

**MIDWAY CITY SANITARY DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING  
AMENDED AGENDA**

**DISTRICT OFFICE  
BOARD ROOM  
14451 CEDARWOOD STREET  
WESTMINSTER, CA 92683**

**Tuesday, February 18, 2025  
5:30 P.M.**

**OUR MISSION STATEMENT**

**THE BOARD OF DIRECTORS AND EMPLOYEES OF THE MIDWAY CITY SANITARY DISTRICT WORK DILIGENTLY TO PROVIDE SEWER AND SOLID WASTE SERVICES TO THE RESIDENTS OF THE DISTRICT. OUR TOP PRIORITY IS TO ACCOMPLISH THIS IN AN ETHICAL, EFFICIENT, AND COST-EFFECTIVE MANNER THAT WILL PROTECT THE HEALTH AND SAFETY OF THOSE WE SERVE.**

In accordance with the requirements of California Government Code Section 54954.2, this Agenda is posted not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Board Secretary.

In the event any matter not listed on this agenda is proposed to be submitted to the Board for discussion and/or action, it will be done in compliance with Section 54954.2, or as set forth on a Supplemental Agenda posted not less than 72 hours prior to the meeting.

The District complies with the provisions of the Americans with Disabilities Act (ADA). Anyone needing special assistance please contact the District's Secretary at (714) 893-3553, at least one business day prior to the meeting so that we may accommodate you.

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND INVOCATION**
- 2. ROLL CALL AND DECLARATION OF QUORUM**
- 3. PUBLIC COMMENTS**

All persons wishing to address the Board on specific Agenda items or matters of general interest should do so at this time. As determined by the President, speakers may be deferred until the specific item is taken for discussion and remarks may be limited to three (3) minutes.

**4. PRESENTATIONS**

- A. Recognition of Open House Volunteers
- B. Recognition of Open House Sponsors

**5. APPROVAL OF THE MINUTES**

- A. Approve Minutes of the Board Meeting of the Board of Directors on February 4, 2025
- B. Approve Minutes of the Special Board Meeting of the Board of Directors on February 10, 2025

**6. REPORTS**

The President, General Manager, Legal Counsel, and other staff present verbal reports on miscellaneous matters of general interest to the Directors. These reports are for information only and require no action by the Directors.

- A. Report of President
- B. Report of General Manager
- C. Report of Director of Services & Program Development

**7. CONSENT CALENDAR**

All matters listed on the Consent Calendar are considered routine and will be acted upon at the same time unless separate discussion and/or action is requested by a Board Member, the public, or staff.

- A. Receive and File the Register of Demands in the Amount of \$303,700.66
- B. Approve and File the Treasurer’s Investment Report for January 2025
- C. Receive and File the Engineer Report for January 2024

**8. OLD BUSINESS - None**

**9. NEW BUSINESS**

- A. Resolution No. 2025-01  
A Resolution of the Board of Directors of the Midway City Sanitary District of Orange County, California, Ratifying and Implementing Changes to the Compensation of the General Manager
- B. Conduct a Public Hearing and Consider Adoption of Ordinance No. 74, entitled:  
AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ADJUSTING THE COMPENSATION FOR THE BOARD OF DIRECTORS

**10. INFORMATIONAL ITEMS**

- A. 2025 Board Meeting Calendar

- 11. BOARD CONCERNS AND COMMENTS**
- 12. GM/STAFF CONCERNS AND COMMENTS**
- 13. GENERAL COUNSEL CONCERNS AND COMMENTS**
- 14. CLOSED SESSION ITEMS - None**

**CLOSED SESSION:** During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted.

Reports relating to (a) purchase and sale of property; (b) matters of pending or potential litigation; (c) employment actions or negotiations with employee representatives; or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time as the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

- 15. ADJOURNMENT TO TUESDAY, MARCH 4, 2025**

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE MIDWAY CITY  
SANITARY DISTRICT OF ORANGE COUNTY  
14451 CEDARWOOD STREET  
WESTMINSTER, CA 92683**

**February 4, 2025**

**CALL TO ORDER**

President S. Contreras called the Regular Meeting of the Governing Board of the Midway City Sanitary District to order at 5:33 p.m., on Tuesday, February 4, 2025, at 14451 Cedarwood Street, Westminster, California.

**ROLL CALL**

**PRESENT:** Sergio Contreras  
Tyler Diep  
Chi Charlie Nguyen (arrived at 5:46 p.m.)  
Andrew Nguyen  
Mark Nguyen

**ABSENT:** None

**STAFF PRESENT:** Robert Housley, General Manager  
Gordon Copley, Director of Finance  
Nicolas Castro, Director of Operations & Safety  
Ashley Davies, Director of Servs. & Program Development  
Milo Ebrahimi, District Engineer, P.E.  
Cynthia Olsder, Board Secretary

**OTHERS PRESENT:** James H. Eggart, General Counsel, Woodruff & Smart

**PLEDGE OF ALLEGIANCE AND INVOCATION**

Director T. Diep led the Pledge of Allegiance. Director M. Nguyen conducted the Invocation.

**ROLL CALL AND DECLARATION OF QUORUM**

Board Secretary, C. Olsder announced a quorum.

**PUBLIC COMMENTS**

None.

**PRESENTATIONS**

None.

**APPROVAL OF MINUTES****A. Approve Minutes of the Regular Board of Directors Meeting on January 21, 2025**

A motion was made by Director T. Diep, seconded by Director M. Nguyen, to approve the minutes of the Regular Board of Directors Meeting on January 21, 2025. The motion was approved by the following 4-0 vote:

AYES: A. Nguyen, M. Nguyen, T. Diep, and S. Contreras  
NAYS: None  
ABSTAIN: None  
ABSENT: C. Nguyen

**REPORTS****Report of President****Report of the General Manager**

GM R. Housley gave an update on the District's daily operations, including the Springdale and Westminster sewer project, potential grants, and upcoming events like being the keynote speaker at the October ISDOC Quarterly luncheon.

**Report of the Director of Services & Program Development**

A. Davies provided an update on outreach events, highlighting the March clean-up and a partnership with schools and Discovery Cube to promote organic awareness.

**Report of District Employee Luncheon on January 22, 2025**

Director M. Nguyen reported that the luncheon aims to foster team bonding and recognize the outstanding employees of the month.

**Report of OC San Board of Directors Meeting on January 22, 2025**

Director A. Nguyen reported that he was present at the Board Special Meeting, which provided an orientation for both existing and newly appointed Board Members.

**Report of Radio Outreach with Little Saigon Radio on January 23, 2025**

President S. Contreras reported that he attended the recording with Director A. Nguyen, where they discussed the SB 1383 regulations, District services, and upcoming events in 2025, and emphasized that the District also manages the sewer systems.

**Report of Westminster Tet Parade Participation Meeting on January 24, 2025**

President S. Contreras reported that Director A. Nguyen attended the meeting with Staff to learn about the details of the Westminster Tet Parade.

**Report of District Open House on January 25, 2025**

The Directors all commended the staff for organizing one of the largest turnout events ever held at the District.

**Report of ISDOC Quarterly Luncheon on January 29, 2025**

Director of Servs. & Program Development, A Davies reported she attended the event with President S. Contreras and Director A. Nguyen and described it as well-attended and informative.

Director C. Nguyen arrived at 5:46 p.m.

**Report of Westminster Tet Parade on February 1, 2025**

The Directors expressed their gratitude to the staff for handling all the arrangements and ensuring the event proceeded seamlessly.

Directors T. Diep and C. Nguyen agreed that future events should exclude unrelated matters from the program to prevent delays in achieving the event's main purpose.

**CONSENT CALENDAR**

- A. Receive and File the Register of Demands in the Amount of \$504,182.55
- B. Receive and File the 2nd Quarter 2024-2025 Fiscal Year Financial and Budget Reports
- C. Approve Fiscal Year 2024-2025 Budget Adjustments No. 1
- D. Receive and File the California Employers’ Pension Prefunding Trust (CEPPT) Account Update Summary as of December 31, 2024
- E. Receive and File the California Employers’ Retiree Benefit (CERBT) Account Update Summary as of December 31, 2024

A motion was made by Director M. Nguyen, seconded by Director T. Diep, to approve the Consent Calendar. The motion was approved by the following 5-0 vote:

AYES: A. Nguyen, M. Nguyen, T. Diep, C. Nguyen, and S. Contreras  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: None

**OLD BUSINESS**

- A. Consider the Purchase of Two (2) Ford F-150 Lightning Electrical Vehicles (EV) from National Auto Fleet Group in the Amount of \$110,910.76

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director C. Nguyen, seconded by Director T. Diep, to approve the purchase of two new F150 Ford F-150 Lightning electric pickup trucks with Sourcewell in the amount of \$110,910.76, and authorize the General Manager to negotiate and execute all necessary documents related to the purchase. The motion was approved by the following 5-0 vote:

AYES: A. Nguyen, M. Nguyen, C. Nguyen, T. Diep, and S. Contreras  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: None

- B. Consider Approval of a Proposed Job Description and Salary Schedule for the Position of Engineering Technician and Authorize Recruitment for the Position of Engineering Technician

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director C. Nguyen, seconded by President S. Contreras, to approve the proposed job description and salary schedule for the position of Engineering Technician and authorize recruitment for the position. The motion was approved by the following 5-0 vote:

AYES: A. Nguyen, M. Nguyen, C. Nguyen, T. Diep, and S. Contreras  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: None

**NEW BUSINESS**

- A. Appointment of Labor Negotiator(s) For Purposes of Conducting Labor Negotiations with General Manager

A staff report and recommendations were provided to and considered by the Board. A motion was made by President S. Contreras, seconded by Director M. Nguyen, to appoint Director T. Diep, Director C. Nguyen, and General Counsel J. Eggart to serve as the Board’s designated representatives for purposes of conducting labor negotiation with General Manager, an unrepresented employee, pursuant to Government Code Section 54957.6. The motion was approved by the following 5-0 vote:

AYES: A. Nguyen, M. Nguyen, C. Nguyen, T. Diep, and S. Contreras  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: None

**INFORMATIONAL ITEMS**

- A. 2025 Board Meeting Calendar

Receive and File.

**BOARD CONCERNS AND COMMENTS**

The Board of Directors expressed their gratitude to the staff once again for organizing the Open House event and the Westminster Tet Parade.

**GENERAL MANAGER AND STAFF CONCERNS AND COMMENT**

GM R. Housley thanked the Board for their continued support.

District Engineer M. Ebrahimi thanked the Board for their support in approving his staff report.

## GENERAL COUNSEL CONCERNS AND COMMENTS

With the consent of the full Board, General Counsel, J. Eggart convened the meeting to closed session at 6:19 p.m. for consideration of the following two matters identified on Agenda pursuant to applicable law and noted that the Board's designated labor representatives for Item 14B are Director T. Diep, Director C. Nguyen, and General Counsel J. Eggart, as appointed by the Board earlier in the meeting.

## CLOSED SESSIONS

**CLOSED SESSION:** During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted.

Reports relating to (a) purchase and sale of property; (b) matters of pending or potential litigation; (c) employment actions or negotiations with employee representatives; or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time as the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)(1))  
Title: General Manager
- B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)  
Agency Designated Representatives: To be Appointed in Open Session  
Unrepresented Employee: Robert Housley

President S. Contreras reconvened the open session portion of the meeting at 7:11 p.m.

General Counsel J. Eggart reported that the Board had met in closed session as identified on Agenda Item 14A and Item 14B, and that no reportable action had been taken.

## OPEN SESSION ITEM AFTER CLOSED SESSION

- A. Discuss and Consider Approval of Award of Performance Bonus and/or Increase to General Manager Salary or Compensation Pursuant to General Manager Employment Agreement and Direction to General Counsel to Prepare Ratifying Resolution

A motion was made by Director C. Nguyen, seconded by Director A. Nguyen, that in recognition of the General Manager's exceptional job performance during the performance period under review, (1) to approve and authorize an increase of the General Manager's current annual base salary from \$210,000 to \$235,000, effective February 4, 2025; (2) to approve and award a one-time \$10,000 performance bonus to the General Manager (3) to direct the District's General Counsel to prepare a resolution ratifying this minute action for final approval and ratification by the Board of Directors during open session at its regularly scheduled Board meeting to be held on February 18, 2025. The motion was approved by the following 5-0 vote:



AYES: A. Nguyen, M. Nguyen, S. Contreras, C. Nguyen, T. Diep

NAYS:

ABSTAIN:

ABSENT:

**ADJOURNMENT**

President S. Contreras adjourned the meeting at 7:13 P.M. to the next regular Board Meeting to be held at the District on Tuesday, February 18, 2025 at 5:30 P.M.

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Mark Nguyen, Secretary

**MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF THE MIDWAY CITY  
SANITARY DISTRICT OF ORANGE COUNTY  
14451 CEDARWOOD STREET  
WESTMINSTER, CA 92683**

**February 10, 2025**

**CALL TO ORDER**

President Pro-Tem, C. Nguyen called the Special Meeting of the Governing Board of the Midway City Sanitary District to order at 11:38 a.m., on Monday, February 10, 2025, at 14451 Cedarwood Street, Westminster, California.

**ROLL CALL**

**PRESENT:**

Tyler Diep  
Andrew Nguyen (arrived at 11:48 a.m.)  
Chi Charlie Nguyen (left at 12:10 p.m.)  
Mark Nguyen

**ABSENT:**

Sergio Contreras

**STAFF PRESENT:**

Robert Housley, General Manager  
Gordon Copley, Director of Finance  
Milo Ebrahimi, District Engineer, P.E.

**OTHERS PRESENT:**

James H. Eggart, General Counsel, Woodruff & Smart

**PLEDGE AND INVOCATION**

Director M. Nguyen led the Pledge of Allegiance. Director T. Diep gave the Invocation.

**ROLL CALL AND DECLARATION OF QUORUM**

GM R. Housley announced a quorum.

**PUBLIC COMMENTS**

None.

**NEW BUSINESS**

A. Update on New Legislation

General Counsel J. Eggart provided a presentation regarding new legislation affecting the District. No action was taken.

During the presentation, President Pro-Tem C. Nguyen left the meeting at 12:10 p.m.

**ADJOURNMENT**

Secretary/Treasurer Pro-Tem, T. Diep adjourned the meeting at 12:53 p.m.

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Mark Nguyen, Secretary

AGENDA ITEM 7A

Date: February 18, 2025  
To: Board of Directors  
From: Robert Housley, General Manager  
Prepared by: Mariana Sanchez, Accountant  
Subject: Receive and File the Register of Demands in the Amount of \$303,700.66

**BACKGROUND**

The laws of the State of California governing Special Districts provide that the Midway City Sanitary District Board of Directors shall review for approval all payments made by the District.

A Register of Demands is provided at each regular Midway City Sanitary District Board Meeting describing each payment made or to be made by the district during the specified period. The report is designed to communicate fiscal activity based on adopted and approved budget appropriations.

The Treasurer has duly reviewed the demands on the attached register.

**FISCAL IMPACT**

The total value of demand for this period is \$303,700.66. This includes expenses, payroll, and payroll-related disbursements.

Sufficient funds are available to process all payments.

**STAFF RECOMMENDATION**

Staff recommends that the Board of Directors review and file the attached Register of Demands.

**ATTACHMENTS**

1. Disbursement Details for February 18, 2025

Midway City Sanitary District

Accounts Payable Expenditures, Payments, Payroll, and ACH Payment(s) Report

Prepared for Board Meeting held on February 18, 2025

Type	Num	Date	Name	Memo	Paid Amount
Check	16403	01/27/2025	Raymond Addington	2025 Open House	
Bill	201	01/25/2025		2025 Open House Photographer	300.00
					300.00
Check	16404	01/30/2025	CliftonLarsonAllen, LLP	Account No. A169737	
Bill	L251007851	01/10/2025		Progress billing preparation of state controller's report for June 30, 2024	892.50
					892.50
Check	16405	01/30/2025	Cynthia Loan Olsder	2025 Open House	
Bill	Expense Reimbursemen	01/27/2025		Coffee for Open House	159.30
					159.30
Check	16406	01/30/2025	Daniels Tire Service	Cust # 2002338 Ref # 957433	
Bill	200528580	01/27/2025		315/80R225 PC G289T WHA 26/32 (4), 315/80R225 Radial Casing (4)	1,650.73
					1,650.73
Check	16407	01/30/2025	Driveshaftpro	Acct # 1557 P.O. # 28799	
Bill	642734	01/22/2025		NG-8 Reline Driveline	1,011.67
					1,011.67
Check	16408	01/30/2025	Frontier Communications	Acct # 209-188-5155-071808-5	
Bill	MCSD 01/19/2025	01/19/2025		(714)903-1863 Willow Jan-2024	223.26
				(714)903-6154 Westminster Jan-2024	223.31
				(714)903-6274 Hammon Jan-2024	223.28
				(714)897-5136 District Offices Jan-2024	116.16
					786.01
Check	16409	01/30/2025	HB Staffing/Cathyjon Enterprises, Inc.	Client# 341347	
Bill	4527891	01/23/2025		Engineering Asistant (36.0) 01/13/24 - 01/17/25	1,419.12
					1,419.12
Check	16410	01/30/2025	Lan Wan Enterprise, Inc.		
Bill	75861	01/28/2025		8 TB Desktop External Hard Drive (1)	213.33
Bill	75860	01/28/2025		VPN SSL Certificate Annual Renewal 1/18/25 - 1/17/26	99.99
					313.32
Check	16411	01/30/2025	Liebert Cassidy Whitmore	ERC Membership	
Bill	283894	01/01/2025		OC-ERC Membership 1/1/25 - 12/31/25	3,830.00
					3,830.00
Check	16412	01/30/2025	Motion and Flow Control Products, Inc.	PO # 28800 ID#176382	
Bill	9364372	01/23/2025		NG-8 Parker Petromax 150psi Corr 2in Hose (14 ft), Parker Female JIC (7)	525.25
					525.25
Check	16413	01/30/2025	Pre-Paid Legal Services, Inc.	Group #155124	
Bill	155124 012525	01/25/2025		Prepaid Legal Jan-2025	33.90
					33.90
Check	16414	01/30/2025	Rutan & Tucker, LLP	Account # 014843-0001	
Bill	1016535	01/10/2025		Legal Services (4) Dec 2024	1,160.00
					1,160.00
Check	16415	01/30/2025	Safety-Kleen Systems, Inc.	PO# 28793	
Bill	96365632	01/16/2025		Performance Plus AW 46 Hydraulic Oil (85), Product Delivery Fee	1,122.35
					1,122.35
Check	16416	01/30/2025	Southern California Edison	Acct # 700472251517	
Bill	700472251517 011725	01/17/2025		Willow Jan-2025	238.41
				Brookhurst Jan-2025	157.35
				Hammon Jan-2025	635.22
				Westminster Jan-2025	603.27
				Late payment charge	9.33
					1,643.58
Check	16417	01/30/2025	Staples Business Credit	Acct # 10181543LA	
Bill	7003884579	01/25/2025		Office Supplies Jan-2025	1,528.68

BOARD OF DIRECTORS REG. MEETING FEB 18, 2025

Type	Num	Date	Name	Memo	Paid Amount
					1,528.68
<b>Check</b>	<b>16418</b>	<b>01/30/2025</b>	<b>TEC Of California, Inc.</b>		
Bill	1486346L	01/23/2025		NG-2 Air Valve (1)	66.06
Bill	1486868L	01/27/2025		Horn Button (4), Toggle Switch (3)	654.79
Bill	1486929L	01/28/2025		Seal, O Ring (50)	139.61
Bill	1486793L	01/28/2025		NG-8 Extension	268.25
Bill	1487155L	01/29/2025		NG-9 Valve, Fuel (1)	2,194.22
					3,322.93
<b>Check</b>	<b>16419</b>	<b>01/30/2025</b>	<b>UniFirst Corporation</b>		
Bill	2190292680	01/24/2025		Jan - 2025	235.60
Bill	2190292681	01/24/2025		Jan - 2025	59.85
Bill	2190292682	01/24/2025		Jan - 2025	83.30
Bill	2190292683	01/24/2025		Jan - 2025	19.05
					397.80
<b>Check</b>	<b>16420</b>	<b>01/30/2025</b>	<b>Woodruff &amp; Smart</b>	<b>ID: 2003-JHE</b>	
Bill	77411	12/31/2024		Legal Services December-2024	5,955.70
					5,955.70
<b>Check Total</b>					<b>\$26,052.84</b>
<b>ACH Payment</b>	<b>4744887925</b>	<b>01/27/2025</b>	<b>US Bank Corporate Payment System</b>	<b>Acct # 4246 0445 5568 5498</b>	
Bill	42460445556854980125	01/22/2025		CAL-Card Expenses Jan-2025	28,677.30
					28,677.30
<b>ACH Payment</b>	<b>1002829966</b>	<b>02/03/2025</b>	<b>CalPERS - Health Benefits</b>	<b>6882866561</b>	
Bill	17800696	02/01/2025		2025_02	7,756.75
					7,756.75
<b>ACH Payment</b>	<b>1002829964</b>	<b>02/03/2025</b>	<b>CalPERS - Health Benefits</b>	<b>6882866561</b>	
Bill	17800693	02/01/2025		2025_02	10,006.19
				2025_02	28,816.21
				2025_02	17,564.94
				2025_02	8,592.75
				2025_02	3,672.45
				2025_02	5,590.83
				2025_02	7,882.87
				2025_02	584.70
					82,710.94
<b>ACH Payment</b>	<b>1002833875</b>	<b>02/07/2025</b>	<b>CalPERS-Retirement</b>	<b>6882866561</b>	
Bill	01/20/25 - 02/02/25	02/02/2025		Earned Period 01/20/25 - 02/02/25	1,972.39
				Earned Period 01/20/25 - 02/02/25	3,579.19
				Earned Period 01/20/25 - 02/02/25	4,374.59
				Earned Period 01/20/25 - 02/02/25	1,561.97
					11,488.14
<b>ACH Payment</b>	<b>1002833876</b>	<b>02/07/2025</b>	<b>CalPERS-Retirement</b>	<b>6882866561</b>	
Bill	01/20/25 - 02/02/25	02/02/2025		Earned Period 01/20/25 - 02/02/25	1,801.52
				Earned Period 01/20/25 - 02/02/25	3,269.11
				Earned Period 01/20/25 - 02/02/25	3,995.60
				Earned Period 01/20/25 - 02/02/25	1,426.65
					10,492.88
<b>ACH Payment</b>	<b>102833877</b>	<b>02/07/2025</b>	<b>CalPERS-Retirement</b>	<b>6882866561</b>	
Bill	01/20/25 - 02/02/25	02/02/2025		Earned Period 01/20/25 - 02/02/25	129.81
				Earned Period 01/20/25 - 02/02/25	235.58
				Earned Period 01/20/25 - 02/02/25	287.93
				Earned Period 01/20/25 - 02/02/25	102.81
					756.13
<b>ACH Payment</b>		<b>02/07/2025</b>		<b>Funds ACH Payment 457(b) Salary Reduction</b>	
				Funds ACH Payment 457(b) Salary Reduction	6,184.59
					6,184.59
<b>ACH Payment</b>		<b>02/07/2025</b>		<b>Funds ACH Payment 457(b) Roth</b>	
				Funds ACH Payment 457(b) Roth	2,446.85
					2,446.85
<b>ACH Payments Total</b>					<b>\$150,513.58</b>

Type	Num	Date	Name	Memo	Paid Amount
Payroll		02/05/2025		Employee Payroll	118,809.19
Payroll		02/07/2025		Board Payroll	8,325.05
<b>Payroll Total</b>					<b>\$127,134.24</b>
<b>Total Disbursements</b>					<b>\$303,700.66</b>
<b>Transfers</b>					
Transfer		02/03/2025		Funds Transfer to Consolidate SubAccounts	
				Funds Transfer to Consolidate SubAccounts	359.17
					359.17
Transfer		02/04/2025		Funds Transfer - To Cover Payroll & Operations this Week	
				Funds Transfer - To Cover Payroll & Operations this Week	250,000.00
					250,000.00
<b>Transfers Total</b>					<b>\$250,359.17</b>

AGENDA ITEM 7B

Date: February 18, 2025  
 To: Board of Directors  
 From: Robert Housley, General Manager  
 Prepared by: Gordon Copley, Director of Finance  
 Subject: Approve and File the Treasurer’s Investment Report for January 2025

**BACKGROUND**

Midway City Sanitary District’s investment policy requires a monthly investment report, which includes all financial investments of the district and provides information on the investment type, value, and yield available for all investments. The report also provides the Board of Directors with an update on the balances of the District’s various funds.

Per the State Government Code 53600 et seq., and the Midway City Sanitary District’s (District) Investment Policy, the District may invest up to a maximum percentage of the entire portfolio funds in authorized financial investments.

The following table shows a summary of the District’s authorized financial investments, the yield available as of the preparation of this report, the book and market value of the District’s funds, the percentage of the District’s pooled funds that are invested in each financial investment, and the maximum percentage (or dollar limit), allowable per the State Government Code and the District’s investment policy.

MCSD’s total invested cash as of January 31, 2025, is \$56,652,417.10

INVESTMENT	TYPE OF INVESTMENT	MATURITY DATE	YIELD	BOOK VALUE	MARKET VALUE	% OF PORTFOLIO	MAXIMUM PERCENTAGE OF PORTFOLIO
				AS OF 1/31/2025	AS OF 1/31/2025		
<b>FDIC Insured Accounts</b>							
US Bank Interest Checking	Checking	Liquid	0.051%	\$ 424,882.90	\$ 424,882.90	0.75%	None
US Bank Money Market	Money Market	Liquid	0.051%	\$ 1,233,689.44	\$ 1,233,689.44	2.18%	20%
Certificate of Deposits	CD	-		\$ -	\$ -	0.00%	30%
<b>Total FDIC Insured Accounts</b>				<b>\$ 1,658,572.34</b>	<b>\$ 1,658,572.34</b>	<b>2.93%</b>	
<b>LAIF</b>							
California CLASS (Prime Fund)	Pool	Liquid	4.434%	\$ 49,445,330.85	\$ 49,445,330.85	87.28%	\$75 million
CalTRUST (Medium Term Fund)	Pool/Bond Fund	Liquid	3.431%	\$ 1,532,350.48	\$ 1,463,299.40	2.58%	30%
CAMP - Pool	Pool	Liquid	4.550%	\$ 2,002,739.66	\$ 2,002,739.66	3.54%	
<b>TOTAL Investments</b>				<b>\$ 56,721,468.18</b>	<b>\$ 56,652,417.10</b>	<b>100.00%</b>	

**FISCAL IMPACT**

There is no fiscal impact associated with the approval of this informational report.



MIDWAY CITY SANITARY DISTRICT  
District Investment Activities  
1/31/2025

	Operating Fund 1040.10	Midway City 1040.20	Buildings Equipment & Facilities 1040.30	Lift Stations & Sewer Lines 1040.40	CNG Station & Fueling Facilities 1040.50	Vehicle Replacement 1040.60	Total LAIF Account No. 7030-005	CA CLASS Prime Fund #1050.00	CAMP Pool #1100.10	CaTRUST Medium-Term #114.00
Ending Balance, 12.31.2024	\$ 5,749,539.54	\$ 2,167,375.40	\$ 3,018,837.13	\$ 31,678,111.45	\$ 2,070,486.69	\$ 2,213,699.58	\$ 46,898,049.79	\$ 2,074,679.51	\$ 2,000,000.00	\$ 1,463,299.40
Investment Income (LAIF, CaTRUST, CA CLASS)	\$ 67,094.77	\$ 25,292.40	\$ 35,228.59	\$ 369,670.60	\$ 24,161.73	\$ 25,832.97	\$ 547,281.06	\$ 7,795.34	\$ 2,739.66	\$ 5,123.29
Market Value Capital Gain/(Loss)							\$ -			
Transfer from LAIF to US Bank							\$ -			
Transfer from US Bank to LAIF	\$ 2,000,000.00						\$ 2,000,000.00			
Transfers LAIF to LAIF							\$ -			
Transfers US Bank to California CLASS								\$ -		
Transfers California CLASS to US Bank								\$ -		
Transfer CaTRUST to/from US Bank										\$ (5,123.29)
Ending Balance, 1.31.2025	<u>\$ 7,816,634.31</u>	<u>\$ 2,192,667.80</u>	<u>\$ 3,054,065.72</u>	<u>\$ 32,047,782.05</u>	<u>\$ 2,094,648.42</u>	<u>\$ 2,239,532.55</u>	<u>\$ 49,445,330.85</u>	<u>\$ 2,082,474.85</u>	<u>\$ 2,002,739.66</u>	<u>\$ 1,463,299.40</u>

TOTAL LAIF, U.S. SECURITIES, CA CLASS, CaTRUST & INTEREST RECEIVABLE	\$ 54,993,844.76
ADD: US BANK	
a. Checking (158301509028)	\$ 424,882.90
b. Money Market (158200156913)	<u>\$ 1,233,689.44</u>
TOTAL DISTRICT CASH ON HAND	<u>\$ 56,652,417.10</u>

CERTIFICATION

I certify that (1) all investment actions executed since the last report have been made in full compliance with the District's Investment Policy and, (2) the District will meet its expenditure obligations for the next six months as required by California Government Code Sections 53646(b)(2) and (3), respectively.

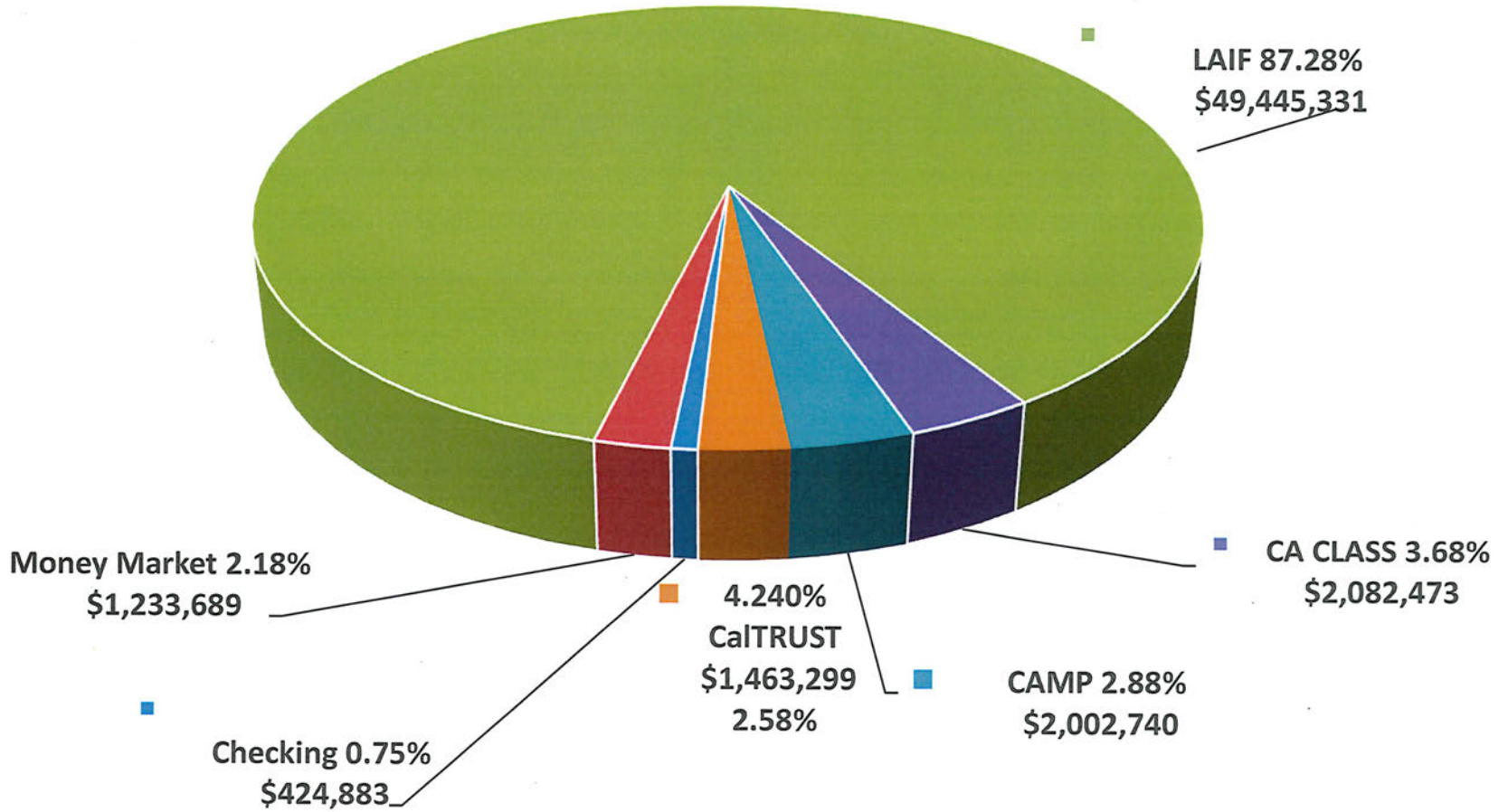
Prepared & Submitted by  
Gordon Copley, Director of Finance

Dated

Andrew Nguyen, Board Treasurer

Dated

# MCS D Portfolio as of 1.31.2025



California State Treasurer  
**Fiona Ma, CPA**



Local Agency Investment Fund  
 P.O. Box 942809  
 Sacramento, CA 94209-0001  
 (916) 653-3001

February 03, 2025

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

MIDWAY CITY SANITARY DISTRICT

GENERAL MANAGER  
 14451 CEDARWOOD STREET  
 WESTMINSTER, CA 92683

[Tran Type Definitions](#)

**Account Number:** 70-30-005

January 2025 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
1/10/2025	1/9/2025	RD	1765230	N/A	GORDON COPLEY	2,000,000.00
1/15/2025	1/14/2025	QRD	1766415	N/A	SYSTEM	547,281.06

**Account Summary**

Total Deposit:	2,547,281.06	Beginning Balance:	46,898,049.79
Total Withdrawal:	0.00	Ending Balance:	49,445,330.85





Home -> PMIA -> PMIA Average Monthly Effective Yields



**LOCAL AGENCY INVESTMENT FUND**

**PMIA Average Monthly Effective Yields**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1977	5.770	5.660	5.660	5.650	5.760	5.850	5.930	6.050	6.090	6.090	6.610	6.730
1978	6.920	7.050	7.140	7.270	7.386	7.569	7.652	7.821	7.871	8.110	8.286	8.769
1979	8.777	8.904	8.820	9.082	9.046	9.224	9.202	9.528	9.259	9.814	10.223	10.218
1980	10.980	11.251	11.490	11.480	12.017	11.798	10.206	9.870	9.945	10.056	10.426	10.961
1981	10.987	11.686	11.130	11.475	12.179	11.442	12.346	12.844	12.059	12.397	11.887	11.484
1982	11.683	12.044	11.835	11.773	12.270	11.994	12.235	11.909	11.151	11.111	10.704	10.401
1983	10.251	9.887	9.688	9.868	9.527	9.600	9.879	10.076	10.202	10.182	10.164	10.227
1984	10.312	10.280	10.382	10.594	10.843	11.119	11.355	11.557	11.597	11.681	11.474	11.024
1985	10.579	10.289	10.118	10.025	10.180	9.743	9.656	9.417	9.572	9.482	9.488	9.371
1986	9.252	9.090	8.958	8.621	8.369	8.225	8.141	7.844	7.512	7.586	7.432	7.439
1987	7.365	7.157	7.205	7.044	7.294	7.289	7.464	7.562	7.712	7.825	8.121	8.071
1988	8.078	8.050	7.945	7.940	7.815	7.929	8.089	8.245	8.341	8.397	8.467	8.563
1989	8.698	8.770	8.870	8.992	9.227	9.204	9.056	8.833	8.801	8.771	8.685	8.645
1990	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
1991	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
1992	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
1993	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
1994	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
1995	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
1996	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
1997	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
1998	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
1999	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
2000	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
2001	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
2002	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
2003	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
2004	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
2005	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
2006	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
2007	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
2008	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
2009	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
2010	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
2011	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
2012	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
2013	0.300	0.286	0.285	0.264	0.245	0.244	0.267	0.271	0.257	0.266	0.263	0.264
2014	0.244	0.236	0.236	0.233	0.228	0.228	0.244	0.260	0.246	0.261	0.261	0.267
2015	0.262	0.266	0.278	0.283	0.290	0.299	0.320	0.330	0.337	0.357	0.374	0.400
2016	0.446	0.467	0.506	0.525	0.552	0.576	0.588	0.614	0.634	0.654	0.678	0.719
2017	0.751	0.777	0.821	0.884	0.925	0.978	1.051	1.084	1.111	1.143	1.172	1.239
2018	1.350	1.412	1.524	1.661	1.755	1.854	1.944	1.998	2.063	2.144	2.208	2.291
2019	2.043	2.190	2.103	2.043	2.043	2.043	2.043	2.043	2.043	2.043	2.043	2.043
2020	1.967	1.912	1.787	1.648	1.363	1.217	0.920	0.784	0.685	0.620	0.576	0.540

BOARD OF DIRECTORS REG MEETING FEB 18, 2025

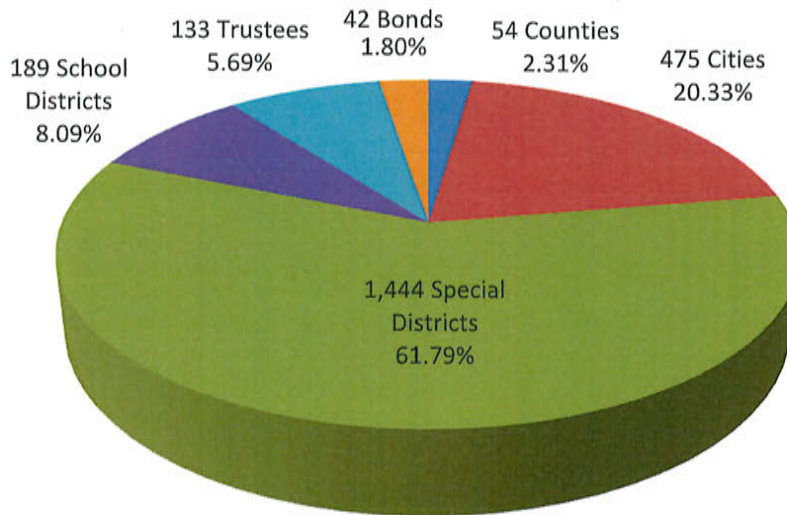
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	0.458	0.407	0.357	0.339	0.315	0.262	0.221	0.221	0.206	0.203	0.203	0.212
2022	0.234	0.278	0.365	0.523	0.684	0.861	1.090	1.276	1.513	1.772	2.007	2.173
2023	2.425	2.624	2.831	2.870	2.993	3.167	3.305*	3.434	3.534	3.670	3.843	3.929
2024	4.012	4.122	4.232	4.272	4.332	4.480	4.516	4.579	4.575	4.518	4.477	4.434

\* Revised

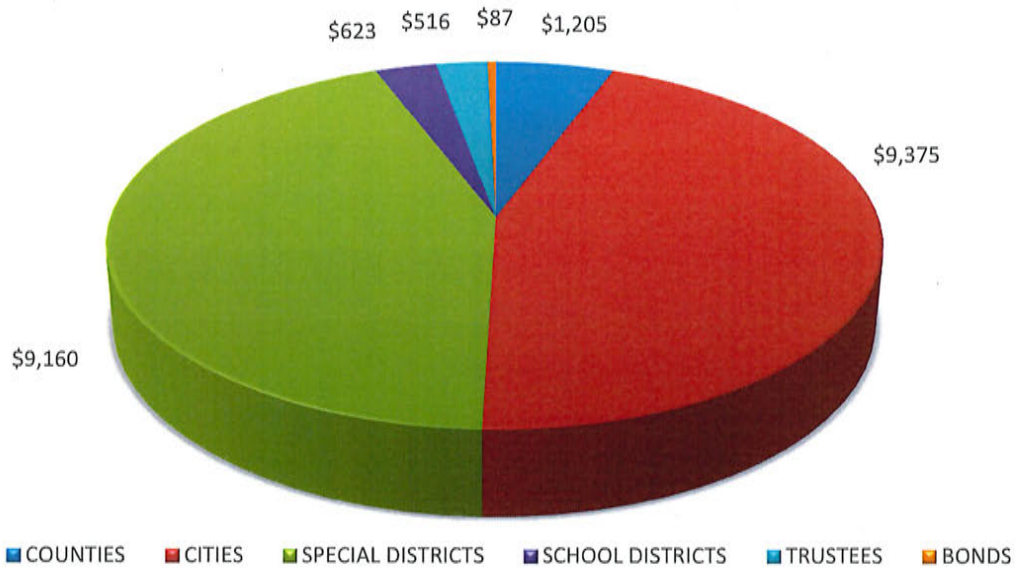
## LAIF STATISTICS AS OF 12/31/24

	Balance By Type	Participation	% of Fund
54 COUNTIES	1,205,451,468.79	2.31%	5.75%
475 CITIES	9,375,142,670.49	20.33%	44.72%
1,444 SPECIAL DISTRICTS	9,159,861,976.82	61.79%	43.69%
189 SCHOOL DISTRICTS	622,824,564.66	8.09%	2.97%
133 TRUSTEES	516,169,469.60	5.69%	2.46%
42 BONDS	86,783,629.23	1.80%	0.41%
<b>2,337 Fund Balance:</b>	<b>\$20,966,233,779.59</b>	<b>100.00%</b>	<b>100.00%</b>

Participation:



Balance by Type (dollars in millions):



Percentages may not total 100% due to rounding.



Account Statement

January 31, 2025

Page 2 of 4

Account Number: CA-01-0164-0001

Operating Funds

Account Summary

Average Monthly Yield: 4.4246%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	2,074,321.64	0.00	0.00	7,794.04	7,794.04	2,074,573.06	2,082,115.68

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
01/01/2025	Beginning Balance			2,074,321.64	
01/31/2025	Income Dividend Reinvestment	7,794.04			
01/31/2025	Ending Balance			2,082,115.68	

Tel: (877) 930-5213

www.californiaclass.com



Account Statement

January 31, 2025

Page 3 of 4

Account Number: CA-01-0164-0002

CalRecycle SB 1383 Grant Funds

Account Summary

Average Monthly Yield: 4.4246%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	357.87	0.00	0.00	1.30	1.30	357.91	359.17

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
01/01/2025	Beginning Balance			357.87	
01/31/2025	Income Dividend Reinvestment	1.30			
01/31/2025	Ending Balance			359.17	

Tel: (877) 930-5213

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California CLASS

California CLASS

Date	Dividend Rate	Daily Yield
01/01/2025	0.000000000	4.5202%
01/02/2025	0.000124025	4.5268%
01/03/2025	0.000369801	4.4993%
01/04/2025	0.000000000	4.4993%
01/05/2025	0.000000000	4.4993%
01/06/2025	0.000121697	4.4419%
01/07/2025	0.000120918	4.4135%
01/08/2025	0.000120448	4.3964%
01/09/2025	0.000119996	4.3799%
01/10/2025	0.000361182	4.3944%
01/11/2025	0.000000000	4.3944%
01/12/2025	0.000000000	4.3944%
01/13/2025	0.000120326	4.3919%
01/14/2025	0.000120320	4.3917%
01/15/2025	0.000120336	4.3923%
01/16/2025	0.000120343	4.3924%
01/17/2025	0.000481700	4.3955%
01/18/2025	0.000000000	4.3955%
01/19/2025	0.000000000	4.3955%
01/20/2025	0.000000000	4.3955%
01/21/2025	0.000120444	4.3962%
01/22/2025	0.000120503	4.3984%
01/23/2025	0.000120853	4.4112%
01/24/2025	0.000364299	4.4323%
01/25/2025	0.000000000	4.4323%
01/26/2025	0.000000000	4.4323%
01/27/2025	0.000121381	4.4304%
01/28/2025	0.000121463	4.4334%
01/29/2025	0.000121407	4.4313%
01/30/2025	0.000121308	4.4278%
01/31/2025	0.000121267	4.4263%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

Tel: (877) 930-5213

[www.californiaclass.com](http://www.californiaclass.com)

## Fund Info Detail

CACCLASS

As Of Date: 02/03/2025

**NAV**

**\$1.00**

<b>Shares:</b>	1,768,914,243.970
<b>Fund Balance:</b>	\$1,769,012,825.56
<b>Dividend Rate:</b>	0.000121026313
<b>Current Yield:</b>	N/A
<b>Daily Yield:</b>	4.4175%
<b>7-Day Yield:</b>	4.4270%
<b>30-Day Yield:</b>	4.4129%

CLOSE



CalTRUST  
 PO Box 2709  
 Granite Bay, CA 95746  
 www.caltrust.org  
 Email: admin@caltrust.org  
 Fax: 402-963-9094  
 Phone: 833-CALTRUST (225-8787)

## Investment Account Summary

01/01/2025 through 01/31/2025

### SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Jan 31 (\$)	Value on Jan 31 (\$)	Average Cost Amount (\$)	Cumulative Change in Value (\$)
MIDWAY CITY SANITARY DISTRICT	20100007910					
CalTRUST Medium Term Fund	20100007910	149,316.265	9.80	1,463,299.40	1,532,350.47	(69,051.07)
<b>Portfolios Total value as of 01/31/2025</b>				<b>1,463,299.40</b>		

### DETAIL OF TRANSACTION ACTIVITY

Activity Description	Activity Date	Amount (\$)	Amount in Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
<b>CalTRUST Medium Term Fund</b>		<b>MIDWAY CITY SANITARY DISTRICT</b>			<b>Account Number: 20100007910</b>			
Beginning Balance	01/01/2025			149,316.265	9.80	1,463,299.40		
Accrual Income Div Cash	01/31/2025	5,123.29	0.000	149,316.265	9.80	1,463,299.40	0.00	0.00
Change in Value						0.00		
Closing Balance as of	Jan 31			149,316.265	9.80	1,463,299.40		



	CalTRUST Medium Term	BofAML 1-3 Corp & Gov't, A Rated and Above	CalTRUST Medium Term Net Total Return	CalTRUST Medium Term Yield	BofAML 1-3 Corp & Gov't, A Rated and Above
Net Assets	\$1,240,489,000.45	N/A	One Month	0.35%	0.23%
NAV per Share	\$9.80	N/A	Three Month	1.05%	0.02%
30 Day SEC Yield	4.24%	N/A	Six Month	2.13%	2.96%
Distribution Yield	4.18%	N/A	One Year*	4.20%	4.47%
Period Net Total Return	0.06%	0.23%	Two Year*	3.86%	4.57%
Effective Duration	2.11 yrs	N/A	Three Year*	3.01%	1.71%
Average Maturity	2.33 yrs	N/A	Five Year*	2.15%	1.61%
Weighted Average Life	2.29 yrs	N/A	Ten Year*	1.82%	1.65%
			Since Inception*	2.07%	2.27%

\*Annualized

**Portfolio Sector Breakdown**

- ABS - 10.17%
- Government Related - 7.32%
- Investment Grade Corporates - 20.36%
- Municipal Securities - 1.06%
- STIF Funds - 0.74%
- Treasuries - 60.34%

Rated AA-f by S&P Global Ratings

**Midway City Sanitary District  
CalTRUST Summary**

**CalTRUST - Medium-Term Fund**

	Investment +	Dividends	Distribution of	Capital Gain or	Balance
	'+'	'+'	Dividend (-)	Loss (-)	
Investment May-2020	\$ 750,000.00	432.90		1,460.57	\$ 751,893.47
June-2020		857.56		730.70	\$ 753,481.73
July-2020		765.26		731.54	\$ 754,978.53
August-2020		745.40		-	\$ 755,723.93
September-2020		677.57		(733.01)	\$ 755,668.49
October-2020		621.72		(733.66)	\$ 755,556.55
November-2020		476.58		-	\$ 756,033.13
December-2020		439.21			\$ 756,472.34
January-2021		387.68			\$ 756,860.02
February-2021		342.73		(1,471.06)	\$ 755,731.69
March-2021		354.98		(735.87)	\$ 755,350.80
April-2021		251.06			\$ 755,601.86
May-2021	\$ 750,000.00	316.74		736.45	\$ 1,506,655.05
June-2021		473.98		(1,467.04)	\$ 1,505,661.99
July-2021		415.67		1,467.51	\$ 1,507,545.17
August-2021		390.03		0.01	\$ 1,507,935.21
September-2021		370.72		(1,468.29)	\$ 1,506,837.64
October-2021		396.41		(5,874.61)	\$ 1,501,359.44
November-2021		461.36		(1,469.04)	\$ 1,500,351.76
December-2021		516.64		(2,938.98)	\$ 1,497,929.42
January-2022		598.08		(10,289.99)	\$ 1,488,237.51
February-2022		610.05		(7,352.96)	\$ 1,481,494.60
March-2022		836.34		(20,596.74)	\$ 1,461,734.20
April-2022		1,028.38		(8,832.23)	\$ 1,453,930.35
May-2022		1,290.86		5,892.32	\$ 1,461,113.53
June-2022		1,354.72		(8,846.29)	\$ 1,453,621.96
July-2022		1,518.86		5,903.03	\$ 1,461,043.85
August-2022		1,986.06		(11,818.35)	\$ 1,451,211.56
September-2022		2,166.97		(20,710.46)	\$ 1,432,668.07
October-2022		2,438.11		(4,444.68)	\$ 1,430,661.50
November-2022		2,709.46		8,904.53	\$ 1,442,275.49
December-2022		2,890.90		1,486.88	\$ 1,446,653.27
January-2023		3,227.48		8,939.16	\$ 1,458,819.91
February-2023		3,447.06	(3,447.06)	(13,438.46)	\$ 1,445,381.45
March-2023		4,147.17	(4,147.17)	14,931.62	\$ 1,460,313.07
April-2023		3,791.32	(3,791.32)	1,493.16	\$ 1,461,806.23
May-2023		4,482.39	(4,482.39)	(7,465.81)	\$ 1,454,340.42
June-2023		4,090.56	(4,090.56)	(8,958.97)	\$ 1,445,381.45
July-2023		4,246.18	(4,246.18)	1,493.16	\$ 1,446,874.61
August-2023		4,455.68	(4,455.68)	-	\$ 1,446,874.61
September-2023		4,286.72	(4,286.72)	(7,465.82)	\$ 1,439,408.79
October-2023		4,795.72	(4,795.72)	(1,493.16)	\$ 1,437,915.63
November-2023		4,603.47	(4,603.47)	14,931.63	\$ 1,452,847.26
December-2023		4,484.90	(4,484.90)	13,438.46	\$ 1,466,285.72
January-2024		5,122.63	(5,122.63)	-	\$ 1,466,285.72
February-2024		4,548.47	(4,548.47)	(10,452.14)	\$ 1,455,833.58
March-2024		4,411.96	(4,411.96)	1,493.17	\$ 1,457,326.75
April-2024		5,220.49	(5,220.49)	(11,945.30)	\$ 1,445,381.45
May-2024		5,169.07	(5,169.07)	4,479.48	\$ 1,449,860.93
June-2024		4,750.35	(4,750.35)	4,479.49	\$ 1,454,340.42
July-2024		5,625.28	(5,625.28)	11,945.30	\$ 1,466,285.72
August-2024		5,081.59	(5,081.59)	10,452.14	\$ 1,476,737.86
September-2024		5,221.50	(5,221.50)	7,465.81	\$ 1,484,203.67
October-2024		5,247.57	(5,247.57)	(16,424.79)	\$ 1,467,778.88
November-2024		4,915.90	(4,915.90)	-	\$ 1,467,778.88
December-2024		5,365.69	(5,365.69)	(4,479.48)	\$ 1,463,299.40
January-2025		5,123.29	(5,123.29)	-	\$ 1,463,299.40

\$ 1,500,000.00   \$ 144,985.43   \$ (112,634.96)   \$ (69,051.07)   \$ 1,463,299.40



Customer Service  
 PO Box 11813  
 Harrisburg, PA 17108-1813

**ACCOUNT STATEMENT**

For the Month Ending  
**January 31, 2025**

**Midway City Sanitary District**

**Client Management Team**

**Jeremy King**

Key Account Manager  
 213 Market Street  
 Harrisburg, PA 17101-2141  
 1-855-678-5447 (1-855-OST-LGIP)  
 kingj@pfmam.com

**Contents**

- Cover/Disclosures
- Summary Statement
- Individual Accounts

**Accounts included in Statement**

4044-001 Midway City Sanitary District

**Important Messages**

CAMP will be closed on 02/17/2025 for Presidents Day.

MIDWAY CITY SANITARY DISTRICT  
 Midway City Sanitary District  
 GORDON COPLEY  
 14451 CEDARWOOD ST  
 WESTMINSTER, CA 92683

**Online Access** [www.camponline.com](http://www.camponline.com)

**Customer Service** 1-800-729-7665





Important Disclosures

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management ("PFMAM") is a division of U.S. Bancorp Asset Management, Inc. ("USBAM"), a SEC-registered investment adviser. USBAM is direct subsidiary of U.S. Bank National Association ("U.S. Bank") and an indirect subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. PFMAM maintains a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, please contact Service Operations at the address below.

**Proxy Voting** PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

**Questions About an Account** PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference.

**Account Control** PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

**Market Value** Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by ICE Data Services. There may be differences in the values shown for investments due to accrued but uncollected income and the use of differing valuation sources and methods. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

**Amortized Cost** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

**Tax Reporting** Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

**Financial Situation** In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

**Callable Securities** Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

**Portfolio** The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

**Rating** Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Shares of some local government investment programs and TERM funds are distributed by representatives of USBAM's affiliate, U.S. Bancorp Investments, Inc. which is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Hotline at 1-800-289-9999 or at the FINRA website address <https://www.finra.org/investors/investor-contacts>. A brochure describing the FINRA Regulation Public Disclosure Program is also available from FINRA upon request.

**Key Terms and Definitions**

**Dividends** on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

**Current Yield** is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally \$1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by 365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed.

**Average maturity** represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

**Monthly distribution yield** represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

**YTM at Cost** The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

**YTM at Market** The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

**Managed Account** A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

**Unsettled Trade** A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

In August 2024, PFMAM converted its portfolio accounting system from FIS Investment Accounting Manager to SS&C PORTIA. The new system has recalculated the amortized cost and yield to maturity at cost of each security, based upon original cost and settlement date. Some securities, including some factored securities and previously exchanged securities, are now on a modified amortization schedule as compared with that of the past. Where transfers have occurred between your portfolios we have returned their settlement dates to the settlement dates of the original purchases in order to minimize any impact to their amortization schedules.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFMAM within 60 days of receipt. If you have other concerns or questions regarding your account, or to request an updated copy of PFMAM's current disclosure statement, please contact a member of your client management team at PFMAM Service Operations at the address below.

PFM Asset Management  
Attn: Service Operations  
213 Market Street  
Harrisburg, PA 17101

NOT FDIC INSURED NO BANK GUARANTEE MAY LOSE VALUE





**Account Statement - Transaction Summary**

For the Month Ending **January 31, 2025**

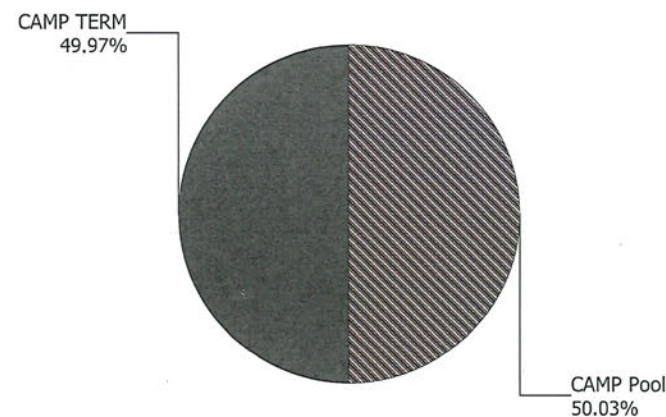
Midway City Sanitary District - Midway City Sanitary District - 4044-001

<b>CAMP Pool</b>	
Opening Market Value	0.00
Purchases	2,002,739.66
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$2,002,739.66</b>
Cash Dividends and Income	2,739.66

<b>CAMP TERM</b>	
Opening Market Value	0.00
Purchases	0.00
Redemptions	0.00
Unsettled Trades	2,000,000.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$2,000,000.00</b>
Cash Dividends and Income	0.00

<b>Asset Summary</b>		
	<b>January 31, 2025</b>	<b>December 31, 2024</b>
<b>CAMP Pool</b>	2,002,739.66	0.00
<b>CAMP TERM</b>	2,000,000.00	0.00
<b>Total</b>	<b>\$4,002,739.66</b>	<b>\$0.00</b>

<b>Asset Allocation</b>	
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**Investment Holdings**

For the Month Ending **January 31, 2025**

Midway City Sanitary District - Midway City Sanitary District - 4044-001

Trade Date	Settlement Date	Security Description	Maturity Date	Rate	Investment Amount	Estimated Earnings	Est. Value at Maturity
<b>CAMP TERM</b>							
01/31/25	02/03/25	TERM - California Asset Management Program Term Dec 25	08/01/25	4.3600	1,000,000.00	0.00	1,021,381.92
01/31/25	02/03/25	TERM - California Asset Management Program Term Dec 25	12/29/25	4.2100	1,000,000.00	0.00	1,037,947.67
<b>Total</b>					<b>\$2,000,000.00</b>	<b>\$0.00</b>	<b>\$2,059,329.59</b>



**Account Statement**

For the Month Ending **January 31, 2025**

Midway City Sanitary District - Midway City Sanitary District - 4044-001

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>CAMP Pool</b>					
<b>Opening Balance</b>					<b>0.00</b>
01/21/25	01/21/25	Purchase - ACH Purchase	1.00	2,000,000.00	2,000,000.00
01/31/25	02/03/25	Accrual Income Div Reinvestment - Distributions	1.00	2,739.66	2,002,739.66
<b>Closing Balance</b>					<b>2,002,739.66</b>

	Month of January	Fiscal YTD July-January		
<b>Opening Balance</b>	0.00	0.00	<b>Closing Balance</b>	2,002,739.66
<b>Purchases</b>	2,002,739.66	2,002,739.66	<b>Average Monthly Balance</b>	709,765.80
<b>Redemptions (Excl. Checks)</b>	0.00	0.00	<b>Monthly Distribution Yield</b>	4.55%
<b>Check Disbursements</b>	0.00	0.00		
<b>Closing Balance</b>	<b>2,002,739.66</b>	<b>2,002,739.66</b>		
<b>Cash Dividends and Income</b>	2,739.66	2,739.66		

Trade Date	Settlement Date	Transaction Description	Maturity Date	Stated Yield	Dollar Amount of Transaction
<b>CAMP TERM</b>					
<b>01/31/25</b>	<b>02/03/25</b>	<b>Purchase - TERM Investment</b>	<b>08/01/25</b>	<b>4.3600</b>	<b>1,000,000.00</b>
<b>01/31/25</b>	<b>02/03/25</b>	<b>Purchase - TERM Investment</b>	<b>12/29/25</b>	<b>4.2100</b>	<b>1,000,000.00</b>

Bolded items are forward settling trades.



Summary Statement

January 31, 2025

Page 1 of 4

Investor ID: CA-01-0164

0000154-0000621 PDF 742572

Midway City Sanitary District  
 14451 Cedarwood Street  
 Westminster, CA 92708

California CLASS

California CLASS

Average Monthly Yield: 4.4246%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0164-0001	Operating Funds	2,074,321.64	0.00	0.00	7,794.04	7,794.04	2,074,573.06	2,082,115.68
CA-01-0164-0002	CalRecycle SB 1383 Grant Funds	357.87	0.00	0.00	1.30	1.30	357.91	359.17
<b>TOTAL</b>		<b>2,074,679.51</b>	<b>0.00</b>	<b>0.00</b>	<b>7,795.34</b>	<b>7,795.34</b>	<b>2,074,930.97</b>	<b>2,082,474.85</b>

Tel: (877) 930-5213

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## AGENDA ITEM 7C

Date: February 18, 2025  
To: Board of Directors  
From: Robert Housley, General Manager  
Prepared by: Milo Ebrahimi, P.E., District Engineer  
Subject: Receive and File the Engineer Report for January 2024

### **BACKGROUND**

District Engineer prepares a monthly report for the Board of Directors to inform about engineering and engineering related activities. This report includes monthly progress of District projects, reviewed plans, sewer department projects and activities, trainings and meetings, preventive maintenances and repairs of the district assets, and more.

### **DISCUSSION**

1. Local Hazard Mitigation Plan (LHMP) by Navigating Preparedness Associates (NPA), LLC for Microgrid and Other Mitigation Projects
  - 1.1. An LHMP report is a strategic document prepared for local governments to identify natural and human-made hazards, assess risks, and outline actions to reduce the impact of disasters, thereby enhancing community resilience. This report will support the District Microgrid and other mitigation Projects.
  - 1.2. A Microgrid is a group of interconnected energy-consuming devices and equipment (e.g., homes, businesses, or industrial facilities) and distributed energy resources within clearly defined electrical boundaries that act as a single controllable entity with respect to the utility grid.
  - 1.3. The project is in progress. There is a weekly meeting with NPA about the progress of this project.
  - 1.4. The second LHMP Planning Team Meeting was on January 30, 2025.
  - 1.5. Consultant will finish the draft report in about 2 months.
  - 1.6. The District is working to provide the requested documents and review the submitted documents.
2. Plans Reviewed
  - 2.1. Sewer permits (residential and non-residential projects)
    - 2.1.1. This month: 26.
    - 2.1.2. This fiscal year so far: 145.
  - 2.2. Development projects (trash enclosures and/or sewer lines):
    - 2.2.1. This month: 1.
    - 2.2.2. This fiscal year so far: 50.

### 3. Sewer department projects

#### 3.1. Sewer System Master Plan (SSMP) Project by AKM

- 3.1.1. This project includes reviewing available pertinent records, assessing the condition of existing sewer system facilities, utilizing and developing an updated GIS-based hydraulic modeling system, evaluating the existing operations and maintenance practices and identify improvements in the current level of service, and developing a recommended sewer system repair, replacement, and improvement program where system and condition-related deficiencies are identified, recommending future capital improvement program and prioritizing projects.
- 3.1.2. SSMP is in progress. There is a monthly meeting with AKM about the progress of the project.
- 3.1.3. AKM will finish in about 3 months according to the new project schedule. A few months' delay is due to Amendment No. 2, which was approved by the Board on March 19, 2024, to the original agreement with AKM.
- 3.1.4. AKM worked on Developing Sewer System Model & Utilization of GIS Based Software (which is part of task 2 of the project).
- 3.1.5. AKM finished Flow Monitoring Plan and Implementation (which is task 3 of the project).
- 3.1.6. AKM finished Developing Population & Development Projections (which is task 4 of the project).
- 3.1.7. AKM worked on Hydraulic Model Analysis (which is task 6 of the project).
- 3.1.8. AKM worked on Assessing Lift Stations and Developing Capital Rehabilitation Program (which is task 7 of the project).
- 3.1.9. AKM finished Evaluating Operation and Maintenance Program (task 8 of the project).
- 3.1.10. AKM worked on Developing Comprehensive Capital Improvement Program (task 9 of the project).
- 3.1.11. AKM worked on Preparation of Master Plan Report (which is part of task 10 of the project).
- 3.1.12. AKM worked on Preparation and Development of Project Management Plans (task 11 of the project).

#### 3.2. Sewer System Management Plan Audit Findings

- 3.2.1. The District has started implementing the recommended items from the Audit Report.

#### 3.3. Sewer System Cleaning and CCTV Project By Empire Pipe Cleaning & Equipment

- 3.3.1. The Contractor worked on cleaning District's sewer lines, inspecting (CCTV) sewer lines, and performing manhole video inspections. The Contractor will provide reports detailing the conditions of the District's sewer facilities.
- 3.3.2. The contractor finished the project.
- 3.3.3. The District is reviewing the final submitted hard drive that contains the entire project videos, data, reports, and data sheets.

- 3.3.4. District Engineer will collaborate with Contractor and AKM to link the CCTV inspection report with GIS in a new software application at the end of the project.
- 3.3.5. There is a need for storage to store and retrieve all CCTV videos in a single drive with backup capability for future reference.
- 3.4. Manholes at Westminster Boulevard and Springdale Street Siphon Project by AKM
  - 3.4.1. There is a blocked and possibly damaged siphon at the intersection of Westminster Blvd and Springdale St.
  - 3.4.2. District is working with AKM to prepare an emergency construction repair plans and specs for construction of two manholes to restore the sewer flow. The project is still in the design phase.
  - 3.4.3. The project is in progress. There is a monthly meeting with AKM about the progress of this project.
  - 3.4.4. The District received and reviewed the first revision of the project specifications. The drawing plans and specifications should be reviewed by other utility agencies and companies, and the City of Westminster to prevent any conflicts.
- 3.5. Capital Improvement Program (CIP) Projects
  - 3.5.1. The District Engineer started evaluating CCTV videos of sewer segments with a Rating 5 for the next CIP Project.
  - 3.5.2. In NASSCO standards, Rating 5 indicates the most severe condition in sewer infrastructure, signaling critical structural or operational defects that require immediate attention to prevent potential system failure.
  - 3.5.3. The RFP for the first-year CIP project will be ready to publish in 2 months.
- 3.6. Sewer System Management Plan (SSMP) Report
  - 3.6.1. SSMP includes procedures for the management, operation, and maintenance of the sanitary sewer system. The procedures must: (1) incorporate the prioritization of system repairs and maintenance to proactively prevent spills, and (2) address the implementation of current standard industry practices through available equipment, technologies, and strategies.
  - 3.6.2. The District Engineer started working on the SSMP Report.
  - 3.6.3. The Report is due on May 2, 2024.
- 4. Sewer Department Activities
  - 4.1. There were 3 callouts this month:
    - 4.1.1. (2) help with private sewer overflow cleanout;
    - 4.1.2. (1) the pump in Hammon Lift Station failed to start automatically. The sewer crew started the pump manually.
  - 4.2. There was not any new sewer emergency case this month.

- 4.3. There was not any public sewer system overflow this month.
  - 4.4. 73 hotspot locations were cleaned this month.
  - 4.5. About 24 hotspot locations were checked weekly.
  - 4.6. About 51,000 linear feet (9.7 miles) of sewer line was cleaned on the east and/or west side.
5. Trainings and Meetings (not project related)
- 5.1. District Engineer attended monthly meetings with District Engineer of Costa Mesa Sanitary District (CMSD).
  - 5.2. District Engineer, Director of Operation/Safety, Director of Services and Program Development, and Sewer Crew attended the monthly Sewer Department Meeting at the District.
  - 5.3. General Manger, District Engineer, and other directors attended the Cybersecurity Grant & IT Infrastructure Discussions meeting.
  - 5.4. General Manger, District Engineer, other directors, and staff attended the District Open House event at the District.
  - 5.5. District Engineer attended Development Review Team (DRT) meeting and City Preconstruction meeting at the City of Westminster this month.
6. Preventive Maintenances (PM) and Repairs
- 6.1. Clean Energy performed the monthly PM services on the CNG station at the yard.
  - 6.2. Tesco upgraded Motor Starters at all four lift stations.
  - 6.3. Tenco performed diagnostic and repair on solar panel charging stations.
7. Regulation and Reporting
- 7.1. California Air Resources Board (CARB)
    - 7.1.1. None.
  - 7.2. California Water Resources Control Board (CWRCB)
    - 7.2.1. The Monthly No-Spills Report is submitted to the CWRCB through the California Integrated Water Quality System (CIWQS).

### **FISCAL IMPACT**

Informational report only.

### **STAFF RECOMMENDATION**

Staff recommend that the Board of Directors approve and file the Engineer Report.

AGENDA ITEM 9A

Date: February 18, 2025  
To: Board of Directors  
From: James H. Eggart, General Counsel  
Prepared by: James H. Eggart, General Counsel  
Subject: Resolution No. 2025-01

A Resolution of the Board of Directors of the Midway City Sanitary District of Orange County, California, Ratifying and Implementing Changes to the Compensation of the General Manager

**BACKGROUND**

Pursuant to Government Code Section 54957(b)(1), the Board of Directors convened in closed session on February 4, 2025 for the purpose of conducting the annual performance evaluation of the General Manager, an unrepresented employee, in accordance with Section 4 of the General Manager Employment Agreement, dated March 8, 2023 (“Employment Agreement”). Following completion of the annual performance evaluation of the General Manager during closed session on February 4, 2025, the Board reconvened in open session and by minute action unanimously voted as follows: In recognition of exceptional job performance during the performance period under review:

- (1) Effective February 4, 2025, the General Manager’s current annual base salary shall be increased to \$235,000;
- (2) Effective February 4, 2025, the General Manager is awarded a one-time performance bonus in the amount of \$10,000, or approximately 5.13% of the General Manager’s current annual base salary; and
- (3) The District’s General Counsel is directed to prepare a resolution ratifying this minute action for Board of Director approval at the regular meeting of the Board on February 18, 2025.

**DISCUSSION**

Section 5(B) of the Employment Agreement provides that increases in the General Manager’s annual base salary may be effective at any time in the sole discretion of the District Board. Section 5(B) of the Employment Agreement further provides that salary increases approved by the District Board do not require amendment to the Employment Agreement to be effective, and any increases in the General Manager’s annual base salary may be set forth in an annual salary resolution or minute action approved by the District Board and ratified by resolution.

Pursuant to Section 4 of the Employment Agreement, following each annual performance evaluation, the Board of Directors may in its sole discretion grant the General Manager a



performance bonus equal to 0-10% of his then-current annual base salary which, if awarded, must be approved by minute action of the Board and ratified by resolution

As required by the terms of the General Manager Employment Agreement, and pursuant to Government Code Section 36506, by adopting the proposed Resolution (Attachment 1) the Board of Directors hereby ratifies the minute action taken by the Board during open session on February 4, 2025 to approve and authorize an increase in the General Manager’s current annual base salary from \$210,000 to \$235,000, effective February 4, 2025, and to approve and award a one-time \$10,000 performance bonus to the General Manager. The recommendations set forth herein serve as final action to change the salary and compensation of the General Manager, as previously directed by the Board of Directors.

Required Oral Report

Government Code Section 54953(c)(3) requires the governing bodies of local agencies to “orally report a summary of a recommendation” for salaries, salary schedules, or compensation paid in the form of fringe benefits of local agency executives before taking a final vote. The summary of the recommendation must be made “during the open meeting in which the final action is to be taken.” In accordance with this State law requirement, prior to the Board taking final action to approve the proposed Resolution ratifying and implementing changes to the General Manager’s compensation, General Counsel will make the required oral report in accordance with Government Code Section 54953(c)(3).

**FISCAL IMPACT**

Approval of the proposed Resolution will result in payment of a one-time performance bonus in the amount of \$10,000 to the General Manager and increase the General Manager’s base salary by \$25,000 per year, from \$210,000 to \$235,000.

**STAFF RECOMMENDATION**

General Counsel recommends that the Board of Directors (1) receive an oral report providing a summary of proposed changes to the compensation of the General Manager, and (2) adopt the proposed Resolution ratifying and implementing changes to the compensation of the General Manager.

**ATTACHMENTS**

1. Proposed Resolution Ratifying and Implementing Changes to the Compensation of the General Manager

## RESOLUTION NO. 2025-01

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY RATIFYING AND IMPLEMENTING CHANGES TO THE COMPENSATION OF THE GENERAL MANAGER

The Board of Directors of the Midway City Sanitary District hereby finds, determines, declares, and resolves as follows:

**WHEREAS**, pursuant to Government Code Section 54957(b)(1), the Board of Directors convened in closed session on February 4, 2025 for the purpose of conducting the annual performance evaluation of the General Manager, an unrepresented employee, in accordance with Section 4 of the General Manager Employment Agreement, dated March 8, 2023, ("Employment Agreement"); and

**WHEREAS**, Section 5(B) of the Employment Agreement provides that increases in the City Manager's annual base salary may be effective at any time in the sole discretion of the Board; and

**WHEREAS**, Section 5(B) of the Employment Agreement further provides that salary increases approved by the Board of Directors do not require amendment to the Employment Agreement to be effective, and any increases in the General Manager's annual base salary may be set forth in an annual salary resolution or minute action approved by the Board of Directors and ratified by resolution at a regularly scheduled meeting of the Board; and

**WHEREAS**, pursuant to Section 4 of the Employment Agreement, following each annual performance evaluation, the Board of Directors may in its sole discretion grant the General Manager a performance bonus equal to 0-10% of his then-current annual base salary which, if awarded, must be approved by minute action of the Board and ratified by resolution; and

**WHEREAS**, following completion of the annual performance evaluation of the General Manager during closed session on February 4, 2025, the Board of Directors reconvened in open session and by minute action unanimously voted as follows: in recognition of exceptional job performance during the performance period under review, (1) to approve and authorize an increase of the General Manager's current annual base salary from \$210,000 to \$235,000, effective February 4, 2025; (2) to approve and award a one-time \$10,000 performance bonus to the General Manager (3) to direct the District's General Counsel to prepare a resolution ratifying this minute action for final approval and ratification by the Board of Directors during open session at its regularly scheduled Board

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meeting to be held on February 18, 2025; and

**WHEREAS**, pursuant to the terms of the Employment Agreement, and pursuant to Government Code Section 36506, the Board of Directors hereby ratifies and implements the minute actions taken by the Board of Directors during open session on February 4, 2025, to change the salary and compensation of the General Manager.

**NOW, THEREFORE**, the Board of Directors of the Midway City Sanitary District resolves as follows:

Section 1: The above recitals are true and correct and incorporated herein by reference.

Section 2: Effective February 4, 2025, the General Manager's current annual base salary shall be increased from \$210,000 to \$235,000.

Section 3: Effective February 4, 2025, the General Manager is awarded a one-time performance bonus in the amount of \$10,000, or approximately 5.13% of the General Manager's current annual base salary.

Section 4: This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED**, at a regular meeting of the Board of Directors of Midway City Sanitary District of Orange County, California, held this 18th day of February, 2025.

\_\_\_\_\_  
Sergio Contreras, President

ATTEST:

\_\_\_\_\_  
Mark Nguyen, Secretary

**CERTIFICATION**

I, Mark Nguyen, Secretary of the MIDWAY CITY SANITARY DISTRICT of Orange County, California, do hereby certify that the foregoing Resolution No. 2025-01 was duly adopted at a meeting of the Governing Board of said District held on the 18th day of February, 2025, by the following vote of the members of the Board:

AYES:  
NOES:  
ABSENT:

and I further certify that Sergio Contreras, as President, and Mark Nguyen, as Secretary, signed and approved said Resolution No. 2025-01 on the 18th day of February, 2025.

\_\_\_\_\_  
Mark Nguyen, Secretary

(District Seal)

\_\_\_\_\_  
**STATE OF CALIFORNIA**        )  
  ) **ss.**  
**COUNTY OF ORANGE**        )

I, Mark Nguyen, Secretary of the Midway City Sanitary District of Orange County, California, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2025-01 passed and adopted by the Board of Directors of said District at a meeting thereof held on the 18th day of February, 2025.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed my official Seal of said District this 18th day of February, 2025.

\_\_\_\_\_  
Mark Nguyen, Secretary

AGENDA ITEM 9B

Date: February 18, 2025

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Robert Housley, General Manager

Subject: Conduct a Public Hearing and Consider Adoption of Ordinance No. 74, entitled:

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY  
SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ADJUSTING  
THE COMPENSATION FOR THE BOARD OF DIRECTORS

**BACKGROUND**

Health and Safety Code Section 6489 authorizes Directors to be compensated for up to six (6) meetings or days of service per month in an amount established by ordinance adopted pursuant to Water Code Section 20200 et. seq.

On March 16, 2021, the Board adopted Ordinance 70 to set per diem compensation for the Board of Directors at \$300.00 effective May 15, 2021.

At the January 21, 2025 meeting of the Board of Directors, the Board directed Staff to prepare an Ordinance increasing Director's compensation by \$45.00, from \$300.00 to \$345.00, for the Board's consideration and to provide notice of a public hearing as required by law.

**DISCUSSION**

Permitted Increase

Ordinance No. 70 implemented the last compensation adjustment and set the compensation at \$300.00, effective on May 15, 2021. Thus, it has been nearly four years since the last adjustment in the Board's compensation. Pursuant to Health and Safety Code Section 6489 and Water Code Section 20202, any increase in compensation may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted. Thus, an increase of up to 20%, or \$60.00, is permitted by law, provided the ordinance implementing the increase is adopted on or after March 16, 2025.

At its January 21, 2025, meeting, the Board discussed increasing its compensation and determined that an increase of \$45.00, rather than the full \$60.00 authorized by law if adopted after March 16, 2025, would be appropriate. Such an adjustment would establish Director compensation at the amount of \$345.00 per meeting or day of service rendered to the District, for no more than six (6) days per month.

### Required Procedures for Increasing Compensation

State law requires the Board to hold a duly noticed public hearing before it may increase its compensation. The notice of the public hearing must be published once a week for two weeks in a newspaper of general circulation within the District. Notice of the public hearing was prepared by District Staff and published in the Westminster Journal on January 30, 2025 and February 6, 2025. A copy of the published public hearing notice and a certification of publication is attached.

Director compensation must be established by adoption of an Ordinance. A proposed Ordinance No. 74 to increase the Board's per diem compensation to \$345.00 is attached. If the Board adopts Ordinance No. 74, it will not become effective until the expiration of a sixty-day referendum period. If a sufficient number of valid signatures protesting adoption of the Ordinance are submitted to the District during this sixty-day period, the Ordinance will be suspended and the Board must reconsider its adoption.

### **FISCAL IMPACT**

Increasing the Board's per diem compensation by \$45 would result in an estimated annual cost to the District of \$10,800 to \$16,200.

### **STAFF RECOMMENDATION**

Staff recommends that the Board take the following actions:

1. Open the public hearing pertaining to the adoption of Ordinance No. 74.
2. Take public comment on the proposed adjustment to compensation and Ordinance No. 74.
3. Close the public hearing pertaining to the adoption of Ordinance No. 74.
4. Adopt Ordinance No. 74 or provide alternative direction to Staff.

### **ATTACHMENTS**

1. Public Hearing Notice
2. Certification of Publication
3. Draft Ordinance No. 74

**NOTICE OF PUBLIC HEARING**

**MIDWAY CITY SANITARY DISTRICT  
14451 CEDARWOOD STREET  
WESTMINSTER, CA 92683**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Midway City Sanitary District will hold a public hearing pursuant to Health and Safety Code Section 6489(b) and Water Code Section 20203, to consider oral and written comments concerning the proposed adoption of Ordinance No. 74, an Ordinance of the Board of Directors of the Midway City Sanitary District of Orange County, California, adjusting the compensation for the Board of Directors. In 2021, the District adopted Ordinance No. 70, increasing the compensation for Directors for each day's attendance at Board meetings or for each day's service rendered as a director at the Board's request by \$30.31, from \$269.69 to \$300.00. Proposed Ordinance No. 74 would increase compensation of the Board of Directors by \$45.00, from \$300.00 to \$345.00, as authorized by Health and Safety Code Section 6489(b) and Water Code Section 20202.

The public hearing will be held on February 18, 2025 at 5:30 p.m., in the Board's Meeting Room at the District Office, located at 14451 Cedarwood Street, Westminster, California.

Persons desiring further information or wishing to submit written comments may contact the following:

Robert Housley, General Manager  
Midway City Sanitary District  
14451 Cedarwood Street  
Westminster, CA 92683  
Phone: (714) 893-3553  
**Westminster Journal 1/30,2/6/2025-149581**

AFFP

149581 PHN Board Comp-Olsder

# Affidavit of Publication

STATE OF CALIFORNIA }  
COUNTY OF ORANGE } SS

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principle clerk of the printer of WESTMINSTER JOURNAL, a newspaper of general circulation, published ONCE WEEKLY in the city of WESTMINSTER, County of ORANGE, which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of ORANGE, State of California under the date of November 12, 1980, Case Number A-106329; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

January 30, 2025, February 06, 2025

That said newspaper was regularly issued and circulated on those dates.

SIGNED:



Westminster Journal

Subscribed to and sworn by me this 6th day of February 2025.

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WHJ-MIDWAY CITY SANITARY DIST  
14451 CEDERWOOD AVE.  
WESTMINSTER, CA 92683

## NOTICE OF PUBLIC HEARING

MIDWAY CITY SANITARY DISTRICT  
14451 CEDARWOOD STREET  
WESTMINSTER, CA 92683

NOTICE IS HEREBY GIVEN that the Board of Directors of the Midway City Sanitary District will hold a public hearing pursuant to Health and Safety Code Section 6489(b) and Water Code Section 20203, to consider oral and written comments concerning the proposed adoption of Ordinance No. 74, an Ordinance of the Board of Directors of the Midway City Sanitary District of Orange County, California, adjusting the compensation for the Board of Directors. In 2021, the District adopted Ordinance No. 70, increasing the compensation for Directors for each day's attendance at Board meetings or for each day's service rendered as a director at the Board's request by \$30.31, from \$269.69 to \$300.00. Proposed Ordinance No. 74 would increase compensation of the Board of Directors by \$45.00, from \$300.00 to \$345.00, as authorized by Health and Safety Code Section 6489(b) and Water Code Section 20202.

The public hearing will be held on February 18, 2025 at 5:30 p.m., in the Board's Meeting Room at the District Office, located at 14451 Cedarwood Street, Westminster, California.

Persons desiring further information or wishing to submit written comments may contact the following:

Robert Housley, General Manager  
Midway City Sanitary District  
14451 Cedarwood Street  
Westminster, CA 92683  
Phone: (714) 893-3553  
Westminster Journal 1/30,2/6/2025-149581



**ORDINANCE NO. 74**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF  
THE MIDWAY CITY SANITARY DISTRICT OF  
ORANGE COUNTY, CALIFORNIA, ADJUSTING THE  
COMPENSATION FOR THE BOARD OF DIRECTORS**

**WHEREAS**, Members of the Board of Directors are entitled, by the provisions of State law, to receive compensation for attendance at meetings, or for each day's service rendered as a Member of the Board; and

**WHEREAS**, on March 16, 2021, the Board of Directors adopted Ordinance No. 70, establishing compensation for Directors at \$300.00 for each day's attendance at Board meetings or for each day's service rendered as a director at the Board's request, effective May 15, 2021; and

**WHEREAS**, pursuant to Health and Safety Code Section 6489(b) and Water Code Section 20202, the Board of Directors is authorized to increase Director compensation by an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment; and

**WHEREAS**, the Board of Directors has determined that, in view of increases in the cost of living related to the performance of service, it is appropriate for the compensation of Directors be adjusted to \$345.00; and

**WHEREAS**, the Board of Directors has determined that the proposed increase in compensation of \$45.00 is reflective of increases in the cost of living related to the performance; and

**WHEREAS**, on February 18, 2025, the Board of Directors held a duly noticed public hearing regarding the proposed adjustment to its compensation.

**NOW, THEREFORE**, THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT DOES HEREBY ORDAIN AS FOLLOWS:

**SECTION 1.** The compensation for Directors of the Midway City Sanitary District is hereby set at \$345.00 per day for each day's attendance at Board meetings or for each day's service rendered as a director at the Board's request, plus any expenses incident thereto.

**SECTION 2.** Pursuant to California Health and Safety Code § 6489, the number of days for which a director shall receive compensation shall not exceed six (6) days in any calendar month.

**SECTION 3.** Ordinance No. 70 is hereby repealed in its entirety.

**SECTION 4.** This Ordinance shall take effect sixty (60) days from adoption by the Board of Directors unless reconsidered by the Board of Directors prior to that date.

**ADOPTED, SIGNED AND APPROVED** this 18th day of February, 2025.

\_\_\_\_\_  
Sergio Contreras, President

ATTEST:

\_\_\_\_\_  
Mark Nguyen, Secretary

**CERTIFICATION**

I, Mark Nguyen, Secretary of the Midway City Sanitary District of Orange County, California, do hereby certify that the foregoing Ordinance No. 74 was duly adopted at a regular meeting of the Board of Directors of said District, held on the 18th day of February, 2025, by the following vote of the members of the Board:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

and I further certify that Sergio Contreras, as President and Mark Nguyen, as Secretary, signed and approved said Ordinance on the 18th day of February, 2025.

\_\_\_\_\_  
Mark Nguyen, Secretary

(District Seal)

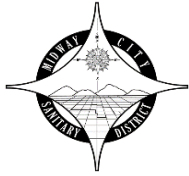
STATE OF CALIFORNIA )  
 ) §§  
COUNTY OF ORANGE )

I, Mark Nguyen, Secretary of Midway City Sanitary District of Orange County, California, do hereby certify that the foregoing is a full, true and correct copy of Ordinance No. 74, passed and adopted by the Board of Directors of said District at a regular meeting thereof held on the 18th day of February, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official Seal of said District this 18th day of February, 2025.

\_\_\_\_\_  
Mark Nguyen, Secretary

(District Seal)



# 2025 Board Meeting Calendar

JANUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH						
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30	31					

APRIL						
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27	28	29	30			

MAY						
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25	26	27	28	29	30	31

JUNE						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY						
S	M	T	W	T	F	S
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27	28	29	30	31		

AUGUST						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30/31

SEPTEMBER						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER						
S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29/30

DECEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Reg Board Meeting
  - Special Board Meeting
  - L & P.A. Outreach Comm. Meeting
  - Calendar Committee Meeting
  - Franchise Committee Meeting
  - ISDOC Qrtly Luncheon
  - Clean-up event
- 
- Special Events/Conferences**

- 1/25 District Open House
- 2/1 WM Tet Festival
- 2/19 WM PD Awards & Promo Ceremony
- 2/21 Meet & Greet Congressmen Tran/Min
- 2/22 Swearing-in Congressman Tran
- 3/26 SDRMA Spring Education Day
- 4/21-24 CSDA Leadership Conference
- 5/5-7 WasteExpo Conference
- 5/17 Compost/Shredding Event
- 5/20-21 CSDA Legislative Days
- 7/16 WM Safety Day
- 8/25-28 CSDA Annual Conference

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**Holiday - District Closed**

- 1/1 New Year's Day
- 2/17 President's Day
- 5/26 Memorial Day
- 7/4 Independence Day
- 9/1 Labor Day
- 11/27 Thanksgiving Day
- 12/25 Christmas Day

*Updated on 02/12/25*