



admin@mhcwd.org (530) 878-8096  
16733 Placer Hills Road, PO Box 596, Meadow Vista, CA 95722

## AGENDA

### Regular Board Meeting, October 17, 2024, at 2:00 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 Board President.
  - ❖ The public may address the Board on each agenda item during the Board's consideration of that item. Members of the public may be asked to state their name for the record but are not required to do so.
  - ❖ 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.
  - ❖ Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection at the District Office at the address listed above.
  - ❖ 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 the District Office at (530) 878-8096. 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.
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# AGENDA

Regular Board Meeting, October 17, 2024

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**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, or comment on other agenda items.

**III. REVIEW AND APPROVAL OF MINUTES** PAGES 4-9

The minutes from the August 15, 2024, Regular Meeting and the August 29, 2024 Special 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.

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. DISCUSSION & ACTION RE: EMPLOYMENT POLICY AD-HOC COMMITTEE REVIEW** page 10

Review Employment Policy Ad-Hoc Committee purpose and committee scope.

**B. DISCUSSION & ACTION RE: THE DISTRICT CONTINUITY PLAN**

**C. DISCUSSION AND ACTION RE: APPROVAL OF SERVICE CONTRACT WITH DISTRICT ENGINEER, SAUERS ENGINEERING, INC AND APPROVAL OF EXPENDITURES IN THE AMOUNT OF \$34,500 FOR CONSTRUCTION SUPPORT FOR TREATED PRV REPLACEMENT PROJECT** pages 11-15

**D. FIELD REPORT**

Review of the Field Report.

**E. GENERAL MANAGER'S REPORT**

Update on employment openings, consolidation exploration with PCWA and lead service line inventory.

**VI. FINANCIAL**

**A. TREASURER'S REPORT** pages 16-28

The Treasurer's Reports of Fund Summaries, Transfers, and Checking Account Reconciliation Registers for August and September 2024, as provided in the Board Packet, is offered for discussion and possible acceptance by the Board.

# AGENDA

Regular Board Meeting, October 17, 2024

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## 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 directions regarding subsequent meeting agendas.

Current list of potential agenda items:

1. Annual Strategic Plan review and update.
2. Water Quality presentation.
3. Policies and procedures revisions update.
4. Communications policy update.

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

The next meeting, unless otherwise decided in session, will be held November 21, 2024, at 2:00 p.m. at the District Office.

## IX. CLOSED SESSION: CONFERENCE- POTENTIAL LITIGATION

Closed session for conference with legal counsel concerning anticipated litigation (Gov Code 54956.9, subd (d)(2)) – real property dispute with Jeffrey and Jaimey Mulvaney Clark.

## X. ADJOURNMENT

**MIDWAY HEIGHTS COUNTY WATER DISTRICT**

**Regular Board Meeting Minutes**

August 15, 2024, 2:00 p.m. at District Office  
16733 Placer Hills Road, Meadow Vista CA. 95722

**I. CALL TO ORDER**

President Nevins called the meeting to order at 2:00 p.m.

**II. ROLL CALL**

**DIRECTORS PRESENT:** Pauline Nevins, President  
Tom Kane, Vice-President  
Trisha Di Paola, Board Treasurer  
Ronald Tucker, Director

**DIRECTORS ABSENT:** Vacant, Director & ACWA/JPIA Rep until Stan Burton appointed under item V-A

**OTHERS PRESENT:** Jason Tiffany, General Manager  
Robert Brown, Field Manager  
Derek Cole, District Counsel

**MEMBERS OF THE PUBLIC:** Stan Burton  
Geoff Teigen  
Dwayne Jurado

**III. REVIEW AND APPROVAL OF MINUTES**

**M/S Ronald Tucker/Trisha Di Paola to accept the July 18, 2024, Regular Meeting minutes as written.**

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Trisha Di Paola	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ronald Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Vacant	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Board Totals:	Ayes	<input type="text" value="4"/>	Nays	<input type="text" value=""/>	Abstain	<input type="text" value=""/>	Absent	<input type="text" value=""/>
Motion Result:	Passed	<input checked="" type="checkbox"/>	Failed	<input type="checkbox"/>				

**M/S Ronald Tucker/Tom Kane to accept the August 1, 2024, Special Meeting minutes as written.**

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Trisha Di Paola	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ronald Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Vacant	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>

Board Totals: Ayes  4  Nays  Abstain  Absent

Motion Result: Passed  Failed

**IV. PUBLIC FORUM**

None

**V. GENERAL BUSINESS**

**A. DISCUSSION & ACTION RE: APPOINTMENT OF NEW DIRECTOR**

The Board interviewed the three candidates: Stan Burton, Geoff Teigen and Dwayne Jurado.

**M/S Trisha Di Paola/ Ronald Tucker to appoint Stan Burton as a Board member and to the position of ACWA/JPIA representative.**

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Trisha Di Paola	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ronald Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Vacant	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>

Board Totals: Ayes  4  Nays  Abstain  Absent

Motion Result: Passed  Failed

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

This item was addressed in the previous discussion.

**C. LAFCO PRESENTATION**

Michelle McIntyre, Executive Officer of LAFCO, did a detailed presented regarding the role of LAFCO in the reorganization consideration.

**D. REVIEW & POSSIBLE APPROVAL OF ACTUARIAL CONTRACT**

**M/S Tom Kane/ Stan Burton to approve the actuarial contract for post-employment benefits with Actuarial Retirement Consulting.**

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Trisha Di Paola	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ronald Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Stan Burton	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>

Board Totals: Ayes  5  Nays  Abstain  Absent

Motion Result: Passed  Failed

**E. REVIEW & DISCUSSION OF THE DISTRICT CONTINUITY PLAN**

**M/S Ron Tucker/ Stan Burton to table this item until the next meeting.**

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Trisha Di Paola	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ronald Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Stan Burton	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>

Board Totals: Ayes  5  Nays  Abstain  Absent

Motion Result: Passed  Failed

**F. FIELD REPORT**

The Board reviewed the report as presented by Field Manager Robert Brown.

**G. GENERAL MANAGER'S REPORT**

Due to the length of the meeting, there was no report.

**VI. FINANCIAL**

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

**M/S Tom Kane/Trisha Di Paola to accept the Treasurer's report for July 2024.**

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Trisha Di Paola	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ronald Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Stan Burton	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>

Board Totals: Ayes  5  Nays  Abstain  Absent

Motion Result: Passed  Failed

**VII. GENERAL DISCUSSION AND CALENDAR REVIEW**

The Board and staff discussed future agenda items.

Management Continuity Plan review.

Annual Strategic Plan, review and update.

Water Quality presentation.

Policies and procedures revisions update.

Communications policy update

Treated PRV replacement

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

**M/S Stan Burton/Tom Kane** to cancel the regular September meeting. The next meeting, unless otherwise decided in session will be held on October 17, 2024.

Pauline Nevins	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Tom Kane	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Trisha Di Paola	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Ronald Tucker	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>
Stan Burton	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Abstain	<input type="checkbox"/>	Absent	<input type="checkbox"/>

Board Totals: Ayes  5  Nays  Abstain  Absent

Motion Result: Passed  Failed

**IX. CLOSED SESSION: CONFERENCE WITH DISTRICT COUNSEL**

Closed session for conference with legal counsel concerning anticipated litigation (Gov Code 54956.9, subd (d)(2)) – real property dispute with Jeffrey and Jaimey Mulvaney Clark.

**The Board went into closed session at 3:53 p.m. The Board came out of closed session at 4:55 p.m.**

**No reportable action.**

**X. ADJOURNMENT**

President Nevins adjourned the meeting at 4:46 p.m.

Respectfully Submitted,

Approved,

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

\_\_\_\_\_  
Pauline Nevins  
President of the Board

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

Midway Heights County Water District  
All cited Attachments, Ordinances, Resolutions, and Policies are public information  
and are on file with the District. Copies are available upon request at the District Office.

DRAFT



**MIDWAY HEIGHTS COUNTY WATER DISTRICT**

**Special Board Meeting Minutes**

August 29, 2024, 10:30 a.m. at District Office  
16733 Placer Hills Road, Meadow Vista CA. 95722

**I. CALL TO ORDER**

President Nevins called the meeting to order at 10:30 a.m.

**II. ROLL CALL**

**DIRECTORS PRESENT:** Pauline Nevins, President  
Trisha Di Paola, Board Treasurer  
Stan Burton, Director & ACWA/JPIA Rep  
Ronald Tucker, Director

**DIRECTORS ABSENT:** Tom Kane, Vice-President

**OTHERS PRESENT:** Jason Tiffany, General Manager  
Robert Brown, Field Manager  
Derek Cole, District Counsel

**MEMBERS OF THE PUBLIC:** none

**III. PUBLIC COMMENT:** none

**IV. CLOSED SESSION**

Closed session for conference with legal counsel concerning significant exposure to anticipated litigation (Gov Code 54956.9, subd (d)(2)) – real property dispute with Jeffrey and Jaimey Mulvaney Clark.

The Board went into closed session at 10:31 a.m. The Board came out of closed session at 11:40 a.m.

No reportable action.

**V. ADJOURNMENT**

President Nevins adjourned the meeting at 11:41 a.m.

Respectfully Submitted,

Approved,

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

\_\_\_\_\_  
Pauline Nevins  
President of the Board

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

Midway Heights County Water District  
All cited Attachments, Ordinances, Resolutions, and Policies are public information and are on file with the District. Copies are available upon request at the District Office.

## AD HOC COMMITTEE SCOPE STATEMENT

<b>Title</b>	FY 2025 Employment Policy Ad-Hoc Committee	
<b>Purpose</b>	Review and update of MHCWD Policy of Employment with the goal of including the most recently Board-approved changes to employment policy, including, but not limited to Health Benefits, and out-of-class pay.	
<b>Estimated Completion Date:</b> 10/3/2024	<b>Director Fees Authorized:</b> <input type="checkbox"/> Y <input type="checkbox"/> N	
<b>Date of Board Action:</b> 11/21/2024	<b>Number of Authorized Meetings:</b> <b>Access to District Counsel:</b> <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	
<b>Committee Members</b> <small>(No more than two Directors may serve together.)</small>	Director 1: Trisha Di Paola, Chair Director 2: Pauline Nevins Non-Director: Mary Ambrosoli, Secretary to the Board	
<b>Committee Scope</b>	<ul style="list-style-type: none"> <li>• Review the current MHCWD Policy of Employment last revised 9/17/2015 (P&amp;P/2.2.A.1).</li> <li>• Review pertinent District Codes, Resolutions, Policies and Procedures and at-will contracts.</li> </ul>	
<b>What is Out of Scope</b>	Matters unrelated to policies of employment.	
<b>Deliverables</b>	<ul style="list-style-type: none"> <li>• A draft Policy of Employment for discussion and approval at the October 17, 2024 Board meeting.</li> <li>• A final Policy of Employment for review and approval at the November 21, 2024 Board meeting.</li> </ul>	
<b>Approval</b>	_____ Pauline Nevins, President <span style="margin-left: 200px;">_____</span> <span style="margin-left: 200px;">Date</span>	

TO: MHCWD BOARD OF DIRECTORS

FROM: Jason Tiffany, General Manager

RE: DISCUSSION AND ACTION RE: APPROVAL OF SERVICE CONTRACT WITH DISTRICT ENGINEER, SAUERS ENGINEERING, INC AND APPROVAL OF EXPENDITURES FOR CONSTRUCTION SUPPORT FOR TREATED PRV REPLACEMENT PROJECT

**Background:**

On March 20, 2014 the District applied for a grant from Placer County Water Agency in the amount of \$20,000 to help fund the installation of four treated main line meters. PCWA awarded the \$20,000 grant to the District. The project would also include the replacement of four 2" treated PRVs and appurtenances that are over 25 years old. The purpose of the meters is to establish both unaccounted for water (leak loss) and to collect data on flow rates in the distribution system. Flow rate data will assist the District in establishing treated mainline water capacities and areas that need to be improved to increase capacities.

At the April 16, 2015 Board meeting the engineer's estimated cost was increased from \$68,500 to \$90,000 due to various factors.

On May 29, 2015 the District invited 14 contractors to bid on the project. On July 1, 2015 the District opened two sealed bids. The low bid was from Hansen Brothers Enterprises in the amount of \$99,902. This does not include the cost of \$8,800 for the meters and meter strainers.

At the July 16, 2015 Board meeting the project was shelved due to cost.

**Update:**

I have contacted the District's engineer and discussed a revised layout that should allow for the elimination of the addition meter vault per treated PRV. The District has about \$220,000 in reserves for capital treated projects. The District also has the parts already in stock for four (4) of the eight PRV's and meters.

**Recommendation:**

Approve the service contract so that the District can explore the cost and feasibility of the project to include all eight of the District's treated PRV's

# Sauers Engineering, Inc.

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Civil & Environmental Engineers

October 10, 2024

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

RE: Domestic Master Meters/PRV Project

Dear Mr. Tiffany:

Sauers Engineering, Inc. is pleased to provide this letter proposal to define the scope of work and budgets for a project that will refurbish a total of 8 pressure reducing valve assemblies on the Midway Heights CWD treated water distribution system. The project scope consists of work at four original sites where a design was completed in 2015 but construction costs and budgetary constraints prevented the District from moving forward with the work. The original sites included two Haywire Ranch sites, Black Oak, and Coyote Mountain. Four other locations will be added as part of the currently proposed project. At each location, existing facilities will be rehabilitated. The pressure reducing valves (PRVs) will be replaced and new isolation valves and vault piping will be installed. In addition to the work on the PRVs, a new master meter will be added at each site immediately upstream from the PRV valves. The new master meters will provide additional tools that will allow system operators to track water use and to isolate potential leaks.

## **Design**

Anticipated design services shall include the following:

### Site visit:

We anticipate a site visit to each of the project sites to verify system configuration, measurements and other potential project constraints. If appropriate, elevations will be verified so as to establish appropriate pressure settings for each of the valves.

### Plans and Specifications:

The first tasks for design will be to revise the 2015 approach and to evaluate design alternatives that will minimize the cost of the project. It is hoped that the design can compile both the flow meter and the PRV system into a single vault while installing the valve assemblies outside of the vault. The proposed revisions will minimize the size and number of vaults required for the project. The design may include a new vault, pressure reducing valve, flow meter and associated valves and bypass plumbing.

We will compile Plans and Technical Specifications for the complete project with details applicable to each individual location.

#### Bid and Contract Documents:

We will utilize front end documents that were previously provided by the District as a template for the front end Contract and Bid documents. We will compile the bid schedule and modify the documents to meet project requirements.

#### Permitting:

We do not anticipate that any of the project sites are within the County right of way and consequently do not believe that a County encroachment permit would be necessary. The only other permitting that could be required for the project would be related to CEQA compliance. Because this is a replacement of an existing facility, we will help the District to prepare a Notice of Exemption to be filed at the County Recorder and State Clearinghouse.

#### **Bidding and Construction Engineering**

We anticipate assisting the District with bidding and construction management for the project. We will advertise the project in local plan clearinghouses and assist the District with a public notice in a local news paper. We will respond to contractor questions, publish project addenda, conduct a prebid meeting and attend a bid opening.

Once the project is awarded, we will assist the District with project management tasks as needed. Tasks may include review of submittals, assistance with pay requests, assistance with change orders, response to Requests for Information, and periodic site visits to verify compliance with project requirements.

#### **Project Schedule**

The anticipated project schedule would allow us to perform design services during the fall and winter months with the potential to advertise the project for bids such that construction could begin in early spring. Such a project schedule would theoretically have construction taking place between March and June and it would take advantage of a bid period when contractors are looking for work.

### Preliminary Engineering and Construction Budgets

The following Table lists proposed budgets for engineering services.

Table 1 Preliminary Project Budgets		
Project Component	Budgets	Basis
Plans and Specifications	\$10,000	T&M
Bid & Contract Documents	\$1,500	T&M
Bidding	\$5,000	T&M
Construction Engineering	\$18,000	T&M
Project Total =	\$34,500	

We look forward to working with you on this project. If you have any questions regarding the information contained herein, please call our office.

Sincerely,



Dean Marsh, P.E.  
Sauers Engineering, Inc.

# Sauers Engineering, Inc.

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Civil & Environmental Engineers

## Fee Schedule January 1, 2024

I. The following are hourly rates for professional services. Overtime and weekend hours are billed at time-and-a-half. Evening meetings are not considered overtime unless the total daily hours exceed eight.

Senior Engineer (Registered)	\$ 180.00 /hour
Associate Engineer (Registered)	\$ 165.00 /hour
Assistant Engineer (E.I.T.)	\$ 145.00 /hour
Technician, Construction Inspector	\$ 120.00 /hour
Prevailing Wage Construction Inspector	\$ 135.00 /hour
Clerical	\$ 60.00 /hour
Expert Witness/Litigation Consulting	\$ 350.00 /hour

II. Consultant will remain the judge of the level of qualification required to complete a given task. In addition to the above, all expenses (telephone, postage, materials, blueprints, xerox copies, etc.) will be billed directly, at a rate of cost plus 15%. Consultant reserves the right to utilize sub-consultants when necessary.

III. Clients are requested to contract directly with the vendors of significant outside services, such as soils engineering, aerial photography, title work, and so on. In the event that client wishes to retain the above services utilizing consultant as a billing agent, a service charge of 15% per billing will also be assessed.

IV. Mileage will be billed at a rate of \$0.65 per mile.

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

**AUGUST 2024**

**REGULAR BOARD MEETING**  
**OCTOBER 2024**

**OPERATING FUNDS:**

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

Balance as of: (7/31/24) **\$491,272.30**

\*(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 (8/31/24-Reconciled to Checking Account #1670 General) \*\* **\$ 54,598.25**

**CALIFORNIA BANK & Trust:**

Adjusted Bank Statement Balance (8/31/24- Reconciled Money Market Account #6809 Tank Loan) \*\* **\$ 63,887.02**

\*\*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 (7/31/24) **\$486,849.82**

**APPROVAL OF ACCOUNT TRANSFERS & BILLS PAID FOR THE MONTH OF AUGUST 2024**

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

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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 2024\2024-09.docx



2:05 PM  
09/09/24

Midway Heights CWD  
Reconciliation Summary

10005 · Cash in Checking-1670, Period Ending 08/31/2024

	<u>Aug 31, 24</u>
<b>Beginning Balance</b>	68,885.97
<b>Cleared Transactions</b>	
Checks and Payments - 36 items	-76,425.39
Deposits and Credits - 21 items	<u>62,137.67</u>
<b>Total Cleared Transactions</b>	<u>-14,287.72</u>
<b>Cleared Balance</b>	<u><u>54,598.25</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 8 items	<u>-6,572.42</u>
<b>Total Uncleared Transactions</b>	<u>-6,572.42</u>
<b>Register Balance as of 08/31/2024</b>	<u><u>48,025.83</u></u>
<b>New Transactions</b>	
Checks and Payments - 3 items	-22,414.94
Deposits and Credits - 12 items	<u>30,170.38</u>
<b>Total New Transactions</b>	<u>7,755.44</u>
<b>Ending Balance</b>	<u><u>55,781.27</u></u>

2:05 PM  
09/09/24

Midway Heights CWD  
Reconciliation Detail

10005 · Cash in Checking-1670, Period Ending 08/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						68,885.97
<b>Cleared Transactions</b>						
<b>Checks and Payments - 36 items</b>						
Bill Pmt -Check	07/18/2024	9658	Sauers Engineerin...	X	-737.06	-737.06
Bill Pmt -Check	08/01/2024	9663	California Bank & ...	X	-4,519.20	-5,256.26
Bill Pmt -Check	08/01/2024	9665	Ferguson Waterw...	X	-3,046.19	-8,302.45
Bill Pmt -Check	08/01/2024	9670	US Bank	X	-1,302.39	-9,604.84
Bill Pmt -Check	08/01/2024	9666	LAFCO/Placer Cnt...	X	-905.04	-10,509.88
Bill Pmt -Check	08/01/2024	9668	PG&E	X	-562.17	-11,072.05
Bill Pmt -Check	08/01/2024	9667	Lively Locks & De...	X	-478.36	-11,550.41
Bill Pmt -Check	08/01/2024	9669	Underground Serv...	X	-399.70	-11,950.11
Bill Pmt -Check	08/01/2024	9664	Cooks Portable To...	X	-161.08	-12,111.19
Bill Pmt -Check	08/01/2024	9662	AT&T U-verse	X	-147.00	-12,258.19
Bill Pmt -Check	08/02/2024	ACH	Paychex, Inc.	X	-21,692.66	-33,950.85
Bill Pmt -Check	08/02/2024	ACH	Paychex, Inc.	X	-4,964.33	-38,915.18
Bill Pmt -Check	08/05/2024	ACH	CalPERS Health B...	X	-4,086.02	-43,001.20
Bill Pmt -Check	08/05/2024	ACH	CalPERS Retire P...	X	-3,278.43	-46,279.63
Bill Pmt -Check	08/05/2024	ACH	CalPERS Retire P...	X	-868.24	-47,147.87
Bill Pmt -Check	08/05/2024	ACH	CalPERS 457 Pro...	X	-700.00	-47,847.87
Bill Pmt -Check	08/12/2024	EFT	Paychex, Inc.	X	-388.70	-48,236.57
Check	08/12/2024			X	-116.33	-48,352.90
Bill Pmt -Check	08/15/2024	9671	PCWA	X	-10,197.89	-58,550.79
Bill Pmt -Check	08/15/2024	9678	PCWA	X	-5,235.41	-63,786.20
Bill Pmt -Check	08/15/2024	9675	Dawson Oil Comp...	X	-883.33	-64,669.53
Bill Pmt -Check	08/15/2024	9672	AT & T	X	-406.02	-65,075.55
Bill Pmt -Check	08/15/2024	9679	PG&E	X	-326.91	-65,402.46
Bill Pmt -Check	08/15/2024	9682	Verizon Wireless	X	-206.56	-65,609.02
Bill Pmt -Check	08/15/2024	9673	Cooks Portable To...	X	-161.08	-65,770.10
Bill Pmt -Check	08/15/2024	9676	Ferguson Waterw...	X	-149.96	-65,920.06
Bill Pmt -Check	08/15/2024	9681	Tel-Com	X	-141.75	-66,061.81
Bill Pmt -Check	08/15/2024	9677	Frontier Communi...	X	-115.56	-66,177.37
Bill Pmt -Check	08/15/2024	9674	Cranmer Analytica...	X	-110.00	-66,287.37
Bill Pmt -Check	08/15/2024	9683	Winner Chevrolet, ...	X	-109.66	-66,397.03
Check	08/16/2024	EFT	Wells Fargo	X	-291.10	-66,688.13
Bill Pmt -Check	08/20/2024	9684	ACWA Joint Powe...	X	-7,447.27	-74,135.40
Bill Pmt -Check	08/20/2024	9685	Bartkiewicz, Kroni...	X	-1,101.55	-75,236.95
Bill Pmt -Check	08/20/2024	9686	Cole-Huber	X	-630.00	-75,866.95
Bill Pmt -Check	08/20/2024	9687	Ferguson Waterw...	X	-452.80	-76,319.75
Bill Pmt -Check	08/22/2024	EFT	ChoiceBuilder Ins...	X	-105.64	-76,425.39
<b>Total Checks and Payments</b>					<b>-76,425.39</b>	<b>-76,425.39</b>

2:05 PM  
09/09/24

Midway Heights CWD  
Reconciliation Detail

10005 - Cash in Checking-1670, Period Ending 08/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
<b>Deposits and Credits - 21 items</b>						
Deposit	08/02/2024			X	73.88	73.88
Deposit	08/02/2024			X	98.28	172.16
Deposit	08/02/2024			X	4,251.13	4,423.29
Deposit	08/05/2024			X	323.06	4,746.35
Deposit	08/05/2024			X	694.71	5,441.06
Deposit	08/06/2024			X	245.43	5,686.49
Deposit	08/06/2024			X	12,374.22	18,060.71
Deposit	08/07/2024			X	459.82	18,520.53
Deposit	08/08/2024			X	493.90	19,014.43
Deposit	08/09/2024			X	940.26	19,954.69
Deposit	08/12/2024			X	369.49	20,324.18
Deposit	08/14/2024			X	4,970.25	25,294.43
Deposit	08/16/2024			X	143.69	25,438.12
Deposit	08/19/2024			X	526.42	25,964.54
Deposit	08/19/2024			X	718.80	26,683.34
Deposit	08/20/2024			X	344.00	27,027.34
Deposit	08/22/2024			X	1,075.51	28,102.85
Deposit	08/27/2024			X	2,835.56	30,938.41
Transfer	08/27/2024			X	30,000.00	60,938.41
Deposit	08/28/2024			X	1,129.26	62,067.67
Deposit	08/30/2024			X	70.00	62,137.67
Total Deposits and Credits					62,137.67	62,137.67
Total Cleared Transactions					-14,287.72	-14,287.72
Cleared Balance					-14,287.72	54,598.25
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 8 items</b>						
Bill Pmt -Check	03/04/2024	9551	Thomson Reuters-...		-130.85	-130.85
Bill Pmt -Check	08/15/2024	9680	Property Concepts		-757.00	-887.85
Bill Pmt -Check	08/22/2024	9688	DWR-OCP Dept o...		-60.00	-947.85
Bill Pmt -Check	08/29/2024	9693	US Bank		-2,903.14	-3,850.99
Bill Pmt -Check	08/29/2024	9690	Ferguson Waterw...		-2,021.72	-5,872.71
Bill Pmt -Check	08/29/2024	9691	PG&E		-547.52	-6,420.23
Bill Pmt -Check	08/29/2024	9689	Big Brand Tire & S...		-87.19	-6,507.42
Bill Pmt -Check	08/29/2024	9692	Tel-Com		-65.00	-6,572.42
Total Checks and Payments					-6,572.42	-6,572.42
Total Uncleared Transactions					-6,572.42	-6,572.42
Register Balance as of 08/31/2024					-20,860.14	48,025.83

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09/09/24

Midway Heights CWD  
Reconciliation Detail

10005 - Cash in Checking-1670, Period Ending 08/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
<b>New Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Bill Pmt -Check	09/04/2024	EFT	Paychex, Inc.		-18,268.22	-18,268.22
Bill Pmt -Check	09/04/2024	EFT	Paychex, Inc.		-3,990.93	-22,259.15
Check	09/05/2024	EFT	Wells Fargo		-155.79	-22,414.94
Total Checks and Payments					-22,414.94	-22,414.94
<b>Deposits and Credits - 12 items</b>						
Deposit	09/03/2024				125.00	125.00
Deposit	09/03/2024				589.13	714.13
Deposit	09/03/2024				1,513.49	2,227.62
Deposit	09/04/2024				1,635.62	3,863.24
Deposit	09/04/2024				2,986.01	6,849.25
Deposit	09/06/2024				1,327.58	8,176.83
Deposit	09/06/2024				10,016.35	18,193.18
Deposit	09/09/2024				155.79	18,348.97
Deposit	09/09/2024				302.72	18,651.69
Deposit	09/09/2024				499.17	19,150.86
Deposit	09/09/2024				719.65	19,870.51
Deposit	09/09/2024				10,299.87	30,170.38
Total Deposits and Credits					30,170.38	30,170.38
Total New Transactions					7,755.44	7,755.44
<b>Ending Balance</b>					<b>-13,104.70</b>	<b>55,781.27</b>

2:14 PM  
09/09/24

Midway Heights CWD  
Reconciliation Summary

10009 · Cal Bank and Trust-6809, Period Ending 08/30/2024

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	<u>Aug 30, 24</u>
Beginning Balance	59,344.92
Cleared Transactions	
Deposits and Credits - 2 items	<u>4,542.10</u>
Total Cleared Transactions	<u>4,542.10</u>
Cleared Balance	<u><u>63,887.02</u></u>
Register Balance as of 08/30/2024	63,887.02
Ending Balance	63,887.02

2:14 PM  
09/09/24

Midway Heights CWD  
Reconciliation Detail

10009 · Cal Bank and Trust-6809, Period Ending 08/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						59,344.92
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 2 items</b>						
Bill	08/01/2024	Augu...	California Bank & ...	X	4,519.20	4,519.20
Deposit	08/31/2024			X	22.90	4,542.10
Total Deposits and Credits					4,542.10	4,542.10
Total Cleared Transactions					4,542.10	4,542.10
Cleared Balance					4,542.10	63,887.02
Register Balance as of 08/30/2024					4,542.10	63,887.02
<b>Ending Balance</b>					<b>4,542.10</b>	<b>63,887.02</b>

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

**SEPTEMBER 2024**

**REGULAR BOARD MEETING**  
**OCTOBER 2024**

**OPERATING FUNDS:**

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

Balance as of: (8/31/24) **\$462,837.93**

\*(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 (9/30/24-Reconciled to Checking Account #1670 General) \*\* **\$ 95,498.55**

**CALIFORNIA BANK & Trust:**

Adjusted Bank Statement Balance (9/30/24- Reconciled Money Market Account #6809 Tank Loan) \*\* **\$ 63906.75**

\*\*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 (7/31/24) **\$486,849.82**

**APPROVAL OF ACCOUNT TRANSFERS & BILLS PAID FOR THE MONTH OF SEPTEMBER 2024**



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

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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.

9:35 AM  
10/02/24

Midway Heights CWD  
Reconciliation Summary

10005 - Cash in Checking-1670, Period Ending 09/30/2024

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	<u>Sep 30, 24</u>
<b>Beginning Balance</b>	54,598.25
<b>Cleared Transactions</b>	
Checks and Payments - 30 items	-64,644.67
Deposits and Credits - 33 items	105,675.82
	<u>41,031.15</u>
<b>Total Cleared Transactions</b>	<u>41,031.15</u>
<b>Cleared Balance</b>	<u><u>95,629.40</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 1 item	-130.85
	<u>-130.85</u>
<b>Total Uncleared Transactions</b>	<u>-130.85</u>
<b>Register Balance as of 09/30/2024</b>	<u><u>95,498.55</u></u> 
<b>New Transactions</b>	
Deposits and Credits - 2 items	6,218.32
	<u>6,218.32</u>
<b>Total New Transactions</b>	<u>6,218.32</u>
<b>Ending Balance</b>	<u><u>101,716.87</u></u>



9:35 AM  
10/02/24

Midway Heights CWD  
Reconciliation Detail

10005 · Cash in Checking-1670, Period Ending 09/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						54,598.25
<b>Cleared Transactions</b>						
<b>Checks and Payments - 30 items</b>						
Bill Pmt -Check	08/15/2024	9680	Property Concepts	X	-757.00	-757.00
Bill Pmt -Check	08/22/2024	9688	DWR-OCP Dept o...	X	-60.00	-817.00
Bill Pmt -Check	08/29/2024	9693	US Bank	X	-2,903.14	-3,720.14
Bill Pmt -Check	08/29/2024	9690	Ferguson Waterw...	X	-2,021.72	-5,741.86
Bill Pmt -Check	08/29/2024	9691	PG&E	X	-547.52	-6,289.38
Bill Pmt -Check	08/29/2024	9689	Big Brand Tire & S...	X	-87.19	-6,376.57
Bill Pmt -Check	08/29/2024	9692	Tel-Com	X	-65.00	-6,441.57
Bill Pmt -Check	09/04/2024	EFT	Paychex, Inc.	X	-18,268.22	-24,709.79
Bill Pmt -Check	09/04/2024	EFT	Paychex, Inc.	X	-3,990.93	-28,700.72
Check	09/05/2024	EFT	Wells Fargo	X	-155.79	-28,856.51
Bill Pmt -Check	09/10/2024	ACH	CalPERS Health B...	X	-4,086.02	-32,942.53
Bill Pmt -Check	09/10/2024	ACH	CalPERS Retire P...	X	-3,278.43	-36,220.96
Bill Pmt -Check	09/10/2024	ACH	CalPERS Retire P...	X	-830.58	-37,051.54
Bill Pmt -Check	09/10/2024	ACH	CalPERS 457 Pro...	X	-700.00	-37,751.54
Bill Pmt -Check	09/10/2024	ACH	CalPERS Retirem...	X	-700.00	-38,451.54
Check	09/10/2024	ACH	Wells Fargo	X	-204.65	-38,656.19
Check	09/11/2024	ACH	Wells Fargo	X	-227.99	-38,884.18
Check	09/11/2024			X	-97.38	-38,981.56
Check	09/12/2024	ACH	Wells Fargo	X	-617.97	-39,599.53
Bill Pmt -Check	09/18/2024	9699	PCWA	X	-14,345.38	-53,944.91
Bill Pmt -Check	09/18/2024	9694	Cole-Huber	X	-7,740.00	-61,684.91
Bill Pmt -Check	09/18/2024	9696	Cranmer Analytica...	X	-910.00	-62,594.91
Bill Pmt -Check	09/18/2024	9697	Dawson Oil Comp...	X	-780.34	-63,375.25
Bill Pmt -Check	09/18/2024	9700	PG&E	X	-279.78	-63,655.03
Bill Pmt -Check	09/18/2024	9702	Verizon Wireless	X	-206.56	-63,861.59
Bill Pmt -Check	09/18/2024	9695	Cooks Portable To...	X	-161.08	-64,022.67
Bill Pmt -Check	09/18/2024	9698	Frontier Communi...	X	-115.56	-64,138.23
Bill Pmt -Check	09/18/2024	9701	Tel-Com	X	-65.00	-64,203.23
Bill Pmt -Check	09/23/2024	EFT	ChoiceBuilder Ins...	X	-105.64	-64,308.87
Check	09/27/2024	EFT	Wells Fargo	X	-335.80	-64,644.67
<b>Total Checks and Payments</b>					<b>-64,644.67</b>	<b>-64,644.67</b>
<b>Deposits and Credits - 33 items</b>						
Deposit	09/03/2024			X	125.00	125.00
Deposit	09/03/2024			X	589.13	714.13
Deposit	09/03/2024			X	1,513.49	2,227.62
Deposit	09/04/2024			X	1,635.62	3,863.24
Deposit	09/04/2024			X	2,986.01	6,849.25
Deposit	09/06/2024			X	1,327.58	8,176.83
Deposit	09/06/2024			X	10,016.35	18,193.18
Deposit	09/09/2024			X	155.79	18,348.97
Deposit	09/09/2024			X	302.72	18,651.69
Deposit	09/09/2024			X	499.17	19,150.86
Deposit	09/09/2024			X	719.65	19,870.51
Deposit	09/09/2024			X	10,299.87	30,170.38

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10/02/24

Midway Heights CWD  
Reconciliation Detail

10005 - Cash in Checking-1670, Period Ending 09/30/2024


Type	Date	Num	Name	Clr	Amount	Balance
Deposit	09/10/2024			X	3,638.57	33,808.95
Deposit	09/10/2024			X	36,498.78	70,307.73
Deposit	09/12/2024			X	324.57	70,632.30
Deposit	09/13/2024			X	393.77	71,026.07
Deposit	09/16/2024			X	241.60	71,267.67
Deposit	09/16/2024			X	1,116.95	72,384.62
Deposit	09/17/2024			X	89.74	72,474.36
Deposit	09/17/2024			X	735.82	73,210.18
Deposit	09/17/2024			X	7,023.51	80,233.69
Deposit	09/17/2024			X	7,445.63	87,679.32
Deposit	09/19/2024			X	298.73	87,978.05
Deposit	09/20/2024			X	247.18	88,225.23
Deposit	09/23/2024			X	262.13	88,487.36
Deposit	09/23/2024			X	277.00	88,764.36
Deposit	09/24/2024			X	9,073.91	97,838.27
Deposit	09/25/2024			X	1,147.83	98,986.10
Deposit	09/26/2024			X	314.07	99,300.17
Deposit	09/27/2024			X	70.00	99,370.17
Deposit	09/27/2024			X	5,348.66	104,718.83
Deposit	09/30/2024			X	306.48	105,025.31
Deposit	09/30/2024			X	650.51	105,675.82
Total Deposits and Credits					105,675.82	105,675.82
Total Cleared Transactions					41,031.15	41,031.15
Cleared Balance					41,031.15	95,629.40
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	03/04/2024	9551	Thomson Reuters-...		-130.85	-130.85
Total Checks and Payments					-130.85	-130.85
Total Uncleared Transactions					-130.85	-130.85
Register Balance as of 09/30/2024					40,900.30	95,498.55
<b>New Transactions</b>						
<b>Deposits and Credits - 2 items</b>						
Deposit	10/01/2024				5,665.32	5,665.32
Deposit	10/02/2024				553.00	6,218.32
Total Deposits and Credits					6,218.32	6,218.32
Total New Transactions					6,218.32	6,218.32
<b>Ending Balance</b>					<b>47,118.62</b>	<b>101,716.87</b>

9:48 AM  
10/02/24

Midway Heights CWD  
Reconciliation Summary

10009 · Cal Bank and Trust-6809, Period Ending 09/30/2024

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	<u>Sep 30, 24</u>
<b>Beginning Balance</b>	63,887.02
<b>Cleared Transactions</b>	
Deposits and Credits - 1 item	<u>19.73</u>
<b>Total Cleared Transactions</b>	<u>19.73</u>
<b>Cleared Balance</b>	<u><u>63,906.75</u></u> 
<b>Uncleared Transactions</b>	
Deposits and Credits - 1 item	<u>4,519.20</u>
<b>Total Uncleared Transactions</b>	<u>4,519.20</u>
<b>Register Balance as of 09/30/2024</b>	<u><u>68,425.95</u></u>
<b>Ending Balance</b>	68,425.95

9:48 AM  
10/02/24

Midway Heights CWD  
Reconciliation Detail

10009 · Cal Bank and Trust-6809, Period Ending 09/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						63,887.02
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	09/30/2024			X	19.73	19.73
Total Deposits and Credits					19.73	19.73
Total Cleared Transactions					19.73	19.73
Cleared Balance					19.73	63,906.75
<b>Uncleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Bill	09/24/2024	Sept....	California Bank & ...		4,519.20	4,519.20
Total Deposits and Credits					4,519.20	4,519.20
Total Uncleared Transactions					4,519.20	4,519.20
Register Balance as of 09/30/2024					4,538.93	68,425.95
<b>Ending Balance</b>					<b>4,538.93</b>	<b>68,425.95</b>