

## REGULAR BOARD MEETING AGENDA

# MIDWAY HEIGHTS COUNTY WATER DISTRICT

January 21, 2021 @ 7:00 P.M.

---

**Note:** Pursuant to the Governor's Executive Order N-29-20 and given the state of emergency regarding the threat of COVID-19, the meeting will be held via webinar on the Zoom application. The web link is:

<https://us02web.zoom.us/j/85815643223?pwd=cXh6Y3BJVEI1MWtFcFJzUVEvMTJWUT09>

Meeting ID: 858 1564 3223

Passcode: 724871

The meeting may also be accessed via phone at the toll-free number of:

833-548-0282, 877-853-5247, 888-788-0099 or 833-548-0276

Information on zoom meetings may be found at:

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-meeting>

- ❖ This 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 Board President.
- ❖ 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 taking action 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; at the intersection of Oak Hill and Hillsdale Roads and Meadow Vista Community Center.

**I. CALL TO ORDER**

**II. ROLL CALL OF DIRECTORS**

**III. REVIEW AND APPROVAL OF MINUTES**

The minutes from the December 17, 2020 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. 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.

**V. GENERAL BUSINESS**

**A. STATEMENT FROM PRESIDENT WILTSEE ON 2021 ACTIVITIES**

**B. CONSENT CALENDAR**

- 1. FIELD REPORT**
- 2. GENERAL MANAGERS REPORT5**

**C. DISCUSSION AND ACTION RE: ITEMS TO BE REMOVED FROM CONSENT CALENDAR AND PLACED ON AGENDA AS DISTRICT OPERATIONS REPORTS.**

**D. DISCUSSION AND ACTION RE: 2020 PCWA FINANCIAL ASSISTANCE PROGRAM (FAP) "STRATEGIC PLAN" GRANT**

**E. DISCUSSION AND ACTION RE: REPORT FROM AD-HOC COMMITTEE FOR EVALUATING DISTRICT RESERVES AND RECOMMENDATIONS FOR 2021 PCWA FINANCIAL ASSISTANCE PROGRAM (FAP) GRANT APPLICATIONS**

**F. DISCUSSION AND ACTION RE: DISTRICT OFFICE**

**G. DISCUSSION AND POSSIBLE ACTION RE: AMENDMENT OF SECTION 1.1. A OF THE POLICIES & PROCEDURES MANUAL**

**VI. FINANCIAL**

**A. DISCUSSION AND ACTION RE: AGED RECEIVABLES**

**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 month of December 2020 will be reviewed, discussed, and acted upon by the Board.

## **VII. DISCUSSION AND ACTION RE: BOARD/STAFF 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.

Future agenda items:

1. Review & reaffirmation of statement of investment policy
2. Amendments to District code book section 6.3.1 treated water service connection charges, section 6.5.2 treated reconnection charges, section 6.5.3 irrigation water connection and reconnection charges
3. SB998 disconnections of residential water service for nonpayment

## **VIII. ADJOURNMENT**

MIDWAY HEIGHTS COUNTY WATER DISTRICT

Regular Board Meeting Minutes

December 17, 2020 @ 7:00 P.M.

Note: Pursuant to the Governor's Executive Order N-29-20, and given the state of emergency regarding the threat of COVID-19, the meeting was held via webinar.

I. CALL TO ORDER

With a quorum present, President Craig Stone called the meeting to order at 7:02 pm.

II. ROLL CALL

DIRECTORS PRESENT: Craig Stone, Donald Rushton, David Wiltsee, Jim Mehl, Richard Goodwin

DIRECTORS ABSENT: None

OTHERS PRESENT: Jason Tiffany, General Manager-Secretary to the Board

MEMBERS OF THE PUBLIC: Pauline Nevins, Tina Leahy, Sue Carmichael, Other member of public via Zoom

NOTE: Item V-B DISCUSSION AND ACTION RE: ANNUAL ELECTION OF BOARD OFFICERS was moved to the top of the agenda after roll call of Directors and before approval of minutes.

III. REVIEW AND APPROVAL OF MINUTES

M/S Richard Goodwin/Don Rushton moved to approve the minutes from the November 19, 2020 Regular Meeting as written.

Table with 7 columns: Name, Aye, Nay, Absent, Abstain. Rows for Craig Stone, Richard Goodwin, Donald Rushton, David Wiltsee, Jim Mehl.

Board Totals row with Aye (5), Nay, Absent, Abstain columns.

Passed Unanimously: Yes [X]

IV. PUBLIC FORUM

Mrs. Nevins asked about public comment on the minutes. She hoped that the minutes would include more public comment in the future. She also appreciated that the PDF Board packet now had page numbers. The general manager commented that the page numbers were Director Rushton's idea and that if members of the public wanted

comments in the minutes, it would be helpful if they would follow up with an email after each meeting.

**V. GENERAL BUSINESS**

**A. CONSENT CALENDAR**

**1. GENERAL MANAGER'S REPORT**

Director Mehl moved to remove the report from the consent calendar. The report centered around outstanding account balances (aged receivables). He asked that a report of outstanding balances be included in future Board packets. The general manager said that he would include a report after every two-month billing cycle with a running total from the last year. Mrs. Nevins asked if it would be possible that COVID relief funds might be available in the future to compensate for unpaid water bills. The general manager stated that it seemed possible.

**B. DISCUSSION AND ACTION RE: ANNUAL ELECTION OF BOARD OFFICERS**

**M/S Richard Goodwin/Craig Stone** moved to elect David Wiltsee as Board President.

**M/S Jim Mehl/Craig Stone** moved to elect Richard Goodwin as Board Vice President.

**M/S Don Rushton/Richard Goodwin** moved to elect Jim Mehl as Board Treasurer.

**M/S Jim Mehl/David Wiltsee** moved to elect Craig Stone as ACWA/JPIA representative.

**M/S David Wiltsee/Craig Stone** moved to elect Don Rushton as CSDA representative.

Craig Stone	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Richard Goodwin	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"/>
David Wiltsee	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"/>
Board Totals	Aye	<input type="text" value="5"/>	Nay	<input type="text" value=""/>	Absent	<input type="text" value=""/>	Abstain	<input type="text" value=""/>
Passed Unanimously:	Yes	<input checked="" type="checkbox"/>						

**C. DISCUSSION AND ACTION RE: DISCUSSION AND ACTION RE: FORMATION OF AD-HOC COMMITTEE FOR EVALUATING DISTRICT RESERVES AND RECOMMENDATIONS FOR 2021 PCWA FINANCIAL ASSISTANCE PROGRAM (FAP) GRANT APPLICATIONS**

The PCWA grant program for 2021 is allocated to be over \$3,600,000 compared to \$185,000 last year. The District has been successful in the past in receiving grants from PCWA. Since 2014 the District has received eight grants totaling more than \$110,000. The general manager thought that Director Mehl, with his experience in public water works, and Director Rushton, with his engineering degree and work with Caltrans, would make excellent choices.

David Wiltsee appointed Director Rushton and Director Mehl to the ad-hoc committee. Both Directors stated that they did not wish to be compensated for these meetings.

**VI. FINANCIAL.**

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

Discussion and review of the Fund Summary, Checking Account Reconciliation, and Check Register showing the balances of all the District's funds and bills paid for the month of November 2020.

M/S Richard Goodwin/ Jim Mehl moved to accept the report.

Craig Stone	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Richard Goodwin	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"/>
David Wiltsee	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"/>
Board Totals	Aye	<input type="text" value="5"/>	Nay	<input type="text" value=""/>	Absent	<input type="text" value=""/>	Abstain	<input type="text" value=""/>
Passed Unanimously:	Yes	<input checked="" type="checkbox"/>						

**VII. BOARD/STAFF GENERAL DISCUSSION AND CALENDAR REVIEW**

Director Mehl asked that a Field Report be on every agenda. Director Mehl commented that he had asked for two items to be on the agenda that were left off. The general manager stated that while Director Mehl was accurate about the District code and policy regarding timelines, those timelines are no longer realistic given that the law now requires the District to post agendas and Board packets online. The general manager stated that he tries to have everything done the week before the meeting so that he can post the Board packet the Friday before the Thursday regular meeting. This gives the Board and public time to read the information. When the current policy was written, the Board packet would be delivered on Tuesday before the Thursday meeting, thus only giving the Board and public two days to review the packet. The general manager requested that the policy be amended to two weeks before the meeting.

Director Wiltsee complimented the entire staff on their fantastic effort and teamwork on helping his neighbor transition from a failed well to Midway Heights water and taking care of the very immediate needs of the neighbor without water.

**VIII. ADJOURNMENT**

President Wiltsee adjourned the meeting at 8:55 PM.

Respectfully Submitted,

Approved,

\_\_\_\_\_  
Jason Tiffany  
Secretary to the Board

\_\_\_\_\_  
David Wiltsee  
President of the Board

Midway Heights County Water District

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.

DRAFT

## MHCWD

Monthly Field Report  
January 2021 for the month of December 2020

### FLOW RECORDS

Treated Water: 350,010 cubic feet (2.62 million gallons) purchased, for an average service connection usage of 174 gallons per day (based on 443 active service connections).

Irrigation Water: 17.7 million gallons (35.4 Miner's Inches per day) purchased from PCWA, with an average estimated demand of 18.5 million gallons (37 Miner's Inches per day) and an estimated usage of 1,695 gallons per day per customer (based on 352 active service connections: 175 metered, 177 flat rate).

### FIELD ACTIVITIES

Service Calls: 5.

Line/System Repairs: None.

Service Disconnections: One irrigation service.

New Service Connections: None.

Installations: None.

Double Check Valves Tested: 63.

Underground service alerts: 5.

Miscellaneous: Monthly Bac-T Samples. End of year inventory and restocking of parts. Completed annual irrigation valve turning. Completed annual double check valve assembly testing and repairs. Sent in backflow testing device for annual recertification. End of year clean up and maintenance at all facilities.



**MHCWD  
MEMO**

**01/21/21  
BOARD MEETING AGENDA  
ITEM V-B-2**

TO: MHCWD BOARD OF DIRECTORS

FROM: Jason Tiffany

RE: GENERAL MANAGER'S REPORT

The District purchased the computer and monitor for the GIS program with the \$4,000 of funds provided from the PCWA FAP program. The next step is for the staff to purchase and install the software as time allows.

**MHCWD  
MEMO**

**01/21/21  
BOARD MEETING AGENDA  
ITEM V-C**

TO: MHCWD BOARD OF DIRECTORS

FROM: Director Jim Mehl

RE: DISCUSSION AND ACTION RE: ITEMS TO BE REMOVED FROM  
CONSENT CALENDAR AND PLACED ON AGENDA AS DISTRICT  
OPERATIONS REPORTS.

From Director Jim Mehl:

“My intention is to place the General Manager’s Report, Field Operations Manager’s Report and Director’s Reports under District Operation’s Reports as a monthly General Business item. These reports will help keep the public and the board informed on the district work load and project activities.”

**MHCWD  
MEMO**

**01/21/21  
BOARD MEETING AGENDA  
ITEM V-D**

TO: MHCWD BOARD OF DIRECTORS

FROM: Director Jim Mehl

RE: DISCUSSION AND ACTION RE: 2020 PCWA Financial Assistance Program (FAP) "Strategic Plan" Grant"

From Director Jim Mehl

"The board packet should include the following information:

The Board needs to determine a course of action for the selection of a consultant to perform the "Strategic Plan" project. MHCWD was awarded a \$20,000 grant from PCWA in May 2020. The project is to be completed by December 21, 2021. If additional time is required for the completion of the project, MHCWD may request a time extension 60 days prior to the completion date.

One approach for evaluating consultants would be to provide the Scope of Work (Exhibit A, located in the PCWA 2020 Financial Assistance Program Funding Agreement, attached) to firms that have experience with public agency strategic planning. MHCWD could request references from the submitting firms that include, at a minimum, three references from projects completed for public utilities.

Please include the attached May 15, 2020 PCWA "Strategic Plan" FAP Agreement to this agenda item in the board packet.

It would also be helpful if you could contact Elyon Strategies and have them provide to the Board, for the December meeting, a list of at least three public agencies (preferably water utilities) for whom they have completed Strategic Plans."



PLACER COUNTY WATER AGENCY  
SINCE 1857

BOARD OF DIRECTORS	BUSINESS CENTER
Gray Allen, District 1	144 Ferguson Road
Primo Santini, District 2	MAIL
Mike Lee, District 3	P.O. Box 6570
Robert Dugan, District 4	Auburn, CA 95604
Joshua Alpine, District 5	PHONE
	(530) 823-4850
	(800) 464-0030
Andrew Fecko, General Manager	WWW.PCWA.NET

May 15, 2020

Mr. Jason Tiffany  
General Manager  
Midway Heights County Water District  
P.O. Box 596  
Meadow Vista, CA 95722

Dear Jason,

On May 11, 2020, the Placer County Water Agency Board of Directors awarded the Midway Heights County Water District a Grant totaling \$20,000 for the project titled "Strategic Plan", under PCWA's 2020 Financial Assistance Program (FAP).

Please indicate your acceptance of the terms of this Agreement by electronically signing this document in Adobe Sign. Once countersigned by the Agency, you will receive an executed original for your files.

Thank you for your interest in the Financial Assistance Program. Should you have any questions, please do not hesitate to contact me at (530) 823-4875.

Sincerely,

Joseph H. Parker, CPA  
Director of Financial Services



# Placer County Water Agency 2020 Financial Assistance Program Funding Agreement

This Agreement by and between the **Placer County Water Agency**, (PCWA), and **Midway Heights County Water District**, (District), collectively referred to as “Parties”, for a Grant under the 2020 PCWA Financial Assistance Program, (FAP) is made as of the date executed by the last signatory of this Agreement, (Agreement Date).

## RECITALS

- A. In accordance with the provisions of the PCWA’s Financial Assistance Program, the District submitted a request for a Grant of \$20,000 to be reimbursed toward specific costs of the District’s total estimated cost of its project entitled “Strategic Plan”, (Project).
- B. After duly considering the District’s request, PCWA’s Staff recommended and PCWA Board of Directors approved, on May 11, 2020, to a Grant of \$20,000 to the District, on a reimbursement basis, for costs associated with the development of a Capability-Based Strategic Plan, subject to the terms and conditions of this Agreement.

## **NOW THEREFORE, the Parties hereto agree as follows:**

1. Amount and Purpose of Grant PCWA hereby agrees to Grant to the District \$20,000 to assist the District in funding the Project. The scope of the District’s Project as set forth in the application which is attached hereto as **EXHIBIT A, Scope of Work**.
2. Terms of the Grant The District hereby agrees to use the funds to be granted to it pursuant to this Agreement, solely for the purpose of completing the Project stated herein. The District agrees to complete the District’s Project on or before December 31, 2021. If the Project cannot be completed by that date, the District may request a time extension 60 days prior to the Completion Date, which at PCWA’s sole discretion, may be authorized with conditions.
3. Disbursement of Funds Grant funding is performed on a reimbursement basis, thus, the District would pay for the Project’s cost, then submit a payment request to PCWA for reimbursement from the awarded grant funding. Payment requests may be submitted throughout the Project or once upon completion of the Project. The District shall complete, sign and submit a payment request in the format provided in **EXHIBIT B, Reimbursement Request**, with appropriate supporting documentation for the allowable actual Project costs incurred by the District under this Agreement. Upon receipt of the Reimbursement Request, PCWA will review the completed form and the provided supporting documentation and, if



## Placer County Water Agency 2020 Financial Assistance Program Funding Agreement

approved, will pay the allowable costs under this Agreement, but in no event will PCWA pay more than the grant award amount stated in Section 1 above. The District's final reimbursement must be submitted no later than 60 days after the completion date referenced in Section 2 above. PCWA reserves the right to hold the final reimbursement amount or 10% of the grant award until a final report is completed and received.

4. Final Report Where applicable, the District agrees to furnish PCWA a copy of all final reports, studies or assessments associated with the Project and may be a condition of final fund disbursement.
5. Examination and Audit The District acknowledges that pursuant to California Government Code Section 8546.7:

Notwithstanding any other provision of law, every contract involving the expenditure of public funds in excess of ten thousand dollars (\$10,000) entered into by any state agency, board, commission, or department or by any other public entity, including a city, county, city and county, or district, shall be subject to the examination and audit of the California State Auditor, at the request of the public entity or as part of any audit of the public entity, for a period of three years after final payment under the contract.

Every contract shall contain a provision stating that the contracting parties shall be subject to that examination and audit. The failure of a contract to contain this provision shall not preclude the California State Auditor from conducting an examination and audit of the contract at the request of the public entity entering into the contract or as part of any audit of the public entity.

The examinations and audits under this section shall be confined to those matters connected with the performance of the contract, including, but not limited to, the costs of administering the contract.

In compliance with the above, the District shall maintain and make available for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this grant or loan. During regular office hours, PCWA's duly authorized representatives shall have the right to inspect and make copies of any books, records, or reports of the District pertaining to this grant or loan, the District's Project, or matters related hereto. Failure or refusal by the District to comply with this provision shall be considered a



# Placer County Water Agency

## 2020 Financial Assistance Program

### Funding Agreement

substantial failure to comply with this Agreement and PCWA may withhold disbursements to the District or request any reimbursed funds to be refunded.

6. Compliance with Applicable Laws - Prevailing Wage Requirement Funding for this grant or loan is from appropriated public funds, thus the use of funds are subject to prevailing wage requirements. The District or District's contractor shall comply with all laws and regulations, including any prevailing wage and other employment laws and regulations, such as California Labor Code sections 1720, et seq., to the extent they are applicable to the work to be performed under this grant or loan.
  
7. Indemnification The District agrees to indemnify, defend and save harmless PCWA, its Board of Directors, officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in conjunction with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by District in the performance of this agreement. This indemnity shall survive the termination of this Agreement whether by completion of the Project or any other reason whatsoever.

The District (including its contractor, subcontractors, stakeholders, and sub-recipients) shall maintain liability insurance, workers compensation and property coverage sufficient to indemnify PCWA from claims for death, bodily injury, property damage, loss or other liability that could result from one or more identified activities carried out in connection with this financial assistance agreement. PCWA, its Board of Directors, officers, agents, employees, and volunteers shall be specifically named as Additionally Insured under the recipient's policies.

The District agrees to promptly report and cooperate with PCWA in the investigation and defense of any claims that may be filed against PCWA arising out of the activities of the District, its agents, employees or contractors.

In the event of damage or destruction to the project, in whole or in part, nothing herein contained shall be deemed to require PCWA to replace or repair the building(s), property, or project. The District agrees that PCWA has no obligation for salvage, demolition or repair.



# Placer County Water Agency

## 2020 Financial Assistance Program

### Funding Agreement

8. Dispute Resolution If a dispute arises concerning any controversy or claim arising out of or relating to this Agreement or the breach thereof, or relating to its application or interpretation, the aggrieved party will notify the other party of the dispute in writing within 20 days after such dispute arises. If the Parties fail to resolve the dispute within 60 days after delivery of such notice, each party will promptly nominate a senior officer of its organization to meet at any mutually-agreed time and location to resolve the dispute. The Parties shall use their best efforts to reach a just and equitable solution satisfactory to all Parties. Should the Parties be unable to resolve the dispute to their mutual satisfaction within 60 days thereafter, the dispute will be subject to mediation, pursuant to (8), below. The time periods set forth in this section are subject to extension as agreed to by the Parties.
  
9. Mandatory Non-binding Mediation If a dispute is not resolved pursuant to (8), above, the Parties agree to first endeavor to settle the dispute in an amicable manner, using mandatory non-binding mediation initiated and conducted under the applicable rules of the American Arbitration Association, before having recourse in a court of law. Each party shall bear its own legal expenses, and the expenses of witnesses for either side shall be paid by the party producing such witnesses. All expenses of the mediator, including required travel, and the cost of any proofs or expert advice produced at the direct request of the mediator, shall be borne equally by the parties, unless they agree otherwise. Any resultant agreements from mediation shall be documented in writing. All mediation proceedings, results, and documentation, including without limitation any materials prepared or submitted or any positions taken by or on behalf of either party, shall be inadmissible for any purpose in any legal proceeding (pursuant to California Evidence Codes sections 1115 through 1128), unless such admission is otherwise agreed upon in writing by both parties. Mediators shall not be subject to any subpoena or liability, and their actions shall not be subject to discovery. The mediation shall be completed within 60 days after selection of the mediator, unless the Parties agree to extend the mediation period. Either party may thereafter pursue its available legal and equitable remedies, pursuant to the laws of the State of California. Nothing in this Agreement or provision shall constitute a waiver of any of the government claim filing requirements set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state and federal law. In the event of any action between Parties seeking enforcement of any of the terms and conditions of this Agreement, the prevailing party in such action shall be awarded its reasonable costs and expenses, including but not limited to taxable costs, and its reasonable attorneys' fees.





# Placer County Water Agency 2020 Financial Assistance Program Funding Agreement

10. Severability If a provision of this Agreement violates any applicable law or regulation, that provision will be stricken from the Agreement, and all other provisions of this Agreement will remain in full force.
  
11. Enforcement of Agreement This Agreement shall be governed, construed and enforced in accordance with the laws of the State of California. Venue of any litigation arising out of or connected to this Agreement shall lie exclusively in the state trial court or Federal District Court in the Counties of Placer or Sacramento, within the Eastern District of California and Parties consent to jurisdiction over their persons and over the subject matter of such litigation in such courts, and consent to service of process issued by such courts. Each party accepts for itself, generally and unconditionally, the exclusive jurisdiction of these courts and waives any defense of forum non conveniens.



# Placer County Water Agency 2020 Financial Assistance Program Funding Agreement

By signing below, signatory warrants and represents that they have accessed and read all Agreement documents and is fully authorized to execute this Agreement in their authorized capacity, that they have the authority to bind the entity listed below to contractual obligations and that by their signature on this Agreement, the entity on behalf of which they acted, executed this Agreement.

## PLACER COUNTY WATER AGENCY

BY: Joseph H. Parker

Date: May 18, 2020

Name: Joseph Parker

Title: Director of Financial Services

## MIDWAY HEIGHTS COUNTY WATER DISTRICT

BY: Jason Tiffany  
Jason Tiffany (May 18, 2020)

Date: May 18, 2020

Name: Jason Tiffany

Title: General Manager



# Placer County Water Agency 2020 Financial Assistance Program Funding Agreement

## EXHIBIT A

### Scope of Work

The following is a summary of the scope of work encompassing the Project and the specific Project costs covered by this Grant Agreement.

The District is proposing a repeatable approach for creating increasingly effective strategies that offer confidence and provide value to the organizations and customers we serve. The scope includes the following activities:

- A. Discover Unifying Themes – 1-on-1 Interviews of Board and GM to discover the current situation and customers.
- B. Define Capabilities and Value – Engage influencers and stakeholders from trusted partner organizations to document the primary water district capabilities and the value offered to customers.
- C. (Re) Create the MHCWD Business Model and Strategic Priorities – At a regular Board Meeting conduct a Business Model Canvas planning session and determine several strategic priorities.
- D. Document the process, findings and strategies – Submit the actionable, repeatable approach and strategies including Overview of Strategy process, models, data, and 4 One Page strategies.

**Specific Project Costs covered by this Grant Agreement:** The approved grant amount is for reimbursement of the costs associated with the development of a Capability-Based Strategic Plan.



# Placer County Water Agency 2020 Financial Assistance Program Funding Agreement

## Reimbursement Request EXHIBIT B

Send to: Placer County Water Agency  
P.O. Box 6570, Auburn, CA 95604-6570  
pcwafap@pcwa.net

<b>District Name</b>		<b>Date</b>
Midway Heights County Water District		
<b>Project Title</b>	<b>Vendor #</b>	<b>P.O. No.</b>
Strategic Plan	003821	090307

**PAYMENT REQUEST**

(Please Round amounts to the nearest whole dollar)

- a. Grant Amount \$ 20,000
- b. Less Reimbursement(s) to Date \_\_\_\_\_
- c. Amount Available (a. minus b.) \_\_\_\_\_
- d. Less Amount of this Payment Request \_\_\_\_\_
- e. Remaining Funds available after this Payment Request (c. minus d.) \$ \_\_\_\_\_
- f. Is this the final Payment Request: Yes \_\_\_ No \_\_\_

**Payments will be sent to the District address on the application noted below:  
(please correct if a different address is required)**

Street Address: P.O. Box 596, Meadow Vista, CA 95722  
 Attention: Mr. Jason Tiffany, General Manager

**Authorized District Representative Requesting Payment:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name (please print):** \_\_\_\_\_

**Title (please print):** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**PCWA APPROVAL FOR PAYMENT:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name (please print):** \_\_\_\_\_

**MHCWD  
MEMO**

**01/21/21  
BOARD MEETING AGENDA  
ITEM V-E**

TO: MHCWD BOARD OF DIRECTORS

FROM: Directors Jim Mehl and Don Rushton

RE: DISCUSSION AND ACTION RE: REPORT FROM AD-HOC COMMITTEE  
FOR EVALUATING DISTRICT RESERVES AND RECOMMENDATIONS  
FOR 2021 PCWA FINANCIAL ASSISTANCE PROGRAM (FAP) GRANT  
APPLICATIONS

Please see the attached presentation.

## **AD HOC COMMITTEE PRESENTATION**

### **OVERVIEW OF PCWA FINANCIAL ASSISTANCE PROGRAM**

- FAP provides grants and loans to public entities delivering water to Placer County residents
- The success of the Middle Fork Project makes this year's available funding large (>\$3 million)
- PCWA established project database of "wish list" projects; MHCWD lists 10 projects in the database
- Not all projects will advance to completion, and many will change over the years

### **MIDWAY HEIGHTS PROJECTS IN DATABASE**

1. Hillsdale Irrigation Main Replacement
2. GIS Mapping Project
3. Strategic Plan
4. Increase Capacity and Improve Operations at District (Irrigation Water) Reservoir
5. Security Improvements at District Reservoir/Corporation Yard
6. Treated Master Meter Installation and PRV Replacement
7. Fire Break from West Weimar Cross Road to Crother Road
8. Feasibility Study for Interconnection with Weimar Water
9. Blackberry Irrigation Loop
10. 6-inch PRV

### **PROJECTS RECOMMENDED FOR GRANT REQUESTS THIS YEAR**

1. Hillsdale Irrigation Main Replacement
  - More than 60 years old, asbestos cement pipe has failed multiple times over the last few years
  - Pipe deterioration indicated by soft exterior, believed to be from saturated soil
  - Catastrophic failures shown by water springing to surface and sometimes leaving blowouts resulting in driveway failures and possible injuries to motorists
  - Failures could result in environmental damage—deposition of silt and sediment in wetlands and Lake Combie
  - Project would replace the existing 6-inch ACP with 8-inch PVC, relocating the main to Hillsdale Road rather than cross country
  - Flow during fire emergencies would be increased due to diameter increase and installation of standard fire hydrants
4. Increase Capacity and Improve Operations at District Reservoir
  - Normal operation over more than 50 years has deposited sediment over the bottom of the reservoir, notably around the inlet
  - Deposits interfere with slide gate operation
  - Project would remove sediment from around the inlet, facilitating slide gate operation

- Canal gate installed in headwall would allow use of some 700,000 gallons in emergencies
  - Floating dock would provide access for bar screen maintenance
  - Additional valves downstream of the outlet would allow more positive closure of system and would facilitate taking the reservoir off-line for maintenance
5. Security Improvements at District Reservoir/Corporation Yard
    - Erosion along the western property line undermines fence posts
    - Retaining wall along west property line would restore fence integrity, improving security
  6. Treated Master Meter Installation and PRV Replacement
    - These 25–year old valve complexes are starting to leak, and the galvanized pipe is deteriorating
    - Meters in the project would enhance leak location identification
  7. Fire Break from West Weimar Cross Road to Crother Road
    - Request funding for study as a first phase
    - Establishes a 2.5 mile fire break along existing easements
    - Installs hydrants for use in fire suppression
    - Clears brush and trees along route and includes gates to establish the route as only for district and fire emergency use

#### **PROJECTS NOT RECOMMENDED FOR GRANT REQUESTS THIS YEAR**

2. GIS Mapping
  - Already funded and underway
3. Strategic Plan
  - Already funded
8. Feasibility Study for Interconnection with Weimar Water
  - Completed in-house with Midway Heights, Weimar Water, and PCWA
9. Blackberry Irrigation Loop
  - Low priority improvement
  - Would improve networking of system
10. 6–inch PRV
  - Previously rejected as too expensive
  - Need to re-evaluate the project proposal

#### **MATCHING FUNDS**

- Improves chance of getting a grant

- Funds amounting to \$187,000 available from Future Occurrences Fund, DWR-1990 Loan Fund, and Rate Stabilization fund
- Suggested allocations:
  - Some matching funds for Hillsdale Project
  - Some matching funds for Reservoir Improvements
  - Some matching funds for Security Improvements at District Reservoir/Corporation Yard
  - \$0 for Master Meter and PRVs
  - \$0 for Fire Break Study

#### **NEXT STEPS**

- Acquire cost estimates from District Engineer
- Ad Hoc committee to consider and recommend matching funds allocation for the various projects
- Board discusses and decides on actions regarding FAP project submittals
- Ad Hoc committee and General Manager submit FAP project requests



# MHCWD

**Possible Available  
FAP Funding: \$187,000**

Investment Fund @ Placer County: 10/31/2020

	Reserves Current	Possible Funding Source for MHCWD Contribution to FAP Project Cost	Reserves (post FAP matching funds expenditures)
Emergency Reserve	\$80,000		\$80,000
Future Occurrences <sup>(1)</sup>	\$161,374	(\$97,000)	\$64,374
Current FY Operation Fund	\$51,116		\$51,116
DWR-1990 Loan Fund	\$260,429	(\$75,000)	\$185,429
Treated Water Capital Facilities	\$52,650		\$52,650
Rate Stabilization	\$15,538	(\$15,000)	\$538
<b>TOTAL</b>	<b>\$621,107</b>		<b>\$434,107</b>

<sup>(1)</sup> Breakdown of Future Occurrences Fund			
Truck & Mobile Equipment	\$53,111		\$53,111
Easement Clearing	\$9,759		\$9,759
Irrigation Rate Shift Fund	\$60,556	(\$60,000)	\$556
System Repair & Replacement	\$37,948	(\$37,000)	\$948
<b>TOTAL</b>	<b>\$161,374</b>		<b>\$64,374</b>

Hillsdale irrigation breaks 2015-2020

Date	Cuase	type of repair	Location	comments	estimated cost
Jan-15	Soil condtions have softened pipe	replace 800 feet of 6 inch asbestos cement(AC) pipe with 8 inch plactic PVC pipe.	2025 Hillsdale to 2127 Hilsdale	Pipe line broke at the base of a dam that held a pond that is serveral acres.Pipe line at base of dam was about 8 feet deep. Pipe line was located on the other side of the berm along Hillsdale Road. Pipe was increased in size from 6 inch to 8 inch because eneniring report shows a lack of fire flow in that area. Replaced one old hydrant and added another hydrant.	\$79,000. Contractor \$71,500, staff time \$7,500.
Jun-16	Soil condtions have softened pipe	Replace 7 feet of 6 inch AC pipe	2127 Hillsdale	Hauled off mud and replaced with base rock.	\$2,600.00
Apr-19	Soil condtions have softened pipe	Replace 8 feet of 6 inch AC pipe	2127 Hillsdale	Hauled off mud and replaced with base rock.	\$2,900.00
Feb-20	Soil condtions have softened pipe	Replace 4 feet of 6 inch AC pipe	2127 Hillsdale	Hauled off mud and replaced with base rock. Rented excavator.	\$5,500.00
				Total	\$90,000.00



This was a driveway, completely washed out, leaving over 12 wide and 4 feet deep hole

10 inch irrigation pipe line that ruptured in the middle of the night

6 inch treated pipe line





Fence at Corp Yard Erosion is 4 to 6 feet

TO: MHCWD BOARD OF DIRECTORS

FROM: Jason Tiffany

RE: DISCUSSION AND ACTION RE: DISTRICT OFFICE

The District has an opportunity to relocate the District office from the basement of the current location to the space almost directly above the current office in the same building.

Benefits of the move include:

1. 50% larger space. The District's current office space can barely hold the Board and staff for public meetings. The larger office will help facilitate public meetings.
2. The office above has road frontage that will make it easier for customers, vendors and consultants to locate the District office.
3. Health and safety of the staff. During power failures and PSPS events the office becomes uninhabitable when generators are in use as the CO2 gases accumulate in the office.
4. Better public image by having a more professional looking office for the public to interact with the District.
5. Increased safety for the public while dropping off payments at night.
6. Security. The office window at the current office is a dark area without clear view from the public. The area behind the office has been known to have theft and homeless people. The "new" office is clearly visible to the public.
7. The cost is almost the same. The District's rent for the current office is \$470 a month plus the Meadow Vista Community Center is \$166 for a total of \$636. The rent for the "new" office is \$651, a difference of \$15 a month. FYI, hosting Zoom meetings cost \$100 a month.

**MHCWD  
MEMO**

**01/21/21  
BOARD MEETING AGENDA  
ITEM V-G**

TO: MHCWD BOARD OF DIRECTORS

FROM: Director Richard Goodwin

RE: DISCUSSION AND POSSIBLE ACTION RE: AMENDMENT OF SECTION  
1.1. A OF THE POLICIES & PROCEDURES MANUAL

Please see the attached draft resolution from Director Richard Goodwin.

Administrative concerns about the amendment:

1. Clearly exempt the staff from being responsible for vetting political candidates
2. Process of informing potential candidates of policy
3. Process of informing Placer County elections of policy

**RESOLUTION NO. 2021-0\_**  
**MIDWAY HEIGHTS COUNTY WATER DISTRICT**  
**AUTHORIZING AMENDMENT OF SECTION 1.1.A OF P&P MANUAL**

**WHEREAS** the Midway Heights County Water District finds it to be in the best interests of the District to uphold and expand upon the open meeting protections afforded by the Ralph M. Brown Act. Infractions of this State law occur when three or more Directors discuss District matters outside of an official Board meeting, creating a loss of transparency and denying the public due process. The District finds that Directors who are spouses, domestic partners or those who otherwise share a household may too easily violate Brown Act prohibitions against so-called “serial meetings,” where two Directors privately discuss Board business and one of them goes on to discuss the same matters with a third Director;

**WHEREAS** the Midway Heights County Water District finds it to be in the best interests of the District that the three-Director minimum for a quorum and for a majority vote on any action be protected from the dilution which occurs if spouses, domestic partners, or those who otherwise share a household are allowed to serve together as Directors.

**WHEREAS** the Midway Heights County Water District finds it to be in the best interests of the District to preclude conflicts of interest by Directors, or the appearance of such, in Board actions involving the hiring, evaluation, remuneration or dismissal of the General Manager. The District finds that, if a Director and the General Manager are spouses, registered domestic partners, or cohabitants of a household, there is ample likelihood of public concern about favoritism, even if the Director in question properly recuses him/herself.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Midway Heights County Water District that the following text be inserted ahead of the existing second paragraph of Section 1.1.A of the Policies & Procedures Manual.

“Persons who are married to each other, or who are registered domestic partners, or who otherwise cohabit the same residence, may not serve together on the Board of Directors. In the event that two Directors enter into such relationship, one or the other shall immediately resign and vacate their seat on the Board. In the event that the appointment or election of a new Director would create such a situation, the new Director shall not take office until the related Director has resigned and vacated their seat.

“A person who is married to, or who is a registered domestic partner of, or who otherwise co-habits the same residence with the General Manager may not serve on the Board of Directors. In the event that a Director enters into such relationship, she/he must immediately resign and vacate their seat on the Board. In the event that the appointment or election of a new Director would introduce such a situation, the new Director shall not take office until the General Manager has resigned and vacated the General Manager position.”

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2021, by the Board of Directors of **MIDWAY HEIGHTS COUNTY WATER DISTRICT** at a regular meeting by the following vote:

AYES:	Directors	_____	_____
		_____	_____
NOES:	Directors	_____	_____
ABSTAIN:	Directors	_____	_____
ABSENT:	Directors	_____	_____

MIDWAY HEIGHTS COUNTY WATER DISTRICT

\_\_\_\_\_  
President of the Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary thereof



**MHCWD  
MEMO**

**01/21/21  
BOARD MEETING AGENDA  
ITEM VI-A**

TO: MHCWD BOARD OF DIRECTORS

FROM: Jason Tiffany

RE: DISCUSSION AND ACTION RE: AGED RECEIVABLES

Below is the aged receivables report for 2020. To compare “apples” to “apples” I ran the report with only positive balances over \$50. I used \$50 because I did not send out late notices to customers that owed \$50 or less prior to COVID.

Aged Receivables	0-60 days	61-120 days	121-180 days	181-240 days	plus 240 days	total
2/27/2020	\$1,077.14					\$1,077.14
number of customers	8	0	0	0	0	8
4/28/2020	\$7,621.87	\$68.68				\$7,690.55
number of customers	41	3		0	0	41
6/28/2020	\$6,465.00		\$716.62			\$7,181.62
number of customers	32	0	6	0	0	32
8/27/2020	\$7,975.86	\$725.81	\$0.00	\$383.99	\$0.00	\$9,085.66
number of customers	39	5	0	3	0	39
10/28/2020	\$966.35	\$12,491.85	\$0.00	\$579.76	\$383.99	\$14,421.95
number of customers	4	42	0	3	3	46
12/27/2020	\$59.59	\$9,333.10	\$1,107.78	\$178.45	\$328.30	\$11,007.22
number of customers	1	40	6	1	1	41

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

**December 2020**

**REGULAR BOARD MEETING**  
**JANUARY 21, 2021**

**OPERATING FUNDS:**

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

**Balance as of: (12/31/20) \$615,059.67**

\*(Includes: Department of Water Resources Loan Fund, Treated Water Capital Facilities Fund, Designated for Emergency Fund, Designated For Future Occurrences Fund, Current Fiscal Year Operation Fund, Rate Stabilization Fund, Undesignated Reserve Fund.)

**Wells Fargo Bank:**

Adjusted Bank Statement Balance (11/30/20–Reconciled to Checking Account #1670 General) \*\* \$47,750.10  
Adjusted Bank Statement Balance (11/30/20–Reconciled to Checking Account #9798 Rate Payer) \*\* \$907.51

**CALIFORNIA BANK & Trust:**

Adjusted Bank Statement Balance (11/30/20– Reconciled Money Market Account #6809 Tank Loan) \*\* \$35,661.92

\*\*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 (12/31/20) \$632,559.97

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

Balance (12/31/20) \$77,552.88

**APPROVAL OF ACCOUNT TRANSFERS & BILLS PAID FOR THE MONTH OF NOVEMBER 2020**

\_\_\_\_\_  
**Treasurer of the Board**

\*\*\*\*\*

Balances shown for the MHCWD funds on deposit with the Placer County Treasurer were obtained from the most current reports provided to MHCWD by the Placer County Auditor's Office.  
Y:\MHCWD-server-files\09-Financial\FUND SUMS\Fund Sums 2020\2021-01.docx

11:13 AM

01/14/21

**Midway Heights CWD**  
**Reconciliation Summary**  
**10005 - Cash in Checking-1670, Period Ending 12/31/2020**

---

	<u>Dec 31, 20</u>
Beginning Balance	67,962.77
Cleared Transactions	
Checks and Payments - 33 items	-89,309.35
Deposits and Credits - 15 items	75,578.32
	<u>                    </u>
Total Cleared Transactions	-13,731.03
Cleared Balance	<u>54,231.74</u>
Uncleared Transactions	
Checks and Payments - 6 items	-6,481.64
	<u>                    </u>
Total Uncleared Transactions	-6,481.64
Register Balance as of 12/31/2020	<u>47,750.10</u> ←
New Transactions	
Checks and Payments - 29 items	-55,322.00
Deposits and Credits - 17 items	41,016.28
	<u>                    </u>
Total New Transactions	-14,305.72
Ending Balance	<u>33,444.38</u>

**Midway Heights CWD**  
**Reconciliation Detail**  
**10005 - Cash in Checking-1670, Period Ending 12/31/2020**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						67,962.77
<b>Cleared Transactions</b>						
<b>Checks and Payments - 33 items</b>						
Bill Pmt -Check	11/12/2020	8620	Jeff Scott	X	-196.51	-196.51
Bill Pmt -Check	11/18/2020	8629	Omega Commerc...	X	-470.00	-666.51
Bill Pmt -Check	12/01/2020	8633	MHCWD	X	-5,044.38	-5,710.89
Bill Pmt -Check	12/01/2020	8634	PCWA	X	-3,691.58	-9,402.47
Bill Pmt -Check	12/01/2020	8635	PG&E	X	-205.34	-9,607.81
Bill Pmt -Check	12/01/2020	8632	AT&T U-verse	X	-42.80	-9,650.61
Bill Pmt -Check	12/03/2020	EFT	Paychex, Inc.	X	-14,942.77	-24,593.38
Bill Pmt -Check	12/03/2020	EFT	CalPERS Health ...	X	-3,732.21	-28,325.59
Bill Pmt -Check	12/03/2020	EFT	CalPERS Retire P...	X	-2,632.70	-30,958.29
Bill Pmt -Check	12/03/2020	EFT	CalPERS Retire P...	X	-626.02	-31,584.31
Bill Pmt -Check	12/03/2020	EFT	CalPERS Retire P...	X	-609.55	-32,193.86
Bill Pmt -Check	12/03/2020	EFT	CalPERS Retire P...	X	-85.34	-32,279.20
Bill Pmt -Check	12/04/2020	EFT	Paychex, Inc.	X	-3,275.16	-35,554.36
Bill Pmt -Check	12/10/2020	8650	West America Ba...	X	-27,690.68	-63,245.04
Bill Pmt -Check	12/10/2020	8649	Weimar Water Co...	X	-8,686.31	-71,931.35
Bill Pmt -Check	12/10/2020	8637	Assoc. of Californi...	X	-4,180.00	-76,111.35
Bill Pmt -Check	12/10/2020	8639	California Special ...	X	-1,953.00	-78,064.35
Bill Pmt -Check	12/10/2020	8642	Ferguson Waterw...	X	-1,576.58	-79,640.93
Bill Pmt -Check	12/10/2020	8640	Cranmer Analytic...	X	-840.00	-80,480.93
Bill Pmt -Check	12/10/2020	8647	US Bank	X	-832.18	-81,313.11
Bill Pmt -Check	12/10/2020	EFT	CalPERS 457 Pro...	X	-700.00	-82,013.11
Bill Pmt -Check	12/10/2020	8641	Dawson Oil Comp...	X	-354.24	-82,367.35
Bill Pmt -Check	12/10/2020	8636	American Water ...	X	-286.00	-82,653.35
Bill Pmt -Check	12/10/2020	8638	AT & T	X	-253.84	-82,907.19
Bill Pmt -Check	12/10/2020	8648	Verizon Wireless	X	-154.11	-83,061.30
Bill Pmt -Check	12/10/2020	EFT	Paychex, Inc.	X	-139.67	-83,200.97
Bill Pmt -Check	12/10/2020	8645	PG&E	X	-125.65	-83,326.62
Bill Pmt -Check	12/10/2020	8643	Frontier Communi...	X	-106.25	-83,432.87
Bill Pmt -Check	12/10/2020	8646	Tel-Com	X	-60.00	-83,492.87
Check	12/11/2020			X	-123.73	-83,616.60
Bill Pmt -Check	12/16/2020	8654	PCWA	X	-3,345.49	-86,962.09
Bill Pmt -Check	12/16/2020	8653	Ferguson Waterw...	X	-2,206.83	-89,168.92
Bill Pmt -Check	12/16/2020	8652	Cooks Portable T...	X	-140.43	-89,309.35
<b>Total Checks and Payments</b>					<b>-89,309.35</b>	<b>-89,309.35</b>
<b>Deposits and Credits - 15 items</b>						
Deposit	12/01/2020			X	869.31	869.31
Deposit	12/01/2020			X	11,897.09	12,766.40
Deposit	12/02/2020			X	164.33	12,930.73
Deposit	12/02/2020			X	525.42	13,456.15
Deposit	12/03/2020			X	457.70	13,913.85
Deposit	12/03/2020			X	5,398.04	19,311.89
General Journal	12/03/2020	2021-...		X	33,277.70	52,589.59
Deposit	12/04/2020			X	292.76	52,882.35
Deposit	12/04/2020			X	4,622.89	57,505.24
Deposit	12/07/2020			X	1,129.88	58,635.12
Deposit	12/09/2020			X	309.54	58,944.66
Deposit	12/09/2020			X	7,042.43	65,987.09
Deposit	12/14/2020			X	4,532.65	70,519.74
Deposit	12/24/2020			X	3,521.41	74,041.15
Deposit	12/30/2020			X	1,537.17	75,578.32
<b>Total Deposits and Credits</b>					<b>75,578.32</b>	<b>75,578.32</b>
<b>Total Cleared Transactions</b>					<b>-13,731.03</b>	<b>-13,731.03</b>
<b>Cleared Balance</b>					<b>-13,731.03</b>	<b>54,231.74</b>



## Midway Heights CWD Reconciliation Detail

**10005 - Cash in Checking-1670, Period Ending 12/31/2020**

Type	Date	Num	Name	Cir	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 6 items</b>						
Bill Pmt -Check	11/18/2020	8630	Sauers Engineeri...		-1,800.00	-1,800.00
Bill Pmt -Check	12/10/2020	8644	Omega Commerc...		-470.00	-2,270.00
Bill Pmt -Check	12/16/2020	8651	Bartkiewicz, Kroni...		-975.50	-3,245.50
Bill Pmt -Check	12/29/2020	8657	State Water Reso...		-2,890.80	-6,136.30
Bill Pmt -Check	12/29/2020	8656	PG&E		-204.91	-6,341.21
Bill Pmt -Check	12/29/2020	8655	Cooks Portable T...		-140.43	-6,481.64
Total Checks and Payments					-6,481.64	-6,481.64
Total Uncleared Transactions					-6,481.64	-6,481.64
Register Balance as of 12/31/2020					-20,212.67	47,750.10
<b>New Transactions</b>						
<b>Checks and Payments - 29 items</b>						
Bill Pmt -Check	01/04/2021	EFT	Paychex, Inc.		-16,544.43	-16,544.43
Bill Pmt -Check	01/05/2021	EFT	Paychex, Inc.		-3,658.65	-20,203.08
Bill Pmt -Check	01/05/2021	1344	Langlands, Tracy		-207.88	-20,410.96
Bill Pmt -Check	01/07/2021	8663	MHCWD		-5,044.38	-25,455.34
Bill Pmt -Check	01/07/2021	8666	US Bank		-2,126.37	-27,581.71
Bill Pmt -Check	01/07/2021	8661	Dawson Oil Comp...		-546.21	-28,127.92
Bill Pmt -Check	01/07/2021	8660	Backflow Distribut...		-354.48	-28,482.40
Bill Pmt -Check	01/07/2021	8658	AT & T		-255.28	-28,737.68
Bill Pmt -Check	01/07/2021	8664	PG&E		-177.79	-28,915.47
Bill Pmt -Check	01/07/2021	8667	Verizon Wireless		-154.17	-29,069.64
Bill Pmt -Check	01/07/2021	8662	Frontier Communi...		-106.86	-29,176.50
Bill Pmt -Check	01/07/2021	8665	Thomson Reuters...		-85.80	-29,262.30
Bill Pmt -Check	01/07/2021	8659	AT&T U-verse		-42.80	-29,305.10
Bill Pmt -Check	01/11/2021	EFT	Paychex, Inc.		-139.67	-29,444.77
Bill Pmt -Check	01/11/2021	EFT	Wells Fargo		-116.22	-29,560.99
Bill Pmt -Check	01/14/2021	8673	Weimar Water Co...		-9,818.91	-39,379.90
Bill Pmt -Check	01/14/2021	EFT	CalPERS Health ...		-3,930.01	-43,309.91
Bill Pmt -Check	01/14/2021	EFT	CalPERS Retire P...		-2,632.70	-45,942.61
Bill Pmt -Check	01/14/2021	8676	ACWA Joint Pow...		-2,316.14	-48,258.75
Bill Pmt -Check	01/14/2021	8670	PCWA		-2,004.32	-50,263.07
Bill Pmt -Check	01/14/2021	8671	Placer County Clerk		-1,833.75	-52,096.82
Bill Pmt -Check	01/14/2021	EFT	CalPERS 457 Pro...		-700.00	-52,796.82
Bill Pmt -Check	01/14/2021	EFT	CalPERS Retire P...		-685.45	-53,482.27
Bill Pmt -Check	01/14/2021	EFT	CalPERS Retire P...		-609.55	-54,091.82
Bill Pmt -Check	01/14/2021	8674	Bartkiewicz, Kroni...		-517.50	-54,609.32
Bill Pmt -Check	01/14/2021	8669	Omega Commerc...		-470.00	-55,079.32
Bill Pmt -Check	01/14/2021	8675	Staples Credit Plan		-120.00	-55,199.32
Bill Pmt -Check	01/14/2021	EFT	CalPERS Retire P...		-85.34	-55,284.66
Bill Pmt -Check	01/14/2021	8668	Anderson's Sierra...		-37.34	-55,322.00
Total Checks and Payments					-55,322.00	-55,322.00
<b>Deposits and Credits - 17 items</b>						
Deposit	01/04/2021				171.06	171.06
Deposit	01/04/2021				301.59	472.65
Deposit	01/06/2021				599.76	1,072.41
Deposit	01/07/2021				600.25	1,672.66
Deposit	01/07/2021				5,577.61	7,250.27
Deposit	01/08/2021				119.02	7,369.29
Deposit	01/08/2021				1,045.33	8,414.62
Deposit	01/08/2021				4,561.33	12,975.95
Deposit	01/08/2021				6,456.73	19,432.68
Deposit	01/11/2021				272.88	19,705.56
Deposit	01/11/2021				403.17	20,108.73
Deposit	01/12/2021				130.72	20,239.45
Deposit	01/12/2021				11,086.59	31,326.04
Deposit	01/13/2021				215.55	31,541.59
Deposit	01/13/2021				284.30	31,825.89

11:13 AM

01/14/21

# Midway Heights CWD Reconciliation Detail

10005 · Cash in Checking-1670, Period Ending 12/31/2020

---

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	01/13/2021				8,892.08	40,717.97
Deposit	01/14/2021				298.31	41,016.28
Total Deposits and Credits					41,016.28	41,016.28
Total New Transactions					-14,305.72	-14,305.72
<b>Ending Balance</b>					<b>-34,518.39</b>	<b>33,444.38</b>

4:18 PM

01/13/21

# Midway Heights CWD Reconciliation Summary

10007 · Rate Payer Increase-Check-9798, Period Ending 12/31/2020

---

	<u>Dec 31, 20</u>
Beginning Balance	26,125.89
Cleared Transactions	
Checks and Payments - 2 items	-30,262.79
Deposits and Credits - 2 items	5,044.41
Total Cleared Transactions	<u>-25,218.38</u>
Cleared Balance	<u>907.51</u> ←
Register Balance as of 12/31/2020	907.51
New Transactions	
Deposits and Credits - 1 item	5,044.38
Total New Transactions	<u>5,044.38</u>
Ending Balance	<u><u>5,951.89</u></u>

4:18 PM

01/13/21

## Midway Heights CWD Reconciliation Summary

10007 · Rate Payer Increase-Check-9798, Period Ending 12/31/2020

---

	<u>Dec 31, 20</u>
Beginning Balance	26,125.89
Cleared Transactions	
Checks and Payments - 2 items	-30,262.79
Deposits and Credits - 2 items	5,044.41
	<u>-25,218.38</u>
Cleared Balance	<u>907.51</u>
Register Balance as of 12/31/2020	907.51
New Transactions	
Deposits and Credits - 1 item	5,044.38
	<u>5,044.38</u>
Ending Balance	<u>5,951.89</u>



4:06 PM

01/13/21

**Midway Heights CWD**  
**Reconciliation Summary**  
10009 · Cal Bank and Trust-6809, Period Ending 12/31/2020

---

	<u>Dec 31, 20</u>
Beginning Balance	32,881.10
Cleared Transactions	
Checks and Payments - 3 items	-27,452.99
Deposits and Credits - 2 items	30,233.81
	<u>2,780.82</u>
Total Cleared Transactions	
Cleared Balance	<u>35,661.92</u> ←
Register Balance as of 12/31/2020	35,661.92
Ending Balance	35,661.92

4:07 PM

01/13/21

## Midway Heights CWD Reconciliation Detail

10009 · Cal Bank and Trust-6809, Period Ending 12/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						32,881.10
<b>Cleared Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Bill Pmt -Check	12/03/2020	EFT	California Bank & ...	X	-15.00	-15.00
Bill Pmt -Check	12/31/2020	EFT	State Water Reso...	X	-27,392.99	-27,407.99
Check	12/31/2020			X	-45.00	-27,452.99
Total Checks and Payments					-27,452.99	-27,452.99
<b>Deposits and Credits - 2 items</b>						
Transfer	12/03/2020			X	30,232.79	30,232.79
Deposit	12/31/2020			X	1.02	30,233.81
Total Deposits and Credits					30,233.81	30,233.81
Total Cleared Transactions					2,780.82	2,780.82
Cleared Balance					2,780.82	35,661.92
Register Balance as of 12/31/2020					2,780.82	35,661.92
<b>Ending Balance</b>					<b>2,780.82</b>	<b>35,661.92</b>