

**MIDWAY CITY SANITARY DISTRICT
REGULAR MEETING
BOARD OF DIRECTORS
DISTRICT OFFICE
14451 CEDARWOOD AVENUE
WESTMINSTER, CA**

**Tuesday, March 21, 2023
5:30 P.M.**

AGENDA

OUR MISSION STATEMENT

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

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

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

Please Note: 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. APPROVAL OF THE MINUTES

- A. Approval of the Minutes of the Regular Meeting on March 7, 2023

5. APPROVAL OF EXPENDITURES

- A. Approval of Demands in the Amount of \$294,682.97

6. REPORTS

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

- A. Report of President
- B. Report of General Manager
- C. Report from VietLink Radio Outreach on March 2, 2023
- D. Report from Radio Bolsa Radio Outreach on March 6, 2023
- E. Report from VNCR Radio Outreach on March 6, 2023
- F. Report from OC SAN District Special Meeting on March 8, 2023
- G. Report from the Franchise Committee Meeting on March 10, 2023
- H. Report from the Clean-up Event at Westminster Village Park on March 11, 2023
- I. Report from the Building Project Ad Hoc Committee Meeting on March 14, 2023
- J. Report from the Open House for Assemblymember Tri Ta on March 16, 2023

7. CONSENT CALENDAR

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

- A. Approve and File the Treasurer's Investment Report for February 2023
- B. Approve the March 10, 2023, Franchise Committee Report

8. OLD BUSINESS

None

9. NEW BUSINESS

- A. Consider Rescheduling the May 16, 2023 Regular Board Meeting
- B. Consider and Approve Scheduling the Public Budget Workshops/Study Sessions and Public Hearing for Budget Adoption for Fiscal Year 2023-2024
- C. Consider Authorizing the General Manager to Purchase Up To Three (3) New Class C Passenger Vehicles in an Amount Not To Exceed a Total of \$160,000.00

D. Review and Discussion on Tires Purchased and Repaired for the District's Fleet of Heavy-Duty Trucks and Vehicles

E. A RESOLUTION NO. 2023-08 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY CALIFORNIA, ESTABLISHING A VOLUNTEER INTERNSHIP PROGRAM **(Roll Call Vote)**

10. INFORMATIONAL ITEMS

None

11. BOARD CONCERNS/COMMENTS

12. GM/STAFF CONCERNS/COMMENTS

13. GENERAL COUNSEL CONCERNS/COMMENTS

14. CLOSED SESSION

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

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

A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency Designated Representatives: Interim General Manager Robert Housley and Labor Counsel Joseph Larsen, Employee Organization: American Federation of State, County, and Municipal Employees, LOCAL 1734-01

15. ADJOURNMENT TO TUESDAY, APRIL 4, 2023

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

March 7, 2023

CALL TO ORDER

President T. Diep called the regular meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Avenue, Westminster, California on Tuesday, March 7, 2023 at 5:30 PM.

BOARD MEMBERS PRESENT:

Tyler Diep
Andrew Nguyen
Chi Charlie Nguyen
Sergio Contreras
Mark Nguyen

STAFF PRESENT:

Robert Housley, Interim General Manager
Cynthia Olsder, Executive/Board Secretary

OTHERS PRESENT:

James Eggart, General Counsel

PLEDGE AND INVOCATION

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

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE REGULAR MEETING ON FEBRUARY 21, 2023

A motion was made by Director S. Contreras, seconded by Director A. Nguyen, to approve the minutes of the regular meeting of February 21, 2023. The motion was approved by the following 5-0 vote:

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

NAYS:

ABSTAIN:

ABSENT:

APPROVAL OF EXPENDITURES

A. Demands in the amount of \$612,935.61

#	CK #	DATE	AMOUNT	VENDOR CHECKS:	MEMO:
1	14400	2/16	2,744.00	Advanced Thermal Products, Inc	Pipe blankets for solid waste trucks
2	14401	2/16	313.88	AT&T Mobility (First Net)	Cell phone service Jan-2023
3	14402	2/16	880.00	Ayala's Car Wash	Washing and cleaning of district's fleet
4	14403	2/16	207.53	Clean Energy	CNG Station service repair
5	14404	2/16	2,160.63	CRC Cloud	Replace broken computer with laptop
6	14405	2/16	3,222.17	Cummins Pacific LLC	Valve pressure regulator and repair for solid waste truck
7	14406	2/16	1,680.90	Daniels Tire Service	Restock tires for solid waste
8	14407	2/16	5,082.50	Davis Farr LLP	Accounting assistance Dec-2022
9	14408	2/16	1,979.78	Dtntech	March and April clean up mailer
10	14409	2/16	102.65	Grainger	Brass drain for radiator system for solid waste trucks
11	14410	2/16	937.13	Haaker Equipment Co.	Swivel fittings for sewer truck
12	14411	2/16	8.93	Hillco Fastener Warehouse Inc.	Restock lock nuts and bolts for solid waste
13	14412	2/16	828.36	Merchants Building Maintenance, LLC	Janitorial services Feb-2023
14	14413	2/16	1,715.00	Rutan & Tucker, LLP	Legal Services Jan-2023
15	14414	2/16	3,882.91	SDRMA - Employee Benefits	Dental and vision benefits Mar-2023
16	14415	2/16	547.91	Snap-On Tools	Tools for shop use
17	14416	2/16	41,869.39	SoCalGas	Natural Gas for offices, shop, and wash rack Jan-2023
18	14417	2/16	1,349.00	Spectrum Enterprise (Time Warner Cable	Internet Services Feb-2023
19	14418	2/16	7,100.29	Sunrise Automotive (T. Rev's Inc.)	G-2 Ford maintenance and labor
20	14419	2/16	1,355.00	Tesco Controls, Inc.	Troubleshoot network connection at Willow lift station
21	14420	2/16	268.15	UniFirst Corporation	Employee uniform & laundry services
22	14421	2/16	934.42	SoCal Auto & Truck Parts, Inc.	Wrench set for the Shop
23	14422	2/23	940.00	Advanced Thermal Products, Inc	Pipe blankets for solid waste trucks
24	14423	2/23	13,874.50	AKM Consulting Engineers, Inc.	SSMP consultant 01/03 - 01/27/23
25	14424	2/23	1,059.50	Alignment Express of CA, Inc.	NG-10 hydraulic leaks repair, service and labor
26	14425	2/23	468.81	AT&T (Brookhurst Lift Station)	Brookhurst Jan-2023
27	14426	2/23	440.00	Ayala's Car Wash	Washing and cleaning of district's fleet
28	14427	2/23	84.94	City of Westminster Hydrant	Hydrant water service Feb-2023
29	14428	2/23	168,081.43	CR Transfer, Inc.	Tonnage Fees Dec-2022
30	14429	2/23	6,103.40	Cummins Pacific LLC	Ignition coil and seals for CNG system
31	14430	2/23	8,804.13	Daniels Tire Service	Restock tires for solid waste
32	14431	2/23	390.19	Hill's Bros. Lock & Safe, Inc.	Safe replacement keypad
33	14432	2/23	178.32	Hose-Man, Inc.	Silicone heater hose for solid waste trucks
34	14433	2/23	540.00	MemorialCare Medical Foundation	DMV physicals and random drug testing - all departments
35	14434	2/23	804.23	Merchants Building Maintenance, LLC	Janitorial services Dec-2022
36	14435	2/23	1,382.95	NVB Equipment, Inc.	A/C repairs NG-2 solid waste truck
37	14436	2/23	100.00	Pitney Bowes/Purchase Power	Postage for Jan-2023
38	14437	2/23	33.90	Pre-Paid Legal Services, Inc.	Prepaid legal Feb-2023
39	14438	2/23	116.14	Sign Design	Decals for NG-18
40	14439	2/23	300.62	Snap-On Tools	Magnet panel tray for G-2
41	14440	2/23	8,495.55	Southern California Edison	District Offices, CNG station, and lift stations
42	14441	2/23	9,271.83	TEC Of California, Inc.	Restock parts, supplies, fleet repairs and maintenance
43	14442	2/23	1,011.77	TSP Printing	Driver Vehicle Inspection Books(2,750)
44	14443	2/23	279.34	UniFirst Corporation	Employee uniform & laundry services
45	14444	2/23	1,109.94	Union Bank (First Bankcard)	New tailgate pump for T-9 Bulky Truck
46	14445	2/23	206,496.33	Woodcliff Corporation - Contractor	Building project pay application #4 Jan-2023
47	14446	2/23	10,868.23	Woodcliff Corporation - Escrow Account	Building project pay application #4 - Retention payment
48			\$ 520,406.58	CHECKS SUBTOTAL	
49					

49					
50				PAYROLL:	MEMO
51	ACH	2/22	\$ 66,600.62	Paychex	Employee Payroll - Checks, Taxes, & Direct Deposits
52	ACH	2/22	\$ 5,300.27	Paychex	Employee Payroll - Checks, Taxes, & Direct Deposits
53	ACH	2/23	\$ 5,375.83	Nationwide Retirement Solutions	457 Deferred Compensation (Employees)
54			\$ 77,276.72	ACH TRANSFERS SUBTOTAL	
55					
56				ACH PAYMENTS:	MEMO
57	ACH	2/16	1,629.93	Chevron Texaco (Wex Bank)	Gasoline and diesel fuel for Feb-2023
58	ACH	2/22	\$ 15,252.31	CalPERS	Retirement Contributions for 02/06 - 02/19/23
59			\$ 15,252.31	ACH TRANSFERS SUBTOTAL	
60					
61			\$ 612,935.61	TOTAL EXPENDITURES (ACCOUNTS PAYABLE CHECKS, PAYROLL, ACH TRANSFERS)	
62					
63				BANK TRANSFERS:	
64	UB		\$ 500,000.00	Transfer Funds from LAIF to UB Checking	
65			\$ 500,000.00	BANK TRANSFERS	

A motion was made by Director C. Nguyen, seconded by Director S. Contreras, to approve the expenditure in the amount of \$612,935.61. The motion was approved by the following 5-0 vote:

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

NAYS:

ABSTAIN:

ABSENT:

REPORTS

Report of President: None

Report of Interim General Manager

Interim GM R. Housley provided an update on the Building Construction Project. He reported that additional delays are expected as a result of the rain.

Interim GM R. Housley reported that the Public Budget Workshop/Study Sessions scheduled for March 15th and April 19th of 2023 needs to be rescheduled because the dates clash with another meeting. This item will be brought back for discussion at the next meeting.

Interim GM R. Housley reported that the CSDA Legislative day is held on May 16-17, 2023 in Sacramento. The District has a regular board meeting scheduled for Tuesday, May 16, 2023. This item will be brought back for discussion at the next meeting.

Interim GM R. Housley reported that the city of Westminster wants the District to take part in two events that are scheduled in April. The Earth Day Event is on April 19th, an education fair for

Seniors, and the Clean-up Event on April 22, 2023. Interim GM R. Housley reported that we have previously participated, and we will continue to participate.

Interim GM R. Housley reported that he has contacted Townsend Public Affairs Research and Grant Writing to inquire about grants for ongoing and upcoming projects for the District.

Report from OC SAN District Special Meeting on February 22, 2023

Director A. Nguyen reported that OC San will no longer hold AB 361 virtual meetings now that the Covid State of Emergency is lifted. Additionally, he reported that OC San is proposing a sewer service fee increase over the following 5 years, and that a public hearing will be conducted on March 22, 2023.

Director A. Nguyen reported that the Westminster Blvd. Sewer Project is complete. Due to the rain and material delays, paving is scheduled to occur the week of March 13, 2023.

Report from the Building Project Ad Hoc Committee on February 28, 2023

Director M. Nguyen and Director S. Contreras commented that the meeting was productive and that there was nothing new that needed to be discussed.

Report from the Outreach Committee Meeting on March 1, 2023

Director C. Nguyen and Director A. Nguyen met with Staff to go over the radio schedule for April and to discuss promotional giveaways items.

CONSENT CALENDAR

- A. Recognition and Approval of 10-year Safety Award for Lead Sewer Maintenance Worker, Randy Griffith, in the Amount of \$300.00
- B. Approval of the Outreach Committee Recommendations

A motion was made by Director A. Nguyen, seconded by Director M. Nguyen, to approve the Consent Calendar. The motion was approved by the following 4-0-1 vote:

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

OLD BUSINESS

None

NEW BUSINESS

A. A RESOLUTION NO. 2023-04 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ADOPTING THE 2023-2024 SALARY SCHEDULE FOR NON-REPRESENTED EMPLOYEES

A motion was made by Director A. Nguyen, seconded by Director M. Nguyen, adopt Resolution No. 2023-04, adopting the 2023-2024 salary schedule for non-represented employees. The motion was approved by the following 5-0 roll call vote:

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

NAYS:

ABSTAIN:

ABSENT:

B. A RESOLUTION NO. 2023-05 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ADOPTING THE 2023-2024 SALARY SCHEDULE FOR REPRESENTED EMPLOYEES

A motion was made by Director S. Contreras, seconded by Director A. Nguyen, to adopt Resolution No. 2023-05, adopting the 2023-2024 salary schedule for represented employees. The motion was approved by the following 5-0 roll call vote:

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

NAYS:

ABSTAIN:

ABSENT:

C. Consider Approval of General Manager Employment Agreement with Robert Housley

A staff report and recommendation were provided and considered by the Board. General Counsel J. Eggart provided an oral report providing a summary of proposed salary and benefits for Robert Housley to serve as General Manager. A motion was made by Director C. Nguyen, seconded by Director S. Contreras, to appoint Robert Housley as General Manager, effective March 8th, 2023, and approve the proposed General Manager Employment Agreement between the District and Robert Housley. The motion was approved by the following 5-0 vote:

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

NAYS:

ABSTAIN:

ABSENT:

D. CONSIDERATION OF RESOLUTION NO. 2023-06 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY ADOPTING A REVISED POLICY REGARDING BOARD OF DIRECTOR DAYS OF SERVICE PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTION 6489

A motion was made by Director S. Contreras, seconded by Director A. Nguyen, to adopt Resolution No.2023-06, adopting a revised policy regarding Board of Directors days of service pursuant to California Health and Safety Code Section 6489. The motion was approved by the following 5-0 roll call vote:

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

NAYS:

ABSTAIN:

ABSENT:

E. CONSIDERATION OF RESOLUTION NO. 2023-07 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY APPROVING BOARD OF DIRECTOR AND STAFF ATTENDANCE AT SPECIFIED CONFERENCES, MEETINGS, ACTIVITIES AND EVENTS

A motion was made by Director A. Nguyen, seconded by Director M. Nguyen, to adopt Resolution No.2023-07, approving Board of Director and Staff attendance at specified conferences, meetings, activities and events. The motion was approved by the following 5-0 roll call vote:

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

NAYS:

ABSTAIN:

ABSENT:

INFORMATIONAL ITEMS

A. ISDOC VIRTUAL Quarterly Meeting – March 30, 2023

Received and File

BOARD CONCERNS/COMMENTS

The Directors all congratulated Robert Housley on becoming General Manager.

President T. Diep informed everyone again that he abstained from approving the consent calendar, as identified on the agenda as item 7, and explained his reason for doing so.

GM/STAFF CONCERNS/COMMENT

GM R. Housley expressed his gratitude to the Board for the General Manager position.

GM R. Housley reminded the Board of the Franchise Committee Meeting on March 10th, 2023 and the Clean-up Event on March 11th, 2023.

GM R. Housley informed the Board that Director C. Nguyen had requested him to obtain some payment history on one of the District's vendors, Daniels Tire. According to the report, the District gets invoices at a rate of \$7,500.00 on average each month. GM R. Housley will compile more data, research some competitors to make a comparison, and present it back to the Board for discuss.

GENERAL COUNSEL CONCERNS/COMMENTS

General Counsel J. Eggart briefly updated the Board on legal developments pertaining to the Levine Act amendments, noting that an Attorney General's opinion had been requested regarding whether the amended statute applies retroactively to donations received in 2022 or if it only pertains to donations received starting in 2023.

CLOSED EXECUTIVE SESSION

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

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

- A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency Designated Representatives: Interim General Manager Robert Housley and Labor Counsel Joseph Larsen, Employee Organization: American Federation of State, County, and Municipal Employees, LOCAL 1734-01

- B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency Designated Representatives: Tyler Diep, Charlie Nguyen, and James Eggart
Unrepresented Employee: Robert Housley

The Board did not convene into closed session.

ADJOURNMENT

President T. Diep adjourned the meeting at 6:22 PM to the next Board meeting to be held at the District on Tuesday, March 21, 2023 at 5:30 PM.

Andrew Nguyen, Secretary

AGENDA ITEM 5A

Date: March 21, 2023

To: Board of Directors

Prepared by: Robert Housley, Director of Finance & Human Resources

Subject: Approval of Demands in the Amount of \$294,682.97

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 upon adopted and approved budget appropriations.

The demands on the attached register have been duly reviewed by the Treasurer.

FISCAL IMPACT

The total value of demands for this period is \$294,682.97. This includes expenses, payroll and payroll related disbursements.

Sufficient funds are available to process all payments.

RECOMMENDATION

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

**DISBURSEMENTS FOR
March 21, 2023**

#	CK #	DATE	AMOUNT	VENDOR CHECKS:	MEMO:
1	14447	3/2	36.96	Betty Jo Greene	Refund for check # 338 received on 2/17/23 - Deposit 02/23/23
2	14448	3/2	1,891.48	Clean Energy	CNG Station site inspection
3	14449	3/2	568.74	Cummins Pacific LLC	Pressure sensor for solid waste
4	14450	3/2	287.11	Daniels Tire Service	Restock tires for solid waste
5	14451	3/2	98.02	Spectrum Enterprise (Time Warner Cable)	Internet Services Feb-2023
6	14452	3/2	1,348.16	Standard Insurance Company Life	Life Insurance & AD&D premiums
7	14453	3/10	560.00	Ayala's Car Wash	Washing and cleaning of district's fleet
8	14454	3/10	2,942.93	Bodyworks Equip. Inc.	Parts for Heil system for solid waste trucks
9	14455	3/10	106.90	Cameron Welding Supply	Propane for Shop
10	14456	3/10	208.44	City of Westminster-Water Billing	Westminster lift station water
11	14457	3/10	899.95	CRC Cloud	Monthly IT maintenance & Support
12	14458	3/10	2,119.28	Cummins Pacific LLC	Valve pressure and elbow adapter for solid waste
13	14459	3/10	45.90	Cynthia Loan Olsder	Employee reimbursements
14	14460	3/10	2,270.92	Daniels Tire Service	Restock tires for solid waste
15	14461	3/10	741.14	Driveshaftpro	Mack system parts for solid waste trucks
16	14462	3/10	612.75	Frontier Communications	District office phones & lift stations
17	14463	3/10	743.09	Haaker Equipment Co.	Sewer supplies for sewer trucks
18	14464	3/10	1,450.00	Me Viet Nam Productions	Talk Show 15 minute (5) 2/11-26/23
19	14465	3/10	14,523.20	Orange County Sanitation District	Permit Fees Feb-2023
20	14466	3/10	66.56	Petty Cash - Robert Housley	Petty Cash Feb-2023
21	14467	3/10	1,821.46	Pro-Vision, Inc.	Camera system for Samara system for new truck NG-18
22	14468	3/10	1,650.00	Radio Bolsa Corp.	Radio talk shows (5) 3/7-10/23
23	14469	3/10	59,900.00	Rengel + Company Architects, Inc	Building project management Feb-2023
24	14470	3/10	4,201.59	SDRMA - Employee Benefits	Dental and vision benefits
25	14471	3/10	348.67	SoCal Auto & Truck Parts, Inc.	Tools and supplies for shop use
26	14472	3/10	14,956.31	SoCalGas	Natural Gas for offices, shop, and wash rack
27	14473	3/10	300.00	Streamline	Website monthly member fee
28	14474	3/10	27.50	Underground Service Alert	Underground dig alerts Feb-2023
29	14475	3/10	555.48	UniFirst Corporation	Employee uniform & laundry services
30	14476	3/10	10,222.00	Woodruff, Spradlin & Smart	Legal Services Jan-2023
31			\$ 125,504.54	CHECKS SUBTOTAL	
32					
33				PAYROLL:	MEMO
34	ACH	3/3	\$ 7,977.82	Paychex	Board of Directors Payroll - Checks, Taxes, & Direct Deposits
35	ACH	3/3	\$ 823.50	Nationwide Retirement Solutions	457 Deferred Compensation (Board of Directors)
36	ACH	3/8	\$ 78,696.39	Paychex	Employee Payroll - Checks, Taxes, & Direct Deposits
37	ACH	3/8	\$ 5,519.23	Nationwide Retirement Solutions	457 Deferred Compensation (Employees)
38			\$ 93,016.94	ACH TRANSFERS SUBTOTAL	
39					
40				ACH PAYMENTS:	MEMO
41	ACH	3/2	\$ 6,874.74	CalPERS	Board of Directors Health Insurance Premiums for Mar-23
42	ACH	3/2	\$ 67,566.95	CalPERS	Active Employee and Retiree Health Ins Premiums Mar-23
43	ACH	3/13	1,719.80	Chevron Texaco (Wex Bank)	Gasoline and diesel fuel for Mar-23
44			\$ 76,161.49	ACH TRANSFERS SUBTOTAL	
45					
46			\$ 294,682.97	TOTAL EXPENDITURES (ACCOUNTS PAYABLE CHECKS, PAYROLL, ACH TRANSFERS)	
47					

AGENDA ITEM 7A

Date: March 21, 2023

To: Board of Directors

Prepared by: Robert Housley, Interim General Manager

Subject: Approve and File the Treasurer's Investment Report for February 2023

BACKGROUND

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

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

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

The District's total invested cash as of February 28, 2023 is: \$55,061,905.36

INVESTMENT	TYPE OF INVESTMENT	MATURITY DATE	YIELD	BOOK VALUE AS OF 2/28/2023	MARKET VALUE AS OF 2/28/2023	% OF PORTFOLIO	MAXIMUM PERCENTAGE OF PORTFOLIO
FDIC Insured Accounts							
Union Bank Interest Checking	Checking	Liquid	1.13%	\$ 978,958.32	\$ 978,958.32	1.78%	None
Union Bank Money Market	Money Market	Liquid	0.05%	\$ 103,050.93	\$ 103,050.93	0.19%	20%
Total FDIC Insured Accounts				\$ 1,082,009.25	\$ 1,082,009.25	1.97%	
LAIF							
CalTRUST (Medium Term Fund)	Pool/Bond Fund	Liquid	2.624%	\$ 52,534,514.66	\$ 52,534,514.66	95.40%	\$75 million
Certificate of Deposits	CD	-	-	\$ -	\$ -	0.00%	30%
U.S. Treasury Securities	US Securities	-	-	\$ -	\$ -	0.00%	None
TOTAL Investments				\$ 55,148,874.38	\$ 55,061,905.36	100.00%	

STAFF RECOMMENDATION

Approve and file the Treasurer's Investment Report.

FISCAL IMPACT

Informational report only.

MIDWAY CITY SANITARY DISTRICT
District Investment Activities
2/28/2023

	Operating Fund 1040.10	Midway City 1040.20	Buildings Equipment & Facilities 1040.30	Lift Stations & Sewer Lines 1040.40	CNG Station & Fueling Facilities 1040.50	Vehicle Replacement 1040.60	Total LAIF Account No. 7030-005	Emergency Fund CalTRUST Medium-Term #114.00
Beginning Balance, 1.31.2023	\$ 9,032,211.34	\$ 1,612,905.53	\$ 5,841,047.79	\$ 30,606,387.01	\$ 1,934,609.34	\$ 4,007,353.65	\$ 53,034,514.66	\$ 1,458,819.91
Investment Income, LAIF & CalTRUST								
Market Value Capital Gain/(Loss)								
Transfer from LAIF to Union Bank	\$ (500,000.00)							\$ 3,447.06
Transfer from Union Bank to LAIF								\$ (13,438.46)
Transfers LAIF to LAIF	\$ 217,364.56		\$ (217,364.56)					
Transfer from CalTRUST to Union Bank								
Ending Balance, 2.28.2023	\$ 8,749,575.90	\$ 1,612,905.53	\$ 5,623,683.23	\$ 30,606,387.01	\$ 1,934,609.34	\$ 4,007,353.65	\$ 52,534,514.66	\$ 1,445,381.45

TOTAL LAIF, U.S. SECURITIES, CalTRUST
& INTEREST RECEIVABLE
ADD: UNION BANK
a. Checking (2740015683)
b. Savings/Money Market (2740015691)
TOTAL DISTRICT CASH ON HAND

\$ 53,979,896.11
\$ 978,958.32
\$ 103,050.93
\$ 55,061,905.36

C E R T I F I C A T I O N

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

Wendy H. Davis

Prepared & Submitted by
Wendy H. Davis, Contract Accountant

3/9/2023

Dated

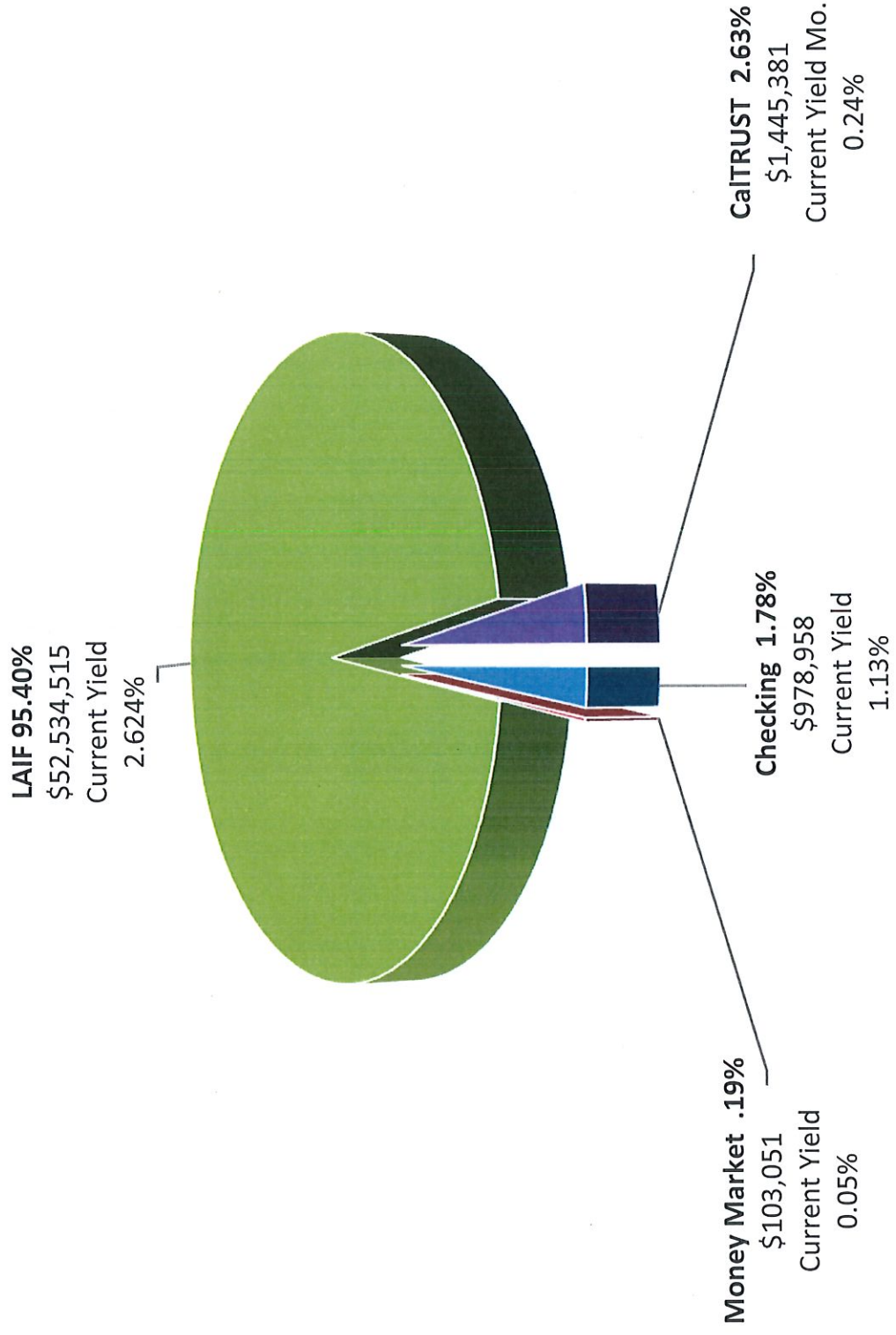
Robert Housley

Robert Housley, Interim General Manager

3.10.2023

Dated

MCSD PORTFOLIO as of 2.28.2023



California State Treasurer
Fiona Ma, CPA



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

March 09, 2023

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

MIDWAY CITY SANITARY DISTRICT

GENERAL MANAGER
14451 CEDARWOOD STREET
WESTMINSTER, CA 92683

[Tran Type Definitions](#)

Account Number: 70-30-005

February 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
2/23/2023	2/23/2023	RW	1724209	1684558	ROBERT HOUSLEY	-500,000.00

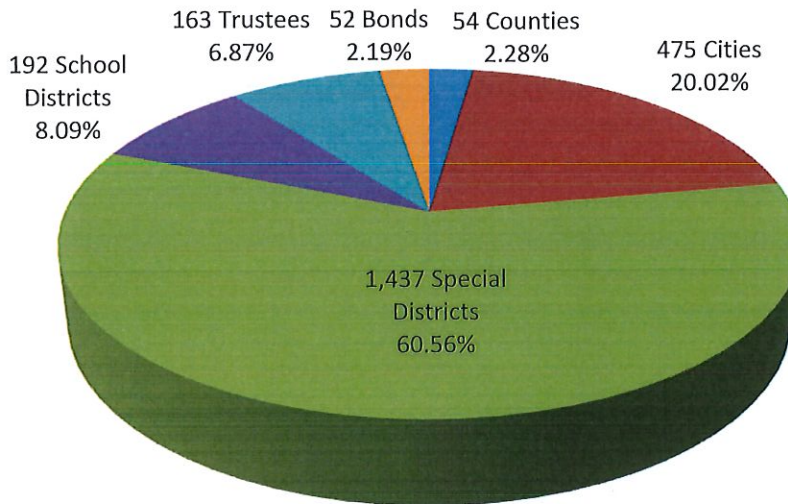
Account Summary

Total Deposit:	0.00	Beginning Balance:	53,034,514.66
Total Withdrawal:	-500,000.00	Ending Balance:	52,534,514.66

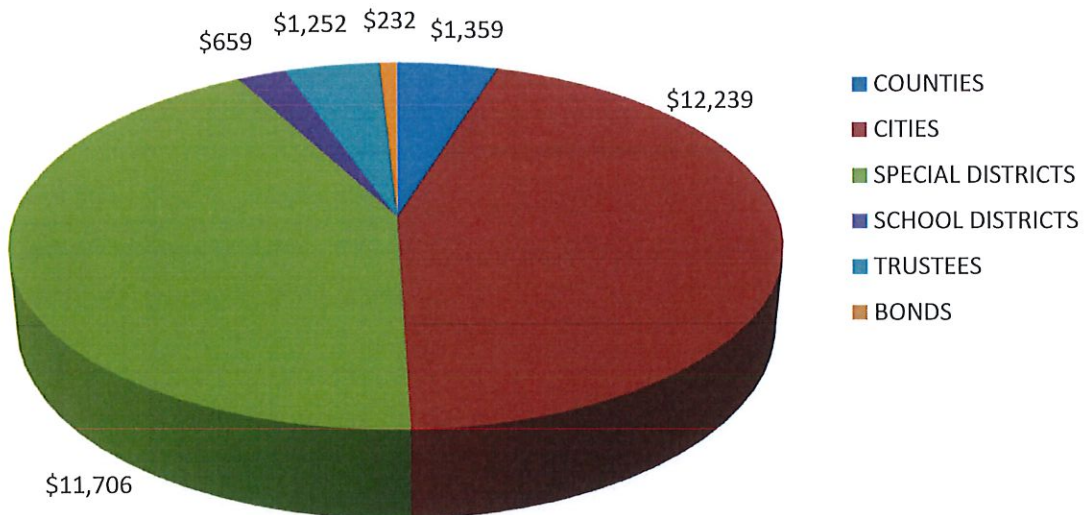
LAIF STATISTICS AS OF 2/28/23

	Balance By Type	Participation	% of Fund
54 COUNTIES	1,359,102,337.63	2.28%	4.95%
475 CITIES	12,239,049,626.72	20.02%	44.59%
1,437 SPECIAL DISTRICTS	11,705,611,249.15	60.56%	42.65%
192 SCHOOL DISTRICTS	659,102,518.98	8.09%	2.40%
163 TRUSTEES	1,251,651,327.23	6.87%	4.56%
52 BONDS	232,325,485.77	2.19%	0.85%
2,373 Fund Balance:	\$27,446,842,545.48	100.00%	100.00%

Participation:



Balance by Type (dollars in millions):





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

Investment Account Summary

02/01/2023 through 02/28/2023

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Feb 28 (\$)	Value on Feb 28 (\$)	Average Cost Amount (\$)	Cumulative Change in Value (\$)
MIDWAY CITY SANITARY DISTRICT	20100007910					
CalTRUST Medium Term Fund	20100007910	149,316.265	9.68	1,445,381.45	1,532,350.47	(86,969.02)
Portfolios Total value as of 02/28/2023				1,445,381.45		

DETAIL OF TRANSACTION ACTIVITY

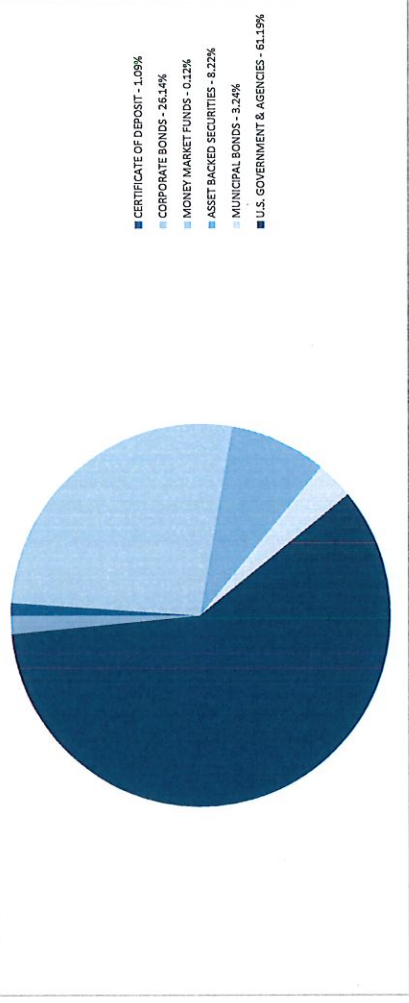
Activity Description	Activity Date	Amount (\$)	Amount In Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
		MIDWAY CITY SANITARY DISTRICT			Account Number: 20100007910			
CalTRUST Medium Term Fund								
Beginning Balance	02/01/2023			149,316.265	9.77	1,458,819.91		
Accrual Income Div Cash	02/28/2023	3,447.06	0.000	149,316.265	9.68	1,445,381.45	0.00	0.00
Change in Value						(13,438.46)		
Closing Balance as of	Feb 28			149,316.265	9.68	1,445,381.45		

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.



	CalTRUST Medium Term	BofAML 1-3 Corp & Gov't, A Rated and Above	CalTRUST Medium Term Net Total Return	CalTRUST Medium Term Yield	BofAML 1-3 Corp & Gov't, A Rated and Above
Net Assets	\$920,196,231.91	N/A	-0.68%	0.24%	-0.70%
NAV per Share	\$9.68	N/A	0.45%	0.66%	0.31%
30 Day SEC Yield	4.38%	N/A	-0.16%	1.16%	-0.27%
Distribution Yield	3.11%	N/A	-2.20%	1.72%	0.07%
Period Net Total Return	-0.68%	-0.70%	-1.88%	1.05%	-2.55%
Effective Duration	1.95 yrs	N/A	-0.63%	1.08%	-2.06%
Average Maturity	2.22 yrs	N/A	1.01%	1.50%	-0.74%
Weighted Average Life	2.14 yrs	N/A	0.79%	1.23%	1.02%
			1.71%	1.88%	2.00%

*Annualized



Rated AA-f by S&P Global Ratings

**Midway City Sanitary District
CalTRUST Summary**

CalTRUST - Medium-Term Fund

	Investment or (Withdrawal)	Dividends '+'	Capital Gain or Loss (-)	Balance				
Investment May-2020	\$ 750,000.00	432.90	1,460.57	\$ 751,893.47				
June-2020		857.56	730.70	\$ 753,481.73				
July-2020		765.26	731.54	\$ 754,978.53				
August-2020		745.40	-	\$ 755,723.93				
September-2020		677.57	(733.01)	\$ 755,668.49				
October-2020		621.72	(733.66)	\$ 755,556.55				
November-2020		476.58	-	\$ 756,033.13				
December-2020		439.21		\$ 756,472.34				
January-2021		387.68		\$ 756,860.02				
February-2021		342.73	(1,471.06)	\$ 755,731.69				
March-2021		354.98	(735.87)	\$ 755,350.80				
April-2021		251.06		\$ 755,601.86				
May-2021	750,000.00	316.74	736.45	\$ 1,506,655.05				
June-2021		473.98	(1,467.04)	\$ 1,505,661.99				
July-2021		415.67	1,467.51	\$ 1,507,545.17				
August-2021		390.03	0.01	\$ 1,507,935.21				
September-2021		370.72	(1,468.29)	\$ 1,506,837.64				
October-2021		396.41	(5,874.61)	\$ 1,501,359.44				
November-2021		461.36	(1,469.04)	\$ 1,500,351.76				
December-2021		516.64	(2,938.98)	\$ 1,497,929.42				
January-2022		598.08	(10,289.99)	\$ 1,488,237.51				
February-2022		610.05	(7,352.96)	\$ 1,481,494.60				
March-2022		836.34	(20,596.74)	\$ 1,461,734.20				
April-2022		1,028.38	(8,832.23)	\$ 1,453,930.35				
May-2022		1,290.86	5,892.32	\$ 1,461,113.53				
June-2021		1,354.72	(8,846.29)	\$ 1,453,621.96				
July-2022		1,518.86	5,903.03	\$ 1,461,043.85				
August-2022		1,986.06	(11,818.35)	\$ 1,451,211.56				
September-2022		2,166.97	(20,710.46)	\$ 1,432,668.07				
October-2022		2,438.11	(4,444.68)	\$ 1,430,661.50				
November-2022		2,709.46	8,904.53	\$ 1,442,275.49				
December-2022		2,890.90	1,486.88	\$ 1,435,039.28				
January-2023		3,227.48	8,939.16	\$ 1,442,828.14				
February-2023	(3,447.06)	3,447.06	(13,438.46)	\$ 1,428,837.03				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: right;">\$ 1,496,552.94</td> <td style="width: 25%; text-align: right;">\$ 35,797.53</td> <td style="width: 25%; text-align: right;">\$ (86,969.02)</td> <td style="width: 25%; text-align: right;">\$ 1,445,381.45</td> </tr> </table>					\$ 1,496,552.94	\$ 35,797.53	\$ (86,969.02)	\$ 1,445,381.45
\$ 1,496,552.94	\$ 35,797.53	\$ (86,969.02)	\$ 1,445,381.45					

AGENDA ITEM 7B

Date: March 21, 2023

To: Board of Directors

Prepared by: Robert Housley, General Manager

Subject: Approve the March 10, 2023, Franchise Committee Report

BACKGROUND

The Midway City Sanitary District (District) Franchise Committee (Committee) met with CR&R on March 10, 2023, at 12:00 PM.

In attendance were:

MCS D General Manager, Robert Housley
MCS D Board Director, Sergio Contreras
MCS D Board Director, Mark Nguyen

CR&R, Mike Carey
CR&R, Sabrina Marquez
CR&R, Julie Barreda

The following items were discussed:

1. MCS D and CR&R discussed a few customer service issues re the communication and implementation of the organics program. As a result of the discussion, CR&R is going to make operational changes on how it implements the organic carts being drop off and to how they communication before and at the time they are dopped off. The customer will receive a phone number that goes directly to the assigned sustainability coordinator and instead of the general CR&R customer service number.
2. In the next few weeks, CR&R will send out an individual mailer and a billing insert to all commercial/industrial and multi-family customers explaining the organics program and announcing to be on the lookout for a green cart coming soon.
3. CR&R is going to change its operational procedure of how and when it drops off the green carts, including literature and direct contact information at the time it is dropped off.
4. MCS D will send out a postcard mailer about the organics program and coordinate the timing of it with CR&R so as to not overlap with its own mailer. MCS D will also post the information on a variety of media outlets, such as Facebook and the radio.
5. MCS D and CR&R will partner together to participate in the City of Westminster Earth Day events in April.

6. CR&R will provide a date at the next franchise committee meeting (April 14, 2023) on when the waste characterization study for both the residential and commercial/multi-family waste will be done.
7. CR&R will reach out to the top 10 accounts it serves to inquire which customers would like to have CR&R and MCSD visit to provide an educational meet and greet about our services and programs.
8. MCSD will reach out to the Westminster School District to inquire about possible educational and partnering opportunities with MCSD, the school district, and CR&R.
9. MCSD will provide some dates in April to schedule a tour of CR&R Facilities and its anaerobic digester.

The next Franchisee Committee meeting is set for April 14, 2023, at 12:00 PM.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors approve the franchise committee report.

FINANCIAL IMPACT

No fiscal impact.

AGENDA ITEM 9A

Date: March 21, 2023

To: Board of Directors

Prepared by: Cynthia Olsder, Executive/Board Secretary

Subject: Consider Rescheduling the May 16, 2023 Regular Board Meeting

BACKGROUND

The California Special District Association (CSDA) Special District Legislative Days is being held May 16-17, 2023, at the State Capital, in Sacramento.

Special District Legislative Days is the only opportunity for all types of special districts, large and small, north and south, rural and urban to come together with one united voice. Issues like revenue, governance, labor, and public works matter to all districts whether they provide water, sewer, solid waste, fire protection, parks, cemeteries, healthcare, mosquito abatement, ports, harbors, airports, libraries, or other essential services.

By attending Special District's Legislative Days, the Midway City Sanitary District has an opportunity to hear from California's top decision-makers, build partnerships and strengthen the voice of local control.

Note: On February 7th, 2023 a motion was made and got approved to cancel the May 2, 2023 Regular Board Meeting and to move the June 20th, 2023 Regular Board Meeting to June 27, 2023. The District has a regular board meeting scheduled for Tuesday, May 16th at 5:30 PM.

Staff suggests that the meeting be rescheduled to an alternate date. Staff is seeking the Board's direction regarding rescheduling the meeting. Once the Board provides direction, Staff will bring back a Resolution for Board consideration at a future meeting to formalize the decision.

STAFF RECOMMENDATION

Staff recommends the Board of Directors consider rescheduling the May 16, 2023 Regular Board Meeting and provide direction.

FISCAL IMPACT

No fiscal impact to reschedule a meeting.

AGENDA ITEM 9B

Date: March 21, 2023

To: Board of Directors

Prepared by: Cynthia Olsder, Executive/ Board Secretary

Subject: Consider and Approve Scheduling the Public Budget Workshops/Study Sessions and Public Hearing for Budget Adoption for Fiscal Year 2023-2024

BACKGROUND

As part of the annual budget development process, the Board of Directors reviews the budget calendar and schedule a series of workshop/study sessions ultimately resulting in a budget adoption.

The workshop/study sessions allow the Board of Directors and the public an opportunity to hear staff's preliminary outlook for the upcoming budget and more importantly to voice priorities, goals and objectives.

At that point the goals and objectives are translated into a final budget document that is put before the Board in May for adoption.

The following budget dates are presented in reference to the preparation of the fiscal year 2023-2024 budget:

Dates for your consideration:

- 1st Public Budget Workshop/Study Session: **March 29th, 30th**
- 2nd Public Budget Workshop/Study Session: **April 26th, 27th, May 11th, 18th, 25th**
- Public Hearing & Adoption of Budget: **June 6th**

STAFF RECOMMENDATION

Staff recommends that the Board of Directors select and schedule the dates and times for the public budget workshops/study sessions and the public hearing for the budget adoption.

FISCAL IMPACT

There is no fiscal impact to schedule the budget workshop/study sessions.

AGENDA ITEM 9C

Date: March 21, 2023

To: Board of Directors

Prepared by: Robert Housley, General Manager

Subject: Consider Authorizing the General Manager to Purchase Up To Three (3) New Class C Passenger Vehicles in an Amount Not To Exceed a Total of \$160,000.00.

BACKGROUND

Currently, the District has a 2007 Honda Odyssey Van (Van) that is 16-years old and is being shared between the General Manager, Director of Operations/Safety, office staff, a District Engineer, the solid waste department for cart and property audits, and fleet maintenance for parts and supply runs as needed. It has become increasingly difficult to navigate the use of one vehicle between so many individuals and is unsustainable.

With the increase in the number of employees who work in the field and in administration, along with the District's vision to increase its outreach and educational opportunities, there is a great need to purchase additional vehicles to meet the District's operational, outreach, and educational needs.

In April of 2022, the Board of Directors approved the FY 22-23 operating and capital outlay budget, which includes a total budgeted amount of \$160,000 for the acquisition of two (2) new vehicles.

However, Staff would like to purchase three (3) new vehicles instead of two (2), utilizing the same total budgeted amount. The total purchase price of the three (3) vehicles will not exceed the total amount of \$160,000.

Staff has evaluated several types of vehicles and has identified the Ford Explorer and the Ford Maverick Pickup Truck as good options based on service, utility, and cost. However, Staff intends to continue to compare and evaluate these vehicles and others before making the actual purchases to ensure that the District receives the best possible solution and cost savings. Where applicable, the vehicles will be hybrids, which will operate on electrical power and gasoline while driving which results in better fuel efficiency, reduced emissions, lower fuel costs, and would be the first class 'c' alternative fuel vehicles in the District's fleet.

It is anticipated that one of the new vehicles will primarily be used by the General Manager, that one new vehicle will primarily be used by the Director of Operations/Safety, and the third new vehicle will be shared by District Engineer and other employees. Each of the vehicles would be made available to others as needed. The Van will continue to be available to support administration and operations staff.

Because the price and availability of these types of vehicles is constantly changing, flexibility is needed in order to get the best pricing and desired vehicles, and it is not feasible to conduct a formal procurement. Therefore, Staff is requesting the Board authorize the General Manager to purchase the vehicles using either (1) an informal bid process to solicit competitive quotes or (2) a co-operative purchasing contract from Sourcewell. Contracting agencies such as Sourcewell provide procurement services to education and government entities throughout the country. These agencies offer a multitude of cooperatively contracted products, equipment, and service opportunities, and have the legislative authority to solicit, evaluate, and award contracts through a competitive solicitation process, saving users time and money. These co-operative purchasing contracts satisfy the District's competitive bid requirements, and the District has successfully used these methods in the past to purchase vehicles.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors authorize the General Manager to negotiate and enter into the necessary contracts on behalf of the District to purchase up to three (3) new class "c" passenger vehicles for District Staff job-related use in an amount not to exceed a total of \$160,000.00, utilizing either an informal bid process or a cooperative purchasing arrangement for each vehicle.

FINANCIAL IMPACT

The potential fiscal impact for three (3) new vehicles and putting them in to service is \$160,000.00.

AGENDA ITEM 9D

Date: March 21, 2023

To: Board of Directors

Prepared By: Robert Housley, General Manager

Subject: Review and Discussion on Tires Purchased and Repaired for the District's Fleet of Heavy-Duty Trucks and Vehicles

BACKGROUND

The District's fleet has a total of 27 vehicles, which includes 9 light-duty and service vehicles assigned to various departments, 14 heavy duty trash trucks, 1 front loader bulky pick-up truck, and 3 sewer vactor trucks (please see Attachment A). The District also has 1 portable generator and a trailer with a pressure washer. At any given time, there are up to 194 tires in daily active operation.

The Midway City Sanitary District (District) purchases tires and tire services for all the vehicles, trucks, and equipment in the fleet. Tire sizes range from regular tires for everyday vehicles like a pickup truck, to those on the heavy-duty solid waste trash trucks and sewer vactor trucks.

The District purchases both new and retreaded tires. Retreaded tires were previously new tires that have used up their existing tread and then "retreaded" with a new layer of tread that is applied over the old casing. Retreaded tires are legally permitted on the rear axles and are less expensive than new tires. Only new tires may be installed on the front steering axle. The District has the capability within the Fleet Maintenance Department to perform the changing of the tires by using specialty equipment, but the District does not have the ability to patch or retread tires. That is done by a licensed specialty tire shop. Tires may be legally "retreaded" up to 7-12 times before they become legally obsolete and disposed of.

A quality tire product and a well-maintained tire program are essential to the operations and safety of the District's fleet. The trash trucks in the solid waste department make up the bulk of the heavy-duty fleet and the bulk of tire repairs and replacement. With the constant stress put on tires by the continuous stopping and going when picking up carts, plus the added dilemma of hazards for tires when dumping at the MRF, it takes a great toll on tires and exceptionally lowers their life expectancy, when compared to regular everyday vehicles.

The District currently purchases its tires and repairs done by Daniel's Tires. Daniel's tires have been the District's preferred vendor since October 1991. Over the years the District has purchased from other vendors, only to return to Daniel's Tires for the cost savings, availability, and service. In 2011 and 2012 the District purchased tires from Tarulli Tires, in 2012 from Parkhouse Tires, and in 2016 "Y" Tire Sales.

This table shows the what the District has spent for tires and repairs over a 5-year period. The amount spent has been relatively consistent.

				YTD	Projected
Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year End
18-19	19-20	20-21	21-22	22-23 YTD	22-23 YTD
\$ 79,954.78	\$ 86,854.28	\$ 81,247.44	\$ 76,748.65	\$ 63,378.70	\$ 84,504.93

FISCAL IMPACT

No fiscal impact to review and discuss.

STAFF RECOMMENDATION

Informational report only. Receive and file.

Attachment A: Listing of District’s Fleet and Costs.

3/16/2023

TIRES - MCSD FLEET

solid waste	tire size	# of tires
NG-1	315/80R22.5	8
NG-2	315/80R22.5	10
NG-3	315/80R22.5	8
NG-4	315/80R22.5	8
NG-5	315/80R22.5	8
NG-6	315/80R22.5	8
NG-7	315/80R22.5	8
NG-8	315/80R22.5	8
NG-9	315/80R22.5	8
NG-10	315/80R22.5	8
NG-13	315/80R22.5	10
NG-14	315/80R22.5	10
NG-15	315/80R22.5	10
NG-17	315/80R22.5	10
NG-18	315/80R22.5	10
S-3	255/70R17	4
S-4	LT245/75R17	4
T-9	225/70R19.5	6
NGT-11	225/70R19.5	6

152

sewer maint.	tire size	# of tires
M-64	385/65R22.5	10
	11R22.5	
NG-12	425/65R22.5	6
	12R22.5	
NG-16	425/65R22.5	6
	12R22.5	
S-1	245/65R17	4
S-2	255/70R17	4

30

fleet maint.	tire size	# of tires
M-5	LT35/85R16	4
G-2	225/70R19.5	4

8

admin.	tire size	# of tires
M-2	235/65R16	4

4

vendor name	recap tire	new tire	tire brand
Daniels Tire Service	\$218.00	\$533.85	Goodyear
Pete's Road Service	\$234.00	\$827.59	Hankook
Southern Tire Mart	\$235.00	\$611.43	Toyo

Total amount of tires: 194

AGENDA ITEM 9E

Date: March 21, 2023

To: Board of Directors

Prepared By: Robert Housley, General Manager

Subject: **A RESOLUTION No. 2023-08 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY CALIFORNIA, ESTABLISHING A VOLUNTEER INTERNSHIP PROGRAM.**

BACKGROUND

The Midway City Sanitary District (District) Volunteer Internship Program (Program) provides college students and graduates an opportunity to learn about the functions of local government, contribute and utilize new ideas and skills gained from the classroom, and acquire valuable real-world experience, while allowing the District to engage with students who are at the forefront of learning and technology and who will be our future leaders.

The Program provides a variety of opportunities for students to serve the community, including through public service, educational outreach and programs, advocacy, and volunteerism, and to gain training and technical expertise in engineering, finance, human resources, accounting, and other areas pertinent to their academic coursework, with the goal of helping them to develop community-based knowledge, values, and skills. Interns shadow an experienced employee or professional and are assigned tasks and projects to do. Interns are monitored, mentored, and evaluated.

To participate in the Program, a candidate must be at least 18-years old, be enrolled in or have recently graduated from a college or university, and seeking an opportunity to learn, contribute, and gain service experience.

The duration of each Internship is limited and will typically be tied to the duration of the relevant academic coursework (i.e., a semester) or program. However, students may participate in successive Internships in order to gain additional experience and/or training in a variety of technical areas.

The Program is for unpaid volunteers only, and no benefits will be provided.

Internships are temporary and do not imply or guarantee future employment.

FISCAL IMPACT

Minimal fiscal impact to implement the program and insurance.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors adopt Resolution No. 2023-08 establishing the Midway City Sanitary District's Volunteer Internship Program.

Attachment: Resolution 2023-08 Establishing a Volunteer Internship Program

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RESOLUTION NO. 2023-08

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MIDWAY CITY SANITARY DISTRICT OF
ORANGE COUNTY CALIFORNIA, ESTABLISHING A
VOLUNTEER INTERNSHIP PROGRAM.**

WHEREAS, the Midway City Sanitary District (“District”) desires to establish a Volunteer Internship Program (“Program”) to provide current and recent college students an opportunity to volunteer at the District in order to learn about the functions of local government, contribute and utilize new ideas and skills gained from the classroom, and acquire valuable real-world experience; and

WHEREAS, such a Program will provide a variety of opportunities for students to serve the community, including through public service, educational outreach and programs, advocacy, and volunteerism, and to gain training and technical expertise in engineering, finance, human resources, accounting, and other areas pertinent to their academic coursework, with the goal of helping them to develop community-based knowledge, values, and skills.

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

Section 1: The Volunteer Internship Program described in the attachment to this Resolution is hereby established.

Section 2: The District’s General Manager is hereby authorized to promulgate, procure, prepare, and/or execute all policies, procedures, rules, insurance, applications, forms, and/or agreements necessary to implement the Volunteer Internship Program consistent with applicable law.

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PASSED AND ADOPTED, at a regular meeting of the Board of Directors of
Midway City Sanitary District of Orange County, California, held this 21st day of March,
2023.

Tyler Diep, President

ATTEST:

Andrew Nguyen, Secretary

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ATTACHMENT
THE MIDWAY CITY SANITARY DISTRICT
VOLUNTEER INTERNSHIP PROGRAM (UNPAID)
“VIP” Program

The Midway City Sanitary District (District) Volunteer Internship Program (Program) provides college students and graduates an opportunity to learn about the functions of local government, contribute and utilize new ideas and skills gained from the classroom, and acquire valuable real-world experience, while allowing the District to engage with students who are at the forefront of learning and technology and who will be our future leaders.

The Program provides a variety of opportunities for students to serve the community, including through public service, educational outreach and programs, advocacy, and volunteerism, and to gain training and technical expertise in engineering, finance, human resources, accounting, and other areas pertinent to their academic coursework, with the goal of helping them to develop community-based knowledge, values, and skills. Interns shadow an experienced employee or professional and are assigned tasks and projects to do. Interns are monitored, mentored, and evaluated.

To participate in the Program, a candidate must be at least 18-years old, be enrolled in or have graduated from a college or university, and seeking an opportunity to learn, contribute, and gain service experience.

The duration of each Internship is limited and will typically be tied to the duration of the relevant academic coursework (i.e., a semester) or program. However, students may participate in successive Internships in order to gain additional experience and/or training in a variety of technical areas.

The Program is for unpaid volunteers only, and no benefits will be provided. Internships are temporary and do not imply or guarantee future employment.