

# ***CLEARLAKE OAKS COUNTY WATER DISTRICT***

## **NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

Date: January 19, 2023

Time: 2:00 P.M.

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

### **AGENDA**

#### **A. CALL TO ORDER**

- 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. Jeremy Backus, 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**

1. Administration
2. Chief Distribution Operator
3. Water Plant Chief Operator
4. Wastewater Plant Chief Operator
5. General Manager

#### **D. 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**

- a. December 2022 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 12/15/2022

3. **Bills**

- a. MC Engineering invoice number 2308, dated 1/5/2023, in the amount of \$11,113.30 for the USDA Water Improvements Project
- b. T & S Construction invoice number 18, dated 1/11/2023, in the amount of \$119,225.00 for the USDA Water Improvements Project
- c. MC Engineering invoice number 2307, dated 1/5/2023, in the amount of 11,146.25 for the Source Capacity Study

**Action Taken:** \_\_\_\_\_

**E. NEW BUSINESS**

1. Discussion and consideration of appeal for 10741 Pingree Road, Clearlake Oaks

**Action Taken:** \_\_\_\_\_

2. Discussion and consideration of Resolution 23-01, authorizing entering into a funding agreement with the SWRCB and authorizing and designating a representative for the Actiflo Pilot Project

**Action Taken:** \_\_\_\_\_

3. Discussion and approval of purchasing two vertical inline pumps for redundancy at the Cerrito Tank, required by State, in the amount of \$20,502.00 using the water reserves account.

**Action Taken:** \_\_\_\_\_

4. Discussion and approval of purchasing two Gast Air Compressors for redundancy at the Cerrito Tank, required by State, in the amount of \$6,439.00 using the water reserves account.

**Action Taken:** \_\_\_\_\_

5. Discussion and consideration of Resolution 23-02, Amending the Clearlake Oaks County Water District 'Water' Code

**Action Taken:** \_\_\_\_\_

6. Discussion and consideration of Resolution 23-03, Amending the Clearlake Oaks County Water District 'Sewer' Code

**Action Taken:** \_\_\_\_\_

7. Discussion and consideration Ballot for Independent Special District Alternate Representative on LAFCO

**Action Taken:** \_\_\_\_\_

**ADJOURNMENT**

**Time:** \_\_\_\_\_

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 during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments of individual speakers are limited to three minutes per agenda item.

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

# 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](http://www.clocwd.org) (Website)

*January 13, 2023*

## ***Administration***

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- ∂ We received 0 water quality complaints (WQC)
- ∂ We received 1 consumer/appeal claim(s)
  - The appeal on the agenda is for 10741 Pingree Road regarding waiver of the door hanger fee posted to the account on 12/20/2022
- ∂ There are 16 accounts on payment arrangements.
  - We continue to receive payments from the LIHWAP program for past due balances, we are also referring customers to contact the program. To date, we have received \$8,365.00, this amount has prevented services from being shut off and has also restored services.
- ∂ The District continues to conduct its billing audit on vacant lots and unbilled properties within District boundaries. This will be an ongoing audit for an unknown period of time,
- ∂ We are in the making progress getting the files prepared to send to Docufree. Admin is assisting with the location numbers on all of the APN files. The Resolutions are ready to be shipped, as well as the Ordinances, next will be all the Board Minutes.
- ∂ 4<sup>th</sup> Quarter Payroll Reporting and W2's will be completed this week.
- ∂ 4<sup>th</sup> Quarter Newsletter is available on the website and in the office.
- ∂ We have concluded 2022 Lead and Copper Sampling, sampling 20 sites with all results coming back as Non-Detect (ND). I will be processing notification letters and participation credits this week.
- ∂ Both District Codes are on the agenda again this month for approval, we had a few additional grammatical changes to make as well as some sewer incidents that called for a change and an additional fee.
- ∂ Unfortunately, due to tax default sales, the District has written off \$4,131.82 in the last 30 days. However, now that these properties have new owners, we hope to not have this lingering high balances on our open balances.

Olivia Mann  
Administrative Services Manager  
Board Secretary

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Margaret Medeiros  
President

Stanley Archacki  
Vice President

Samuel Boucher  
Director

Michael Herman  
Director

James Burton  
Director

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January 12, 2023

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

RE: DC board letter,

## **Water distribution main & service lines:**

- There was not that many service line repairs this month.
- DC helped the treatment crew with the removal of the portable intake pump that was set up near the pier. We got the pump moved just before the lake rose and took back that location.

## **Sample stations sites/Boil water notices:**

- DC crew is still collecting the routine BacT samples every Wednesday. All reports have come back absent for total Coliforms and E.Coli.

## **Sewer collections and Lift station sites:**

- We had a few sewer blockages and lateral repairs this month.
- Currently investigating sources of water infiltration in our sewer system now that we are having an increase in rainfall.

## **DC staff updating:**

- Jeremy - Chief - OP 3, Class B license.
- Jesse - Lead – OP 3, Class B license, Tech. Ham license.
  - Hugo - DC OP 2, Class B license. Tech. Ham license.
  - Jerry - DC OP 2, Class B license.
  - Heaven - No cert. Temporary help, now has Class B permit.

**District vehicles:** N/A.

**Miscellaneous:** Jesse is working with Treatment on the Pluth Tank communications.

*Jeremy Backus  
Clearlake Oaks County Water District  
Chief D/C OP.*

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Margaret Medeiros  
President

Stanley Archacki  
Vice President

Samuel Boucher  
Director

Michael Herman  
Director

James Burton  
Director

# Clearlake Oaks County Water District

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December 2022 January 2023  
Board letter

- ◆ December raw water NTU from the extended intake has been fairly stable, primarily in the range of 8-10. December has been stable overall. The PH level has been dropping all month reaching below 8 down from a high of 9.2 during the warmer months. The ammonia levels are staying at low levels as well. Charge analyzer and jar testing are being done regularly; adjustments are being made and monitored to keep up with PH changes.
- ◆ The lake has risen dramatically since December 25. The level the was - 2.3 now it is up to 1.5
- ◆ Last month we were having an issue keeping the sludge blanket down, it is under better control, and however still not where we want it to be.
- ◆ Water production for the month of December 2022 was 15.052 MG. Raw water intake is 19.123 MG. Down from November 2021 production of 21.908 MG. The daily range we are producing less than last year is running about 150-200,000 gallons. Production has continued averaging just below 500,000 GPD.
- ◆ We are still getting regular plant shut downs.
- ◆ 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.
- ◆ Clarifier 2 painting has been completed refilling has begun, once back in operation clarifier 1 will begin draining for painting.
- ◆ The extended intake pump had to be moved due to the rapid lake level increase. Thank you DC crew for the help.

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Margaret Medeiros  
President

Stanley Archacki  
Vice President

Samuel Boucher  
Director

Michael Herman  
Director

James Burton  
Director

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Water sample list is attached

Treatment staff:

James Simons T3 Operator Class B permit

Kurt Jensen T3, D2 Chief Class B permit

Helping treatment also

Jesse Seth T2 D3 operator

Thank you,

*Kurt Jensen*

WTP Chief Plant Operator

[k.jensen@clocwd.org](mailto:k.jensen@clocwd.org)

# Water Sample Testing

	DATE	DATE	DATE
Bacti R(BW) & CW (M)	12/7/2022		
Bacti R (BW)	11/16/2022		
Bacti Tank Farm (once)			
TOC ALK R (M)	11/10/2022		
TOC CW (M)	11/10/2022		
R & CW TCP123 (BA)			
Color / Odor (A)			
Cyano Toxin(W)	11/18/2022	Final till spring	
Bromate (Q)			
Perchlorate (A)			
TTHM (Q)			
HAA5 (Q)			
Lead & Copper (A)(1)			
Lead & Copper (A)(1)			
Lead & Copper (A)(1)			
Nitrate (A)			
Nitrite (A)			
Antimony (A)			
Arsenic(A)			
Barium(A)			
Beryllium(A)			
Cadmium(A)			
Chromium Total (A)			
Fluoride Natural(A)			
Mercury(A)			
Nickel(A)			
Selenium(A)			
Thallium(A)			
Simazine(A)			
Bicarbonate Alaklinity(A)			
Calcium(A)			
Carbonate Alakalinity(A)			
Chloride(A)			
Copper(A)			
Foaming Agents (MBAS)(A)			
Hardness Total as CaCO3(A)			
Hydroxide Alakalinity(A)			
Iron(A)			
Magnesium(A)			
Manganese(A)			
PH, Laboratory(A)			
Silver(A)			
Sodium(A)			

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

***Please note:  
 December is a  
 large sampling  
 month there will  
 many samples  
 taken this month***



Specific Conductance(A)				
Sulfate(A)				
Total Dissolved Solids(A)				
Turbidity, Laboratory(A)				
Zinc(A)				
Aluminum(A)				
MTBE(A)				
Color / Odor				
Asbestos				semi annually
Thiobencarb(A)				
Ethylene Dibromide				Every 9 Years
Heptachlor				Every 9 Years
Heptachlor Epoxide				Every 9 Years
BHC-Gamma				Every 9 Years
Methoxychlor				Every 9 Years
Toxaphene				Every 9 Years
Clearwell VOC				
Reg SOC 504 EDB				
Bacti clearwell				
Regulated SOC 504				

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**January 12, 2023**

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

**RE: December Board Letter**

## **FLOWS FOR THE MONTH/CLEARLAKE LAKE LEVEL:**

- ❖ **INFLUENT: 9.787 MG (AVERAGE: 315,000 GPD)**
- ❖ **EFFLUENT: 8.812 MG (AVERAGE: 284,000GPD/197 GPM)**
- ❖ **CLEARLAKE ENDING LEVEL: -1.69 RUMSEY GAUGE**

During the December things at the plant have been smoother. Process is beginning to look like it is trending toward the normal state. An example is the clarifier blanket. It is finally beginning to come down. We ended the month with a 7.5' blanket compared to the beginning 11' blanket. This of course is due to the algae beginning to disappear in big concentrations. It's nice to finally get some rain. The total rain fall registered for the month was 7.3". This will help our monitoring well #2 recover. The process is well at this time. The amount of rain that received in these last days has been significant. The flows have at least doubled during these strong rainfalls. On the 28<sup>th</sup> Leete Generator Company was out to service the backup generator. On the 8<sup>th</sup> brush rotor #2 was pulled out of the water and its bearing was replaced due to rusting. A stainless steel bearing was applied to prolong the life. On the 28<sup>th</sup> a leak was detected within the premises and action was taken as seen on both pictures.



All maintenance was done and testing was successful for the month. It is greatly appreciated the support given from the board. Thanks again.

**Francisco Castro**  
**CPO/Wastewater Plant**

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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 January 19, 2023**

Happy New Year Board Members,

I have to say, it is with great excitement to start another year with the Clearlake Oaks County Water District. I am however, looking forward to a much calmer year. With the new grants I have applied for, I doubt that State will get everything done this year, I am crossing my fingers for early 2024. With that being said, the District should be able to fall into their day to day business again without all the chaos of construction. I can say with confidence that the Water Operators will enjoy getting their plant back to normal.

I'll be honest though, these days, I am not sure what normal is anymore. Due to multiple break-ins to our outside drop box, we were forced to relocate it to the Admin building, just to the side of our back door. I want to thank Jeremy and his staff for taking it upon themselves to pressure wash all the concrete making it safer to walk up to the box. In addition, they are going to paint the curb yellow with "watch your step" as soon as it dries up a bit.

We are now six months into our current budget, which brings the target to 50%. I am proud to say that we are a little above target for revenue and right on target for our expenses.

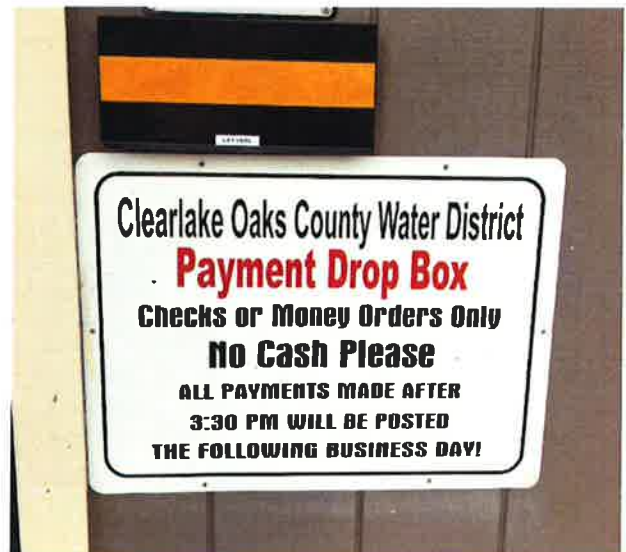
As I am writing this, I am hearing that Lake County should be receiving another 3 to 6" or rain in the next couple of days. This is such great news for our lake. As of January 9, our lake was +.44, on January 3<sup>rd</sup>, the lake was -1.54. In a matter of six days, the lake went up almost two feet with more rain in the forecast. This is phenomenal to be receiving this much rain in such little time. The rain dances are surely paying off, with Mother Nature saying, "Here hold my drink".

With the rising water, the Water Operators, along with some help from T & S successfully relocated the shore pump to our extended water intake pump. We will be installing flex pipe to the pump in order to keep it in the rotation

The last project left in the USDA project is the completion of the west clarifier with the completion date set for the first week of March

As always, I want to thank the staff for a job well done, and I hope everyone had an amazing holiday season and have a very prosperous new year.

Dianna Mann  
General Manager



**Report Date:** January 4th, 2023

**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:** December 2022

**I. Project Status Update**

Work on the project during December included the following:

- Contract facilitation and monthly invoicing
- Misc. correspondence with contractor
- Weekly meetings and minutes
- Onsite inspection services
- Startup at Harvey Tank and Pump Site
- Continued efforts on Cerrito Pump House Improvements Design

**II. Budget Status Update**

<b>Total Contract w/Design</b>	<b>\$1,318,286.69</b>
<b>This Invoice:</b>	<b>\$8,877.08</b>
<b>Cost to Date:</b>	<b>\$1,276,928.44</b>
<b>Cost to Complete:</b>	<b>\$41,358.25</b>

**III. Projected Tasks for January 2023**

- Continue to conduct weekly construction meetings (agenda and minutes)
- Inspection of sand blasting, prime, intermediate, and finish coating of west clarifier.
- Respond to and process RFIs and CCOs
- Continue daily field inspections for Harvey site, Cerrito site, and WTP Coating work
- Review of contractor's monthly pay request
- Facilitate contractor's punch list and prep for project closeout

**Clearlake Oaks County Water District**  
**Summary Balance Sheet**  
As of December 31, 2022

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	Dec 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	2,123,644.48
Accounts Receivable	204,087.00
Other Current Assets	3,218,620.77
<b>Total Current Assets</b>	5,546,352.25
<b>Fixed Assets</b>	22,599,715.75
<b>TOTAL ASSETS</b>	<b>28,146,068.00</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	74,825.38
Other Current Liabilities	10,193,539.27
<b>Total Current Liabilities</b>	10,268,364.65
<b>Long Term Liabilities</b>	958,676.00
<b>Total Liabilities</b>	11,227,040.65
<b>Equity</b>	16,919,027.35
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>28,146,068.00</b>

**Clearlake Oaks County Water District**  
**Balance Sheet**  
 As of December 31, 2022

	Dec 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102.14 · CalPERS RESERVE	10,700.00
102.13 · SEWER RESERVES-9592	135,000.00
102.10 · CRP PC - 6192	86,856.72
102.12 · WATER RESERVES- 8503	512,700.00
102.001 · GL - 9122 (Old Acct. # 053420019)	154,997.46
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) - Ot...	880,164.20
<b>Total 101 · LAIF - CASH IN BANK (CASH IN BANK - LAIF - WAS 1013550)</b>	<b>1,069,164.20</b>
102.01 · WEST AMERICA - REGULAR CHECKING (WEST AMERICA BANK ...	88.98
102.02 · CRP Water - 6990	74,967.31
102.03 · CRP Sewer - 3745	79,169.81
<b>Total Checking/Savings</b>	<b>2,123,644.48</b>
<b>Accounts Receivable</b>	
CUSI Accounts Receivable	204,087.00
<b>Total Accounts Receivable</b>	<b>204,087.00</b>
<b>Other Current Assets</b>	
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	
130.96 · Const in Progress - WWP 2022 (Grant application for WWTP f...	4,040.00
130.95 · Source Capacity Studygrant prep	9,859.00
130 · Const In Progress - Studies - Other	1,120,216.24
<b>Total 130 · Const In Progress - Studies</b>	<b>1,134,115.24</b>
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)	551,411.26
115 · PRE-PAID INSURANCE (PRE-PAID INSURANCE - WAS 1097840)	15,474.00
<b>Total Other Current Assets</b>	<b>3,218,620.77</b>
<b>Total Current Assets</b>	<b>5,546,352.25</b>
<b>Fixed Assets</b>	
138 · USDA Water Improvements	7,211,107.49
128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the Fo...	3,952,787.28
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of water ...	
121.1 · Sidewalk Project - District Exp	115,500.66
121 · Wtr Dist & Wtr Storage Projects (Replacement or installation of wat...	250,195.76
<b>Total 121 · Wtr Dist &amp; Wtr Storage Projects (Replacement or installation of w...</b>	<b>365,696.42</b>
131 · Waste Water Plant	
131.1 · Pumps/Equipment	99,784.99
131 · Waste Water Plant - Other	57,768.09
<b>Total 131 · Waste Water Plant</b>	<b>157,553.08</b>
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	
127.7 · 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	357,521.21
127 · Water Plant - Other	211,458.66
	<b>211,458.66</b>

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**Clearlake Oaks County Water District**  
**Balance Sheet**  
 As of December 31, 2022

	Dec 31, 22
Total 127 · Water Plant	618,963.01
120 · District General CRP (EQUIPMENT - WAS 1011181)	
120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WA...	1,926,858.13
120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)	27,331.49
120.75 · SCADA	22,386.51
120.90 · Vehicles/Generators/Trailers	753,972.38
120 · District General CRP (EQUIPMENT - WAS 1011181) - Other	95,883.57
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)	2,826,432.08
122 · Bldgs/Grounds Cap Improvements	8,547,329.06
124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WA...	
124.2 · GIS Online Mapping System	8,277.92
124.30 · Lift Stations	
124.31 · Lift Station 7 Bypass	66,042.23
124.30 · Lift Stations - Other	83,302.80
Total 124.30 · Lift Stations	149,345.03
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 - SEWER - ...	3,146,777.14
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER...	3,369,804.05
125 · Land - Dist. Cap. Improvements	299,770.00
129 · ALLOW. FOR DEPRECIATION	-9,745,066.00
Total Fixed Assets	22,599,715.75
<b>TOTAL ASSETS</b>	<b>28,146,068.00</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
200 · ACCOUNTS PAYABLE (ACCOUNTS PAYABLE - WAS 2097200)	74,825.38
Total Accounts Payable	74,825.38
<b>Other Current Liabilities</b>	
Annual Depreciation	249,035.55
223.56 · FEDERAL PAYROLL TAX PENALTY (Failure to make a federal ...	-3,928.96
280 · Loan	
280.04 · 2021 Water Truck	-18,231.54
280.15 · USDA Water Improvement Project (USDA Wtr Improvement...	6,785,425.04
280.02 · KS State Bank - 2019 Vac-Con	171,405.74
280.12 · USDA Loan for Sewer Clarifier	3,049,172.41
Total 280 · Loan	9,987,771.65
221 · Health Ins - EE Portion	-2,375.41
222 · Direct Deposit Liabilities (Direct Deposit Liabilities)	383.04
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	
223.17 · GARNISHMENT - LAKE CO SHERIFF (GARNISHMENT - LAK...	14,263.21
223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL) - Other	-13,661.96
Total 223.15 · GARNISHMENTS (GARNISHMENT MAIN - NEW GL)	601.25
223.55 · FEDERAL PAYROLL TAX WITHHOLDING (FEDERAL PAYROL...	-1,050.73
223.65 · STATE DISABILITY PAYABLE (STATE DISABILITY PAYABLE - ...	-1.00
223.70 · WORKERS COMP PAYABLE (WORKERS COMP PAYABLE - W...	-58,504.00
223.75 · PAYROLL DEDUCTION - INS CO-PAY (PAYROLL DEDUCTION...	-11,907.93
223.80 · GASB 68 Pension ( - WAS 2097190)	26,313.00
223.85 · MISC DEDUCTIONS PAYABLE (MISC DEDUCTIONS PAYABLE ...	5,809.17
223.90 · COMPENSATED EMPLOYEE BENEFITS (COMPENSATED EM...	18,602.20
24000 · Payroll Liabilities (Unpaid payroll liabilities. Amounts withheld ...	-17,208.56
Total Other Current Liabilities	10,193,539.27
Total Current Liabilities	10,268,364.65

# Clearlake Oaks County Water District

## Balance Sheet

As of December 31, 2022

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	Dec 31, 22
Long Term Liabilities	
295 · NET PWNSION LIABILITY	958,676.00
<b>Total Long Term Liabilities</b>	<u>958,676.00</u>
<b>Total Liabilities</b>	11,227,040.65
Equity	
302 · RETAINED EARNINGS (RETAINED EARNINGS - WAS 3030300)	3,421,075.19
304 · Opening Balance Equity (Opening balances during setup post to this a...	-584,283.24
306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ...	13,898,852.53
Net Income	183,382.87
<b>Total Equity</b>	<u>16,919,027.35</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>28,146,068.00</u></u>



## Clearlake Oaks County Water District

## Profit and Loss

01/06/23

July through December 2022

Accrual Basis

	Admin (GL)	Sewer (GL)	Water (GL)	Total GL	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Income</b>					
410 · Client Reg Pmt	0.00	510,383.33	722,939.23	1,233,322.56	1,233,322.56
430 · Penalty & Interest	0.00	12,816.45	17,471.28	30,287.73	30,287.73
440 · Misc Revenue	0.00	1,783.37	7,782.33	9,565.70	9,565.70
450 · Other - Non S/W Rev	0.00	51,802.18	51,802.17	103,604.35	103,604.35
<b>Total Income</b>	0.00	576,785.33	799,995.01	1,376,780.34	1,376,780.34
<b>Total Income</b>	0.00	576,785.33	799,995.01	1,376,780.34	1,376,780.34
<b>Gross Profit</b>	0.00	576,785.33	799,995.01	1,376,780.34	1,376,780.34
<b>Expense</b>					
<b>Salaries &amp; EE Benefits</b>					
505 · Salaries & Wages	217,592.47	145,665.68	89,937.39	453,195.54	453,195.54
520 · FICA - District Share	16,256.62	10,719.36	6,661.61	33,637.59	33,637.59
530 · Med/Life Insurance- Dist S...	49,960.55	42,393.32	16,800.88	109,154.75	109,154.75
540 · PERS - District Share	62,618.80	7,858.01	4,850.64	75,327.45	75,327.45
560 · Workers Comp Ins	1,705.87	3,865.64	3,387.07	8,958.58	8,958.58
<b>Total Salaries &amp; EE Benefits</b>	348,134.31	210,502.01	121,637.59	680,273.91	680,273.91
<b>Services &amp; Supplies</b>					
610 · Bank Fees	17,367.83	0.00	0.00	17,367.83	17,367.83
620 · Communications & Internet	2,370.33	5,640.94	6,733.87	14,745.14	14,745.14
622 · Board Exp	4,483.19	0.00	0.00	4,483.19	4,483.19
630 · Equip - Office	757.30	0.00	0.00	757.30	757.30
640 · Fuel & Oil	0.00	3,303.70	6,597.33	9,901.03	9,901.03
645 · Insurance	0.00	13,620.50	13,620.48	27,240.98	27,240.98
650 · Interest	0.00	39.97	25.81	65.78	65.78
657 · Lab	0.00	8,110.00	10,966.14	19,076.14	19,076.14
660 · Memberships & Subscripti...	1,804.18	38,961.93	18,980.20	59,746.31	59,746.31
670 · Postage & Shipping	12,532.28	0.00	0.00	12,532.28	12,532.28
675 · Professional Services	23,761.49	2,938.03	3,426.30	30,125.82	30,125.82
685 · Rents	6,439.91	0.00	0.00	6,439.91	6,439.91
690 · Safety & Security	2,354.64	3,922.33	2,901.14	9,178.11	9,178.11
700 · Tools & Instruments	0.00	1,318.50	558.68	1,877.18	1,877.18
703 · Supplies - Clothing & Pers...	0.00	293.56	114.31	407.87	407.87
705 · Supplies - Office	2,897.37	569.69	503.32	3,970.38	3,970.38
715 · Supplies-Chemicals-Opera...	0.00	34,365.91	68,605.11	102,971.02	102,971.02
720 · Supplies - Inventory - Other	0.00	4,327.21	1,627.38	5,954.59	5,954.59
730 · Taxes - Licenses	2,538.89	0.00	0.00	2,538.89	2,538.89
735 · Training/Classes/Certs/Cla...	0.00	912.50	762.50	1,675.00	1,675.00
745 · Travel / Lodging	523.02	37.55	37.52	598.09	598.09
750 · Utilities	3,554.87	44,611.73	133,485.72	181,652.32	181,652.32
760 · Waste Disposal	357.91	30,840.35	2,163.85	33,362.11	33,362.11
795 · Yolo Co	0.00	0.00	24,637.67	24,637.67	24,637.67
799 · Misc					
799.1 · Customer Refund - Ac...	0.00	0.00	3,523.84	3,523.84	3,523.84
<b>Total 799 · Misc</b>	0.00	0.00	3,523.84	3,523.84	3,523.84
<b>Total Services &amp; Supplies</b>	81,743.21	193,814.40	299,271.17	574,828.78	574,828.78
<b>Repairs &amp; Replacement</b>					
810 · R&R Buildings & Grounds	101.26	1,505.47	-135.93	1,470.80	1,470.80
<b>Total Repairs &amp; Replacement</b>	101.26	1,505.47	-135.93	1,470.80	1,470.80
<b>Total Expense</b>	429,978.78	405,821.88	420,772.83	1,256,573.49	1,256,573.49
<b>Net Ordinary Income</b>	-429,978.78	170,963.45	379,222.18	120,206.85	120,206.85
<b>Net Income</b>	-429,978.78	170,963.45	379,222.18	120,206.85	120,206.85

**Clearlake Oaks Co Water District  
PROJECTED BUDGET 2022-2023**

6

Target % > **50%**

As of December 2022 Summary	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual YTD		Budget		Actual YTD	
	Annual	YTD	Amount	%	Annual	YTD	Amount	%
<b>Total Operating Revenue</b>	1,298,210	649,105	799,994	62%	1,125,194	562,597	576,784	51%
<b>Total Operating Expenses</b>	1,231,792	615,896	632,238	51%	1,238,635	619,318	620,813	50%
<b>Operating Balance (loss)</b>	<b>66,418</b>	<b>33,209</b>	<b>167,756</b>		<b>(113,441)</b>	<b>(56,721)</b>	<b>(44,029)</b>	
420 Connection Fees	20,000	10,000	-	0%	20,000	10,000	-	0%
435		-	-			-		
450 Other - Non S/W Rev	150,000	75,000	51,802	35%	180,000	90,000	51,802	29%
Reserves	150,000	75,000	75,000	0%	60,000	30,000	30,000	0%
<b>Net Change In Net Position (loss)</b>	<b>86,418</b>	<b>43,209</b>	<b>144,558</b>		<b>26,559</b>	<b>13,279</b>	<b>(22,227)</b>	

**Current Revenue Notes:**

440- Misc Water = Bulk Water

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

**Past Revenue Notes**

General Ledger	\$180,857.86
District CRP	\$163,715.12
Paradise Cove CRP	\$88,533.32
Water Reserve	\$415,873.72
Sewer Reserve	\$140,000.00
LAIF Account	\$1,069,164.20
<b>Total</b>	<b>\$2,058,144.22</b>

As of December 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	1,268,210	634,105	722,939	57%	1,097,694	548,847	510,383	46%
430 Penalty & Interest	30,000	15,000	17,471	58%	27,500	13,750	12,816	47%
440 Misc	-	-	7,782	0%	0	0	1,783	0%
<b>Total Revenue &gt;</b>	<b>1,298,210</b>	<b>649,105</b>	<b>748,192</b>	<b>58%</b>	<b>1,125,194</b>	<b>562,597</b>	<b>524,982</b>	<b>47%</b>

As of December 2022 Operating Expenses	<u>WATER</u>				<u>SEWER</u>			
	Budget		Actual		Budget		Actual	
	Annual	YTD	YTD	%	Annual	YTD	YTD	%
505 Salaries & Wages	393,050	196,525	198,733	51%	515,299	257,650	254,462	49%
520 FICA - District Share	33,023	16,511	14,791	45%	43,454	21,727	18,848	43%
530 Medical Ins - District Share	85,310	42,655	41,782	49%	130,491	65,245	67,374	52%
540 PERS - District Share	71,818	35,909	36,161	50%	83,236	41,618	39,168	47%
550 Unemployment	2,500	1,250	-	0%	2,500	1,250	-	0%
560 Workers Comp Ins	33,028	16,514	4,240	13%	9,102	4,551	4,719	52%
<b>Salaries and Employee Benefits &gt;</b>	<b>618,729</b>	<b>309,364</b>	<b>295,706</b>	<b>48%</b>	<b>784,082</b>	<b>392,041</b>	<b>384,570</b>	<b>49%</b>

605 Advertising	200	100	-	0%	200	100	-	0%
610 Bank Fees	13,424	6,712	8,684	65%	13,414	6,707	8,684	65%
620 Communications & Internet	19,000	9,500	7,919	42%	19,000	9,500	6,826	36%
622 Board Exp	3,500	1,750	2,242	64%	3,500	1,750	2,242	64%
625 Equip - Field (\$300-\$4999)	2,500	1,250	-	0%	4,000	2,000	-	0%
630 Equip - Office	1,500	750	379	25%	2,000	1,000	379	19%
640 Fuel & Oil	13,500	6,750	6,597	49%	15,000	7,500	3,304	22%
645 Insurance	38,000	19,000	13,620	36%	38,000	19,000	13,621	36%
650 Interest	3,000	1,500	26	0%	3,000	1,500	40	0%

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657	Lab	20,000	10,000	10,966	55%	11,000	5,500	8,110	74%
660	Memberships & Subscription	32,000	16,000	19,882	62%	35,400	17,700	39,864	113%
665	Mileage Reimb	750	375	-	0%	500	250	-	0%
670	Postage & Shipping	6,500	3,250	6,266	96%	6,500	3,250	6,266	96%
675	Professional Services	54,000	27,000	15,307	28%	37,500	18,750	14,819	40%
685	Rents	7,250	3,625	3,220	44%	7,250	3,625	3,220	44%
690	Safety & Security	5,250	2,625	4,079	78%	10,250	5,125	5,100	50%
700	Tools & Instruments	3,700	1,850	559	15%	2,500	1,250	1,319	53%
703	Supplies - Clothing & Person	2,800	1,400	114	4%	3,100	1,550	294	9%
705	Supplies - Office	3,500	1,750	1,952	56%	3,500	1,750	2,019	58%
715	Treatment Chemicals	110,250	55,125	68,605	62%	50,000	25,000	34,366	69%
720	Supplies - Operating - Other	5,000	2,500	1,627	33%	25,000	12,500	4,327	17%
730	Taxes - Licenses	0	0	1,270	12695000%	0	0	1,270	12695000%
735	Training	2,250	1,125	763	34%	1,250	625	913	73%
745	Travel	1,000	500	300	30%	500	250	300	60%
750	Utilities	190,900	95,450	135,264	71%	107,900	53,950	46,390	43%
760	Waste Disposal	3,290	1,645	2,343	71%	48,290	24,145	31,019	64%
795	Yolo Co	61,000	30,500	24,638	40%				
799	Misc	-	-	-	0%	-	-	-	0%
	Services and Supplies >	604,064	302,032	336,618	56%	448,554	224,277	234,688	52%
810	R&R Buildings & Grounds	6,000	3,000	(86)	-1%	3,500	1,750	1,556	44%
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	1,500	-	0%	2,500	1,250	-	0%
850	Maintenance Reserve Accou	-	-	-		-	-	-	
	Repairs & Replacement >	9,000	4,500	(86)	-1%	6,000	3,000	1,556	26%
	<b>Total Expenses &gt;</b>	<b>1,231,792</b>	<b>615,896</b>	<b>632,238</b>	<b>51%</b>	<b>1,238,635</b>	<b>619,318</b>	<b>620,813</b>	<b>50%</b>

## Administration - Budget Variance Report July 1, 2022 through June 30, 2023

Target % &gt;

50.0%

GL ADMIN

As of December 2022		2020-2021 Budget		Actual	%	Total
Expenses	Annual	YTD	YTD	Spent	Remaining	
505 Salaries & Wages	424,702	212,351	217,592	51.2%	207,110	
520 FICA - District Share	36,577	18,288	16,257	44.4%	20,320	
530 Medical Ins - District Share	95,918	47,959	49,961	52.1%	45,957	
540 PERS-District Share (incl unfunded Liab, 78,867.)	122,615	61,308	62,619	51.1%	59,996	
550 Unemployment	5,000	2,500		0.0%	5,000	
560 Workers Comp Ins	2,982	1,491	1,706	57.2%	1,276	
Salaries and Employee Benefits >	687,793	343,897	348,135	50.6%	339,658	
605 Advertising	400	200	-	0.0%	400	
610 Bank Fees	27,000	13,500	17,368	64.3%	9,632	
620 Communications & Internet	7,000	3,500	2,370	33.9%	4,630	
622 Board Exp	7,000	3,500	4,483	64.0%	2,517	
625 Equip - Field (up to \$4999)	0	0		0.0%	0	
630 Equip - Office	2,000	1,000	757	37.9%	1,243	
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	4,000	2,000	1,804	45.1%	2,196	
665 Mileage Reimb	500	250		0.0%	500	
670 Postage & Shipping	13,000	6,500	12,532	96.4%	468	
675 Professional Services (Legal, IT, CUSI annual)	58,000	29,000	23,761	41.0%	34,239	
685 Rents	14,500	7,250	6,440	44.4%	8,060	
690 Safety & Security (boots)	1,500	750	2,355	157.0%	(855)	
700 Tools & Instruments	0	0		0.0%	0	
703 Supplies - Clothing & Personal	600	300		0.0%	600	
705 Supplies - Office	5,000	2,500	2,897	57.9%	2,103	
715 Treatment Chemicals	0	0		0.0%	0	
720 Supplies - Operating - Other	0	0		0.0%	0	
730 Taxes - Licenses	0	0	2,539	0.0%	(2,539)	
735 Training, Certs (Classes, books)	500	250		0.0%	500	
745 Travel / Lodging	1,000	500	523	52.3%	477	
750 Utilities	5,800	2,900	3,555	61.3%	2,245	
760 Waste Disposal	580	290	358	61.7%	222	
795 Yolo Co	0	0		0.0%	0	
799 Misc	0	0		0.0%	0	
Services and Supplies >	148,380	74,190	81,742	55.1%	66,638	
810 R&R Buildings & Grounds	2,000	1,000	101	5.1%	1,899	
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 >	2,000	1,000	101	5.0%	1,899	
<b>Total Expenses &gt;</b>	<b>838,173</b>	<b>419,087</b>	<b>429,978</b>	<b>51.3%</b>	<b>408,195</b>	

690 Complete lock replacement on side door

## Sewer - Budget Variance Report July 1, 2022 through June 30, 2023

Target % &gt;

50.0%

GL SEWER

As of December 2022

2020-2021 Budget

Actual

%

Total

Expenses

Annual

YTD

YTD

Spent

Remaining

505	Salaries & Wages	302,948	151,474	145,666	48.1%	157,282
520	FICA - District Share	25,165	12,583	10,719	42.6%	14,446
530	Medical Ins - District Share	82,532	41,266	42,393	51.4%	40,139
540	PERS - District Share (\$14.5K Unfunded)	21,928	10,964	7,858	35.8%	14,070
550	Unemployment	0	0	0	0.0%	0
560	Workers Comp Ins	7,611	3,806	3,866	50.8%	3,745
	Salaries and Employee Benefits >	440,185	220,092	210,502	<b>47.8%</b>	229,683
605	Advertising	0	0	0	0.0%	0
610	Bank Fees	0	0	0	0.0%	0
620	Communications & Internet	13,000	6,500	5,641	43.4%	7,359
622	Board Exp	0	0	0	0.0%	0
625	Equip - Field (up to \$4999)	1,500	750	0	0.0%	1,500
630	Equip - Office	1,000	500	0	0.0%	1,000
640	Fuel & Oil (Schaeffers)	10,000	5,000	3,304	33.0%	6,696
645	Insurance	38,000	19,000	13,621	35.8%	24,379
650	Interest	0	0	40	0.0%	(40)
657	Outsource Lab / Internal Lab	11,000	5,500	8,110	73.7%	2,890
660	Memberships/Subscriptions/Permits	33,400	16,700	38,962	116.7%	(5,562)
665	Mileage Reimb	250	125	0	0.0%	250
670	Postage & Shipping	0	0	0	0.0%	0
675	Professional Services (SCADA)	8,500	4,250	2,938	34.6%	5,562
685	Rents	0	0	0	0.0%	0
690	Safety & Security (includes boots)	9,500	4,750	3,922	41.3%	5,578
700	Tools & Instruments	2,500	1,250	1,319	52.8%	1,181
703	Supplies - Clothing & Personal	2,800	1,400	294	10.5%	2,506
705	Supplies - Office	1,000	500	570	57.0%	430
715	Treatment Chemicals	50,000	25,000	34,366	68.7%	15,634
720	Supplies-Operating-Other-Titan Tubes	25,000	12,500	4,327	17.3%	20,673
730	Taxes - Licenses	-	-	0	0.0%	0
735	Training, Certs (classes, books)	1,000	500	913	91.3%	87
745	Travel / Lodging	-	-	38	0.0%	(38)
750	Utilities	105,000	52,500	44,612	42.5%	60,388
760	Waste Disposal	48,000	24,000	30,840	64.3%	17,160
795	Yolo Co	0	0	0	0.0%	0
799	Misc	0	0	0	0.0%	0
799.1	Customer Refund					
	Services and Supplies >	361,450	180,725	193,817	<b>53.6%</b>	167,633
810	R&R Buildings & Grounds	2,500	1,250	1,505	60.2%	995
815	R & R Damage Claims	0	0	0	0.0%	0
820	R&R Lift Stations	0	0	0	0.0%	0
830	R&R Equipment	0	0	0	0.0%	0
832	R&R Mains/Service Lines	0	0	-	0.0%	-
840	R&R Vehicles	2,500	1,250	0	0.0%	2,500
		-	-	0	0.0%	-
	Repairs & Replacement >	5,000	2,500	1,505	<b>30.1%</b>	3,495
	<b>Total Expenses &gt;</b>	<b>806,635</b>	<b>403,317</b>	<b>405,824</b>	<b>50.3%</b>	<b>400,811</b>
	<b>Expense Notes</b>					

6	Water - Budget Variance Report July 1, 2022 through June 30, 2023 As of December 2022	2020-2021 Budget		Target % >	50.0%	GL WATER
	Expenses	Annual	YTD	Actual YTD	% Spent	Total Remaining
505	Salaries & Wages	180,700	90,350	89,937	49.8%	90,763
520	FICA - District Share	14,734	7,367	6,662	45.2%	8,072
530	Medical Ins - District Share	37,351	18,675	16,801	45.0%	20,550
540	PERS - District Share	10,510	5,255	4,851	46.2%	5,659
550	Unemployment	0	0	-	0.0%	0
560	Workers Comp Ins	31,537	15,768	3,387	10.7%	28,150
	Salaries and Employee Benefits >	274,832	137,416	121,638	44.3%	153,194
605	Advertising	0	0		0.0%	0
610	Bank Fees	0	0		0.0%	0
620	Communications & Internet	13,000	6,500	6,734	51.8%	6,266
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (\$300 - \$4999)	0	0		0.0%	0
630	Equip - Office	500	250		0.0%	500
640	Fuel & Oil	8,500	4,250	6,597	77.6%	1,903
645	Insurance	38,000	19,000	13,620	35.8%	24,380
650	Interest	0	0	26	0.0%	(26)
657	Outside Lab / Internal Lab	20,000	10,000	10,966	54.8%	9,034
660	Memberships/Subscriptions/Permits	30,000	15,000	18,980	63.3%	11,020
665	Mileage Reimb	500	250		0.0%	500
670	Postage & Shipping	0	0		0.0%	0
675	Professional Services (SCADA, Mtce Prog)	25,000	12,500	3,426	13.7%	21,574
685	Rents	0	0		0.0%	0
690	Safety & Security (includes boots)	4,500	2,250	2,901	64.5%	1,599
700	Tools & Instruments	3,700	1,850	559	15.1%	3,141
703	Supplies - Clothing & Personal	2,500	1,250	114	4.6%	2,386
705	Supplies - Office	1,000	500	503	50.3%	497
715	Treatment Chemicals	110,250	55,125	68,605	62.2%	41,645
720	Supplies - Operating - Other	5,000	2,500	1,627	32.5%	3,373
730	Taxes - Licenses	0	0		0.0%	0
735	Training, Certs (classes, books)	2,000	1,000	763	38.2%	1,237
745	Travel / Lodging	500	250	38	7.6%	462
750	Utilities	188,000	94,000	133,486	71.0%	54,514
760	Waste Disposal	3,000	1,500	2,164	72.1%	836
795	Yolo Co	61,000	30,500	24,638	40.4%	36,362
799	Misc	0	0		0.0%	0
799.1	Customer Refund			3,524		
	Services and Supplies >	516,950	258,475	299,271	57.9%	217,679
810	R&R Buildings & Grounds	5,000	2,500	(136)	-2.7%	5,136
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	1,500		0.0%	3,000
	Repairs & Replacement >	8,000	4,000	(136)	-1.7%	8,136
	<b>Total Expenses &gt;</b>	<b>799,782</b>	<b>399,891</b>	<b>420,773</b>	<b>52.6%</b>	<b>379,009</b>

**Clearlake Oaks County Water District  
CRP/CIP Profit and Loss  
July through December 2022**

	PC (CRP)	Water (CRP)	Sewer (CRP)	Total CRP	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Income					
425 · CRP (Capital Replacment Plan)	93,748.24	209,537.44	236,616.38	539,902.06	539,902.06
430 · Penalty & Interest	239.97	5,048.84	5,146.06	10,434.87	10,434.87
<b>Total Income</b>	<u>93,988.21</u>	<u>214,586.28</u>	<u>241,762.44</u>	<u>550,336.93</u>	<u>550,336.93</u>
<b>Total Income</b>	93,988.21	214,586.28	241,762.44	550,336.93	550,336.93
<b>Gross Profit</b>	93,988.21	214,586.28	241,762.44	550,336.93	550,336.93
<b>Expense</b>					
<b>Salaries &amp; EE Benefits</b>					
505 · Salaries & Wages	0.00	47,755.83	118,642.51	166,398.34	166,398.34
520 · FICA - District Share	0.00	3,495.31	8,789.04	12,284.35	12,284.35
530 · Med/Life Insurance- Dist Share	0.00	5,999.49	25,613.40	31,612.89	31,612.89
540 · PERS - District Share	0.00	1,907.52	8,681.22	10,588.74	10,588.74
560 · Workers Comp Ins	0.00	1,162.07	5,389.31	6,551.38	6,551.38
<b>Total Salaries &amp; EE Benefits</b>	<u>0.00</u>	<u>60,320.22</u>	<u>167,115.48</u>	<u>227,435.70</u>	<u>227,435.70</u>
<b>Services &amp; Supplies</b>					
620 · Communications & Internet	0.00	479.78	479.67	959.45	959.45
640 · Fuel & Oil	0.00	7,401.25	9,066.85	16,468.10	16,468.10
650 · Interest	0.00	1,636.69	2,709.35	4,346.04	4,346.04
657 · Lab	0.00	3,700.00	0.00	3,700.00	3,700.00
720 · Supplies - Inventory - Other	0.00	227.00	227.00	454.00	454.00
<b>Total Services &amp; Supplies</b>	<u>0.00</u>	<u>13,444.72</u>	<u>12,482.87</u>	<u>25,927.59</u>	<u>25,927.59</u>
<b>Repairs &amp; Replacement</b>					
810 · R&R Buildings & Grounds	0.00	6,550.00	300.96	6,850.96	6,850.96
820 · R&R Lift Stations	0.00	0.00	36.16	36.16	36.16
830 · R&R Equipment	5,051.48	9,266.46	11,551.39	25,869.33	25,869.33
832 · R&R Mains and Sewer Lines	0.00	16,672.07	4,137.26	20,809.33	20,809.33
840 · R&R Vehicles	0.00	10,364.56	16,089.76	26,454.32	26,454.32
<b>Total Repairs &amp; Replacement</b>	<u>5,051.48</u>	<u>42,853.09</u>	<u>32,115.53</u>	<u>80,020.10</u>	<u>80,020.10</u>
<b>Total Expense</b>	5,051.48	116,618.03	211,713.88	333,383.39	333,383.39
<b>Net Ordinary Income</b>	88,936.73	97,968.25	30,048.56	216,953.54	216,953.54
<b>Net Income</b>	<u>88,936.73</u>	<u>97,968.25</u>	<u>30,048.56</u>	<u>216,953.54</u>	<u>216,953.54</u>

Clearlake Oaks Co Water District  
**Budget Variance Report July 1, 2022 through June 30, 2023**

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Target % > **50.0%** **CRP-PC**

As of December 2022

Summary		Budget Annual	YTD		Actual Amount	%		
<b>PC CRP Revenue</b>		19,536	9,768	93,988	481.1%	0%		
<b>PC CRP Expenses</b>		0	0	5,051	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		
<b>Services and Supplies &gt;</b>		<b>0</b>	<b>0</b>	<b>-</b>	<b>0.0%</b>	<b>0</b>		
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	-	-	5,051	0.0%	(5,051)		
832	R&R Mains/Laterals	-	-	-	0.0%	-		
840	R&R Vehicles	-	-	-	0.0%	-		
<b>Repairs &amp; Replacement &gt;</b>		<b>0</b>	<b>0</b>	<b>5,051</b>	<b>0.0%</b>	<b>(5,051)</b>		
<b>Total Expenses &gt;</b>		<b>0</b>	<b>0</b>	<b>5,051</b>	<b>0.0%</b>	<b>(5,051)</b>		

**\$84,253.05 received from Lake County when closing CSA 16 account**

**\$5,051 approved by board to purchase new drive by meters**

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Clearlake Oaks Co Water District  
**Budget Variance Report July 1, 2022 through June 30, 2023**

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Target % > **50.0%** **CRP-WATER**

As of December 2022		<u>WATER - CRP</u>						
Summary	Annual	YTD	YTD	Amount	%			
<b>WATER CRP Revenue</b>	439,444	219,722	214,586	48.8%	0%			
<b>WATER CRP Expenses</b>	511,279	255,639	116,618	22.8%	0%			
-								
-								
<b>Operating Balance</b>	<b>(71,835)</b>	<b>(35,917)</b>	<b>97,968</b>					
	<b>Expenses</b>	<b>2020-2021</b>	<b>Budget</b>	<b>Actual</b>	<b>%</b>	<b>Total</b>		
		<b>Annual</b>	<b>YTD</b>	<b>YTD</b>	<b>Spent</b>	<b>Remaining</b>		
505	Salaries & Wages	257,969	128,984	47,756	18.5%	210,213		
520	FICA - District Share	21,162	10,581	3,495	16.5%	17,667		
530	Medical Ins - District Share	70,407	35,204	5,999	8.5%	64,408		
540	PERS - District Share	16,469	8,235	1,908	11.6%	14,561		
550	Unemployment	0	0		0.0%	0		
560	Workers Comp Ins	8,122	4,061	1,162	14.3%	6,960		
	<b>Salaries and Employee Benefits &gt;</b>	<b>374,129</b>	<b>187,064</b>	<b>60,320</b>	<b>16.1%</b>	<b>313,809</b>		
605	Advertising	0	0	-	0.0%	0		
610	Bank Fees	0	0	-	0.0%	0		
620	Communications & Internet	3,500	1,750	480	13.7%	3,020		
622	Board Exp	0	0		0.0%	0		
625	Equip - Field (up to \$4999)	1,250	625		0.0%	1,250		
630	Equip - Office	-						
640	Fuel & Oil	14,400	7,200	7,401	51.4%	6,999		
645	Insurance	0	0		0.0%	0		
650	Interest	0	0	1,637	0.0%	(1,637)		
657	Outsource Lab / Internal Lab	3,000	1,500	3,700	0.0%	(700)		
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)	-	-		0.0%	-		
700	Tools & Instruments	2,000	1,000		0.0%	2,000		
703	Supplies - Clothing & Personal	1,500	750		0.0%	1,500		
705	Supplies - Office	-	-		0.0%	-		
715	Treatment Chemicals	0	0		0.0%	0		
720	Supplies - Operating - Other	3,000	1,500	227	0.0%	2,773		
730	Taxes - Licenses	0	0		0.0%	0		
735	Training, Certs (classes, books)	500	250		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		
	<b>Services and Supplies &gt;</b>	<b>29,150</b>	<b>14,575</b>	<b>13,445</b>	<b>46.1%</b>	<b>15,705</b>		
810	R&R Buildings & Grounds	5,000	2,500	6,550	131.0%	(1,550)		
815	R & R Damage Claims	0	0		0.0%	0		
820	R&R Lift Stations	0	0		0.0%	0		
830	R&R Equipment	35,000	17,500	9,266	26.5%	25,734		
830.1	Hydrants	-						
832	R&R Mains/Service Lines/Tanks	50,000	25,000	16,672	33.3%	33,328		
840	R&R Vehicles	18,000	9,000	10,365	57.6%	7,635		
		-	-					
<b>810</b>	<b>Fence Rpr for H/Run</b>	<b>Repairs &amp; Replacement &gt;</b>		<b>108,000</b>	54,000	42,853	<b>39.7%</b>	<b>65,147</b>
<b>830</b>	<b>Chlorine Analyzer</b>	<b>Total Expenses &gt;</b>		<b>511,279</b>	255,639	116,618	<b>22.8%</b>	<b>394,661</b>
	<b>Distribution Motor</b>							

Clearlake Oaks Co Water District  
Budget Variance Report July 1, 2022 through June 30, 2023

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SEWER-CRP

Target % > **50.0%** CRP-SEWER

As of December 2022

Summary	Budget Annual	YTD			Actual YTD Amount	%
<b>SEWER CRP Revenue</b>	509,022	254,511	241,762		47.5%	0%
<b>SEWER CRP Expenses</b>	474,523	237,261	211,714		44.6%	0%

<b>Operating Balance (loss)</b>	<b>34,499</b>	17,250	30,048
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Expenses		2020-2021 Budget		Actual	%	Total
		Annual	YTD	YTD	Spent	Remaining
505	Salaries & Wages	253,805	126,903	118,643	46.7%	135,162
520	FICA - District Share	21,334	10,667	8,790	41.2%	12,544
530	Medical Ins - District Share	50,738	25,369	25,613	50.5%	25,125
540	PERS - District Share	15,486	7,743	8,681	56.1%	6,805
550	Unemployment	-	-	-	0.0%	-
560	Workers Comp Ins	8,010	4,005	5,389	67.3%	2,621
	<b>Salaries and Employee Benefits &gt;</b>	<b>349,373</b>	<b>174,686</b>	<b>167,116</b>	<b>47.8%</b>	<b>182,257</b>
605	Advertising	0	0	-	0.0%	0
610	Bank Fees	0	0	-	0.0%	0
620	Communications & Internet	5,000	2,500	480	9.6%	4,520
622	Board Exp	0	0	-	0.0%	0
625	Equip - Field (up to \$4999)	1,250	625	-	0.0%	1,250
630	Equip - Office	-	-	-	0.0%	-
640	Fuel & Oil	14,400	7,200	9,067	63.0%	5,333
645	Insurance	0	0	-	0.0%	0
650	Interest	0	0	2,709	0.0%	(2,709)
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)	-	-	-	0.0%	-
700	Tools & Instruments	2,000	1,000	-	0.0%	2,000
703	Supplies - Clothing & Personal	1,500	750	-	0.0%	1,500
705	Supplies - Office	-	-	-	0.0%	-
715	Treatment Chemicals	0	0	-	0.0%	0
720	Supplies - Operating - Other	3,000	1,500	227	0.0%	2,773
730	Taxes - Licenses	0	0	-	0.0%	0
735	Training, Certs (classes, books)	500	250	-	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
	<b>Services and Supplies &gt;</b>	<b>27,650</b>	<b>13,825</b>	<b>12,483</b>	<b>45.1%</b>	<b>15,167</b>
810	R&R Buildings & Grounds	7,500	3,750	301	4.0%	7,199
815	R & R Damage Claims	0	0	-	0.0%	0
820	R&R Lift Stations	20,000	10,000	36	0.2%	19,964
830	R&R Equipment	35,000	17,500	11,551	33.0%	23,449
832	R&R Mains/Laterals	25,000	12,500	4,137	16.5%	20,863
840	R&R Vehicles	10,000	5,000	16,090	160.9%	(6,090)
	<b>Repairs &amp; Replacement &gt;</b>	<b>97,500</b>	<b>48,750</b>	<b>32,115</b>	<b>32.9%</b>	<b>65,385</b>
	<b>Total Expenses &gt;</b>	<b>474,523</b>	<b>237,261</b>	<b>211,714</b>	<b>44.6%</b>	<b>262,809</b>

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## Clearlake Oaks County Water District Capital Improvements As of December 31, 2022

Date	Name	Memo	Class	Amount
<b>130 · Const In Progress - Studies</b>				
07/05/2022	MC Engineering, Inc	Construction in progr...	GL:Sewer	1,662.50
07/05/2022	MC Engineering, Inc		GL:Water	1,662.50
07/05/2022	MC Engineering, Inc		GL:Water	1,445.00
09/07/2022	MC Engineering, Inc	SWRCB Water Appli...	GL:Water	4,950.00
10/05/2022	MC Engineering, Inc	SWRCB Wastewate...	GL:Sewer	1,957.57
10/05/2022	MC Engineering, Inc		GL:Water	1,957.57
11/05/2022	MC Engineering, Inc	SWRCB SRF Grant	GL:Water	3,600.00
12/05/2022	MC Engineering, Inc	SWRCB TA Grant	GL:Water	1,440.00
Total 130 · Const In Progress - Studies				18,675.14
<b>135 · CRP WATER (CAPITOL IMPROVEMENTS - WATER - WAS 1199100)</b>				
<b>138 · USDA Water Improvements</b>				
07/05/2022	MC Engineering, Inc		Loan/Grant:...	20,963.26
07/15/2022	AES - Analytical Envir...	Vault installation proj...	Loan/Grant:...	1,975.73
07/31/2022	T & S Construction Co...	Payment #14	Loan/Grant:...	252,320.00
08/05/2022	MC Engineering, Inc	USDA Meters/Tank	Loan/Grant:...	15,697.63
08/31/2022	T & S Construction Co...	#15	Loan/Grant:...	245,416.04
09/07/2022	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	18,505.85
09/30/2022	T & S Construction Co...	USDA Water Improve	Loan/Grant:...	145,920.00
10/05/2022	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	19,600.91
11/05/2022	MC Engineering, Inc	USDA Water Improv...	Loan/Grant:...	12,839.00
11/30/2022	T & S Construction Co...	11/1/2022 - 11/30/20...	Loan/Grant:...	582,746.15
12/05/2022	MC Engineering, Inc	USDA Meters	Loan/Grant:...	8,877.08
12/15/2022	AES - Analytical Envir...	Vault installation proj...	Loan/Grant:...	1,662.31
Total 138 · USDA Water Improvements				1,326,523.96
<b>128 · Sewer Infrstrcture &amp; Rehab Proj (Phase 1 was the installation of the Force Main)</b>				
Total 128 · Sewer Infrstrcture & Rehab Proj (Phase 1 was the installation of the F...				
<b>121 · Wtr Dist &amp; Wtr Storage Projects (Replacement or installation of water distrib...</b>				
<b>131 · Waste Water Plant</b>				
<b>131.1 · Pumps/Equipment</b>				
Total 131.1 · Pumps/Equipment				
<b>131 · Waste Water Plant - Other</b>				
Total 131 · Waste Water Plant - Other				
Total 131 · Waste Water Plant				
<b>127 · Water Plant</b>				
<b>127.6 · Swan AMI Turbiwell Monitor</b>				
Total 127.6 · Swan AMI Turbiwell Monitor				
<b>127.5 · A/C installation for Filter Rm</b>				
Total 127.5 · A/C installation for Filter Rm				
<b>127.4 · PH System</b>				
Total 127.4 · PH System				
<b>127.2 · Harvy Vault Chlor Inject Proj</b>				
Total 127.2 · Harvy Vault Chlor Inject Proj				
<b>127.1 · Major Equipment</b>				
09/07/2022	Commercial Pump & ...	Back-up Pump for Di...	CRP:Water	8,655.08
Total 127.1 · Major Equipment				8,655.08
<b>127 · Water Plant - Other</b>				
Total 127 · Water Plant - Other				
Total 127 · Water Plant				8,655.08
<b>120 · District General CRP (EQUIPMENT - WAS 1011181)</b>				
<b>120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - WAS 1011190)</b>				
Total 120.01 · General Equipment/Tools (GENERAL EQUIPMENT - WATER - ...				
<b>120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)</b>				
Total 120.60 · Office (OFFICE EQUIPMENT - WAS 1011192)				
<b>120.75 · SCADA</b>				

## Clearlake Oaks County Water District

01/06/23

## Capital Improvements

Accrual Basis

As of December 31, 2022

Date	Name	Memo	Class	Amount
Total 120.75 · SCADA				
<b>120.90 · Vehicles/Generators/Trailers</b>				
Total 120.90 · Vehicles/Generators/Trailers				
<b>120 · District General CRP (EQUIPMENT - WAS 1011181) - Other</b>				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181) - Other				
Total 120 · District General CRP (EQUIPMENT - WAS 1011181)				
<b>122 · Bldgs/Grounds Cap Improvements</b>				
Total 122 · Bldgs/Grounds Cap Improvements				
<b>124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161)</b>				
<b>124.2 · GIS Online Mapping System</b>				
07/05/2022	MC Engineering, Inc	GIS Mapping	GL:Sewer	468.75
08/05/2022	MC Engineering, Inc	GIS	CRP:Water	225.00
08/05/2022	MC Engineering, Inc		CRP:Sewer	225.00
Total 124.2 · GIS Online Mapping System				918.75
<b>124.30 · Lift Stations</b>				
07/26/2022	ABC Plumbing	Sewer camer survey...	CRP:Sewer	4,060.00
Total 124.30 · Lift Stations				4,060.00
<b>124.50 · Mains</b>				
Total 124.50 · Mains				
<b>124.60 · Meters</b>				
Total 124.60 · Meters				
<b>124.90 · Water Tanks</b>				
Total 124.90 · Water Tanks				
<b>124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - WAS 1011161) - Other</b>				
07/05/2022	MC Engineering, Inc		GL:Water	468.75
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWE...				468.75
Total 124 · D/C System Cap Improvements (COLLECTION SYSTEM - SEWER - ...				5,447.50
<b>125 · Land - Dist. Cap. Improvements</b>				
Total 125 · Land - Dist. Cap. Improvements				
<b>129 · ALLOW. FOR DEPRECIATION</b>				
Total 129 · ALLOW. FOR DEPRECIATION				
<b>280 · Loan</b>				
<b>280.04 · 2021 Water Truck</b>				
07/20/2022	Kansas State Bank - ...	Payment #8	CRP:Water	727.18
07/20/2022	Kansas State Bank - ...	3359488	CRP:Sewer	727.18
08/15/2022	Kansas State Bank - ...	Payment #9	CRP:Water	729.57
08/15/2022	Kansas State Bank - ...	3359488	CRP:Sewer	729.57
09/20/2022	Kansas State Bank - ...	Payment #10	CRP:Sewer	1,463.93
10/20/2022	Kansas State Bank - ...	Payment #11	CRP:Sewer	1,468.73
11/16/2022	Kansas State Bank - ...	3359488	CRP:Water	736.78
11/16/2022	Kansas State Bank - ...	Payment #12	CRP:Sewer	736.78
12/20/2022	Kansas State Bank - ...	Payment #13	CRP:Water	739.20
12/20/2022	Kansas State Bank - ...	3359488	CRP:Sewer	739.19
Total 280.04 · 2021 Water Truck				8,798.11
<b>280.15 · USDA Water Improvement Project (USDA Wtr Improvement Proj total \$5 Million)</b>				
08/11/2022	USDA Rural Develop...	Payment #15	Loan/Grant:...	-293,476.66
09/01/2022	USDA Rural Develop...	Payment #1 Water	Loan/Grant:...	30,500.19
09/16/2022	USDA Rural Develop...	Payment #16	Loan/Grant:...	-263,921.89
10/21/2022		#17	Loan/Grant:...	-165,520.91
12/01/2022	USDA Rural Develop...	#18	Loan/Grant:...	-12,839.00
12/13/2022		Deposit	Loan/Grant:...	-566,113.88
12/13/2022		Deposit	Loan/Grant:...	-25,509.35
Total 280.15 · USDA Water Improvement Project (USDA Wtr Improvement Pr...				-1,296,881.50
<b>280.02 · KS State Bank - 2019 Vac-Con</b>				
07/15/2022	Kansas State Bank - ...	Pyymt #31	CRP:Water	3,409.30

## Clearlake Oaks County Water District Capital Improvements As of December 31, 2022

Date	Name	Memo	Class	Amount
07/15/2022	Kansas State Bank - ...	3343293	CRP:Sewer	3,409.29
08/15/2022	Kansas State Bank - ...	Pymt #32	CRP:Water	3,418.94
08/15/2022	Kansas State Bank - ...	3343293	CRP:Sewer	3,418.94
09/15/2022	Kansas State Bank - ...	Pymt #33	CRP:Sewer	6,857.21
09/15/2022	Kansas State Bank - ...	3343293	CRP:Sewer	564.26
10/15/2022	Kansas State Bank - ...	Pymt #34	CRP:Sewer	6,876.61
11/15/2022	Kansas State Bank - ...	Pymt #35	CRP:Sewer	3,448.03
11/15/2022	Kansas State Bank - ...	3343293	CRP:Water	3,448.03
12/15/2022	Kansas State Bank - ...	Pymt #36	CRP:Water	3,457.78
12/15/2022	Kansas State Bank - ...	3343293	CRP:Sewer	3,457.78
Total 280.02 · KS State Bank - 2019 Vac-Con				41,766.17
Total 280 · Loan				-1,246,317.22
<b>306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ENDS 06/31/2011)</b>				
Total 306 · Retained Earnings - OLD (Undistributed earnings of the corporation - ...				
<b>Income</b>				
<b>435 · Loans/Grants</b>				
<b>435-8 · Intake Pump Extension</b>				
08/22/2022		Invoice #4 - Dept. of ...	GL:Water	-83,690.37
09/26/2022		Intake pipe extensio...	Loan/Grant:...	-40,848.05
Total 435-8 · Intake Pump Extension				-124,538.42
Total 435 · Loans/Grants				-124,538.42
Total Income				-124,538.42
<b>Loans/Grants</b>				
<b>935 · Actiflo Pilot Program</b>				
07/05/2022	MC Engineering, Inc		Loan/Grant:...	2,145.00
08/05/2022	MC Engineering, Inc	Pilot Actiflo	Loan/Grant:...	3,280.00
09/30/2022	T & S Construction Co...	Actiflo	Loan/Grant:...	109,326.28
10/05/2022	MC Engineering, Inc	Actiflow	Loan/Grant:...	4,715.00
10/24/2022	Clear Lake Electronic ...	Lan cable for Actiflo ...	Loan/Grant:...	68.51
10/25/2022	MC Engineering, Inc	Actiflo	Loan/Grant:...	4,165.00
11/03/2022	HomeDepot	Buckets for sand rep...	Loan/Grant:...	32.49
11/04/2022	HomeDepot	Buckets for sand rep...	Loan/Grant:...	16.25
11/05/2022	MC Engineering, Inc	Actiflo	Loan/Grant:...	945.00
11/15/2022	Southport Control Sol...	Actiflo Control Interf...	Loan/Grant:...	5,607.92
11/28/2022	Veolia Water Technol...	Actiflo - Pilot Study	Loan/Grant:...	75,000.00
12/05/2022	MC Engineering, Inc	Actiflo	Loan/Grant:...	450.00
Total 935 · Actiflo Pilot Program				205,751.45
<b>930 · Intake Pump Extension</b>				
<b>930.1 · Source Capacity Study</b>				
07/05/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	12,060.00
08/05/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	4,896.50
09/07/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	3,295.00
10/05/2022	MC Engineering, Inc	Source Capacity Study	Loan/Grant:...	1,890.00
11/05/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	6,780.00
12/05/2022	MC Engineering, Inc	Source capacity study	Loan/Grant:...	5,970.00
Total 930.1 · Source Capacity Study				34,891.50
<b>930 · Intake Pump Extension - Other</b>				
07/05/2022	MC Engineering, Inc	Water Intake Extensi...	Loan/Grant:...	2,407.80
08/05/2022	MC Engineering, Inc	Work done in July - ...	Loan/Grant:...	1,750.00
08/31/2022	Pac Machine Co., Inc.	Service date 8/24/20...	Loan/Grant:...	750.00
08/31/2022	T & S Construction Co...	Water Intake	Loan/Grant:...	3,633.25
09/07/2022	MC Engineering, Inc	Intake/Source	Loan/Grant:...	2,887.50
10/05/2022	MC Engineering, Inc		Loan/Grant:...	1,400.00
11/05/2022	MC Engineering, Inc	Water Intake	Loan/Grant:...	3,237.50
12/05/2022	MC Engineering, Inc	Emergency intake	Loan/Grant:...	1,487.50
12/16/2022		DWR - #6	Loan/Grant:...	-11,457.68
Total 930 · Intake Pump Extension - Other				6,095.87
Total 930 · Intake Pump Extension				40,987.37
Total Loans/Grants				246,738.82

11:25 AM  
01/06/23  
Accrual Basis

**Clearlake Oaks County Water District**  
**Capital Improvements**  
As of December 31, 2022

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<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
TOTAL				<u>235,184.86</u>



## Accounts

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

### CRP PC \*6192

Available	**\$88,533.32
Current	\$86,856.72

### CRP SEWER \*3745

Available	**\$87,145.54
Current	\$79,169.81

### GENERAL LEDGER \*9122

Available	**\$180,506.78
Current	\$99,262.15

### PUBLIC REGULAR CHK \*8503

Available	**\$415,873.72
Current	\$512,700.00

### PUBLIC REGULAR CHK \*9592

Available	**\$140,000.00
Current	\$135,000.00

### PUBLIC REGULAR CHK \*7355

Available	**\$17,900.00
-----------	---------------

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[Start for free](#)

## Money Management



Current \$10,700.00

CRP WATER \*6990

Available \*\*\$76,566.58

Current \$74,967.31

### BALANCE TOTALS

Total Deposit Accounts \$998,655.99

\*\*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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January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7

32



# California State Treasurer *Fiona Ma, CPA*



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

January 12, 2023

[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

December 2022 Statement

### Account Summary

Total Deposit:	0.00	Beginning Balance:	1,069,164.20
Total Withdrawal:	0.00	Ending Balance:	1,069,164.20

**Clearlake Oaks County Water District**  
**Payroll Summary**  
 December 2022

	Hours	Rate	Dec 22
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
CTO Saved	-61.25	46.91	-3,002.91
CTO Used	16.58	31.27	609.88
Holiday	389	28.09	13,030.03
Holiday Worked (x2.5)	26	97.18	2,455.92
Overtime (x1.5)	123.75	46.91	5,985.21
PTO	270.42	28.09	8,528.96
Straight Board Duty Pay	3,177.5	28.09	106,379.59
			400.00
			6,230.00
<b>Total Gross Pay</b>	<b>3,942</b>		<b>140,616.68</b>
<b>Deductions from Gross Pay</b>			
ACWA (pre-tax)			-3,240.02
AFLAC (pre-tax)			-690.21
AFLAC (taxable) AFTER TAX			-367.56
CALPers 457			-600.00
CALPers EE (Pretax)			-7,832.58
<b>Total Deductions from Gross Pay</b>			<b>-12,730.37</b>
<b>Adjusted Gross Pay</b>	<b>3,942</b>		<b>127,886.31</b>
<b>Taxes Withheld</b>			
Federal Withholding			-10,841.00
Medicare Employee			-1,981.92
Social Security Employee			-8,474.57
CA - Withholding			-4,256.58
CA - Disability			-1,503.55
<b>Total Taxes Withheld</b>			<b>-27,057.62</b>
<b>Deductions from Net Pay</b>			
Miscellaneous Deduction			-75.00
Wage Garnishment			-796.14
<b>Total Deductions from Net Pay</b>			<b>-871.14</b>
<b>Net Pay</b>	<b>3,942</b>		<b>99,957.55</b>
<b>Employer Taxes and Contributions</b>			
Medicare Company			1,981.92
Social Security Company			8,474.57
<b>Total Employer Taxes and Contributions</b>			<b>10,456.49</b>

Clearlake Oaks County Water District

Trial Balance

As of December 31, 2022

	Dec 31, 22	
	Debit	Credit
102.14 · CalPERS RESERVE	10,700.00	
102.13 · SEWER RESERVES-9592	135,000.00	
102.11 · PC ESCROW - 6184	0.00	
102.10 · CRP PC - 6192	86,856.72	
102.12 · WATER RESERVES- 8503	512,700.00	
102.001 · GL - 9122	154,997.46	
102.04 · DWR - CHECKING	0.00	
101 · LAIF - CASH IN BANK	880,164.20	
101 · LAIF - CASH IN BANK:CIP Deposits 2014	189,000.00	
102.01 · WEST AMERICA - REGULAR CHECKING	88.98	
102.02 · CRP Water - 6990	74,967.31	
102.03 · CRP Sewer - 3745	79,169.81	
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	1,120,216.24	
130 · Const In Progress - Studies:130.96 · Const in Progress ...	4,040.00	
130 · Const In Progress - Studies:130.95 · Source Capacity S...	9,859.00	
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	7,211,107.49	
128 · Sewer Infrstrcture & Rehab Proj	3,952,787.28	
121 · Wtr Dist & Wtr Storage Projects	250,195.76	
121 · Wtr Dist & Wtr Storage Projects:121.1 · Sidewalk Proje...	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:127.7 · 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	357,521.21	
120 · District General CRP	95,883.57	
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/Trail...	753,972.38	
122 · Bldgs/Grounds Cap Improvements	8,547,329.06	
124 · D/C System Cap Improvements	3,146,777.14	
124 · D/C System Cap Improvements:124.2 · GIS Online Map...	8,277.92	
124 · D/C System Cap Improvements:124.30 · Lift Stations	83,302.80	
124 · D/C System Cap Improvements:124.30 · Lift Stations:12...	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		74,825.38
211 · WAB Credit Card:211.17 · WAB - Kurt - 0390	0.00	
211 · WAB Credit Card:211.16 · WAB - Francisco - 5312	0.00	
211 · WAB Credit Card:211.15 · WAB - Kurt - 9133	0.00	
211 · WAB Credit Card:211.14 · WAB - Dianna - 3226	0.00	

Clearlake Oaks County Water District

01/06/23

Trial Balance

Accrual Basis

As of December 31, 2022

	Dec 31, 22	
	Debit	Credit
211 · WAB Credit Card:211.13 · WAB - Jeremy - 2499	0.00	
211 · WAB Credit Card:211.12 · WAB- Francisco - 2481	0.00	
211 · WAB Credit Card:211.11 · WAB - Dan - 2507	0.00	
211 · WAB Credit Card:211.10 · WAB - Dianna - 2473	0.00	
210 · Cal Card	0.00	
210 · Cal Card:210-09 · Cal Card - 5855	0.00	
210 · Cal Card:210-08 · Cal Card - 5848	0.00	
210 · Cal Card:210-07 · Cal-Card	0.00	
210 · Cal Card:210.06 · Cal Card - 3879	0.00	
210 · Cal Card:210.05 · Cal Card - 4075	0.00	
210 · Cal Card:210.04 · Cal Card - 7397	0.00	
210 · Cal Card:210.01 · Cal Card -	0.00	
210 · Cal Card:210.02 · Cal Card 0010	0.00	
210 · Cal Card:210.03 · Cal Card	0.00	
Annual Depreciation		249,035.55
224 · USDA Retainage	0.00	
223.56 · FEDERAL PAYROLL TAX PENALTY	3,928.96	
280 · Loan:280.04 · 2021 Water Truck	18,231.54	
280 · Loan:280.15 · USDA Water Improvement Project		6,785,425.04
280 · Loan:280.02 · KS State Bank - 2019 Vac-Con		171,405.74
280 · Loan:280.12 · USDA Loan for Sewer Clarifier		3,049,172.41
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	2,375.41	
221 · Health Ins - EE Portion:221.1 · EE Cobra Payments - Me...	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	13,661.96	
223.15 · GARNISHMENTS:223.16 · GARNISHMENT - COURT ...	0.00	
223.15 · GARNISHMENTS:223.17 · GARNISHMENT - LAKE C...		14,263.21
223.20 · STATE UNEMPLOYMENT TAX PAYABLE	0.00	
223.25 · Vacation Dump Account	0.00	
223.25 · Vacation Dump Account:223.26 · Admin - Vacation T...	0.00	
223.25 · Vacation Dump Account:223.27 · Sewer - Vacation	0.00	
223.25 · Vacation Dump Account:223.28 · Water - Vacation	0.00	
223.30 · Sick Dump Account	0.00	
223.30 · Sick Dump Account:223.31 · Admin - Sick	0.00	
223.30 · Sick Dump Account:223.32 · Sewer - Sick	0.00	
223.30 · Sick Dump Account:223.33 · Water - Sick	0.00	
223.40 · ACCRUED PAYROLL	0.00	
223.45 · FICA & SOCIAL SEC PAYABLE	0.00	
223.50 · MEDICARE TAX PAYABLE	0.00	
223.55 · FEDERAL PAYROLL TAX WITHHOLDING	1,050.73	
223.60 · STATE PAYROLL TAX WITHHOLDING	0.00	
223.65 · STATE DISABILITY PAYABLE	1.00	
2135 · CALPERS RETIREMENT PAYABLE	0.00	
223.70 · WORKERS COMP PAYABLE	58,504.00	
223.75 · PAYROLL DEDUCTION - INS CO-PAY	11,907.93	
223.80 · GASB 68 Pension		26,313.00
223.85 · MISC DEDUCTIONS PAYABLE		5,809.17
223.90 · COMPENSATED EMPLOYEE BENEFITS		18,602.20
24000 · Payroll Liabilities	17,208.56	
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		13,898,852.53
Income:410 · Client Reg Pmt		1,233,502.46
Income:425 · CRP		539,902.06

Clearlake Oaks County Water District

Trial Balance

As of December 31, 2022

	Dec 31, 22	
	Debit	Credit
Income:430 · Penalty & Interest		40,722.60
Income:430 · Penalty & Interest:430.2 · Bank Interest	2.19	
Income:435 · Loans/Grants:435-8 · Intake Pump Extension		124,538.42
Income:440 · Misc Revenue		9,565.70
Income:450 · Other - Non S/W Rev		103,604.35
Loans/Grants:935 · Actiflo Pilot Program	205,751.45	
Loans/Grants:930 · Intake Pump Extension	6,095.87	
Loans/Grants:930 · Intake Pump Extension:930.1 · Source C...	34,891.50	
Salaries & EE Benefits:545 · CALPers 457		200.00
Salaries & EE Benefits:505 · Salaries & Wages	619,593.88	
Salaries & EE Benefits:520 · FICA - District Share	45,921.94	
Salaries & EE Benefits:530 · Med/Life Insurance- Dist Share	142,135.28	
Salaries & EE Benefits:540 · PERS - District Share	85,916.19	
Salaries & EE Benefits:560 · Workers Comp Ins	15,509.96	
Services & Supplies:610 · Bank Fees	17,379.83	
Services & Supplies:620 · Communications & Internet	15,704.59	
Services & Supplies:622 · Board Exp	4,483.19	
Services & Supplies:630 · Equip - Office	757.30	
Services & Supplies:640 · Fuel & Oil	26,369.13	
Services & Supplies:645 · Insurance	27,240.98	
Services & Supplies:650 · Interest	30,531.82	
Services & Supplies:657 · Lab	22,776.14	
Services & Supplies:660 · Memberships & Subscription	59,746.31	
Services & Supplies:670 · Postage & Shipping	12,532.28	
Services & Supplies:675 · Professional Services	30,125.82	
Services & Supplies:685 · Rents	6,439.91	
Services & Supplies:690 · Safety & Security	9,178.11	
Services & Supplies:700 · Tools & Instruments	1,877.18	
Services & Supplies:703 · Supplies - Clothing & Personal	407.87	
Services & Supplies:705 · Supplies - Office	3,970.38	
Services & Supplies:715 · Supplies-Chemicals-Operating	103,840.91	
Services & Supplies:720 · Supplies - Inventory - Other	6,408.59	
Services & Supplies:730 · Taxes - Licenses	2,538.89	
Services & Supplies:735 · Training/Classes/Certs/ClassB	1,675.00	
Services & Supplies:745 · Travel / Lodging	598.09	
Services & Supplies:750 · Utilities	181,652.32	
Services & Supplies:760 · Waste Disposal	33,362.11	
Services & Supplies:795 · Yolo Co	24,637.67	
Services & Supplies:799 · Misc:799.1 · Customer Refund - A...	3,523.84	
Repairs & Replacement:810 · R&R Buildings & Grounds	8,321.76	
Repairs & Replacement:820 · R&R Lift Stations	36.16	
Repairs & Replacement:830 · R&R Equipment	27,014.93	
Repairs & Replacement:832 · R&R Mains and Sewer Lines	20,809.33	
Repairs & Replacement:840 · R&R Vehicles	26,454.32	
66000 · Payroll Expenses	2,439.70	
<b>TOTAL</b>	<b>40,994,759.05</b>	<b>40,994,759.05</b>

## Account Payable Breakdown

Date: 1/12/2023

	<u>QuickBooks</u>	<u>WAB Balance</u>	<u>WAB Available</u>
General Ledger - 9122	\$180,857.86	\$99,262.15	\$180,506.78
CRP Water - 6990	\$76,569.58	\$74,967.31	\$76,566.58
CRP Sewer - 3745	\$87,145.54	\$79,169.81	\$87,145.54
CRP PC - 6192	\$88,533.32	\$86,856.72	\$88,533.32
Water Reserve - 8503	\$415,873.72	\$512,700.00	\$415,873.72
Sewer Reserve - 9592	\$140,000.00	\$135,000.00	\$140,000.00
CalPers Reserve - 7355	\$17,900.00	\$10,700.00	\$17,900.00
LAIF Balance	\$1,069,164.20	\$1,069,164.20	\$1,069,164.20
Current A/P Aging	\$1,464.21		
Kansas State Bank-VacCon	\$7,421.47	1/15/2023	
Kansas State Bank-Water Truck	\$1,730.25	1/20/2023	
<b>TOTAL</b>	<b>\$10,615.93</b>		
 <b>Paid On-line/Auto Out</b>			
12/28/2022 Cannon	\$433.79		
1/4/2023 PG&E	\$23,708.48		
1/10/2023 Credit Card	\$8,780.30		
1/4/2023 Verizon	\$1,483.57		
1/9/2023 Mediacom	\$313.10		
<b>TOTAL-Paid On-line/Auto Out</b>	<b>\$34,719.24</b>		

10:10 AM

01/12/23

**Clearlake Oaks County Water District**  
**A/P Aging Summary**  
As of January 12, 2023

---

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
KonocTees	0.00	0.00	0.00	0.00	1,415.29	1,415.29
Potrero Hills Landfill	0.00	0.00	0.00	48.92	0.00	48.92
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48.92</b>	<b>1,415.29</b>	<b>1,464.21</b>

# ***CLEARLAKE OAKS COUNTY WATER DISTRICT***

## **NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

Date: December 15, 2022

Time: 2:00 P.M.

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

### **AGENDA**

#### **A. CALL TO ORDER**

- 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. Jeremy Backus, 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**

1. Administration
2. Chief Distribution Operator
3. Water Plant Chief Operator
4. Wastewater Plant Chief Operator
5. General Manager

#### **D. 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**
  - a. November 2022 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 11/17/2022



3. **Bills**

- a. MC Engineering invoice number 2290, dated 12/5/2022, in the amount of \$8,877.07 for the USDA Water Improvements Project
- b. Veolia invoice number 22001042 RI 05700, dated 11/28/2022, in the amount of \$75,000.00 for the Actiflo Pilot Program
- c. T & S Construction invoice number 17, dated 11/30/2022, in the amount of \$582,746.15 for the USDA Water Improvements Project

**Action Taken: Motion to approve the consent items.**

**HERMAN/BOUCHER M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON**

**NOES: NONE**

**ABSENT: NONE**

**E. OLD BUSINESS**

- 1. Discussion regarding Rebranding (Renaming) the District

**Action Taken: Motion to approve the renaming of Clearlake Oaks County Water District to CLO Water and Wastewater District**

**BOUCHER/BURTON M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON**

**NOES: NONE**

**ABSENT: NONE**

- 2. Discussion of District Fire Hydrants

**Action Taken: NO ACTION**

**F. NEW BUSINESS**

- 1. Administer Oath of Office to Director Archacki and Director Boucher

**Action Taken: Administered Oath to Director Archacki and Director Boucher**

- 2. Discussion consideration of nominations and elections of Board President and Vice President

**Action Taken: Motion to nominate Margaret Medeiros as Board President**

**ARCHACKI/BURTON M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON**

**NOES: NONE**

**ABSENT: NONE**

**Action Taken: Motion to nominate Stanley Archacki as Vice President**

**BOUCHER/HERMAN M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON**

**NOES: NONE**

**ABSENT: NONE**

3. Discussion of Agenda and Minutes Layout

**Action Taken: NO ACTION**

**\*Director Burton excused at 3:15 PM\***

4. Discussion and approval of purchasing 4,000 gallons of 9800 coagulant for the water plant. \$11.14/lb for a total of \$29,409.60

**Action Taken: Motion to approve the purchase of 4,000 gallons of 9800 coagulant for the water plant. \$11.14/lb for a total of \$29,409.60**

**ARCHACKI/HERMAN M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN**

**NOES: NONE**

**ABSENT: BURTON**

5. Discussion and approval of Resolution 22-12, Authorized Representative for the Drought Resiliency Projects through Department of Water Resources (DWR)

**Action Taken: Motion to approve the purchase of 4,000 gallons of 9800 coagulant for the water plant. \$11.14/lb for a total of \$29,409.60**

**ARCHACKI/HERMAN M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN**

**NOES: BURTON**

6. Discussion and approval of Resolution 22-13, amending the District Water Code

**Action Taken: Motion to approve Resolution 22-13, amending the District Water Code as revised**

**ARCHACKI/HERMAN M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN**

**NOES: NONE**

**ABSENT: BURTON**

7. Discussion and approval of Resolution 22-14, amending the District Sewer Code

**Action Taken: Motion to approve Resolution 22-14, amending the District Sewer Code as revised**

**ARCHACKI/HERMAN M/S/C**

**AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN**

**NOES: NONE**

**ABSENT: BURTON**

**Adjournment**

**Time: 3:46 PM**

**SIGNED: \_\_\_\_\_  
Margaret Medeiros, President**

**ATTESTED TO: \_\_\_\_\_  
Olivia Mann, Board Secretary**

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 during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments of individual speakers are limited to three minutes per agenda item.

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



**MC Engineering, Inc.**

9294 Madison Ave  
Orangevale, CA 95662

# Invoice

Date	Invoice #
1/5/2023	2308

**Bill To**

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

Job No.	Terms	Due Date	Project	
	Net 30	2/4/2023	USDA Meters and Water Tank PER	
Description	Qty	Rate	Amount	
Project Manager, Mark Carey, PE	2	165.00	330.00	
Project Engineer, Jared P. Nelson	45	130.00	5,850.00	
RGH Consultants Inv 1122207	1.13	2,380.00	2,689.40	
EDEA Inv 1140	1.13	1,400.00	1,582.00	
Reimbursable Expenses		661.90	661.90	
<i>138 - 4/6 USDA Wtr Improvement Proj.</i>				
			<b>Total</b>	\$11,113.30
			<b>Payments/Credits</b>	\$0.00
			<b>Balance Due</b>	\$11,113.30

*LM*

Phone #	Fax #	E-mail
916-546-7898	916-860-1863	mark.carey@mc-engineers.com

*AT*

# Contractor's Application for Payment No. #18

Application Period: 12/11/2022-12/31/2022	Application Date: 12/31/2022	#18
From (Contractor): T & S Construction Co. Inc.	Via (Construction Manager): Jared Nelson	
Contract: USDA CFDA No. 10.760	Engineer's Project No.: USDA CFDA No. 10.760	
Contractor's Project No.: 20215		

### Application For Payment Change Order Summary

Approved Change Orders	Additions	Deductions
Number		
1	\$16,009.53	
2	\$22,623.87	
3	\$2,011.49	
4	\$7,269.00	
5	\$110,978.00	
6	\$54,136.00	
7	\$18,044.67	
8		
<b>TOTALS</b>		
<b>NET CHANGE BY CHANGE ORDERS</b>	<b>\$131,977.56</b>	

1. ORIGINAL CONTRACT PRICE.....	\$	6,034,124.00
2. Net change by Change Orders.....	\$	131,977.56
3. Current Contract Price (Line 1 ± 2).....	\$	6,166,101.56
4. TOTAL COMPLETED AND STORED TO DATE		\$5,769,721.56
5. RETAINAGE:		
a. 5% X \$5,769,721.56 Work Completed.....	\$	288,486.08
b. 5% X - Stored Material.....	\$	-
c. Total Retainage (Line 5a + Line 5b).....	\$	288,486.08
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	5,481,235.48
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	5,362,010.48
8. AMOUNT DUE THIS APPLICATION.....	\$	119,225.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$	684,866.08

### 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 Schiavella Date: 12/31/2022

1/11/2023

138- 1/6 USA Water Comp.

AS

Payment of: \$	<u>Jared Nelson</u>	(Line 8 or other - attach explanation of the other amount)	<u>1-11-23</u>	(Date)
is recommended by:	<u>Jared Nelson</u>	Inspector		
Payment of: \$	<u>Jared Nelson</u>	(Line 8 or other - attach explanation of the other amount)	<u>1-11-23</u>	(Date)
is recommended by:	<u>Jared Nelson</u>	Engineer		
is approved by:	<u>Anthony Schiavella</u>		<u>1-12-23</u>	(Date)
Approved by:		Funding Agency (if applicable)		(Date)



MC Engineering, Inc.

9294 Madison Ave  
Orangevale, CA 95662

# Invoice

Date	Invoice #
1/5/2023	2307

**Bill To**

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

Job No.	Terms	Due Date	Project	
	Net 30	2/4/2023	Source Capacity Study	
Description	Qty	Rate	Amount	
Engineering Tech, Julia Asbenson	16	105.00	1,680.00	
Project Manager, Mark Carey, PE	5	190.00	950.00	
Assistant Engineering Tech, Joseph Dascenzi	31.75	95.00	3,016.25	
Work included reviewing new DMA meter data and working on projected water demand and maps, as well as completing an initial draft of the Source Capacity Study report.				
GEI Consultants Inv 3122657		5,500.00	5,500.00	
<i>930.1 2/6 Emerg. intake pp / source</i> <i>DM</i>				
<b>Total</b>			<b>\$11,146.25</b>	
<b>Payments/Credits</b>			<b>\$0.00</b>	
<b>Balance Due</b>			<b>\$11,146.25</b>	

Phone #	Fax #	E-mail
916-546-7898	916-860-1863	mark.carey@mc-engineers.com

AU

RECEIVED  
DEC 27 2022

BY: MA

# Clearlake Oaks County Water District

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

Name: Tina McKenzie, Trustee for the Sonia J Unger Living Trust

Mailing Address: 7211 Liberty Pride St, Las Vegas, NV 89148

Property Address  
(If different than above): 10741 Pingree Road, Clearlake Oaks, CA 95423

## APPEAL

Please select the charge that you are appealing:

Misc. Charge  Late Fee Waiver  High Usage / Bill

Other: \_\_\_\_\_

Date of the charge that you are appealing: 12/20/2022

Please describe below in detail the reason for your appeal:

Dear CLO Water Department Board--

I am writing to request that the \$45.00 fee charged for a door hanger to be placed at 10741 Pingree Road please be waived.

I was in contact with your office shortly after my mother died, after which time I sent in a copy of her Death Certificate and Trust documents confirming my authority, as Successor Trustee, to interact with the Clearlake Oaks Water Department regarding the account. No one responded.

Then, the Water Department apparently updated the Billing Address for the account in response to the notification of address change from USPS, yet continued to bill the account via email. Why would they not have ensured that the water bills be delivered by hard copy, US Mail if they knew they were sending bills to a Gmail address? I was never asked for eBills. I had never received a single communication from your office, via email or US Mail or otherwise, until Bailey emailed me a transaction history today.

Per the GM (I believe her name is Diana), her "girl" made a mistake so she waived the late fees on the account. However, she refuses to waive the subsequent door hanger fee, resulting from the same failure to appropriately act in this matter. Can you please waive the \$45 fee?

Thank you,

[Signature] 12/20/22

PS: As an aside, it is absolutely appalling that anyone in 2022, particularly a "general manager", would refer to an employee as one of their "girls."

A7

# CLEARLAKE OAKS COUNTY WATER DISTRICT

## RESOLUTION NO. 23-01

### A RESOLUTION AUTHORIZING ENTERING INTO A FUNDING AGREEMENT WITH THE STATE WATER RESOURCES CONTROL BOARD AND AUTHORIZING AND DESIGNATING A REPRESENTATIVE FOR THE ACTIFLO PILOT PROJECT.

**WHEREAS**, Clearlake Oaks County Water District has submitted an application to the State Water Resources Control Board for funding for the Actiflo Pilot Project; and

**WHEARAS**, prior to the State Water Resources Control Board's executing a funding agreement, Clearlake Oaks County Water District is required to adopt a resolution authorizing an agent, or representative, to sign the funding agreement, amendments, and requests for disbursement on behalf of Clearlake Oaks County Water District, and to carry out other necessary Project-related activities;

**NOW, THEREFORE, BE IT RESOLVED**, that Clearlake Oaks County Water District is hereby authorized to carry out the Project, enter into a funding agreement with the State Water Resources Control Board, and accept and expend State funds for the Project; and

**BE IT FURTHER RESOLVED**, that the General Manager, or designee, is hereby authorized and designated to sign, for and on behalf of Clearlake Oaks County Water District, the funding agreement for the Project and any amendments thereto; and

**BE IT FURTHER RESOLVED**, that the General Manager, or designee, is hereby authorized and designated to represent the Clearlake Oaks County Water District in carrying out Clearlake Oaks County Water District responsibilities under the funding agreement, including certifying invoices and disbursement requests for Project costs on behalf of Clearlake Oaks County Water District and compliance with applicable state and federal laws.

**BE IT FURTHER RESOLVED**, that any and all actions, whether previously or subsequently taken by Clearlake Oaks County Water District, which are consistent with the intent and purposes of the foregoing resolution, shall be, and hereby are, in all respects, ratified, approved and confirmed.

### CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted by the Board of Directors of the Clearlake Oaks County Water District at the meeting thereof held on the 19<sup>th</sup> day of January, 2023, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**CLEARLAKE OAKS COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Margaret Medeiros, President

Attest: \_\_\_\_\_  
Olivia Mann, Board Secretary



# Clearlake Oaks County Water District

P.O. Box 709 Clearlake Oaks, CA 95423 - P: (707) 998-3322 F: (707) 998-1245



## Purchase Order

PO#: 5321

Vendor: G3 Phone: 209-225-5095  
 Address: Po Box 2148 Fax: \_\_\_\_\_  
 Granite Bay Ca 95746 Contact: Christopher Davidson

Item	Description	Quantity	Unit Price	Amount
Grundfos 25709 VL	Vertical inline pumps	2	9,185	\$18,370
Comments: Cerrito Tank Pump Improvement Project 2x Vertical Hydro Pumps Grundfos 25709 VL			Sub-total	18,370
			Sales Tax:	\$1,332
			Freight:	\$800
			Total Due:	20,502

Admin  Water  Sewer  DC

Requested By: JS Date: 12/14/2022  
 Ordered By: JS Date: 12/14/2022  
 Authroized By: JB Date: 12/14/2022

AA



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

**RESOLUTION NO. 23-02**

**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 January 19, 2023.

**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 19<sup>th</sup> day of January 2023, 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 January 19, 2023

**3-6.104 BILLABLE FEES**

Account Fee	All new accounts, new or existing owner	\$65.00
Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$175.00
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	Minimum of \$100.00 and actual repair or replacement	\$100.00
Delinquent Turn Off Fee		\$150.00
Door Hanger Fee		\$45.00
Foliage Removal Fee	Minimum of \$85.00 and actual repair or replacement	\$85.00
Grease Trap Reinspection Fee		\$115.00
Illegal Cross Connection Fee	Minimum of \$750.00 and actual repair or replacement	\$750.00
Illegal Tamper Fee	Minimum of \$350.00 and actual repair or replacement	\$350.00
Inspection Fee		\$145.00
Penalty (Late) Fee	\$10.00 or 10.0% whichever is greater	
Property Tax Roll Fee		\$85.00
Meter Reset Fee	Minimum of \$100.00 and actual repair or replacement	\$100.00

- (3) A \$175.00 “After Hours Service Fee” for each trip made to the property after regular business hours at the request of the customer.

**3-6.104 BILLABLE FEES**

Account Fee	All new accounts, new or existing owner	\$65.00
Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$175.00
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	Minimum of \$100.00 and actual repair or replacement	\$100.00
Delinquent Turn Off Fee		\$150.00
Door Hanger Fee		\$45.00
Foliage Removal Fee	Minimum of \$85.00 and actual repair or replacement	\$85.00
Grease Trap Reinspection Fee		\$115.00
Illegal Cross Connection Fee	Minimum of \$750.00 and actual repair or replacement	\$750.00
Illegal Tamper Fee	Minimum of \$350.00 and actual repair or replacement	\$350.00
Inspection Fee		\$145.00
Penalty (Late) Fee	\$10.00 or 10.0% whichever is greater	
Property Tax Roll Fee		\$85.00
Meter Reset Fee	Minimum of \$100.00 and actual repair or replacement	\$100.00
Returned Check Fee		\$45.00
Service Forfeit Reconnect Fee	Minimum of \$150.00 and actual repair or replacement	\$150.00
Service Reduction Inspect Fee		\$145.00
Service Turn On Fee		\$50.00
Transfer Fee (New Owner/Tenant)		\$65.00

**CLEARLAKE OAKS COUNTY WATER DISTRICT**

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

**RESOLUTION NO. 23-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF CLEARLAKE OAKS COUNTY WATER DISTRICT  
AMENDING A SEWER 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 sewer service to District customers;

**WHEREAS**, the District desires has established a Sewer 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 Sewer Code as set forth below

**NOW, THEREFORE, BE IT RESOLVED:**

1. The amendments to the Sewer Code specified in Exhibit 1, attached hereto and incorporated herein by reference, are hereby approved.
2. These amendment to the Sewer Code shall be effective as of January 19, 2023.

**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 19<sup>th</sup> day of January 2023, 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 Sewer Code as approved on January 19, 2023

### **3-5.103 BILLABLE FEES**

Account Fee	All new accounts, new or existing owner	\$65.00
Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$175.00
Delinquent Turn Off Fee	Minimum of \$100.00 or actual cost of service	\$150.00
Door Hanger Fee		\$45.00
Grease Trap Inspection Fee		\$115.00
Illegal Cross Connection Fee		\$750.00
Illegal Tamper Fee	Minimum of \$100.00 and actual cost of repair/replacement	\$350.00
Inspection Fee		\$145.00
Penalty (Late) Fee	\$10.00 or 10.0% whichever is greater	
<b>Prohibited Discharge Fee</b>	<b>Minimum of \$250.00 or actual cost of service whichever is greater</b>	<b>\$250.00</b>
<b>Property Tax Roll Fee</b>		<b>\$85.00</b>

### **3-7.102 PROHIBITED DISCHARGES**

No person shall discharge wastewater into the wastewater system which may result in contamination, pollution, or a nuisance. **Any property or person found to be discharging prohibitions, causing blockages or interference will be charged under Section 3-5.103.**

- (1) A \$45.00 “Door Hanger Fee” for each trip to the property to deliver notice of disconnection of service.
- (2) A \$50.00 “Turn on Fee” for each trip to the property during regular business hours at the request of the customer to reactivate sewer service previously disconnected for nonpayment.
- (3) A \$175.00 “After Hours Service Fee” for each trip made to the property after regular business hours at the request of the customer.

**3-5.103 BILLABLE FEES**

Account Fee	All new accounts, new or existing owner	\$65.00
Administrative Fee	Minimum of \$100.00 or actual time at hourly rate	\$100.00
After Hours Service Fee		\$175.00
Delinquent Turn Off Fee	Minimum of \$100.00 or actual cost of service	\$150.00
Door Hanger Fee		\$45.00
Grease Trap Inspection Fee		\$115.00
Illegal Cross Connection Fee		\$750.00
Illegal Tamper Fee	Minimum of \$100.00 and actual cost of repair/replacement	\$350.00
Inspection Fee		\$145.00
Penalty (Late) Fee	\$10.00 or 10.0% whichever is greater	
Prohibited Discharge Fee	Minimum of \$250.00 or actual cost of service whichever is greater	\$250.00
Property Tax Roll Fee		\$85.00
Returned Check Fee		\$45.00
Service Reduction Inspect Fee		\$145.00
Service Turn On Fee		\$50.00
Transfer Fee (New Owner/Tenant)		\$65.00

**Chapter 6 – SEWER CLEANOUT REQUIREMENTS**

**3-6.101 GENERAL**

The customer is solely responsible for all costs associated with the installation, maintenance, and repair of the customer’s sewer lateral and clean-out facility to the edge of the public street or, if it exists, public sidewalk, and the District is responsible for installation, maintenance, and repair of a sewer lateral from the main line to the edge of the public street or, if it exists, public sidewalk. In no event is District responsible for installation, maintenance, and repair of a sewer lateral or



## Chapter 7 – NUISANCES-PROHIBITIONS

### 3-7.101 GENERAL

The Clearlake Oaks County Water District wastewater system was designed for the treatment and disposal of sanitary wastewater. Wastewater may be discharged for interception, treatment, and disposal by the District provided that such wastewater does not contain substances prohibited as set forth in the section.

No person shall discharge the following: adult diapers, infant diapers, cat litter, clothing, coffee grounds, cotton balls, eggshells, feminine products, hair, medication, needles, paper towels, plastic products, Q-Tips, rubber products, towels, rags, wipes, fats, oils, greases, or anything similar or equal too.

Discharges must not interfere with the collection or treatment of sanitary waste, including but not limited to: identified or potential hazardous waste, petroleum oil products, and substances with pH lower than the hazardous waste limit.

### 3-7.102 PROHIBITED DISCHARGES

No person shall discharge wastewater into the wastewater system which may result in contamination, pollution, or a nuisance. **Any property or person found to be discharging prohibitions, causing blockages or interference will be charged under Section 3-5.103.**

No person shall discharge wastewater into the sewer if it contains substances or has characteristics which, either alone or by interaction with other wastewaters, cause or threaten to cause:

- (a) Damage to District facilities
- (b) Interference with or impairment of the operation or maintenance of District facilities
- (c) Obstruction of flow in sewers or interceptors
- (d) Danger to life or safety of any person
- (e) Interference with, or overloading of, or otherwise affecting treatment or disposal processes
- (f) Flammable or explosive conditions at or near District facilities
- (g) The discharge of uncontaminated ground water or storm water runoff

## Lake Local Agency Formation Commission

January 3, 2023

TO: All Independent Special District Board Chairpersons

FROM: John Benoit, Executive Officer

SUBJECT: **Ballot for Independent Special District Alternate Representative on LAFCO**

Dear Independent Special District Board Chair,

The nomination process has concluded with the nomination of two individuals running to become Independent Special District Representative Alternate on LAFCO. You will be selecting one Independent Special District Alternate Representative. **Independent Special District Representatives to be seated on LAFCO are elected by a vote of the presiding officers (chair) of each Independent Special District.**

**VOTE for one:** The nominee receiving the most number of votes will be seated as the Independent Special District alternate member. In the event of a tie, there will be a coin toss.

You may be directly receiving information from candidates for LAFCo's Individual Special District representatives. Attached is the information candidates have sent to me.

Please **vote for one**. Please be sure to sign, date and either mail your ballot to Calaveras LAFCO, c/o John Benoit, P.O. Box 2694, Granite Bay, California 95746 or by email at [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com). Ballots must be received by 5:00 PM March 3., 2023. **Any ballots received after that date and time or received unsigned will not be counted.**

**If you have any questions, you may call me at (707) 592-7528 (cell) or email me at [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com)**

Lake LAFCO, c/o John Benoit, P.O. Box 2694, Granite Bay, California 95746

Lake Local Agency Formation Commission

\*\*\*\*Official Ballot\*\*\*\*

Independent Special District Election

January 3, 2023

Instructions to Voters (District Presiding Officers or Chair)

Indicate the name of your district in the space provided below:

\_\_\_\_\_

Name of the Board of Director's Presiding Officer (or) Chair:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone #: \_\_\_\_\_

EMAIL address: \_\_\_\_\_

Place an X on the line before the name of the nominee you want to represent Independent Special Districts on the Local Agency Formation Commission: **Vote for one.**

\_\_\_\_\_ Rosemary Cordova                      Callayomi County Water District

\_\_\_\_\_ Jim Freeman                                Hidden Valley Lake CSD

Ballot must be received by 5:00 pm **March 3, 2023.** Mail to:

Lake Local Agency Formation Commission  
c/o John Benoit  
P.O. Box 2694  
Granite Bay, CA 95746

**Or by Email: at j.benoit4@icloud.com**

*(Note: Emails received prior to 5:00 PM March 3<sup>rd</sup>, 2003 and Mailed ballots postmarked on or before March 3rd, 2023 or earlier will be accepted).*

**Lake Local Agency Formation Commission**

**NOMINATION BALLOT FOR LAKE LAFCO  
SPECIAL DISTRICT MEMBER**

*NOTE: Nominations can only be made by the Chair of the Board of Directors of the District*

**Ballot for the Nomination** of an Independent Special District Member to become an Alternate Independent Special District Representative on the Local Agency Formation Commission (LAFCO).

The Hidden Valley Lake Community Services District  
Chair

nominates Jim Freeman to become a candidate for an Independent Special District representative alternate to serve on the Lake LAFCO Commission to complete a term ending May 2024.

*The nominee's contact information is as follows:*

Email: jcfreeman47@gmail.com

Phone: (707)533-3560

Mailing Address: 17432 Greenridge Hidden Valley Lake, Ca. 95467

Mary Graves  
Signature: Chair of the District Board of Directors

8/18/22  
Date

Chair's Phone # and email: (707)696-5294 ggraves@hvlcsd.org

**Please return this nomination ballot by email to LAFCO prior to 5:00 P.M. Friday, September 16, 2022 or by US mail postmarked prior to 5:00 P.M. Friday September 16, 2022 to:**

Lake LAFCO  
John Benoit, Executive Officer  
P.O. Box 2694  
Granite Bay, CA 95746

Or: Email: j.benoit4@cloud.com

**Lake Local Agency Formation Commission**  
**NOMINATION BALLOT FOR LAKE LAFCO**  
**SPECIAL DISTRICT MEMBER**

NOTE: Nominations can only be made by the Chair of the Board of Directors of the District

**Ballot for the Nomination** of an Independent Special District Member to become an Alternate Independent Special District Representative on the Local Agency Formation Commission (LAFCO).

The CALLAYOMI COUNTY WATER DISTRICT District Chair

nominates ROSEMARY CORDOVA to become a candidate for an Independent Special District representative alternate to serve on the Lake LAFCO Commission to complete a term ending May 2024.

*The nominee's contact information is as follows:*

Email: rosemarycordova@sbcglobal.net

Phone: 707-205-5835

Mailing Address: 15672 Armstrong Street #1582  
Middletown, CA 95461

Pat Spicamini 8/18/2022  
Signature: Chair of the District Board of Directors Date

Chair's Phone # and email: 707-987-2180 / cawdoffice@att.net

**Please return this nomination ballot by email to LAFCO prior to 5:00 P.M. Friday, September 16, 2022 or by US mail postmarked prior to 5:00 P.M. Friday September 16, 2022 to:**

Lake LAFCO  
John Benoit, Executive Officer  
P.O. Box 2694  
Granite Bay, CA 95746

Or: Email: [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com)