CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: June 18, 2026
Time: 10:00 A.M.

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

MINUTES

A. CALL TO ORDER

- Pledge of Allegiance
- Roll Call

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

B. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

C. STAFF REPORTS *(Page 3)*

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

D. COMMITTEE UPDATES

E. CONSENT ITEMS

The Board will be asked to approve all Consent Items at one time without discussion. If any Director, staff, or interested person requests that an item be removed from the Consent Items, it will be considered under New Business.

1. **Financial Reports for review and approval** ***(Page 19)***

   a. May 2026 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

2. **Minutes of the previous meeting for review and approval *(Page 46)***

   a. Minutes of Regular Meeting 05/21/2026
   b. Minutes of Special Meeting 05/21/2026

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

F. NEW BUSINESS

1. Discussion and update on Proposition 218 Public Hearing and opposition letters ***(Page 50)***

   Action Taken: NO ACTION

2. Discussion and approval of quote from Case Excavating, Inc. for a 5' x 5' valve vault at the CEPS located at the Waste Plant in the amount of $21,000.00 ***(Page 55)***

Action Taken: Motion to approve Case Excavating, Inc Quote in the amount of $21,000.00 for the CEPS Valve Vault at the Wastewater Treatment Plant to be withdrawn from the CRP Sewer account and authorizing the General Manager to sign
HERMAN/MCHUGH M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH
NOES: NONE
ABSENT: WHITTIER

3. Discussion and approval of the 2026-2027 Annual Budget ***(Page 56)***

Action Taken: Motion to Approve the 2026-2027 Annual Budget
MCHUGH/HERMAN M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH
NOES: NONE
ABSENT: WHITTIER

4. Discussion and approval of Amendment 2 to the Agreement for the Acceptance of Effluent with Lake County Sanitation District (LACOSAN) ***(Page 64)***

Action Taken: Motion to approve Amendment 2 of the LACOSAN Effluent Agreement
HERMAN/MCHUGH M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH
NOES: NONE
ABSENT: WHITTIER

5. Discussion and approval of contract with MC Engineering for the Water Reliability Improvement Project, number EDWG-1710001-004C ***(Page 69)***

Action Taken: Motion to approve the contract with MC Engineering for the Water Reliability Improvement Project, number EDWG-1710001-004C
MCHUGH/HERMAN M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH
NOES: NONE
ABSENT: WHITTIER

6. Discussion and approval of selling the three (3) 10,000-gallon storage tanks at the water treatment plant to Nice Mutual Water for $_______ per tank

Action Taken: Motion to approve the sale of three (3) 10,000 gallon storage tanks at the Water Treatment Plant for a maximum of $7,000.00/ tank and a minimum of $5,000.00/tank
MCHUGH/HERMAN M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH
NOES: NONE
ABSENT: WHITTIER

G. CLOSED SESSION **Time: 10:38 AM**

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

H. OPEN SESSION **Time: 11:16 AM**

Action Taken: In Closed Session, the Board evaluated both the Administrative Services Manager and the General Manager, no other items were discussed.

Action Taken: In open session, a motion was made by Vice President Herman and seconded by Director McHugh, approving a 5.0% salary increase in accordance with both the 2026-2027 approved annual budget and the staff-wide increase

MCHUGH/HERMAN M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH
NOES: NONE
ABSENT: WHITTIER

A motion to adjourn was made by Director McHugh at 11:17 AM.

ADJOURNMENT **Time: 11:17 AM**

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