

MIDWAY HEIGHTS COUNTY WATER DISTRICT
POLICIES AND PROCEDURES

RULES AND GUIDELINES
FOR THE "PETTY CASH FUND"
(DISCONTINUED)

ESTABLISHMENT & HISTORY OF FUND: The District's "Petty Cash Fund" was established at the August 21, 1995 regular board meeting. The opening amount was \$100.00 and the stated purpose was to allow staff to make minor purchases of office and field needs for District use in between meetings of the Board of Directors.

At the board meeting on September 10, 1998, the amount was increased to \$200.00. The policy remained unchanged until lack of use called into question the relevance of the fund.

ABOLISHMENT OF FUND: At the regular board meeting on September 17, 2026, the fund was discontinued due to lack of use resulting from significant changes in payment technology and standard business practices since the fund was established.