

McKinney Water District El Dorado and Placer Counties

Board Meeting Minutes

McKinney Water District Board of Directors Meeting June 25, 2021

The McKinney Water District Board Meeting was convened by Director Swartfager at 7:59 am. The meeting was held at 6453 McKinney Creek Rd. in McKinney Estates and via teleconference. (855) 212-0212. Meeting ID: 963-145-770#.

ROLL CALL:

Directors Present: J. Swartfager, V. Dangler, S. Cotner, M. Noack, K. Arcidiacono

Directors Absent:

Others Present: K. Gunter, G. Payne

Approval of Minutes from the Previous Meeting

The minutes of the Regular adjourned meeting of the Board of Directors, held May 28, 2021 was approved on a motion by Director Swartfager and seconded by Director - Cotner by a vote of 5 to 0.

OLD BUSINESS

A. Water Bill Collection Totals for June 2021

The District has received \$59,734.00 in water bills as of June 23, 2021.

B. Bollard Quotes

We are waiting for Bollard proposals for Basile Management and Clauss Excavation. Once the proposals are received, the Board will review.

NEW BUSINESS and MONTHLY REPORTS

A. Treasurer's Report

Financial Institution	Acct#	Date	Amount
El Dorado Savings	Checking	As of 6/23/21	\$104,681.62
El Dorado Savings	Savings	As of 6/23/21	\$152,691.97
El Dorado Savings	CD maturity 3/19/22	As of 5/31/21	\$100,050.69
Bank of the West	Checking	As of 5/31/21	\$5,101.00
Bank of the West	Savings	As of 5/31/21	\$244,197.65
US Bank	Savings	As of 5/31/21	\$226,602.78
Bank Totals			<u>\$833,325.71</u>
Total Bills/Charges			\$12,452.61
Bank Totals - Less B&C			<u>\$820,873.10</u>
Notes			
Rec'd Placer Co.	Auto deposit to checking	6/17/21	\$133.87
Rec'd El Dorado Co.		6/14/21	49,250.00

B. Bills, Charges and Transfers

Vendor Name	Description of Service	Total Due
District Agent, Graham Payne	May 2021 – Monthly Flat Fee Includes Phone and Meeting Attendance	\$1,110.00
Sec/Treas. K. Gunter	Services for June 2021	\$2,000.00
District Agent – G.Payne	Misc. Additional Work (included in Payroll)	\$375.00
SDRMA	Property Liability Program 2021-22	\$5,959.94
Cranmer Engineering	GDF0454	\$65.00
USABlueBook	Hydro meter and stand	\$1706.52
Liberty Energy "Old Well"	Acct# 88513447	\$59.41
Liberty Energy "New"	Acct# 88549765	\$551.39
AT&T Security Phone	Ph 530-525-1120 162	\$34.80
AT&T Security Phone	Ph 530-525-1309 367 Credit of \$209.51	00.00
State and Fed. Taxes	May 2021 Payroll Taxes (pd. by payroll Co.)	0.00
Verizon	Services for May 2021 (Autopay)	\$45.55
Jerry Swartfager	Meeting Hosting Fee 6/25/21 (included in payroll)	\$45.00
Director Fees	Regular Meeting 6/25/21 Swartfager, Cotner, Dangler, Noack, Arcidiacono	\$500.00
Total Bills and Charges		<u>\$12,452.61</u>

Bills/Charges & Transfer Approved This Meeting

On a motion of Director Swartfager and seconded by Director Arcidiacono the bills and charges were approved by a vote of 5 to 0.

C. Resolution 2021-3 – Budget for FY 2021-2022

Resolution 2021-3 – The 2021-2022 Annual Budget was presented to the board for review and approval. See Addendum C.

On a motion by Director Swartfager seconded by Director Cotner Resolution 2021-3, The 2021-2022 Annual Budget was approved/denied as amended by a vote of 5 to 0.

D. Resolution 2021-4 –Delinquent Charges for FY 2021-2022 to be collected by Counties

Resolution 2021-4 determining delinquent charges for fiscal year 2021-2022 and authorizing collection for the McKinney Water District were presented to the Board for approval. See Addendum D.

On a motion by Director Swartfager seconded by Director Cotner Resolution 2021-4 was approved/denied by a vote of 5 to 0.

E. Resolution 2021-5 – Standby Charges for FY 2021-2022 to be collected by Counties

Resolution 2021-5 –Electing to have Placer and El Dorado counties levy and collect district standby charges for fiscal year 2021-2022 were presented to the Board for approval. See Addendum E.

On a motion by Director Swartfager seconded by Director Cotner Resolution 2021-5 was approved/denied by a vote of 5 to 0.

F. Water Sample Analysis “Cranmer Laboratory” June 2021

Coliform/Fecal testing per sample site plan came back negative. Samples were taken at 590 McKinney Rubicon Springs, in McKinney Estates.

G. District Agent G. Payne – “Monthly Report” June 2021

The Secy./Treas. presented the District Agent’s Monthly Report. May, 2021 Production 1,674,926 Gallons. #2 Well Water – Level: Static 22.5 Dynamic 81.3 Five-minute recovery 42.6 Low for the month 19.9

For repairs, replacements and detailed activities see Addendum A – District Agent Monthly Report. For Additional Services Performed see Addendum B.

H. General Discussion

I. Adjournment

There being no further business to come before the Board, on a motion by Director Swartfager seconded by Director Arcidiacono the meeting was declared adjourned, at 8:25 am by a vote of 5 to 0. The next regularly scheduled meeting will be held on Friday July 23, 2021 at 8:00 A.M. at the regular meeting place.

Jerry Swartfager
President

Karla Gunter
Secretary/Treasurer

Addendum A

Agent's Report

Date 6/15/2021	
Well #2 Meter Reading	1st 3,528,050 15th 4,609,222
Gallons Produced	1,081,172
Booster #1 19459	Booster #2 18454 Booster #3 641
Power Meter Reading	Date 6/19/2021 Well # 1
	Date 6/19/2021 Well # 2
Water Samples	
Date	Location
4/2/2019	Bac-T 6710 Springs Ct.
	Other
Work Performed	
	Observations
Date 6/19/2021	Well # 1 Flushing/Inspection All Alarms Tested Ok
6/19/2021	Well # 2 Inspection All Alarms Tested OK
6/19/2021	Tank Inspection Secure All Alarms Tested Ok
	Water line location/USA
5/17/2021	6433 McKinney Creek Rd - House pad for footings. Earthwork Construction
5/17/2021	510 Robin - Gas line install SWG
5/18/2021	317 McKinney Rubicon Springs - Not in district
5/21/2021	532 McKinney Rd - Fence Install Tahoe Fence
5/21/2021	6422 Marla Ct. - Sprinkler Install
6/11/2021	6495 Emerald Circle - Landscaping PO Moore
	Water Shut Off/On
	Leaks Reported
	Leaks Repaired
	Valve Box Repaired
	Hydrants Flushed System Shutdown 13, 13A, 12, 11, 9 System Flush Associated Valves
	Valves Exercised McKinney Ct & Springs, Bellevue & McKinney Rd
6/19/2021	Well # 2 Water level 22.5 Dynamic 81.3 Low for month 19.9 5 min. recovery 42.6
6/19/2021	Generator Inspection/Test run Genset ran.
	Customer Complaints
	DHS Projects None
	Other
6/9/2021	Contractor doing repairs at 6640 Knobcone would like water shutoff for repairs - Valve needs replacing

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Addendum B

TIME SHEET

TIME PERIOD 5/15/2021 – 6/15/2021

MCKINNEY WATER DISTRICT

District Office
103 Simmons Way
Folsom, CA 95630
916 806-0510

EMPLOYEE NAME: Graham Payne	TITLE: District Agent
Monthly Salary	\$1000.00
Meeting Attendance/Phone Allowance	\$110.00

DATE	HOURS	SERVICES PROVIDED
5/17/2021	1	USA @ 6433 MCKINNEY CREEK RD. FOR PAD AND FOOTING INSTALLATION.
5/17/2021	1	USA @ 510 ROBIN RD. FOR SWG INSTALLATION.
5/18/2021	.5	USA @ 317 EVERGREEN – NOT IN DISTRICT
5/21/2021	1	USA @ 532 MCKINNEY ROAD – FENCE INSTALL
5/21/2021	1	USA @ 6422 MARLA CT. – SPRINKLER INSTALL.
6/11/2021	1	6495 EMERALD CIRCLE – LANDSCAPING WORK.
6/9/2021	2	MEET AND WORK WITH CONTRACTOR WORKING ON RESIDENCE @ 6640 KNOBCONE. – NEED TO DIG UP MAIN LINE VALVE AND SHUTDOWN SYSTEM TO REPLACE. – ATTEMPTING TO GET CONTRACTOR SCHEDULED.
TOTAL HOURS	7.5	

EMPLOYEE SIGNATURE: <i>Graham Payne</i>	DATE: 6/22/2021
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Addendum C

McKinney Water District Budget
RESOLUTION 2021-3
EXHIBIT 'A'

Expenses	Expense	Expense	Expense
FISCAL YEAR - 7/1/2021 Through 6/30/2022			
Actual 20-21			
Actual 19-20			
Employee Compensation			
Regular Monthly Meetings: 5 Directors @ \$100.00 Ea. -- 500.00 X 12	\$6,000.00	\$ 5,700.00	\$5,800.00
Extra Monthly Meetings-(2) 5 Directors @ \$100.00 Ea. -- 500.00 X 2	\$1,000.00	\$ -	\$400.00
Sec/Treas. Compensation	\$24,000.00	\$ 24,000.00	\$21,800.00
Performed by District Agent "Servicing and minor repairs well pump station, Pressure-Sub Station/maint., Laterals, Hydrant, (Including Monthly Reports, Meter Reading and meeting attendance, and Cell Phone Reimbursement, Etc.)			
Monthly Rate \$1,110x12	\$14,430.00	\$ 14,430.00	\$ 5,550.00
Meeting Host	\$540.00	\$ 180.00	\$405.00
Total Employee Compensation	\$45,970.00	\$ 44,310.00	\$33,955.00
General and Administrative			
Office Supplies, Postage, Paper, Copies etc.	\$1,000.00	\$ 267.13	\$786.09
AT&T, Teleconf. Verizon SIM card, Text Alert Service	\$4,000.00	\$ 3,263.89	\$3,805.23
Website Management and Domain	\$600.00	\$ 696.32	\$550.00
Electric Power, (Liberty Utilities)	\$6,600.00	\$ 6,679.58	\$5,343.00
Water Purchased	\$500.00	\$ 1,130.40	
Liability Insurance, Workers Comp. and bonding	\$7,200.00	\$ 7,015.51	\$6,346.34
Payroll Tax	\$4,000.00	\$ 3,951.35	\$2,983.52
Regulatory Fees and Permits	\$2,500.00	\$ 920.00	\$2,554.60
Professional Fee's Eng. Acct, Legal, Cross Connection	\$23,000.00	\$ 8,609.30	\$10,495.00
General Election Costs	\$1,000.00	\$ -	\$0.00
Travel	\$1,000.00	\$ 346.68	\$924.48
Payroll and Bank Service Charges	\$150.00	\$ 98.00	\$141.26
Dues/Subscriptions	\$1,500.00	\$ 1,365.00	\$1,348.00
Total General and Administrative	\$53,050.00	\$34,343.16	\$35,277.52
Operation and Maintenance			
DA Source Maintenance	\$6,300.00	\$ 2,250.00	\$6,000.00
Engineering Prep for future line replacements	\$20,000.00		\$0.00
Construction Services - Repairs/Replacements/Servicing (Outside Services)	\$600,000.00	\$ 6,052.19	\$17,666.00
Outside Services - Snow Removal	\$2,500.00	\$ 880.00	\$635.00
Upgrade of Well Protection System	\$20,000.00		\$0.00
New Equipment	\$5,000.00	\$ 1,706.52	
Misc. Materials and Parts	\$500.00	\$ 228.32	\$3,392.12
Roof, Gates, Fences, Signs, Permits Etc	\$500.00	\$ -	\$0.00
State Water Testing & Lab. Reports Standard	\$1,250.00	\$ 1,540.00	\$645.00
Total Operation and Maintenance	\$656,050.00	\$12,657.03	\$28,338.12
Total Estimated Expenses	\$755,070.00	\$91,310.19	\$97,570.64

McKinney Water District Budget
RESOLUTION 2021-3
EXHIBIT 'A'
FISCAL YEAR - 7/1/2021 Through 6/30/2022

General Fund	Income/Funds	Actual 19-20	2018-2019 Actual
	Actual 20-21	as of June 2020	as of 6/25/19
Cash on Hand			
Bank of the West Checking	5,101.00	5,101.00	101.00
Bank of the West Savings	244,197.65	15,176.91	20,170.50
El Dorado Savings Bank Checking	104,681.62	17,897.71	159,536.54
El Dorado Savings Bank Savings	152,691.97	338,499.65	88,262.24
El Dorado Savings Bank 12 month CD	100,050.69	0.00	0.00
US Bank Savings	226,602.78	226,576.28	226,408.11
Interest Income	\$70.63	\$402.51	\$ 1,897.00
	\$833,396.34	\$603,654.06	\$496,375.39
Water Services:			
Ordinance 2008-1 Customer & Standby billed 4 /1/21	\$75,482.00	75,782.00	75,104.00
Water service FY20-21 collected In advance Restricted	\$59,734.00	\$74,952.17	\$50,312.00
Inspection Fee's			50.00
Water Service on/off and Connections			600.00
Water Service Late Fees from previous year	810.00		
	\$76,292.00	\$75,782.00	\$126,066.00
Supplimental Standby - Ordinance 2008-2			
Section 35471-81 Water Code: Below amount to be levied on the respective property tax roll of each parcel within the boundary of McKinney Estates, and collections, as received to be remitted by:			
El Dorado County (58) X 80.00	\$4,640.00	\$4,640.00	\$4,640.00
Placer County (202) X 80.00	\$16,160.00	\$16,160.00	\$16,160.00
	\$ 20,800.00	\$ 20,800.00	\$ 20,800.00
Estimated Receipts this Budget Period			
Demand-Allocation:			
El Dorado County -	\$46,729.00	\$46,729.00	\$45,600.00
Placer County -	\$144,024.04	\$140,779.79	\$140,303.29
Less Supplemental Standby Charges	-\$20,800.00	-\$20,800.00	-\$20,800.00
	\$169,953.04	\$166,708.79	\$165,103.29
Total Water Services Standby and Estimated Receipts	267,045.04	263,290.79	311,969.29
TOTAL "ESTIMATED" - FUNDS, RECEIPTS, & REVENUES:			
For Fiscal Year 2021-2022			
Revenue	\$1,100,441.38	\$866,944.85	\$808,344.68
Expenses	\$755,070.00	\$91,310.19	\$97,570.64
Net Ordinary Income	\$345,371.38	\$775,634.66	\$710,774.04

Addendum D

McKinney Water District

El Dorado and Placer Counties

RESOLUTION No. 2021-4

A RESOLUTION DETERMINING DELINQUENT CHARGES
AND AUTHORIZING COLLECTION WITH ANNUAL
AD VALOREM ASSESSMENT FOR YEAR 2021-2022
FOR MCKINNEY WATER DISTRICT

RESOLVED, by the Board of Directors of the McKinney Water District Placer and El Dorado Counties, California, that

WHEREAS, this Board did, on the 12th day of April, 2008, duly adopt its Ordinance No. 2008-1;

WHEREAS, said Ordinance established certain Rates and Charges for the use and availability of water to the lands within the District and

WHEREAS, Certain heretofore due and payable remain unpaid and are now delinquent;

NOW, THEREFORE, IT IS HEREBY FOUND, DETERMINED and ORDERED THAT:

1. Those charges for water and other services of the District set forth in Exhibit "A" attached hereto and made a part hereof by reference, are now Delinquent.
2. Pursuant to Section 37212 of the Water Code, the Assessor and Tax Collector are hereby authorized to add to the annual Ad Valorem Assessment of each parcel of land set forth in Exhibit "A" said unpaid charges, and, pursuant to section 37207 of the Water Code, such amounts so added shall be collected and shall constitute a lien as a part of the annual assessment levied on each of said parcels.
3. The Secretary shall forward a certified copy of this resolution to the Board of Supervisors and the auditors of the Counties of Placer and El Dorado, as an addendum to the estimate of the amount of money needed to be raised by Assessment in the County of purposes of the District for the next fiscal year, and as this Board's formal request for the collection of said charges pursuant to law.

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted and passed by the Board of Directors of the McKinney Water District, Placer and El Dorado Counties, California at a Meeting held on the 25th day of June 2021 by the following vote;

AYES: Swartfager, Dangler, Cotner, Noack, Arcidiacono

NOES: None

ABSENT: None

APPROVED:

Jerry Swartfager
President/Chairman

Karla Gunter
Secretary/Treasurer

Addendum E

McKinney Water District

El Dorado and Placer Counties

RESOLUTION No. 2021-5

A RESOLUTION ELECTING TO HAVE COUNTY
LEVY AND COLLECT DISTRICT STANDBY
CHARGES FOR FISCAL YEAR 2021-2022
FOR THE MCKINNEY WATER DISTRICT

RESOLVED, by the Board of Directors of the McKinney Water District, Placer and El Dorado Counties, California, that:

WHEREAS, this Board did, on the 25th. day of April, 2008 duly adopt its ORDINANCE No. 2008-1;

WHEREAS, said Ordinance provides for the levy and collection of an Annual Supplemental Standby charge by the Counties of Placer and El Dorado, pursuant to Section 35479-35481 of the Water Code.

NOW THEREFORE, IT IS HEREBY FOUND, DETERMINED, AND ORDERED, that:

1. The annual supplemental standby charge is in the amount of \$80.00 per Parcel as shown on the last Equalized County Assessment Roll of Placer and El Dorado Counties Respectively.
2. The total amount estimated to be collected for the entire District is \$20,640.00 \$16,080.00 from parcels within Placer County and \$4,560.00 from parcels within El Dorado County.
3. Pursuant to Section 35480 of the Water Code, the Assessors and Auditors of Placer and El Dorado Counties, Respectively are hereby Authorized to add to the Tax Bill for each Parcel as shown on their respective last Equalized Assessment Roll said supplemental standby charge of \$80.00 and pursuant to Section 35481 of the Water Code, and respective Tax Collectors and Treasurers are hereby authorized to collect, receive, and disburse to the District said charges as collected.
4. The Secretary shall forward a certified copy of this Resolution to the Board of Supervisors and Auditors of the Counties of Placer and El Dorado as this Board's formal request for collection of said charges as pursuant to Law.

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted and passed by the Board of Directors of the McKinney Water District, Placer and El Dorado Counties, California at a Meeting held on the 25th Day of June 2021 by the following vote;

DIRECTORS

AYES: Swartfager, Dangler, Cotner, Noack, Arcidiacono

NOES: None

ABSENT: None

APPROVED:

Jerry Swartfager
President/Chairman

Karla Gunter
Secretary/Treasurer