

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

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

NOVEMBER 18, 2021

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 Mr. Michael Herman, Director Mr. James Burton, Director
- Mrs. Dianna Mann – General Manager Mrs. Olivia Mann – Board Secretary

- Mr. Francisco Castro, Wastewater Mr. Kurt Jensen, Water Mr. Jesse Seth, 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

Staff Written Operational Reports

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

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. Financial Reports for review and approval

- a. October 2021, 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 previous meeting for review and approval

- a. Minutes of Regular Meeting 10/21/2021

3. Bills

- a. MC Engineering invoice number 2116, dated 11/05/2021, in the amount of \$35,787.36 for the USDA Water Projects
- b. T & S Construction invoice number 6, dated 10/31/21, in the amount of \$282,270.65 for the USDA Water Projects

Action Taken _____

4. Agenda (Old Business)

- a. Discussion and update of the CLOCWD Source Capacity Study

Action Taken: _____

- b. Report from the Yolo Ad Hoc Committee

Action Taken: _____

- c. Employee request of taking a raise in lieu of life insurance

Action Taken: _____

5. Agenda (New Business)

- a. Discussion and consideration of Resolution 21-28, Amending the Clearlake Oaks County Water District 'Water' Code

Action Taken: _____

Closed Session **Time:** _____

- a. Existing litigation: Estep vs. CLOCWD

Open Session **Time:** _____

Action Taken in Closed Session: _____

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)

November 12, 2021

Administration

- ∂ We received 0 water quality complaints (WQC)
- ∂ We received 0 consumer/appeal claim(s)
- ∂ There are 13 accounts on payment arrangements, 6 of those accounts are forfeiture payment arrangements and are not receiving a monthly statement
- ∂ The USDA meter change out is nearing, we only have 2 meters remaining to be installed:
 - Spring Road
 - Water Treatment Plant
- ∂ The USDA Backflow Prevention Assembly (BPA) project is about 75% completed with 520 BPA's installed, we have approximately 260 remaining.
- ∂ The water shut off moratorium is set to expire on December 31, 2021, currently working with CRWA to obtain funds made available for past due water bills.
- ∂ The District continues to conduct its billing audit on vacant lots and unbilled properties within District boundaries. This will be an ongoing audit for at least 10-months.
 - I depend on the DC department almost entirely to locate the service connections, the busier their schedule becomes, the less connections we find monthly. This audit could carry on longer than anticipated.
- ∂ The Water Code is on the agenda for amendment this month with some minor verbiage changes, nothing major.
- ∂ As you have probably seen, the Board Room received a facelift since you were last here, thank you to Jerry and Damien for putting all the new furniture together. We are hoping this new design is more ergonomic for the public to address and see each one of us.
- ∂ Dianna has trained me on the quarterly workman's comp report, I will be doing this starting the end of this quarter.
 - She has also passed on payroll reporting to JPIA, I will be taking this over starting January 2022

All the best,

Olivia Mann
Administrative Services Manager
Board Secretary

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

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November 15, 2021

*Clearlake Oaks County Water District
P.O. Box 709
Clearlake Oaks, CA 95423-0709*

RE: DC board letter,

Water distribution main & service lines:

- *T&S Construction are continuing with the back flow installs.
- *T&S Is setting up temporary tanks in Water Treatment Plant to take the clarifier and clear well Offline
- *Harvey tank site foundation was poured and work is continuing to progress.

● Eastlake School warhead



Leak repair



Leak repair



Sample stations sites/Boil water notices:

- *DC crew is still collecting the routine BacT samples every Wednesday.
All samples came back absent / clear.

Sewer collections and Lift station sites:

- *Cleared main obstruction on 4th St with Vaccon and jetted main.
- * Jetted sewer main on Blue Herron.
- *The new power service for lift station 10 is almost complete.

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

A

Staff updating:

*DC crew includes;

- Jeremy, Chief – OP. 3, Class B license. Out on medical leave
- Jesse, Lead – OP. 3, Class B license, Tech. Ham license. Interim DC Chief
- Hugo - DC OP. 2, Class B license. Tech. Ham license.
- Jerry - DC OP. 2, pending his 1 year of experience in water industry.
- Jake - Utility Tech with I.T. knowledge. "Out on workmen's comp"
- Damien – New temp.

District vehicles:

V-28 Chevy Utility truck had breaks replaced and new tires.
The District water truck has arrived and is being used.

Miscellaneous:

* Bad car accident at east lake school involved a warhead / hydrant.

Thank You

Interim DC Chief, Jesse Seth

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Oct / Nov 2021
Board letter

- ◆ Oct / Nov raw water started out difficult with an event that was over 400 NTU and a second event that was over 200 NTU. It has gotten better throughout the month averaging between 10-30 NTU. Charge analyzer and jar testing are being done regularly; adjustments are being made multiple times a day and monitored. Filter backwashes have gotten back to every other day.
- ◆ James and I have been able to adjust our schedules back to a normal schedule.
- ◆ Water production for the month of October was 22.996 MG down 1.734 MG from the previous month.
- ◆ We are getting regular plant shut downs again as demand is continuing to dwindle.
- ◆ Treatment has been able to do the weekly tank runs for testing of chlorine residuals in all the tank locations.
- ◆ Continuing maintenance / cleanup through the plant area.
- ◆ The water mover has been turned off with the lower NTU and the baffles should both be removed with winter progressing.
- ◆ Cyano testing has been good, all testing either N/D (non detect) or DNQ (detect not quantified) below a level of .15 micrograms per liter. The aforementioned threshold is below the safe level .3ug/l for children under 6 and well below the adult level of 1.6ug/l. Testing stopped as of October 31.
- ◆ T & S has started the tank farm for work being done to the clear well.

Water sample list is attached

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

Thank you,
Kurt Jensen
WTP Chief Plant Operator
k.jensen@clocwd.org

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November 15, 2021

Clearlake Oaks County Water District
P.O. Box 709
Clearlake Oaks, CA 95423-0709

RE: October Board Letter

A total of 11.16 MG of influent came into the plant. The total amount treated and sent through effluent pipeline was 10.28 MG averaging 228 gpm. As noted on these flows, we treated more influent and sent more effluent than last month due to the storm we experienced on the 23rd and 24th. Just in those 2 days we received a total of 5.6". All testing in house and outsourced results were in compliance with our WDR. During the beginning of the month we had started to see our process head toward normality. I have been turning our aeration down which is a good sign of things heading toward the right direction. The damage was done. Our CCC needed to be dredged due to an accumulation of solids because of our blanket going over our weirs. On the 18th we completed this task. We are ready to dredge pond #1 and #2 as well but we are waiting for some rebuilt kits for both isolation valves. As soon as we receive these kits, we will be planning the dredging of both ponds.

On the 20th Guy Childs, from Central Valley Regional Water Quality Control Board, visited our site for an inspection. He tends to inspect facilities that he oversees on an annual basis. He was happy with all the improvements and how the plant has evolved lately. We will be receiving an inspection report from him in the following days. Any findings will be addressed and taken care of. On the 29th we also had Lake County Environmental Health Office conduct a routine CUPA inspection. This is an inspection that pertains to our hazardous materials that we store and the way we would handle an emergency in the case of a spill. We have received the final report and we will be addressing some minor findings. At this time everything at the plant is working fine. Thanks for the support we receive from all board members.

Francisco Castro
Wastewater Chief Plant Operator

Margaret Medeiros
President

Stanley Archacki
Vice President

Samuel Boucher
Director

Michael Herman
Director

James Burton
Director

Clearlake Oaks County Water District
Board of Directors
Board Meeting November 18, 2021

Hello Board Members,

The welcomed rain fall definitely took some stress off our Water Plant Operators. Even though I would have liked to see some more, I am truly hoping for a very wet winter. Our turbidity levels dropped down to semi-normal numbers and the plant staff is back to their normal schedules.

You all saw our new water truck parked in front of the Admin building last board meeting, and staff couldn't be more excited. Thank you again for approving such a needed asset to the District.

The water intake pump pipeline is scheduled to be dropped into the lake the week of December 6th. I am still waiting on the report from PCH Surveyers that will identify any existing hazards resting on the lake floor.

The tank farm is being installed at the water plant to allow for maintenance on our Clearwell. This is a pretty big project, and to my knowledge, this has never been done before in our District. This project is scheduled to take one to two months then some of the tanks will be transported and used at Cerritos while the new tank is constructed.



Smoke testing was performed on the shore line west of Lift Station 1 that did show some vulnerabilities that the District will have to address before the lake reaches flood level again, however, I believe we have some time on that.

At last report, T & S has approx. 260 backflows to install, which cannot be done quick enough for me.

The meter and backflow projects have turned out to be a much bigger project than I could of imagined.

Staff and I continue to knock off items from the Water Sanitary Survey that was issued back in September. Guy Childs, from SWRCB, came and performed his annual inspection of the Waste Plant in which I am expecting an inspection report from him any day.

- The District's auditor was here for a couple of days to perform our annual audit.
- Until further notice, Jesse Seth will be interim Chief D/C Operator.
- Thank you to Olivia for the facelift you will see in the Board Room, it looks great.
- The Waste Water Staff was able to receive their new truck, again, thank you.

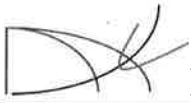
Please refer to the attached MC Engineering update on the USDA Project.

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

Respectfully Submitted,

Dianna Mann

General Manager



Report Date: November 4th, 2021

To: Dianna Mann, CLOCWD General Manager

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

RE: CLOCWD USDA Funded Water System Improvements Project

Billing Period: October, 2021

I. Project Status Update

Work on the project during October included the following:

- Contract facilitation and monthly invoicing
- Misc. correspondence with contractor
- Weekly meetings and minutes
- On site inspection services and data logging of meter and BPA installations
- Coordination with environmental
- Submittals Reviews (shop drawings)
- Coordination with RGH for testing backfill compaction collecting concrete samples
- Revising DMA installation design to conform to potholing data
- Reviewing and listing the Owner requirements of state and federal agencies for bidding and construction

II. Budget Status Update

Total Contract w/Design \$1,238,396.00

This Invoice: \$36,234.80

Cost to Date: \$974,479.85

Cost to Complete: \$263,916.15

III. Projected Tasks for November 2021

- Continue to conduct weekly construction meetings (agenda and minutes)
- Coordination with geotechnical subconsultant for materials testing (concrete) and compaction testing
- Review of submittals
- Respond to RFIs and CCO
- Continue daily field inspections for meter installs, backflow preventers, and tank site improvements

Clearlake Oaks County Water District
Summary Balance Sheet
As of October 31, 2021

	Oct 31, 21
ASSETS	
Current Assets	
Checking/Savings	2,242,943.46
Accounts Receivable	204,087.00
Other Current Assets	3,168,601.63
Total Current Assets	5,615,632.09
Fixed Assets	18,640,412.05
TOTAL ASSETS	24,256,044.14
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	89,267.37
Credit Cards	7,645.83
Other Current Liabilities	6,756,287.01
Total Current Liabilities	6,853,200.21
Long Term Liabilities	958,676.00
Total Liabilities	7,811,876.21
Equity	16,444,167.93
TOTAL LIABILITIES & EQUITY	24,256,044.14

Clearlake Oaks County Water District

Balance Sheet

As of October 31, 2021

	Oct 31, 21
ASSETS	
Current Assets	
Checking/Savings	
102.13 · SEWER RESERVES-9592	65,000.00
102.10 · CRP PC - 6192	18,793.26
102.12 · WATER RESERVES- 8503	337,700.00
102.001 · GL - 9122 (Old Acct. # 053420019)	618,605.40
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 1013...	872,452.15
Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 10...	1,061,452.15
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERIC...	88.98
102.02 · CRP Water - 6990	61,724.95
102.03 · CRP Sewer - 3745	79,578.72
Total Checking/Savings	2,242,943.46
Accounts Receivable	
CUSI Accounts Receivable	204,087.00
Total Accounts Receivable	204,087.00
Other Current Assets	
116 · DEFERRED OUTFLOW- PENSION	236,756.00
103 · PETTY CASH (PETTY CASH - WAS 1013200)	306.59
104 · COUNTY TREASURY (COUNTY TREASURY - WAS 1013201)	47,897.68
130 · Const In Progress - Studies	1,084,096.10
132 · CRP SEWER (CAPITOL IMPROVEMENTS - SEWER - WAS 1...	983,511.67
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 11...	249,148.33
114 · ACCOUNTS RECEIVABLE. (ACCOUNTS RECEIVABLE - WA...	551,411.26
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097...	15,474.00
Total Other Current Assets	3,168,601.63
Total Current Assets	5,615,632.09
Fixed Assets	
138 · USDA Water Improvements	3,496,249.87
128 · Sewer Infrstructure & Rehab Proj (Phase 1 was the installation ...	3,947,182.78
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation o...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installatio...	250,195.76
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installat...	365,696.42
131 · Waste Water Plant	
131.1 · Pumps/Equipment	99,784.99
131 · Waste Water Plant - Other	57,768.09
Total 131 · Waste Water Plant	157,553.08
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43
USDA Project	-523,819.00
127 · Water Plant	
127.8 · Water Intake Pump Extension	2,625.00
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	182,836.13
127 · Water Plant - Other	211,458.66
Total 127 · Water Plant	446,902.93
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WAT...	1,926,858.13
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	27,331.49

Clearlake Oaks County Water District
Balance Sheet
As of October 31, 2021

	Oct 31, 21
120.75 · SCADA	22,386.51
120.90 · Vehicles/Generators/Trailers	717,010.38
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other	95,008.57
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)	2,788,595.08
122 · Bldgs/Grounds Cap Improvements	8,547,329.06
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEW...	
124.2 · GIS Online Mapping System	6,565.17
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	56,539.80
Total 124.30 · Lift Stations	122,582.03
124.50 · Mains	14,788.58
124.60 · Meters	10,000.34
124.90 · Water Tanks	40,615.04
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SE...	3,146,308.39
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - ...	3,340,859.55
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-9,745,066.00
Total Fixed Assets	18,640,412.05
TOTAL ASSETS	24,256,044.14
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 209...	89,267.37
Total Accounts Payable	89,267.37
Credit Cards	
211 · WAB Credit Card	
211.17 · WAB - Kurt - 0390	58.85
211.16 · WAB - Francisco - 5312	3,009.74
211.14 · WAB - Dianna - 3226 (211.14: - WAB - Dianna - 3226)	2,122.47
211.13 · WAB - Jeremy - 2499	2,454.77
Total 211 · WAB Credit Card	7,645.83
Total Credit Cards	7,645.83
Other Current Liabilities	
Annual Depreciation	249,035.55
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a...	-3,928.96
280 · Loan	
280.15 · USDA Water Improvement Project (USDA Wtr Impr...	3,123,282.83
280.02 · KS State Bank - 2019 Vac-Con	267,032.91
280.12 · USDA Loan	3,100,172.41
Total 280 · Loan	6,490,488.15
221 · Health Ins - EE Portion	2,957.80
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	383.04
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHME...	4,216.93
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) ...	-3,881.06
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW ...	335.87
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PA...	-1.00
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DED...	-13,163.16
223.80 · GASB 68 Pension (- WAS 2097190)	26,313.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS P...	5,034.01
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSAT...	18,602.20
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts ...	-19,769.49

Clearlake Oaks County Water District
Balance Sheet
As of October 31, 2021

	<u>Oct 31, 21</u>
Total Other Current Liabilities	6,756,287.01
Total Current Liabilities	6,853,200.21
Long Term Liabilities	
295 · NET PWNSION LIABILITY	958,676.00
Total Long Term Liabilities	958,676.00
Total Liabilities	7,811,876.21
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	3,421,075.19
304 · Opening Balance Equity (Opening balances during setup post ...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corpor...	13,242,238.74
Net Income	365,137.24
Total Equity	16,444,167.93
TOTAL LIABILITIES & EQUITY	<u>24,256,044.14</u>

Clearlake Oaks County Water District
Profit and Loss
 July through October 2021

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
Ordinary Income/Expense					
Income					
Income					
410 · Client Reg Pmt	0.00	368,516.00	504,534.57	873,050.57	873,050.57
420 · Connection Fees	0.00	0.00	10,419.00	10,419.00	10,419.00
430 · Penalty & Interest	0.00	6,502.97	9,418.17	15,921.14	15,921.14
440 · Misc Revenue	0.00	0.00	10.00	10.00	10.00
450 · Other - Non S/W Rev	0.00	17,640.91	17,659.65	35,300.56	35,300.56
Total Income	<u>0.00</u>	<u>392,659.88</u>	<u>542,041.39</u>	<u>934,701.27</u>	<u>934,701.27</u>
Total Income	0.00	392,659.88	542,041.39	934,701.27	934,701.27
Gross Profit	0.00	392,659.88	542,041.39	934,701.27	934,701.27
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	126,325.61	92,231.36	94,057.74	312,614.71	312,614.71
520 · FICA - District Share	9,432.51	6,838.46	7,123.90	23,394.87	23,394.87
530 · Medical Ins - Dist Share	28,589.16	29,773.68	10,013.19	68,376.03	68,376.03
540 · PERS - District Share	17,423.24	6,108.59	3,013.68	26,545.51	26,545.51
550 · Unemployment	1,064.99	0.00	0.00	1,064.99	1,064.99
560 · Workers Comp Ins	749.55	1,746.00	1,563.36	4,058.91	4,058.91
Total Salaries & EE Benefits	<u>183,585.06</u>	<u>136,698.09</u>	<u>115,771.87</u>	<u>436,055.02</u>	<u>436,055.02</u>
Services & Supplies					
610 · Bank Fees	9,222.64	0.00	0.00	9,222.64	9,222.64
620 · Communications & Internet	1,903.74	3,820.44	3,677.28	9,401.46	9,401.46
622 · Board Exp	195.19	0.00	0.00	195.19	195.19
630 · Equip - Office	713.60	141.51	494.08	1,349.19	1,349.19
640 · Fuel & Oil	0.00	3,406.69	2,336.08	5,742.77	5,742.77
645 · Insurance	0.00	37,050.55	37,050.54	74,101.09	74,101.09
657 · Lab	0.00	3,653.00	4,558.05	8,211.05	8,211.05
660 · Memberships & Subscription	215.28	8,316.44	8,959.12	17,490.84	17,490.84
670 · Postage & Shipping	51.31	0.00	0.00	51.31	51.31
675 · Professional Services	37,287.12	11,105.12	17,066.78	65,459.02	65,459.02
685 · Rents	4,876.96	0.00	0.00	4,876.96	4,876.96
690 · Safety & Security	395.70	1,839.04	1,634.60	3,869.34	3,869.34
700 · Tools & Instruments	0.00	1,486.66	578.53	2,065.19	2,065.19
703 · Supplies - Clothing & Personal	0.00	2,159.28	1,874.72	4,034.00	4,034.00
705 · Supplies - Office	2,331.61	243.25	227.12	2,801.98	2,801.98
715 · Supplies-Chemicals-Operating	0.00	19,143.88	57,970.94	77,114.82	77,114.82
720 · Supplies - Inventory - Other	0.00	1,915.09	392.91	2,308.00	2,308.00
735 · Training/Classes/Certs/ClassB	0.00	508.08	250.00	758.08	758.08
750 · Utilities	1,812.14	28,235.76	54,174.84	84,222.74	84,222.74
760 · Waste Disposal	167.79	22,897.57	1,012.05	24,077.41	24,077.41
795 · Yolo Co	0.00	0.00	17,186.75	17,186.75	17,186.75
799 · Misc					
799.1 · Customer Refund - Acct close...	0.00	4,402.70	3,164.36	7,567.06	7,567.06
Total 799 · Misc	<u>0.00</u>	<u>4,402.70</u>	<u>3,164.36</u>	<u>7,567.06</u>	<u>7,567.06</u>
Total Services & Supplies	<u>59,173.08</u>	<u>150,325.06</u>	<u>212,608.75</u>	<u>422,106.89</u>	<u>422,106.89</u>
Repairs & Replacement					
810 · R&R Buildings & Grounds	193.56	378.84	0.00	572.40	572.40
840 · R&R Vehicles	0.00	577.50	587.42	1,164.92	1,164.92
Total Repairs & Replacement	<u>193.56</u>	<u>956.34</u>	<u>587.42</u>	<u>1,737.32</u>	<u>1,737.32</u>
Total Expense	<u>242,951.70</u>	<u>287,979.49</u>	<u>328,968.04</u>	<u>859,899.23</u>	<u>859,899.23</u>
Net Ordinary Income	<u>-242,951.70</u>	<u>104,680.39</u>	<u>213,073.35</u>	<u>74,802.04</u>	<u>74,802.04</u>
Net Income	<u>-242,951.70</u>	<u>104,680.39</u>	<u>213,073.35</u>	<u>74,802.04</u>	<u>74,802.04</u>

Clearlake Oaks Co Water District PROJECTED BUDGET 2021-2022

4

Target % > **33%**

As of October 2022 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
Total Operating Revenue	1,267,621	422,540	542,042	43%	1,292,200	430,733	392,660	30%
Total Operating Expenses	1,150,876	383,625	447,282	39%	1,269,661	423,220	405,055	32%
Operating Balance (loss)	116,745	38,915	94,760		22,539	7,513	(12,395)	
420 Connection Fees	10,000	3,333	10,419	104%	10,000	3,333	-	0%
435								
450 Other - Non S/W Rev	100,000	33,333	17,660	18%	100,000	33,333	17,641	18%
Reserves	150,000	50,000	50,000	0%				0%
Net Change In Net Position (loss)	76,745	25,582	72,839		132,539	44,180	5,246	

Current Revenue Notes:

440- Misc Water = Bulk Water

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

Past Revenue Notes

General Ledger	\$666,726.11
District CRP	\$141,303.67
Paradise Cove CRP	\$18,793.26
Water Reserve	\$337,700.00
Sewer Reserve	\$65,000.00
LAIF Account	\$1,062,098.50
Total	\$2,291,621.54

As of October 2022 Operating Revenue	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
410 Client Reg Pmt	1,232,621	410,874	504,535	41%	1,267,200	422,400	368,516	29%
430 Penalty & Interest	30,000	10,000	9,418	31%	25,000	8,333	6,503	26%
440 Misc	5,000	1,667	10	0%	0	0	-	0%
Total Revenue >	1,267,621	422,540	513,963	41%	1,292,200	430,733	375,019	29%

As of October 2022 Operating Expenses	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	%	Annual	YTD	YTD	%
505 Salaries & Wages	357,579	119,193	157,221	44%	481,584	160,528	155,394	32%
520 FICA - District Share	29,824	9,941	11,841	40%	40,251	13,417	11,555	29%
530 Medical Ins - District Share	107,214	35,738	24,308	23%	159,912	53,304	44,069	28%
540 PERS - District Share	66,236	22,079	11,726	18%	77,083	25,694	14,821	19%
550 Unemployment	9,000	3,000	533	6%	9,000	3,000	533	6%
560 Workers Comp Ins	21,103	7,034	1,938	9%	25,370	8,457	2,121	8%
Salaries and Employee Benefits >	590,956	196,985	207,565	35%	793,201	264,400	228,491	29%

605 Advertising	200	67	-	0%	200	67	-	0%
610 Bank Fees	12,430	4,143	4,612	37%	12,420	4,140	4,612	37%
620 Communications & Interne	19,000	6,333	4,629	24%	19,000	6,333	4,772	25%
622 Board Exp	3,750	1,250	98	3%	3,750	1,250	98	3%
625 Equip - Field (\$300-\$4999)	2,500	833	-	0%	4,000	1,333	-	0%
630 Equip - Office	1,500	500	851	57%	2,000	667	499	25%
640 Fuel & Oil	13,500	4,500	2,336	17%	15,000	5,000	3,407	23%
645 Insurance	35,000	11,667	37,051	106%	35,000	11,667	37,051	106%
650 Interest	3,000	1,000	-	0%	3,000	1,000	-	0%

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657	Lab	20,000	6,667	4,558	23%	21,000	7,000	3,653	17%
660	Memberships & Subscriptic	26,500	8,833	9,067	34%	33,500	11,167	8,424	25%
665	Mileage Reimb	750	250	-	0%	500	167	-	0%
670	Postage & Shipping	2,000	667	26	1%	2,000	667	26	1%
675	Professional Services	54,000	18,000	35,711	66%	39,000	13,000	29,749	76%
685	Rents	6,550	2,183	2,439	37%	6,550	2,183	2,439	37%
690	Safety & Security	2,500	833	1,833	73%	7,500	2,500	2,037	27%
700	Tools & Instruments	2,000	667	579	29%	2,500	833	1,487	59%
703	Supplies - Clothing & Perso	2,500	833	1,875	75%	3,100	1,033	2,159	70%
705	Supplies - Office	3,500	1,167	1,393	40%	4,000	1,333	1,409	35%
715	Treatment Chemicals	75,000	25,000	57,971	77%	52,000	17,333	19,144	37%
720	Supplies - Operating - Othe	5,000	1,667	393	8%	22,000	7,333	1,915	9%
730	Taxes - Licenses	0	0	-	0%	0	0	-	0%
735	Training	2,750	917	250	9%	2,250	750	508	23%
745	Travel	1,000	333	-	0%	1,000	333	-	0%
750	Utilities	190,900	63,633	55,081	29%	125,900	41,967	29,142	23%
760	Waste Disposal	3,090	1,030	1,096	35%	52,290	17,430	22,982	44%
795	Yolo Co	61,000	20,333	17,187	28%				
799	Misc	-	-	-	0%				0%
	Services and Supplies >	549,920	183,307	239,033	43%	469,460	156,487	175,510	37%
810	R&R Buildings & Grounds	7,000	2,333	97	1%	4,500	1,500	476	11%
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	1,000	587	20%	2,500	833	578	23%
850	Maintenance Reserve Acco	-	-	-		-	-	-	
	Repairs & Replacement >	10,000	3,333	684	7%	7,000	2,333	1,054	15%
	Total Expenses >	1,150,876	383,625	447,282	39%	1,269,661	423,220	405,055	32%

4 Administration - Budget Variance Report July 1, 2021 through June 30, 2022		Target % >		33.3%	GL ADMIN	
As of October 2022		2020-2021 Budget		Actual	Total	
Expenses		Annual	YTD	YTD	% Spent	Remaining
505	Salaries & Wages	394,151	131,384	126,326	32.1%	267,825
520	FICA - District Share	33,421	11,140	9,433	28.2%	23,988
530	Medical Ins - District Share	109,031	36,344	28,589	26.2%	80,442
540	PERS-District Share (incl unfunded Liab, 78,867.)	112,884	37,628	17,423	15.4%	95,461
550	Unemployment	18,000	6,000	1,065	5.9%	16,935
560	Workers Comp Ins	8,035	2,678	750	9.3%	7,285
Salaries and Employee Benefits >		675,522	225,174	183,586	27.2%	491,936
605	Advertising	400	133	-	0.0%	400
610	Bank Fees	24,840	8,280	9,223	37.1%	15,617
620	Communications & Internet	7,000	2,333	1,904	27.2%	5,096
622	Board Exp	7,500	2,500	195	2.6%	7,305
625	Equip - Field (up to \$4999)	0	0	-	0.0%	0
630	Equip - Office	2,000	667	714	35.7%	1,286
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	3,000	1,000	215	7.2%	2,785
665	Mileage Reimb	500	167	-	0.0%	500
670	Postage & Shipping	4,000	1,333	51	1.3%	3,949
675	Professional Services (Legal, IT, CUSI annual)	58,000	19,333	37,287	64.3%	20,713
685	Rents	13,100	4,367	4,877	37.2%	8,223
690	Safety & Security (boots)	1,000	333	396	39.6%	604
700	Tools & Instruments	0	0	-	0.0%	0
703	Supplies - Clothing & Personal	600	200	-	0.0%	600
705	Supplies - Office	5,000	1,667	2,332	46.6%	2,668
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)	1,500	500	-	0.0%	1,500
745	Travel / Lodging	1,000	333	-	0.0%	1,000
750	Utilities	5,800	1,933	1,812	31.2%	3,988
760	Waste Disposal	580	193	168	29.0%	412
795	Yolo Co	0	0	-	0.0%	0
799	Misc	0	0	-	0.0%	0
Services and Supplies >		135,820	45,273	59,174	43.6%	76,646
810	R&R Buildings & Grounds	4,000	1,333	194	4.9%	3,806
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	1,333	194	4.8%	3,806
Total Expenses >		815,342	271,781	242,954	29.8%	572,388

505 = Three pay periods in the month of July

4	Sewer - Budget Variance Report July 1, 2021 through June 30, 2022			Target % >	33.3%	GL SEWER
	As of October 2022				%	Total
	Expenses	2020-2021 Budget Annual	YTD	Actual YTD	Spent	Remaining
505	Salaries & Wages	284,509	94,836	92,231	32.4%	192,278
520	FICA - District Share	23,541	7,847	6,838	29.0%	16,703
530	Medical Ins - District Share	105,397	35,132	29,774	28.2%	75,623
540	PERS - District Share (\$14.5K Unfunded)	20,641	6,880	6,109	29.6%	14,532
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	21,353	7,118	1,746	8.2%	19,607
	Salaries and Employee Benefits >	455,440	151,813	136,698	30.0%	318,742
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	4,333	3,820	29.4%	9,180
622	Board Exp	0	0		0.0%	0
625	Equip - Field (up to \$4999)	1,500	500		0.0%	1,500
630	Equip - Office	1,000	333	142	14.2%	858
640	Fuel & Oil (Schaeffers)	10,000	3,333	3,407	34.1%	6,593
645	Insurance	35,000	11,667	37,051	105.9%	(2,051)
650	Interest	0	0		0.0%	0
657	Outsource Lab / Internal Lab	21,000	7,000	3,653	17.4%	17,347
660	Memberships & Subscriptions	32,000	10,667	8,316	26.0%	23,684
665	Mileage Reimb	250	83		0.0%	250
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA)(CUSI Tech)	10,000	3,333	11,105	111.1%	(1,105)
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	7,000	2,333	1,839	26.3%	5,161
700	Tools & Instruments	2,500	833	1,487	59.5%	1,013
703	Supplies - Clothing & Personal	2,800	933	2,159	77.1%	641
705	Supplies - Office	1,500	500	243	16.2%	1,257
715	Treatment Chemicals	52,000	17,333	19,144	36.8%	32,856
720	Supplies-Operating-Other-Titan Tubes	22,000	7,333	1,915	8.7%	20,085
730	Taxes - Licenses	-	-			-
735	Training, Certs (classes, books)	1,500	500	508	33.9%	992
745	Travel / Lodging	500	167		0.0%	500
750	Utilities	123,000	41,000	28,236	23.0%	94,764
760	Waste Disposal	52,000	17,333	22,898	44.0%	29,102
795	Yolo Co	0	0		0.0%	0
799	Misc	0	0		0.0%	0
799.1	Customer Refund			4,403		
	Services and Supplies >	388,550	129,517	150,326	38.7%	238,224
810	R&R Buildings & Grounds	2,500	833	379	15.2%	2,121
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	833	578	23.1%	1,922
		-	-		0.0%	-
	Repairs & Replacement >	5,000	1,667	957	19.1%	4,043
	Total Expenses >	848,990	282,997	287,981	33.9%	561,009

Expense Notes

675 half of CUSI membership/technical support

715 Supplies - Chemicals

More chemicals required due to additional algae from WTP

4 Water - Budget Variance Report July 1, 2021 through June 30, 2022		2020-2021 Budget		Target % >	33.3%	GL WATER
As of October 2022				Actual	%	Total
Expenses		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	160,503	53,501	94,058	58.6%	66,445
520	FICA - District Share	13,114	4,371	7,124	54.3%	5,990
530	Medical Ins - District Share	52,698	17,566	10,013	19.0%	42,685
540	PERS - District Share	9,794	3,265	3,014	30.8%	6,780
550	Unemployment	0	0		0.0%	0
560	Workers Comp Ins	17,086	5,695	1,563	9.1%	15,523
Salaries and Employee Benefits >		253,195	84,398	115,772	45.7%	137,423
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	4,333	3,677	28.3%	9,323
622	Board Exp	0	0		0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630	Equip - Office	500	167	494	98.8%	6
640	Fuel & Oil	8,500	2,833	2,336	27.5%	6,164
645	Insurance	35,000	11,667	37,051	105.9%	(2,051)
650	Interest	0	0		0.0%	0
657	Outside Lab / Internal Lab	20,000	6,667	4,558	22.8%	15,442
660	Memberships & Subscriptions	25,000	8,333	8,959	35.8%	16,041
665	Mileage Reimb	500	167		0.0%	500
670	Postage & Shipping	0	0		0.0%	0
675	Prof Services (SCADA, Mtce Prog)(CUSI Tech)	25,000	8,333	17,067	68.3%	7,933
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	2,000	667	1,635	81.8%	365
700	Tools & Instruments	2,000	667	579	29.0%	1,421
703	Supplies - Clothing & Personal	2,200	733	1,875	85.2%	325
705	Supplies - Office	1,000	333	227	22.7%	773
715	Treatment Chemicals	75,000	25,000	57,971	77.3%	17,029
720	Supplies - Operating - Other	5,000	1,667	393	7.9%	4,607
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	2,000	667	250	12.5%	1,750
745	Travel / Lodging	500	167		0.0%	500
750	Utilities	188,000	62,667	54,175	28.8%	133,825
760	Waste Disposal	2,800	933	1,012	36.1%	1,788
795	Yolo Co	61,000	20,333	17,187	28.2%	43,813
799	Misc	0	0		0.0%	0
799.1	Customer Refund			3,164		
Services and Supplies >		469,000	156,333	212,610	45.3%	256,390
810	R&R Buildings & Grounds	5,000	1,667		0.0%	5,000
815	R & R Damage Claims	0	0		0.0%	0
820	R&R Lift Stations	0	0		0.0%	0
830	R&R Equipment	0	0		0.0%	0
832	R&R Mains	0	0		0.0%	-
840	R&R Vehicles	3,000	1,000	587	19.6%	2,413
Repairs & Replacement >		8,000	2,667	587	7.3%	7,413
Total Expenses >		730,195	243,398	328,969	45.1%	401,226

505 O.T. due to assisting at the 2nd & Hoover and Lakeview fires, working plant 24/7 due to drought conditions

675 half of CUSI annual membership/technical support, SCADA for Coagulant pump

715 Higer chemical expense due to the unforeseen extreme condition of the lake due to drought

Clearlake Oaks County Water District

CRP/CIP Profit and Loss

July through October 2021

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
Ordinary Income/Expense					
Income					
Income					
425 · CRP (Capital Replacment Plan)	6,253.79	143,521.24	154,043.79	303,818.82	303,818.82
430 · Penalty & Interest	161.57	3,426.72	2,973.41	6,561.70	6,561.70
440 · Misc Revenue	0.00	62.07	62.07	124.14	124.14
Total Income	<u>6,415.36</u>	<u>147,010.03</u>	<u>157,079.27</u>	<u>310,504.66</u>	<u>310,504.66</u>
Total Income	<u>6,415.36</u>	<u>147,010.03</u>	<u>157,079.27</u>	<u>310,504.66</u>	<u>310,504.66</u>
Gross Profit	<u>6,415.36</u>	<u>147,010.03</u>	<u>157,079.27</u>	<u>310,504.66</u>	<u>310,504.66</u>
Expense					
Salaries & EE Benefits					
505 · Salaries & Wages	0.00	36,000.65	67,130.05	103,130.70	103,130.70
520 · FICA - District Share	0.00	2,648.90	4,984.07	7,632.97	7,632.97
530 · Medical Ins - Dist Share	0.00	12,084.54	10,086.72	22,171.26	22,171.26
540 · PERS - District Share	0.00	3,495.15	1,756.25	5,251.40	5,251.40
560 · Workers Comp Ins	0.00	1,463.67	1,463.66	2,927.33	2,927.33
Total Salaries & EE Benefits	<u>0.00</u>	<u>55,692.91</u>	<u>85,420.75</u>	<u>141,113.66</u>	<u>141,113.66</u>
Services & Supplies					
620 · Communications & Internet	0.00	363.00	363.00	726.00	726.00
625 · Equip - Field (\$300-\$4999)	0.00	2,110.68	0.00	2,110.68	2,110.68
640 · Fuel & Oil	0.00	4,906.56	4,906.51	9,813.07	9,813.07
650 · Interest	0.00	1,604.16	1,604.14	3,208.30	3,208.30
657 · Lab	0.00	646.00	0.00	646.00	646.00
690 · Safety & Security	0.00	0.00	345.00	345.00	345.00
703 · Supplies - Clothing & Personal	0.00	190.57	191.64	382.21	382.21
720 · Supplies - Inventory - Other	0.00	575.84	1,861.51	2,437.35	2,437.35
Total Services & Supplies	<u>0.00</u>	<u>10,396.81</u>	<u>9,271.80</u>	<u>19,668.61</u>	<u>19,668.61</u>
Repairs & Replacement					
810 · R&R Buildings & Grounds	0.00	1,859.73	126.71	1,986.44	1,986.44
820 · R&R Lift Stations	0.00	0.00	1,171.91	1,171.91	1,171.91
830 · R&R Equipment					
830.1 · Hydrants	0.00	8,502.27	0.00	8,502.27	8,502.27
830 · R&R Equipment - Other	0.00	26,623.37	7,644.36	34,267.73	34,267.73
Total 830 · R&R Equipment	<u>0.00</u>	<u>35,125.64</u>	<u>7,644.36</u>	<u>42,770.00</u>	<u>42,770.00</u>
832 · R&R Mains and Sewer Lines	0.00	5,544.88	2,195.03	7,739.91	7,739.91
840 · R&R Vehicles	0.00	2,578.63	1,775.03	4,353.66	4,353.66
Total Repairs & Replacement	<u>0.00</u>	<u>45,108.88</u>	<u>12,913.04</u>	<u>58,021.92</u>	<u>58,021.92</u>
Total Expense	<u>0.00</u>	<u>111,198.60</u>	<u>107,605.59</u>	<u>218,804.19</u>	<u>218,804.19</u>
Net Ordinary Income	<u>6,415.36</u>	<u>35,811.43</u>	<u>49,473.68</u>	<u>91,700.47</u>	<u>91,700.47</u>
Net Income	<u>6,415.36</u>	<u>35,811.43</u>	<u>49,473.68</u>	<u>91,700.47</u>	<u>91,700.47</u>

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2021 through June 30, 2022

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

4

As of October 2022

Summary	Budget Annual	YTD	Actual YTD Amount	%
PC CRP Revenue	19,536	6,512	6,415	32.8%
PC CRP Expenses	0	0	-	0.0%

Expenses		2021-2022 Budget		Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
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 boots)	-	-	-	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, books)	-	-	-	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	-	-	-	0.0%	-
832	R&R Mains/Laterals	-	-	-	0.0%	-
840	R&R Vehicles	-	-	-	0.0%	-
Repairs & Replacement >		0	0	-	0.0%	0
Total Expenses >		0	0	-	0.0%	0

Clearlake Oaks Co Water District
Budget Variance Report July 1, 2021 through June 30, 2022

4

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

As of October 2022		<u>WATER - CRP</u>				
Summary	Budget			Actual YTD		
	Annual	YTD		Amount	%	
WATER CRP Revenue	416,123	138,708	147,010	35.3%	0%	
WATER CRP Expenses	356,883	118,961	111,201	31.2%	0%	
Operating Balance	59,240	19,747	35,809			
Expenses	2020-2021 Budget		Actual	%	Total	
	Annual	YTD	YTD	Spent	Remaining	
505 Salaries & Wages	158,120	52,707	36,001	22.8%	122,119	
520 FICA - District Share	12,939	4,313	2,649	20.5%	10,290	
530 Medical Ins - District Share	64,088	21,363	12,085	18.9%	52,003	
540 PERS - District Share	9,876	3,292	3,495	35.4%	6,381	
550 Unemployment	0	0	0	0.0%	0	
560 Workers Comp Ins	13,862	4,621	1,464	10.6%	12,398	
Salaries and Employee Benefits >	258,883	86,294	55,694	21.5%	203,189	
605 Advertising	0	0	-	0.0%	0	
610 Bank Fees	0	0	-	0.0%	0	
620 Communications & Internet	3,500	1,167	363	10.4%	3,137	
622 Board Exp	0	0	-	0.0%	0	
625 Equip - Field (up to \$4999)	1,250	417	2,111	168.9%	(861)	
630 Equip - Office	-	-	-	0.0%	-	
640 Fuel & Oil	12,000	4,000	4,907	40.9%	7,093	
645 Insurance	0	0	-	0.0%	0	
650 Interest	0	0	1,604	0.0%	(1,604)	
657 Outsource Lab / Internal Lab	4,000	1,333	646	0.0%	3,354	
660 Memberships & Subscriptions	0	0	-	0.0%	0	
665 Mileage Reimb	0	0	-	0.0%	0	
670 Postage & Shipping	0	0	-	0.0%	0	
675 Professional Services Leak Chk	-	-	-	0.0%	-	
685 Rents	0	0	-	0.0%	0	
690 Safety & Sec (includes boots)	1,500	500	-	0.0%	1,500	
700 Tools & Instruments	750	250	-	0.0%	750	
703 Supplies - Clothing & Personal	1,500	500	191	0.0%	1,309	
705 Supplies - Office	-	-	-	0.0%	-	
715 Treatment Chemicals	0	0	-	0.0%	0	
720 Supplies - Operating - Other	-	-	576	0.0%	(576)	
730 Taxes - Licenses	0	0	-	0.0%	0	
735 Training, Certs (classes, books)	500	167	-	0.0%	500	
745 Travel / Lodging	-	-	-	0.0%	-	
750 Utilities	0	0	-	0.0%	0	
760 Waste Disposal	0	0	-	0.0%	0	
795 Yolo Co	0	0	-	0.0%	0	
Services and Supplies >	25,000	8,333	10,398	41.6%	14,602	
810 R&R Buildings & Grounds	5,000	1,667	1,860	37.2%	3,140	
815 R & R Damage Claims	0	0	-	0.0%	0	
820 R&R Lift Stations	0	0	-	0.0%	0	
830 R&R Equipment	25,000	8,333	26,623	106.5%	(1,623)	
830.1 Hydrants	-	-	8,502	-	-	
832 R&R Mains/Service Lines/Tanks	25,000	8,333	5,545	22.2%	19,455	
840 R&R Vehicles	18,000	6,000	2,579	14.3%	15,421	
Repairs & Replacement >	73,000	24,333	45,109	61.8%	27,891	
Total Expenses >	356,883	118,961	111,201	31.2%	245,682	

625 - Aerator for intake pump at WTP

720 - Chemical Feed Tubes

830 - Xfer switch and new starter @ High Valley Booster pump, repair clamps/corp stops

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Clearlake Oaks Co Water District
Budget Variance Report July 1, 2021 through June 30, 2022

4

SEWER-CRP

Target % > **33.3%** CRP-SEWER

As of October 2022

Summary	Budget		Actual YTD		
	Annual	YTD	Amount	%	
SEWER CRP Revenue	551,245	183,748	157,079	28.5%	0%
SEWER CRP Expenses	376,230	125,410	107,607	28.6%	0%
USDA Annual Payment	105,280	35,093			
Operating Balance (loss)	69,735	23,245	49,472		

Expenses	2020-2021 Budget		Actual YTD	%	Total Remaining
	Annual	YTD			
505 Salaries & Wages	180,886	60,295	67,130	37.1%	113,756
520 FICA - District Share	14,845	4,948	4,984	33.6%	9,861
530 Medical Ins - District Share	33,861	11,287	10,087	29.8%	23,774
540 PERS - District Share	10,466	3,489	1,756	16.8%	8,710
550 Unemployment	-	-	-	0.0%	-
560 Workers Comp Ins	15,172	5,057	1,464	9.6%	13,708
Salaries and Employee Benefits >	255,230	85,077	85,421	33.5%	169,809
605 Advertising	0	0	-	0.0%	0
610 Bank Fees	0	0	-	0.0%	0
620 Communications & Internet	5,000	1,667	363	7.3%	4,637
622 Board Exp	0	0	-	0.0%	0
625 Equip - Field (up to \$4999)	1,250	417	-	0.0%	1,250
630 Equip - Office	-	-	-	0.0%	-
640 Fuel & Oil	12,000	4,000	4,907	40.9%	7,093
645 Insurance	0	0	-	0.0%	0
650 Interest	0	0	1,604	0.0%	(1,604)
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)	2,500	833	345	0.0%	2,155
700 Tools & Instruments	750	250	-	0.0%	750
703 Supplies - Clothing & Personal	1,500	500	192	0.0%	1,308
705 Supplies - Office	-	-	-	0.0%	-
715 Treatment Chemicals	0	0	-	0.0%	0
720 Supplies - Operating - Other	-	-	1,862	0.0%	(1,862)
730 Taxes - Licenses	0	0	-	0.0%	0
735 Training, Certs (classes, books)	500	167	-	0.0%	500
745 Travel / Lodging	-	-	-	0.0%	-
750 Utilities	0	0	-	0.0%	0
760 Waste Disposal	0	0	-	0.0%	0
795 Yolo Co	0	0	-	0.0%	0
799 Misc	0	0	-	0.0%	0
Services and Supplies >	23,500	7,833	9,273	39.5%	14,227
810 R&R Buildings & Grounds	7,500	2,500	127	1.7%	7,373
815 R & R Damage Claims	0	0	-	0.0%	0
820 R&R Lift Stations	20,000	6,667	1,172	5.9%	18,828
830 R&R Equipment	35,000	11,667	7,644	21.8%	27,356
832 R&R Mains/Laterals	25,000	8,333	2,195	8.8%	22,805
840 R&R Vehicles	10,000	3,333	1,775	17.8%	8,225
	-	-	-	0.0%	-
Repairs & Replacement >	97,500	32,500	12,913	13.2%	84,587
Total Expenses >	376,230	125,410	107,607	28.6%	268,623

OT due to assisting at Hoover & 2nd and Lakeview fires, Jesse is assisting @ WTP to give relief to Operators

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**Clearlake Oaks County Water District
 Capital Improvements
 As of October 31, 2021**

Date	Name	Memo	Class	Amount
130 · Const In Progress - Studies				
135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)				
138 · USDA Water Improvements				
07/01/2021	AES - Analytical Envir...	June 2021 professio...	Loan/Grant:...	3,954.36
07/07/2021	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	48,143.68
07/12/2021	Pace	150 ea Watts backfl...	Loan/Grant:...	22,361.63
07/19/2021	Pace	2 Watts backflow de...	Loan/Grant:...	298.16
07/22/2021	Badger Meter	2 meters, 2 endpoints	Loan/Grant:...	1,501.06
07/29/2021	Badger Meter	Services for July 2021	Loan/Grant:...	123.71
08/05/2021	MC Engineering, Inc	USDA Improvements	Loan/Grant:...	56,363.36
08/05/2021	T & S Construction Co...	7/1/2021 - 7/20/2021	Loan/Grant:...	324,597.90
08/09/2021	Pace	150 Watts backflow ...	Loan/Grant:...	22,361.63
08/24/2021	Badger Meter	12655 E Hwy 20 Fire...	Loan/Grant:...	979.44
08/30/2021	Badger Meter	Services for August ...	Loan/Grant:...	123.71
08/31/2021	T & S Construction Co...	USDA Water Improv...	Loan/Grant:...	281,158.20
09/06/2021	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	48,598.41
09/14/2021	Badger Meter	1 - 3" meter and 1-4"...	Loan/Grant:...	4,588.71
09/15/2021	Pace	2" backflow device - ...	Loan/Grant:...	772.90
09/28/2021	Pace	150 Watts backflow ...	Loan/Grant:...	22,361.63
09/29/2021	Badger Meter	Services for Septem...	Loan/Grant:...	126.38
09/30/2021	T & S Construction Co...	USDA Water Improv...	Loan/Grant:...	342,679.25
10/05/2021	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	43,940.92
10/06/2021	Badger Meter	Hydrant meter at Fir...	Loan/Grant:...	979.44
10/11/2021	Badger Meter	Bulk water meter for ...	Loan/Grant:...	979.63
10/13/2021	Badger Meter	150 ea backflow devi...	Loan/Grant:...	22,361.63
Total 138 · USDA Water Improvements				1,249,355.74
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Force Main)				
08/13/2021	T & S Construction Co...	Phase 3 Invoice #13...	Loan/Grant:...	112,484.95
08/13/2021	T & S Construction Co...	Phase 3 Retention 5...	Loan/Grant:...	141,593.61
Total 128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the F...				254,078.56
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water distribution pipes)				
09/29/2021	PG&E CFM/PPC Dep...	9940 Harvey Blvd.	Loan/Grant:...	99,411.32
Total 121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water ...				99,411.32
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				
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 - ...				

**Clearlake Oaks County Water District
 Capital Improvements
 As of October 31, 2021**

Date	Name	Memo	Class	Amount
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
120.75 · SCADA				
Total 120.75 · SCADA				
120.90 · Vehicles/Generators/Trailers				
09/11/2021	Matt Mazzei Chevrolet	2018 Acura - GM ve...	GL:Admin	25,400.10
Total 120.90 · Vehicles/Generators/Trailers				25,400.10
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)				25,400.10
122 · Bldgs/Grounds Cap Improvements				
07/21/2021	Arrow Fencing	Replace/Repair - Tre...	CRP:PC	12,179.49
Total 122 · Bldgs/Grounds Cap Improvements				12,179.49
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)				
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				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				
125 · Land - Dist. Cap. Improvements				
Total 125 · Land - Dist. Cap. Improvements				
129 · ALLOW. FOR DEPRECIATION				
Total 129 · ALLOW. FOR DEPRECIATION				
280 · Loan				
280.02 · KS State Bank - 2019 Vac-Con				
07/15/2021	Kansas State Bank - ...	Pymt #19	CRP:Water	3,295.69
07/15/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,295.69
08/15/2021	Kansas State Bank - ...	Pymt #20	CRP:Water	3,305.01
08/15/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,305.01
09/14/2021	Kansas State Bank - ...	Pymt #21	CRP:Water	3,314.36
09/14/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,314.36
10/15/2021	Kansas State Bank - ...	Pymt #22	CRP:Water	3,323.73
10/15/2021	Kansas State Bank - ...	3343293	CRP:Sewer	3,323.73
Total 280.02 · KS State Bank - 2019 Vac-Con				26,477.58
Total 280 · Loan				26,477.58
TOTAL				1,666,902.79



Accounts

[Transfer](#)[Settings](#)

CRP PC *6192

Available ****\$18,793.26**

Current \$18,793.26

CRP SEWER *3745

Available ****\$79,578.72**

Current \$79,578.72

GENERAL LEDGER *9122

Available ****\$626,929.25**

Current \$627,049.52

PUBLIC REGULAR CHK *8503

Available ****\$337,700.00**

Current \$337,700.00

PUBLIC REGULAR CHK *9592

Available ****\$65,000.00**

Current \$65,000.00

CRP WATER *6990

Available ****\$61,724.95**

Current \$61,724.95

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BALANCE TOTALS

Total Deposit Accounts **\$1,189,846.45**

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

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Outside Accounts



No outside accounts added.

Add account

November 2021						
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4



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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

November 15, 2021

[LAIF Home](#)
[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

October 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/15/2021	10/14/2021	QRD	1687970	N/A	SYSTEM	646.35

Account Summary

Total Deposit:	646.35	Beginning Balance:	1,061,452.15
Total Withdrawal:	0.00	Ending Balance:	1,062,098.50

Aged Accounts Receivable
As of 11/15/2021

0-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Total Balance
\$109,545.47	\$35,524.71	\$24,530.21	\$23,758.77	\$275,496.62	<u>\$468,855.78</u>

Total number of accounts with open balances: 991

These totals include all accounts on the Tax Roll

Water	\$128,084.31
Water Penalty	\$11,743.34
Sewer	\$179,334.59
Sewer Penalty	\$14,147.38
CRP Water	\$53,802.81
CRP Water Penalty	\$3,678.67
CRP Sewer	\$72,388.33
CRP Sewer Penalty	\$4,959.04
CRP PC	\$685.40
CRP PC Penalty	\$31.91

Total Balance: \$468,855.78

****September Statements are due November 15, 2021****

Clearlake Oaks County Water District

Payroll Summary

October 2021

	Hours	Rate	Oct 21
Employee Wages, Taxes and Adjustments			
Gross Pay			
CTO Saved	-25	43.04	-1,228.32
CTO Used	123.15	28.69	3,820.01
Holiday	102	26.75	3,203.47
Holiday Worked (x2.5)	22.5	92.55	1,530.41
Overtime (x1.5)	319.25	43.04	14,537.57
PTO	94	26.75	2,754.50
Straight	2,308.25	26.75	69,469.93
Board			400.00
Duty Pay			4,095.00
Total Gross Pay	2,944.15		98,582.57
Deductions from Gross Pay			
ACWA (pre-tax)			-2,484.01
AFLAC (pre-tax)			-505.02
AFLAC (taxable) AFTER TAX			-128.88
CALPers 457			-400.00
CALPers EE (Pretax)			-4,626.36
Total Deductions from Gross Pay			-8,144.27
Adjusted Gross Pay	2,944.15		90,438.30
Taxes Withheld			
Federal Withholding			-8,863.00
Medicare Employee			-1,386.10
Social Security Employee			-5,926.79
CA - Withholding			-3,445.90
CA - Disability			-1,147.15
Total Taxes Withheld			-20,768.94
Deductions from Net Pay			
Miscellaneous Deduction			-324.62
Wage Garnishment			-894.66
Total Deductions from Net Pay			-1,219.28
Net Pay	2,944.15		68,450.08
Employer Taxes and Contributions			
Medicare Company			1,386.10
Social Security Company			5,926.81
Total Employer Taxes and Contributions			7,312.91

Clearlake Oaks County Water District

Trial Balance

As of October 31, 2021

11/12/21

Accrual Basis

	Oct 31, 21	
	Debit	Credit
102.13 · SEWER RESERVES-9592	65,000.00	
102.11 · PC ESCROW - 6184	0.00	
102.10 · CRP PC - 6192	18,793.26	
102.12 · WATER RESERVES- 8503	337,700.00	
102.001 · GL - 9122	618,605.40	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK	872,452.15	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	61,724.95	
102.03 · CRP Sewer - 3745	79,578.72	
CUSI Accounts Receivable	204,087.00	
116 · DEFERRED OUTFLOW- PENSION	236,756.00	
103 · PETTY CASH	306.59	
104 · COUNTY TREASURY	47,897.68	
130 · Const In Progress - Studies	1,084,096.10	
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.	551,411.26	
115 · PRE-PAID INSURANCE	15,474.00	
1890 · ACCOUNTS RECEIVABLE - OTHER	0.00	
12000 · Undeposited Funds	0.00	
138 · USDA Water Improvements	3,496,249.87	
128 · Sewer Infrstrcture & Rehab Proj	3,947,182.78	
121 · Wtr Dist & Wtr Storage Projects	250,195.76	
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	99,784.99	
126 · Forcemain (phase 1) Cap. Imprv.	1,253,598.85	
123 · USDA - Sewer Plant Cap Imprvmt	4,265,559.43	
USDA Project		523,819.00
127 · Water Plant	211,458.66	
127 · Water Plant:127.8 · Water Intake Pump Extension	2,625.00	
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	182,836.13	
120 · District General CRP	95,008.57	
120 · District General CRP:120.01 · General Equipment/Tools	1,926,858.13	
120 · District General CRP:120.60 · Office	27,331.49	
120 · District General CRP:120.75 · SCADA	22,386.51	
120 · District General CRP:120.90 · Vehicles/Generators/Trailers	717,010.38	
122 · Bldgs/Grounds Cap Improvements	8,547,329.06	
124 · D/C System Cap Improvements	3,146,308.39	
124 · D/C System Cap Improvements:124.2 · GIS Online Mapping System	6,565.17	
124 · D/C System Cap Improvements:124.30 · Lift Stations	56,539.80	
124 · D/C System Cap Improvements:124.30 · Lift Stations:124.31 · Lift St...	66,042.23	
124 · D/C System Cap Improvements:124.50 · Mains	14,788.58	
124 · D/C System Cap Improvements:124.60 · Meters	10,000.34	
124 · D/C System Cap Improvements:124.90 · Water Tanks	40,615.04	
125 · Land - Dist. Cap. Improvements	299,770.00	
129 · ALLOW. FOR DEPRECIATION		9,745,066.00
200 · ACCOUNTS PAYABLE		89,267.37
211 · WAB Credit Card:211.17 · WAB - Kurt - 0390		58.85
211 · WAB Credit Card:211.16 · WAB - Francisco - 5312		3,009.74
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133	0.00	
211 · WAB Credit Card:211.14 · WAB - Dianna - 3226		2,122.47
211 · WAB Credit Card:211.13 · WAB - Jeremy - 2499		2,454.77
211 · WAB Credit Card:211.12 · WAB- Francisco - 2481	0.00	

Clearlake Oaks County Water District

Trial Balance

As of October 31, 2021

11/12/21

Accrual Basis

	Oct 31, 21	
	Debit	Credit
211 · WAB Credit Card:211.11 · WAB - Dan - 2507	0.00	
211 · WAB Credit Card:211.10 · WAB - Dianna - 2473	0.00	
210 · Cal Card	0.00	
210 · Cal Card:210-09 · Cal Card - 5855	0.00	
210 · Cal Card:210-08 · Cal Card - 5848	0.00	
210 · Cal Card:210-07 · Cal-Card	0.00	
210 · Cal Card:210.06 · Cal Card - 3879	0.00	
210 · Cal Card:210.05 · Cal Card - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - 7397	0.00	
210 · Cal Card:210.01 · Cal Card -	0.00	
210 · Cal Card:210.02 · Cal Card 0010	0.00	
210 · Cal Card:210.03 · Cal Card	0.00	
Annual Depreciation		249,035.55
224 · USDA Retainage	0.00	
223.56 · FEDERAL PAYROLL TAX PENALTY	3,928.96	
280 · Loan:280.15 · USDA Water Improvement Project		3,123,282.83
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con		267,032.91
280 · Loan:280.12 · USDA Loan		3,100,172.41
280 · Loan:280.10 · Bridge for I & I Rehab Project	0.00	
280 · Loan:280.07 · Bridge Loan for Forced Main	0.00	
280 · Loan:280.05 · USDA Bridge Loan	0.00	
280 · Loan:280.01 · Kansas State Bk - VACON	0.00	
280 · Loan:280.03 · Kansas State Bk - Camera Traile	0.00	
220 · Restricted - Expansion Fee's	0.00	
221 · Health Ins - EE Portion		2,957.80
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Medical	0.00	
222 · Direct Deposit Liabilities		383.04
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	3,881.06	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT DEBT ORDER	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE CO SHERIFF		4,216.93
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation Time	0.00	
223.25 · Vacation Dump Account:223.27 · Sewer - Vacation	0.00	
223.25 · Vacation Dump Account:223.28 · Water - Vacation	0.00	
223.30 · Sick Dump Account	0.00	
223.30 · Sick Dump Account:223.31 · Admin - Sick	0.00	
223.30 · Sick Dump Account:223.32 · Sewer - Sick	0.00	
223.30 · Sick Dump Account:223.33 · Water - Sick	0.00	
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE	0.00	
223.50 · MEDICARE TAX PAYABLE	0.00	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	0.00	
223.60 · STATE PAYROLL TAX WITHHOLDING	0.00	
223.65 · STATE DISABILITY PAYABLE	1.00	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	0.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	13,163.16	
223.80 · GASB 68 Pension		26,313.00
223.85 · MISC DEDUCTIONS PAYABLE		5,034.01
223.90 · COMPENSATED EMPLOYEE BENEFITS		18,602.20
24000 · Payroll Liabilities	19,769.49	
295 · NET PWNSION LIABILITY		958,676.00
226 · USDA Int Pymnt-Swr Clarifier	0.00	
225 · USDA Payment - Sewer Clarifier	0.00	
281 · BOND PAYABLE	0.00	
302 · RETAINED EARNINGS		3,421,075.19
304 · Opening Balance Equity	584,283.24	
306 · Retained Earnings - OLD		13,242,238.74
Income:410 · Client Reg Pmt		873,138.57
Income:420 · Connection Fees		10,419.00
Income:425 · CRP		303,818.82
Income:430 · Penalty & Interest		22,482.84
Income:435 · Loans/Grants:435-6 · I & I Const Grant		204,087.00

Clearlake Oaks County Water District

Trial Balance

As of October 31, 2021

11/12/21

Accrual Basis

	Oct 31, 21	
	Debit	Credit
Income:440 · Misc Revenue		134.14
Income:450 · Other - Non S/W Rev		35,300.56
Salaries & EE Benefits:545 · CALPers 457		200.00
Salaries & EE Benefits:505 · Salaries & Wages	415,745.41	
Salaries & EE Benefits:520 · FICA - District Share	31,027.84	
Salaries & EE Benefits:530 · Medical Ins - Dist Share	90,547.29	
Salaries & EE Benefits:540 · PERS - District Share	31,796.91	
Salaries & EE Benefits:550 · Unemployment	1,064.99	
Salaries & EE Benefits:560 · Workers Comp Ins	6,986.24	
Services & Supplies:610 · Bank Fees	9,286.79	
Services & Supplies:620 · Communications & Internet	10,127.46	
Services & Supplies:622 · Board Exp	195.19	
Services & Supplies:625 · Equip - Field (\$300-\$4999)	2,110.68	
Services & Supplies:630 · Equip - Office	1,349.19	
Services & Supplies:640 · Fuel & Oil	15,555.84	
Services & Supplies:645 · Insurance	74,101.09	
Services & Supplies:650 · Interest	3,208.30	
Services & Supplies:657 · Lab	8,857.05	
Services & Supplies:660 · Memberships & Subscription	17,490.84	
Services & Supplies:670 · Postage & Shipping	51.31	
Services & Supplies:675 · Professional Services	65,459.02	
Services & Supplies:675 · Professional Services:675-7 · MC On Call Servi...	4,040.00	
Services & Supplies:685 · Rents	4,876.96	
Services & Supplies:690 · Safety & Security	4,214.34	
Services & Supplies:700 · Tools & Instruments	2,065.19	
Services & Supplies:703 · Supplies - Clothing & Personal	4,416.21	
Services & Supplies:705 · Supplies - Office	2,801.98	
Services & Supplies:715 · Supplies-Chemicals-Operating	77,114.82	
Services & Supplies:720 · Supplies - Inventory - Other	4,745.35	
Services & Supplies:735 · Training/Classes/Certs/ClassB	758.08	
Services & Supplies:750 · Utilities	84,222.74	
Services & Supplies:760 · Waste Disposal	24,077.41	
Services & Supplies:795 · Yolo Co	17,186.75	
Services & Supplies:799 · Misc:799.1 · Customer Refund - Acct closed	7,567.06	
Repairs & Replacement:810 · R&R Buildings & Grounds	2,558.84	
Repairs & Replacement:820 · R&R Lift Stations	1,171.91	
Repairs & Replacement:830 · R&R Equipment	34,267.73	
Repairs & Replacement:830 · R&R Equipment:830.1 · Hydrants	8,502.27	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	7,739.91	
Repairs & Replacement:840 · R&R Vehicles	5,518.58	
7130 · Sewer Ops - Emp Bens -holid	469.13	
66000 · Payroll Expenses	1,166.99	
TOTAL	36,234,399.74	36,234,399.74

Clearlake Oaks County Water District
A/P Aging Summary
All Transactions

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Alpha Analytical Labs	1,047.00	0.00	0.00	0.00	0.00	1,047.00
American Water Works Association	0.00	473.00	0.00	0.00	0.00	473.00
Association of California Water Agencies	0.00	12,140.00	0.00	0.00	0.00	12,140.00
AT & T - CalNet 3	156.08	0.00	0.00	0.00	0.00	156.08
Badger Meter	0.00	22,361.63	0.00	0.00	0.00	22,361.63
Bob's Vacuum	46.71	0.00	0.00	0.00	0.00	46.71
Bonnie Cornell	39.11	0.00	0.00	0.00	0.00	39.11
California State Disbursement Unit	265.38	0.00	0.00	0.00	0.00	265.38
Central Valley Salinity Coalition Inc.	270.00	0.00	0.00	0.00	0.00	270.00
Clearlake Automotive	927.09	0.00	0.00	0.00	0.00	927.09
Clearlake Lava	201.64	0.00	0.00	0.00	0.00	201.64
Corrpro - BBVA Compass Bank	3,675.00	0.00	0.00	0.00	0.00	3,675.00
County of Lake - Health Services Departme	2,150.00	0.00	0.00	0.00	0.00	2,150.00
Dean A Enderlin, P.G.	915.29	0.00	0.00	0.00	0.00	915.29
Deeper Cleaning	350.00	0.00	0.00	0.00	0.00	350.00
Document Output Center, LLC	5,558.56	0.00	0.00	0.00	0.00	5,558.56
EDD - Unemployment	127.01	0.00	0.00	0.00	0.00	127.01
Hasa Inc	2,807.33	0.00	0.00	0.00	0.00	2,807.33
Hayden Solar, LLC	3,004.70	0.00	0.00	0.00	0.00	3,004.70
High Country Security	342.00	0.00	0.00	0.00	0.00	342.00
Inductive Automation	1,847.88	0.00	0.00	0.00	0.00	1,847.88
Jerry Bloom	86.36	0.00	0.00	0.00	0.00	86.36
Karola Kennedy	330.00	0.00	0.00	0.00	0.00	330.00
KonocTees	1,909.68	0.00	0.00	0.00	0.00	1,909.68
Lake County Waste Solutions	717.63	0.00	0.00	0.00	0.00	717.63
Marjorie Payne	61.98	0.00	0.00	0.00	0.00	61.98
MC Engineering, Inc	44,222.68	0.00	0.00	0.00	0.00	44,222.68
Mendo Mill	503.80	0.00	0.00	0.00	0.00	503.80
Meyers Nave	92.00	0.00	0.00	0.00	0.00	92.00
Municipal Maintenance Equipment	1,132.27	0.00	0.00	0.00	0.00	1,132.27
Napa Auto Parts	282.25	180.09	0.00	0.00	0.00	462.34
Nave Law Office, P.C.	48.00	0.00	0.00	0.00	0.00	48.00
Norman G. Winters Revocable Living Trust	80.58	0.00	0.00	0.00	0.00	80.58
One Stop Automotive	214.56	0.00	0.00	0.00	0.00	214.56
Pace	0.00	2,744.82	22,999.55	0.00	0.00	25,744.37
People Services Inc	95.00	0.00	0.00	0.00	0.00	95.00
PETTY CASH - Bailey Anderson	5.31	51.31	0.00	0.00	0.00	56.62
PG&E	14,220.09	0.00	0.00	0.00	0.00	14,220.09
Pitney Bowes, Inc	0.00	337.27	0.00	0.00	0.00	337.27
Quill	154.95	466.29	0.00	0.00	0.00	621.24
Rainbow Ag Services	645.62	0.00	0.00	0.00	0.00	645.62
Sharon Beuttler	77.67	0.00	0.00	0.00	0.00	77.67
Southport Control Solutions	1,647.71	0.00	0.00	0.00	0.00	1,647.71
State of California - Franchise Tax Board	0.00	181.95	0.00	0.00	0.00	181.95
State Water Resources Control Board	155.00	0.00	0.00	0.00	0.00	155.00
T & S Construction Co. Inc.	282,270.65	0.00	0.00	0.00	0.00	282,270.65
Tri-Cities Answering Service	303.70	0.00	0.00	0.00	0.00	303.70
United States Post Office	0.00	284.00	0.00	0.00	0.00	284.00
USA BlueBook	2,864.39	0.00	0.00	0.00	0.00	2,864.39
Yolo County Flood Control	0.00	4,987.36	254.75	0.00	0.00	5,242.11
TOTAL	375,852.66	44,207.72	23,254.30	0.00	0.00	443,314.68

Account Payable Breakdown

Date: 11/15/2021

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger - 9122	\$666,726.11	\$627,049.52	\$626,929.25
CRP Water - 6990	\$61,724.95	\$61,724.95	\$61,724.95
CRP Sewer - 3745	\$79,578.72	\$79,578.72	\$79,578.72
CRP PC - 6192	\$18,793.26	\$18,793.26	\$18,793.26
Water Reserve - 8503	\$337,700.00	\$337,700.00	\$337,700.00
Sewer Reserve - 9592	\$65,000.00	\$65,000.00	\$65,000.00
LAIF Balance	\$1,062,098.50	\$1,062,098.50	
Current A/P Aging	\$443,314.68		
Kansas State Bank-VacCon	\$7,421.47	EFT - 11/15/2021	
Credit Card	\$9,361.88	Estimated	
TOTAL	\$460,098.03		

**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

OCTOBER 21, 2021

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, **ABSENT** √ Mr. Michael Herman, Director √ Mr. James Burton, Director
- √ Mrs. Dianna Mann – General Manager √ Mrs. Olivia Mann – Board Secretary

- √ Mr. Francisco Castro, Wastewater √ Mr. Kurt Jensen, 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

Staff Written Operational Reports

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

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. Financial Reports for review and approval

- a. September 2021, 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 previous meeting for review and approval

- a. Minutes of Regular Meeting 09/16/2021

3. Bills

- a. MC Engineering invoice number 2105, dated 10/05/2021, in the amount of \$43,940.92 for the USDA Water Projects
- b. T & S Construction invoice number 5, dated 9/30/21, in the amount of \$342,679.25 for the USDA Water Projects

Action Taken: Motion to approve the consent items

HERMAN/BURTON M/S/C

AYES: MEDEIROS/ARCHACKI/HERMAN/BURTON

NOES: NONE

ABSENT: BOUCHER

4. Agenda (Old Business)

- a. Discussion and approval of raising the purchase price of a used truck for sewer from \$25,000 to \$37,000

Action Taken: Motion to raise the purchase price not to exceed \$40,000.00

ARCHACKI/BURTON M/S/C

AYES: MEDEIROS/ARCHACKI/HERMAN/BURTON

NOES: NONE

ABSENT: BOUCHER

5. Agenda (New Business)

- a. Discussion and consideration of approving a temporary permanent position until Admin can give one position to D/C

Action Taken: Motion to approve an additional permanent position for the Dc Department

BURTON/HERMAN M/S/C

AYES: MEDEIROS/ARCHACKI/HERMAN/BURTON

NOES: NONE

ABSENT: BOUCHER

- b. Discussion and approval of revised Organization Chart

Action Taken: Motion to approve the revised Organizational Chart

ARCHACKI/HERMAN M/S/C

AYES: MEDEIROS/ARCHACKI/HERMAN/BURTON

NOES: NONE

ABSENT: BOUCHER

- c. Discussion and consideration of Aflac Life Insurance benefit available to employees

Action Taken: Motion to offer Aflac Life Insurance to employees, to be paid by the District, not to exceed \$1600.00 per month

ARCHACKI/BURTON M/S/C

AYES: MEDEIROS/ARCHACKI/HERMAN/BURTON

NOES: NONE

ABSENT: BOUCHER

- d. Discussion and consideration to allow staff to use the Water Reserves Account as a bridge loan until funds are reimbursed from State on the Water Intake Extension Project

Action Taken: Motion to allow the use of the Water Reserves Account as a bridge for the Water Intake Extension Project

ARCHACKI/BURTON M/S/C

AYES: MEDEIROS/ARCHACKI/HERMAN/BURTON

NOES: NONE

ABSENT: BOUCHER

Adjournment

Time: 2:48 PM

**SIGNED: _____
Margaret Medeiros, President**

**ATTESTED TO: _____
Olivia Mann, Board Secretary**



MC Engineering, Inc.

9294 Madison Ave
Orangevale, CA 95662

Invoice

Date	Invoice #
11/5/2021	2116

Bill To

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

P.O. No.	Terms	Due Date	Project	
	Net 30	12/5/2021	USDA Meters and Water Tank PER	
Description	Qty	Rate	Amount	
Assistant Engineer, Jose Diaz-Mendez	111	105.00	11,655.00	
Assistant Engineer, Jared P. Nelson	103	130.00	13,390.00	
Assistant Engineering Tech, Julia Carey	22.5	75.00	1,687.50	
Operations Management Engineer, John Pedri, PE	18	160.00	2,880.00	
Project Manager, Mark Carey, PE	6	165.00	990.00	
Administrative Support	2	65.00	130.00	
RGH Consultants Inv 0921199	1.13	1,015.00	1,146.95	
EDEA Inv #1121	1.13	247.50	279.68	
Island Park RV		663.11	663.11	
RV Rental October 2021		700.00	700.00	
Reimbursable Expenses		2,265.12	2,265.12	
		Total	\$35,787.36	
		Payments/Credits	\$0.00	
		Balance Due	\$35,787.36	

138- USDA Wtr Imp. proj.

(SM)

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

Contractor's Application for Payment No. #6

To (Owner): CLOCWD	Application Period: 10/1/2021 - 10/31/2021	Application Date: 10/31/2021
Project: USDA Water System Improvements	From (Contractor): T & S Construction Co. Inc.	Via (Construction Manager): Jared Nelson
Owner's Contract No.: USDA CFDA No. 10.760	Contract: USDA CFDA No. 10.760	Engineer's Project No.: 20215
Contractor's Project No.: 20215	USDA CFDA No. 10.760	

Application For Payment Change Order Summary

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

1. ORIGINAL CONTRACT PRICE.....	\$	6,034,124.00
2. Net change by Change Orders.....	\$	-
3. Current Contract Price (Line 1 ± 2).....	\$	6,034,124.00
4. TOTAL COMPLETED AND STORED TO DATE	\$	\$2,247,141.00
5. RETAINAGE:		
a. 5% X \$2,247,141.00 Work Completed.....	\$	112,357.05
b. 5% X - Stored Material.....	\$	-
c. Total Retainage (Line 5a + Line 5b).....	\$	112,357.05
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	2,134,783.95
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	1,852,513.30
8. AMOUNT DUE THIS APPLICATION.....	\$	\$282,270.65
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$	\$3,899,340.05

Contractor's Certification

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

By: Anthony Spavella Date: 10/31/2021

Payment of:	\$ <u>282,270.65</u>	(Date) <u>11-15-21</u>
is recommended by:	<u>[Signature]</u>	Inspector
Payment of:	\$ <u>112,357.05</u>	(Date) <u>11-15-21</u>
is recommended by:	<u>[Signature]</u>	Engineer
is approved by:	<u>[Signature]</u>	Owner
Approved by:	_____	Funding Agency (if applicable) (Date)

138- USDA Wtr. Imp. Proj. (DM)

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

RESOLUTION NO. 21-28

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF CLEARLAKE OAKS COUNTY WATER DISTRICT
AMENDING A WATER CODE**

WHEREAS, Clearlake Oaks County Water District is organized and existing pursuant to the County Water District Law, California Water Code section 30000, *et seq.* (the "Act");

WHEREAS, the District is authorized by the Act to set rates and establish rules and regulations for the provision of water service to District customers;

WHEREAS, the District desires has established a Water Code that contains the rates, rules, and regulations related to the receipt of water service from the District;

WHEREAS, the Board of Directors desires to make certain changes to the Water Code as set forth below

NOW, THEREFORE, BE IT RESOLVED:

1. The amendments to the Water Code specified in Exhibit 1, attached hereto and incorporated herein by reference, are hereby approved.
2. These amendment to the Water Code shall be effective as of November 18, 2021.

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 18th day of November 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CLEARLAKE OAKS COUNTY WATER DISTRICT

By: _____
Margaret Medeiros, President

Attest: _____
Olivia Mann, Board Secretary

EXHIBIT 1

Amendments (noted in red) to the Water Code as approved on November 18, 2021

3-2.204 CAPITAL EXPANSION

All costs associated with the installation, maintenance, or repair of the aforementioned connection(s), along with inspection fees, shall be the sole responsibility of the property owner. The District will provide an estimated cost sheet for the time and materials to install the connection, such fees will need to be paid prior to the connection.

Article 5 – Backflow Prevention Device Testing

Customers will receive an annual reminder notice during the first week of April, additional reminder notices will be mailed via United States Postal Service every 30-days the device remains untested. The Districts Backflow Testing Schedule remains open from April through October each year.

3-4.203 BILLS DUE WHEN PRESENTED

The District is authorized to waive the late fee one time per billable account in a twelve-month period in the sole discretion of the General Manager.

3-6.104 BILLABLE FEES

Account Fee	All new accounts, new or existing owner	\$50.00
Illegal Tamper Fee	Minimum of \$100.00 and actual repair or replacement	\$100.00

Article 2 - Fees and Deposits

3-2.201 FEES AND DEPOSITS: GENERAL

An applicant shall pay the applicable fees and deposits as set forth herein.

3-2.202 SERVICE FROM EXISTING SERVICE CONNECTION

The applicant is not required to pay capital expansion fees if the applicant's property can be served from an existing service connection. Outstanding connection fees and service fees shall be paid if the applicant requests that a forfeited service be activated.

3-2.203 SERVICE FROM NEW SERVICE CONNECTION

If the applicant's property cannot be served from an existing connection but can be served from an existing water main, the applicant shall pay Capital Expansion Fees prior to the connection being made. Each service connection is specific to only one (1) individual dwelling of unit and accessory structures.

3-2.204 CAPITAL EXPANSION

A person may obtain a connection to an existing District main by paying a Capital Expansion Fee based upon the size of meter which is required for the service.

All new connections or upgrades are required to have a completed Capital Expansion Fee quote on file, and all costs associated with service connection must be paid in full prior to connection.

Capital Expansion Fees for mobile home parks, approved subdivisions, or any other type of multi-unit development shall be charged on a per mobile home or unit basis at the same rate as for a single-family dwelling.

All costs associated with the installation, maintenance, or repair of the aforementioned connection(s), along with inspection fees, shall be the sole responsibility of the property owner. The District will provide an estimated cost sheet for the time and materials to install the connection, such fees will need to be paid prior to the connection.

Meter Size	Capital Expansion Fee	Administrative Fee	Inspection Fee	Total Installation Cost
1"	\$10,000.00	\$300.00	\$96.00	\$10,396.00

3-3.402 STORAGE TANKS

If on any premises there is an auxiliary water supply or storage tank, the Districts system shall be protected by an approved air-gap separation or an approved reduced pressure principle assembly device, except single family residents shall be protected by an approved double check-valve assembly.

Article 5 – Backflow Prevention Device Testing

It shall be the duty of the owner of any premises where backflow prevention devices are installed to have a certified inspection and operational test completed annually. In those instances where there is a potential hazard, certified inspection at more frequent intervals may be required in the District’s sole discretion. These inspections and tests shall be at the sole expense of the owner and shall be performed by a certified tester. These devices shall be repaired, overhauled, or replaced at the sole expense of the owner whenever said devices are found to be defective. Records of such tests, repairs, and overhaul shall be submitted to the District upon completion of testing.

Customers will receive an annual reminder notice during the first week of April, additional reminder notices will be mailed via United States Postal Service every 30-days the device remains untested. The Districts Backflow Testing Schedule remains open from April through October each year.

Chapter 4 - Conditions of Service

Article 1 – General

3-4.101 GENERAL

The District will exercise reasonable diligence and care to deliver a continuous and adequate supply of water to the customer at a reasonable constant pressure and to avoid shortage or interruption in delivery. The District offers water at its system pressure, and the applicant must install adequate plumbing and protective devices in accordance with the current Uniform Plumbing Code in order to utilize the available water at whatever reasonable constant pressure is available in the system. The District is not responsible for the maintenance of pressure and reserves the right to discontinue service while making repairs required in the operation of the water system. Customers depending upon a continuous supply should provide for their own emergency storage.

3-4.102 AREAS SERVED

Lands lying within the boundaries of the District are eligible to receive water service.

Year	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
CRW	\$15.80	\$16.20	\$16.61	\$17.03	\$17.46
C58	\$15.80	\$16.20	\$16.61	\$17.03	\$17.46
CRP PC	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
C1 - CRP Commercial	\$34.75	\$35.62	\$36.51	\$37.42	\$38.36
C15 - CRP Commercial	\$65.81	\$67.46	\$69.15	\$70.88	\$72.65
C2 – CRP Commercial	\$104.64	\$107.26	\$109.94	\$112.69	\$115.51
C3 - CRP Commercial	\$194.25	\$199.11	\$204.09	\$209.19	\$214.42
C4 - CRP Commercial	\$322.41	\$330.47	\$338.73	\$347.20	\$355.88

3-4.202 BILLING ADJUSTMENTS

- (a) For the purpose of computing water charges, each meter upon the customer's premises will be computed separately.
- (b) Adjustments will be made when a billing error occurs.
- (c) The presence of a leak on the customer side does not qualify for a billing adjustment.

3-4.203 BILLS DUE WHEN PRESENTED

All bills and charges shall be due upon receipt, but are not considered late until after the specified due date on the statement. A late fee of \$10.00 or 10%; whichever is greater, will be applied to the account.

The District is authorized to waive the late fee one time per billable account in a twelve-month period in the sole discretion of the General Manager.

3-4.204 PAYMENT OPTIONS

The District offers the following payment options for all customers:

- (a) Payments are accepted in person at the Administrative Office or over the phone. We accept cash, check, credit cards or money orders
- (b) Credit Card Payments: Visa, MasterCard and Discover are accepted
- (c) View and Pay your bill via credit card in office, online or with an automated phone system by dialing (707) 216-2006.
- (d) Payment by mail or drop box

3-4.205 BILLING FREQUENCY

All services will be billed monthly on or about the 25th of every month.

3-6.104 BILLABLE FEES

Account Fee	All new accounts, new or existing owner	\$50.00
Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$150.00
Backflow Device Inspection Fee	(If District has a Certified Backflow Tester, this fee will be charged to the customer's account)	\$45.00
Billing Obstruction Fee		\$100.00
Delinquent Turn Off Fee		\$100.00
Door Hanger Fee		\$25.00
Foliage Removal Fee		\$37.50
Grease Trap Reinspection Fee		\$70.00
Illegal Cross Connection Fee		\$500.00
Illegal Tamper Fee	Minimum of \$100.00 and actual repair or replacement	\$100.00
Inspection Fee		\$96.00
Penalty (Late) Fee	\$10.00 or 10.0% whichever is greater	
Lien-Property Tax Roll Fee		\$57.00
Meter Reset Fee	Minimum of \$100.00 or actual repair or replacement	\$100.00
Returned Check Fee		\$32.00
Service Forfeit Reconnect Fee	Minimum of \$100.00 or actual repair or replacement	\$100.00
Service Reduction Inspect Fee		\$96.00
Service Turn On Fee		\$50.00
Transfer Fee (New Owner/Tenant)		\$50.00

TITLE 4 – WATER CONSERVATION

Chapter 1 – General

4-1.101 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