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16733 Placer Hills Road, PO Box 596, Meadow Vista, CA 95722

## AGENDA

Regular Board Meeting, April 21, 2022, at 6:00 P.M.

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- The following agenda has been prepared and posted at least 72 hours prior to the regular board meeting of the Midway Heights County Water District Board of Directors in accordance with the Ralph M. Brown Act.
- The chronological order of agenda items does not necessarily mean that each item will be considered in that order. Any listed items may be considered at any time during the meeting, at the discretion of the Chair.
- The public may address the Board on each agenda item during the Board's consideration of that item. Any members of public present at a meeting will be asked but are not required to state their name to the Board Secretary so that their attendance may be made a matter of public record.
- The Board is prohibited by law from acting on any matter not appearing on the posted agenda, except in certain cases provided for in the Brown Act.
- In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Jason Tiffany at (530) 878-8096 (phone) or (530) 878-8096 (fax). Requests must be made as early as possible, and at least one full business day before the start of the meeting.
- In accordance with Government Code Sec. 54954.2 (a) this notice and agenda were posted at the following locations: MHCWD Office; Meadow Vista Post Office; Meadow Vista Village Center; at the intersection of Placer Hills and Peaceful Valley Roads; and at the intersection of Oak Hill and Hillsdale Roads.

## I. CALL TO ORDER

## II. ROLL CALL OF DIRECTORS

Establish a quorum and identify for the minutes any other persons attending. Members of the public may remain anonymous in the minutes unless they wish to participate in the Public Forum, below.

## III. REVIEW AND APPROVAL OF MINUTES Pages 5-7

The minutes from the March 17, 2022, Regular Meeting will be discussed and may be approved.

## IV. PUBLIC FORUM

This time is scheduled for comments from members of the public concerning subjects that do not specifically appear as items elsewhere on the agenda. Speakers must state their name and address for the record. The total time allotted for the public forum session is generally 20 minutes. Individuals are limited to approximately 3 minutes of public comments. Discussion on any particular issue raised is limited to 10 minutes.

Potential issues or action items raised during the Public Forum will be noted by the Secretary and offered for discussion during the Calendar Review later in the session.

## V. GENERAL BUSINESS

## A. CONSENT CALENDAR

Items on the Consent Calendar are routine in nature. All Calendared Items, if any, are accepted/approved by a single vote and without discussion. Each such item must appear as a document included in the Board Packet. Any Director may move that an item be removed from the Calendar for separate discussion and vote.

1. Director Reports-Craig Stone, Water Quality Sampling Pages 8-9
2. Miscellaneous Information and Correspondence

## B. DISCUSSION AND ACTION: HARASSMENT COMPLAINT

- A. Discussion and Action: Reassignment of Treasurer's Duties
- B. Discussion and Action: Reassignment of President's Duties
- C. Discussion and Action: Hiring a Private Investigator
- D. Discussion and Action: Board Education: The Role of the Board

## C. DISCUSSION &amp; ACTION RE: POLICY CONCERNING DIRECTORS WHO SHARE A HOUSEHOLD

Brown Act implications of cohabiting Directors will be discussed with District Counsel. Policy changes may be proposed and acted upon.

## D. DISCUSSION &amp; ACTION RE: AD-HOC COMMITTEE PROGRESS REPORTS Page 10

1. FY 2023 Budget Pages 11-24
2. Strategic Planning Page 25
3. Connections Policy Page 26

## E. DISCUSSION &amp; ACTION RE: THE CONSENT CALENDAR Pages 27-28

The policy and practices relating to this standard agenda item will be reviewed. Policy changes may be proposed and acted upon.

## F. DISCUSSION &amp; ACTION RE: GENERAL DISCUSSION AND CALENDAR REVIEW

The policy and practices relating to this standard agenda item will be reviewed. Policy changes may be proposed and acted upon.

## G. DISCUSSION &amp; ACTION RE: PROSPECTIVE VACANCY ON THE BOARD Page 29

Director Mehl has announced his intention to resign his seat; an effective date has yet to be determined. Steps needed to select a replacement will be discussed.

## H. DISCUSSION &amp; ACTION RE: DISTRICT NEWSLETTER

## I. FIELD REPORT Page 30

Review of the Field Report as provided in the Board Packet.

## J. GENERAL MANAGER'S REPORT

Review the Report as provided in the Board Packet and/or as delivered by the GM.

## VI. FINANCIAL

## A. TREASURER'S LEGAL ACCESS TO CERTAIN RECORDS OF THE DISTRICT. Pages 31-33

1. District Counsel's advice re: Personnel Records, as provided to the President.
2. District Counsel's advice re: JPIA Opinion, as provided to the President.

## B. TREASURER'S REPORT: APPROVAL OF ACCOUNT TRANSFERS AND BILLS PAID

Fund Summaries and Checking Account Reconciliation Registers showing the balances of all the District's funds and bills paid for the prior month will be reviewed, discussed, and acted upon by the Board.

1. Treasurer's report for February 2022. Pages 34-40
2. Treasurer's report for March 2022. Pages 41-48

## VII. GENERAL DISCUSSION AND CALENDAR REVIEW

The Board and staff may take this opportunity to ask questions; provide or receive information; make requests or provide direction regarding subsequent meeting agendas.

Current list of proposed agenda items for future regular Board meetings:

1. Interviews and Possible Selection of a Replacement Director (Term ending 2024)
2. Discussion and Action (D/A) Re: Draft FY 2023 Budget.
3. D/A Re: Annual GM Evaluation (Closed Session)

# AGENDA

Regular Board Meeting, April 21, 2022

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4. D/A Re: Policy concerning Minutes, including written public comments.
5. D/A Re: Policy and Practices Relating to Content on the District Website.

## VIII. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME

Unless otherwise decided, the next regular meeting will be May 19, 2022, at 6:00 PM

## IX. CLOSED SESSION: CONFERENCE WITH DISTRICT COUNSEL

Directors will meet with District Counsel and without staff or the public present. This Item may be taken up earlier in the session, at the discretion of the Chair.

1. Discussion and Action re: Confidential Board Investigation and procedural matters related thereto.
2. Discussion and Action re: Draft GM Evaluation Form and procedural matters related thereto.
3. Return to Open Session.

## X. ADJOURNMENT

**MIDWAY HEIGHTS COUNTY WATER DISTRICT**

**Regular Board Meeting Minutes**

March 17, 2022, 6:00 P.M. at District Office  
 16733 Placer Hills Road, Meadow Vista CA. 95722

**I. CALL TO ORDER**

President Goodwin called the meeting to order at approximately 6:00 PM.

**II. ROLL CALL**

DIRECTORS PRESENT: Richard Goodwin, President  
 Don Rushton, Vice-President  
 Jim Mehl, District Treasurer  
 Pauline Nevins, CSDA Representative  
 Craig Stone, ACWA/JPIA Representative

DIRECTORS ABSENT: None.

OTHERS PRESENT: Jason Tiffany, General Manager and Board Secretary  
 Robin Flint, Risk Control Manager, ACWA-JPIA

MEMBERS OF THE PUBLIC: None

**III. REVIEW AND APPROVAL OF MINUTES**

**M/S Jim Mehl/ Pauline Nevins** to accept the February 17, 2022, minutes as written.

Richard Goodwin	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Jim Mehl	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Donald Rushton	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Craig Stone	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>

Board Totals	Aye	<input type="text" value="5"/>	Nay	<input type="text" value=""/>	Absent	<input type="text" value=""/>	Abstain	<input type="text" value=""/>
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Passed Unanimously: Yes

**IV. PUBLIC FORUM** None

**V. GENERAL BUSINESS**

**A. CONSENT CALENDAR**

- DIRECTORS REPORTS- Connections Policy Ad-Hoc Committee  
 No vote was taken on the Consent Calendar. This informational item was overlooked but did not require a vote.
- MISCELLANEOUS INFORMATION AND CORRESPONDENCE - none.

**B. DISCUSSION & ACTION RE: PRESENTATION AND DISCUSSION BY ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY (ACWA-JPIA)**

Robin Flint, Risk Control Manager, presented the latest risk assessment performed by the ACWA-JPIA on March 10, 2022. She gave the District high marks for having low loss ratios that result in discounted insurance rates and that the District will be receiving a refund of \$2,399.98. She also complimented the District on its new GIS program and the Capital Improvements that the District was undertaking.

The GM reported that he had contacted JPIA for an opinion as to whether the District Treasurer should be allowed to view monthly staff payroll records. Ms Flint stated she would urge prompt consideration by the JPIA General Counsel.

**C. DISCUSSION & ACTION RE: RFP FOR STRATEGIC PLAN CONSULTANT**

The Board reviewed the plan and made some minor updates.

**M/S Don Rushton/Jim Mehl** to send out the RFP to prospective consultants.

Richard Goodwin	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Jim Mehl	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Donald Rushton	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Craig Stone	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input checked="" type="checkbox"/>
Board Totals	Aye	<input type="text" value="4"/>	Nay	<input type="text" value=""/>	Absent	<input type="text" value=""/>	Abstain	<input type="text" value="1"/>
Passed Unanimously:	Yes	<input type="text" value=""/>						

**D. APPOINTMENT OF DISCUSSION & ACTION RE: DRAFT GM EVALUATION FORM**

**M/S Craig Stone/DonRushton** to table this Item.

Richard Goodwin	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input checked="" type="checkbox"/>
Jim Mehl	Aye	<input type="checkbox"/>	Nay	<input checked="" type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Donald Rushton	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Craig Stone	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Board Totals	Aye	<input type="text" value="3"/>	Nay	<input type="text" value="1"/>	Absent	<input type="text" value=""/>	Abstain	<input type="text" value="1"/>
Passed Unanimously:	Yes	<input type="text" value=""/>						

**E. FIELD REPORT**

The Board reviewed the report and asked questions about the listed activities.

**F. GENERAL MANAGERS REPORT**

The GM updated the Board on the improvements at the irrigation reservoir and that he had met with the surveyor to start the design work for the Hillsdale Road irrigation mainline project.

**VI. FINANCIAL**

**A. TREASURER'S REPORT - APPROVAL OF ACCOUNT TRANSFERS AND BILLS PAID**

Board Treasurer Jim Mehl reported that he could not sign the report because he had not been allowed access to certain payroll information by the GM.

**VII. GENERAL DISCUSSION AND CALENDAR REVIEW**

The Board reviewed the calendar. Director Stone's objection to one of the entries in the list of prospective Agenda Items was taken under advisement by the President.

**VII. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & TIME**

The next regular meeting date is set for April 21, 2022, at 6 P.M.

**IX. ADJOURNMENT**

President Goodwin adjourned the meeting at 7:52 P.M.

Respectfully Submitted,

Approved,

\_\_\_\_\_

\_\_\_\_\_

Jason Tiffany  
Secretary to the Board  
Midway Heights County Water District

Richard Goodwin  
President of the Board

Dated: \_\_\_\_\_

Midway Heights County Water District  
All Attachments, Ordinances, Resolutions, Policies, etc. are on file with Midway Heights County Water District.  
Copies are available upon request.

TO: MHCWD BOARD OF DIRECTORS  
FROM: Craig Stone, Board Director  
RE: DISCUSSION AND ACTION RE: WATER QUALITY SAMPLING

The following document was submitted as part of a Fair Political Practices Commission (FPPC) complaint against Jim Mehl. The FPPC decided the older actions did not rise to the level of an active case. Two sitting directors campaigned on a platform of transparency and no graft. It is in this spirit of transparency and no graft that the document is included as a director report.

JIM MEHL and RUTH MEHL have used their positions as Field Operations and General Manager at Midway Heights County Water District (MHCWD) to gain personal advantage. This advantage was gained in part through the deceitful representation that a customer no longer wanted water quality samples taken from her property. JIM MEHL installed a new sampling station on the MEHL property and was paid to do so by RUTH MEHL. This graft began around year 2000, continued after JIM MEHL and RUTH MEHL resigned their positions, and continues today with JIM MEHL serving as Director of MHCWD beginning December 2020. The cumulative economic advantage is estimated to be over \$6,000.

### **Background**

JIM MEHL and RUTH MEHL operated MHCWD from their personal residence (MEHL property) through 2002. RUTH MEHL was the General Manager of the District and JIM MEHL had the title Field Operations. Fair Political Practices Commission (FPPC) documents for case 2001-0093 (see CPRA ENF 2019-117 Materials) show JIM MEHL either shared management responsibilities with RUTH MEHL or was the de facto manager. See, for example, pages 5, 15, and 48. JIM MEHL and RUTH MEHL resigned their positions during the FPPC investigation which involved events surrounding the Coyote Hills Estates scandal. FPPC documentation suggests this scandal was an attempt to purchase the note on a landowner's property and force the landowner into financial hardship for the purpose of taking over the property and completing development of the parcels.

A recent question about water quality sampling led to a review of the history of MHCWD water quality plans. Through this review, it was discovered that JIM MEHL installed a sampling station on the MEHL property while he was employed by MHCWD. This installation was not mandated by board action or state regulations. It was argued by RUTH MEHL to the state that the new sampling station was necessary because a customer no longer wanted sampling done on her property. That customer recently emailed the district saying she always liked that her water was tested and did not know why testing stopped. By moving the water sampling to the MEHL property, JIM MEHL inappropriately moved water quality sampling from the end of the treated water distribution pipe to a point midway. RUTH MEHL as general manager expended district funds for materials needed to construct the MEHL property sampling station, paid JIM MEHL for his efforts to install the sampling station and paid herself to modify and submit to the state the water quality plan.

Recent concerns about water quality measurements led MHCWD staff to sample all locations, the 10 active locations including the one on the MEHL property, and the abandoned sampling location at the end of the treated water distribution system. Lead and copper values were found to be significantly higher at the end of the distribution system – the abandoned sampling location – compared to the sampling station on the MEHL property. MHCWD is now working with the State to resolve this matter.



**Economic Benefit**

JIM MEHL and RUTH MEHL have received an ongoing economic benefit because of the installation of the sampling station on the MEHL property and the alteration of the water quality plan. Initial economic benefits consist of the cost of materials needed to construct the sampling station, payment to JIM MEHL through his salary for the effort to install the station, and payment to RUTH MEHL for the effort to modify and submit to the state an updated water quality plan. Lead and copper samples are drawn every three years. Lead and copper analyses currently cost \$60 per sampling station, not including staff time. Bacterial samples are drawn quarterly at a current annual cost of \$45 per sampling station, not including staff time. Since there is an active sampling station on the MEHL property, by law MHCWD must deliver to JIM MEHL and RUTH MEHL a copy of the lead and copper analysis report and the most recent report was from a sampling in mid-July. By law, MHCWD must also deliver to JIM MEHL and RUTH MEHL results of the bacterial sampling should values rise above a threshold. JIM MEHL in his capacity as MHCWD Director and serving as board treasurer now reviews bacterial sampling reports and thus has specific knowledge of the water quality at the MEHL property. No other MHCWD customer with a sampling station on their property sees these bacterial analysis reports.

JIM MEHL and RUTH MEHL have been receiving this economic benefit for over 20 years. Cost of sampling for year 2021 on the MEHL property is \$240. This figure does not include MHCWD staff time for taking the samples and delivering them to a testing laboratory and delivering to JIM MEHL and RUTH MEHL results of the analyses. The economic benefit over 20 years exceeds \$6,000.

A customer to understand the water quality on their property would have to pay a testing laboratory to conduct an analysis. MHCWD has approximately 440 treated water system customers. With 10 active sampling location, JIM MEHL and RUTH MEHL have gained an advantage that few other customers have. JIM MEHL and RUTH MEHL have also gained an additional advantage through JIM MEHL serving as director of MHCWD.

**Statement of Economic Interest**

The Placer County Clerk-Recorder's Office reported that RUTH MEHL submitted in year 2002 a signed Conflict of Interest Code for Midway Heights County Water District. That code noted the General Manager was required to submit a Statement of Economic Interest, Form 700. RUTH MEHL was General Manager in year 2002 and she resigned from her position during year 2002. The Placer County Clerk-Recorder's Office has no record of a Form 700 for RUTH MEHL, not even one for her leaving office. On such a submission, the economic benefit that stems from the MEHL property sampling station should have been reported. JIM MEHL, for assuming office as director on 12/04/2020, electronically submitted an assuming office Form 700 dated 12/03/2020. As the MEHL property sampling station is still active, JIM MEHL should have reported the ongoing economic benefit. The Form 700 submitted by JIM MEHL checked the box None – No reportable interests on any schedule.

TO: MHCWD BOARD OF DIRECTORS  
FROM: Jason Tiffany, General Manager  
RE: DISCUSSION AND ACTION RE: AD-HOC COMMITTEE PROGRESS REPORTS

1) FY 2023 Budget

- a) The Ad-hoc committee meet on Friday April 8, 2022. The draft budget is attached and ready for approval.

2) Strategic Planning

- a) The RFP was posted on the District's web site and the web site for CSDA.

3) Connections Policy

- a) I request that the Board authorize me to enter into a serve contract with Hansford Economic Consulting (HEC) to preform small tasks (under \$5,000). These tasks would be to provide the District with an experienced consultant to navigate items like the "Connection Policy". The idea is along the lines of why the District has an Engineer of Record. HEC has successfully work with the District on multiple projects.

Web site: <https://hansfordecon.com/>

## AD HOC COMMITTEE SCOPE STATEMENT

<b>Title</b>	<b>FY 2023 Budget Ad-Hoc Committee</b>	
<b>Purpose</b>	Review the 2023 Budget as drafted by the General Manager and propose changes as appropriate. Produce a final Draft FY 2023 Budget for review and approval by the full Board.	
<b>Estimated Completion Date:</b> 6/01/2022 <b>Date of Board Action:</b> 6/16/2022	<b>Director Fees Authorized:</b> <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <b>Number of Authorized Meetings:</b> n/a	
<b>Committee Members</b> <small>(No more than two Directors may serve together.)</small>	Director 1: James Mehl, Chair Director 2: Richard Goodwin Non-Director 1: Jason Tiffany, GM	
<b>Committee Scope</b>	<ul style="list-style-type: none"> <li>• Application of Board's suggested methodology, as applicable.</li> <li>• Review of prior Budgets and financials as needed.</li> <li>• Review and correction of Budget item titles and definitions.</li> <li>• Adjustment of budgeted amounts to reflect District priorities.</li> <li>• Review of fund balances, including recommended transfers.</li> <li>• Validation of amounts proposed for each final Draft Budget item.</li> </ul>	
<b>What is Out of Scope</b>	Matters unrelated to preparation of the Draft FY 2023 Budget.	
<b>Deliverables</b>	First Draft Budget for discussion at the April 2022 Board meeting. Second Draft Budget for discussion at the May 2022 Board meeting. Final Draft Budget for approval at the June 2022 Board meeting.	
<b>Approval</b>	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> <u>Richard Goodwin, President</u> </div> <div style="text-align: center;"> <u>April 6, 2022</u> Date         </div> </div>	

**MIDWAY HEIGHTS  
COUNTY WATER DISTRICT**

**Budget  
2023 Fiscal Year**

**First Draft V 2**

**April 21, 2022**

Midway Heights County Water District  
Draft Budget Version 2.0, Fiscal Year 2023

Budget..... 1-6  
Detail..... 7-10  
Fund Balances..... 11

## MHCWD BUDGET FISCAL YEAR 2023 Draft 2.0

July 1, 2022 to June 30, 2023

	FY 2022 TOTAL APPROVED	FY 2022 IRRIGATION	FY 2022 TREATED		FY 2023 TOTAL DRAFT	FY 2023 IRRIGATION	FY 2023 TREATED
<b><u>SALES, FEES AND REIMBURSEMENTS</u></b>							
<b>1) Irrigation Water Resale</b>	<b><u>\$242,587</u></b>	<b><u>\$242,587</u></b>	<b><u>\$0</u></b>		<b><u>\$251,880</u></b>	<b><u>\$251,880</u></b>	<b><u>\$0</u></b>
a) Miners Inch Service	\$150,081	\$150,081	\$0		\$155,852	\$155,852	\$0
b) Metered Service Charge	\$71,280	\$71,280	\$0		\$74,753	\$74,753	\$0
c) Metered Water Usage	\$21,227	\$21,227	\$0		\$21,275	\$21,275	\$0
<b>2) Treated Water Resale</b>	<b><u>\$459,658</u></b>	<b><u>\$0</u></b>	<b><u>\$459,658</u></b>		<b><u>\$486,791</u></b>	<b><u>\$0</u></b>	<b><u>\$486,791</u></b>
a) Service Charges	\$317,483		\$317,483		\$327,963		\$327,963
b) Metered Water Usage	\$142,175		\$142,175		\$158,828		\$158,828
<b>3) Late Charges/Returned Check Fees</b>	<b><u>\$156</u></b>	<b><u>\$78</u></b>	<b><u>\$78</u></b>		<b><u>\$156</u></b>	<b><u>\$78</u></b>	<b><u>\$78</u></b>
a) Late charges	\$0	\$0	\$0		\$0	\$0	\$0
b) Returned check fees	\$156	\$78	\$78		\$156	\$78	\$78
<b>4) Irrigation Reconnection Fees</b>	<b><u>\$600</u></b>	<b><u>\$600</u></b>	<b><u>\$0</u></b>		<b><u>\$600</u></b>	<b><u>\$600</u></b>	<b><u>\$0</u></b>
<b>5) Treated Reconnection Fees</b>	<b><u>\$125</u></b>	<b><u>\$0</u></b>	<b><u>\$125</u></b>		<b><u>\$125</u></b>	<b><u>\$0</u></b>	<b><u>\$125</u></b>
<b>6) Installations-Irrigation</b> (Reimbursed Expenditures)	<b><u>\$4,000</u></b>	<b><u>\$4,000</u></b>	<b><u>\$0</u></b>		<b><u>\$4,000</u></b>	<b><u>\$4,000</u></b>	<b><u>\$0</u></b>
<b>7) Installations-Treated</b> (Reimbursed Expenditures)	<b><u>\$4,000</u></b>	<b><u>\$0</u></b>	<b><u>\$4,000</u></b>		<b><u>\$4,000</u></b>	<b><u>\$0</u></b>	<b><u>\$4,000</u></b>
<b>TOTAL-SALES, FEES AND REIMBURSEMENTS:</b>	<b><u>\$711,126</u></b>	<b><u>\$247,265</u></b>	<b><u>\$463,861</u></b>		<b><u>\$747,552</u></b>	<b><u>\$256,558</u></b>	<b><u>\$490,994</u></b>

**Operational Expenditures**

	<b>FY 2022 TOTAL Approved</b>	<b>FY 2022 IRRIGATION</b>	<b>FY 2022 TREATED</b>	<b>FY 2023 TOTAL DRAFT</b>	<b>FY 2023 IRRIGATION</b>	<b>FY 2023 TREATED</b>
<b>1) Irrigation Water Purchase</b>	<b><u>\$34,171</u></b>	<b><u>\$34,171</u></b>	<b><u>\$0</u></b>	<b><u>\$39,497</u></b>	<b><u>\$39,497</u></b>	<b><u>\$0</u></b>
<b>2) Treated Water Purchase</b>	<b><u>\$131,559</u></b>	<b><u>\$0</u></b>	<b><u>\$131,559</u></b>	<b><u>\$143,544</u></b>	<b><u>\$0</u></b>	<b><u>\$143,544</u></b>
<b>3) Payroll</b>	<b><u>\$304,736</u></b>	<b><u>\$124,337</u></b>	<b><u>\$180,398</u></b>	<b><u>\$317,427</u></b>	<b><u>\$141,979</u></b>	<b><u>\$175,447</u></b>
a) Administration/Office	\$96,620	\$42,820	\$53,800	\$101,728	\$45,042	\$56,686
b) Administration/Office salaries reimbursed	\$500	\$250	\$250	\$500	\$250	\$250
c) Field salaries	\$157,075	\$58,655	\$98,420	\$164,468	\$74,011	\$90,458
d) Field salaries reimbursed	\$3,760	\$1,880	\$1,880	\$3,760	\$1,880	\$1,880
e) Health Benefits	\$46,781	\$20,733	\$26,049	\$46,970	\$20,797	\$26,173
<b>4) Employer Payroll Liabilities</b>	<b><u>\$35,781</u></b>	<b><u>\$14,004</u></b>	<b><u>\$21,777</u></b>	<b><u>\$38,738</u></b>	<b><u>\$17,359</u></b>	<b><u>\$21,379</u></b>
a) CalPERS Pension	\$22,735	\$8,526	\$14,209	\$23,986	\$10,794	\$13,193
b) CalPERS Pension-Unfunded Liabilities	\$8,591	\$3,807	\$4,784	\$10,078	\$4,462	\$5,616
c) Social Security	\$579	\$217	\$362	\$610	\$274	\$335
d) Medicare	\$3,876	\$1,453	\$2,422	\$4,064	\$1,829	\$2,235
e) Other Post Employment Benefits	\$0	\$0	\$0	\$0	\$0	\$0
<b>5) Professional Services</b>	<b><u>\$42,095</u></b>	<b><u>\$16,462</u></b>	<b><u>\$25,633</u></b>	<b><u>\$43,413</u></b>	<b><u>\$17,296</u></b>	<b><u>\$26,117</u></b>
a) Legal	\$10,000	\$4,432	\$5,568	\$10,000	\$4,428	\$5,572
b) Engineering	\$6,000	\$2,659	\$3,341	\$6,000	\$2,657	\$3,343
c) Accounting/Audit/Payroll	\$12,050	\$5,340	\$6,710	\$13,168	\$5,830	\$7,337
d) Laboratory Analysis	\$4,950	\$0	\$4,950	\$4,350	\$0	\$4,350
e) Software and Software Support	\$9,095	\$4,031	\$5,064	\$9,895	\$4,381	\$5,514
<b>6) Contract Field Work</b>	<b><u>\$5,240</u></b>	<b><u>\$2,563</u></b>	<b><u>\$2,677</u></b>	<b><u>\$11,240</u></b>	<b><u>\$2,563</u></b>	<b><u>\$8,677</u></b>
a) Contract Irrigation Repairs/Maintenance	\$2,000	\$2,000	\$0	\$5,000	\$2,000	\$3,000
b) Irrigation Installations (reimbursed)	\$0	\$0	\$0	\$0	\$0	\$0
c) Contract Treated Repairs/Maintenance	\$2,000	\$0	\$2,000	\$5,000	\$0	\$5,000
d) Treated Installations (reimbursed)	\$0	\$0	\$0	\$0	\$0	\$0
e) Backfill Material	\$1,000	\$443	\$557	\$1,000	\$443	\$557
f) Backfill Material (reimbursed)	\$240	\$120	\$120	\$240	\$120	\$120

**Operational Expenditures**

	<b>FY 2022 TOTAL Approved</b>	<b>FY 2022 IRRIGATION</b>	<b>FY 2022 TREATED</b>		<b>FY 2023 TOTAL DRAFT</b>	<b>FY 2023 IRRIGATION</b>	<b>FY 2023 TREATED</b>
<b>7) Office</b>	<b><u>\$5,400</u></b>	<b><u>\$2,393</u></b>	<b><u>\$3,007</u></b>		<b><u>\$4,600</u></b>	<b><u>\$2,037</u></b>	<b><u>\$2,563</u></b>
a) Supplies	\$4,400	\$1,950	\$2,450		\$3,600	\$1,594	\$2,006
b) Maintenance/Repairs/Replacement	\$1,000	\$443	\$557		\$1,000	\$443	\$557
<b>8) Postage</b>	<b><u>\$2,803</u></b>	<b><u>\$1,242</u></b>	<b><u>\$1,560</u></b>		<b><u>\$2,939</u></b>	<b><u>\$1,301</u></b>	<b><u>\$1,638</u></b>
<b>9) Telephone &amp; Alarms</b>	<b><u>\$6,911</u></b>	<b><u>\$3,063</u></b>	<b><u>\$3,848</u></b>		<b><u>\$6,695</u></b>	<b><u>\$2,964</u></b>	<b><u>\$3,731</u></b>
<b>10) Utilities (Electric &amp; Telemetry)</b>	<b><u>\$4,777</u></b>	<b><u>\$2,326</u></b>	<b><u>\$2,452</u></b>		<b><u>\$8,132</u></b>	<b><u>\$3,008</u></b>	<b><u>\$5,124</u></b>
<b>11) Publications/Dues/Fees</b>	<b><u>\$7,624</u></b>	<b><u>\$3,281</u></b>	<b><u>\$4,343</u></b>		<b><u>\$8,814</u></b>	<b><u>\$3,823</u></b>	<b><u>\$4,991</u></b>
a) Publications & Publishing	\$70	\$31	\$39		\$800	\$354	\$446
b) Licenses Fees	\$220	\$0	\$220		\$180	\$0	\$180
c) Dues and Subscriptions	\$7,334	\$3,250	\$4,084		\$7,834	\$3,469	\$4,365
<b>12) Election Expense</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>		<b><u>\$2,000</u></b>	<b><u>\$886</u></b>	<b><u>\$1,114</u></b>
<b>13) Director's Fees</b>	<b><u>\$9,341</u></b>	<b><u>\$4,140</u></b>	<b><u>\$5,201</u></b>		<b><u>\$9,832</u></b>	<b><u>\$4,353</u></b>	<b><u>\$5,479</u></b>
<b>14) Insurance</b>	<b><u>\$21,886</u></b>	<b><u>\$9,699</u></b>	<b><u>\$12,186</u></b>		<b><u>\$24,044</u></b>	<b><u>\$10,646</u></b>	<b><u>\$13,398</u></b>
a) Liability & Property	\$12,100	\$5,363	\$6,738		\$16,500	\$7,306	\$9,194
b) Workers Comp. Insurance	\$9,786	\$4,337	\$5,449		\$7,544	\$3,340	\$4,204
<b>15) Operation &amp; Maintenance Materials</b>	<b><u>\$14,800</u></b>	<b><u>\$6,550</u></b>	<b><u>\$8,250</u></b>		<b><u>\$11,100</u></b>	<b><u>\$4,550</u></b>	<b><u>\$6,550</u></b>
a) Irrigation - maintenance expense	\$4,800	\$4,800	\$0		\$2,800	\$2,800	\$0
b) Irrigation - installation expense (reimbursed to District)	\$1,750	\$1,750	\$0		\$1,750	\$1,750	\$0
c) Treated - maintenance expense	\$6,500	\$0	\$6,500		\$4,800	\$0	\$4,800
d) Treated - installation expense (reimbursed to District)	\$1,750	\$0	\$1,750		\$1,750	\$0	\$1,750



<b><u>Operational Expenditures</u></b>	<b>FY 2022 TOTAL Approved</b>	<b>FY 2022 IRRIGATION</b>	<b>FY 2022 TREATED</b>		<b>FY 2023 TOTAL DRAFT</b>	<b>FY 2023 IRRIGATION</b>	<b>FY 2023 TREATED</b>
16) Mileage Reimbursement	<u>\$500</u>	<u>\$222</u>	<u>\$278</u>		<u>\$500</u>	<u>\$221</u>	<u>\$279</u>
17) Travel, Meetings & Training	<u>\$3,000</u>	<u>\$1,330</u>	<u>\$1,670</u>		<u>\$3,000</u>	<u>\$1,328</u>	<u>\$1,672</u>
18) Safety Equipment	<u>\$3,000</u>	<u>\$1,330</u>	<u>\$1,670</u>		<u>\$3,000</u>	<u>\$1,328</u>	<u>\$1,672</u>
19) Water Board System Fee	<u>\$2,911</u>	<u>\$0</u>	<u>\$2,911</u>		<u>\$3,711</u>	<u>\$0</u>	<u>\$3,711</u>
20) Vehicle/Mobile Equip. Maint. & Op.	<u>\$13,439</u>	<u>\$5,956</u>	<u>\$7,483</u>		<u>\$17,730</u>	<u>\$7,850</u>	<u>\$9,880</u>
a) mainnance	\$3,000	\$1,330	\$1,670		\$3,000	\$1,328	\$1,672
b) fuel	\$10,439	\$4,626	\$5,812		\$14,730	\$6,522	\$8,208
21) Rentals	<u>\$11,672</u>	<u>\$5,173</u>	<u>\$6,499</u>		<u>\$12,260</u>	<u>\$5,428</u>	<u>\$6,832</u>
a) Office Rental	\$7,932	\$3,515	\$4,417		\$8,340	\$3,693	\$4,647
b) Field Equipment Rental	\$2,000	\$886	\$1,114		\$2,000	\$886	\$1,114
c) Portable Toilet	\$1,740	\$771	\$969		\$1,920	\$850	\$1,070
22) Bank Charges	<u>\$1,440</u>	<u>\$638</u>	<u>\$802</u>		<u>\$2,000</u>	<u>\$886</u>	<u>\$1,114</u>
23) Admin. Fees (includes LAFCO fees)	<u>\$1,405</u>	<u>\$623</u>	<u>\$782</u>		<u>\$400</u>	<u>\$177</u>	<u>\$223</u>
<b>TOTAL-OPERATING EXPENDITURES</b>	<b><u>\$664,490</u></b>	<b><u>\$239,502</u></b>	<b><u>\$424,988</u></b>		<b><u>\$714,614</u></b>	<b><u>\$269,481</u></b>	<b><u>\$445,134</u></b>
<b>NET REVENUE-OPERATIONAL</b>	<b><u>\$46,636</u></b>	<b><u>\$7,763</u></b>	<b><u>\$38,873</u></b>		<b><u>\$32,938</u></b>	<b><u>(\$12,922)</u></b>	<b><u>\$45,860</u></b>

**OTHER REVENUE**

	<b>FY 2022 TOTAL Approved</b>	<b>FY 2022 IRRIGATION</b>	<b>FY 2022 TREATED</b>		<b>FY 2023 TOTAL DRAFT</b>	<b>FY 2023 IRRIGATION</b>	<b>FY 2023 TREATED</b>
1) Treated Water Connections	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>		<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>
2) Taxes	<u>\$50,300</u>	<u>\$22,292</u>	<u>\$28,008</u>		<u>\$53,000</u>	<u>\$23,467</u>	<u>\$29,533</u>
3) Non-Dedicated Interest from Investments	<u>\$3,465</u>	<u>\$1,536</u>	<u>\$1,929</u>		<u>\$900</u>	<u>\$398</u>	<u>\$502</u>
4) Grants-PCWA	<u>\$434,819</u>	<u>\$423,683</u>	<u>\$11,136</u>		<u>\$299,619</u>	<u>\$288,474</u>	<u>\$11,145</u>
5) Miscellaneous income	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL-OTHER REVENUE:</b>	<b><u>\$493,584</u></b>	<b><u>\$447,510</u></b>	<b><u>\$46,073</u></b>		<b><u>\$358,519</u></b>	<b><u>\$312,340</u></b>	<b><u>\$46,180</u></b>

**Funding Of Contingencies & Reserves**

	<b>FY 2022 TOTAL Approved</b>	<b>FY 2022 IRRIGATION</b>	<b>FY 2022 TREATED</b>		<b>FY 2023 TOTAL DRAFT</b>	<b>FY 2023 IRRIGATION</b>	<b>FY 2023 TREATED</b>
1) Treated Water Capital Facilities above item funded by treated connection charges	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>		<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>
2) Rehabilitation & Replacement Reserve Fund above item funded by water charges	<u>\$25,402</u>	<u>\$25,203</u>	<u>\$199</u>		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
3) Vehicle/Mobile Equipment Reserve	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<b><u>\$30,402</u></b>	<b><u>\$25,203</u></b>	<b><u>\$5,199</u></b>		<b><u>\$5,000</u></b>	<b><u>\$0</u></b>	<b><u>\$5,000</u></b>
<b>NET REVENUE-OTHER</b>	<b><u>\$463,182</u></b>	<b><u>\$422,307</u></b>	<b><u>\$40,874</u></b>		<b><u>\$353,519</u></b>	<b><u>\$312,340</u></b>	<b><u>\$41,180</u></b>

<b>TOTAL-NET REVENUE</b>	<b><u>\$509,817</u></b>	<b><u>\$430,070</u></b>	<b><u>\$79,747</u></b>		<b><u>\$386,457</u></b>	<b><u>\$299,417</u></b>	<b><u>\$87,040</u></b>
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**CAPITAL IMPROVEMENT, DEBT SERVICES AND RESERVE FUNDS BUDGET**

<b><u>FUNDING SOURCE</u></b>	<b><u>FY 2022 TOTAL Approved</u></b>	<b><u>FY 2022 IRRIGATION</u></b>	<b><u>FY 2022 TREATED</u></b>		<b><u>FY 2023 TOTAL DRAFT</u></b>	<b><u>FY 2023 IRRIGATION</u></b>	<b><u>FY 2023 TREATED</u></b>
1) Rehabilitation & Replacement Reserve Fund	<u>\$103,705</u>	<u>\$103,705</u>	<u>\$0</u>		<u>\$69,905</u>	<u>\$69,905</u>	<u>\$0</u>
2) Vehicle/Mobile Equipment Reserve	<u>\$13,278</u>	<u>\$5,885</u>	<u>\$7,393</u>		<u>\$13,278</u>	<u>\$5,879</u>	<u>\$7,399</u>
<b><u>TOTAL-FUNDING SOURCE:</u></b>	<b><u>\$116,983</u></b>	<b><u>\$109,590</u></b>	<b><u>\$7,393</u></b>		<b><u>\$83,183</u></b>	<b><u>\$75,784</u></b>	<b><u>\$7,399</u></b>
<b><u>CAPITAL EXPENDITURES</u></b>							
1) Capital Expenses	<u>\$626,799</u>	<u>\$539,660</u>	<u>\$87,139</u>		<u>\$457,799</u>	<u>\$370,640</u>	<u>\$87,159</u>
a) Treated tank loan debt services	\$60,584	\$0	\$60,584		\$60,584	\$0	\$60,584
b) Loan Payment for District trucks	\$27,691	\$12,272	\$15,419		\$27,691	\$12,261	\$15,430
c) Strategic Plan	\$20,000	\$8,864	\$11,136		\$20,000	\$8,855	\$11,145
d) System improvements	\$518,524	\$518,524	\$0		\$349,524	\$349,524	\$0
<b><u>TOTAL-Expenditures</u></b>	<b><u>\$626,799</u></b>	<b><u>\$539,660</u></b>	<b><u>\$87,139</u></b>		<b><u>\$457,799</u></b>	<b><u>\$370,640</u></b>	<b><u>\$87,159</u></b>
<b><u>NET:CAP IMPR, DEBT SER AND RES FUNDS BUDGET</u></b>	<b><u>(\$509,816)</u></b>	<b><u>(\$430,070)</u></b>	<b><u>(\$79,746)</u></b>		<b><u>(\$374,616)</u></b>	<b><u>(\$294,856)</u></b>	<b><u>(\$79,760)</u></b>
<b><u>NET TOTAL-FISCAL YEAR BUDGET</u></b>	<b><u>(\$0)</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>		<b><u>\$11,840</u></b>	<b><u>\$4,561</u></b>	<b><u>\$7,279</u></b>

Midway Heights County Water District  
Fiscal Year 2023 Draft v 2

**SALES, FEES AND REIMBURSEMENTS: PAGE 1**

**EXPENDITURES DETAIL: PAGE 2-4**

Note: shared item costs are allocated based a percentage of the customer base of irrigation customers (45%) and treated customers (55%).

**1. Irrigation Water Purchase**

Provides funding for irrigation water purchases from Placer County Water Agency (PCWA). PCWA is currently undergoing a five year rate increase that will raise the cost of irrigation water by about 40%

**2. Treated Water Purchase**

Provides funding for treated water purchases from Weimar Water Company (WWC).

**3. Salaries and Benefits**

This category represents direct and indirect costs associated with the funding for personnel employed by the District for administration and field operations. COLA is 5.26% this year.

Ad-hoc committee added a part time office employee for the last six months of the year.

Administration/ Office

Provides funding for administration salary costs.

Administration/Office Salaries Reimbursed

Administrative cost reimbursed to the District for events such as installation of water services.

Field Salaries

Provides funding for field operations salary costs.

Field Salaries Reimbursed

Field costs reimbursed to the District for events such as installation of water services.

Health Benefits

Provides funding for payments related to employee health benefits.

**4. Employer Payroll Liabilities**

Represents payments associated with employer payroll liabilities: social security, PERS retirement, and Medicare.

**5. Professional Services**

Legal

Provides funding for administrative services by the District's legal counsel

Engineering

Provides funding for projects provided by the District's engineering consultants.

Accounting/ Audit/ Payroll

Provides funding for the preparation of the District's annual audit and for the District's accountant.

#### Laboratory Analysis

Provides funding for laboratory services for mandated water quality monitoring of the water supply. This includes routine distribution system monitoring and emergency repair sampling.

#### Software and Software Support

Provides funding for the District's maintenance and service agreement for the billing system, software upgrades, etc. Increased cost relates to introduction of online bill payment and other services.

### **6. Contract Field Work:**

#### Contract Irrigation Repairs/Maintenance

Provides funding for repairs and maintenance associated with the District's irrigation system done by outside contractors. Budgeted for one major repair.

#### Irrigation Installations Reimbursed

Reimbursements associated with installing customer services.

#### Contract Treated Repairs/Maintenance

Provides funding for repairs and maintenance associated with the District's treated system done by outside contractors. Budgeted for one major repair.

#### Treated Installations Reimbursed

Reimbursements associated with installing customer services.

#### Backfill Material

Provides funding for backfill material for restoration of areas affected by system repairs.

#### Backfill Material Reimbursed

Provides funding for backfill material reimbursements for restoration of areas affected by installing water services.

### **7. Office:**

#### Supplies - Based on three year average

Provides funding for costs associated with the printing of bills, customer correspondence and Board Meeting items as well as all miscellaneous office supplies.

#### Maintenance/Repairs

Provides funding for costs associated with maintaining and repairing office equipment.

### **8. Postage**

Provides funding for mailing of all customer bills and District correspondence.

### **9. Telephone and alarms:**

Provides funding for telephones, cellular phones, pagers, and alarms.

### **10. Utilities:**

Provides funding for telemetry and electrical energy costs for the operation of all District facilities. Increased electrical cost includes PG&E rate increase and installation of heat and air unit that protect the electronics that monitor the treated water system at the treated tank site. PG&E is in the process of increasing rate by 15%.

### **11. Publications/Dues/Fees**

#### Publications and Publishing

Provides funding for District advertising of legal ads and for vacancies that may occur. Added an additional \$800 for publishing a newsletter.

Licenses Fees

Provides funding for operator's licenses.

Dues and Subscriptions

Provides funding for professional organization memberships including ACWA, AWWA, CSDA, NRWA, and USA North.

**12. Election Expenses**

Provides funding for the general election.

**13. Director's Fees**

Provides funding for the Board of Directors to attend the monthly Board Meeting, standing committee meetings and miscellaneous meetings that may arise. A 5.26% COLA was included.

**14. Insurance**

Provides funding for insurance premiums payable to ACWA/JPIA.

Liability and Property: based on current estimates from JPIA.

Workers Compensation: based on current rates.

**15. Operation and Maintenance Material**

Irrigation - Maintenance Expense

Provides funding for repairs and maintenance associated with the District's irrigation system. Based on three-year average.

Irrigation - Installation Expense

Provides funding for installation expenses associated with the District's irrigation system.

Treated - Maintenance Expense

Provides funding for repairs and maintenance associated with the District's treated system. Based on three-year average.

Treated - Installation Expense

Provides funding for installation expenses associated with the District's treated system.

**16. Mileage Reimbursement**

Provides funding for mileage reimbursement to District employees who use their personal vehicle for District business.

**17. Travel, Meetings and Training**

Provides funding for meetings and conferences associated with job assignments or related to the conduct of District business. Also provides funds for training materials, programs, and fees to attend training sessions for staff to keep current with new laws, technologies and methods of carrying out the mission of the District.

**18. Safety Equipment**

Provides funding for worksite safety and personal protective equipment.

**19. Water Board System Fee**

Provides funding for the State Department of Health Services Drinking Water Program permit.

**20. Vehicle/Mobile Equipment M&O:**

Provides funding for the maintenance and operation of the District's vehicles and mobile equipment including fuel purchases. Fuel costs have risen. Fuel is now \$5.90 a gallon

## 21. Rentals

### Office Rental

Provides funding for the District office space rental located at 16733 Placer Hills Rd. Meadow Vista.

### Field equipment rental

Provides funding for field equipment rentals.

### Portable Toilet

Provides funding for the rental, maintenance and cleaning of the portable toilet located at the District's maintenance yard.

## 22. Bank Charges

Provides funding for service charges associated with the District's bank accounts. Increased due to online bill pay available to customers.

## 23. Administration Fees

Provides funding for miscellaneous administrative fees including LAFCO.

## OTHER REVENUE, PAGE 5

### 4. Grants-PCWA

Grant from PCWA of \$20,000 to do a strategic plan and \$279,619 for replacement of approximately 1,500 feet of irrigation main with installation of a fire hydrant.

## FUNDING OF CONTINGENCIES & RESERVES: PAGE 6

This category accounts for expenditures designated for contingencies and reserves.

1) **Treated Water Connections** - from connection fees.

2) **Rehabilitation & Replacement Reserve Funds**- from charges for water service.

3) **Vehicle/Mobile Equipment Reserve** - funds replacement of vehicles, backhoe, etc. This is a sub-fund of the Rehabilitation & Replacement Reserve Funds

## CAPITAL IMPROVEMENT, DEBT SERVICES AND RESERVE FUNDS BUDGET: PAGE 7

1) **Rehabilitation & Replacement Reserve Fund**: \$ 69,905 is for matching funds for the PCWA grants.

2) **Vehicle/Mobile Equipment Reserve**: to fund 50% of truck loan payment from reserves. This is a sub-fund of the Rehabilitation & Replacement Reserve Funds

## CAPITAL EXPENDITURES

1) **d) System Improvements**: \$349,524 for replacement of approximately 1,500 feet of irrigation main with installation of a fire hydrant.

## Investment Fund @ Placer County 2/28/2022

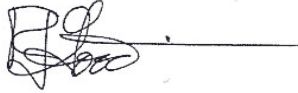
Current FY Operation Fund	\$62,688.89
Treated Capital Facilities	\$59,557.23
Irrigation Capital Facilities	\$0.00
Treated R and R	\$111,016.25
Irrigation R and R	\$278,379.83
Emergency Reserve	\$80,000.00
Treated Rate Stabilization	\$31,874.10
Irrigation Rate Stabilization	\$17,962.65
TOTAL	<u>\$641,478.95</u>



## AD HOC COMMITTEE SCOPE STATEMENT

<b>Title</b>	<b>Strategic Planning Ad-Hoc Committee (modified scope)</b>	
<b>Purpose</b>	Provide focus and direction to the Strategic Planning process.	
<b>Estimated Completion Date:</b> 6/30/2023 <b>Date of Board Action:</b> As necessary	<b>Director Fees Authorized:</b> <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <b>Number of Authorized Meetings:</b> <u>n/a</u>	
<b>Committee Members</b>  (No more than two Directors may serve together.)	Director 1: Pauline Nevins, Chair Director 2: Richard Goodwin Non-Director: Jason Tiffany, GM	
<b>Committee Scope</b>	<ul style="list-style-type: none"> <li>• Developing a Work Plan to produce the Deliverables as listed.</li> <li>• Analyzing Board efforts to date re: Strategic Planning.</li> <li>• Analyzing Strategic Plans of similar organizations.</li> <li>• Drafting a set of Strategic Goals with sample Objectives.</li> <li>• Drafting of an RFP for Strategic Planning Services.</li> <li>• Vetting of respondents to RFP.</li> <li>• Contract negotiations with selected consultant.</li> <li>• Serve as Steering Committee to support and guide contracted work.</li> <li>• Assessment of contract work in progress</li> </ul>	
<b>What is Out of Scope</b>	<ul style="list-style-type: none"> <li>• Final approval of RFP.</li> <li>• Final selection of consultant.</li> <li>• Commitment of funds.</li> </ul>	
<b>Deliverables</b>	<ol style="list-style-type: none"> <li>1. Draft letter to PCWA re: adjustments to Grant Agreement.</li> <li>2. Monthly discussion/feedback during regular Board sessions.</li> <li>3. Draft Statement of Strategic Goals and Sample Objectives.</li> <li>4. RFP for Strategic Planning Services for Board approval.</li> <li>5. Ranked recommendations of up to three RFP respondents, with estimated costs, for final selection by Board.</li> <li>6. Negotiated contract with selected consultant for Board approval.</li> <li>7. Recommendation for progress/final payments per contract.</li> </ol>	
<b>Approval</b>	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <u>Richard J. Goodwin, President</u> </div> <div style="text-align: center;"> <u>3/24/2022</u> Date         </div> </div>	

## AD HOC COMMITTEE SCOPE STATEMENT

<b>Title</b>	<b>Connections Policy Ad-Hoc Committee</b>	
<b>Purpose</b>	Review existing District Code and Policies related to service connections. Propose actions covering appropriate updates for review and approval by the Board.	
<b>Estimated Completion Date:</b> 4/01/2022 <b>Est. Date of Board Action:</b> 4/21/2022	<b>Director Fees Authorized:</b> <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <b>Number of Authorized Meetings:</b> <u>n/a</u>	
<b>Committee Members</b> <small>(No more than two Directors may serve together.)</small>	Director 1: Don Rushton, Chair Director 2: Jim Mehl Non-Director 1: Jason Tiffany, GM	
<b>Committee Scope</b>	<ul style="list-style-type: none"> <li>• Review of existing Code and Policy &amp; Procedures sections related to service connections, both treated and irrigation.</li> <li>• Consideration of governing law and advice provided by the District's attorney.</li> <li>• Review of current fees for all connection types (new connections, reconnections, reinstatements, primary vs accessory dwelling units, etc.)</li> <li>• Consideration of fairness, reasonableness, and the underlying rationales for current and proposed fees.</li> <li>• Consideration of adjustments to District Code and/or Policy &amp; Procedures to effect needed updates.</li> </ul>	
<b>What is Out of Scope</b>	Matters unrelated to District service connection policies and fees.	
<b>Deliverables</b>	Recommended actions within scope for consideration by the Board.	
<b>Approval</b>	 <hr/> Richard Goodwin, President	2/21/2022 <hr/> Date

## District Code §2.2.7 Order of Business

- (a) The President, or the Board by motion, may take any item of business out of order.
- (b) The order of business at a regular Board meeting will ordinarily be as follows:

- (1) Call to order and roll call.

- (2) Approval of minutes, unless placed on the Consent Calendar under subsection (4).

- (3) Public forum, opportunity for public comment on non-agenda items.

The agenda for every regular meeting shall provide an opportunity for members of the public to directly address the Board on items of interest that are within the subject matter jurisdiction of the Board and which do not appear on the agenda. No person shall address the Board without first being recognized by the President. No action shall be taken on any item not on the agenda unless otherwise authorized by Government Code Section 54954.2 and Section 2.2.6(c). However, the Board may briefly respond, request staff to report back on the matter, or direct staff to place the matter on subsequent agenda. As a general Board policy, complaints and concerns from members of the public should first be referred to the General Manager for investigation and resolution, if appropriate. The following procedures shall govern the public's exercise of this right:

- (i) Speakers must state their name and address for the record.

- (ii) The Board Chair may limit the public forum session in order to facilitate the meeting. The total time allotted for the public forum session is generally limited to 20 minutes. Discussion on each particular issue is limited to 10 minutes. Individuals are limited to approximately 3 minutes of public comments. The time to address the Board will be allocated on a basis of the order of requests received. Not all members of the public may be allowed to speak if the total time allocated expires.

- (iii) If action is necessary on any public comment, a member of the Board may request that the item be placed on the agenda for the next meeting.

### (4) Consent Calendar.

Matters of a routine, non-controversial nature which require no further discussion may be listed in a section of the regular agenda as an item of the "Consent Calendar."

The following rules shall govern the use of the Consent Calendar:

- (i) All items listed under the Consent Calendar will be enacted by one motion of the Board.

- (ii) The Board shall allow an opportunity for public comment on the Consent Calendar matters before any vote to approve it.

- (iii) Consent Calendar items may include approval of the meeting minutes, new and unfinished business action items, Director and staff reports and Board/staff general discussion, financial reports and fiscal action items, or any other matters involving routine District business, and for which the law does not require a public hearing.

- (iv) At any time before Board approval of the Consent Calendar, any member of the Board may move that a Consent Calendar matter be removed from the Consent Calendar, to be taken up for consideration separately from the remaining Consent Calendar items.

- (5) Public hearings, if any.
- (6) New and unfinished business action items, except for matters placed on the Consent Calendar under subsection (4).
- (7) Director and staff reports and Board/staff general discussion, **except for matters placed on the Consent Calendar under subsection (4).**
  - Under these agenda items, Board members and staff may ask questions for clarification and make brief announcements and reports, and Board members may provide information to staff, request staff to report back on a matter, or direct staff to place a matter on subsequent agenda. Unless the Board makes one of the determinations required under section 2.1.6(b), there shall be no substantive discussion or action on matters covered in these reports.
- (8) Financial reports and fiscal action items, except for matters placed on the Consent Calendar under subsection (4).
- (9) Closed sessions, if any.
- (10) Adjournment.

A meeting of the Board shall be adjourned by the following methods:

- i (i) The Board loses a quorum of members.
- ii (ii) A motion is made to adjourn the meeting and the motion is seconded and approved.
- iii (iii) The President declares the meeting is adjourned when the agenda has been completed and there is no further business to come before the Board.

A regular meeting may be adjourned and re-adjourned to a time and place under the following circumstances:

- i (i) A motion is made, seconded and approved by the Board.
- ii (ii) Adjournment is approved by the Secretary if all directors are absent from any regular or adjourned meeting.

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If the meeting is adjourned for less than 5 calendar days, no new agenda need be posted provided no new item of business is introduced. A copy of the order of adjournment must be posted within 24 hours after the adjournment at or near the door where the meeting was held.

## AD HOC COMMITTEE SCOPE STATEMENT

<b>Title</b>	<b>Vacant Board Seat Ad-Hoc Committee</b>	
<b>Purpose</b>	Review customer responses to the posted, mailed and/or emailed vacancy notices, and annotate the qualifications of each respondent for consideration by the Board.	
<b>Estimated Completion Date:</b> 6/1/2022 <b>Date of Board Action:</b> 6/16/2022	<b>Director Fees Authorized:</b> <input type="checkbox"/> Y <input type="checkbox"/> N <b>Number of Authorized Meetings:</b> _____	
<b>Committee Members</b> (No more than two Directors may serve together.)	Director 1: Richard Goodwin Director 2: Craig Stone Non-Director 1: Jason Tiffany, GM (present for support issues only.)	
<b>Committee Scope</b>	<ul style="list-style-type: none"> <li>Review of applicant responses received by the deadline.</li> <li>Clarifying follow-ups with respondents as appropriate.</li> <li>Preparation of a list of applicants with comments about qualifications/disqualifications, as appropriate.</li> </ul>	
<b>What is Out of Scope</b>	<ul style="list-style-type: none"> <li>Consideration of an applicant's likely support for, or opposition to, matters currently or prospectively before the Board.</li> </ul>	
<b>Deliverables</b>	<p>1: <u>Annotated list of candidates</u>, along with their application materials, for advance examination by the Directors at the District Office and for reference by the Board in open session.</p> <p><i>Note: To avoid exposure of personal identity and contact information on the Internet, the annotated list and application materials will <u>not</u> be published in the Board Packet. These items will be available for public inspection at the District office after the Board has selected a candidate to fill the seat.</i></p>	
<b>Approval</b>	_____	_____
	Richard J. Goodwin, President	Date

## MHCWD

Monthly Field Report  
April 2022 for the month of March 2022

### FLOW RECORDS

Treated Water: 315,2021 cubic feet (2.36 million gallons) purchased, for an average service connection usage of 177 gallons per day (based on 445 active service connections).

Irrigation Water: 30.0 million gallons (60 Miner's Inches per day) purchased from PCWA, with an estimated demand of 21.2 million gallons (42.5 Miner's Inches per day) and an estimated usage of 2,144 gallons per day per customer (based on 354 active service connections: 174 metered, 180 flat rate). Reservoir level increased by 0.2 million gallons. PCWA had 9 days of outages in March.

### FIELD ACTIVITIES

<u>Service Calls:</u>	62.
<u>After Hours Calls:</u>	0.
<u>Line/System Repairs:</u>	2. Naturewood irrigation, Treated service repair.
<u>Service Disconnections:</u>	0.
<u>New Service Connections:</u>	0.
<u>Installations:</u>	0.
<u>Double Check Valves Tested:</u>	20.
<u>Underground service alerts</u>	27.

Miscellaneous: Nathan integrated placer county's parcel data into the GIS system & added new pages to the website. Field staff replaced broken B24 service box peaceful valley. Field meeting with Tesco for assistance with treated tank telemetry malfunction. Monthly Bac-T samples, check valve testing, trt flushing, irr flushing, trt valve turning, irr valve turning, easement clearing, repairs, and maintenance at all facilities. Regular tractor & truck maintenance.

## Memorandum

DATE: April 7, 2022  
 FROM: Board President  
 TO: Directors and the General Manager  
 SUBJ: District Counsel Advice re: Treasurer Access to District Records

After the March 17<sup>th</sup> Board meeting, I contacted District Counsel by email for legal clarity on the matter of the Treasurer being denied access by the GM to certain District records. My inquiry also concerned an official contact with JPIA made by the GM concerning the same denial of access.

His replies regarding the matter are in boldface, beginning with his initials.

2. Agenda item VI. Financial was taken up. The Treasurer, Director Mehl, stated that he could not sign off on his report because, unlike standing practice, he was not allowed access to the latest time sheets and payroll information. The GM stated that he has an inquiry out to our insurance carrier, JPIA, because he believes the information is confidential and is [REDACTED]. The JPIA representative, Ms Robin Flint, was present, having remained after providing the Board with a briefing. She assured that she would try to expedite the request with the JPIA General Counsel. **[[AJR]] Director Mehl's access to "payroll information" depends largely on what payroll information we're discussing. Employee hours worked, salaries, and the like are all public information and must be available to Director Mehl. A small subset of what I'd consider payroll information – employee withholding amounts, employee family benefit information, and the like – would be confidential employee information. But that is not the sort of information that Director Mehl would need to review to fulfill his obligations as Treasurer.**

As of this writing, JPIA has replied that they have no problem with the Treasurer's access to the records at issue. Our only alternative as a small district would be to hire an outside agency to provide such a service. **[[AJR]] This is the correct answer. But JPIA does not provide general legal help on questions like this, so Jason or a director should refer this type of question to my office next time.**

Counsel will be present at our April 21, 2022, regular meeting and can take questions on the above.

RJG

Hi Jim – I reviewed your information with our legal Counsel, Robert Greenfield, and we both agree that you are fine to proceed as you have, though bringing in a contractor to do such work would be ideal. As I mentioned, it is the Director's role to set policy and avoid being involved in the specifics of running the district. But as with many of our small districts, sometimes that role becomes broader through necessity. We understand the need to have checks and balances in place and want to make it clear that the process currently in place where you are reviewing and processing payroll does in no way jeopardize your coverage or relationship with us. I hope this helps.

**Patricia Slaven, MBA, SPHR, IPMA-SCP**  
**ACWA JPIA**

Director of Human Resources & Administration  
(800) 231-5742  
[acwajpia.com](http://acwajpia.com)

**From:** Jim Mehl <[jim-mehl@mhcwd.org](mailto:jim-mehl@mhcwd.org)>  
**Sent:** Wednesday, March 23, 2022 3:44 PM  
**To:** Patricia Slaven <[pslaven@acwajpia.com](mailto:pslaven@acwajpia.com)>  
**Subject:** MHCWD Duties of the Treasurer

Patricia,

I have attached the MHCWD Code Section 2.2.5.3. Duties of the Treasures.

For background, I will list a few of the duties that are currently performed by the Board Treasurer. One of the activities is to verify the Treasurer's Report by confirming that EFTs for the Paychecks, Inc. and CalPERS expenditures match the employee expense records. I also review the staff time charges to verify that all charges are correct (regular hours, overtime, standby, sick leave, vacation, etc.).

I have no problem with not performing these functions as long as the District can expand the financial oversight by other means. Please provide ideas on any another methods that you could suggest. Please feel free to contact me for further information.

These tasks takes a lot of my time and I would rather be playing golf.

Jim Mehl



**Section 2.2.5.3. Duties of the Treasurer.**

The Treasurer shall have the following duties:

- (a) To review, verify, reconcile, and approve the District Treasurer's report and provide a brief overview for the Board's approval.
- (b) To review the invoices of the District's monthly accounts payable.
- (c) To review all credit card charges.
- (d) To review Staff time charges and petty cash fund.
- (e) To be the signer on all District checks after they are signed by the General Manager.
- (f) To reconcile the monthly bank statement.
- (g) To verify that all checks on the bank statement were signed by the Board Treasurer or an alternate Board member and from the check images that the payee on the paid check matches the payee listed on the check register.
- (h) To approve withdrawal of funds from the investment accounts.
- (i) To perform the duties of the President in the absence of the President and Vice-President.
- (j) To perform other duties imposed from time to time by the Board of Directors.

**MIDWAY HEIGHTS COUNTY WATER DISTRICT**  
**FUNDS SUMMARY**

**February 2022**

**REGULAR BOARD MEETING**  
**March 2022**

**OPERATING FUNDS:**

**Placer County-MHCWD Investment Trust Fund (32005):**

Balance as of: (01/31/22) **\$641,412.04**

\*(Includes: Current Fiscal Year Operation Fund, Capital Facilities Funds, Emergency Fund, Rehabilitation and Replacement Reserve Funds and Rate Stabilization Funds)

**Wells Fargo Bank:**

Adjusted Bank Statement Balance (02//28/22--Reconciled to Checking Account #1670 General) \*\* **\$32,882.72**

**CALIFORNIA BANK & Trust:**

Adjusted Bank Statement Balance (02/28/22-- Reconciled Money Market Account #6809 Tank Loan) \*\* **\$51,221.56**

\*\*See the attached Reconciliation Summary and Check Register for detail.

**LOAN BALANCES**

**STATE REVOLVING FUND (0.33 MG tank and improvements, 2014, 20 year loan)**

Balance (12/31/21) **\$592,113.42**

**WEST AMERICA BANK (loan for three new service trucks, 2018, five year loan)**

Balance (12/31/21) **\$52,603.83**

**APPROVAL OF ACCOUNT TRANSFERS & BILLS PAID FOR THE MONTH OF FEBRUARY 2022**

\_\_\_\_\_  
Treasurer of the Board-Jim Mehl

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2:16 PM  
03/07/22

Midway Heights CWD  
Reconciliation Summary

35

10005 · Cash in Checking-1670, Period Ending 02/28/2022

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	<u>Feb 28, 22</u>
<b>Beginning Balance</b>	50,781.86
<b>Cleared Transactions</b>	
Checks and Payments - 35 items	-64,371.79
Deposits and Credits - 13 items	50,306.21
<b>Total Cleared Transactions</b>	<u>-14,065.58</u>
<b>Cleared Balance</b>	<u><u>36,716.28</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 3 items	-3,833.56
<b>Total Uncleared Transactions</b>	<u>-3,833.56</u>
<b>Register Balance as of 02/28/2022</b>	<u><u>32,882.72</u></u> ←
<b>New Transactions</b>	
Checks and Payments - 13 items	-17,708.68
Deposits and Credits - 3 items	48,565.58
<b>Total New Transactions</b>	<u>30,856.90</u>
<b>Ending Balance</b>	<u><u>63,739.62</u></u>

2:16 PM  
03/07/22

Midway Heights CWD  
Reconciliation Detail

36

10005 · Cash in Checking-1670, Period Ending 02/28/2022

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						50,781.86
<b>Cleared Transactions</b>						
<b>Checks and Payments - 35 items</b>						
Bill Pmt -Check	01/19/2022	8927	Omega Commerci...	X	-651.00	-651.00
Check	01/19/2022	8933	Miles, Wilma	X	-425.01	-1,076.01
Bill Pmt -Check	02/02/2022	EFT	CalPERS Retire P...	X	-2,641.84	-3,717.85
Bill Pmt -Check	02/02/2022	EFT	CalPERS Retire P...	X	-734.34	-4,452.19
Bill Pmt -Check	02/02/2022	EFT	CalPERS 457 Pro...	X	-700.00	-5,152.19
Bill Pmt -Check	02/02/2022	ACH	Streamline	X	-100.00	-5,252.19
Bill Pmt -Check	02/03/2022	EFT	Paychex, Inc.	X	-16,930.33	-22,182.52
Bill Pmt -Check	02/04/2022	EFT	Paychex, Inc.	X	-4,127.69	-26,310.21
Bill Pmt -Check	02/07/2022	8949	Weimar Water Co...	X	-8,856.33	-35,166.54
Bill Pmt -Check	02/07/2022	8943	Ferguson Waterw...	X	-5,490.93	-40,657.47
Bill Pmt -Check	02/07/2022	8938	California Bank & ...	X	-5,039.38	-45,696.85
Bill Pmt -Check	02/07/2022	EFT	CalPERS Health B...	X	-3,828.27	-49,525.12
Bill Pmt -Check	02/07/2022	EFT	CalPERS Retire P...	X	-2,641.84	-52,166.96
Bill Pmt -Check	02/07/2022	8948	US Bank	X	-2,038.70	-54,205.66
Bill Pmt -Check	02/07/2022	EFT	CalPERS 457 Pro...	X	-700.00	-54,905.66
Bill Pmt -Check	02/07/2022	EFT	CalPERS Retire P...	X	-670.66	-55,576.32
Bill Pmt -Check	02/07/2022	8941	Dawson Oil Comp...	X	-610.85	-56,187.17
Bill Pmt -Check	02/07/2022	8945	PG&E	X	-379.00	-56,566.17
Bill Pmt -Check	02/07/2022	8935	Anderson's Sierra ...	X	-275.83	-56,842.00
Bill Pmt -Check	02/07/2022	8939	Cooks Portable To...	X	-156.08	-56,998.08
Bill Pmt -Check	02/07/2022	8937	AT&T U-verse	X	-117.75	-57,115.83
Bill Pmt -Check	02/07/2022	8944	Frontier Communi...	X	-107.30	-57,223.13
Bill Pmt -Check	02/07/2022	8940	Cranmer Analytica...	X	-90.00	-57,313.13
Bill Pmt -Check	02/07/2022	8947	Tel-Com	X	-72.00	-57,385.13
Bill Pmt -Check	02/07/2022	8942	Fastenal Company	X	-41.99	-57,427.12
Bill Pmt -Check	02/07/2022	8936	AT & T	X	-22.51	-57,449.63
Bill Pmt -Check	02/10/2022	EFT	Paychex, Inc.	X	-393.50	-57,843.13
Bill Pmt -Check	02/15/2022	8954	PCWA	X	-2,060.10	-59,903.23
Bill Pmt -Check	02/15/2022	8950	ACWA Joint Powe...	X	-1,871.60	-61,774.83
Bill Pmt -Check	02/15/2022	8952	Ferguson Waterw...	X	-1,410.74	-63,185.57
Bill Pmt -Check	02/15/2022	8953	Omega Commerci...	X	-651.00	-63,836.57
Bill Pmt -Check	02/15/2022	8956	Verizon Wireless	X	-151.95	-63,988.52
Bill Pmt -Check	02/15/2022	8955	Staples Credit Plan	X	-113.95	-64,102.47
Bill Pmt -Check	02/15/2022	8951	Cranmer Analytica...	X	-90.00	-64,192.47
Bill Pmt -Check	02/22/2022	EFT	Wells Fargo	X	-179.32	-64,371.79
<b>Total Checks and Payments</b>					<b>-64,371.79</b>	<b>-64,371.79</b>

2:16 PM  
03/07/22

Midway Heights CWD  
Reconciliation Detail

37

10005 - Cash in Checking-1670, Period Ending 02/28/2022

Type	Date	Num	Name	Clr	Amount	Balance
<b>Deposits and Credits - 13 items</b>						
Deposit	02/01/2022			X	834.45	834.45
Deposit	02/02/2022			X	11,730.33	12,564.78
Deposit	02/04/2022			X	259.44	12,824.22
Deposit	02/04/2022			X	5,176.33	18,000.55
Deposit	02/07/2022			X	444.62	18,445.17
Deposit	02/07/2022			X	4,245.41	22,690.58
Deposit	02/09/2022			X	966.04	23,656.62
Deposit	02/10/2022			X	11,888.25	35,544.87
Deposit	02/15/2022			X	4,504.79	40,049.66
Deposit	02/16/2022			X	363.83	40,413.49
Deposit	02/17/2022			X	206.18	40,619.67
Deposit	02/18/2022			X	1,403.87	42,023.54
Deposit	02/28/2022			X	8,282.67	50,306.21
Total Deposits and Credits					50,306.21	50,306.21
Total Cleared Transactions					-14,065.58	-14,065.58
Cleared Balance					-14,065.58	36,716.28
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Check	01/19/2022	8934	Terry Robison		-78.94	-78.94
Bill Pmt -Check	02/07/2022	8946	State Water Reso...		-3,694.62	-3,773.56
Bill Pmt -Check	02/16/2022	8957	CDPH-OPERATO...		-60.00	-3,833.56
Total Checks and Payments					-3,833.56	-3,833.56
Total Uncleared Transactions					-3,833.56	-3,833.56
Register Balance as of 02/28/2022					-17,899.14	32,882.72
<b>New Transactions</b>						
<b>Checks and Payments - 13 items</b>						
Bill Pmt -Check	03/02/2022	8965	Larry Bain, CPA		-7,450.00	-7,450.00
Bill Pmt -Check	03/02/2022	8961	California Bank & ...		-5,039.38	-12,489.38
Bill Pmt -Check	03/02/2022	8967	US Bank		-1,338.55	-13,827.93
Bill Pmt -Check	03/02/2022	8966	PG&E		-1,048.99	-14,876.92
Bill Pmt -Check	03/02/2022	8963	Ferguson Waterw...		-857.70	-15,734.62
Bill Pmt -Check	03/02/2022	8962	Cranmer Analytica...		-795.00	-16,529.62
Bill Pmt -Check	03/02/2022	8960	Bartkiewicz, Kroni...		-573.75	-17,103.37
Bill Pmt -Check	03/02/2022	8958	Anderson's Sierra ...		-119.82	-17,223.19
Bill Pmt -Check	03/02/2022	8959	AT&T U-verse		-117.83	-17,341.02
Bill Pmt -Check	03/02/2022	8964	Frontier Communi...		-107.78	-17,448.80
Bill Pmt -Check	03/04/2022	8969	Tel-Com		-222.00	-17,670.80
Bill Pmt -Check	03/04/2022	8968	AT & T		-22.88	-17,693.68
Check	03/04/2022	AUTO	Wells Fargo		-15.00	-17,708.68
Total Checks and Payments					-17,708.68	-17,708.68

2:16 PM  
03/07/22

Midway Heights CWD  
Reconciliation Detail

38

10005 · Cash in Checking-1670, Period Ending 02/28/2022

Type	Date	Num	Name	Clr	Amount	Balance
<b>Deposits and Credits - 3 items</b>						
Deposit	03/03/2022				20,236.94	20,236.94
Transfer	03/04/2022				24,603.43	44,840.37
Deposit	03/07/2022				3,725.21	48,565.58
Total Deposits and Credits					48,565.58	48,565.58
Total New Transactions					30,856.90	30,856.90
<b>Ending Balance</b>					<b>12,957.76</b>	<b>63,739.62</b>

1:52 PM  
03/07/22

Midway Heights CWD  
Reconciliation Summary

39

10009 · Cal Bank and Trust-6809, Period Ending 02/28/2022

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	<u>Feb 28, 22</u>
Beginning Balance	46,181.42
Cleared Transactions	
Deposits and Credits - 2 items	<u>5,040.14</u>
Total Cleared Transactions	<u>5,040.14</u>
Cleared Balance	<u><u>51,221.56</u></u>
Register Balance as of 02/28/2022	51,221.56
Ending Balance	51,221.56

1:52 PM  
03/07/22

Midway Heights CWD  
Reconciliation Detail

40

10009 · Cal Bank and Trust-6809, Period Ending 02/28/2022

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						46,181.42
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 2 items</b>						
Bill	02/01/2022	Feb. ...	California Bank & ...	X	5,039.38	5,039.38
Deposit	02/28/2022			X	0.76	5,040.14
Total Deposits and Credits					5,040.14	5,040.14
Total Cleared Transactions					5,040.14	5,040.14
Cleared Balance					5,040.14	51,221.56
Register Balance as of 02/28/2022					5,040.14	51,221.56
<b>Ending Balance</b>					<b>5,040.14</b>	<b>51,221.56</b>



**MIDWAY HEIGHTS COUNTY WATER DISTRICT**  
**FUNDS SUMMARY**

**March 2022**

**REGULAR BOARD MEETING**  
**April 2022**

**OPERATING FUNDS:**

**Placer County-MHCWD Investment Trust Fund (32005):**

Balance as of: (02/28/22) **\$641,478.95**

\*(Includes: Current Fiscal Year Operation Fund, Capital Facilities Funds, Emergency Fund, Rehabilitation and Replacement Reserve Funds and Rate Stabilization Funds)

**Wells Fargo Bank:**

Adjusted Bank Statement Balance (3/31/22--Reconciled to Checking Account #1670 General) \*\* **\$81,512.99**

**CALIFORNIA BANK & Trust:**

Adjusted Bank Statement Balance (3/31/22-- Reconciled Money Market Account #6809 Tank Loan) \*\* **\$56,216.88**

\*\*See the attached Reconciliation Summary and Check Register for detail.

**LOAN BALANCES**

**STATE REVOLVING FUND (0.33 MG tank and improvements, 2014, 20 year loan)**

Balance (12/31/21) **\$592,113.42**

**WEST AMERICA BANK (loan for three new service trucks, 2018, five year loan)**

Balance (12/31/21) **\$52,603.83**

**APPROVAL OF ACCOUNT TRANSFERS & BILLS PAID FOR THE MONTH OF MARCH 2022**

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**Treasurer of the Board-Jim Mehl**

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3:25 PM  
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Midway Heights CWD  
Reconciliation Summary

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10005 · Cash in Checking-1670, Period Ending 03/31/2022

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	<u>Mar 31, 22</u>
<b>Beginning Balance</b>	36,716.28
<b>Cleared Transactions</b>	
Checks and Payments - 29 items	-78,339.90
Deposits and Credits - 33 items	127,698.67
<b>Total Cleared Transactions</b>	<u>49,358.77</u>
<b>Cleared Balance</b>	<u><u>86,075.05</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 4 items	-4,562.06
<b>Total Uncleared Transactions</b>	<u>-4,562.06</u>
<b>Register Balance as of 03/31/2022</b>	<u><u>81,512.99</u></u>
<b>New Transactions</b>	
Checks and Payments - 21 items	-20,646.43
Deposits and Credits - 12 items	24,483.93
<b>Total New Transactions</b>	<u>3,837.50</u>
<b>Ending Balance</b>	<u><u>85,350.49</u></u>

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Midway Heights CWD  
Reconciliation Summary

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10005 · Cash in Checking-1670, Period Ending 03/31/2022

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	<u>Mar 31, 22</u>
<b>Beginning Balance</b>	36,716.28
<b>Cleared Transactions</b>	
Checks and Payments - 29 items	-78,339.90
Deposits and Credits - 33 items	127,698.67
<b>Total Cleared Transactions</b>	<u>49,358.77</u>
<b>Cleared Balance</b>	<u><u>86,075.05</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 4 items	-4,562.06
<b>Total Uncleared Transactions</b>	<u>-4,562.06</u>
<b>Register Balance as of 03/31/2022</b>	<u><u>81,512.99</u></u>
<b>New Transactions</b>	
Checks and Payments - 21 items	-20,646.43
Deposits and Credits - 12 items	24,483.93
<b>Total New Transactions</b>	<u>3,837.50</u>
<b>Ending Balance</b>	<u><u>85,350.49</u></u>

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Midway Heights CWD  
Reconciliation Detail

10005 - Cash in Checking-1670, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						36,716.28
<b>Cleared Transactions</b>						
<b>Checks and Payments - 29 items</b>						
Bill Pmt -Check	02/16/2022	8957	CDPH-OPERATO...	X	-60.00	-60.00
Check	03/01/2022	EFT	Wells Fargo	X	-175.00	-235.00
Bill Pmt -Check	03/02/2022	8965	Larry Bain, CPA	X	-7,450.00	-7,685.00
Bill Pmt -Check	03/02/2022	8961	California Bank & ...	X	-5,039.38	-12,724.38
Bill Pmt -Check	03/02/2022	8967	US Bank	X	-1,338.55	-14,062.93
Bill Pmt -Check	03/02/2022	8966	PG&E	X	-1,048.99	-15,111.92
Bill Pmt -Check	03/02/2022	8963	Ferguson Waterw...	X	-857.70	-15,969.62
Bill Pmt -Check	03/02/2022	8962	Cranmer Analytica...	X	-795.00	-16,764.62
Bill Pmt -Check	03/02/2022	8960	Bartkiewicz, Kroni...	X	-573.75	-17,338.37
Bill Pmt -Check	03/02/2022	8958	Anderson's Sierra ...	X	-119.82	-17,458.19
Bill Pmt -Check	03/02/2022	8959	AT&T U-verse	X	-117.83	-17,576.02
Bill Pmt -Check	03/02/2022	8964	Frontier Communi...	X	-107.78	-17,683.80
Bill Pmt -Check	03/03/2022	EFT	Paychex, Inc.	X	-15,850.93	-33,534.73
Bill Pmt -Check	03/04/2022	EFT	Paychex, Inc.	X	-3,555.56	-37,090.29
Bill Pmt -Check	03/04/2022	8969	Tel-Com	X	-222.00	-37,312.29
Bill Pmt -Check	03/04/2022	8968	AT & T	X	-22.88	-37,335.17
Bill Pmt -Check	03/10/2022	8973	Lorang Brothers	X	-22,573.90	-59,909.07
Bill Pmt -Check	03/10/2022	8976	Weimar Water Co...	X	-8,787.39	-68,696.46
Bill Pmt -Check	03/10/2022	8972	Dawson Oil Comp...	X	-737.42	-69,433.88
Bill Pmt -Check	03/10/2022	8975	PG&E	X	-295.54	-69,729.42
Bill Pmt -Check	03/10/2022	EFT	Paychex, Inc.	X	-263.36	-69,992.78
Bill Pmt -Check	03/10/2022	8970	Cooks Portable To...	X	-156.08	-70,148.86
Bill Pmt -Check	03/10/2022	EFT	Paychex, Inc.	X	-144.94	-70,293.80
Bill Pmt -Check	03/10/2022	8971	Cranmer Analytica...	X	-90.00	-70,383.80
Bill Pmt -Check	03/11/2022	EFT	CalPERS Health B...	X	-3,828.27	-74,212.07
Bill Pmt -Check	03/11/2022	EFT	CalPERS Retire P...	X	-2,641.84	-76,853.91
Bill Pmt -Check	03/11/2022	EFT	CalPERS Retire P...	X	-638.82	-77,492.73
Bill Pmt -Check	03/11/2022	EFT	Wells Fargo	X	-147.17	-77,639.90
Bill Pmt -Check	03/14/2022	EFT	CalPERS 457 Pro...	X	-700.00	-78,339.90
<b>Total Checks and Payments</b>					<b>-78,339.90</b>	<b>-78,339.90</b>
<b>Deposits and Credits - 33 items</b>						
Deposit	03/03/2022			X	20,236.94	20,236.94
Transfer	03/04/2022			X	24,603.43	44,840.37
Deposit	03/07/2022			X	958.81	45,799.18
Deposit	03/07/2022			X	3,725.21	49,524.39
Deposit	03/08/2022			X	160.00	49,684.39
Deposit	03/08/2022			X	379.06	50,063.45
Deposit	03/09/2022			X	574.64	50,638.09
Deposit	03/10/2022			X	730.72	51,368.81
Deposit	03/11/2022			X	1,000.00	52,368.81
Deposit	03/11/2022			X	12,304.42	64,673.23
Deposit	03/14/2022			X	142.93	64,816.16
Deposit	03/14/2022			X	1,122.99	65,939.15
Deposit	03/14/2022			X	4,117.05	70,056.20

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Midway Heights CWD  
Reconciliation Detail

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10005 - Cash in Checking-1670, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Transfer	03/14/2022			X	22,573.90	92,630.10
Deposit	03/15/2022			X	56.36	92,686.46
Deposit	03/15/2022			X	6,328.37	99,014.83
Deposit	03/17/2022			X	5,431.34	104,446.17
Deposit	03/18/2022			X	427.23	104,873.40
Deposit	03/21/2022			X	9,591.43	114,464.83
Deposit	03/23/2022			X	234.06	114,698.89
Deposit	03/25/2022			X	5,163.60	119,862.49
Deposit	03/28/2022			X	292.09	120,154.58
Deposit	03/29/2022			X	905.00	121,059.58
Bill Pmt -Check	03/31/2022	8984	Verizon Wireless	X	0.00	121,059.58
Bill Pmt -Check	03/31/2022	8977	AT&T U-verse	X	0.00	121,059.58
Bill Pmt -Check	03/31/2022	8979	Beam Security Sy...	X	0.00	121,059.58
Bill Pmt -Check	03/31/2022	8983	US Bank	X	0.00	121,059.58
Bill Pmt -Check	03/31/2022	8982	PG&E	X	0.00	121,059.58
Bill Pmt -Check	03/31/2022	8981	PCWA	X	0.00	121,059.58
Bill Pmt -Check	03/31/2022	8980	Ferguson Waterw...	X	0.00	121,059.58
Deposit	03/31/2022			X	134.30	121,193.88
Deposit	03/31/2022			X	268.60	121,462.48
Deposit	03/31/2022			X	6,236.19	127,698.67
Total Deposits and Credits					127,698.67	127,698.67
Total Cleared Transactions					49,358.77	49,358.77
Cleared Balance					49,358.77	86,075.05
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 4 items</b>						
Check	01/19/2022	8934	Terry Robison		-78.94	-78.94
Bill Pmt -Check	02/07/2022	8946	State Water Reso...		-3,694.62	-3,773.56
Bill Pmt -Check	03/10/2022	8974	Omega Commerci...		-651.00	-4,424.56
Bill Pmt -Check	03/31/2022	8978	Bartkiewicz, Kroni...		-137.50	-4,562.06
Total Checks and Payments					-4,562.06	-4,562.06
Total Uncleared Transactions					-4,562.06	-4,562.06
Register Balance as of 03/31/2022					44,796.71	81,512.99
<b>New Transactions</b>						
<b>Checks and Payments - 21 items</b>						
Bill Pmt -Check	04/08/2022	8995	Weimar Water Co...		-8,893.90	-8,893.90
Bill Pmt -Check	04/08/2022	8988	California Bank & ...		-5,039.38	-13,933.28
Bill Pmt -Check	04/08/2022	8990	Dawson Oil Comp...		-971.29	-14,904.57
Bill Pmt -Check	04/08/2022	8992	Omega Commerci...		-651.00	-15,555.57
Bill Pmt -Check	04/08/2022	8986	Anderson's Sierra ...		-364.96	-15,920.53
Bill Pmt -Check	04/08/2022	8993	PG&E		-247.29	-16,167.82
Bill Pmt -Check	04/08/2022	8989	Cooks Portable To...		-156.08	-16,323.90
Bill Pmt -Check	04/08/2022	8987	AT & T		-129.28	-16,453.18
Bill Pmt -Check	04/08/2022	8991	Frontier Communi...		-107.78	-16,560.96

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Reconciliation Detail

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10005 - Cash in Checking-1670, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	04/08/2022	8994	Tel-Com		-60.00	-16,620.96
Bill Pmt -Check	04/13/2022	9002	PCWA		-2,147.12	-18,768.08
Bill Pmt -Check	04/13/2022	8998	Bartkiewicz, Kroni...		-657.85	-19,425.93
Bill Pmt -Check	04/13/2022	9003	PG&E		-340.40	-19,766.33
Bill Pmt -Check	04/13/2022	9005	US Bank		-292.71	-20,059.04
Bill Pmt -Check	04/13/2022	9006	Verizon Wireless		-152.01	-20,211.05
Bill Pmt -Check	04/13/2022	9004	Sauers Engineerin...		-125.00	-20,336.05
Bill Pmt -Check	04/13/2022	8997	AT&T U-verse		-107.84	-20,443.89
Bill Pmt -Check	04/13/2022	9000	CDPH-OPERATO...		-60.00	-20,503.89
Bill Pmt -Check	04/13/2022	8999	Beam Security Sy...		-60.00	-20,563.89
Bill Pmt -Check	04/13/2022	9001	Ferguson Waterw...		-51.20	-20,615.09
Bill Pmt -Check	04/13/2022	8996	Anderson's Sierra ...		-31.34	-20,646.43
Total Checks and Payments					-20,646.43	-20,646.43
<b>Deposits and Credits - 12 items</b>						
Deposit	04/01/2022				266.32	266.32
Deposit	04/04/2022				484.55	750.87
Deposit	04/04/2022				551.78	1,302.65
Deposit	04/04/2022				10,419.72	11,722.37
Deposit	04/05/2022				400.55	12,122.92
Deposit	04/05/2022				6,381.04	18,503.96
Deposit	04/07/2022				302.34	18,806.30
Check	04/08/2022	8985	Anderson's Sierra ...		0.00	18,806.30
Deposit	04/08/2022				46.92	18,853.22
Deposit	04/08/2022				283.16	19,136.38
Deposit	04/11/2022				209.33	19,345.71
Deposit	04/11/2022				5,138.22	24,483.93
Total Deposits and Credits					24,483.93	24,483.93
Total New Transactions					3,837.50	3,837.50
<b>Ending Balance</b>					<b>48,634.21</b>	<b>85,350.49</b>

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Midway Heights CWD  
Reconciliation Summary

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10009 · Cal Bank and Trust-6809, Period Ending 03/31/2022

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	<u>Mar 31, 22</u>
Beginning Balance	51,221.56
Cleared Transactions	
Checks and Payments - 1 item	-45.00
Deposits and Credits - 2 items	5,040.32
	<u>4,995.32</u>
Total Cleared Transactions	
Cleared Balance	<u><u>56,216.88</u></u>
Register Balance as of 03/31/2022	56,216.88
Ending Balance	56,216.88

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Midway Heights CWD  
Reconciliation Detail

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10009 · Cal Bank and Trust-6809, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						51,221.56
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	03/31/2022			X	-45.00	-45.00
Total Checks and Payments					-45.00	-45.00
<b>Deposits and Credits - 2 items</b>						
Bill	03/02/2022	Marc...	California Bank & ...	X	5,039.38	5,039.38
Deposit	03/31/2022			X	0.94	5,040.32
Total Deposits and Credits					5,040.32	5,040.32
Total Cleared Transactions					4,995.32	4,995.32
Cleared Balance					4,995.32	56,216.88
Register Balance as of 03/31/2022					4,995.32	56,216.88
<b>Ending Balance</b>					<b>4,995.32</b>	<b>56,216.88</b>