

**MIDWAY CITY SANITARY DISTRICT
BOARD OF DIRECTORS MEETING
DISTRICT OFFICE
14451 CEDARWOOD STREET
WESTMINSTER, CA 92683**

**TUESDAY, JULY 7, 2026
5:30 PM**

AGENDA

MISSION STATEMENT

TO PROVIDE INNOVATIVE AND COST-EFFECTIVE EXCEPTIONAL WASTEWATER AND SOLID WASTE SERVICES WITH INTEGRITY AND EXCELLENCE. WE ARE COMMITTED TO PROTECTING PUBLIC HEALTH, PRESERVING THE ENVIRONMENT, AND FOSTERING EDUCATION AND COLLABORATION. BY PRIORITIZING EXCEPTIONAL SERVICES, COMMUNITY HEALTH, AND ENVIRONMENTAL STEWARDSHIP, WE STRIVE TO BUILD A CLEANER, HEALTHIER AND MORE SUSTAINABLE FUTURE.

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. Members of the public may attend and participate in the meeting at any of the listed meeting locations.

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 Summer Internship Program Participants through United Way

5. APPROVAL OF THE MINUTES

- A. Approve Minutes of the Board of Directors Regular Meeting on June 16, 2026.....pg.4

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 the President
- B. Report of the General Manager
- C. Report of the Director of Operations & Safety
- D. Report of the Director of Finance
- E. Report of the Director of Services & Program Development
- F. Report of the District Engineer
- G. Report on Little Saigon Radio Outreach (June 17, 2026)
- H. Report of the Calendar Committee Meeting (June 23, 2026)
- I. Report on District Appreciation Luncheon (June 24, 2026)
- J. Report on OC San Board of Directors Meeting (June 24, 2026)
- K. Report of the Legislative & Public Affairs Outreach Subcommittee Meeting (June 25, 2026)
- L. Report on Radio Bolsa PSA Outreach (June 30, 2026)

7. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be acted upon at the same time unless a 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 \$789,116.84.....pg.11
- B. Approve the Transferring and Reallocating of Funds into the Midway City Sanitary District’s Reserve and Investment Accounts.....pg.17
- C. Receive and File the Minutes of the Calendar Committee Meeting on April 17, 2026.....pg.21
- D. Approve the June 25, 2026 Legislative & Public Affairs Outreach Subcommittee Report..pg.23
- E. Receive and File the Minutes of the Legislative & Public Affairs Outreach Subcommittee Meeting on May 29, 2026.....pg.26
- F. Receive and File the June 2026 Report on Contracts and Agreements Entered into by the General Manager on behalf of the District.....pg.29
- G. (1) Approve the Purchase and Installation of Fire Suppression Systems for Eight (8) Side-Loader Refuse Collection Vehicles Through NVB Equipment in the Amount of \$82,156, (2) Authorize the General Manager to Enter into and Execute all Contracts and Other Documents Necessary to Complete the Purchase and Installation of the Fire Suppression Systems, and (3) Approve an Amendment to the Fiscal Year 2026-2027 Budget to Increase the Budget for Fire Suppression System for Solid Waste Trucks within the Solid Waste Category of the Capital Outlays and Miscellaneous Budget from \$80,000 to \$82,156.....pg.31

8. OLD BUSINESS – None

9. NEW BUSINESS

- A. Receive and File the Annual Customer Survey Update Presentation and Provide Direction as Necessary.....pg.34
- B. Consider Sponsorship of the City of Westminster’s 2026 Fall Festival.....pg.40
- C. Discussion and Approval of Selecting one (1) Candidate for the California Special Districts Association (CSDA) Board of Directors Election.....pg.54

10. INFORMATIONAL ITEMS

- A. District Board Calendar.....pg.67

11. BOARD CONCERNS AND COMMENTS

12. GM/STAFF CONCERNS AND COMMENTS

13. GENERAL COUNSEL CONCERNS AND COMMENTS

14. CLOSED SESSION ITEMS - None

15. ADJOURNMENT TO TUESDAY, JULY 21, 2026

**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**

June 16, 2026

CALL TO ORDER

President C. Nguyen called the meeting of the Governing Board of the Midway City Sanitary District to order at 5:31 p.m., on Tuesday, June 16, 2026, at 14451 Cedarwood Street, Westminster, California.

ROLL CALL

DIRECTORS PRESENT Chi Charlie Nguyen
 Andrew Nguyen
 Sergio Contreras
 Tyler Diep
 Mark Nguyen

STAFF AND GENERAL COUNSEL PRESENT

Robert Housley, General Manager
Gordon Copley, CPA, Director of Finance
Nicolas Castro, Director of Operations & Safety
Ashley Davies, Director of Services & Program Development
Milo Ebrahimi, P.E., District Engineer
Harley Nguyen, Administrative Secretary/Receptionist
James H. Eggart, General Counsel, Woodruff & Smart
Mariana Sanchez, Accountant
Phillip Mariscal, Solid Waste Driver

GUESTS PRESENT Melanie Carrillo, Intern, United Way

PLEDGE OF ALLEGIANCE AND INVOCATION

Director A. Nguyen led the Pledge of Allegiance. Director M. Nguyen conducted the Invocation.

ROLL CALL AND DECLARATION OF QUORUM

Director of Services & Program Development Davies conducted the roll call and announced that a quorum was present.

PUBLIC COMMENTS

None

PRESENTATIONS

- A. Recognition of Solid Waste Driver Phillip Mariscal on the Occasion of His Retirement After Years of Distinguished Service to the Midway City Sanitary District

The Board recognized and honored Phillip Mariscal for his 23 years of dedicated service to Midway City Sanitary District. President C. Nguyen and the Directors presented him with a Certificate of Appreciation in recognition of his dedication, commitment to customer service, and valuable contributions to the District and the community.

By consensus of the Board, Agenda Items 9D and 9E were taken out of order and considered immediately following Approval of the Minutes.

APPROVAL OF MINUTES

- A. Approve Minutes of the Board of Directors Regular Meeting on June 2, 2026

A motion was made by Director A. Nguyen, seconded by Director M. Nguyen, to approve the Minutes of the Board of Directors Regular Meeting on June 2, 2026. The motion was approved by a 5-0 vote as follows:

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

NEW BUSINESS

- D. Conduct a Public Hearing and Consider Adoption of Resolution No. 2026-13, Entitled:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ADOPTING THE SPECIAL DISTRICT GENERAL FUND BUDGET FOR THE FISCAL YEAR JULY 1, 2026 THROUGH JUNE 30, 2027

A staff report and recommendations were provided to and considered by the Board. President C. Nguyen opened the public hearing for Resolution No. 2026-13.

There being no public comments, President C. Nguyen closed the public hearing.

A motion was made by Director M. Nguyen, seconded by President C. Nguyen, to adopt Resolution No. 2026-13 as proposed. The motion was approved by the following 5-0 roll call vote:

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

- E. Discuss and Consider Supporting Four City of Westminster CDBG Clean-up Events and Provide Additional Direction Regarding the Scope and Implementation of the District's Participation

GM Housley presented a request from the City of Westminster seeking District participation in four Community Development Block Grant cleanup events scheduled during July and August 2026. Board members discussed the proposed partnership, the scope of the cleanup activities, and the potential overlap with existing District cleanup events. The Board expressed interest in obtaining additional information regarding the City's proposed activities and responsibilities before making a commitment.

A motion was made by President C. Nguyen, seconded by Director Diep, to direct the GM to further discuss the proposal with City staff, obtain additional information regarding the scope and implementation of the proposed cleanup events, and return the item to the Board for future consideration. The motion was approved by the following 5-0 vote:

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

Director Diep left the meeting at 6:11 p.m.

REPORTS

- A. **Report of the President** – None

- B. **Report of the General Manager**

GM Housley reported that he attended the City of Westminster State of the City recognition event and accepted the District's recognition for its sponsorship. He reported that the District would recognize National Garbage Man Day on June 17. He also provided an update regarding discussions with Townsend Public Affairs and Costa Mesa Sanitary District concerning potential future legislative collaboration among sanitary districts. He further reported on the upcoming employee appreciation luncheon and annual employee photograph and congratulated Phillip Mariscal on his retirement.

- C. **Report of the Director of Operations & Safety**

Director of Operations & Safety Castro reported that driver safety training would be conducted on June 20, 2026. He also reported that the California Highway Patrol would conduct its biannual fleet inspection on June 22, 2026, which would include vehicle inspections, maintenance record reviews, and commercial driver compliance verification.

- D. **Report of the Director of Finance**

Director of Finance Copley reported that the District's property acquisition had been completed and that staff successfully negotiated a reduction in the purchase price of approximately \$96,000. He also reported that reimbursements had been processed through the District's OPEB and pension trust programs and that staff would now focus on year-end financial closing and audit preparation.

E. Report of the Director of Services & Program Development

Director of Services and Program Development Davies reported that the District was hosting two high school interns through a United Way internship program. She reported that they had participated in field and facility tours and were gaining experience across multiple District departments. She also reported that the mailer for the July 18, 2026 Cleanup and Shredding Event would be distributed in late June.

F. Report of the District Engineer

District Engineer Ebrahimi reported that the CIPP Sewer Rehabilitation Project was approximately 64 percent complete. He also reported that the evaluation process for the Standardization Project had been completed and that contract execution would occur soon. He further reported that staff continued to prepare sewer main upsizing projects identified in the Sewer System Master Plan.

G. Report on OC Taxpayers Association Luncheon Attendance (June 5, 2026)

Director A. Nguyen reported that he attended the Orange County Taxpayers Association Luncheon with GM Housley and shared information regarding the distribution of Orange County property tax revenues among schools, cities, housing agencies, special districts, and redevelopment trust funds.

H. Report on VietLink Radio Outreach (June 8, 2026)

President C. Nguyen attended the recording with Director M. Nguyen and reported that they discussed proper waste sorting requirements, upcoming cleanup events, and disposal options for household hazardous waste.

CONSENT CALENDAR

- A. Receive and File the Register of Demands in the Amount of \$510,031.32
- B. Approval and File the Treasurer's Investment Report for May 2026
- C. Receive and File the Engineer Report for May 2026

A motion was made by Director A. Nguyen, seconded by Director M. Nguyen, to approve the Consent Calendar. The motion was approved by a 4-0 vote as follows:

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

OLD BUSINESS – None**NEW BUSINESS**

- A. Conduct a Public Hearing and Consider Adoption of Resolution No. 2026-10, Entitled:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, APPROVING A REPORT ON SPECIAL USER CHARGES PURSUANT TO SPECIAL USAGE PERMIT

AGREEMENT AND COVENANT DOCUMENTS AND DIRECTING THE COUNTY AUDITOR TO ADD SUCH SPECIAL USAGE CHARGES TO THE JULY 1, 2026 THROUGH JUNE 30, 2027 SECURED TAX ROLL PURSUANT TO ORDINANCE NO.26

A staff report and recommendations were provided to and considered by the Board. President C. Nguyen opened the public hearing for Resolution No. 2026-10.

There being no public comments, President C. Nguyen closed the public hearing.

A motion was made by Director A. Nguyen, seconded by Director M. Nguyen, to adopt Resolution No. 2026-10 as proposed. The motion was approved by the following 4-0 roll call vote:

- AYES: Contreras, A. Nguyen, C. Nguyen, M. Nguyen
- NAYS: None
- ABSTAIN: None
- ABSENT: Diep

B. Conduct a Public Hearing and Consider Adoption of Resolution No. 2026-11, Entitled:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, APPROVING A REPORT ON SANITATION AND SEWER USER CHARGES AND DIRECTING THE COUNTY AUDITOR TO ADD SUCH USER CHARGES TO THE JULY 1, 2026 THROUGH JUNE 30, 2027 SECURED TAXROLL PURSUANT TO ORDINANCE NO. 72 AND ORDINANCE NOS.73 AND 77

A staff report and recommendations were provided to and considered by the Board. President C. Nguyen opened the public hearing for Resolution No. 2026-11.

There being no public comments, President C. Nguyen closed the public hearing.

A motion was made by Director Contreras, seconded by Director A. Nguyen, to adopt Resolution No. 2026-11 as proposed. The motion was approved by the following 4-0 roll call vote:

- AYES: Contreras, A. Nguyen, C. Nguyen, M. Nguyen
- NAYS: None
- ABSTAIN: None
- ABSENT: Diep

C. Consider Adoption of Resolution No. 2026-12, Entitled:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2026-2027 FOR THE DISTRICT

IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director M. Nguyen, seconded by Director A. Nguyen, to adopt Resolution No. 2026-12 as proposed, establishing the appropriations limit for the Fiscal Year 2026-2027, in the amount of \$9,879,953.19. The motion was approved by the following 4-0 roll call vote:

- AYES: Contreras, A. Nguyen, C. Nguyen, M. Nguyen
- NAYS: None
- ABSTAIN: None
- ABSENT: Diep

INFORMATIONAL ITEMS

- A. District Board Calendar
- B. 2026 Annual Conference and Exhibitor Showcase

Received and filed.

CLOSED SESSION ITEMS – None

BOARD CONCERNS AND COMMENTS

Director A. Nguyen thanked staff for their work on the budget, welcomed Director Castro back to the meeting, and congratulated Phillip Mariscal on his retirement.

Director Contreras congratulated Phillip Mariscal on his retirement and thanked him for his dedication to the District and community. He thanked staff for supporting educational and career development opportunities for local students.

Director M. Nguyen congratulated Phillip Mariscal on his retirement, thanked staff for their continued efforts, and expressed appreciation for the District's successful operations and adopted budget.

President C. Nguyen thanked Phillip Mariscal for his years of service and dedication to the District and wished him well in retirement. He also thanked District staff for their hard work and commitment to serving District residents and expressed appreciation for efforts that help save money for the District and its ratepayers.

GENERAL MANAGER/ STAFF CONCERNS AND COMMENTS

GM Housley reminded Directors of the upcoming California Special Districts Association (CSDA) Annual Conference and encouraged interested Directors to notify staff regarding attendance. He thanked the Board for approving the Fiscal Year 2026-2027 Budget. He also reported that the District office would be closed on Friday, July 3, 2026, in observance of the holiday while collection operations would keep their regular schedule.

GENERAL COUNSEL CONCERNS AND COMMENTS – None

ADJOURNMENT

President C. Nguyen adjourned the meeting at 6:42 p.m. to the next Regular Board Meeting to be held at the District on Tuesday, July 7, 2026 at 5:30 p.m.

Sergio Contreras, Secretary

AGENDA ITEM 7A

Date: July 7, 2026
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 \$789,116.84

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 \$789,116.84. 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 receive and file the register of demands in the amount of \$789,116.84.

ATTACHMENTS

1. Disbursement Details for July 7, 2026

Midway City Sanitary District

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

Prepared for Board Meeting held on July 07, 2026

Type	Num	Date	Name	Memo	Paid Amount
Check	17631	06/08/2026	City of Westminster		10,945.00
Bill	556	05/27/2026		Adjust eleven (11) MCSD manholes - Street Improvements for Trask Avenue from Beach Boulevard to Hoover Street	10,945.00
Check	17632	06/08/2026	Performance Pipeline Technologies		7,523.30
Bill	828839a	06/08/2026		Correct check# 17630	7,523.30
Check	17633	06/08/2026	City of Westminster-Water Billing		243.34
Bill	414318	05/26/2026		Wash Racks 03/23/26 - 05/18/26	92.96
Bill	414317	05/26/2026		District Offices 03/23/26 - 05/18/26	150.38
Check	17634	06/17/2026	Agile Occupational Medicine, PC		314.00
Bill	EM081743	06/06/2026		Breath Alcohol Test DOT Random - S.Gonzalez	76.00
				DOT Drug Screen (Our CCF) - S.Gonzalez	81.00
				Drug Screen DOT 5 Panel - D.Solano	81.00
				Breath Alcohol Test DOT - D.Solano	76.00
Check	17635	06/17/2026	AKM Consulting Engineers, Inc.		49,634.00
Bill	14054	06/03/2026		MCSD-Sewer System Condition Assessment	48,598.00
Bill	14059	06/03/2026		MCSD-Westminster Mall Sewer Analysis 05/02/26 - 06/03/26	1,036.00
Check	17636	06/17/2026	AT&T Mobility (First Net)		1,222.01
Bill	287291683611x06102026	06/12/2026		May 2026	372.06
				May 2026	140.78
				May 2026	500.88
Bill	287347891227X06042026	05/26/2026		Camera#1 - 949.508.8152	63.55
				Camera#2 - 949.508.8431	63.71
				Camera#3 - 949.527.2176	63.55
Bill	287341896497X06102026	06/02/2026		Pump Man 714-766-4336 Final Billing	17.48
Check	17637	06/17/2026	Bodyworks Equip. Inc.		3,783.22
Bill	55000	06/03/2026		NG-4 RR Packer Cylinder (2)	3,783.22
Check	17638	06/17/2026	Cameron Welding Supply		306.66
Bill	1781358-01	06/04/2026		(1)	35.05
Bill	1794089-00	06/04/2026		PROPANE, LIQUIFIED 2.1 (1), GLOVE, METALWORKER, X-LARGE (1), TORCH 3" X 24" LEATHER COVER W/ZIPPER (1), MARKER VALVE ACTION PAINT BLACK (1), MARKER VALVE ACTION PAINT RED (1), MARKER VALVE ACTION PAINT WHITE (1), MARKER VALVE ACTION PAINT YELLOW (1)	271.61
Check	17639	06/17/2026	Clean Energy		7,154.18
Bill	PJI00030620	05/18/2026		Monthly Maint CNG Station May 2026	2,085.11
Bill	PJI00030624	05/29/2026		CNG Station Reset - 5/27/26	37.53
Bill	PJI00030607	05/29/2026		Reset CNG Station - 5/20/26	37.53
Bill	PJI00030785	06/08/2026		CNG Station Call Out - 5/22/26	150.13
Bill	PJI00030771	06/08/2026		Call Out - Both Compressors faulted on gas detection 5/13/26	439.08
Bill	PJI00030784	06/08/2026		Replacement of Elbow Fittings for Timefill Hoses 05/13/26	1,650.26
Bill	PJI00030781	06/08/2026		Call out - CNG station down 05/11/26	250.22
Bill	PJI00030787	06/08/2026		Call Out - ESD Push Buttons Depressed 05/08/26	275.25
Bill	PJI00030767	06/08/2026		Diagnostic and Repair - PP Bypass valve high PSI	2,154.01
Bill	PJI00030849	06/10/2026		CNG Station Reset - 6/5/26	37.53
Bill	PJI00030840	06/10/2026		CNG Station Reset - 6/4/26	37.53
Check	17640	06/17/2026	Cordova Media Group LLC		1,650.00
Bill	294	06/04/2026		Social Media Mgt (3x/week) June 2026	825.00
				Social Media Mgt (3x/week) June 2026	825.00

Type	Num	Date	Name	Memo	Paid Amount
Check	17641	06/17/2026	CR Transfer, Inc.		217,074.94
Bill	47686	05/31/2026		Tonnage Fees May 2026 (791.10)	89,267.72
				Tonnage Fees May 2026 (585.12)	0.00
Bill	47659	05/31/2026		Tonnage Fees May 2026 (1,867.72)	127,807.22
				Tonnage Bulky Items May 2026 (36.44)	0.00
Check	17642	06/17/2026	Cummins Pacific LLC		626.75
Bill	X4-260696770	06/02/2026		SENSOR, TEMPERATURE (4)	146.92
Bill	X4-260696946	06/05/2026		HOSE, PLAIN (2)	233.38
Bill	X4-260697085	06/09/2026		COUPLING, ELBOW HOSE (2)	246.45
Check	17643	06/17/2026	CVT Recycling		14,775.38
Bill	3885-000054211	05/31/2026		Tonnage Fees 5/23/26 - (70.45)	11,724.02
				Tonnage Fees 5/23/26 - (12.21)	2,031.94
				Tonnage Fees 5/23/26 - (6.09)	1,013.47
				Administration Fee	5.95
Check	17644	06/17/2026	Daniels Tire Service		3,188.15
Bill	200572877	05/06/2026		Restock Recap Tires (4)	1,023.11
Bill	200572346	05/29/2026		315/80R225 L GY G289 WHA MSA (4)	2,165.04
Check	17645	06/17/2026	Hillco Fastener Warehouse Inc.		245.09
Bill	5410020	05/29/2026		3/4-10X2 GRADE 8 HEX FLANGE BOLT PHOSPHATE & OIL (24)	116.19
Bill	5409939	05/28/2026		3/4-10X2-1/2 GRADE 8 HEX FLANGE BOLT PHOSPHATE & OIL (24)	128.90
Check	17646	06/17/2026	JIG Consultants		6,928.75
Bill	2531R	06/15/2026		Staff Augment for Entry Level Engineer - (60.75) J.Ni	6,928.75
Check	17647	06/17/2026	Lan Wan Enterprise, Inc.		700.00
Bill	77397	06/09/2026		Labor - New Computer Build for For Hauwie Tieu and Board Room.	700.00
Check	17648	06/17/2026	Orange County Sanitation District		10,480.00
Bill	Permit Fees May 2026	06/12/2026		Permit Fees May 2026	11,031.58
				Permit Fees May 2026	-551.58
Check	17649	06/17/2026	Pitney Bowes Global Financial Services		255.54
Bill	3107933875	06/12/2026		Postage Machine 07/10/26 - 10/09/26	255.54
Check	17650	06/17/2026	Purix Pressure Washing LLC		1,925.00
Bill	736000004	05/12/2026		Fleet Washing (2) 05/12/26	110.00
				Fleet Washing (17) 05/12/26	935.00
Bill	736000006	06/09/2026		Fleet Wash (2) 06/09/26	110.00
				Fleet Wash (14) 6/09/26	770.00
Check	17651	06/17/2026	Raycom		2,347.46
Bill	116004452-1	06/10/2026		Mobile VHF (136-174MHz), 50W, 512 CH Radio (2) SN# C6210871 & C6210872	2,347.46
Check	17652	06/17/2026	Rutan & Tucker, LLP		292.50
Bill	1066856	05/31/2026		Legal Services (.90) May 2026	292.50
Check	17653	06/17/2026	Safety-Kleen Systems, Inc.		4,636.31
Bill	100077336	06/02/2026		30G PARTS WASHER (1), AQUEOUS PW SAMPLE (1)	391.54
Bill	99959596	05/29/2026		PERFORMANCE PLUS, HYDRAULIC OIL AW46 (190), PERFORMANCE PLUS, NATURAL GAS ENGINE OIL, 15W-40 (55)	4,244.77

Type	Num	Date	Name	Memo	Paid Amount
Check	17654	06/17/2026	Sancon Technologies, Inc.		108,557.26
Bill	2	05/31/2026		Pre-Installation CIPP Inspection for 8-inch Pipes	1,099.60
				Pre-Installation CIPP Inspection for 18-inch Pipes	332.00
				Standard Pipe cleaning for 8-inch Pipes	2,199.20
				Pipes	664.00
				CIPP Installation for 8-inch Pipes	81,952.00
				Traffic Controls	6,000.00
				Sewage Bypasses	8,000.00
				Service Reconnections	4,500.00
				Manhole/Wall Interface Sealings	3,220.00
				Post-Construction CCTV Inspection for 8-inch Pipes	6,304.00
				Less 5% Retention	-5,713.54
Check	17655	06/17/2026	Spectrum Enterprise (Time Warner Cable)		1,457.82
Bill	188914501060726	06/07/2026		June 2026	1,349.00
Bill	188910401060726	06/07/2026		June 2026	108.82
Check	17656	06/17/2026	TEC Of California, Inc.		10,639.30
Bill	1565709L	05/28/2026	TEC Of California, Inc.	NG-10 U SHAPED ROTOR (2), PREMIUM STEER SEAL (2)	818.21
Bill	1565874L	05/29/2026	TEC Of California, Inc.	NG-9 MEDIUM SIZE TRB 101.6< (2), TAPERED ROLLER BRG (2), ZIP-TORQ AXLE FASTENER (2)	642.10
Bill	1566012L	05/30/2026	TEC Of California, Inc.	NG-9 CALIPER WITH CARRIER (2)	4,613.43
Bill	1565462L	05/30/2026	TEC Of California, Inc.	ADB PADS & KIT (7)	905.25
Bill	1566507L	06/02/2026	TEC Of California, Inc.	ELECT. FOOT PEDAL (1)	635.36
Bill	1566505L	06/02/2026	TEC Of California, Inc.	NG-6 ELECT.FOOT PEDAL (1)	635.36
Bill	1568110L	06/11/2026	TEC Of California, Inc.	EXTENSION, IGNITION COIL (12), KIT, SPARK PLUG (12)	2,389.59
Check	17657	06/17/2026	Tesco Controls, Inc.		506.25
Bill	0088180-IN	05/28/2026		SCADA Repair: Not Seeing Alarms/Not Seeing Alarms - Service Date: 2/23 & 2/24/26	506.25
Check	17658	06/17/2026	Thuy Ha Nguyen		122.45
Bill	06.17.26	06/17/2026		06/15/26 Board Meeting Meal	122.45
Check	17659	06/17/2026	Townsend Public Affairs, Inc.		4,166.00
Bill	24934	03/01/2026		Consulting services for the month of March 2026	4,166.00
Check	17660	06/17/2026	UniFirst Corporation		592.45
Bill	2190521924	06/05/2026		June 2026	166.08
Bill	2190521936	06/05/2026		June 2026	47.70
Bill	2190521942	06/05/2026		June 2026	73.26
Bill	2190521947	06/05/2026		June 2026	8.36
Bill	2190525045	06/12/2026		June 2026	167.73
Bill	2190525065	06/12/2026		June 2026	47.70
Bill	2190525074	06/12/2026		June 2026	73.26
Bill	2190525079	06/12/2026		June 2026	8.36
Check	17661	06/17/2026	Viet Link Radio		1,000.00
Bill	06.05.26	06/05/2026		PSA ad 23 days, 92 spots 4/29/2026 to 05/21/2026	500.00
				PSA ad 23 days, 92 spots 4/29/2026 to 05/21/2026	500.00
Check	17662	06/17/2026	VNCR		2,000.00
Bill	JUN 2026	06/01/2026		Radio Talkshow 20 min (4) 06/01/26 - 06/30/26	1,000.00
				Radio Talkshow 20 min (4) 06/01/26 - 06/30/26	1,000.00
Check	17663	06/17/2026	Westminster Herald		805.00
Bill	06.04.26	06/04/2026	Westminster Herald	163815 2026 06-16-Olsder	260.00
				163814 2026 06-016-Olsder	260.00
Bill	AD# 00164249	06/11/2026	Westminster Herald	164249 Ord 77 - Tipping Fees	285.00
Check	17664	06/17/2026	Woodruff & Smart		15,895.50
Bill	80300	05/31/2026		Legal Services May 2026	15,895.50

Type	Num	Date	Name	Memo	Paid Amount
Check	17665	6/26/2026	Lionel Cardosa Flores		1,200.00
Bill	06.27.26	6/26/2026		Clean up 6402 Maple Ave.	1,200.00
Check Total					\$493,193.61
ACH Payment		6/8/2026	Nationwide		1,143.68
		6/8/2026		Funds Transfer 457(b) OBRA-PST	1,143.68
ACH Payment	1003307362	06/12/2026	CalPERS-Retirement		14,340.93
Bill	05/25/26 - 06/07/26	06/07/2026		Earned Period 05/25/26 - 06/07/26	2,051.91
				Earned Period 05/25/26 - 06/07/26	3,951.17
				Earned Period 05/25/26 - 06/07/26	6,433.00
				Earned Period 05/25/26 - 06/07/26	1,904.85
ACH Payment	1003307363	06/12/2026	CalPERS-Retirement		9,273.11
Bill	05/25/26 - 06/07/26	06/07/2026		Earned Period 05/25/26 - 06/07/26	1,326.81
				Earned Period 05/25/26 - 06/07/26	2,554.90
				Earned Period 05/25/26 - 06/07/26	4,159.69
				Earned Period 05/25/26 - 06/07/26	1,231.71
ACH Payment	1003307364	06/12/2026	CalPERS-Retirement		785.08
Bill	05/25/26 - 06/07/26	06/07/2026		Earned Period 05/25/26 - 06/07/26	112.33
				Earned Period 05/25/26 - 06/07/26	216.30
				Earned Period 05/25/26 - 06/07/26	352.17
				Earned Period 05/25/26 - 06/07/26	104.28
ACH Payment		6/12/2026	Nationwide		5,335.67
		6/12/2026		Reduction	5,335.67
ACH Payment		6/12/2026	Nationwide		4,742.91
		6/12/2026		Funds Transfer 457(b) Roth	4,742.91
ACH Payment	902806172026	06/17/2026	Chevron Texaco (Wex Bank)		734.20
Bill	113086770	05/31/2026		May 2026	368.40
				May 2026	173.29
				May 2026	192.51
ACH Payment	1680709	06/17/2026	SoCalGas		6,500.40
Bill	02176046106 060526	06/05/2026		CNG Station May 2026 (11,632)	6,500.40
ACH Payment	1680009	06/17/2026	SoCalGas		34.30
Bill	19380926006 061226	06/12/2026		Maint. Shop & Wash Rack - May 2026	34.30
ACH Payment	1680059	06/17/2026	SoCalGas		26.29
Bill	19170926059 061226	06/12/2026		District Offices May 2026	26.29
ACH Payment	FY26M1127	06/25/2026	WEX Health Inc		102.00
Bill	0002387056-IN	05/31/2026		Monthly HRA Admin Fee May - 2026	30.00
				Monthly HRA Admin Fee May - 2026	72.00
ACH Payments Total					\$43,018.57
Payroll		06/10/2026		Employee Payroll	123,264.84
Payroll		06/24/2026		Employee Payroll	129,639.82
Payroll Total					\$252,904.66
Total Disbursements					\$789,116.84

Type	Num	Date	Name	Memo	Paid Amount
Transfers					
Transfer		6/8/2026		Transfer funds to cover this week's payroll	250,000.00
Transfer		6/8/2026		payroll	250,000.00
Transfer		6/11/2026		Transfer excess cash to LAIF for interest earnings	750,000.00
Transfer		6/11/2026		Transfer excess cash to LAIF for interest earnings	750,000.00
Transfer		6/16/2026		Transfer to cover A/P this week	300,000.00
Transfer		6/16/2026		Transfer to cover A/P this week	300,000.00
Transfer		6/23/2026		Transfer cash to cover this weeks payroll	150,000.00
Transfer		6/23/2026		payroll	150,000.00
Transfer		6/24/2026		Reserve Rebalancing for Year-End	500,000.00
Transfer		6/24/2026		Reserve Rebalancing for Year-End	500,000.00
Transfer		6/24/2026		Reserves Rebalancing for Year-End	2,500,000.00
Transfer		6/24/2026		Reserves Rebalancing for Year-End	2,500,000.00
Transfers Total					\$4,450,000.00

AGENDA ITEM 7B

Date: July 7, 2026

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Gordon Copley, Director of Finance

Subject: Approve the Transferring and Reallocating of Funds into the Midway City Sanitary District's Reserve and Investment Accounts

BACKGROUND

The Midway City Sanitary District Board of Directors and Staff are responsible for evaluating the District's reserves and looking into the future of the District's needs to formulate a financial strategy to ensure the District's long-term fiscal sustainability.

The Midway City Sanitary District has always maintained reserves, which has contributed to good standings with credit rating agencies; provided financial flexibility in economic downturns; contributed a source of investment income for operations; and assured financial coverage in the event of future emergencies.

DISCUSSION

The purpose of developing reserves and a Reserve Fund Policy tailored to the needs of the District is to establish a funding mechanism that protects against unanticipated events that would adversely affect the financial condition of the District and jeopardize the continuation of critical public health and safety services. Such a policy will ensure the District maintains adequate reserves for long-term infrastructure replacement and refurbishment of equipment, funding of post-employment benefits, debt service and to maintain the District's financial stability.

Having a well formulated strategy benefits the ratepayers of the District by giving the District the ability to pay for a portion of or all the cost of a major purchase or project using reserve funds in lieu of having to raise rates or seek outside financing.

Without adequate reserves the District would struggle to maintain existing service levels, repair and upgrading aging infrastructure and to meet state and federal regulations, possibly resulting in cuts to the services the District provides to its customers.

The Board of Directors and Staff, through the budget process and Board meetings, has identified priorities and the need to set up reserve accounts to meet those priorities so that the District can meet its future obligations with as little impact to the daily operations of the District and its customers. Currently the District has identified 9 areas of designated reserves & 115 Trust funds.

The accounts the Board of Director's and Staff have identified are:

1. **Operating Fund:** These funds are used for day-to-day operations, unforeseen emergencies, unanticipated revenue shortfalls or unexpected expenditure increases.
2. **Orange County Midway City:** These funds are received from the County of Orange Redevelopment Agency to be used solely for capital infrastructure projects within the unincorporated area of Midway City. This reserve has been established to ensure funds are available for the replacement, upgrade and refurbishment of the District's sewer lines located in the unincorporated area of Midway City.
3. **Lift Stations and Sewer Lines:** This reserve has been established to ensure adequate funds are available for the replacement, upgrade and refurbishment of the District's sewer lines and lift stations.
4. **Vehicle Replacements:** This reserve has been established to ensure adequate funds are available for the systematic replacement and refurbishment of the District's sewer, solid waste, and maintenance trucks and vehicles.
5. **Buildings, Equipment, and Facilities:** This reserve has been established to ensure funding will be available to plan for the acquisition, construction, replacement, and repair/maintenance, for infrastructure, land, equipment, and facilities.
6. **Compressed Natural Gas (CNG)/Electrical (EV) Fueling Station:** This reserve has been established to ensure that the District has adequate funds available for the future replacement and repair/Maintenance of the CNG/EV equipment and facilities.
7. **Emergencies and Contingencies:** This reserve may be used for unanticipated and nonrecurring extraordinary needs of an emergency nature, including a natural disaster or calamity and in the event of a declared State of Emergency. The fund may also be used for nonrecurring and unforeseen needs, unexpected obligations created by state and federal laws, new public safety or health needs after the budget process has occurred, or opportunities to achieve cost saving. It may also be used to cover revenue shortfalls experienced by the District and for cash flow management purposes.
8. **CERBT 115 Trust Related to OPEB (Retiree medical benefits):** This restricted 115 trust fund was established so that the District can invest funds to achieve cost savings to the District for Other Post-Employment Benefits (OPEB) liabilities. Employees who retire from the District and their eligible dependents may be eligible for retiree medical benefits. This fund is restricted to reimbursement for the cost of retiree OPEB medical benefits only and cannot be used for any other general purpose.

9. **CEPPT 115 Trust Related to Pensions:** This restricted 115 trust fund was established so that the District can invest funds to achieve cost savings to the District for on-going pension costs, and future pension liabilities. Employees are eligible for membership to the District's Defined Benefit Pension plan (CalPERS) upon hire. There are current pension contributions and future liabilities. This fund is restricted for the reimbursement or payment of the cost of current payroll contributions, unfunded liabilities, and additional discretionary payments. This trust fund is restricted and cannot be used for any other general purpose.

10. **Wastewater Capacity Fee Reserve:** A Wastewater Capacity Fee Reserve has been established for FY2026-27 as a result of the approval by the Board of Directors on Tuesday, April 7, 2026, to implement this "Buy-In" based Capacity Fee for specific to facilitate equitable and scalable charge for maintaining and expanding the Wastewater infrastructure of the District.

Annually, the Midway City Sanitary District (MCSD) Board of Directors conducts open budget workshops that encourage frank and detailed discussions which includes evaluating the District's reserves, reserve policy and the short and long term needs of the District. Reserve accounts and reserve targets are set by the Board with input from the community, staff and the District's capital, strategic and sewer system master plans. During this process individual reserve accounts are created and eliminated and approved by the Board of Directors through adoption of a Resolution. The Board reviews and monitors the District's reserves and reserve targets throughout the year.

A future independent reserve and needs analyses by a third-party consultant may be able to provide additional insight and assist the Board with formulating future reserve priorities, alternatives, strategies, and reserve targets.

FISCAL IMPACT

There are sufficient funds in the District's accounts to make the proposed transfers without any adverse effect on the day-to-day operations of the District. There is no additional fiscal impact as this is only a reallocation of funds into the different reserve and investment accounts.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors approve the transferring and reallocating of funds into the Midway City Sanitary District's reserve and investment accounts.

ATTACHMENTS

1. Attachment "A" Proposed Transfers/Reallocating of Funds

ATTACHMENT "A"

	Location	Category	Goal	Balance as of 06-23-2026	Over/(Under) Goal	Proposed Transfers	Proposed Adj. Balance	% Funded After Proposed Adj.
OPERATING FUNDS								
Checking	US Bank	Unrestricted	\$ 11,000,000	\$ 412,097				
Money Market	US Bank	Unrestricted		\$ 673,425				
Petty Cash	District Safe	Unrestricted		\$ 300				
Local Agency Investment Fund	LAIF	Unrestricted		\$ 8,489,721		(3,000,000)	\$ 5,489,721	
California CLASS	CA CLASS	Unrestricted		\$ 2,460,245				
California Asset Management Program	CAMP	Unrestricted		\$ 2,316,212				
Total UNRESTRICTED Operating Funds			\$ 11,000,000	\$ 14,352,000	\$ 3,352,000	(3,000,000)	\$ 11,352,000	103.2%
DESIGNATED FUNDS								
Midway City	LAIF	Designated	\$ 4,000,000	\$ 2,848,912	\$ (1,151,088)		\$ 2,848,912	71.2%
Buildings, Equipment, and Facilities	LAIF	Designated	\$ 8,000,000	\$ 2,745,606	\$ (5,254,394)	2,500,000	\$ 5,245,606	65.6%
Lift Stations & Sewer Lines	LAIF	Designated	\$ 144,000,000	\$ 35,607,064	\$ (108,392,936)		\$ 35,607,064	24.7%
CNG/EV Station & Facilities	LAIF	Designated	\$ 5,000,000	\$ 2,905,288	\$ (2,094,712)		\$ 2,905,288	58.1%
Vehicle Replacements	LAIF	Designated	\$ 8,000,000	\$ 3,587,226	\$ (4,412,774)	500,000	\$ 4,087,226	51.1%
Emergencies & Contigencies	CaTRUST	Designated	\$ 3,000,000	\$ 1,466,286	\$ (1,533,714)	-	\$ 1,466,286	48.9%
Total DESIGNATED Funds			\$ 172,000,000	\$ 49,160,381	\$ (122,839,619)	3,000,000	\$ 52,160,381	30.3%
Sewer (Wastewater) Capacity Fees	CA CLASS	Restricted	\$ 296,000			-	\$ -	0.0%
CERBT 115 Trust Related to OPEB ⁽¹⁾	CaPERS	Restricted	\$ 5,967,867	\$ 8,885,802	\$ 2,917,935	-	\$ 8,885,802	148.9%
CEPPT 115 Trust Related to Pensions ⁽²⁾	CaPERS	Restricted	\$ 4,200,000	\$ 5,855,353	\$ 1,655,353	-	\$ 5,855,353	139.4%
Total RESTRICTED Funds			\$ 10,463,867	\$ 14,741,155	\$ 4,573,288	\$ -	\$ 14,741,155	140.9%
Totals			\$ 193,463,867	\$ 78,253,536	\$ (114,914,331)	\$ -	\$ 78,253,536	40%

AGENDA ITEM 7C

Date: July 7, 2026

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Cynthia Olsder, Executive/Board Secretary

Subject: Receive and File the Minutes of the Calendar Committee Meeting on April 17, 2026

BACKGROUND

The Calendar Subcommittee was established upon the dissolution of the Newsletter Committee and has convened monthly since July 30, 2007.

Committee meeting minutes will be presented to the Board of Directors under the Consent Calendar for receipt and filing. The minutes provide a summary of each committee's discussions and any recommendations made.

DISCUSSION

The Calendar Committee convened to discuss the 2027 calendar. The attached minutes summarize the discussion items; no formal actions were taken. The minutes were approved by the Committee at its June 23, 2026 meeting.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors receive and file the Minutes of the April 17, 2026 Calendar Committee meeting.

ATTACHMENTS

1. April 17, 2026 Minutes of the Calendar Committee Meeting

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

Friday, April 17, 2026

CALL TO ORDER:

President C. Nguyen called the Calendar Committee Meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Street, Westminster, California on Friday, April 17, 2026 at 12:04 p.m.

COMMITTEE MEMBERS PRESENT:

Chi Charlie Nguyen
Sergio Contreras

STAFF MEMBERS PRESENT:

Ashley Davies, Director of Servs. & Program Development
Harley Nguyen, Administrative Secretary/Receptionist

PUBLIC COMMENTS - None

APPROVAL OF THE MINUTES

A. Approval of the Minutes of the Calendar Committee Meeting on September 22, 2025.

A motion was made by President C. Nguyen, seconded by Director Contreras, to approve the minutes of the Calendar Committee Meeting on September 22, 2025. The motion was approved by the following 2-0 vote:

AYES: C. Nguyen and Contreras
NAYS:
ABSTAIN:
ABSENT:

NEW BUSINESS:

A. Discussion and Research of 2027 Calendar

The committee members met to review the layout, content, and to consider any additional changes as needed. No action was taken.

COMMITTEE MEMBER CONCERNS AND COMMENTS - None

GM/STAFF CONCERNS AND COMMENTS – None

ADJOURNMENT:

The meeting was adjourned at 12:22 PM.



Ashley Davies, Director of Servs. & Program Development

AGENDA ITEM 7D

Date: July 7, 2026

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Ashley Davies, Director of Services and Program Development

Subject: Approve the June 25, 2026 Legislative and Public Affairs Outreach Subcommittee Report

BACKGROUND

At the April 5, 2022 Board meeting, the Board approved the formation of a standing Outreach Subcommittee to focus on planning and coordinating community outreach activities. The Committee typically met once a month to discuss upcoming initiatives and events.

On December 3, 2024 the Board of Directors approved renaming the subcommittee to the Legislative and Public Affairs Outreach Committee, expanding its scope to include both community outreach and legislative affairs. The Committee meets regularly to review, discuss, and develop outreach strategies and legislative priorities, providing thoughtful recommendations to the full Board for its consideration and approval. This structure ensures a comprehensive approach to fostering community engagement and strengthening relationships with local, regional, state, and federal agencies.

DISCUSSION

The Legislative and Public Affairs Outreach Subcommittee met on June 25, 2026, during which staff provided updates on various legislative and public outreach initiatives.

- The Committee discussed sponsorship of the City of Westminster 2026 Fall Festival.
- The Committee discussed changing their stance on AB 1821 based on updates that were made to the bill.
- The Committee discussed the 2027 Open House date.
- The Committee discussed the logo designs produced by two different vendors, DTN Tech and BeauRaw Design.
- The Committee discussed a new Media and Outreach Participation Plan for Fiscal Year 2026/2027.

Based on the above discussions, the Committee recommends the following

- The Committee recommends sponsoring the City of Westminster 2026 Fall Festival in the amount of \$2,500 (Gold Sponsor), the same as the 2025 sponsorship level. This will be a separate item for the Board to approve.
- The Committee recommends the District does not send a letter of support for AB 1821 based on the updates that made significant changes to the bill.
- The Committee recommends having the District's Annual Open House on Saturday, January 30, 2027.
- The Committee recommends approving the following new Media and Outreach Participation Plan for Fiscal Year 2026-2027
 - This Media and Outreach Participation Plan is intended to promote parity in the expenditure of District funds in that portion of the Board-approved Budget designated for media and outreach activities. These activities may include, but are not necessarily limited to, the promotion of District-related messaging via radio/TV programs, public service announcements, social media boosts and ads, and other forms of digital advertising such as YouTube and Spectrum TV.
 - Subject to the parameters below, each Director may request that Staff expend up to one-fifth (1/5) of the total designated media and outreach budget allocation to promote District messaging in a form, and on the specific media or social media outlets, recommended by the Director. For example, if the total designated media and outreach budget allocation is \$70,000, each Director will be entitled to request the expenditure of up to \$14,000 per fiscal year via the selected District-approved media of their choice. Each one-fifth allocation may be expended throughout the current fiscal year, but unexpended portions shall not carry forward into subsequent fiscal years unless specifically authorized by the Board.
 - The expenditure of District funds pursuant to this Plan may only be for messaging intended to reach District residents and business owners and employees within the District related to District programs, services, infrastructure projects, community events, conservation efforts, or public education initiatives. No District funds may be expended for political or campaign purposes or activities.
 - In order to help ensure compliance with applicable laws (including the Brown Act), District policies, and public agency communication requirements, the General Manager or his/her designee shall administer the expenditure of all funds budgeted for media and outreach activities and shall be responsible for the scheduling of all media programming and/or the preparation of all digital media content. Directors may not expend District funds on their own or seek reimbursement from the District for the expenditure of their own funds for media and outreach activities.

- The General Manager or designee shall provide quarterly reports to the Board on the utilization of media and outreach funding pursuant to this Plan, which shows how funding allocated for each Director pursuant to this Plan was utilized during the reporting period.
- When necessary, the General Manager may request guidance or direction from the Legislative and Public Affairs Outreach Committee and/or the Board regarding the expenditure of funds pursuant to this Media and Outreach Participation Plan.

FISCAL IMPACT

City of Westminster 2026 Fall Festival Sponsorship \$2,500

There is no additional fiscal impact associated with the Media and Outreach Participation Plan, as funding for this program was previously approved as part of the Fiscal Year 2026-2027 adopted budget.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors Approve the June 25, 2026 Legislative and Public Affairs Outreach Subcommittee’s report as presented.

ATTACHMENTS

None.

AGENDA ITEM 7E

Date: July 7, 2026

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Cynthia Olsder, Executive/Board Secretary

Subject: Receive and File the Minutes of the Legislative & Public Affairs Outreach Subcommittee Meeting on May 29, 2026

BACKGROUND

The Legislative & Public Affairs Outreach Subcommittee, formerly known as the Outreach Committee prior to January 1, 2025, has met monthly since 2022.

Committee meeting minutes will be presented to the Board of Directors under the Consent Calendar for receipt and filing. The minutes provide a summary of each committee’s discussions and any recommendations made.

DISCUSSION

The Legislative and Public Affairs Outreach Subcommittee met to discuss various matters within its jurisdiction. The attached meeting minutes summarize the discussion items; no actions were taken. The Subcommittee approved the minutes at its June 25, 2026 meeting.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors receive and file the Minutes of the May 29, 2026 Legislative and Public Affairs Outreach Subcommittee meeting.

ATTACHMENTS

1. May 29, 2026 Minutes of the Legislative & Public Affairs Outreach Subcommittee Meeting

**MINUTES OF THE LEGISLATIVE & PUBLIC AFFAIRS
OUTREACH SUBCOMMITTEE MEETING
OF THE BOARD OF DIRECTORS OF THE
MIDWAY CITY SANITARY DISTRICT
14451 CEDARWOOD STREET
WESTMINSTER, CA 92683**

May 29, 2026

CALL TO ORDER

President C. Nguyen called the Legislative & Public Affairs Outreach Subcommittee meeting at 14451 Cedarwood Street, Westminster, California on Wednesday, May 29, 2026, at 1:01 p.m.

COMMITTEE MEMBERS PRESENT:

Chi Charlie Nguyen
Tyler Diep

STAFF MEMBERS PRESENT:

Ashley Davies, Director of Services & Program Dev.
Cynthia Olsder, Executive/Board Secretary
James H. Eggart, General Counsel, Woodruff & Smart

ROLL CALL AND DECLARATION OF QUORUM

Board Secretary, C. Olsder announced a quorum. announced a quorum.

PUBLIC COMMENTS - None

APPROVAL OF THE MINUTES

A. Approval of the Minutes of the Legislative & Public Affairs Outreach Subcommittee Meeting on April 15, 2026

A motion was made by President C. Nguyen, seconded by Director Diep, to approve the minutes of the Legislative & Public Affairs Outreach Subcommittee Meeting on April 15, 2026. The motion was approved by the following 2-0 vote:

AYES: C. Nguyen, Diep
NAYS:
ABSTAIN:
ABSENT:

REPORTS

Report of the Subcommittee Members - None

Report of the General Manager/Staff - None

NEW BUSINESS

- A. Discuss Current and Future Legislative & Public Affairs Outreach Opportunities and Propose Recommendations for Board Consideration

The Board discussed moving the shredding event to Saturday, September 12, 2026; the Board President signing a letter of support for AB 1821, which would change specified statutory time periods from calendar days to business days; and requesting that the General Manager obtain additional information regarding AB 2568 and how it may affect sanitary districts.

No action was taken.

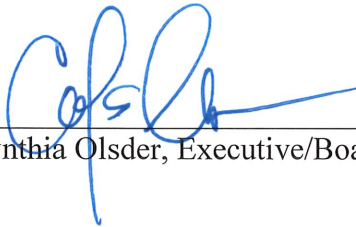
INFORMATIONAL ITEMS - None

SUBCOMMITTEE MEMBER CONCERNS AND COMMENTS

GM/STAFF CONCERNS/COMMENTS - None

ADJOURNMENT

The meeting was adjourned at 1:19 p.m.



Cynthia Olsder, Executive/Board Secretary

AGENDA ITEM 7F

Date: July 7, 2026

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Robert Housley, General Manager

Subject: Receive and File the June 2026 Report on Contracts and Agreements Entered into by the General Manager on behalf of the District

BACKGROUND

The District’s Purchasing Policy and Procedures, adopted by the Board pursuant to Resolution No. 2025-15, is intended to ensure that all procurements are conducted in a fair, transparent, and efficient manner while maintaining compliance with applicable laws and regulations. Pursuant to this Policy, the General Manager is authorized to execute contracts and agreements for goods, services, and public works projects within established monetary thresholds. Section 4.A. of the Policy provides; “The Board of Directors may require that the General Manager provide periodic reports regarding Procurements made under such authorization to the Board of Directors at a regular meeting.”

DISCUSSION

In accordance with the District’s adopted Purchasing Policy and Procedures, this report provides a summary of contracts and agreements executed by the General Manager or his designee pursuant to his delegated authority during the reporting period. The report includes contracts for goods, services, professional services, and public works projects that fall within the General Manager’s approved purchasing limits. Routine purchases of software, subscriptions, office and shop supplies and similar items used in daily operations under \$15,000 are not included. This item is presented for the Board’s information only and requires no further action by the Board beyond receipt and filing.

Contracts, Purchase Orders, and Agreements for Goods and Services (GM Authority \$50,000 or less per year)

1. Odyssey Power Corporation – approved a 3-year preventative maintenance generator systems and automatic transfer switches agreement for two sewer lift stations, CNG fueling facilities and the district yard. **Cost: 1st Year \$5,956.00. 2nd Year \$5,666.00. 3rd Year \$5,666.00. Grand Total \$17,288.00.**
2. Sams Club Gift Card – Gift card purchased as a token of appreciation from the District for an employee retirement. **Cost: \$500.00.**

Contracts for Public Works Projects (GM Authority \$100,000 or less)

3. None.

FISCAL IMPACT

There is adequate funding in the budget to perform the contract services mentioned above.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors receive and file this report.

ATTACHMENTS

None.

AGENDA ITEM 7G

Date: July 7, 2026

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Nicolas Castro, Director of Operations/Safety

Subject: (1) Approve the Purchase and Installation of Fire Suppression Systems for Eight (8) Side-Loader Refuse Collection Vehicles Through NVB Equipment in the Amount of \$82,156, (2) Authorize the General Manager to Enter into and Execute all Contracts and Other Documents Necessary to Complete the Purchase and Installation of the Fire Suppression Systems, and (3) Approve the Amendment to the Fiscal Year 2026-2027 Budget to Increase the Budget for Fire Suppression System for Solid Waste Trucks within the Solid Waste Category of the Capital Outlays and Miscellaneous Budget from \$80,000 to \$82,156

BACKGROUND

The District is committed to providing a safe work environment for employees and protecting its fleet assets. In recent years, fire suppression systems have been installed on seven (7) side-loader refuse collection vehicles to reduce the risk of vehicle fires and minimize equipment damage.

The remaining eight (8) side-loader refuse collection vehicles, identified as NG-1, NG-2, NG-4, NG-5, NG-6, NG-7, NG-8, and NG-9, are not currently equipped with fire suppression systems. Approval of this project will complete the installation of fire suppression systems throughout the District's side-loader fleet.

DISCUSSION

Fire suppression systems are designed to automatically detect and suppress fires in critical vehicle compartments, helping protect employees, equipment, and District operations. These systems are widely used throughout the solid waste industry as a preventative safety measure.

Staff obtained a quote from NVB Equipment for the purchase and installation of fire suppression systems on the remaining eight (8) side-loader refuse collection vehicles. NVB Equipment previously installed the fire suppression systems on the District's seven existing side-loader refuse collection vehicles and is an authorized installer of the system.

To maintain consistency with the existing equipment, installation, and future maintenance of the District's fleet, Staff is recommending that the Board waive the requirement to obtain quotes from multiple vendors pursuant to the District's Purchasing Policy and Procedures and authorize the General Manager to contract with NVB Equipment for the purchase and installation of fire suppression systems for the District's eight (8) remaining side-loader refuse collection vehicles (NG-1, NG-2, NG-4, NG-5, NG-6, NG-7, NG-8, and NG-9) based on the attached quote from NVB Equipment in the amount of \$82,156, including sales tax.

Installation of these systems will improve fleet safety, reduce the risk of equipment loss, and help maintain reliable refuse collection services.

FISCAL IMPACT

The total project cost is \$82,156, including sales tax. \$80,000 is currently budgeted within the Solid Waste category of the Fiscal Year 2026-2027 Capital Outlays and Miscellaneous Budget (Line 23). Accordingly, Staff is recommending the Board approve an amendment to the Fiscal Year 2026-2027 Budget to increase the amount budgeted for this line item by \$2,156, to \$82,156.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors:

1. Approve the purchase and installation of fire suppression systems for eight (8) side-loader refuse collection vehicles (NG-1, NG-2, NG-4, NG-5, NG-6, NG-7, NG-8, and NG-9) through NVB Equipment in the amount of \$82,156, including sales tax; and
2. Authorize the General Manager to enter into and execute all contracts and other documents necessary to complete the purchase and installation of the fire suppression systems; and
3. Approve an amendment to the Fiscal Year 2026-2027 Budget to increase the budget for fire suppression systems for solid waste trucks within the Solid Waste category of the Capital Outlays and Miscellaneous Budget from \$80,000 to \$82,156.

ATTACHMENTS

1. NVB Equipment Quote for Fire Suppression System Installation



Fresno / Turlock

July 1, 2026

Nicolas Castro
Director of Operations/Safety
Midway City Sanitary District
Westminster, CA

PRODUCT QUOTE: Amerex Automatic / Manual Fire Suppression System. PRICE: \$9,400.00 Each

EQUIPMENT TYPE: Trash Trucks (Covering Back Box)
NG-1,NG-2,NG-4,NG-5,NG-6,NG-7,NG-8 & NG-9

INCLUDES:

- Installation, Welding & Labor
One 50lb Short A.B.C. Dry Chemical Agent Cylinder
4 Nozzles Covering Hazardous Areas
Inside Manual Cartridge Actuation
Install 2-Fast Response Thermostats in Body
24 Hour Internal Backup Battery
Install Modular Circuit Monitor with Warning Lights & Buzzer
All Electrical Components have Watertight Modular Plugs
Agent Cylinders & Cartridges have Indicator Gauges Showing State of Charge
Amerex Provides 3 Year Warranty on all parts.

Sales Tax: Not included in quote.

Terms: Net 30 Credit Card Payment: Add 3%

This quotation shall remain in effect for: 90 Days

Quoted by: _____

Kenneth Mee
Suppression Manager/Sales
E-Mail: kmee@nvbequipment.com
Cell: (559) 351-0194

3808 E. Jensen Avenue, Fresno, CA 93725 (559) 496-3520 Fax (559) 496-3519

6400 Taylor Court, Building B, Turlock, CA 95382 (209) 668-6960 Fax (209) 668-6955

AGENDA ITEM 9A

Date: July 7, 2026

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Ashley Davies, Director of Services and Program Development

Subject: Receive and File the Annual Customer Survey Update Presentation and Provide Direction as Necessary

BACKGROUND

In July 2024, the Midway City Sanitary District (MCSD) conducted a comprehensive survey to gather feedback from residents on a range of District services and programs. The survey focused on assessing public satisfaction, identifying areas for service improvement, and gauging community interest in potential new programs. The goal of the survey was to better understand residents' perspectives, preferences, and expectations to guide the District's planning and operations.

Based on the survey results, staff identified key priorities expressed by the community. In response, the District initiated targeted projects and service improvements to address the primary themes identified by residents, including customer-focused services, sewer infrastructure, and health and safety.

DISCUSSION

In 2025, Staff provided the Board of Directors with an annual update presentation highlighting the survey results and the actions taken to address community feedback. Since that presentation, Staff has continued implementing additional improvements and expanding programs that align with the priorities identified by residents.

The Board will receive the second annual presentation providing an update on the progress made since the 2025 presentation, highlighting completed initiatives, ongoing projects, and continued efforts to enhance District services in response to community feedback.

FISCAL IMPACT

There is no fiscal impact.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors Receive and File the Annual Customer Survey Update Presentation and Provide Direction as Necessary.

ATTACHMENTS

1. Customer Survey Update Presentation Slides



**MIDWAY CITY SANITARY
DISTRICT
2024 CUSTOMER SURVEY UPDATE**

OVERVIEW

In 2024, MCSD conducted a customer satisfaction survey to gather a baseline of information. This information included:

- Satisfaction – 79% favorable opinion overall, 81% satisfied with sewer services, and 83% satisfied with trash services
- Knowledge of services and programs – overall average of 87% awareness of our special services. Helping hands program brings that average down as only 65% of those surveyed are aware of the program
- Areas for improvement – 62% read social media posts, 21% would like to receive more communication
- Demographics – 53% are over 50 years old, 49% identified as Asian/Pacific Islander, 73% non-college educated, 65% own a single-family home



Over the past year, staff has analyzed the survey results and utilized them to plan future projects. This presentation will highlight projects that have been completed or are in the works based on the survey results.

WHAT IS MOST IMPORTANT TO THE CUSTOMER?



CUSTOMER FOCUSED SERVICES

48%

SEWER INFRASTRUCTURE

46%

HEALTH AND SAFETY

45%

CUSTOMER FOCUSED SERVICES

Based on the survey results, events that customers are interested in are:

- Compost and Shredding – 43%
- Clean-up events – 39%
- Education for students – 32%
- Facility tours – 30%

- Paper shredding – 3 events this calendar year – up from 2 last year
- Over 3,000 bags of compost given away
- Cart cleaning services have begun and are being utilized – 8 requests for service since January
- District-wide clean-up event with 10 bins at the District, as well as 4 others at local parks
- Partnership with Inside The-Outdoors and Discovery Cube (450 students) for in-school assemblies
- Sponsorship of WHS Robotics Team
- 12 Tours of our District yard
- Annual Open House with more vendors and education provided at the event, over 1,000 residents in attendance



3

CUSTOMER FOCUSED SERVICES CONTINUED...



Communication/Education

- Recycling and organics education – 39%
 - School assemblies, Discovery Cube Partnership, Inside the Outdoors, Targeted Radio topics and PSAs, updated proper sorting guides
- Investment in infrastructure – 35%
 - Targeted radio topics and future ads (PSAs), FOG program being implemented, targeted Social Media (Wastewater Wednesday)
- Frequency of information – a few times a year 54%, monthly 25%
 - Emailed newsletter every other month, District-wide compost and clean-up mailers, multiple PSAs, monthly radio programs

Mail to home
43%

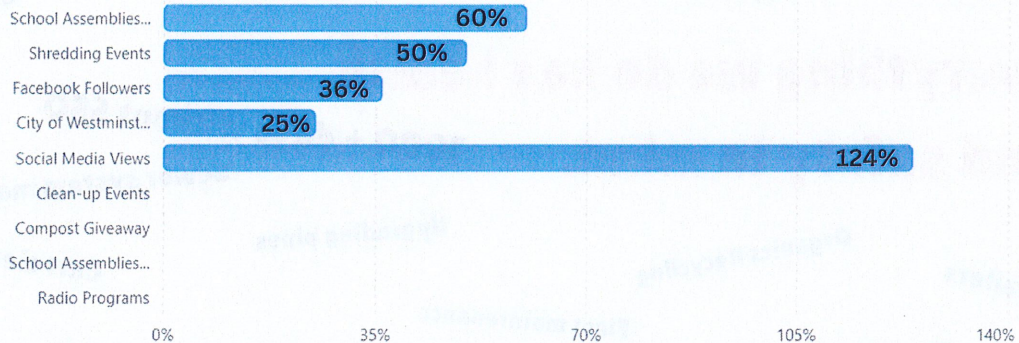
Email
36%

Periodic Newsletter
23%

CUSTOMER FOCUSED SERVICES CONTINUED

Percent Change in Outreach Metrics (2025–2026)

Year-over-year percentage increase for comparable outreach metrics. PSAs are excluded because they increased from 0 to 5, which has no defined percentage increase.



5

SEWER INFRASTRUCTURE

Initiatives important to customers:

- Reducing leaks and main breaks – 58%
- Upgrading aging infrastructure – 57%
- Innovative technologies – 51%

Done:

- 15th Street paving and repair
- Emergency sewer repair at Westpark
- Smart cover conversion 5 manholes

In Progress:

- Sewer main extension and upsizing in Edward Street – Bolsa Pacific Project
- Sewer Main and Manhole Condition Repairs and Rehab Assessment Project
- Sewer standard and bin enclosure update project
- Capacity Upsizing Gravity sewer main – phase 1
- Sewer lining project
- FOG program/inspections

Coming Up:

- Manhole project at Westminster blvd and Springdale intersection
- Capacity Upsizing gravity main project
- Smart cover conversion Phase 2



6

HEALTH AND SAFETY

Sewer System Management plan

CCTV



Recycling

Compost

Paper shredding

Cyber security

Siphons

Everything we do has health and safety in mind.

1000 + days without SSO

Sewer system master plan

Upgrading pipes

Mailers

Organics Recycling

Cart cleaning

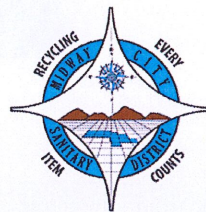
Fleet maintenance

Clean-up events

FOG program

Assemblies

THANK YOU



AGENDA ITEM 9B

Date: July 7, 2026
To: Board of Directors
From: Robert Housley, General Manager
Prepared by: Ashley Davies, Director of Services and Program Development
Subject: Consider Sponsorship of the City of Westminster’s 2026 Fall Festival

BACKGROUND

In 2022, the Midway City Sanitary District (District) approved a \$250 Bronze Level sponsorship to the City of Westminster’s Fall Festival. In 2023, the District again sponsored this event with a \$1,000 Silver Level sponsorship and also provided in-kind services by providing cardboard trash boxes with liners, estimated at about \$1,000. The District continued to sponsor the Fall Festival in 2024 with a \$1,000 fiscal sponsorship and in-kind sponsorship of requested cardboard trash cans. The sponsorship level increased to \$2,500 for the 2025 Fall Festival.

The City of Westminster’s 2026 Fall Festival will take place over an entire weekend, Thursday-Sunday, September 24th – September 27th at the Westminster Civic Center. Exciting features have been lined up to make the festival an unforgettable experience for attendees of all ages, such as a vibrant carnival with thrilling rides, games, and a variety of food and beverages from local food vendors. The festival will also feature live entertainment that will create an atmosphere of fun and excitement.

DISCUSSION

The City of Westminster is looking for fiscal and in-kind sponsorships for the 2026 Fall Festival. Sponsoring the event supports the District’s mission by providing additional exposure and recognition of the District and its services within the community. The District intends to have a booth at the 2026 Fall Festival. With a Gold Level Sponsorship of \$2,500, the booth would be included in the sponsorship package.

A copy of the City of Westminster’s 2026 Fall Festival Sponsorship Package is attached.

FISCAL IMPACT

Fiscal sponsorship \$2,500

STAFF RECOMMENDATION

Staff recommends that the Board of Directors consider sponsorship of the City of Westminster’s 2026 Fall Festival at the Gold Sponsorship level of \$2,500.

ATTACHMENTS

- 1. City of Westminster Fall Festival Sponsorship Packet



5th Annual CITY OF WESTMINSTER

FALL Festival

SEPTEMBER 24 - 27, 2026 ☆ CELEBRATING AMERICA'S 250TH



Sponsorship Opportunities



Dear Valued Community Supporter,

The City of Westminster is thrilled to announce our upcoming **5th annual Fall Festival**, scheduled to take place from **Thursday, September 24 to Sunday, September 27, 2026**.

Building on the continued success of this signature community event, we look forward to once again bringing residents and visitors together for a vibrant weekend of entertainment, culture, and celebration. The 2025 Fall Festival welcomed thousands of attendees to the Civic Center for four days of family-friendly programming, featuring a lively carnival with 15 rides and attractions, more than 25 live performances, a diverse selection of food and retail vendors, a beer garden, and a wide range of interactive activities for all ages.

The 2025 festival introduced several exciting enhancements that elevated the overall experience, including festival merchandise, a custom interactive art mural in partnership with Art Supply Warehouse, the community Lotería game during Cultural Night, and two new artisan vendor markets, highlighting local small businesses and creators. Additional features such as a curated Food Truck experience, an expanded beer garden, and a large LED video wall showcasing live programming further enhanced the event atmosphere!

Fostering a strong sense of community remains a priority for Westminster staff and residents. Events like the Fall Festival strengthen local pride, stimulate economic vitality, and build healthy relationships and connections within our City.

We invite your business or organization to be part of this exciting tradition. Sponsoring the Westminster Fall Festival provides valuable exposure through a wide range of promotional channels, including social media, digital and print advertising, on-site recognition, and direct engagement with attendees throughout the event.

Enclosed you will find additional information regarding the Fall Festival and our standard sponsorship levels. We are also happy to customize each sponsorship level in accordance with your donation amount to effectively meet your organization's marketing goals for the event.

The 2026 Fall Festival promises to build upon past success with an even more dynamic lineup of attractions, entertainment, and experiences for all ages. We look forward to creating another memorable event for our community and to partnering with you to make it possible.

Thank you for your time and consideration. Please do not hesitate to contact me if you have any questions.

I look forward to hearing from you soon.

Best Regards,

Vanessa Johnson, Community Services Director

City of Westminster

vjohnson@westminster-ca.gov

(714) 548-3667



FESTIVAL

Summary



Event

5th Annual City of Westminster Fall Festival



2026 Event dates & times

Thursday, September 24 | 5-9 p.m. | Cultural Night Celebrating Hispanic Heritage Month
Friday, September 25 | 5-11 p.m.
Saturday, September 26 | 12-11 p.m. | Moon Lantern Celebration
Sunday, September 27 | 12-9 p.m.



Location

City of Westminster Civic Center
8200 Westminster Blvd.
Westminster, CA 92683



Attendance

12,000+ attendees



Attractions

Carnival rides and games, live entertainment, children's activities, food vendors and beer garden





COMMUNITY PROFILE & Online Reach

Westminster is home to a lively, diverse community that attracts both residents and businesses, enhancing events such as the highly-anticipated Fall Festival. By sponsoring this festival, you can make powerful connections with the community, both in person and through online engagement.

Westminster's Population

90,911 (2020 Census)

Households

28,524

- 3.49 average household size

Ethnicity Breakdown

Asian and Pacific Islander | 47%

White | 26%

Hispanic | 24%

Other | 3%

Black or African American | .8%

Social Media Followers

16,800+ Facebook Followers | @CityofWestminster

5,700+ Instagram Followers | @cityofwestminsterca



FALL FESTIVAL

2026 FALL FESTIVAL *Sponsorship Opportunities*

Drone Show Presenting Sponsor (Limit 1) | \$15,000

As the premier, exclusive sponsor of the Fall Festival's featured nighttime attraction, you will receive:

- Exclusive presenting rights for the Drone Show (e.g. "Fall Festival Drone Show presented by [Sponsor Name]")
- Custom logo integration within the drone show (subject to design and safety limitations)
- Verbal recognition prior to the Drone Show
- Verbal recognition at Fall Festival Opening Ceremony and stage announcements
- Recognition at a televised City Council Meeting with worldwide viewership
- Prominent logo inclusion on all Drone Show promotional materials
- Recognition in Recreation Email Newsletter
- Recognition in City Newsletter (mailed to every resident)
- Logo included on City webpage with hyperlink
- Logo included on Fall Festival flyers and social media posts
- Fall Festival Banner (provided by City)
- Six (6) carnival ride passes
- Full page color ad in Official Fall Festival Program, premium position
- Booth (up to 10 ft. x 20 ft.) with up to two (2) tables and four (4) chairs, Saturday and Sunday, in a prime location
- Logo featured on Westminster's Local TV Channel
- Two (2) reserved parking spaces throughout the event
- Logo featured on digital screen in Civic Center before and during the event
- Logo printed on Fall Festival T-Shirts worn by City Staff
- On-stage speaking opportunity (up to five minutes)
- Complimentary 2027 Tet Parade entry on Saturday, February 6, 2027





2026 FALL FESTIVAL

Sponsorship Opportunities

Title Sponsor (Limit 1) | \$10,000

As the event-wide sponsor, you will receive prominent recognition throughout the Fall Festival, including:

- Verbal recognition at Fall Festival Opening Ceremony and stage announcements
- Recognition at a televised City Council Meeting with worldwide viewership
- Recognition in Recreation Email Newsletter
- Recognition in City Newsletter (mailed to every resident)
- Logo included on City webpage with hyperlink
- Logo included on Fall Festival flyers and social media posts
- Premier Fall Festival Stage Banner (provided by City)
- Six (6) carnival ride passes
- Full page color ad in Official Fall Festival Program, premium position
- Booth (up to 10 ft. x 20 ft.) with up to two (2) tables and four (4) chairs, Saturday and Sunday, in a prime location
- Logo featured on Westminster's Local TV Channel
- Two (2) reserved parking spaces throughout the event
- Logo featured on digital screen in Civic Center before and during the event
- Logo printed on Fall Festival T-Shirts worn by City Staff
- On-stage speaking opportunity (up to five minutes)
- Complimentary 2027 Tet Parade entry on Saturday, February 6, 2027





2026 FALL FESTIVAL

Sponsorship Opportunities

Platinum Sponsor | \$7,500

- Verbal recognition at Fall Festival Opening Ceremony
- Recognition at a televised City Council Meeting
- Recognition in Recreation Email Newsletter
- Recognition in City Newsletter (mailed to every resident)
- Logo included on City webpage with hyperlink
- Logo included on Fall Festival flyers and social media posts
- One (1) banner, displayed in premium location at the event (provided by City)
- Four (4) carnival ride passes
- Half page color ad in Official Fall Festival Program
- Booth (10 ft. x 10 ft.) with one (1) table and two (2) chairs, Saturday and Sunday, in a prime location
- Logo featured on Westminster Local TV Channel
- One (1) reserved parking space

Diamond Sponsor | \$5,000

- Verbal recognition at Fall Festival Opening Ceremony
- Recognition at a televised City Council Meeting
- Recognition in Recreation Email Newsletter
- Recognition in City Newsletter (mailed to every resident)
- Logo included on City webpage with hyperlink
- Logo included on Fall Festival flyers and social media posts
- One (1) banner, displayed at the event (provided by City)
- Two (2) carnival ride passes
- Quarter page color ad in Official Fall Festival Program
- Booth (10 ft. x 10 ft.) with one (1) table and two (2) chairs, Saturday and Sunday, in a prime location
- Logo featured on Westminster Local TV Channel





2026 FALL FESTIVAL

Sponsorship Opportunities

Gold Sponsor | \$2,500

- Verbal recognition at Fall Festival Opening Ceremony
- Recognition at a televised City Council Meeting
- Recognition in Recreation Email Newsletter
- Recognition in City Newsletter (mailed to every resident)
- Logo included on City webpage
- Logo included on Fall Festival flyers and social media posts
- One (1) banner, displayed at the event (provided by City)
- Eighth page color ad in Official Fall Festival Program
- Booth (10 ft. x 10 ft.) with one (1) table and two (2) chairs, Saturday and Sunday, in a prime location

Silver Sponsor | \$1,000

- Verbal recognition at Fall Festival Opening Ceremony
- Recognition at a televised City Council Meeting
- Recognition in Recreation Email Newsletter
- Recognition in City Newsletter (mailed to every resident)
- Company name listed on City webpage
- Company name listed on Fall Festival flyers and social media posts
- One (1) banner, displayed at the event (provided by City)

Bronze Sponsor | \$500

- Verbal recognition at Fall Festival Opening Ceremony
- Recognition at a televised City Council Meeting
- Recognition in Recreation Email Newsletter
- Recognition in City Newsletter (mailed to every resident)
- Company name listed on City webpage
- Company name listed on all Fall Festival flyers and social media posts



SPONSOR

Benefits

Benefit	Bronze \$500	Silver \$1,000	Gold \$2,500	Diamond \$5,000	Platinum \$7,500	Title \$10,000	Drone \$15,000
Recognition at: <ul style="list-style-type: none"> Opening Ceremony City Council Meeting Recreation Email Blasts City Newsletter 	✓	✓	✓	✓	✓	✓	✓
City Webpage	Company Name	Company Name	Company Logo	Company Logo w/ hyperlink	Company Logo w/ hyperlink	Company Logo w/ hyperlink	Company Logo w/ hyperlink
Fall Festival Flyers & Social Media Posts	Company Name	Company Name	Company Logo	Company Logo	Company Logo	Company Logo	Company Logo
Banner(s) at Fall Festival	✗	1 Banner at Event	1 Banner at Event	1 Banner at Event	1 Banner, Premium Location	Premier Stage Banner	Premier Stage Banner
Carnival Ride Passes	✗	✗	✗	2 passes	4 passes	6 passes	6 passes
Ad in Fall Festival Program	✗	✗	Eighth Page	Quarter Page	Half Page	Full Page	Full Page
Fall Festival Booth	✗	✗	10 ft. x 10ft. w/ 1 table & 2 chairs	10 ft. x 10ft. w/ 1 table & 2 chairs	10 ft. x 10ft. w/ 1 table & 2 chairs	10 ft. x 20ft. w/ 2 tables & 4 chairs	10 ft. x 20ft. w/ 2 tables & 4 chairs
Logo Featured on Local TV Channel	✗	✗	✗	✓	✓	✓	✓
Reserved Parking Spaces	✗	✗	✗	✗	1 Parking Space	2 Parking Spaces	2 Parking Spaces
Logo on Civic Center Digital Screen	✗	✗	✗	✗	✗	✓	✓
On-Stage Speaking Opportunity	✗	✗	✗	✗	✗	✓	✓
Complimentary 2027 Tet Parade Entry	✗	✗	✗	✗	✗	✓	✓
Logo on Staff Fall Festival T-Shirts	✗	✗	✗	✗	✗	✓	✓
Exclusive Drone Show Presenting Rights	✗	✗	✗	✗	✗	✗	✓
Logo in Drone Show	✗	✗	✗	✗	✗	✗	✓
Recognition prior to Drone Show	✗	✗	✗	✗	✗	✗	✓



SPONSOR

Guidelines



Please return the completed **Sponsor Application** and **Payment** to:

Community Services & Recreation Department
Attn: **Fall Festival**
8200 Westminster Blvd., Westminster, CA 92683

Make checks payable to: **City of Westminster**
To pay by credit card, please submit credit card authorization form
or call (714) 895-2860



For sponsor packages that include your company logo and a color ad in the Fall Festival program (Title, Platinum, Diamond and Gold sponsors), please submit artwork by email in **PNG** or **JPEG** format to **FallFestival@westminster-ca.gov** no later than **September 1, 2026**.

For ad dimensions, please visit the Fall Festival page on the City website at www.westminster-ca.gov or email FallFestival@westminster-ca.gov.



For sponsor packages that include a complimentary festival booth (Title, Platinum, Diamond and Gold sponsors), please note that booth guidelines will be communicated to sponsors as necessary.





2026 Fall Festival Sponsorship Application

Company Name:

Address: City: State: Zip:

Contact Person:

Phone: Email:

: :

SPONSOR LEVEL/AMOUNT:

DRONE | \$15,000 TITLE | \$10,000 PLATINUM | \$7,500

DIAMOND | \$5,000 GOLD | \$2,500 SILVER | \$1,000

BRONZE | \$500 PRODUCT SPONSOR (donation of goods; non-monetary, such as gift cards, small promotional items, drinks, food for volunteers)

Credit Card Authorization:

Payment Amount

Name on Card

Credit Card Number

Expiration Date CW

Signature Date

By signing this form, I authorize the City of Westminster to charge my credit card above for the specified amount. Following the conclusion of the Fall Festival, this document will be securely discarded.

To Submit Application:

Submit completed application, signed waiver, and payment by email, mail, or in person:

Email: FallFestival@westminster-ca.gov

Mail: Community Services and Recreation Department

Attn: **Fall Festival**

8200 Westminster Blvd.

Westminster, CA 92683

In-Person: Community Services and Recreation Building (same address as above)

For credit card payments, please complete credit card authorization above or call (714) 895-2860

To pay by check, please make check out to **City of Westminster**

CITY OF WESTMINSTER PARTICIPANT AGREEMENT AND WAIVER AND RELEASE OF LIABILITY

I, _____ (Full legal name), desire to participate in **Fall Festival 2026** (the "Activity").

In consideration for my participation in the Activity, I agree as follows:

1. Assumption of Risk. I fully understand and agree that: (a) recreational and fitness activities and use of City facilities (cumulatively "recreational activities") have inherent risks, dangers, and hazards and such exists in my use, and/or my minor child(ren)'s use, of any equipment and my participation in these activities; (b) my participation, and/or my minor child(ren)'s participation, in such activities and/or use of such equipment may result in injury or illness including, but not limited to bodily injury, communicable disease, strains, fractures, partial and/or total paralysis, death, or other ailments that could cause serious disability; (c) City facilities are open and generally accessible to members of the public; (d) my and/or my minor child(ren)'s and/or other users access to City facilities and/or placement, storage or accessing of property left in City facilities puts such property at a risk of damage, destruction, loss, theft, fire or other casualty; (e) these risks and dangers may be caused by the negligence of the representatives, employees, or volunteers of the City of Westminster, the negligence of the participants, the negligence of others, accidents, breaches of contract, or other causes; (f) my and/or my minor child(ren)'s participation in such activities poses an inherent risk of exposure to COVID-19 and/or other communicable diseases, (e.g., RSV), which can lead to severe illness, prolonged hospitalization, disability and death; and (g) by my participation, and/or my minor child(ren)'s participation, in recreational activities and/or use of equipment, I hereby acknowledge that I am participating of my own free will in the activity and therefore agree to assume all risks and dangers and all responsibility for any losses and/or damages whether caused in whole or in part by the negligence or conduct of the representatives, employees, or volunteers of the City of Westminster.

2. Medical Release. I authorize the City of Westminster to provide or cause to be provided such medical treatment to me or my minor child(ren) as may be necessary or appropriate if any injury occurs while I or my child(ren) are participating in the Activity. I further agree to pay any costs incurred as a result of such treatment.

3. Indemnification. In consideration for being permitted to participate in the Activity, I hereby agree, for myself, my heirs, administrators, executors and assigns, that I shall indemnify, defend, and hold harmless Community Services & Recreation Department, the City, and their elected officials, officers, agents, employees, and volunteers, from any and all claims, demands, actions, or suits arising out of or in connection with my participation in the Activity.

4. Waiver and Release of Liability. As lawful consideration for permission to enter City property and/or City facilities for any purpose, including but not limited to observation, use of facilities or equipment, leaving or storage of property, or participating any way, I, and my children, agree to be legally bound for myself and my heirs, personal representatives, next of kin, and anyone who might make a claim on my behalf, hereby waive, release, and discharge the Westminster Community Services Department, the City of Westminster, and their elected officials, officers, agents, employees, and volunteers from any and all claims for damages and/or liability, whether caused by any active or passive negligent act or omission of the Community Services Department or the City of Westminster, or their elected officials, officers, agents, employees, and/or volunteers, or otherwise related to my participation and promise not to sue the Community Services Department, the City of Westminster, or their elected officials, officers, agents, employees, and/or volunteers for any damages I or my minor children incur in connection with the Activity. This release and waiver extends to all claims of every kind or nature whatsoever, foreseen or unforeseen, known or unknown, including any claims or liability arising from the active negligence of the City, unless otherwise prohibited by law. The parties to this Agreement understand that this document is not intended to release any party from any act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision.

I further agree and understand that all of my rights against the City accruing under Section 1542 of the Civil Code of the State of California are hereby expressly waived to the maximum legal extent.

Section 1542 reads as follows: "A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY."

I agree that this Waiver and Release of Liability is intended to be as broad and inclusive as is permitted by law. Any provision found to be invalid or unenforceable by a court shall not affect the validity or enforceability of any other provision.

5. Recording of In-Person/Virtual Activities. I understand and agree that in-person and/or virtual Activity may be recorded for viewing and/or listening by others at a future date. I consent to the City's use of audio/video recordings of me during the in-person and/or virtual Activity and that the City may use audio/video segments or photographic stills of me for any purpose, including, but not limited to news, advertising, and promotional purposes, without compensation to me. I hereby release and hold harmless the Community Services & Recreation Department, the City, and their elected officials, officers, agents, employees, and volunteers, from any claims relating to the use of my likeness and image.

6. Compliance with All Rules. I and my minor children agree to obey all policies and procedures applicable to the Activity and instructions provided by the Community Services & Recreation Department and/or by City staff and volunteers during my participation in the Activity. I further understand and agree that Activities/events are interactive and agree to act reasonably and professionally at all times during my participation.

7. Miscellaneous. I acknowledge and agree that this Agreement is binding upon my heirs, assigns and legal representatives. I agree that this Agreement is intended to be as broad and inclusive as is permitted by California law. I further agree that this Agreement is severable and that if any clause is found invalid, the balance of the Agreement will remain in effect, valid, and enforceable.

I HAVE READ THE ABOVE WAIVER AND RELEASE OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT AND UNDERSTAND ITS TERMS FULLY. I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND SIGN FREELY AND VOLUNTARILY OF MY OWN VOLITION.

Participant's Full Legal Name: _____

Signature: _____

Date: _____

If participant is under the age of 18, a parent or legal guardian must read and also sign this Agreement.

I am the parent or legal guardian of the above-referenced Participant. I have read and I understand the provision of this document, and I consent to the Participant taking part in the activities at the Westminster Recreation and Parks facilities, and I fully enter into and agree to the above Waiver and Release of Liability, Assumption of Risk and Indemnity Agreement.

Parent/Legal Guardian Name: _____

Signature: _____

Date: _____

AGENDA ITEM 9C

Date: July 7, 2026

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Cynthia Olsder, Exec/Board Secretary

Subject: Discussion and Approval of Selecting one (1) Candidate for the California Special Districts Association (CSDA) Board of Directors Election

BACKGROUND

The California Special Districts Association (CSDA) is governed by an eighteen (18) member Board of Directors elected from six geographic networks throughout California. Each network is represented by three Board members serving staggered three-year terms. The Board of Directors is responsible for establishing policy and providing oversight for CSDA's member services, legislative advocacy, professional development programs, and other resources that support California's special districts.

CSDA has announced an election to fill the Southern Network, Seat C position for a three-year term beginning January 1, 2027, and ending December 31, 2029. Following the nomination process, four (4) candidates qualified for placement on the election ballot:

- Nikki Winslow, District Director, Altadena Library District (Incumbent)
- Jason Dafforn, General Manager, Valley Sanitary District
- John Horst, Director, Trabuco Canyon Water District
- Melinda Sedmak, Trustee, Twentynine Palms Public Cemetery District

Each CSDA Regular Member agency in good standing is entitled to cast one vote in the election. CSDA began electronic voting on June 9, 2026. Ballots must be submitted no later than 5:00 p.m. on July 24, 2026. The successful candidate will be notified no later than July 31, 2026.

DISCUSSION

The District has been asked to participate in the election for the California Special Districts Association Board of Directors, Southern Network, Seat C. The Board is requested to review the candidate information sheets and candidate statements provided by CSDA and select one (1) candidate to receive the District's vote.

Following Board direction, staff will submit the District's official ballot through the CSDA electronic voting system.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

Staff recommend that the Board **1.** Discuss and select one (1) candidate for the California Special Districts Association (CSDA) Board of Directors Election for Sothern Network, Seat C; and **2.** Authorize the Executive/Board Secretary to cast the District's vote on behalf of the Board.

ATTACHMENTS

1. CSDA Board of Directors Election Ballot - Southern Network, Seat C
(Action required using a web-based online voting system)
2. Candidate Information and Candidate Statement
 - Winslow (pg 57)
 - Dafforn (pg.61)
 - Horst (pg.63)
 - Sedmak (pg.65)

1 Fill Ballot



2 Review Ballot



3 Done

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS TERM 2027-2029 SEAT C

CSDA Board of Directors Election Ballot - Term 2027 - 2029; Seat C - Southern Network

Please vote for your choice

Choose **one** of the following candidates:

- Nikki Winslow, District Director, Altadena Library District (Incumbent)
- Jason Dafforn, General Manager, Valley Sanitary District
- John Horst, Director, Trabuco Canyon Water District
- Melinda Sedmak, Trustee, Twentynine Palms Public Cemetery District

Nikki Winslow, District Director, Altadena Library District (Incumbent)

[Please click here for the candidate information sheet.](#)

[Please click here for the candidate statement.](#)

Jason Dafforn, General Manager, Valley Sanitary District

[Please click here for the candidate information sheet.](#)

[Please click here for the candidate statement.](#)

John Horst, Director, Trabuco Canyon Water District

[Please click here for the candidate information sheet.](#)

[Please click here for the candidate statement.](#)

Melinda Sedmak, Trustee, Twentynine Palms Public Cemetery District

[Please click here for the candidate information sheet.](#)

[Please click here for the candidate statement.](#)

3900

Cancel

Continue



2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Nikki Winslow

District/Company: Altadena Library District

Title: District Director

Elected/Appointed/Staff: Staff

Length of Service with District: 6 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

General Managers Summit 2020-2025; San Gabriel Chapter Formation Committee 2024; San Gabriel Chapter Board Vice-Chair 2025;

Legislative Day 2025; Annual Conference 2025; CSDA Board Southern Network Seat C Nov 2025-present

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

California Library Association; CALPELRA; American Library Association;

Public Library Association

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

Altadena Town Council, LAFCo

4. List your involvement in civic and/or non-profit organization:

Rotary Club of Altadena; Altadena Chamber of Commerce;

Altadena Heritage; Eaton Fire Collaborative

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

2027-2029 CSDA Board Appointment – Seat C Southern Network

Candidate Statement – Nikki Winslow

I am honored to put myself forward as a candidate for the CSDA Board for the 2027-2029 term. Since my appointment to the seat in January 2026, I've familiarized myself further with CSDA Board operations and the incredible individuals who volunteer their time to advocate for the work that special districts accomplish. Being part of this team is inspiring, and I look forward to serving and representing my region on the Board for the 2027-2029 term. I believe deeply in the mission of special districts and the staff and leadership upholding this work. They provide libraries, parks, water, fire protection, vector control – and so many other vital services. Special districts are essential in strengthening California's communities, often serving as a critical connection and filling in gaps for services that would otherwise be unavailable. It is my goal to continue to advocate for policies that support sustainability, innovation, and equity for all districts across our state, and represent the interests of the Southern Seat C region on the Board.

For 6 years I have served as District Director of the Altadena Library District. In this role, I have been proud to guide our community through a period of both tremendous growth and significant challenges. Among my achievements, I successfully led the passage of a ballot measure that secured long-term, sustainable funding for our libraries, a feat accomplished in the first year of the 2020 pandemic. I oversaw the planning of our two major renovations and the reopening of our branch on the westside of Altadena in August 2025. In February of this year, our Main library closed and long-awaited renovation work will finally begin on this property. These projects ensure that our library spaces are welcoming, modern, and adaptable to community needs. And throughout 2025 I helped guide the District and our residents through the devastation of the Eaton Fire, leading recovery and rebuilding efforts while ensuring our library remained a place of connection and resilience during a time of crisis and uncertainty.

Prior to my work in Altadena, I served as Assistant Director of Glendale Library, Arts & Culture and, before that, spent nearly 15 years with the Las Vegas-Clark County Library District, where I gained deep experience in operations, branch management, and community partnership building. My educational background includes a Bachelor's in Political Science from UNLV, a Master's in Library and Information Science from the University of North Texas, and a Master's in Public Administration from Claremont Lincoln University. This academic foundation, paired with over

two decades of professional leadership, has shaped my approach to governance—one grounded in strategic leadership, ethical decision-making, and a commitment to inclusive community engagement.

Throughout my career, I have worked with diverse populations and developed programming that directly meets the needs of my community. I have helped launch ESL and citizenship training programs for new Americans, championed the expansion of digital resources, and created equitable access to services for patrons of all ages and backgrounds. In Altadena, I have also been intentional about mentoring and empowering the next generation of library leaders. I am very passionate about professional development, and look forward to advocating for uplifting aspiring leaders in our special districts.

I want to continue to serve on the CSDA Board and spotlight how special districts meet challenges where larger government agencies sometimes cannot— with adaptability and innovation built-in to their structure. Advocating for these institutions is critical in meeting the needs of our California communities and solving problems that sometimes seem impossible. I believe my experiences navigating ballot measures, leading through emergencies, and building strong community partnerships add value to the Board’s work. I especially believe my perspective as a library district leader—representing a sector that touches education, workforce development, equity, and civic engagement— is critical to the future of California’s social infrastructure.

My involvement with CSDA is not just within my District or on the Board, but also as leadership in my local CSDA Chapter. I currently serve as Vice-Chair of the Special District Association of San Gabriel Valley Chapter Board, and was one of its founding members. In January 2024, I was invited to participate in a meeting to explore the formation of a new CSDA chapter in the San Gabriel Valley. At the group’s follow-up meeting in May 2024, I volunteered to serve on the formation committee, which successfully launched the chapter in October 2024... I was honored to host one of our chapter meetings at the Altadena Main Library, featuring Supervisor Kathryn Barger as our invited speaker in September 2025. We recently hosted a chapter mixer to encourage our special district staff and elected officials to meet, network and learn about the vital work our districts provide to fulfill the diverse needs and priorities of residents across our region.

It would be a privilege to serve a full term alongside other committed leaders on the CSDA Board for the 2027-2029 term, advocating for the sustainability of our districts, supporting collaboration across sectors, and ensuring that all voices—large, small, urban, and rural—are represented in statewide conversations. I am ready to bring my passion, experience, and vision to this role, and I would be honored to earn your support.

Sincerely,

Nikki Winslow

District Director, Altadena Library District



2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jason Dafforn

District/Company: Valley Sanitary District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 2.75 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attend CSDA Conferences, Leadership Academy, GM Summit, CSDA Legislative Days

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

ACWA, CASA, NACWA

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

Collaborate with Riverside LAFCO, Coachella Valley Association of Governments (CVAG)

4. List your involvement in civic and/or non-profit organization:

Desert Recreation Foundation Board of Directors

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

Candidate Statement

My name is Jason Dafforn, and I am honored to be a candidate for the CSDA Board of Directors representing the Southern Network, including Los Angeles, Orange, San Diego, San Bernardino, Riverside, and Imperial counties.

I am a Licensed Civil Engineer with more than 30 years of experience in the water and wastewater industry, including 17 years as a utility manager for California local governments and more than 10 years serving special districts. I currently serve as General Manager of Valley Sanitary District in Indio, California.

Throughout my career, I have focused on strengthening essential public infrastructure, improving organizational performance, and leading teams to deliver practical, long-term solutions. I have a deep appreciation for the diversity of special districts and the critical services they provide, including water, wastewater, parks and recreation, fire protection, libraries, healthcare, and community services.

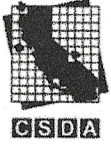
Additionally, I have actively represented special district interests through legislative advocacy, participating in multiple policy and legislative trips to Sacramento and Washington, D.C. over the past several years. These efforts have focused on engaging directly with state and federal policymakers to advance the needs and priorities of special districts across California.

I also serve on the Board of Directors of the Desert Recreation Foundation, a nonprofit organization supporting the Desert Recreation District, where we help expand access to quality recreational programs and facilities throughout the Coachella Valley. The Foundation was recently awarded the 2026 California Nonprofit of the Year for Senate District 18.

If elected, I will bring a strategic, pragmatic perspective to the CSDA Board of Directors and work collaboratively to ensure CSDA remains a strong, effective advocate and resource for its members. Together, we can continue to strengthen special districts and the communities they serve.

Thank you for your support.

Jason Dafforn, PE
General Manager, Valley Sanitary District



2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: John Horst

District/Company: TCWD

Title: Director

Elected/Appointed/Staff: _____

Length of Service with District: 1 1/2 yrs

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Not at this time. I am assigned as a board representative but have not been given permission to attend yet.

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

ACWA

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

None at this time

4. List your involvement in civic and/or non-profit organization:

SCRA, TCWD

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

Candidate Statement – John Horst

My name is John Horst, and I'm running as a candidate for the California Special Districts Association in the Southern Network.

I am proud to stand as a candidate committed to strengthening the vital role special districts play in serving our communities. Special districts are the backbone of local government—providing essential services like water, fire protection, sanitation, and infrastructure that directly impact our daily lives. Across California, these districts are trusted, community-driven, and accountable to the people they serve.

As a current Director of the Trabuco Canyon Water District, I have focused on protecting taxpayer dollars, improving transparency, and ensuring reliable, high-quality water services. I serve on the Finance and Audit Committee, helping maintain fiscal discipline, and I chair the Outreach Committee to improve communication, so residents stay informed and engaged.

My background in business and operations shapes how I approach public service. I've built my career solving problems, improving efficiency, reducing costs, and strengthening organizations from within. I understand how to manage budgets, support teams, and make decisions that lead to long-term stability and success.

I'm not a career politician—I bring entrepreneurial experience, a strong work ethic, and a commitment to results. I ask tough questions, seek practical solutions, and stay focused on what matters most: serving our community responsibly.

I respectfully ask for your vote.



2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Melinda Sedmak

District/Company: 29 Palms Public Cemetery District

Title: Trustee

Elected/Appointed/Staff: Appointed

Length of Service with District: 1 year

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I am actively engaged with CSDA through participation in member discussions, governance resources, and ongoing professional development focused on special district operations and best practices. My current and planned involvement includes:

- Participation in CSDA member forums addressing small and rural district challenges, including records management and operational efficiency
- Continued use of CSDA governance resources and training materials to support board effectiveness
- Planned attendance at the Special District Leadership Academy, San Diego, May 11–14, 2026
- Commitment to complete all four modules, and 10 continuing education hours to earn the Certificate in Special District Governance

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

- California Notary Public
- California Teachers Association (CTA)
- National Association of Legal Assistants (NALA)
- Phi Theta Kappa (PTK) - Southwest Regional Vice President of Nevada/California Region of Phi

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

I currently serve as a Trustee for the Twentynine Palms Public Cemetery District, where I participate in governance, policy oversight, and the responsible stewardship of public resources. My role includes supporting compliance with applicable laws, contributing to long-term planning, and ensuring operational sustainability within a small, rural district. I also actively engage in local government and community leadership efforts within San Bernardino County, with a focus on transparency, collaboration, and effective service delivery.

4. List your involvement in civic and/or non-profit organization:

My civic and community involvement reflects a commitment to public service, election integrity, and community outreach:

- Poll Worker Supervisor, Twentynine Palms, (3 years)
- Deputy Registrar, State of Arizona (6 years)
- Notary Public, California (3 years)
- Notary Public, Arizona (6 years)
- Precinct Captain for Political Committeemen, Arizona Legislative District 23 (4 years)
- “Hope Responder,” Hope Response, Inc. (Non-Profit-501c3) supporting outreach to immigrant communities & disaster response efforts across California/Arizona (10 years)
- Member, Business Network International (BNI), Hi-Desert, focused on professional collaboration & local business development (3 years)
- Volunteer, Inspiration’s Edge and Theatre 29, Twentynine Palms, supporting community events & engagement (2026)

Candidate Statement for Melinda Sedmak

Special districts serve as the foundation of local governance, providing essential services that directly impact the daily lives of the communities they serve. As a Trustee for the Twentynine Palms Public Cemetery District, I have developed a strong commitment to responsible governance, transparency, and the stewardship of public resources, particularly within a small, rural district that faces unique operational and financial challenges.

Cemetery districts represent a distinct and often underrepresented sector within special districts. These districts carry a profound public trust, preserving history, honoring families, and maintaining spaces of lasting community significance. At the same time, rural districts in the High Desert and Inland Empire regions frequently operate with limited resources and minimal representation at the statewide level. I am committed to ensuring that these voices are included in broader discussions affecting special districts across California.

My professional background as a managing paralegal in estate planning, trusts, and probate has provided me with a strong foundation in legal compliance, fiduciary responsibility, and long-term planning. Combined with my experience in civic leadership and election oversight, I bring a perspective grounded in accountability, structure, and public service.

I am actively engaged with CSDA resources and intend to attend the Special District Leadership Academy in San Diego in May 2026 to complete all four governance modules and work toward earning the Certificate in Special District Governance. I am prepared to commit the time and effort required to fulfill the responsibilities of serving on the CSDA Board of Directors, including participation in meetings, committees, and statewide initiatives.

I respectfully seek the opportunity to represent the Southern Network and to contribute a thoughtful, balanced perspective that supports all special districts, particularly those in rural and underserved regions.

2026/2027 MCSD Meeting Calendar

JULY '26						
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AUGUST '26						
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SEPTEMBER '26						
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DECEMBER '26						
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JANUARY '27						
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FEBRUARY '27						
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MARCH '27						
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APRIL '27						
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JUNE '27						
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- Board Meeting
- Legislative & Public Affairs Outreach Meeting
- Calendar Committee Meeting
- Franchise Committee Meeting
- Special Board Meeting

- Community Events
- 2/14 District-Open-House
- 2/21 WM-Tet-Parade
- 4/30 WM-Black-April-Remembrance

- ISDOC Qrtly Meeting (3/29, 4/30, 7/30, 10/29)
- Clean-up and/or Shredding event (1/24, 3/7, 4/11, 5/16, 7/18, 9/12, 10/10, 11/7)

- Conferences/Special Events
- 1/14-16 CAsA-Winter-Conference
- 3/18 SDRMA-Spring-Education-Day

- 4/07-08 CSDA-Special-Dist.-Legislative-Days
- 5/11-14 Special-Dist.-Leadership-Academy
- 6/29-30 CSDA GM Leadership Summit
- 8/24-27 CSDA Annual Conference
- 9/14-16 Special Dist. Leadership Academy

- Holiday - District Closed
- 1/01/27 New Year's Day
- 2/15/27 President's Day
- 5/31/27 Memorial Day
- 7/04 Fourth-of-July
- 9/07 Labor Day
- 11/26-27 Thanksgiving Day
- 12/25 Christmas Day