	0.00	4,353.19	4,353.19
795 · Yolo Co	0.00	0.00	5,054.96	5,054.96	5,054.96
799 · Misc					
799.1 · Customer Refund - Acct c...	0.00	0.00	245.19	245.19	245.19
Total 799 · Misc	0.00	0.00	245.19	245.19	245.19
Total Services & Supplies	7,862.94	31,985.42	42,146.85	81,995.21	81,995.21
Repairs & Replacement					
810 · R&R Buildings & Grounds	95.00	0.00	0.00	95.00	95.00
840 · R&R Vehicles	0.00	192.50	192.50	385.00	385.00
Total Repairs & Replacement	95.00	192.50	192.50	480.00	480.00
Total Expense	70,001.50	69,630.57	63,399.71	203,031.78	203,031.78
Net Income	-70,001.50	28,375.13	59,282.79	17,656.42	17,656.42

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**Clearlake Oaks Co Water District
PROJECTED BUDGET 2020-21**

1

Target % > **8%**

As of July 2020 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,217,554	101,463	122,682	10%	1,157,800	96,483	88,338	8%
Total Operating Expenses	1,039,017	86,585	98,402	9%	1,193,337	99,445	104,633	9%
Operating Balance (loss)	178,537	14,878	24,281		(35,537)	(2,961)	(16,295)	
420 Connection Fees	10,000	833	-	0%	10,000	833	-	0%
435								
450 Other - Non S/W Rev	100,000	8,333	11,014	11%	100,000	8,333		0%
Reserves	150,000	12,500	-	0%	-	-		0%
Net Change In Net Position (loss)	138,537	11,545	35,295		74,463	6,205	(16,295)	

Current Revenue Notes:

440- Misc Water = Bulk Water

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

Past Revenue Notes

General Ledger	\$521,703.48
District CRP	\$217,554.02
Paradise Cove CRP	\$11,047.39
Paradise Cove Escrow	\$182,704.82
Water Reserve	\$162,700.00
Sewer Reserve	\$5,000.00
LAIF Account	\$1,055,514.98
Total	\$2,156,224.69

As of July 2020 Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,182,554	98,546	108,672	9%	1,132,800	94,400	87,198	8%
430 Penalty & Interest	30,000	2,500	1,379	5%	25,000	2,083	1,140	5%
440 Misc	5,000	417	1,617	0%	0	0		0%
Total Revenue >	1,217,554	101,463	111,668	9%	1,157,800	96,483	88,338	8%

As of July 2020 Operating Expenses	Budget				Actual			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	% Spent	Annual	YTD	YTD	% Spent
505 Salaries & Wages	318,237	26,520	33,739	11%	455,678	37,973	45,393	10%
520 FICA - District Share	26,341	2,195	2,488	9%	37,773	3,148	3,376	9%
530 Medical Ins - District Share	111,077	9,256	7,420	7%	166,616	13,885	10,599	6%
540 PERS - District Share	63,193	5,266	5,559	9%	73,976	6,165	6,514	9%
550 Unemployment	9,000	750	835	9%	9,000	750	835	9%
560 Workers Comp Ins	20,639	1,720	2,044	10%	26,543	2,212	1,760	7%
Salaries and Employee Benefits >	548,487	45,707	52,083	9%	769,587	64,132	68,475	9%

605 Advertising	200	17	-	0%	200	17	-	0%
610 Bank Fees	10,010	834	985	10%	10,000	833	985	10%
620 Communications & Internet	13,000	1,083	978	8%	10,000	833	1,135	11%
622 Board Exp	3,750	313	-	0%	3,750	313	-	0%
625 Equip - Field (\$300-\$4999)	2,500	208	-	0%	4,000	333	-	0%
630 Equip - Office	1,500	125	-	0%	2,000	167	-	0%
640 Fuel & Oil	15,020	1,252	837	6%	16,300	1,358	1,297	8%
645 Insurance	30,000	2,500	8,570	29%	26,250	2,188	8,570	33%
650 Interest	-	-	-	0%	-	-	-	0%

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657	Lab	20,000	1,667	1,602	8%	15,000	1,250	1,775	12%
660	Memberships & Subscriptions	25,750	2,146	148	1%	29,750	2,479	148	0%
665	Mileage Reimb	750	63	-	0%	500	42	-	0%
670	Postage & Shipping	6,000	500	500	8%	6,000	500	500	8%
675	Professional Services	36,000	3,000	3,578	10%	19,000	1,583	3,008	16%
685	Rents	6,200	517	811	13%	6,200	517	811	13%
690	Safety & Security	2,500	208	1,077	43%	5,500	458	437	8%
700	Tools & Instruments	2,000	167	72	4%	2,500	208	156	6%
703	Supplies - Clothing & Personal	2,050	171	267	13%	2,300	192	565	25%
705	Supplies - Office	4,750	396	178	4%	5,250	438	175	3%
715	Treatment Chemicals	75,000	6,250	2,274	3%	48,000	4,000	2,204	5%
720	Supplies - Operating - Other	5,000	417	84	2%	22,000	1,833	779	4%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	3,750	313	1,351	36%	3,250	271	-	0%
745	Travel	1,000	83	-	0%	1,000	83	-	0%
750	Utilities	162,750	13,563	17,469	11%	125,750	10,479	9,022	7%
760	Waste Disposal	3,050	254	-	0%	52,250	4,354	4,353	8%
795	Yolo Co	48,000	4,000	5,055	11%				
799.1	Customer Refund	-	-	245	0%	-	-	-	0%
Services and Supplies >		480,530	40,044	46,078	10%	416,750	34,729	35,917	9%
810	R&R Buildings & Grounds	7,000	583	241	3%	4,500	375	48	1%
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 (\$2k/vehicle)	3,000	250	-	0%	2,500	208	193	8%
850	Maintenance Reserve Account	-	-	-	-	-	-	-	-
Repairs & Replacement >		10,000	833	241	2%	7,000	583	241	3%
Total Expenses >		1,039,017	86,585	98,402	9%	1,193,337	99,445	104,633	9%

1 Administration - Budget Variance Report July 1, 2020 through June 30, 2021 Target % > **8.3%** GL ADMIN

As of July 2020		2020-2021 Budget		Actual	8.3%	GL ADMIN
Expenses		Annual	YTD	YTD	% Spent	Total Remaining
505	Salaries & Wages	375,051	31,254	40,947	10.9%	334,104
520	FICA - District Share	31,190	2,599	3,066	9.8%	28,124
530	Medical Ins - District Share	95,550	7,963	6,543	6.8%	89,007
540	PERS-District Share (incl unfunded Liab, 14.5K)	108,563	9,047	9,157	8.4%	99,406
550	Unemployment	18,000	1,500	1,669	9.3%	16,331
560	Workers Comp Ins	8,913	743	662	7.4%	8,251
Salaries and Employee Benefits >		637,268	53,106	62,044	9.7%	575,224
605	Advertising	400	33	-	0.0%	400
610	Bank Fees	20,000	1,667	1,970	9.9%	18,030
620	Communications & Internet	7,000	583	381	5.4%	6,619
622	Board Exp	7,500	625		0.0%	7,500
625	Equip - Field (up to \$4999)	0	0		0.0%	0
630	Equip - Office	2,000	167		0.0%	2,000
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	1,500	125	145	9.7%	1,355
665	Mileage Reimb	500	42		0.0%	500
670	Postage & Shipping	12,000	1,000	1,000	8.3%	11,000
675	Professional Services (Legal, IT, CUSI annual)	22,000	1,833	1,855	8.4%	20,145
685	Rents	12,400	1,033	1,621	13.1%	10,779
690	Safety & Security (boots)	1,000	83	73	7.3%	927
700	Tools & Instruments	0	0		0.0%	0
703	Supplies - Clothing & Personal	600	50		0.0%	600
705	Supplies - Office	7,500	625	292	3.9%	7,208
715	Treatment Chemicals	0	0		0.0%	0
720	Supplies - Operating - Other	0	0		0.0%	0
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (Classes, books)	3,500	292		0.0%	3,500
745	Travel / Lodging	1,000	83		0.0%	1,000
750	Utilities	5,500	458	527	9.6%	4,973
760	Waste Disposal	500	42		0.0%	500
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
Services and Supplies >		104,900	8,742	7,864	7.5%	97,036
810	R&R Buildings & Grounds	4,000	333	95	2.4%	3,905
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 (\$2k/vehicle)	0	0		0.0%	0
Repairs & Replacement >		4,000	333	95	2.4%	3,905
Total Expenses >		746,168	62,181	70,003	9.4%	676,165

Expense Notes

505 Salaries & Wages

Three payrolls in the month of July

1 Sewer - Budget Variance Report July 1, 2020 through June 30, 2021		Target % >		8.3%	GL SEWER
As of July 2020		2020-2021 Budget		Actual	Total
Expenses	Annual	YTD	YTD	% Spent	Remaining
505 Salaries & Wages	268,152	22,346	24,919	9.3%	243,233
520 FICA - District Share	22,178	1,848	1,843	8.3%	20,335
530 Medical Ins - District Share	118,841	9,903	7,327	6.2%	111,514
540 PERS - District Share (\$14.5K Unfunded)	19,694	1,641	1,935	9.8%	17,759
550 Unemployment	0	0		0.0%	0
560 Workers Comp Ins	22,087	1,841	1,429	6.5%	20,658
Salaries and Employee Benefits >	450,952	37,579	37,453	8.3%	413,499
605 Advertising	0	0		0.0%	0
610 Bank Fees	0	0		0.0%	0
620 Communications & Internet	4,000	333	944	23.6%	3,056
622 Board Exp	0	0		0.0%	0
625 Equip - Field (up to \$4999)	1,500	125		0.0%	1,500
630 Equip - Office	1,000	83		0.0%	1,000
640 Fuel & Oil (Schaeffers)	13,500	1,125	1,297	9.6%	12,203
645 Insurance	26,250	2,188	8,570	32.6%	17,680
650 Interest	0	0		0.0%	0
657 Outsource Lab / Internal Lab	15,000	1,250	1,775	11.8%	13,225
660 Memberships & Subscriptions	29,000	2,417	75	0.3%	28,925
665 Mileage Reimb	250	21		0.0%	250
670 Postage & Shipping	0	0		0.0%	0
675 Professional Services (SCADA)	8,000	667	2,080	26.0%	5,920
685 Rents	0	0		0.0%	0
690 Safety & Security (includes boots)	5,000	417	400	8.0%	4,600
700 Tools & Instruments	2,500	208	156	6.2%	2,344
703 Supplies - Clothing & Personal	2,000	167	565	28.3%	1,435
705 Supplies - Office	1,500	125	29	1.9%	1,471
715 Treatment Chemicals	48,000	4,000	2,204	4.6%	45,796
720 Supplies-Operating-Other-Titan Tubes	22,000	1,833	779	3.5%	21,221
730 Taxes - Licenses	-	-			-
735 Training, Certs (classes, books)	1,500	125		0.0%	1,500
745 Travel / Lodging	500	42		0.0%	500
750 Utilities	123,000	10,250	8,758	7.1%	114,242
760 Waste Disposal	52,000	4,333	4,353	8.4%	47,647
795 Yolo Co	0	0		0.0%	0
799 Misc	0	0		0.0%	0
799.1 Customer Refund					
Services and Supplies >	356,500	29,708	31,985	9.0%	324,515
810 R&R Buildings & Grounds	2,500	208		0.0%	2,500
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	2,500	208	193	7.7%	2,307
	-	-		0.0%	-
Repairs & Replacement >	5,000	417	193	3.9%	4,807
Total Expenses >	812,452	67,704	69,631	8.6%	742,821

Expense Notes

1	Water - Budget Variance Report July 1, 2020 through June 30, 2021			Target % >	8.3%	GL WATER
	As of July 2020	2020-2021 Budget		Actual	%	Total
	Expenses	Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	130,712	10,893	13,265	10.1%	117,447
520	FICA - District Share	10,746	895	955	8.9%	9,791
530	Medical Ins - District Share	63,302	5,275	4,148	6.6%	59,154
540	PERS - District Share	8,911	743	980	11.0%	7,931
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	16,183	1,349	1,713	10.6%	14,470
	Salaries and Employee Benefits >	229,853	19,154	21,061	9.2%	208,792
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	7,000	583	787	11.2%	6,213
622	Board Exp	0	0		0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630	Equip - Office	500	42		0.0%	500
640	Fuel & Oil	12,220	1,018	837	6.8%	11,383
645	Insurance	30,000	2,500	8,570	28.6%	21,430
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	20,000	1,667	1,602	8.0%	18,398
660	Memberships & Subscriptions	25,000	2,083	75	0.3%	24,925
665	Mileage Reimb	500	42		0.0%	500
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA, Mtce Prog)	25,000	2,083	2,650	10.6%	22,350
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	2,000	167	1,040	52.0%	960
700	Tools & Instruments	2,000	167	72	3.6%	1,928
703	Supplies - Clothing & Personal	1,750	146	267	15.3%	1,483
705	Supplies - Office	1,000	83	32	3.2%	968
715	Treatment Chemicals	75,000	6,250	2,274	3.0%	72,726
720	Supplies - Operating - Other	5,000	417	84	1.7%	4,916
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	2,000	167	1,351	67.6%	649
745	Travel / Lodging	500	42		0.0%	500
750	Utilities	160,000	13,333	17,205	10.8%	142,795
760	Waste Disposal	2,800	233		0.0%	2,800
795	Yolo Co	48,000	4,000	5,055	10.5%	42,945
799	Misc	0	0		0.0%	0
799.1	Customer Refund			245		
	Services and Supplies >	420,270	35,023	42,146	10.0%	378,124
810	R&R Buildings & Grounds	5,000	417	193	3.9%	4,807
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	3,000	250		0.0%	3,000
	Repairs & Replacement >	8,000	667	193	2.4%	7,807
	Total Expenses >	658,123	54,844	63,400	9.6%	594,723

Clearlake Oaks County Water District

CRP/CIP Profit and Loss

July 2020

08/13/20
Accrual Basis

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
Income					
Income					
425 · CRP (Capital Replacment Plan)	1,826.00	34,941.31	32,682.89	69,450.20	69,450.20
430 · Penalty & Interest	18.21	705.05	559.91	1,283.17	1,283.17
Total Income	<u>1,844.21</u>	<u>35,646.36</u>	<u>33,242.80</u>	<u>70,733.37</u>	<u>70,733.37</u>
Total Income	<u>1,844.21</u>	<u>35,646.36</u>	<u>33,242.80</u>	<u>70,733.37</u>	<u>70,733.37</u>
Gross Profit	<u>1,844.21</u>	<u>35,646.36</u>	<u>33,242.80</u>	<u>70,733.37</u>	<u>70,733.37</u>
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	9,732.58	25,036.74	34,769.32	34,769.32
520 · FICA - District Share	0.00	727.35	1,853.83	2,581.18	2,581.18
530 · Medical Ins - Dist Share	0.00	886.82	2,476.63	3,363.45	3,363.45
540 · PERS - District Share	0.00	362.34	1,118.20	1,480.54	1,480.54
550 · Unemployment	0.00	0.00	3,337.44	3,337.44	3,337.44
560 · Workers Comp Ins	0.00	1,312.62	1,312.62	2,625.24	2,625.24
Total Salaries & EE Benefits	<u>0.00</u>	<u>13,021.71</u>	<u>35,135.46</u>	<u>48,157.17</u>	<u>48,157.17</u>
Services & Supplies					
620 · Communications & Internet	0.00	108.78	108.76	217.54	217.54
640 · Fuel & Oil	0.00	456.98	456.97	913.95	913.95
690 · Safety & Security	0.00	4,041.20	223.28	4,264.48	4,264.48
703 · Supplies - Clothing & Personal	0.00	349.94	300.00	649.94	649.94
715 · Supplies-Chemicals-Operating	0.00	1,473.23	0.00	1,473.23	1,473.23
Total Services & Supplies	<u>0.00</u>	<u>6,430.13</u>	<u>1,089.01</u>	<u>7,519.14</u>	<u>7,519.14</u>
Repairs & Replacement					
810 · R&R Buildings & Grounds	0.00	79.00	2,600.00	2,679.00	2,679.00
820 · R&R Lift Stations	0.00	0.00	500.00	500.00	500.00
830 · R&R Equipment	127.66	3,316.16	1,329.12	4,772.94	4,772.94
832 · R&R Mains and Sewer Lines	0.00	642.78	642.77	1,285.55	1,285.55
840 · R&R Vehicles	0.00	2,779.01	271.38	3,050.39	3,050.39
Total Repairs & Replacement	<u>127.66</u>	<u>6,816.95</u>	<u>5,343.27</u>	<u>12,287.88</u>	<u>12,287.88</u>
Total Expense	<u>127.66</u>	<u>26,268.79</u>	<u>41,567.74</u>	<u>67,964.19</u>	<u>67,964.19</u>
Net Income	<u><u>1,716.55</u></u>	<u><u>9,377.57</u></u>	<u><u>-8,324.94</u></u>	<u><u>2,769.18</u></u>	<u><u>2,769.18</u></u>

Clearlake Oaks Co Water District

Budget Variance Report July 1, 2020 through June 30, 2021

1

Target % > 8.3% CRP-PC

As of July 2020

Summary	Budget Annual	YTD	Actual YTD Amount	%
PC CRP Revenue	19,536	1,628	1,826	9.3%
PC CRP Expenses	0	0	128	0.0%

Expenses	2020-2021 Budget Annual	Budget YTD	Actual YTD	% Spent	Total emaining
Salaries and Employee Benefits >	-	-	-	0.0%	-
605 Advertising	-	-	-	0.0%	-
610 Bank Fees	-	-	-	0.0%	-
620 Communications & Internet	-	-	-	0.0%	-
622 Board Exp	-	-	-	0.0%	-
625 Equip - Field (up to \$4999)	-	-	-	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 (includes bc	-	-	-	0.0%	-
700 Tools & Instruments	-	-	-	0.0%	-
703 Supplies - Clothing & Personal	-	-	-	0.0%	-
705 Supplies - Office	-	-	-	0.0%	-
715 Treatment Chemicals	-	-	-	0.0%	-
720 Supplies - Operating - Other	-	-	-	0.0%	-
730 Taxes - Licenses	-	-	-	0.0%	-
735 Training, Certs (classes, book:	-	-	-	0.0%	-
745 Travel / Lodging	-	-	-	0.0%	-
750 Utilities	-	-	-	0.0%	-
760 Waste Disposal	-	-	-	0.0%	-
795 Yolo Co	-	-	-	0.0%	-
799 Misc	0	0	-	0.0%	0
Services and Supplies >	0	0	-	0.0%	0
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	-	-	128	0.0%	(128)
832 R&R Mains/Laterals	-	-	-	0.0%	-
840 R&R Vehicles	-	-	-	0.0%	-
Repairs & Replacement >	0	0	128	0.0%	(128)
Total Expenses >	0	0	128	0.0%	(128)

830 Dosage tank repair

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2020 through June 30, 2021

SEWER-CRP

Target % > **8.3%** CRP-SEWER

As of July 2020

Summary	Budget		Actual YTD		
	Annual	YTD	Amount	%	
SEWER CRP Revenue	396,097	33,008	33,243	8.4%	0%
SEWER CRP Expenses	430,722	35,893	41,568	9.7%	0%
bridge Loan Interest	-	-	-		
USDA Annual Payment	105,280	8,773			
Operating Balance (loss)	(139,905)	(11,659)	(8,325)		

Expenses	2020-2021 Budget		Actual YTD	%	Total Remaining
	Annual	YTD			
505 Salaries & Wages	210,135	17,511	25,037	11.9%	185,098
520 FICA - District Share	17,317	1,443	1,854	10.7%	15,463
530 Medical Ins - District Share	59,719	4,977	2,477	4.1%	57,242
540 PERS - District Share	7,884	657	1,118	14.2%	6,766
550 Unemployment	-	-	3,337	0.0%	(3,337)
560 Workers Comp Ins	20,716	1,726	1,313	6.3%	19,403
Salaries and Employee Benefits >	315,772	26,314	35,136	11.1%	280,636
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	417	109	2.2%	4,891
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	104	-	0.0%	1,250
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	6,500	542	457	7.0%	6,043
645 Insurance	0	0	-	0.0%	0
650 Interest	0	0	-	0.0%	0
657 Outsource Lab / Internal Lab	0	0	-	0.0%	0
660 Memberships & Subscriptions	0	0	-	0.0%	0
665 Mileage Reimb	0	-	-	0.0%	0
670 Postage & Shipping	0	0	-	0.0%	0
675 Professional Services (SCADA)	0	0	-	0.0%	0
685 Rents	-	-	-	0.0%	-
690 Safety & Security (includes boots)	1,500	125	223	0.0%	1,277
700 Tools & Instruments	200	17	-	0.0%	200
703 Supplies - Clothing & Personal	300	25	300	0.0%	-
705 Supplies - Office	100	8	-	0.0%	100
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	7,500	625	-	0.0%	7,500
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training, Certs (classes, books)	1,200	100	-	0.0%	1,200
745 Travel / Lodging	400	33	-	0.0%	400
750 Utilities	0	0	-	0.0%	0
760 Waste Disposal	0	0	-	0.0%	0
795 Yolo Co	0	0	-	0.0%	0
799 Misc	0	0	-	0.0%	0
Services and Supplies >	23,950	1,996	1,089	4.5%	22,861
810 R&R Buildings & Grounds	10,000	833	2,600	26.0%	7,400
815 R & R Damage Claims	0	0	500	0.0%	(500)
820 R&R Lift Stations	20,000	1,667	-	0.0%	20,000
830 R&R Equipment	25,000	2,083	1,329	5.3%	23,671
832 R&R Mains/Laterals	25,000	2,083	643	2.6%	24,357
840 R&R Vehicles	11,000	917	271	2.5%	10,729
	-	-	-	0.0%	-
Repairs & Replacement >	91,000	7,583	5,343	5.9%	85,657
Total Expenses >	430,722	35,893	41,568	9.7%	389,154

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**Clearlake Oaks County Water District
Capital Improvements
As of July 31, 2020**

Date	Name	Memo	Class	Amount
130 · Const In Progress - Studies				
138 · USDA Water Improvements				
07/05/2020	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	37,570.58
07/15/2020	BKF Engineers	Services May 25, 20...	Loan/Grant:...	960.00
Total 138 · USDA Water Improvements				38,530.58
128 · Sewer Infstrcture & Rehab Proj (Phase 1 was the installation of the Force Main)				
Total 128 · Sewer Infstrcture & Rehab Proj (Phase 1 was the installation of the F...				
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distrib...				
131 · Waste Water Plant				
131.1 · Pumps/Equipment				
Total 131.1 · Pumps/Equipment				
131 · Waste Water Plant - Other				
Total 131 · Waste Water Plant - Other				
Total 131 · Waste Water Plant				
126 · Forcemain (phase 1) Cap. Imprv.				
Total 126 · Forcemain (phase 1) Cap. Imprv.				
123 · USDA - Sewer Plant Cap Imprvmt				
Total 123 · USDA - Sewer Plant Cap Imprvmt				
127 · Water Plant				
127.6 · Swan AMI Turbiwell Monitor				
Total 127.6 · Swan AMI Turbiwell Monitor				
127.5 · A/C installation for Filter Rm				
Total 127.5 · A/C installation for Filter Rm				
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				
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)				
120.90 · 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)				
124.30 · Lift Stations				
124.31 · Lift Station 7 Bypass				
Total 124.31 · Lift Station 7 Bypass				
124.30 · Lift Stations - Other				
Total 124.30 · Lift Stations - Other				

10:00 AM

08/13/20

Accrual Basis

Clearlake Oaks County Water District
Capital Improvements
As of July 31, 2020

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
Total 124.30 · Lift Stations				
124.50 · Mains				
Total 124.50 · Mains				
124.60 · Meters				
Total 124.60 · Meters				
124.90 · Water Tanks				
Total 124.90 · Water Tanks				
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other				
07/28/2020	Pace	Hydrant supplies for ...	CRP:Water	3,612.17
07/28/2020	Pace	Fire hydrant	CRP:Water	3,233.20
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				6,845.37
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				6,845.37
125 · Land - Dist. Cap. Improvements				
Total 125 · Land - Dist. Cap. Improvements				
129 · ALLOW. FOR DEPRECIATION				
Total 129 · ALLOW. FOR DEPRECIATION				
TOTAL				45,375.95



Accounts

Transfer Savings

CRP PC *6192

Available	**\$11,047.39
Current	\$11,047.39

CRP SEWER *3745

Available	**\$100,579.27
Current	\$100,579.27

GENERAL LEDGER *9122

Available	**\$527,580.74
Current	\$521,703.48

PC ESCROW *6184

Available	**\$182,704.82
Current	\$182,704.82

PUBLIC REGULAR CHK *8503

Available	**\$162,700.00
Current	\$162,700.00

PUBLIC REGULAR CHK *9592

Available	**\$5,000.00
Current	\$5,000.00

Make a Payment

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Pay your bills on one screen in seconds.

[Sign up for payments](#)

Purchase Rewards

You currently have no rewards available. Check back soon.

*6192-CRP PC

[change account](#) ▼

[How does this work?](#)

Money Management

32

CRP WATER *6990
 Available **\$116,974.78
 Current \$116,974.78

BALANCE TOTALS

Total Deposit Accounts \$1,100,709.74

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

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Outside Accounts



No outside accounts added.

[Add account](#)

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California State Treasurer
Fiona Ma, CPA



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

August 13, 2020

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[PMIA Average Monthly Yields](#)

CLEARLAKE OAKS COUNTY WATER DISTRICT

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

[Tran Type Definitions](#)

Account Number: 90-17-001

July 2020 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/15/2020	7/14/2020	QRD	1646984	N/A	SYSTEM	3,548.36
7/15/2020	7/29/2020	QRD	1650449	N/A	SYSTEM	288.88

Account Summary

Total Deposit:	3,837.24	Beginning Balance:	1,051,677.74
Total Withdrawal:	0.00	Ending Balance:	1,055,514.98

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Aged Accounts Receivable
As of 08/16/2020

0-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Total Balance
\$57,522.16	\$26,521.37	\$15,590.71	\$12,923.75	\$173,536.57	<u>\$286,094.56</u>

Total number of accounts with open balances: 755

These totals include all accounts on the Tax Roll

Water	\$65,894.17
Water Penalty	\$7,137.17
Sewer	\$122,051.64
Sewer Penalty	\$9,819.77
CRP Water	\$31,546.26
CRP Water Penalty	\$1,871.25
CRP Sewer	\$44,490.09
CRP Sewer Penalty	\$2,810.07
CRP PC	\$451.82
CRP PC Penalty	\$22.32
Total Balance:	\$286,094.56

Clearlake Oaks County Water District
Payroll Summary
 July 2020

	Hours	Rate	Jul 20
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-54.75	30.72	-2,131.35
CTO Used	80	38.76	2,836.06
Holiday	95.25	19.85	2,868.32
Holiday Worked (x2.5)	8.75	87.95	547.60
Overtime (x1.5)	203.25	26.25	8,156.35
PTO	206.5	20.48	5,661.37
Straight	3,186	17.50	88,600.96
Board			1,200.00
Duty Pay			6,160.00
Total Gross Pay	3,725		113,899.31
Deductions from Gross Pay			
ACWA (pre-tax)			-2,762.02
AFLAC (pre-tax)			-731.79
AFLAC (taxable) AFTER TAX			-291.60
CALPers 457			-600.00
CALPers EE (Pretax)			-5,749.43
Total Deductions from Gross Pay			-10,134.84
Adjusted Gross Pay	3,725		103,764.47
Taxes Withheld			
Federal Withholding			-8,092.00
Medicare Employee			-1,600.85
Social Security Employee			-6,845.15
CA - Withholding			-2,727.82
CA - Disability			-1,104.06
Total Taxes Withheld			-20,369.88
Deductions from Net Pay			
Miscellaneous Deduction			-150.00
Wage Garnishment			-354.22
Total Deductions from Net Pay			-504.22
Net Pay	3,725		82,890.37
Employer Taxes and Contributions			
Medicare Company			1,600.85
Social Security Company			6,845.15
Total Employer Taxes and Contributions			8,446.00

Clearlake Oaks County Water District

Trial Balance

08/13/20

As of July 31, 2020

Accrual Basis

	Jul 31, 20	
	Debit	Credit
102.13 · SEWER RESERVES-9592	5,000.00	
102.11 · PC ESCROW - 6184	182,704.82	
102.10 · CRP PC - 6192	9,330.84	
102.12 · WATER RESERVES- 8503	150,200.00	
102.001 · GL - 9122	448,264.21	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK	862,677.76	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	118,153.32	
102.03 · CRP Sewer - 3745	112,614.94	
CUSI Accounts Receivable	0.00	
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	29,609.68	
130 · Const In Progress - Studies	128,163.79	
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.	351,149.26	
115 · PRE-PAID INSURANCE	15,474.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
138 · USDA Water Improvements	451,437.25	
128 · Sewer Infrstructure & Rehab Proj	2,790,074.71	
121 · Wtr Dist & Wtr Storage Projects	152,704.44	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Project - District Exp	115,500.66	
131 · Waste Water Plant	57,768.09	
131 · Waste Water Plant:131.1 · Pumps/Equipment	19,345.46	
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85	
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43	
USDA Project	238,835.93	
127 · Water Plant	220,402.17	
127 · Water Plant:127.7 · Ozone System	12,785.71	
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	177,077.82	
120 · District General CRP	96,503.11	
120 · District General CRP:120.01 · General Equipment/Tools	1,921,549.25	
120 · District General CRP:120.60 · Office	31,171.49	
120 · District General CRP:120.75 · SCADA	0.00	
120 · District General CRP:120.90 · Vehicles/Generators/Trailers	274,809.73	
122 · Bldgs/Grounds Cap Improvements	8,535,149.57	
124 · D/C System Cap Improvements	3,243,138.01	
124 · D/C System Cap Improvements:124.30 · Lift Stations	46,264.48	
124 · D/C System Cap Improvements:124.30 · Lift Stations:124.31 · Lift Stati...	66,042.23	
124 · D/C System Cap Improvements:124.50 · Mains	14,788.58	
124 · D/C System Cap Improvements:124.60 · Meters	700.00	
124 · D/C System Cap Improvements:124.90 · Water Tanks	5,215.04	
125 · Land - Dist. Cap. Improvements	300,478.61	
129 · ALLOW. FOR DEPRECIATION		8,856,056.00
200 · ACCOUNTS PAYABLE		139,942.50
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133		205.24
211 · WAB Credit Card:211.14 · WAB - Dianna - 3226		408.02
211 · WAB Credit Card:211.13 · WAB - Jeremy - 2499		309.37
211 · WAB Credit Card:211.12 · WAB- Francisco - 2481		23.58
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	

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7:49 AM

08/13/20

Accrual Basis

Clearlake Oaks County Water District
Trial Balance
As of July 31, 2020

	Jul 31, 20	
	Debit	Credit
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	
Annual Depreciation		249,035.55
224 · USDA Retainage		10,000.00
223.56 · FEDERAL PAYROLL TAX PENALTY	3,322.77	
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con	51,950.29	
280 · Loan:280.12 · USDA Loan		651,317.29
280 · Loan:280.10 · Bridge for I & I Rehab Project	1,072,000.00	
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	3,543.30	
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical	0.00	
222 · Direct Deposit Liabilities	91.35	
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	2,581.95	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		2,740.71
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	12.40	
223.50 · MEDICARE TAX PAYABLE	2.90	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	0.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	0.00	
223.65 · STATE DISABILITY PAYABLE	0.00	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	513.84	
223.80 · GASB 68 Pension		16,533.00
223.85 · MISC DEDUCTIONS PAYABLE		4,384.39
223.90 · COMPENSATED EMPLOYEE BENEFITS		54,922.20
24000 · Payroll Liabilities	1,754.40	
226 · USDA Int Pymnt-Swr Clarifier	0.00	
225 · USDA Payment - Sewer Clarifier	0.00	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		5,956,568.19
304 · Opening Balance Equity	584,283.24	
306 · Retained Earnings - OLD		13,927,326.41
Income:410 · Client Reg Pmt		195,869.89
Income:425 · CRP		69,450.20
Income:430 · Penalty & Interest		3,802.42
Income:440 · Misc Revenue		1,617.20
Income:450 · Other - Non S/W Rev		20,681.86
Salaries & EE Benefits:545 · CALPers 457		200.00
Salaries & EE Benefits:505 · Salaries & Wages	113,899.31	
Salaries & EE Benefits:520 · FICA - District Share	8,446.00	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	21,381.30	
Salaries & EE Benefits:540 · PERS - District Share	13,552.32	
Salaries & EE Benefits:550 · Unemployment	5,006.15	
Salaries & EE Benefits:560 · Workers Comp Ins	6,428.66	

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7:49 AM
08/13/20
Accrual Basis

Clearlake Oaks County Water District
Trial Balance
As of July 31, 2020

	Jul 31, 20	
	Debit	Credit
Services & Supplies:610 · Bank Fees	1,970.19	
Services & Supplies:620 · Communications & Internet	2,329.07	
Services & Supplies:640 · Fuel & Oil	3,047.83	
Services & Supplies:645 · Insurance	17,139.78	
Services & Supplies:657 · Lab	3,376.10	
Services & Supplies:660 · Memberships & Subscription	295.06	
Services & Supplies:670 · Postage & Shipping	1,000.00	
Services & Supplies:675 · Professional Services	6,584.91	
Services & Supplies:685 · Rents	1,620.74	
Services & Supplies:690 · Safety & Security	5,777.36	
Services & Supplies:700 · Tools & Instruments	228.10	
Services & Supplies:703 · Supplies - Clothing & Personal	1,482.20	
Services & Supplies:705 · Supplies - Office	353.43	
Services & Supplies:715 · Supplies-Chemicals-Operating	4,478.56	
Services & Supplies:720 · Supplies - Inventory - Other	863.46	
Services & Supplies:735 · Training/Classes/Certs/ClassB	1,351.28	
Services & Supplies:750 · Utilities	26,489.71	
Services & Supplies:760 · Waste Disposal	4,353.19	
Services & Supplies:795 · Yolo Co	5,054.96	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct closed	245.19	
Repairs & Replacement:810 · R&R Buildings & Grounds	2,774.00	
Repairs & Replacement:820 · R&R Lift Stations	500.00	
Repairs & Replacement:830 · R&R Equipment	13,091.54	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	1,285.55	
Repairs & Replacement:840 · R&R Vehicles	3,435.39	
66000 · Payroll Expenses	0.00	
TOTAL	30,161,394.02	30,161,394.02

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10:25 AM

08/13/20

Clearlake Oaks County Water District
A/P Aging Summary
As of August 13, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Action Sanitary, Inc	0.00	500.00	0.00	0.00	0.00	500.00
Alpha Analytical Labs	2,084.00	0.00	0.00	0.00	0.00	2,084.00
AT & T - CalNet 3	147.39	0.00	0.00	0.00	0.00	147.39
AVR Tree Service	2,600.00	0.00	0.00	0.00	0.00	2,600.00
Badger Meter	195.87	0.00	0.00	0.00	0.00	195.87
Banner & Signs	306.94	0.00	0.00	0.00	0.00	306.94
BKF Engineers	1,440.00	0.00	0.00	0.00	0.00	1,440.00
California State Disbursement Unit	177.11	0.00	0.00	0.00	0.00	177.11
Canon Financial Services, Inc	0.00	1,022.63	0.00	0.00	0.00	1,022.63
Clearlake Lava	754.79	0.00	0.00	0.00	0.00	754.79
County of Lake - Special Districts	2,212.67	0.00	0.00	0.00	0.00	2,212.67
Dale Allphin	101.80	0.00	0.00	0.00	0.00	101.80
Dean A Enderlin, P.G.	1,118.08	0.00	0.00	0.00	0.00	1,118.08
Deeper Cleaning	350.00	0.00	0.00	0.00	0.00	350.00
EDD - Unemployment	5,006.15	0.00	0.00	0.00	0.00	5,006.15
EnviroSupply & Service, Inc.	0.00	95.00	0.00	0.00	0.00	95.00
Evoqua Water Technologies LLC	2,707.05	0.00	0.00	0.00	0.00	2,707.05
Hasa Inc	0.00	4,091.95	0.00	0.00	0.00	4,091.95
Hayden Solar, LLC	5,573.79	0.00	0.00	0.00	0.00	5,573.79
High Country Security	342.00	0.00	0.00	0.00	0.00	342.00
JOHN LAMBIRTH TRUCKING, INC	1,500.00	0.00	0.00	0.00	0.00	1,500.00
Karola Kennedy	210.00	0.00	0.00	0.00	0.00	210.00
L & M Locksmith	396.22	0.00	0.00	0.00	0.00	396.22
Lake County Waste Solutions	708.75	0.00	0.00	0.00	0.00	708.75
Lake Express Lube	51.96	0.00	0.00	0.00	0.00	51.96
MC Engineering, Inc	26,802.80	0.00	0.00	0.00	0.00	26,802.80
MCHC - Lakeview Health Center	470.00	0.00	0.00	0.00	0.00	470.00
Mendo Mill	817.69	0.00	0.00	0.00	0.00	817.69
Napa Auto Parts	27.54	0.00	0.00	0.00	0.00	27.54
Nave Law Office, P.C.	21.50	903.00	0.00	0.00	0.00	924.50
Northern Safety & Industrial	449.06	0.00	0.00	0.00	0.00	449.06
Pace	0.00	8,493.67	0.00	0.00	0.00	8,493.67
Patrick Sullivan	73.08	0.00	0.00	0.00	0.00	73.08
People Services Inc	95.00	0.00	0.00	0.00	0.00	95.00
Pete Schucart	44.54	0.00	0.00	0.00	0.00	44.54
Pollard Water	1,473.23	0.00	0.00	0.00	0.00	1,473.23
Potrero Hills Landfill	2,140.52	0.00	0.00	0.00	0.00	2,140.52
Quill	276.28	31.10	0.00	0.00	0.00	307.38
Redwood Coast Fuels	1,191.41	776.59	0.00	0.00	0.00	1,968.00
Southport Control Solutions	1,950.00	0.00	0.00	0.00	0.00	1,950.00
T & S Construction Co. Inc.	0.00	0.00	0.00	0.00	75,571.66	75,571.66
Tri-Cities Answering Service	160.90	0.00	0.00	0.00	0.00	160.90
United States Post Office	0.00	1,000.00	0.00	0.00	0.00	1,000.00
USA BlueBook	4,162.62	0.00	0.00	0.00	0.00	4,162.62
USA North 811	389.97	0.00	0.00	0.00	0.00	389.97
Yolo County Flood Control	0.00	5,303.55	0.00	0.00	0.00	5,303.55
TOTAL	68,530.71	22,217.49	0.00	0.00	75,571.66	166,319.86

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Account Payable Breakdown

Date: 8/14/2020

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger - 9122	\$552,132.75	\$521,703.48	\$527,580.74
CRP Water - 6990	\$116,974.78	\$116,974.78	\$116,974.78
CRP Sewer - 3745	\$100,579.27	\$100,579.27	\$100,579.27
CRP PC - 6192	\$11,047.39- (\$496.94)	\$11,047.39	\$11,047.39
**Could not transfer Sept 21, 2019 expenses = \$11,544.33			
PC Escrow - 6184	\$182,704.82	\$182,704.82	\$182,704.82
Water Reserve - 8503	\$162,700.00	\$162,700.00	\$162,700.00
Sewer Reserve - 3745	\$5,000.00	\$5,000.00	\$5,000.00
LAIF Balance	\$1,055,515.00	\$1,055,514.98	\$0.02 Laif dropped (.02)
Current A/P Aging	\$166,319.86		
Kansas State Bank-VacCon	\$7,421.47		
ACWA - Health Ins	\$24,072.65		
Credit Card	\$2,917.73		
TOTAL	\$200,731.71		

H

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

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

JULY 16, 2020

This meeting will be conducted by Roberts Rule of Order.

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

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

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

AGENDA

Call to Order – 2:00 p.m.

Pledge of Allegiance

Roll Call

√ Mrs. Margaret Medeiros, President √ Mr. Stanley Archacki, Vice President
√ Mr. Samuel Boucher, Director □ Mrs. Barbara Higman, Director, **ABSENT** √ Mr. Michael Herman, Director
√ Mrs. Dianna Mann – General Manager √ Mrs. Olivia Mann - Secretary of the Board
In the audience, our Chief Operators
□ Mr. Francisco Castro, Wastewater, **EXCUSED** √ Mr. Kurt Jensen, Water □ Mr. Jeremy Backus, Distribution, **EXCUSED**

Public comment on non-agenda items

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

Consent Items

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

1. Staff Written Operational Reports

- a. Customer Service
- b. Chief Distribution Operator-Unavailable
- c. Water Plant Chief Operator
- d. Wastewater Plant Chief Operator
- e. General Manager

2. Financial Reports for review and approval

- a. June 2020, QB balance sheet and profit & loss statements
- b. Bank account balances and accounts receivable
- c. Employee payroll report
- d. Aged trial balance summary
- e. Vendor aging report, accounts payable breakdown

3. Minutes of previous meeting for review and approval

- a. Minutes of Regular Meeting 06-18-2020

4. Bills

- a. MC Engineering invoice number 1958, dated 7/5/2020, in the amount of \$37,570.58 for the USDA Water Projects
- b. Case Excavating, Inc. invoice number 1311, dated 6/24/2020, in the amount of \$8,452.72, for the emergency leak repair on Hwy 20 between Spring & Swanson. Also asphalt repairs at 12867 Hwy 20 at Foothill & 13904 Chestnut

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

5. Agenda (New Business)

- a. Discussion and consideration of rebuilding effluent pumps at the Waste Water Treatment Plant

**Action Taken: Motion to approve the rewinding of Pump #3 using CPM, along with the rebuild and rewind of Pump #1 using IEM, not to exceed \$40,000.00 including tax and freight
BOUCHER/HERMAN M/S/C
AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN
NOES: NONE
ABSENT: HIGMAN**

- b. Discussion and consideration of adding Board members to the PG&E account

**Action Taken: Motion to approve the addition of Board Members to the District's PG&E account
ARCHACKI/BOUCHER M/S/C
AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN
NOES: NONE
ABSENT: HIGMAN**

- c. Discussion and review of Standard Agreement for Sale of Water with Yolo County Flood Control

Action Taken: The Board appointed Director Boucher and Director Archacki to an Ad Hoc Committee for Yolo County Flood Control

- d. Discussion and considering of selling the 1994 Ford Vac-Con, VIN # 1FDYR82E9RVA38144. Will post on the website

**Action Taken: Motion to approve the sale the 1994 Ford Vac-Con, VIN # 1FDYR82E9RVA38144
BOUCHER/HERMAN M/S/C
AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN
NOES: NONE
ABSENT: HIGMAN**

- e. Discussion and approval of the engagement letter from Pheling and Pheling CPA firm in the amount of \$10,840.00 for annual audit year ending June 30, 2020. This price also includes a single audit required for all federal grant recipients

Action Taken: Motion to approve the engagement letter from Pheling and Pheling (PnP) CPA firm in the amount of \$10,840.00 for annual audit year ending June 30, 2020

HERMAN/BOUCHER M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN

NOES: NONE

ABSENT: HIGMAN

- f. Discussion and consideration of Resolution 20-12, Pertaining to the General Election of the Board of Directors, REVISED

Action Taken: Motion to approve Resolution 20-12, Pertaining to the General Election of the Board of Directors

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN

NOES: NONE

ABSENT: HIGMAN

- g. Discussion of Coronavirus (COVID-19)

Action Taken: NO ACTION

Adjournment

Time: 3:15 PM

SIGNED: _____
Margaret Medeiros, President

ATTESTED TO: _____
Dianna Mann, Board Secretary



MC Engineering, Inc.

9294 Madison Ave
Orangevale, CA 95662

Invoice

Date	Invoice #
8/5/2020	1971

Bill To

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

P.O. No.	Terms	Due Date	Project
	Net 30	9/4/2020	USDA Meters and Water Tank PER

Description	Qty	Rate	Amount
Project Engineer 2, Richard Relyea	46	130.00	5,980.00
Assistant Engineering Tech, Julia Carey	13	75.00	975.00
Assistant Engineering Tech 3, John Cooley	70	75.00	5,250.00
Operations Management Engineer, John Pedri, PE	22	160.00	3,520.00
Project Manager, Mark Carey, PE	9	165.00	1,485.00
Assistant Engineer, Jose Diaz-Mendez	12	105.00	1,260.00
Administrative Support	3	65.00	195.00
Geo Legal 2020-07-31 Cerritos Tank Site	1.13	3,650.00	4,124.50
EDEA 1076	1.13	3,382.00	3,821.66
MailBiz Specs and Prints		64.04	64.04
220 mi @ \$.58 mi 6/15 John	220	0.58	127.60

138- 4/G USDA Water Improvements

(DM)

Total	\$26,802.80
Payments/Credits	\$0.00
Balance Due	\$26,802.80

Phone #	Fax #	E-mail
916-546-7898	916-860-1863	markacarey@msn.com

45

August 19, 2020

Francisco Castro
Clearlake Oaks County Water District
P.O. Box 709
Clearlake Oaks, CA 95423

RE: Effluent Pump #3

We received approval to pull the motor on Effluent Pump 3 on July 20th. The crew pulled the solid shaft motor on August 3rd and delivered it to our motor shop for disassembly and inspection the same day. When starting to remove the motor our crew leader, David Jessen, noticed the faces on the mechanical seal (located at the top of the pump) were collapsed and touching when there should be approximately 1/16" clearance between the seal faces. He carefully separated the seal faces in order to install the seal clips. Setting the seal clips is required in order to hold the mechanical seal together when the set screws are loosened so the seal and shaft are not damaged as the shaft drops from the lateral position as the motor coupler is removed. David mentioned the collapsed seal when he discovered it and was told the mechanical seal did not leak previously and the decision was made to reuse the seal if possible. He and the other crew member continued with the work and removed the motor.

David also noted the washers on the mechanical seals of both pump 2 and pump 3 were not the correct washers and the mechanical seals had not been properly installed. All of the washers were thinner which can cause deflection in the mechanical seal resulting in seal failure. The 4-piece motor coupler had several hammer marks from previous installation as well. The seal plate on pump 3 was severely corroded and made of mild steel with no coating.

Upon disassembly and inspection of motor it was determined the failure was caused from the windings shorting to ground. It appeared this was due to normal degradation of the wire insulation from age. The motor was rewound with class "H" wire and double insulated. New bearings were installed as part of the complete motor recondition.

The crew returned to install the motor on August 17th. Once the motor was installed, David attempted to set the lateral which lifts the impellers off the bowl cases for proper clearance. The mechanical seal was seized to the shaft. David applied some lubricant in an attempt to free the seal from the shaft but the seal separated. Discussion was made regarding replacing the mechanical seal. David noted the excessive corrosion around the seal plate and that the mechanical seal had not been properly installed previously.

- Continued -

RE: Effluent Pump #3, Continued

Due to excessive corrosion around the seal plate and the failed mechanical seal it is our recommendation to pull the pump for disassembly and inspection. It is likely the rotating parts will need to be replaced along with rebuilding the mechanical seal plate and correctly installing a new mechanical seal. The repair would also include machining the impellers and bowl cases and installing wear rings on all of the impellers. The pump would be sandblasted and epoxy coated with 3 coats of NSF61 Amerlock epoxy. This repair would return the pump to new condition with optimum pumping efficiency and lower operating costs.

Thank you for your consideration and for your confidence in Commercial Pump and Mechanical.



Grant Stanley
Commercial Pump & Mechanical, Inc.



August 19, 2020

Francisco Castro
Clearlake Oaks County Water District
P.O. Box 709
Clearlake Oaks, CA 95423

RE: Quote to Rebuild Effluent Pump #3

1 – 1-1/2” Stainless Steel Head Shaft to Fit VSS Motor Coupling	\$ 598.00
1 – 1-1/2” John Crane 5610 Mechanical Seal with Flush Port	\$ 2,220.00
2 – 1-1/2” Suction/Discharge Bearing	\$ 435.00
12 – 1-1/2” Intermediate Bronze Bowl Bearing	\$ 1,783.00
1 – 1-1/2” Stainless Steel Bowl Shaft	\$ 923.00
12 – 12” Bowl Wear Ring*	\$ 3,580.00
1 – Miscellaneous Hardware and Gaskets	\$ 100.00
Sales Tax (7.25%)	\$ 698.83
Labor to Disassemble Pump	\$ 410.00
Labor to Disassemble Bowl	\$ 1,360.00
Labor to Clean and Refurbish Head	\$ 410.00
Labor to Rebuild Seal Plate	\$ 535.00
Labor to Machine Bowl Cases and Impellers for Wear Rings*	\$ 2,035.00
Dynamically Balance 12” Impellers	\$ 4,010.00
Labor to Clean for Reassembly	\$ 1,085.00
Labor to Assemble Bowl	\$ 1,360.00
Labor to Assemble Pump	\$ 410.00
Labor to Sandblast and Epoxy Coat, 3 Coats with Amerlock NSF61	\$ 3,240.00
Labor – Travel, Pull Pump and Motor, Transport to Shop	\$ 2,120.00
Labor – Return, Install Pump and Motor, Start-Up	\$ 2,650.00

Lead Time – 6 – 8 Weeks ARO	Total Price	\$29,962.83
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Note – *These items are likely required. Will confirm upon disassembly of the pump.

Thank you for the opportunity to quote and for your confidence in Commercial Pump and Mechanical.

Grant Stanley
Commercial Pump & Mechanical, Inc.

CLEARLAKE OAKS COUNTY WATER DISTRICT

P.O. Box 709, 12952 E. HWY. 20

CLEARLAKE OAKS, CA 95423

(707) 998-3322

RESOLUTION NO. 20-13

**RESOLUTION TO TRANSFER DELINQUENT ACCOUNT
BALANCES TO THE COUNTY OF LAKE FOR INCLUSION
WITH THE COUNTY'S SECURED TAX COLLECTIONS.**

WHEREAS, the Clearlake Oaks County Water District's Board of Directors has determined that there is a need for assistance in collecting the District's delinquent accounts receivables; and

WHEREAS, the County of Lake has a means of collecting government agency's delinquent accounts by placing liens on the secured tax roll for real property within its jurisdiction. (See Attachment A)

NOW, THEREFORE, BE IT RESOLVED THAT, the Clearlake Oaks County Water District herewith requests that the County of Lake place as a lien on the secured tax roll of certain real property within the County of Lake's jurisdiction, the District's delinquent accounts

THE ABOVE RESOLUTION is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 20th day of August 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, Board President

Attest: _____
Dianna Mann, Interim Board Secretary

AGREEMENT FOR COLLECTION OF SPECIAL TAXES, ASSESSMENTS, FEES, CHARGES, AND ABATEMENTS

THIS AGREEMENT is made and entered into this 20th day of August, 2020, by and between the County of Lake, a political subdivision of the State of California, hereinafter referred to as "County" and the Clearlake Oaks County Water District, hereinafter referred to as "District".

WHEREAS, when requested by District, it is in the public interest that the County collect on the County tax rolls the special taxes, fees, and assessments for District.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. County agrees, when requested by District as hereinafter provided, or as required by law, to collect on the County tax rolls the special taxes, fees, and assessments of District, and of each zone or improvement District thereof.
2. When County is to collect District's special taxes, fees, and assessments, District agrees to notify the Auditor-Controller of the County on or before the 10th day of August of each fiscal year of the Assessor's parcel numbers and the amount of each special tax, fee, or assessment to County, and including, but not limited to, any act of omission or assessment to be so collected. Provided, however, to be effective, the notice must be received by the Auditor-Controller by said date.
3. County may recover costs based on the current fee schedule as of the date the District levy will be placed on the tax roll for each special tax, fee, or assessment that is to be collected on the County tax rolls by the County for the District. District agrees that County shall retain all penalties and interest on said accounts in the event of delinquencies.
4. District certifies that the taxes, fees, or assessments imposed by District and collected pursuant to this Agreement comply with all requirements of state law, including but not limited to Articles XIIIIC and XIIID of the California Constitution (Proposition 218). District has requested, on County's behalf, an opinion from their legal advisor listing each tax, fee, or assessment and stating that each tax, fee, or assessment complies with state law, and specifically analyzing compliance with Proposition 218. Said opinion is attached hereto as "Exhibit A" and incorporated by reference into this Agreement.
5. District hereby releases and forever discharges County and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of District's responsibility under this agreement, or other action taken by District in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees, or assessments as contemplated in this agreement.
6. District agrees to and shall defend, indemnify and save harmless County and its officers, agents and employees ("indemnified parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of any of District's responsibility under this agreement, or other action taken by District in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees, or assessments as contemplated in this agreement. If any judgment is entered against any indemnified party as a result of action taken to implement this Agreement, District agrees that County may offset the amount of any judgment paid by County or by any indemnified party from any monies collected by County on District's behalf, including property taxes, special taxes, fees, or assessments. County may, but is not required to, notify District of its intent to implement any offset authorized by this paragraph.

7. District agrees that its officers, agents and employees will cooperate with County by answering inquiries made to District by any person concerning District's special tax, fee, or assessment, and District agrees that its officers, agents and employees will not refer such individuals making inquiries to County officers or employees for response.

_____ District Initial Here

_____ Lake County Initial Here

8. District shall not assign or transfer this agreement or any interest herein and any such assignment or transfer or attempted assignment or transfer of this agreement or any interest herein by District shall be void and shall immediately and automatically terminate this agreement.

9. This agreement shall be effective for the fiscal year and shall be automatically renewed for each fiscal year thereafter unless terminated as hereinafter provided.

10. Either party may terminate this agreement for any reason for any ensuing fiscal year by giving written notice thereof to the other party prior to May 1st of the preceding fiscal year.

11. County's waiver of breach of any one term, covenant, or other provision of this agreement, is not a waiver of breach of any other term, nor subsequent breach of the term or provision waived.

12. District agrees to submit to the County Auditor-Controller a completed Annual Certification of Assessment, on the form provided by the Auditor-Controller, on or before the 10th day of August of each fiscal year. Provided, however, to be effective, the notice must be received by the Auditor-Controller by said date.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

Clearlake Oaks County
Water District

COUNTY OF LAKE

President, Board of Directors

Chair, Board of Supervisors

Attest:
Secretary to the Board
Of Directors - Clearlake Oaks
County Water District

APPROVED AS TO FORM:
ANITA GRANT
County Counsel

Attest:
Clerk to the Board of Supervisors

CLEARLAKE OAKS COUNTY WATER DISTRICT

**P.O. Box 709, 12952 E. HWY. 20
CLEARLAKE OAKS, CA 95423
(707) 998-3322**

RESOLUTION NO. 20-14

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF CLEARLAKE OAKS COUNTY WATER DISTRICT
ADOPTING A WATER USAGE AND CONSERVATION POLICY**

WHEREAS, the western United States, and California specifically, are often subject to drought conditions and water shortages that have human, agricultural, environmental, and economic impacts;

WHEREAS, the County Water District Law, Water Code section 30000, et seq., authorizes the District to store and conserve water and water rights for future use; to establish rules and regulations for the sale, distribution, and use of water; to implement emergency water restrictions; to undertake a water conservation program to reduce water use; and to perform all acts necessary to carry out the provisions of the County Water District Law;

WHEREAS, because of the age and condition of its water storage and distribution system the District experiences critical water loss;

WHEREAS, approximately 30% of District water loss is due to system and customer leaks;

WHEREAS, the District's system experiences storage limitations due to raw water (lake) quality and treatment issues, particularly during the summer and fall seasons; and

WHEREAS, limited and unavailable treated water supply may seriously affect the health and safety of District customers and will also limit the amount of water required to meet fire flows, and

WHEREAS, it is necessary for the District to adopt and implement the attached "Water Use and Conservation Policy" in order to protect and conserve the water supply for the entire District;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The "Water Usage and Conservation Policy" attached hereto as Attachment A, and incorporated herein by reference, is hereby approved.
2. This resolution shall take effect immediately upon adoption.

THE ABOVE RESOLUTION is hereby passed and adopted by the Board of Directors of the Clearlake Oaks County Water District at a regular meeting thereof held on the 20th day of August 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, Board President

Attest: _____
Dianna Mann, Interim Board Secretary

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Attachment A to Resolution 20-14

WATER USAGE AND CONSERVATION POLICY

USE OF WATER - SUPPLYING ANOTHER PERSON

Water shall not be supplied to any property other than described in the application for service except as provided in this section.

The General Manager may permit a customer to supply water to a holder of a public works contract or private contractor. Such permit shall be denied to any person who is indebted to the District for any prior water or damage charges, or who has failed to comply with the rules and regulations of the District or previously issued permit.

No customer of the District shall deliver or permit to be delivered any water outside of this District's boundaries or for use outside of the boundaries, from a service connection, or other facilities connected to the District's facilities, without the consent of the Board.

Service of water shall not be made through a single meter to two or more parcels of separately owned property. A temporary exception may be made to this rule if approved by the General Manager, provided that there is no main contiguous to the property from which separate service may be had, and provided further that the customer for whom the meter was installed shall give satisfactory guarantee of payment for all water delivered. Such service shall be charged as though separate meters existed for each separate use. Whenever a District main is installed from which separate service can be rendered, the General Manager will notify the parties and the common service will be discontinued after the time limit noted in the notices.

PENALTIES FOR WASTEFUL WATER USE

No customer shall knowingly permit waste or leaks of water. Where water is wastefully or negligently used on the customer's premises, the District may discontinue the service, if such conditions are not corrected within five days after the General Manager gives the customer written notice.

A water allotment shall be established for each customer of the District, and customers shall be notified of the basis for calculating their water allotments. Water use exceeding twice a customer's water allotment (as defined in Ordinance 81) is a waste of water, a violation of the District's rules and regulations, and shall be subject to escalating administrative penalties.

For the first penalty, the customer shall receive a written warning from the District including the amount of the exceedance, the penalty that would have been levied absent the provision of a warning and notice that further exceedances will result in monetary penalties as described herein.

For the second penalty, the amount shall be \$2.50 for each unit of water (as defined in Ordinance 81), or portion thereof, of water use exceeding twice the customer's water allotment. The customer shall also receive a written warning from the District showing the amount of the penalty that will be levied on the same quantity of water in the event of a third exceedance.

For the third penalty, and for each subsequent penalty that a customer receives for a property, the amount shall be \$5.00 for each unit of water, or portion thereof, of water use exceeding twice the property's water allotment.

Penalties shall be collected on the customer's water bill. Any penalties shall be the responsibility of the customer of record for the property where the violation occurred and shall be paid in addition to the fees the District imposes for the cost of water service to the property. Non-payment of penalties imposed pursuant to this section shall be subject to the same remedies as available to the District for the non-payment of fees for water service. The receipt of a water bill with any applicable penalties shall serve as notice of violation.

Penalties, including the written warning, may be appealed. A customer who wishes to appeal the imposition of a penalty shall:

1. Pay all amounts stated on the bill except for the disputed penalties; and
2. submit a completed Appeal Request Form to the District within 15 calendar days of the date of the appellant's water bill for the billing cycle in which the penalty was imposed.

An appeal will be granted if the District finds that competent evidence supports a reasonable conclusion that:

1. The excessive water use was the result of a malfunction of the District's water system or a billing error by the District;
2. the water was needed for health or safety reasons; or
3. a leak occurred on the property during the subject billing cycle.

The District will respond to appeals within 30 calendar days of receipt. The District may require additional documentation prior to making a decision on an appeal. In the event an appeal is denied, the appellant shall pay the District within 10 days of denial of the appeal.

UNAUTHORIZED USE OF FIRE HYDRANTS

Except as provided herein, no person shall use water from a fire hydrant for any purpose other than fire suppression, said person must have prior approval from the General Manager.

Water may be used to maintain or test a fire sprinkler system. Authorization to use water through a fire service connection for the purpose of maintaining or testing a fire sprinkler system will be granted up to four times per year with advance notification to the District. Exceptions may be made upon the estimated quantity of water to be used. The General Manager may restrict or prohibit such non-emergency flows as may be detrimental to the District's system.

When it is found that a fire service or a fire hydrant has been used for any purpose other than for suppression, or a single service has exceeded the allowable capacity of the by-pass meter, the District may charge the sum of \$200.00 for the first offense, \$300.00 for the second offense, and \$500.00 for the third and subsequent offenses; if warranted by the estimate of water usage for each and every incident of authorized use. (Each day of use may be construed as a separate incident.)

If the General Manager determines that leakage has occurred, totaling less than 0.03 units of water per period delivered during 3 consecutive billing periods to the customer's fire service or fire hydrants, the General Manager shall notify the customer of the usage and encourage customer to fix the leak.

If the General Manager determines that leakage has occurred, totaling less than 15 units but more than 0.03 units of water per period have been delivered to the customer's fire system or fire hydrant, the customer shall present satisfactory evidence that the leak has been repaired, or pay \$75.00 per billing period in addition to the regular charge described herein.

If the General Manager determines that leakage has occurred, totaling more than 15 units of water per period during three consecutive billing periods to the customer's fire service or fire hydrant, the customer shall be required either to present satisfactory evidence that the leakage has been fixed, or he must remove the detector check valve and purchase a water meter of the appropriate size. If the customer chooses to purchase a water meter, the customer shall pay all fees and charges normally associated with the purchase of the meter.

If repeated unauthorized use of a fire service or hydrant occurs, the General Manager shall notify the fire department and the occupant of the properties served by the fire service or fire hydrant that within 10 days the fire service or fire hydrant shall be disconnected until all charges for each violation have been paid and until assurances, satisfactory to the General Manager, have been given that no further unauthorized use will occur.

OPERATION OF DISTRICT FACILITIES RESTRICTED

No one except an employee or representative of the District shall at any time, in any manner, operate service valves, main valves or gates of the District's system, or interfere with meters or their connections, water mains or other parts of the District's water system.

DAMAGE TO PROPERTY

In no case will the District be liable for damages occasioned by water running from opened or faulty fixtures, or from opened or damaged pipes on the customer side of the meter. The customer shall be liable for any damage to the District's service facilities when such damage is from any act or omission of the customer or his family, tenants, agents, employees, contractors, licensees, or permittees.

FRAUD

Service may be discontinued, if necessary, to protect the District against fraud or abuse.

CONSERVATION

GENERAL

This Article sets forth water conservation measures which shall be followed by customers. The District will offer educational materials to its customers in the efficient use of water to help customers conserve water. The District will furnish customers with water conservation information, and may provide water-conserving fixtures and equipment when available to the District. The District will assist in the implementation of the Water Conservation in Landscaping Act.

REQUIREMENTS

Customers shall conserve water supplied by the District by the prevention and elimination of all waste or leakage of water.

All fixtures must be approved by the State Department of Housing and Community Development, and toilets, urinals and showerheads must have a certification of volume by a reputable independent testing organization.

Where requirements of this subsection would cause hardship or if suitable fixtures are not available, hot water re-circulating systems or point of use hot water heaters may be substituted as water conserving measures for up to two toilet installations per single family dwelling.

In commercial uses, developers/owners may install fixtures that use up to 3.5 gallons per flush when rest room facilities must meet County handicapped use requirements and/or when vandalism of tank style toilets is likely.

All water conserving fixture installations may be subject to compliance inspection, prior to issuance of final occupancy permits.

WATER CONSERVATION MEASURES

- a. Customers shall comply with the following water conservation measures:
 1. Potable water shall not be used to clean or sweep hard surfaces such as sidewalks, walkways, driveways, or parking areas, and only as necessary to protect the public health and safety.
 2. Hotels, motels and other places for commercial transient occupancy shall offer guests who stay more than one night the opportunity to retain towels and linens during their stay.
 3. Car washing is permitted only with the use of a nozzle having an automatic shut-off.
 4. Fountains and other decorative water features shall recirculate water.
 5. Drinking water shall be served only upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.

- b. Customers shall use the following irrigation practices:
1. Irrigation shall occur after 5:00 p.m. and before 10:00 a.m. No irrigation is permitted during and within 48 hours after measurable rainfall.
 2. Irrigation shall not run off to streets, gutters or adjacent properties.
 3. The District shall assist in the promotion of water efficient irrigation practices under the Water Conservation in Landscaping Act.
 4. Limit the number of watering days, if and as determined by the Board, except that watering is permitted at any time with a hand-held hose equipped with an automatic shut-off, a faucet filled bucket of five gallons or less, or a drip irrigation system.

CONSERVATION INCENTIVES

Customers are encouraged to make the most efficient use of the potable and recycled water supplies. The District may offer, when available, incentives to customers who replace high volume water use equipment, appliances, and devices with low volume water use equipment, appliances, and devices.

ENFORCEMENT

Customers shall be notified in writing when the first violation of this article is discovered by the District. The notice shall include a warning that further violations could result in stricter penalties as set forth below:

- a. Customers who violate this article for a second time within a twelve- month period have committed an infraction punishable by a fine of up to \$100.
- b. Customers who violate this article for a third time within a twelve-month period have committed an infraction punishable by a fine of up to \$200.
- c. Customers who violate this article for a fourth time within a twelve-month period have committed an infraction punishable by a fine of up to \$500.

The District may terminate service to customers who have violated provisions of this article five times within a twelve-month period.

Customers may appeal enforcement fines to the General Manager, to be reviewed by the Board of Directors at the first Regularly Scheduled Board Meeting following the date of the appeal.

WATER SHORTAGE RESPONSE – DROUGHTS AND EMERGENCIES

The District hereby establishes four stages of escalating response to a water shortage caused by droughts and emergencies. Each stage may be triggered by a declaration from federal or state authorities, or the District to address events that result in a water shortage.

Stage 1 – Water Shortage Alert

Stage 1 is a condition resulting in a 0 to 10% water shortage necessitating a voluntary water use reduction. The District will initiate a public information campaign to increase awareness of water conservation measures. Customers are expected to perform voluntary water use reductions and

adhere to on-going water conservation measures.

Stage 2 – Water Shortage Warning

Stage 2 is a condition resulting in a 10 to 20% water shortage necessitating a higher level of voluntary water use reduction. The District will expand the public information campaign and step up enforcement of water conservation measures. Customers are expected to re-double voluntary water use reductions and strictly adhere to water conservation measures.

Stage 3 – Water Shortage Emergency

Stage 3 is a condition resulting in a 20 to 50% water shortage necessitating mandatory water use reductions. Depending on the severity of the shortage, the District will intensify the public information campaign and expand enforcement of water conservation measures. Additionally, the Board will determine the appropriate drought factor for water allotments if necessary.

Stage 4 – Critical Water Shortage Emergency

Stage 4 is a condition resulting in a 50% or higher water shortage necessitating prohibition of outdoor water use for irrigation, pools, and fountains. The District will implement crisis communications and activate its Emergency Operations. Customers shall be required to terminate all outdoor use except as necessary to protect public health and safety. Additionally, the Board will determine reduction in indoor water allotments if necessary.



CLEARLAKE OAKS COUNTY
WATER DISTRICT
100,000 GALLONS POTABLE
ON-GRADE STEEL-WELDED
WATER TANK
RE- LINING PROPOSAL



Business Address:
1500 Standiford Ave
Modesto CA, 95350
Office: (209) 382-9155
Mobile: (209) 303-3460
Chris@mitivingcoating.com
Fax:(408) 707-1490

July 16th, 2020
Dianna Mann
Clearlake Oaks County Water District
Work: (707) 350-3436
Fax: (707) 998-1245
d.mann@clowd.org
12545 E. Highway 20, P.O. Box 709
Clearlake Oaks, CA 95423



100KG On-Grade Steel-Welded 34'D X 16' H

39.04484, -122.7494

Dear Mrs. Mann,

We are pleased to quote the following for the above referenced tank interior needs. We will provide equipment, materials, labor, and insurance. This will be for the complete interior preparations and relining of the 100KG steel-welded water tank.

Scope of Work | 100kg Steel-Welded Tank Interior Coating

INTERIOR

Remove all oil, grease, weld spatters and round off any sharp edges from surface. Minimum surface preparation is Near White Metal Blast Cleaning per SSPC-SP10/NACE 2. Optimum surface profile is 3-4 mils. Prime and shoot Polyeuro® on to any bare metal the same day as it is cleaned to minimize any potential flash rusting.

Finish Coat: Polycoat 5502

Polyeuro® 5502 is a fast setting, rapid curing, 100% solids, flexible, aromatic, two component spray polyurea that can be applied to suitably prepared concrete and metal surfaces. Its extremely fast gel time makes it suitable for applications down to -20°F. It may be applied in single or multiple applications without appreciable sagging and is relatively insensitive to moisture and temperature allowing application in most temperatures. Polyeuro® 5502 offers a tack free time of less than sixty seconds and exhibits 450% elongation upon curing with 50 Shore D hardness

Interior Quote will be \$71,932.96

LD

The proposal pricing listed above is good for 15 days. Once approved the contract is valid for one calendar year upon acceptance.

All workmanship and materials will meet or exceed the NFPA, and American water works association. D-102-10 standards for tank coatings. All workmanship will be guaranteed for a two-year period from the date of completion.

If you have any questions or comments, please do not hesitate to contact our office.

Payment Terms

50% upfront 50% upon completion

1% Ten Days, Net 30 Days. 2.5% interest per month on all accounts past 30 days. Proposal does not include Sales or Use Taxes, Registration fees, or licenses unless listed above in proposal. If Marine Industrial Tank Inc is liable for any additional fees requested or required by the customer and are not noted in proposal, the fees will be billed on the final invoice.

Insurance

MITI has a minimum of \$1,000,000 liability and \$2,000,000 aggregate insurance policy.

Conditions of Re-coating Rates

Marine Industrial tank, Inc will clean up area and remove all materials, equipment and trash upon completion, maintaining an orderly and clean work area daily and throughout the project. Any Fabrication needed that is not listed above will be added as a second line item if needed Total does not include any hazardous or lead paint abatement or temporary water supply.

Initial Here _____

Chris Christophersen, Potable Division

Date: 7/16/2020

To accept, please sign and date proposal. Please fax both pages to (408) 707-1490.

Printed Name and Title

Date

Signature

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Dianna Mann

From: Nicci Sheridan <nsheridan@pttg.com>
Sent: Thursday, June 18, 2020 1:51 PM
To: d.mann@clowd.org
Subject: Water Tank Recoating
Attachments: Prop_Maintenance 39508_Lake County Special Districts_Janet Coppinger_Lakeport_CA_95453.pdf

Diana,

Please see my attached proposal to recoat the interior of your 100,000 gallon elevated water tank. My Operations VP said that it would take about 2-2 ½ weeks to get the tank sandblasted and painted and probably another week or two to get it fully cured to put the tank back online.

If you're not able to bypass your system, temporary water for a month may be a possibility. One of my project managers is really knowledgeable about temporary water storage and might be able to help. Would you want to set up a call with he and I to talk through some of the options? if so, it will be helpful to have the following information about your system:

How much water do you use per day?

What kind of pressure do you run in your lines?

Is your water sourced from well?

I'll follow up with you next week if I haven't heard from you. Please let me know if you have any questions.

Thanks!

Nicci



Nicci Sheridan
National Accounts Manager
Pittsburg Tank & Tower Group
Maintenance Division
PO Box 1849 Henderson, KY 42419

P: 270-826-9000 Ext: 4624 | F: 270-215-5706

www.PTTG.com [Facebook](#) [LinkedIn](#) [Twitter](#) [Instagram](#) [YouTube](#)

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PITTSBURG TANK & TOWER GROUP



MAINTENANCE DIVISION Since 1919

1 Watertank Place
PO Box 1849
Henderson, KY 42419
P: (270) 826-9000
F: (270) 767-6912
www.pttg.com

Monday, December 02, 2019

Janet Coppinger
Administrative Director
Lake County Special Districts
230 A Main Street
Lakeport, CA 95453
707-263-0119
janet.coppinger@lakecountyca.gov

Janet,

Since 1919, Pittsburg Tank & Tower Group Maintenance Division has been providing tank services to our customers in over 50 countries, proudly making us a Global Company. Our wealth of experience encompasses all aspects of tank maintenance services, from paint and repair to dismantle and inspections. Our expertise expands beyond maintenance to tank design, fabrication, erection and professional engineering services for new tanks and modifications to existing tanks, including raising, lowering and moving services.

Having been ranked in the Top 600 Specialty Contractors and among the top 15 steel erectors according to Engineering News Record, it was natural to expand our offerings into the Custom Engineering and Manufacturing Industry. Our sister company, AllState Tower Inc., manufactures structural steel components for towers and agricultural material handling, including complete turn-key systems and installation services.

At Pittsburg Tank & Tower Group, it's not only about the products we produce, but the people as well. Being a family-operated company with a commitment to the Safety and Health of our family of employees, we have worked with the Commonwealth of Kentucky's Labor Cabinet to achieve our SHARP Certification (Safety and Health Achievement Recognition Program), and we are recognized as a Drug Free Workplace in accordance with the standards set forth by the regulation; 803 KAR 25:280 Certification of Drug-Free Workplace.

We are proud to provide you with this quotation and look forward to working with you should you decide to accept it. To accept the proposal, simply sign and date one (1) copy and return it to our Henderson, KY office either by mail, fax or email.

Please feel free to contact us should you have any questions or concerns, or simply want to discuss the proposal further.

Respectfully,

Pittsburg Tank & Tower Group
Maintenance Division

Nicci Sheridan
National Accounts Manager
270-826-9000 Ext. 4624
270-215-5706 – Fax
nsheridan@pttg.com

Patrick Heltsley
Vice President
270-869-9400 Ext: 4601
270-748-1325 Cell
270-767-6912 Fax
pheltsley@pttg.com

Paint • Repair • Dismantle • Inspect • Reinsulate • Tanks Raised, Lowered, and Moved
New and Used Tanks

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Monday, December 02, 2019

TO: Lake County Special Districts
230 A Main Street
Lakeport, CA 95453

ATTN : Janet Coppinger
Administrative Director
PHONE : 707-263-0119

EMAIL : janet.coppinger@lakecountycalifornia.gov

In accordance with price, terms and conditions quoted below, we propose to furnish all labor, material, equipment and insurance necessary to complete the following: **one (1) 100,000 gallon ground storage water tank, 34' diameter x 16' tall, located at 8520 State Hwy 20, Lucerne, CA:**

SCOPE OF WORK

INTERIOR RECOATING:

Sandblast, SSPC-SP10 (near white) entire interior areas. Weld seams will receive one (1) stripe coat of epoxy primer and apply an epoxy liner to the entire tank to achieve 8 to 10 mils of total dry film thickness.

The above to be completed for the sum of.....\$99,995.00
Ninety-Nine Thousand Nine Hundred Ninety-Five Dollars and Zero Cents

***Price based on Prevailing wages.**

CONTRACTOR FURTHER AGREES

- Any signs and/or logos will be replaced as is.
- After blasting, owner and foreman will inspect the prepared surfaces for any found steel defects prior to application of the coatings.
- This quote does not provide for the shrouding or containment of blast media and paint.
 - Debris generated from repairs and/or painting will be placed in containers provided by the owner and to be disposed of by owner.
- Warning: Do not attach any additional loading to your tank/tower unless structural integrity is known to be sufficient. For analysis call Pittsburg Tank & Tower Maintenance.
- All workmanship is guaranteed for twelve (12) months after completion.
- In the event the tank must be drained, it should be drained by the owner, prior to our arrival (refer to Item #2 on our Terms & Conditions page).

Paint • Repair • Dismantle • Inspect • Reinsulate • Tanks Raised, Lowered, and Moved
New and Used Tanks

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Monday, December 02, 2019

Terms & Conditions

- 1) Prior to start of work, Owner will be furnished a certificate of insurance covering Workman's Compensation, Occupational Disease, Employer's Liability, and General Liability.
- 2) If tank is to be drained prior to our arrival, it shall be drained by owner, if it becomes necessary to drain the tank while on site, it must be drained by the Owner/Customer.
- 3) If needed a pressure release valve will be furnished during the cleaning and painting operation. Owner required to notify PTTM prior to mobilization if required.
- 4) In the event interior and/or exterior complete tank repainting is not included in this scope of work, all new tank appurtenances furnished and installed by PTTM as part of this scope of work shall be field primed and finish coated to match existing coating system(s), unless specifically excluded from our scope of work. Color to match as close as possible.
- 5) No paint shall be applied during wet, damp, or inclement weather.
- 6) All paint will be delivered to the job site in original containers with contents identified by the manufacturer.
- 7) If necessary, customer will be required to clear/move vehicles and equipment a safe distance from the job site to prevent damage and place physical barricades around the perimeter to restrict access.
- 8) Work to be performed using Prevailing wages.
- 9) All workmanship is guaranteed for twelve (12) months after completion.
- 10) Owner is to provide dumpster(s) for trash, paint consumables, blast media, and all other waste produced during course of job, including disposal of said waste.
- 11) Handling, removal, and/or disposal of hazardous or contaminated material (e.g., asbestos, lead, chemicals, heavy metals, etc.) requiring special handling or transportation to a specific disposal site are not included in the submitted quotation for work. Unless specifically included in our scope of work.
- 12) This quote does not provide for the shrouding or containment of blast media and paint.
- 13) Owner understands and agrees any Federal, State, and Municipal taxes imposed on Contractor with respect to the outlined work are additional expenses not included in the contract and further assumes the obligation of paying said additional costs incurred by Contractor. PTTM does not include costs for any permits, local licenses, fees, etc. in this proposal.
- 14) OWNER / CONTRACTOR agree that the exclusive venue for any litigation arising out of or relating to this Agreement shall be in the Circuit Court of Henderson County, Kentucky and that this Agreement and any litigation arising thereunder shall be governed, construed and interpreted according to Kentucky law.
- 15) In the event OWNER initiates any litigation against PTTM in contravention of this venue provision, OWNER shall pay PTTM's attorney's fees and costs incurred in obtaining a dismissal and transfer of the litigation to the proper venue in the Circuit Court of Henderson County, Kentucky.
- 16) OWNER and PTTM hereby waive any right they may otherwise have to venue in a federal court including, but not limited to, any right arising under federal question or diversity jurisdiction.

TERMS

50% with Order; Balance upon Completion OR Mutually Agreed Payment Terms
MasterCard, Visa and American Express are accepted, with prior authorization
Payments made by credit card will be subject to a processing fee of 3%.
Interest will be applied to payments not received in accordance to payment terms.

The parties approving this contract certify that they are fully authorized to do so, and that all legal requirements have been complied with. You are hereby authorized to furnish all labor, material, equipment and insurance required to complete the work mentioned in the above proposal, for which the undersigned agrees to pay the amount mentioned in said proposal. OWNER / CONTRACTOR agree that the exclusive venue for any litigation arising out of or relating to this Agreement shall be in the Circuit Court of Henderson County, Kentucky and that this Agreement and any litigation arising thereunder shall be governed, construed and interpreted according to Kentucky law. In the event OWNER initiates any litigation against PTTM in contravention of this venue provision, OWNER shall pay PTTM's attorney's fees and costs incurred in obtaining a dismissal and transfer of the litigation to the proper venue in the Circuit Court of Henderson County, Kentucky. OWNER and PTTM hereby waive any right they may otherwise have to venue in a federal court including, but not limited to, any right arising under federal question or diversity jurisdiction

ALL QUOTATIONS SUBJECT TO ACCEPTANCE WITHIN 60 DAYS

Accepted : _____,20
 Company : Lake County Special Districts
 By : _____
 Title : _____

Respectfully Submitted by:
**Pittsburg Tank & Tower Group
 Maintenance Division**

By : _____
Patrick Heltsley, Vice President

W5

Paint • Repair • Dismantle • Inspect • Reinsulate • Tanks Raised, Lowered, and Moved
 New and Used Tanks

Attention: Jan Coppinger

Customer: Lake County Special Districts (LAK04)

Location: Paradise Cove Tank

Date November 26, 2019
Quote Number SQ-LAK04-191126B
Work Order Number 19648
Acceptance Deadline January 21, 2020

Bill To: 230 N Main St
 Lakeport, CA 95453

Ship To: Need Address Confirmation If
 Applicable

Service Description

Medora Crew to remove all equipment from the tank, bring back to our factory for storage and disinfecting. Once the tank is recoated, Medora Crew will bring equipment back to the Tank and redeploy.

Service Subtotal: \$16,885.00

*Combined Safety / Security prerequisites requiring over one hour of Crew time onsite will be added at a rate of \$1000 / hour.

*Any additional fees associated with the above prerequisites will be billed out at cost.

*Should above prerequisites exist, detailed information must be submitted before scheduling can occur.

Qty.	Parts Description	Cost / Unit	Subtotal
Parts Subtotal:			\$0.00

Notes

Quote may be amended should fewer or additional replacement parts be needed.

Shipping: Not Applicable

Taxes: See Below

Quote Total: \$16,885.00

* Verbal acceptance is needed to ship parts and / or perform service.

* To accept this Quote, please fill out below information and either: a) Fax to 866-355-7583, b) Mail to Medora Corporation using address at top of page, or c) Scan and email to customerservice@medoraco.com.

* Typical lead time is 4-6 weeks from time of quote acceptance.

* **This is not an invoice.** An invoice will be sent once this quote is accepted, work completed, and/or parts delivered.

* **Applicable Sales Taxes:** This quote is pre-sales tax. If sales taxes apply, they will be added in at time of invoice.

lep

Authorized Signature

Date

PO# (if applicable)

Quotation for *GridBee*[™] Trihalomethane (THM) Removal Equipment for Clearlake Oaks County Water District

Date: April 8, 2019

Project #: 8990

To: Dan Larson - Clearlake Oaks County Water District
d.larson@clowd.org • 707-998-3322

From: Harvey Hibel, Medora Corporation West U.S. Manager, Offices in: AZ, CO, OR
harvey.hibel@medoraco.com • 303-887-5323

Courtney Pankowski, Medora Corporation Engineered Sales Dept., Dickinson, ND
Courtney.Pankowski@medoraco.com • 866-437-8076

1. Location Information

Tank Name: Unknown	Tank Volume: 100,000
Address: Unknown	Height (ft): 20'
GPS: Unknown	Diameter (ft): 30' (estimate)
Tank Style: Steel Ground Storage	Hatch (in): (2) 30" and (1) vent
Inlet/Outlet Pipe: Unknown	Power Available: 3 Phase 240v

Note: If this tank has a single inlet/outlet; THM removal percentages are only applicable to the water that is treated in this tank only. THM concentrations that may occur downstream of the tank where treated and untreated water come together can not be predicted.

2. SN1 THM System Design

Designed to treat up to 75,000 GPD with a THM / VOC removal rate of 40%
Designed to treat up to 150,000 GPD with a THM / VOC removal rate of 20%

Please request a new quotation if any other design parameters are desired.

THM Removal Efficiency: THM removal efficiency is impacted by the following: the starting THM levels, the water temperature and the flows through the system. THM removal efficiency can be increased by lower flows, higher starting THM levels, and higher temperatures then were used as design parameters. THM removal efficiency can drop with higher flows, lower starting THM levels, and lower temperatures then were used as design parameters.



3. Equipment Cost - See Section 4 below for Equipment Details.

Quantity	Equipment Description	Purchase Cost Each	Purchase Cost Total
1	GridBee SN1 THM / VOC Removal System Includes: SN1 Floating Unit with 40' of intake hose, blower unit and placement kit.	\$18,610	\$18,610
2	240v Control Panels for SN1 and blower.	\$1,500	\$3,000
Equipment Subtotal:			\$21,610
Applicable Taxes (Estimated at 8.75%, please confirm rate when placing an order):			\$1,891

Choose Only One (1) of the Following:

Project Total

Option #1: Shipping Cost Prepaid & Add: \$1,200	\$24,701
Option #2: Factory Delivery and Placement with On-Site Training (Startup if customer supplied power is available): \$16,885	\$40,386

OPTION 1: Scope of Supply if Customer/Contractor Placement is Chosen

Medora Scope of Supply: Furnish, crate and ship the above equipment.

Customer/Contractor Scope of Supply: Placement of the SN1 System is well within the scope of work most cities or contractors can perform. An O&M manual is provided with all machines. Anything not supplied or listed in Medora Corporation's Scope to be supplied by others.

OPTION 2: Scope of Supply if Factory Delivery and Placement is Chosen

Medora Scope of Supply for delivery and placement of this equipment:

- Manufacture, deliver and place the above equipment into the tank; including supplying any crane or lifting assistance that may be needed. Mount the air through-wall fitting through the roof of the tank.
- Bring the electric cord from each piece of equipment to the outside of the tank, via a Medora supplied through-wall fitting and bring the electrical cord through a tank wall, roof, or vertical side of a raised hatch. The top of the through wall fitting contains 3/4" NPT internal threads for conduit connection.
- If the City electrician connects this equipment to the power system while Medora's crew that is placing the equipment is still on site, Medora's crew will assist in startup of this equipment to check for proper motor rotation and to confirm the equipment is operating correctly. If the City electrician cannot make the final electrical connection to this equipment while Medora's crew is on site, then the City will need to start up the equipment without Medora present, which is generally not a problem. However, if the City requests Medora to make a special trip for system startup, then the City must issue a separate purchase order to cover Medora's cost for the special trip.

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Customer Scope of Supply for Medora delivery and placement of the above equipment:

Below is a standard scope of supply based on general tanks of this construction. Scope may change due to unique tank conditions.

- Confirm in advance that the roof can handle the weight loading of the blower(s).
- Supply source power up to the point of Medora's termination on the tank roof.
- Provide and Install the motor control panels and all associated electrical connections.
- Anything not supplied or listed in Medora Corporation's Scope to be supplied by others.

4. Equipment Description

Operational Design Note: See the System Summary above. During off-peak THM season when maximum THM removal is no longer needed, to save energy the Floating Spray Nozzle equipment can be operated at less intensity, only as needed for compliance, while keeping the low-energy Tank Mixing equipment operating continuously to mix the untreated water with the treated water and to ensure that no untreated water ever leaves the tank.

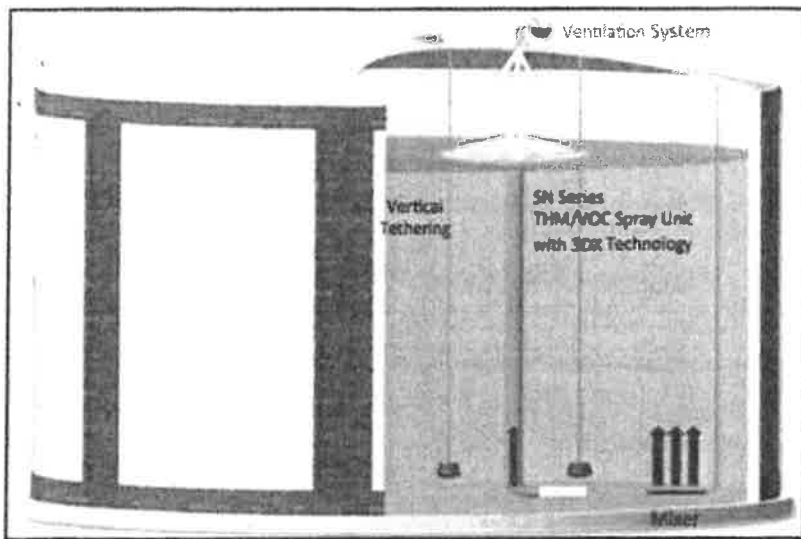


SN1: 1.5-hp floating, grid powered, circulation and Trihalomethane (THM) removal equipment for potable water tanks and reservoirs. 316 stainless construction. Designed for continuous operation and placed into the tank through an 18-inch minimum clear roof opening. Blower Motor - 0.5HP TEFC motor, designed for continuous operation, low power requirement, direct drive, no gearbox and no lubrication schedule required. Sealed Penetration Fitting - T316 stainless steel tank fitting with a 3/4" NPT female connection. Not designed as a submersible penetration. Requires 230vAC, 1-PH, 60Hz power. Medora recommends secondary disconnect to be located near equipment access hatch. Operating footprint: 80 inches diameter and a minimum 18 inches headspace required.. Shipping crate size: 72 inches length x 48 inches width x 48 inches height. Shipping weight: 400 lbs.

Medora can offer the City the following motor control panels and motor protectors for this project. This equipment has a standardized design that meets the basic needs of most industrial users. Because of the standardized design, requests for modifications cannot be accommodated by Medora, though Medora will refer the City to other electrical supply vendors that could possibly accommodate any special requests by the City.

240v GS Series Control Panel with SCADA Monitoring: Completely assembled, Carlon NEMA 4X enclosure, Hand-Off-Auto switch, contactor for mixer or blower control, run indicator light on exterior of door, grounding lug, and locking latch for security. SCADA: 4-20 mA current transducer provides analog output for motor current which allows for monitoring proper operation, and a 24 VDC relay for remote on/off control of the mixer or blower. Complete panel as shipped is UL508A certified. Dimensions: 10"H x 8"W x 4"D

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Note: To the left, for illustrative purposes only, is a schematic diagram of a THM Removal System. This quotation is only the in-tank water-handling equipment, namely the Floating Spray Nozzle equipment, any Tank Mixing equipment required and the Ventilation System.

Sales Terms.

The below sales terms apply to this quote in its entirety:

A. Material Supplier only. This quote is to supply materials only. No contracting or construction work of any type is being offered or will be performed by Medora Corporation (Medora) at the jobsite or at any Medora location or factory.

1) To order the materials in this quote, the purchaser should use the same type of purchase order as would be used to order other materials; for example, a desk or a forklift. Please do not attempt to order the equipment quoted here with a "contractor" or "subcontractor" agreement of any sort, because Medora is strictly a material supplier, not a contractor, and would have to reject that type of agreement.

2) The US Department of Labor clearly defines a Material Supplier, such as Medora, and its allowable activities. All activities by Medora factory personnel to transport, place and start up the Medora equipment are incidental to Medora being a Material Supplier, and Medora will not perform contracting or construction work of any type for any project. Also, no local, state, or federal laws regarding contractors or construction projects, or Davis Bacon or similar reporting requirements, are applicable to this quote because Medora is not a contractor and does not perform any construction activities.

3) It is the responsibility of the purchaser of Medora's equipment to determine in advance whether there are any contracting or construction activities required in order for Medora's equipment to be made operational. Usually there aren't any such activities; but if there are, it is the purchaser's sole responsibility, at its sole cost, to perform all of those activities in advance of Medora's equipment arriving at the jobsite.

B. Assumptions: This quote may be based on worksheets, calculations or other information that has been provided by the City. The City should bring to Medora's attention any discrepancies, errors in data, or false assumption that Medora may have made while preparing this quote.

C. Expiration: This quote expires in 90 days, or on the date of any new quote for this project, whichever is sooner.

D. Delivery Time: Delivery is scheduled at time of order, and is usually between 6 to 12 weeks.

E. Payment Terms: For a federal, state, or local government purchaser with a good credit rating, full payment is due in US dollars 30 days after invoice date, which is generally the date when the goods leave the Medora factory. For a non-government purchaser, full payment must be made by credit card or cashier's check before the goods leave the Medora factory though, in some cases, based on availability of a payment bonding or a bank Letter of Credit, 30 day credit terms may be extended upon special request by the purchaser. If there are any issues with these payment terms, please do not rely on this quote until the issues have been resolved with Medora.

F. Add for Taxes and Any Governmental Fees: Except as indicated above, no taxes, tariffs or other governmental fees are included in the quote shown above, nor are there any costs added for special insurance coverage the customer may require. It is the customer's responsibility to pay all local, state, and federal taxes, including, sales and use taxes, business privilege taxes, and fees of all types relating to this sale, whether they are imposed on either Medora or the customer, or whether these taxes and fees are learned about after the customer orders the equipment. The customer's purchase order should indicate any taxes or fees due on equipment and/or services, and whether the customer will pay them directly to the governing body or include the tax payment with the purchase for Medora to submit them to the governing body.

G. Add for Special Insurance Requirements: Medora Corporation maintains adequate liability and workman's compensation insurance to generally comply with its requirements for doing business in all fifty U.S. states, and will provide at no charge certificates of insurance when requested. However, if additional insurance or endorsements beyond the company's standard policy are required by the customer, then the costs of those additional provisions and/or endorsements will be invoiced to the customer after the costs become known.

H. Add for Special Training, Safety, Signage, or Other Requirements: Medora has a very strong safety training program for its employees. If any special training classes for Medora personnel are required by the customer, please notify Medora well in advance. The cost of this training will be added to this quote or invoiced to the customer separately. The same applies to any other special requirements the customer may have, including providing of project signage or any other requirement.

I. Safe and Accessible Tank Condition Required. This quote is based on the best information made available to us by the above date. If this equipment is ordered, Medora's engineering team will need detail information and photographs to plan the equipment placement. If the detail information changes the scope significantly, Medora reserves the right to withdraw or alter this quote, even if the equipment has already been ordered. To avoid surprises, the City should supply detailed tank information and photos as soon as possible. To ensure the safety of Medora's crews, it is the City's responsibility to make sure that all antennas (radio, cell phone, other) located at or near the tank site are inactivated during the placement of this equipment.

J. Customer to Follow Medora's Maintenance and Safety Guidelines: The customer agrees to follow proper maintenance, operating, and safety instructions regarding the equipment as contained in the safety manual that accompanies the equipment or is sent to the customer's address.

K. Regulatory Compliance. The customer must comply with all applicable Federal and State governmental regulations. It is the customer's sole responsibility to inquire about governmental regulations and ensure that GridBee and SolarBee equipment is deployed and maintained so as to remain in compliance with these regulations and guidelines, and to hold Medora harmless from any liability caused by non-compliance with these regulations and guidelines.

L. Medora Corporation's Limited Replacement Warranty: Medora Corporation has the best parts and labor warranties that we are aware of in the industry. The details of the Warranty which applies to this project are either attached to this document or are available at: <https://www.medoraco.com/resources/warranty-information>.

5. To Accept This Quotation

To order the equipment, please issue a purchase order to Medora Corporation, 3225 Hwy. 22, Dickinson, ND 58601. The purchase order can be mailed to the address above, faxed to 866-662-5052, or emailed to the home office at orderprocessing@medoraco.com.

This Medora Corp. quotation should be attached to the purchase order, and the purchase order should refer to the Medora Corp. quotation by date, and should accept the quotation in its entirety. Acceptable language on the purchase order would be "Quantity: 1. Description: "Equipment per the attached quotation from Medora Corp dated _____, including all terms shown on that quotation. " If there is any language missing, or extra language in the purchase order such as a referral to specifications, then Medora Corp. will not be able to accept the purchase order.

If a purchase orders is not utilized, please sign and date below, provide billing information, and fax to 866-662-5052 or email to orderprocessing@medoraco.com.

Signing below acknowledges acceptance of this quotation. Please indicate which of the following options have been chosen:

Proposal Date: April 8, 2019

Project #: 8990

SN1 THM Removal System

Option #1: Shipping Cost Prepaid & Add

Option #2: Factory Delivery and Placement with On-Site Training:

Signature

Date

Printed Name

Title

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NOTWITHSTANDING THE SUBMISSION OF CONFLICTING TERMS AND CONDITIONS OF SALE BY A CUSTOMER, OR CONFLICTING TERMS AND CONDITIONS OF PRIOR AGREEMENTS BETWEEN THE PARTIES, MEDORA CORPORATION TERMS AND CONDITIONS BELOW SHALL PREVAIL AND APPLY TO THIS SPECIFIC SALE UNLESS THESE TERMS ARE SPECIFICALLY MODIFIED IN A WRITING WHICH IS SIGNED AND DATED BY THE PRESIDENT OF MEDORA CORPORATION.

NEW EQUIPMENT WARRANTY: On all sales, whether for components or for entire systems, the only warranty offered is on a component basis as described below.

For new items or components which Medora Corporation has purchased from a factory or other supplier, the warranty which Medora Corporation's customer receives on each item and component is exactly the warranty which is offered by the manufacturer, if any, and which passes through Medora Corporation to Medora Corporation's customers. A copy of the manufacturer's warranty on each item or component is available upon request prior to or after the sale. In most cases the warranty is for one year and is limited to repair or replacement of goods which have defects in materials or workmanship.

For new items or components which Medora Corporation manufactures, the warranty which Medora Corporation's customer receives is a one year warranty that the item or component will be free from defects in materials and workmanship. Medora Corporation's responsibility is limited to repair or replacement of the item or component at its place of business. It is the purchaser's responsibility to transport it to Medora Corporation's place of business for repair.

Notwithstanding anything above, in no case does Medora Corporation ever warrant or undertake to be responsible for special, consequential, or indirect damages, or for any other damages beyond repair or replacement of the defective goods in questions. In no case does Medora Corporation ever make a warranty of fitness for purpose or of merchantability.

The provisions in any specifications, quotations, or invoices hereto attached if any, are descriptive, unless expressly stated as warranties. The foregoing states the entire guarantee and warranty of Medora Corporation on new equipment herein described, is exclusive and in lieu of all other guarantees and warranties, either express or implied, whether written, oral or statutory. Also, Medora Corporation does not warranty any equipment not sold by it and it shall not be responsible if any item sold by Medora Corporation is made part of any such equipment.

USED, REBUILT, AND SURPLUS EQUIPMENT: There are no warranties of any kind or nature for equipment sold which is used, rebuilt or surplus in nature, except that an authorized Medora Corporation salesperson can, in writing only, extend a warranty up to 30 days in length covering specific functionality aspects of the used product in question. On repairs, Medora Corporation warrants its workmanship for 30 days. As with new equipment, Medora Corporation shall not, in any event, ever be held liable for any special, indirect or consequential damages, or for any warranty of fitness for purpose or merchantability.

SHIPPING DATES: The time for shipment given herein is approximate and is estimated from the date of receipt of order with complete manufacturing information. Medora Corporation shall in no event be liable for any special, indirect or consequential damages arising from delay irrespective of the reason therefore, and receipt by the Purchaser shall constitute acceptance of delivery and waiver of any claims due to delay.

PAYMENTS: The prices specified are in U.S. currency, payable in New York exchange free of all expense to Medora Corporation for collection charges. Prorata payments shall be made for partial shipments. If delivery is prevented or postponed at the request of Medora Corporation's customer, or by reason of any other cause set forth specifically or by implication in paragraph on "Shipping Dates", then all dates of payment related to delivery shall relate instead to the date of completion of manufacture or inventory allocation by Medora Corporation of the components ordered by its customer. Storage of allocated items will be at the Purchaser's expense and risk. The rights of Medora Corporation under this Paragraph are cumulative and in addition to all rights available to Medora Corporation at laws or in equity.

TAXES: The Purchaser shall pay to Medora Corporation in addition to the purchase price, the amount of all Sales, Use, Privilege, Occupation, Excise, or other taxes, Federal, State, local or foreign which Medora Corporation is required to pay in connection with furnishing goods or services to the Purchaser. In lieu thereof, the Purchaser shall provide Medora Corporation with a tax exemption certificate acceptable to the taxing authorities.

SALES FOR EXPORT: In case of sales for export, the Purchaser shall be responsible for procuring (as well as arranging for extensions of) such exports, import or other licenses or authorizations as may be required.

CANCELLATION: Orders are not subject to cancellation or change in specifications, shipping schedules or other conditions originally agreed upon without seller's written consent and then only upon agreement to compensate seller for loss or restock charges caused by such cancellation or changes.

MATERIAL SUPPLIER: Medora Corporation is a Material Supplier as defined by the US Department of Labor, and is never a contractor or subcontractor, and never does construction work of any type. As a Material Supplier, Medora Corporation is not subject to Davis Bacon reporting requirements designed to ensure fair pay for construction laborers.

