

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

**Tuesday, February 20, 2024
5:30 PM**

AGENDA

OUR MISSION STATEMENT

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

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

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

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 February 6, 2024

5. REPORTS

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

- A. Report of President
- B. Report of General Manager
- C. Report of Director of Services & Program Development
- D. Report of Outreach Committee Meeting on February 7, 2024
- E. Report of Westminster Tet Parade on February 10, 2024
- F. Report of Me Vietnam Radio on February 15, 2024
- G. Report of VietLink Radio on February 15, 2024

6. CONSENT CALENDAR

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

- A. Receive and File the Register of Demands in the Amount of \$979,038.62
- B. Receive and File the Treasurer's Investment Report for January 2024
- C. Receive and File the 2nd Quarter 2023-2024 Fiscal Year Financial and Budget Reports
- D. Receive and File the Engineer Report for January 2024
- E. Approve the February 7, 2024 Outreach Committee Recommendations

7. OLD BUSINESS

None

8. NEW BUSINESS

- A. Special Recognition and Appreciation of Student Volunteers
- B. CONSIDERATION OF **RESOLUTION NO. 2024-03** OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY ADOPTING A REVISED POLICY REGARDING BOARD OF DIRECTOR ABSENCES AND ATTENDANCE AT MEETINGS

9. INFORMATIONAL ITEMS

None

10. BOARD CONCERNS AND COMMENTS

11. GM/STAFF CONCERNS AND COMMENTS

12. LEGAL COUNSEL CONCERNS AND COMMENTS

13. CLOSED SESSION ITEMS

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: General Manager Robert Housley and Labor Counsel Joseph Larsen, Employee Organization: American Federation of State, County, and Municipal Employees, LOCAL 1734-01
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)(1)) Title: General Manager
- C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency Designated Representatives: To be Appointed in Open Session Unrepresented Employee: Robert Housley

14. OPEN SESSION ITEM AFTER CLOSED SESSION

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

15. ADJOURNMENT TO TUESDAY, MARCH 5, 2024

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

February 6, 2024

CALL TO ORDER:

President M. Nguyen called the regular meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Street, Westminster, California on Tuesday, February 6, 2024 at 5:32 PM.

BOARD MEMBERS PRESENT:

Mark Nguyen
Chi Charlie Nguyen
Andrew Nguyen
Sergio Contreras
Tyler Diep (arrived @ 6:30 PM)

STAFF MEMBERS PRESENT:

Robert Housley, General Manager
Milo Ebrahimi, District Engineer, P.E
Ashley Davies, Director of Servs. & Program Development
Cynthia Olsder, Executive/Board Secretary

OTHER STAFF MEMBERS PRESENT:

James H. Eggart, General Counsel Woodruff & Smart
Joseph D. Larsen, Labor Counsel Rutan & Tucker, LLP

PLEDGE OF ALLEGIANCE AND INVOCATION:

Director C. Nguyen led the Pledge of Allegiance. Director S. Contreras gave the Invocation.

PUBLIC COMMENTS:

None

APPROVAL OF THE MINUTES OF THE REGULAR MEETING ON JANUARY 16, 2024 AND OF THE MINUTES OF THE SPECIAL MEETING ON JANUARY 31, 2024:

A motion was made by Director A. Nguyen, seconded by Director S. Contreras, to approve both the minutes of the Regular Meeting on January 16, 2023 and of the Special Meeting on January 31, 2024. The motion was approved by the following 4-0 vote:

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

NAYS:

ABSTAIN:

ABSENT: T. Diep

REPORTS:

Report of President

None

Report of General Manager

GM R. Housley reported on events occurring at the District.

Report of Director of Services & Program Development

Director of Services & Program Development A. Davies provided updates on the Westminster Tet Parade. She reported that she attended the Westminster Tet Planning Meeting along with Director A. Nguyen. She also gave an update on the Clean-up event at Liberty Park in March.

Report of Building Project Ad Hoc Committee Meeting on January 17, 2024

Director S. Contreras reported that both he and President M. Nguyen were present at the meeting and provided an update on the building project.

Report of OC San Board of Directors Meeting on January 17, 2024

Director A. Nguyen provided updates on the activities and events taking place at OC San.

Report of District Employee Luncheon on January 24, 2024

President M. Nguyen, Director C. Nguyen, Director T. Diep, and Director A. Nguyen attended the luncheon to recognize some staff for their outstanding accomplishments.

Report of ISDOC Quarterly Meeting on January 31, 2024

Director A. Nguyen and Director S. Contreras reported that they attended the event and provided information about it.

Report of District Open House on February 3, 2024

All of the Directors attended the event, and each shared their opinions.

CONSENT CALENDAR:

- A. Received and File the Register of Demands in the Amount of \$909,625.06
- B. Recognition and Approval of a 20-year Accident and Injury Free Award for Sewer Maintenance Pump Mechanic, Miquel Jimenez, in the amount of \$750.00

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

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

NAYS:

ABSTAIN:

ABSENT: T. Diep

OLD BUSINESS:

- A. Consider Approval of Media Plan

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director S. Contreras, seconded by Director C. Nguyen, to approve the proposed Media Plan attached to the staff report as presented. The motion was approved by the following 4-0 vote:

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

NEW BUSINESS:

A. Approve the Budget Calendar for Fiscal Year 2024-2025 and Schedule Public Budget Workshops

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director S. Contreras, seconded by President M. Nguyen, to table the matter and direct staff to place on the agenda for the February 16, 2024 special meeting (1) consideration and approval of the budget calendar for Fiscal Year 2024-2025 and scheduling of public budget workshops and (2) rescheduling of the strategic planning workshops. The motion was approved by the following 4-0 vote:

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

B. RESOLUTION NO. 2024-02

CONSIDERATION OF RESOLUTION NO. 2024-02 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, ADOPTING A REVISED POLICY REGARDING BOARD OF DIRECTORS DAYS OF SERVICE PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTION 6489.

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director C. Nguyen, seconded by Director A. Nguyen, to adopt Resolution No. 2024-02 as presented at the meeting. The motion was approved by the following 4-0 roll call vote:

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

C. Review and Discussion of Board Policy Regarding Board of Director Absences and Attendance at Meetings

A staff report and a copy of the existing Board Policy Regarding Board of Director Absences and Attendance at Meetings were provided to and considered by the Board. The Board discussed the Policy and provided comments and suggestions for revisions. A motion was made by Director C. Nguyen, seconded by Director S. Contreras, to direct Staff to prepare a Resolution for consideration by the Board at the February 20, 2024 Regular Meeting adopting a revised Policy incorporating the following changes to Section D of the Policy pertaining to Use of Teleconference Meetings for Board and Subcommittee Meetings: (1) increasing the number of times a Director may exercise the option to participate in a meeting by teleconference from twice to four times in a calendar year; and

(2) decreasing the number of days in advance a Director who wishes to participate in a Board meeting via teleconference is required to notify the General Manager from five days to four days. The motion was approved by the following 4-0 vote:

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

NAYS:

ABSTAIN:

ABSENT: T. Diep

D. Appointment of Labor Negotiators(s) For Purposes of Conducting Labor Negotiations with General Manager

A staff report and recommendations were provided to and considered by the Board. A motion was made by President M. Nguyen, seconded by Director C. Nguyen, to appoint Director S. Contreras, Director A. Nguyen, and General Counsel J. Eggart to serve as the Board's designated representatives for purposes of conducting labor negotiations with General Manager, an unrepresented employee, pursuant to Government Code Section 54957.6. The motion was approved by the following 4-0 vote:

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

NAYS:

ABSTAIN:

ABSENT: T. Diep

INFORMATIONAL ITEMS:

None

President M. Nguyen requested that the closed session scheduled as Item 13 be moved up on the Agenda and the other Board Members provided their consent.

With the consent of the full Board, General Counsel, J. Eggart convened the meeting to closed session at 6:26 P.M. for consideration of the following three matters identified on Agenda pursuant to applicable law and noted that the Board's designated labor representatives for Item 13C are Director S. Contreras, Director A. Nguyen, and General Counsel J. Eggart, as appointed by the Board earlier in the meeting.

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: General Manager Robert Housley and Labor Counsel Joseph Larsen, Employee Organization: American Federation of State, County, and Municipal Employees, LOCAL 1734-01

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)(1))
Title: General Manager

C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Agency
Designated Representatives: To be Appointed in Open Session Unrepresented Employee: Robert
Housley

Director T. Diep arrived at 6:30 P.M.

President M. Nguyen reconvened the open session portion of the meeting at 7:01 P.M.

General Counsel J. Eggart reported that the Board had met in closed session as identified on Agenda Items 13A, 13B, and 13C, and that no reportable action had been taken.

OPEN SESSION ITEM AFTER CLOSED SESSION:

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

General Counsel Eggart advised the Board that no discussion or action by the Board on Agenda Item 14A was needed at this time and recommended that the Board continue this item and direct Staff to place it and the same Closed Session matters on the Agenda for the next Regular Meeting. A motion was made by Director S. Contreras, seconded by Director A. Nguyen, to table item 14A and to direct Staff to place the matters identified at Items 13A, 13B, 13C, and 14A on the Agenda for the February 20, 2024 regular meeting. The motion was approved by the following 5-0 vote:

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

NAYS:

ABSTAIN:

ABSENT:

BOARD CONCERNS AND COMMENTS:

The Directors all thanked staff for their hard work at the Open House.

GM/STAFF CONCERNS AND COMMENT:

None

GENERAL COUNSEL CONCERNS AND COMMENTS:

None

ADJOURNMENT:

President M. Nguyen adjourned the meeting at 7:07 P.M. to the next Board Meeting to be held at the District on Tuesday, February 20, 2024, at 5:30 P.M.

Andrew Nguyen, Secretary

AGENDA ITEM #6A

Date: February 20, 2024

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 \$979,038.62

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 \$979,038.62. This includes expenses, payroll, and payroll-related disbursements.

Sufficient funds are available to process all payments.

STAFF RECOMMENDATION

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

ATTACHMENTS:

Disbursement Details for February 20, 2024

Midway City Sanitary District

Accounts Payable Expenditures, Payments, Payroll, and Transfer(s) Report

Prepared for Board Meeting held on February 20, 2024

Type	Num	Date	Name	Memo	Paid Amount
Check	15343	01/31/2024	Dtntech	Liberty Park Cleanup Mailer	
Bill	18436	01/30/2024		Liberty Park Cleanup Mailer (4521)	2,696.33
					2,696.33
Check	15344	02/01/2024	Akeso Occupational Health	PO# 14723	
Bill	EM002184	01/29/2024		Office Visit 12/11/23 - Jimenez, Miguel	254.17
				Office Visit 12/2723 - Jimenez, Miguel	153.68
					407.85
Check	15345	02/01/2024	Ayala's Car Wash		
Bill	2126	01/24/2024		Fleet Wash (2) 01/24/24	60.00
				Fleet Wash (2) 01/24/24	60.00
				Fleet Wash (3) 01/24/24	90.00
				Fleet Wash (3) 01/24/24	90.00
Bill	2127	01/25/2024		Fleet Wash (2) 01/25/24	80.00
					380.00
Check	15346	02/01/2024	Cameron Welding Supply		
Bill	1609686-00	01/24/2024		Cutting Attachment Repair	90.00
Bill	1611849-00	01/24/2024		CO2, Compressed (1), Armor Cap (1), Respirator (20), High Speed C/O Whl (9), Black Beanie (1)	185.07
Bill	1610707-00	01/18/2024		Acetylene, Dissolved (1), Oxygen, Compressed (1)	184.92
					459.99
Check	15347	02/01/2024	Country City Towing		
Bill	0125740	01/30/2024		Tow service for NG-2	400.00
Bill	0131644	01/30/2024		Tow service for NG-13	500.00
					900.00
Check	15348	02/01/2024	Daniels Tire Service	Cust # 2002338 Ref # 876154	
Bill	200495162	01/24/2024		Recap Tires (8)	1,990.66
					1,990.66
Check	15349	02/01/2024	Hose-Man, Inc.	Cust P.O. #30992	
Bill	00055193	01/24/2024		Silicon Coolant Hose (1), 2" 90 Silicone Elbow (1), 2" ID T-Bolt Clamps (1), 1.75 ID T-Bolt Clam...	214.55
					214.55
Check	15350	02/01/2024	Merchants Building Maintenance, LLC	Cust # 33114	
Bill	781993	01/23/2024		Deep cleaning new buiding post construction - 1/22/24	380.00
					380.00
Check	15351	02/01/2024	Pre-Paid Legal Services, Inc.	Group #155124	
Bill	155124 012524	01/25/2024		Prepaid Legal Jan-2023	33.90
					33.90
Check	15352	02/01/2024	Shuster Advisory Group, LLC		
Bill	4499	12/31/2023		Advisory Fee for 457(b) & OBRA plans Q4 2023	1,300.00
Bill	3760	12/31/2023		Adj - Advisory Fee for 457(b) & OBRA plans Q2 2023	300.00
					1,600.00
Check	15353	02/01/2024	SoCal Auto & Truck Parts, Inc.	PO# 30994	
Bill	601515	01/24/2024		Silicone Coolant Hose (1)	157.70
					157.70

Midway City Sanitary District

Accounts Payable Expenditures, Payments, Payroll, and Transfer(s) Report

Prepared for Board Meeting held on February 20, 2024

Type	Num	Date	Name	Memo	Paid Amount
Check	15354	02/01/2024	Southern California Edison	Acct # 700472251517	
Bill	700472251517 01192	01/19/2024		Willow Jan-2024	269.08
				Brookhurst Jan-2024	191.99
				Hammon Jan-2024	838.91
				Westminster Jan-2024	990.85
				Cedarwood Jan-2024	7,392.90
					9,683.73
Check	15355	02/01/2024	Spectrum Enterprise (Time Warner Cable)	Acct # 8448 40 013 0973956	
Bill	0973956011724	01/17/2024		Jan-2024	98.02
					98.02
Check	15356	02/01/2024	Standard Insurance Company Life	Policy # 00 141873 0003	
Bill	001417830003 02/20	02/01/2024		Feb - 2024	591.36
				Feb - 2024	193.52
				Feb - 2024	238.96
				Feb - 2024	424.40
				Feb - 2024	96.00
					1,544.24
Check	15357	02/01/2024	TEC Of California, Inc.		
Bill	1428144L	01/22/2024		Lube Filter (4), Fuel Filter (6), Air Filter (4)	249.81
Bill	1428144LX1	01/23/2024		Fuel Filter (6)	277.15
					526.96
Check	15358	02/01/2024	Tell Steel	PO# 30988	
Bill	15954	01/22/2024		3/16" HR Plate (1) for NG-9	1,198.54
					1,198.54
Check	15359	02/01/2024	UniFirst Corporation		
Bill	2190119495	01/26/2024		January - 2024	179.52
Bill	2190119496	01/26/2024		January - 2024	69.68
Bill	2190119497	01/26/2024		January - 2024	62.54
Bill	2190119498	01/26/2024		January - 2024	14.09
					325.83
Check	15360	02/02/2024	Michele Milan Lu	Open House Event 02-03-2024	
Bill	02.03.24 Open House	02/02/2024		Open House Balloon Artist 02.03.2024	440.00
					440.00
Check	15361	02/02/2024	Soto Entertainment Group	Open House Event 02-03-2024	
Bill	02.03.24 Open House	02/02/2024		Open House Band 02.03.24	2,500.00
					2,500.00
Check	15362	02/02/2024	Thien An Performing Arts	Open House Event 02-03-2024	
Bill	02.03.24 Open House	02/02/2024		Open House Lion Dance and Drumming 02.03.2024	1,500.00
					1,500.00
Check	15363	02/02/2024	Twist and Shout Events, Inc.	Open House Event 02-03-2024	
Bill	046271061894614	02/02/2024		Open House Face Painters 02.03.24	475.00
					475.00
Check	15364	02/03/2024	Cang Nguyen	Open House	
Bill	02.03.24 Open House	02/03/2024		Open House	2,500.00
					2,500.00
Check	15365	02/03/2024	Raymond Addington	Open House Photographer	
Bill	02.03.24 Open House	02/03/2024		Open House Photographer	400.00
					400.00

Midway City Sanitary District

Accounts Payable Expenditures, Payments, Payroll, and Transfer(s) Report

Prepared for Board Meeting held on February 20, 2024

Type	Num	Date	Name	Memo	Paid Amount
Check	15366	02/03/2024	Vietnamese Artists Friendship Club	Open House Entertainment	
Bill	02.03.24 Open House	02/03/2024		Open House Entertainment	600.00
					600.00
Check	15367	02/07/2024	Ayala's Car Wash	Fleet Wash 01/29/2024	
Bill	2128	01/29/2024		Fleet Wash (6) 01/29/2024	240.00
				Fleet Wash (2) 01/29/2024	80.00
					320.00
Check	15368	02/07/2024	Cameron Welding Supply		
Bill	1612847-00	01/29/2024		CO2, Compressed (1), 4 1/2 x 045 x 5/8-11 Cut Off Wheel (3)	116.83
Bill	1613362-00	01/31/2024		WA70S6-2-33 ER70S6 035 33#SP	221.89
					338.72
Check	15369	02/07/2024	Clean Energy	Cust # 124470 Order # FSO1413312	
Bill	CEW12656211	01/26/2024		CNG Station Service 01/18/24	1,957.16
					1,957.16
Check	15370	02/07/2024	CR Transfer, Inc.		
Bill	45062	09/30/2023		Tonnage Fees Sep-2023 (951.25)	98,803.31
Bill	45031	09/30/2023		Tonnage Fees Sep-23 (1822.93)	116,887.08
Bill	45134	10/31/2023		Tonnage Fees Oct-2023 (827.73)	87,402.17
Bill	45102	10/31/2023		Tonnage Fees Oct-23 (1848.49)	116,548.34
Bill	45208	11/30/2023		Tonnage Fees Nov-2023 (781.18)	82,259.74
Bill	45176	11/30/2023		Tonnage Fees Nov-23 (1898.03)	120,316.81
					622,217.45
Check	15371	02/07/2024	Cummins Pacific LLC	PO# 30984	
Bill	X5-39742	01/29/2024		Seal, Rocker Lever (2)	177.81
					177.81
Check	15372	02/07/2024	Cynthia Loan Olsder	Reimbursement - Orchid Plants for Board Room	
Bill	Expense Reimbursen	02/02/2024		Reimbursement - Orchid Plants for Board Room	300.00
					300.00
Check	15373	02/07/2024	Frontier Communications	Acct # 209-188-5155-071808-5	
Bill	MCSD 01/19/2024	01/19/2024		(714)903-1863 Willow Jan - 2024	175.61
				(714)903-6154 Westminster Jan - 2024	175.61
				(714)903-6274 Hammon Jan - 2024	175.74
				(714)897-5136 District Offices Jan - 2024	100.00
					626.96
Check	15374	02/07/2024	Hillco Fastener Warehouse Inc.	Order No. 01378714	
Bill	5372939	01/26/2024		1/4 Steel Rivet (25), 6MX1.0 Tall Nylok Nut (25), Extruded U Nut (25), 1/4 Steel Rivet (25), 20 ...	34.61
					34.61
Check	15375	02/07/2024	MacLeod Watts Inc.	Customer # 331	
Bill	120423MCSD	12/04/2023		GASB 75 Actuarial Update Report June 30 2023	7,400.00
					7,400.00
Check	15376	02/07/2024	PumpMan	SRO0004003	
Bill	802348	01/25/2024		Q3 Lift Stations Maintenance 01-03/2024	11,536.00
					11,536.00
Check	15377	02/07/2024	Samsara Inc.	Order # S-1998752 PO#	

Midway City Sanitary District

Accounts Payable Expenditures, Payments, Payroll, and Transfer(s) Report

Prepared for Board Meeting held on February 20, 2024

Type	Num	Date	Name	Memo	Paid Amount
Bill	31051955272346	02/02/2024		License/Support Vehicle Cameras 02/02/24 - 02/01/25 (2) NG-20 & NG-21	2,576.76
					2,576.76
Check	15378	02/07/2024	SDRMA - Employee Benefits	Member # 7732	
Bill	H44409	03/01/2024		Mar - 2024	614.09
				Mar - 2024	1,549.75
				Mar - 2024	762.20
				Mar - 2024	527.36
				Mar - 2024	453.41
				Mar - 2024	113.93
				Mar - 2024	243.39
				Mar - 2024	89.39
				Mar - 2024	98.48
				Mar - 2024	48.71
					4,500.71
Check	15379	02/07/2024	Sierra Container Group, LLC	Cust # MCS000001 QUOTE # S01082492683 PO# 28395	
Bill	7836	02/06/2024		Blue Cart 95Gal (702)	44,353.40
					44,353.40
Check	15380	02/07/2024	SoCal Auto & Truck Parts, Inc.		
Bill	580399	01/31/2024		Air Brake Push to Connect PT (10)	149.51
Bill	1613362-00	01/31/2024		WA70S6-2-33 ER70S6 035 33#SP (66)	221.89
					371.40
Check	15381	02/07/2024	Staples Business Credit	Acct # 10181543LA	
Bill	1653605635	01/25/2024		Office Supplies Jan-2024	414.32
					414.32
Check	15382	02/07/2024	System Source, Inc	Customer 9181 MCSD Seating (707767)	
Bill	307107	02/01/2024		MCSD Seating (chairs & tables) Balance	11,723.87
					11,723.87
Check	15383	02/07/2024	UniFirst Corporation		
Bill	2190122869	02/02/2024		February - 2024	179.52
Bill	2190122870	02/02/2024		February - 2024	69.68
Bill	2190122871	02/02/2024		February - 2024	62.54
Bill	2190122872	02/02/2024		February - 2024	14.09
					325.83
Check	15384	02/07/2024	Woodruff & Smart	ID: 2003-JHE	
Bill	75404	01/31/2024		Legal Services Jan-2024	8,966.60
					8,966.60
Check	15385	02/09/2024	Dang Kim Le	Claim for Damage - January 12, 2024	
Bill	Claim - 011224	02/08/2024		Claim for Damage - January 12, 2024	1,413.16
					1,413.16
Check Total					\$750,568.06
Transfer		02/02/2024		Funds Transfer 457(b) OBRA-PST	
				Funds Transfer 457(b) OBRA-PST	846.00
					846.00
Transfer		02/05/2024		Funds Transfer 457(b) Roth	
				Funds Transfer 457(b) Roth	1,497.58
					1,497.58
Transfer		02/07/2024		Funds Transfer 457(b) Salary Reduction	
				Funds Transfer 457(b) Salary Reduction	4,974.77

Midway City Sanitary District

Accounts Payable Expenditures, Payments, Payroll, and Transfer(s) Report

Prepared for Board Meeting held on February 20, 2024

Type	Num	Date	Name	Memo	Paid Amount
					4,974.77
Check	1161124166	01/22/2024	Paychex	Acct # Y4807254	
Bill	4592278	01/05/2024		Time & Attendance Jan 2024	389.23
					389.23
Check	1002570148	02/01/2024	CalPERS - Health Benefits	6882866561	
Bill	17421116	02/01/2024		2024_02	7,035.87
					7,035.87
Check	1002570151	02/01/2024	CalPERS - Health Benefits	6882866561	
Bill	17421114	02/01/2024		2024_02	9,527.02
				2024_02	27,926.33
				2024_02	14,894.86
				2024_02	5,997.76
				2024_02	3,000.44
				2024_02	5,603.21
				2024_02	7,061.40
				2024_02	448.15
					74,459.17
Check	1878158-CR	01/25/2024	WEX Health Inc	Customer ID 45927	
Bill	0001878158-IN	12/31/2023		Monthly HRA Admin Fee December - 2023	30.00
				Monthly HRA Admin Fee December - 2023	48.00
					78.00
Check	1002571014	02/02/2024	CalPERS-Retirement	6882866561	
Bill	01/08/24 - 01/21/24	01/21/2024		Earned Period 01/08/24 - 01/21/24	1,860.95
				Earned Period 01/08/24 - 01/21/24	3,351.92
				Earned Period 01/08/24 - 01/21/24	3,772.80
				Earned Period 01/08/24 - 01/21/24	1,353.58
					10,339.25
Check	1002571015	02/02/2024	CalPERS-Retirement	6882866561	
Bill	01/08/24 - 01/21/24	01/21/2024		Earned Period 01/08/24 - 01/21/24	1,618.34
				Earned Period 01/08/24 - 01/21/24	2,914.95
				Earned Period 01/08/24 - 01/21/24	3,280.98
				Earned Period 01/08/24 - 01/21/24	1,177.13
					8,991.40
Check	1002571016	02/02/2024	CalPERS-Retirement	6882866561	
Bill	01/08/24 - 01/21/24	01/21/2024		Earned Period 01/08/24 - 01/21/24	114.22
				Earned Period 01/08/24 - 01/21/24	205.71
				Earned Period 01/08/24 - 01/21/24	231.54
				Earned Period 01/08/24 - 01/21/24	83.07
					634.54
Check	1002576545	02/09/2024	CalPERS-Retirement	6882866561	
Bill	01/22/24 - 02/04/24	02/04/2024		Earned Period 01/21/24 - 02/04/24	1,861.41
				Earned Period 01/21/24 - 02/04/24	3,034.87
				Earned Period 01/21/24 - 02/04/24	3,468.09
				Earned Period 01/21/24 - 02/04/24	1,353.92
					9,718.29
Check	1002576546	02/09/2024	CalPERS-Retirement	6882866561	
Bill	01/22/24 - 02/04/24	02/04/2024		Earned Period 01/21/24 - 02/04/24	1,610.56
				Earned Period 01/21/24 - 02/04/24	2,625.88
				Earned Period 01/21/24 - 02/04/24	3,000.72
				Earned Period 01/21/24 - 02/04/24	1,171.46
					8,408.62
Check	1002576547	02/09/2024	CalPERS-Retirement	6882866561	
Bill	01/22/24 - 02/04/24	02/04/2024		Earned Period 01/21/24 - 02/04/24	121.54
				Earned Period 01/21/24 - 02/04/24	198.16
				Earned Period 01/21/24 - 02/04/24	226.44
				Earned Period 01/21/24 - 02/04/24	88.40

Midway City Sanitary District

Accounts Payable Expenditures, Payments, Payroll, and Transfer(s) Report

Prepared for Board Meeting held on February 20, 2024

Type	Num	Date	Name	Memo	Paid Amount
					634.54
ACH Payments Total					\$128,007.26
Payroll		02/02/2024		Board Payroll	8,291.08
Payroll		02/07/2024		Employee Payroll	92,172.22
Payroll Total					\$100,463.30
Total Disbursements					\$979,038.62
Transfers					
Transfers Total					\$0.00

AGENDA ITEM 6B

Date: February 20, 2024

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Robert Housley, General Manager

Subject: Receive and File the Treasurer’s Investment Report for January 2024

BACKGROUND

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

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

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

MCSD’s total invested cash as of January 31, 2024, is \$55,674,386.11.

INVESTMENT	TYPE OF INVESTMENT	MATURITY DATE	YIELD	BOOK VALUE AS OF 1/31/2024	MARKET VALUE AS OF 1/31/2024	% OF PORTFOLIO	MAXIMUM PERCENTAGE OF PORTFOLIO
FDIC Insured Accounts							
US Bank Interest Checking	Checking	Liquid	1.359%	\$ 2,714,415.73	\$ 2,714,415.73	4.87%	None
US Bank Money Market	Money Market	Liquid	0.500%	\$ 238,764.38	\$ 238,764.38	0.43%	20%
Certificate of Deposits	CD	-	-	\$ -	\$ -	0.00%	30%
Total FDIC Insured Accounts				\$ 2,953,180.11	\$ 2,953,180.11	5.30%	
LAIF							
LAIF	Pool	Liquid	4.012%	\$ 51,254,920.28	\$ 51,254,920.28	91.95%	\$75 million
CalTRUST (Medium Term Fund)	Pool/Bond Fund	Liquid	0.350%	\$ 1,532,350.47	\$ 1,466,285.72	2.75%	30%
Certificate of Deposits	CD	-	-	\$ -	\$ -	0.00%	30%
U.S. Treasury Securities	US Securities	-	-	\$ -	\$ -	0.00%	None
TOTAL Investments				\$55,740,450.86	\$ 55,674,386.11	100.00%	

FISCAL IMPACT

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

STAFF RECOMMENDATION

Staff recommends that the Board of Directors approve and file the Treasurer's Investment Report.

ATTACHMENTS:

Treasurer's Investment Report

MIDWAY CITY SANITARY DISTRICT
District Investment Activities
1/31/2024

	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, 01.01.2024	\$ 6,356,844.80	\$ 1,564,762.81	\$ 3,942,795.05	\$ 30,315,430.08	\$ 1,981,421.61	\$ 3,606,436.11	\$ 47,767,690.46	\$ 1,466,285.72
Investment Income, LAIF & CalTRUST	\$ 64,839.74	\$ 15,960.56	\$ 40,216.46	\$ 309,216.99	\$ 20,210.47	\$ 36,785.60	\$ 487,229.82	\$ 5,122.63
Market Value Capital Gain/(Loss)								
Transfer from LAIF to US Bank	\$ 3,000,000.00							
Transfer from US Bank to LAIF	\$ 220,577.83	\$ 334,439.19	\$ (555,017.02)					
Transfers LAIF to LAIF								
Transfer from CalTRUST to US Bank								\$ (5,122.63)
Ending Balance, 01.31.2024	\$ 9,642,262.37	\$ 1,915,162.56	\$ 3,427,994.49	\$ 30,824,647.07	\$ 2,001,632.08	\$ 3,643,221.71	\$ 51,254,920.28	\$ 1,466,285.72

TOTAL LAIF, U.S. SECURITIES, CalTRUST
& INTEREST RECEIVABLE \$ 52,721,206.00
ADD: US BANK \$ 2,714,415.73
a. Checking (158301509028) \$ 238,764.38
b. Money Market (158200156913) \$ 55,674,386.11
TOTAL DISTRICT CASH ON HAND \$ 55,674,386.11

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.

Robert Housley 2.13.2024

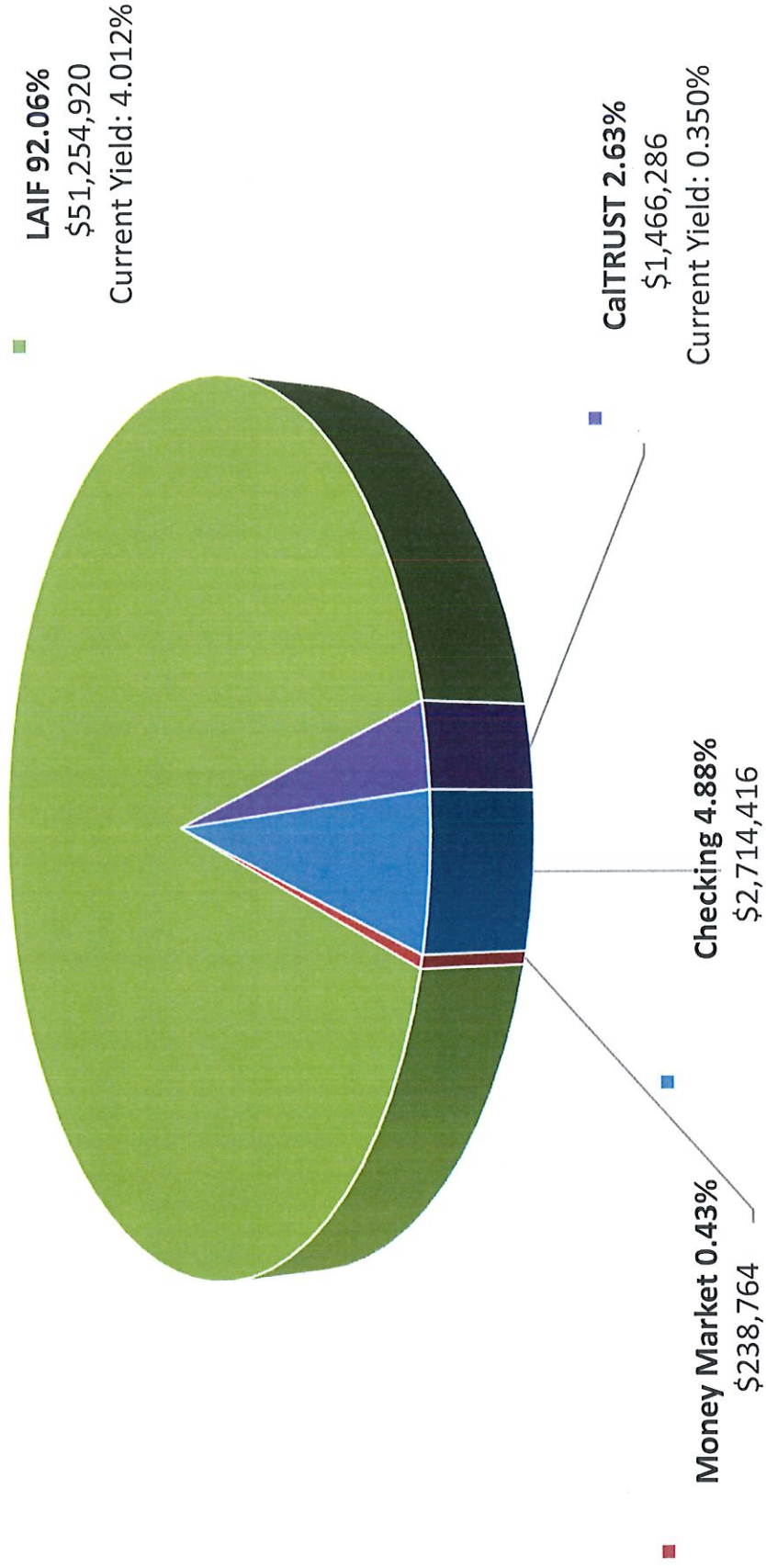
Prepared & Submitted by
Robert Housley, General Manager

Dated

Sergio Contreras, Board Treasurer

Dated

MCSD Portfolio as of 01.31.2024



California State Treasurer
Fiona Ma, CPA



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

February 13, 2024

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

MIDWAY CITY SANITARY DISTRICT

GENERAL MANAGER
14451 CEDARWOOD STREET
WESTMINSTER, CA 92683

[Tran Type Definitions](#)

Account Number: 70-30-005

January 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
1/12/2024	1/11/2024	QRD	1745848	N/A	SYSTEM	487,229.82
1/18/2024	1/17/2024	RD	1747286	1707688	ROBERT HOUSLEY	3,000,000.00

Account Summary

Total Deposit:	3,487,229.82	Beginning Balance:	47,767,690.46
Total Withdrawal:	0.00	Ending Balance:	51,254,920.28



California State Treasurer
Fiona Ma, CPA



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POOLED MONEY INVESTMENT ACCOUNT

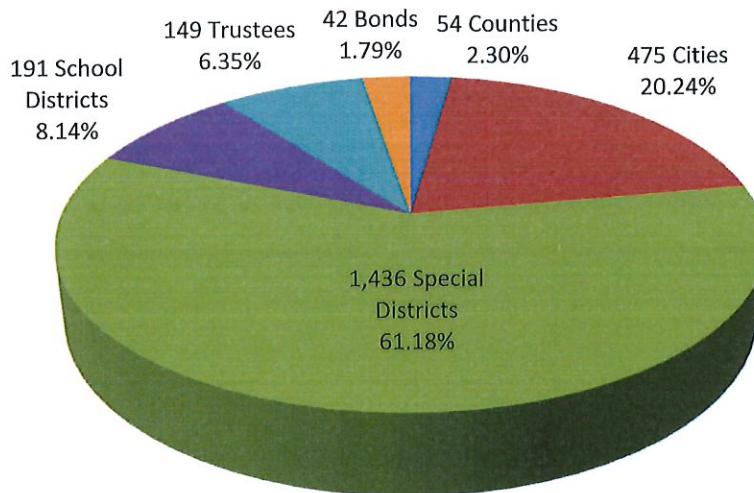
PMIA Average Monthly Effective Yields

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1977	5.770	5.660	5.660	5.650	5.760	5.850	5.930	6.050	6.090	6.090	6.610	6.730
1978	6.920	7.050	7.140	7.270	7.386	7.569	7.652	7.821	7.871	8.110	8.286	8.769
1979	8.777	8.904	8.820	9.082	9.046	9.224	9.202	9.528	9.259	9.814	10.223	10.218
1980	10.980	11.251	11.490	11.480	12.017	11.798	10.206	9.870	9.945	10.056	10.426	10.961
1981	10.987	11.686	11.130	11.475	12.179	11.442	12.346	12.844	12.059	12.397	11.887	11.484
1982	11.683	12.044	11.835	11.773	12.270	11.994	12.235	11.909	11.151	11.111	10.704	10.401
1983	10.251	9.887	9.688	9.868	9.527	9.600	9.879	10.076	10.202	10.182	10.164	10.227
1984	10.312	10.280	10.382	10.594	10.843	11.119	11.355	11.557	11.597	11.681	11.474	11.024
1985	10.579	10.289	10.118	10.025	10.180	9.743	9.656	9.417	9.572	9.482	9.488	9.371
1986	9.252	9.090	8.958	8.621	8.369	8.225	8.141	7.844	7.512	7.586	7.432	7.439
1987	7.365	7.157	7.205	7.044	7.294	7.289	7.464	7.562	7.712	7.825	8.121	8.071
1988	8.078	8.050	7.945	7.940	7.815	7.929	8.089	8.245	8.341	8.397	8.467	8.563
1989	8.698	8.770	8.870	8.992	9.227	9.204	9.056	8.833	8.801	8.771	8.685	8.645
1990	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
1991	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
1992	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
1993	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
1994	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
1995	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
1996	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
1997	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
1998	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
1999	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
2000	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
2001	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
2002	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
2003	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
2004	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
2005	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
2006	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
2007	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
2008	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
2009	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
2010	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
2011	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
2012	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
2013	0.300	0.286	0.285	0.264	0.245	0.244	0.267	0.271	0.257	0.266	0.263	0.264
2014	0.244	0.236	0.236	0.233	0.228	0.228	0.244	0.260	0.246	0.261	0.261	0.267
2015	0.262	0.266	0.278	0.283	0.290	0.299	0.320	0.330	0.337	0.357	0.374	0.400
2016	0.446	0.467	0.506	0.525	0.552	0.576	0.588	0.614	0.634	0.654	0.678	0.719
2017	0.751	0.777	0.821	0.884	0.925	0.978	1.051	1.084	1.111	1.143	1.172	1.239
2018	1.350	1.412	1.524	1.661	1.755	1.854	1.944	1.998	2.063	2.144	2.208	2.291
2019	2.355	2.392	2.436	2.445	2.449	2.428	2.379	2.341	2.280	2.190	2.103	2.043
2020	1.967	1.912	1.787	1.648	1.363	1.217	0.920	0.784	0.685	0.620	0.576	0.540
2021	0.458	0.407	0.357	0.339	0.315	0.262	0.221	0.221	0.206	0.203	0.203	0.212
2022	0.234	0.278	0.365	0.523	0.684	0.861	1.090	1.276	1.513	1.772	2.007	2.173
2023	2.425	2.624	2.831	2.870	2.993	3.167	3.305*	3.434	3.534	3.670	3.843	3.929
2024	4.012											

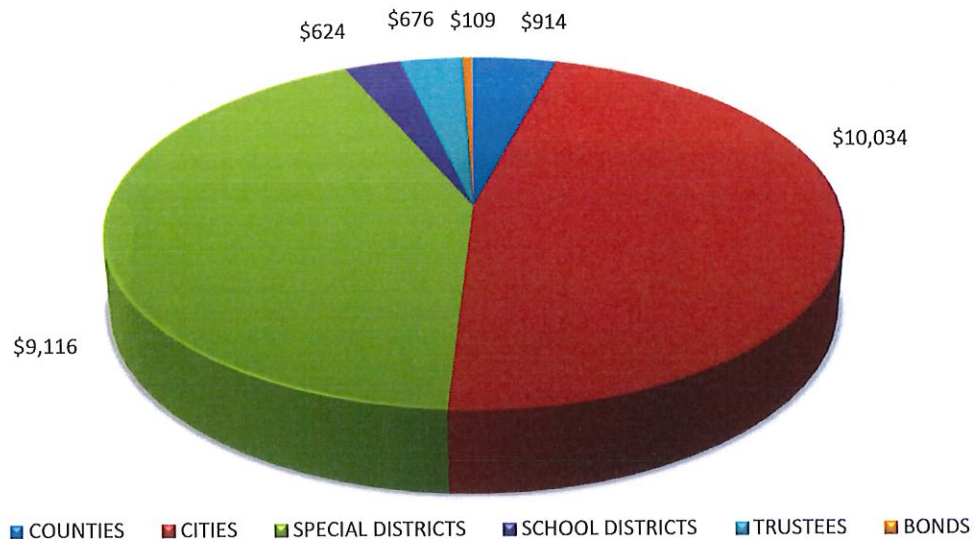
LAIF STATISTICS AS OF 01/31/24

	Balance By Type	Participation	% of Fund
54 COUNTIES	913,705,111.25	2.30%	4.26%
475 CITIES	10,034,188,126.76	20.24%	46.73%
1,436 SPECIAL DISTRICTS	9,116,207,079.35	61.18%	42.45%
191 SCHOOL DISTRICTS	623,950,841.51	8.14%	2.91%
149 TRUSTEES	676,109,249.49	6.35%	3.15%
42 BONDS	108,941,004.70	1.79%	0.51%
2,347 Fund Balance:	\$21,473,101,413.06	100.00%	100.00%

Participation:



Balance by Type (dollars in millions):



Percentages may not total 100% due to rounding.



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

Investment Account Summary

01/01/2024 through 01/31/2024

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Jan 31 (\$)	Value on Jan 31 (\$)	Average Cost Amount (\$)	Cumulative Change in Value (\$)
MIDWAY CITY SANITARY DISTRICT	20100007910					
CalTRUST Medium Term Fund	20100007910	149,316.265	9.82	1,466,285.72	1,532,350.47	(66,064.75)
Portfolios Total value as of 01/31/2024				1,466,285.72		

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			
Beginning Balance	01/01/2024			149,316.265	9.82	1,466,285.72		
Accrual Income Div Cash	01/31/2024	5,122.63	0.000	149,316.265	9.82	1,466,285.72	0.00	0.00
Change in Value						0.00		
Closing Balance as of	Jan 31			149,316.265	9.82	1,466,285.72		

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.



2024 CalTRUST Closures

Please note that the CalTRUST Funds will be closed for trading on the following days:

Date	Holiday
January 1, 2024	New Year's Day
January 15, 2024	Martin Luther King, Jr. Day
February 19, 2024	Presidents' Day
March 29, 2024	Good Friday
May 27, 2024	Memorial Day
June 19, 2024	Juneteenth National Independence Day
July 4, 2024	Independence Day
September 2, 2024	Labor Day
October 14, 2024	Indigenous Peoples Day
November 11, 2024	Veterans Day
November 28, 2024	Thanksgiving Day
December 25, 2024	Christmas Day

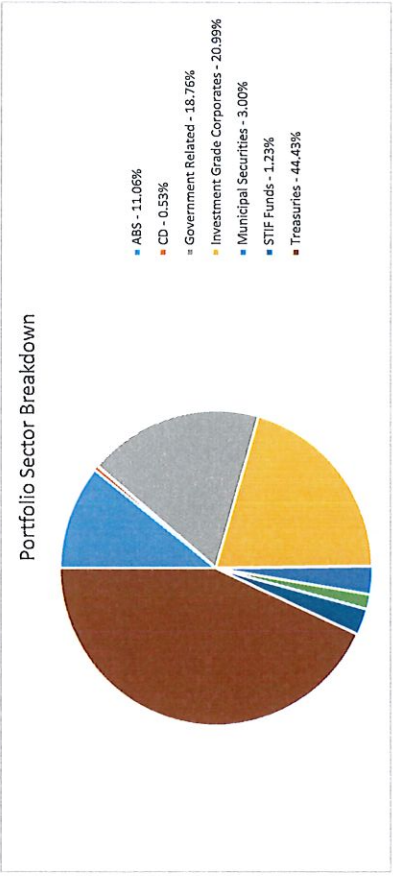
EARLY CLOSES:

March 28, May 24, July 3, November 29, December 24, and December 31



	Caitrust Medium Term	BofAML 1-3 Corp & Gov't, A Rated and Above		Caitrust Medium Term Net Total Return	Caitrust Medium Term Yield	BofAML 1-3 Corp & Gov't, A Rated and Above
Net Assets	\$990,440,813.12	N/A	One Month	0.35%	0.33%	0.42%
NAV per Share	\$9.82	N/A	Three Month	2.97%	0.98%	2.77%
30 Day SEC Yield	4.35%	N/A	Six Month	3.29%	1.93%	3.45%
Distribution Yield	3.86%	N/A	One Year*	4.17%	3.64%	4.29%
Period Net Total Return	0.35%	0.42%	Two Year*	1.05%	2.57%	0.91%
Effective Duration	2.07 yrs	N/A	Three Year*	0.27%	1.84%	0.23%
Average Maturity	2.35 yrs	N/A	Five Year*	1.53%	1.79%	1.54%
Weighted Average Life	2.29 yrs	N/A	Ten Year*	1.23%	1.50%	1.31%
			Since Inception*	1.88%	1.97%	2.16%

*Annualized



Rated AA-f by S&P Global Ratings

**Midway City Sanitary District
CalTRUST Summary**

CalTRUST - Medium-Term Fund

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

\$ 1,500,000.00 \$ 84,304.27 \$ (51,953.80) \$ (66,064.75) \$ (33,714.28)

AGENDA ITEM #6C

Date: February 20, 2024

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Robert Housley, General Manager

Subject: Receive and File the 2nd Quarter 2023-2024 Fiscal Year Financial and Budget Reports

BACKGROUND

Quarterly, the Midway City Sanitary District legislative body reviews its financial and budget reports. The reports were prepared by the Finance Department and reviewed by the General Manager and Department Heads.

DISCUSSION

The 2nd quarter financial and budget reports are in line with approved budgeted items and in accordance with District policies and procedures.

FISCAL IMPACT

Informational report only. No fiscal impact.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors receive and file the 2nd Quarter financial and budget reports.

ATTACHMENTS:

1. Statement of Net Assets [pink]
2. Statement of Revenue Expenses and Changes in Net Position [blue]
3. Revenue & Expenses by Department [yellow]
4. Budget vs. Actual

Midway City Sanitary District

Statement of Net Assets

As of December 31, 2023

	Dec 31, 23	Dec 31, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1000.00 · Cash in Checking - US 9028	132,670.34	1,174,900.33	-1,042,229.99
1020.00 · Money Market - US 6913	4,675,744.65	2,172,024.10	2,503,720.55
1030.00 · Petty Cash	300.00	300.00	0.00
1035.00 · HRA Reserve Fund - WEX	24,276.25	15,415.55	8,860.70
1037.00 · Escrow Account - CBB 4618	0.00	33,707.28	-33,707.28
1040.00 · Local Agency Investment Fund			
1040.10 · Operating	6,356,844.80	6,712,696.27	-355,851.47
1040.20 · Midway City	1,564,762.81	1,604,859.64	-40,096.83
1040.30 · Buildings, Equip & Facilities	3,942,795.05	6,096,345.28	-2,153,550.23
1040.40 · Lift Stations & Sewer Lines	30,315,430.08	30,453,708.65	-138,278.57
1040.50 · CNG Station & Facilities	1,981,421.61	1,924,958.64	56,462.97
1040.60 · Vehicle Replacement	3,606,436.11	3,987,363.18	-380,927.07
Total 1040.00 · Local Agency Investment Fund	47,767,690.46	50,779,931.66	-3,012,241.20
1070.00 · CalTRUST			
1070.10 · CalTRUST Medium-Term Fund	1,532,350.48	1,529,123.00	3,227.48
1070.20 · CalTRUST Market Gain/(Loss)	-66,064.76	-82,469.73	16,404.97
Total 1070.00 · CalTRUST	1,466,285.72	1,446,653.27	19,632.45
1090.00 · 115 Trust Fund, Restricted			
1090.10 · CEPPT Trust Related to Pensions	4,575,000.00	4,325,000.00	250,000.00
1090.20 · CEPPT Trust Market Gain/(Loss)	614,355.75	79,568.36	534,787.39
Total 1090.00 · 115 Trust Fund, Restricted	5,189,355.75	4,404,568.36	784,787.39
Total Checking/Savings	59,256,323.17	60,027,500.55	-771,177.38
Other Current Assets			
2005.00 · Accrued Receivables	109,651.75	354,613.00	-244,961.25
2015.00 · Interest Receivable	491,714.72	0.00	491,714.72
2600.00 · Inventory			
2600.20 · Pump Inventory	329,195.65	0.00	329,195.65
2600.10 · Parts Inventory	135,266.15	164,878.66	-29,612.51
Total 2600.00 · Inventory	464,461.80	164,878.66	299,583.14
Total Other Current Assets	1,065,828.27	519,491.66	546,336.61
Total Current Assets	60,322,151.44	60,546,992.21	-224,840.77
Fixed Assets			
3500.00 · Land	92,948.00	92,948.00	0.00
3510.00 · Construction Work In Progress			
3510.01 · WIP Office Furniture	57,738.31	0.00	57,738.31
3510.02 · WIP Board Room Furniture	26,331.55	0.00	26,331.55
3500.04 · WIP Solor Project	301,556.31	0.00	301,556.31
3510.00 · Construction Work In Progress - Other	5,575,089.96	1,361,145.16	4,213,944.80
Total 3510.00 · Construction Work In Progress	5,960,716.13	1,361,145.16	4,599,570.97
3520.00 · Buildings & Improvements	906,409.40	906,409.40	0.00
3530.00 · Lift Stations	5,582,673.12	5,582,673.12	0.00
3540.00 · Gravity Lines & Force Mains	17,818,984.25	17,818,984.25	0.00
3550.00 · Resident Containers	857,689.02	857,689.02	0.00
3560.00 · CNG Station & Facilities	3,459,268.18	3,459,268.18	0.00
3570.00 · Solid Waste Trash Trucks	5,474,003.81	4,602,208.69	871,795.12
3580.00 · Other Vehicles			
3580.10 · Administration Vehicles	63,387.30	23,165.57	40,221.73
3580.20 · Solid Waste Vehicles	197,772.84	165,249.21	32,523.63
3580.30 · Sewer Trucks & Vehicles	1,223,647.19	1,223,647.19	0.00
Total 3580.00 · Other Vehicles	1,484,807.33	1,412,061.97	72,745.36
3590.00 · Other Equipment			
3590.10 · Office Furniture & Equipment	64,770.46	64,770.46	0.00
3590.20 · Garage Facilities	88,726.39	88,726.39	0.00
3590.30 · Garage Equipment & Vehicles	161,985.14	161,985.14	0.00
3590.40 · Solid Waste Equipment - Other	58,325.84	58,325.84	0.00

Midway City Sanitary District
Statement of Net Assets
As of December 31, 2023

	Dec 31, 23	Dec 31, 22	\$ Change
3590.50 · Sewer Equipment - Other	685,214.46	668,034.46	17,180.00
Total 3590.00 · Other Equipment	1,059,022.29	1,041,842.29	17,180.00
3600.00 · Accumulated Depreciation			
3600.10 · Accumulated Depreciation Admin	-2,073,887.35	-2,042,724.94	-31,162.41
3600.20 · Accumulated Depreciation Garage	-12,847.20	-9,406.28	-3,440.92
3600.30 · Accum Depreciation Solid Waste	-4,809,060.12	-4,394,488.24	-414,571.88
3600.40 · Accumulated Depreciation Sewer	-9,102,629.51	-8,808,883.99	-293,745.52
Total 3600.00 · Accumulated Depreciation	-15,998,424.18	-15,255,503.45	-742,920.73
Total Fixed Assets	26,698,097.35	21,879,726.63	4,818,370.72
Other Assets			
6500.00 · Deferred Outflows from Pension	2,134,820.00	2,877,433.00	-742,613.00
6510.00 · Deferred Outflows from OPEB	1,879,200.00	220,451.00	1,658,749.00
Total Other Assets	4,014,020.00	3,097,884.00	916,136.00
TOTAL ASSETS	<u>91,034,268.79</u>	<u>85,524,602.84</u>	<u>5,509,665.95</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
5000.00 · Accounts Payable	719,868.03	624,153.10	95,714.93
Total Accounts Payable	719,868.03	624,153.10	95,714.93
Credit Cards			
5005.00 · US Bank Cal Card	-9,156.12	4,868.40	-14,024.52
Total Credit Cards	-9,156.12	4,868.40	-14,024.52
Other Current Liabilities			
5010.00 · Accrued Expenses			
5010.10 · Payroll	7,178.00	0.00	7,178.00
5010.30 · OC San CFC Charge	-0.98	0.00	-0.98
5010.40 · Group Insurance	16.95	16.95	0.00
5010.00 · Accrued Expenses - Other	-7,176.00	169,734.01	-176,910.01
Total 5010.00 · Accrued Expenses	17.97	169,750.96	-169,732.99
Total Other Current Liabilities	17.97	169,750.96	-169,732.99
Total Current Liabilities	710,729.88	798,772.46	-88,042.58
Long Term Liabilities			
6520.00 · Deferred Inflows from Pension	61,731.00	472,822.00	-411,091.00
6530.00 · Deferred Inflows from OPEB	1,732,662.00	1,755,522.00	-22,860.00
6540.00 · Net Pension Liability	611,954.00	-2,768,839.00	3,380,793.00
6550.00 · Net OPEB Liability	-847,810.40	-2,292,610.40	1,444,800.00
Total Long Term Liabilities	1,558,536.60	-2,833,105.40	4,391,642.00
Total Liabilities	2,269,266.48	-2,034,332.94	4,303,599.42
Equity			
4000.00 · Net Position	85,564,156.99	84,108,867.98	1,455,289.01
4100.00 · Restricted	41,804.02	109,840.71	-68,036.69
Net Income	3,159,041.30	3,340,227.09	-181,185.79
Total Equity	88,765,002.31	87,558,935.78	1,206,066.53
TOTAL LIABILITIES & EQUITY	<u>91,034,268.79</u>	<u>85,524,602.84</u>	<u>5,509,665.95</u>

Midway City Sanitary District
Statement of Revenues, Expenses and Changes in Net Position
2nd Quarter Fiscal Year 2023-2024

02/14/24

Accrual Basis

	Jul - Dec 23	Jul - Dec 22	\$ Change
Income			
7000.00 · Operating Revenues			
7010.00 · Trash & Sewer Collection Fees	4,262,708.68	4,007,255.06	255,453.62
7020.00 · Add'l Container & Service Fees	9,363.29	7,987.56	1,375.73
7030.00 · Franchise Fees	667,263.80	612,408.35	54,855.45
7040.00 · Plan Check & Inspection Fees	28,335.98	26,724.93	1,611.05
7050.00 · Connection Fees	5,600.76	10,942.52	-5,341.76
Total 7000.00 · Operating Revenues	4,973,272.51	4,665,318.42	307,954.09
8000.00 · Non-Operating Revenues			
8010.00 · Property Tax Secured	701,563.31	684,634.41	16,928.90
8020.00 · Property Tax Unsecured	17,252.33	19,442.89	-2,190.56
8030.00 · Property Tax Supplemental	9,634.89	17,738.85	-8,103.96
8040.00 · Homeowner's Prop Tax Relief	795.13	864.73	-69.60
8050.00 · Public Utility & Reg. Railroad	0.00	0.00	0.00
8060.00 · Pass-thru County of Orange	0.00	240,565.49	-240,565.49
8070.00 · Pass-thru City of Westminster	0.00	1,878,537.79	-1,878,537.79
8080.00 · Investment Income	2,054,225.09	1,051,355.86	1,002,869.23
8100.00 · Other Revenue			
8100.10 · Mattress Recycling	2,740.50	2,488.50	252.00
8100.20 · Scrap Metals & Recycables	5,412.05	4,104.89	1,307.16
8100.30 · Used Oil Recycling	194.00	0.00	194.00
8100.40 · CalRecycle Curbside Program	0.00	25.56	-25.56
8100.50 · Renewable Fuel RINS/LCFS	2,880.91	5,442.62	-2,561.71
8100.60 · Waste Disposal Agreement	0.00	0.00	0.00
8100.70 · Grants & Agreements	0.00	0.00	0.00
8100.80 · Miscellaneous Other Revenue	1,585.73	497.23	1,088.50
Total 8100.00 · Other Revenue	12,813.19	12,558.80	254.39
8150.00 · Gain/Loss on Disposal of Assets	0.00	-4,919.84	4,919.84
Total 8000.00 · Non-Operating Revenues	2,796,283.94	3,900,778.98	-1,104,495.04
Total Income	7,769,556.45	8,566,097.40	-796,540.95
Gross Profit	7,769,556.45	8,566,097.40	-796,540.95
Expense			
7500.00 · Personnel & Benefits			
7510.00 · Salaries & Wages	1,155,623.20	1,000,301.20	155,322.00
7520.00 · Medicare	20,275.16	18,309.50	1,965.66
7530.00 · CalPERS Retirement	148,297.90	140,074.07	8,223.83
7550.00 · Group Insurance			
7550.10 · Health Benefits	348,045.47	317,527.84	30,517.63
7550.20 · Health Reimbursement Agreement	18,069.84	13,246.36	4,823.48
7550.30 · Life & AD&D	8,205.44	8,793.84	-588.40
7550.40 · Dental Benefits	14,268.57	18,917.45	-4,648.88
7550.50 · Vision Benefits	1,621.04	2,218.34	-597.30
Total 7550.00 · Group Insurance	390,210.36	360,703.83	29,506.53
7560.00 · Group Insurance Retirees	93,293.56	81,706.61	11,586.95
7570.00 · Workers' Compensation	79,716.43	83,423.26	-3,706.83
7575.00 · Uniforms & Laundry Service	8,547.94	7,276.48	1,271.46
7580.00 · Employee Reimbursements	6,148.15	4,753.28	1,394.87
Total 7500.00 · Personnel & Benefits	1,902,112.70	1,696,548.23	205,564.47
7600.00 · Operating Expenses			
7610.00 · Board Meeting Expenses	3,633.63	1,804.78	1,828.85
7615.00 · Office Expenses	3,601.15	5,241.18	-1,640.03
7620.00 · Operating Expense	6,184.06	14,033.11	-7,849.05
7625.00 · LAFCO	21,507.79	19,152.59	2,355.20
7630.00 · Services & Supplies			
7630.10 · Alarm Services	1,038.00	1,322.00	-284.00
7630.20 · Banking Services & Fees	3,056.16	2,604.44	451.72
7630.30 · GPS Services	27,256.56	41,451.44	-14,194.88
7630.40 · Janitorial Services & Supplies	4,970.16	4,825.38	144.78
7630.60 · Payroll Services	10,606.86	7,738.48	2,868.38

Midway City Sanitary District
Statement of Revenues, Expenses and Changes in Net Position
2nd Quarter Fiscal Year 2023-2024

	Jul - Dec 23	Jul - Dec 22	\$ Change
7630.70 · Postage & Postage Machine	1,826.92	1,926.09	-99.17
7630.80 · Wash & Detail Fleet & Vehicles	12,560.00	10,450.00	2,110.00
Total 7630.00 · Services & Supplies	61,314.66	70,317.83	-9,003.17
7635.00 · Printing & Publications	548.00	0.00	548.00
7640.00 · Permits Fees Testing & Taxes	22,367.06	20,021.52	2,345.54
7645.00 · Memberships Dues & Subscriptions	10,993.00	10,612.00	381.00
7650.00 · Staff Development & Travel	17,328.09	6,307.29	11,020.80
7655.00 · Education & Training	9,364.54	2,420.35	6,944.19
7660.00 · Employee Awards & Recognition	28,488.91	31,485.95	-2,997.04
7665.00 · Medical Exams & Testing	2,434.50	2,279.87	154.63
7670.00 · Property & Liability Insurance	472,712.24	371,159.28	101,552.96
7675.00 · Claims Expenses	175.56	291.48	-115.92
7680.00 · Gasoline & Diesel Fuel	10,773.27	9,023.50	1,749.77
7685.00 · Tonnage Disposal Fees			
7685.10 · Trash (Black Cart)	601,224.65	761,588.13	-160,363.48
7685.30 · Organics (Green Cart)	458,277.82	515,256.20	-56,978.38
Total 7685.00 · Tonnage Disposal Fees	1,059,502.47	1,276,844.33	-217,341.86
7690.00 · Containers/Carts			
7690.10 · Black Carts	47,291.50	98,825.47	-51,533.97
7690.20 · Blue Carts	45,240.48	98,419.03	-53,178.55
7690.30 · Green Carts	0.00	48,230.20	-48,230.20
Total 7690.00 · Containers/Carts	92,531.98	245,474.70	-152,942.72
7695.00 · Tools & Equipment	10,891.03	21,167.42	-10,276.39
Total 7600.00 · Operating Expenses	1,834,351.94	2,107,637.18	-273,285.24
7700.00 · Repairs & Maintenance			
7700.05 · Buildings & Facilities	1,543.54	2,188.09	-644.55
7700.10 · CNG Facilities	12,736.28	21,757.93	-9,021.65
7700.15 · Vehicles	720.42	1,997.16	-1,276.74
7700.20 · Trash Trucks	56,073.84	80,234.74	-24,160.90
7700.25 · Vector Trucks	11,158.44	11,108.47	49.97
7700.30 · Tires	48,121.75	44,154.86	3,966.89
7700.35 · Restock Parts & Supplies	112,148.51	91,978.16	20,170.35
7700.45 · Lift Station No. 2 Hammon	0.00	854.00	-854.00
7700.50 · Lift Station No. 3 Westminster	0.00	1,729.84	-1,729.84
7700.55 · Lift Station No. 4 Brookhurst	700.00	2,200.00	-1,500.00
7700.60 · Lift Station Maintenance	23,496.60	41,439.67	-17,943.07
7700.65 · Manholes	33,259.00	8,478.41	24,780.59
7700.80 · Generators	6,913.72	0.00	6,913.72
7700.85 · Hazardous Waste Used/Mixed Oil	435.00	473.00	-38.00
Total 7700.00 · Repairs & Maintenance	307,307.10	308,594.33	-1,287.23
7725.00 · Professional & Tech Services			
7725.10 · Audit & Financial Services	20,107.50	18,400.00	1,707.50
7725.20 · Engineering & Consulting	107,292.90	0.00	107,292.90
7725.30 · Legal Services Personnel	28,229.80	2,548.00	25,681.80
7725.40 · Legal Services General Counsel	60,535.40	58,636.82	1,898.58
7725.50 · Information Technology	30,899.80	22,430.39	8,469.41
7725.70 · Prof & Consulting Services	21,198.38	17,387.00	3,811.38
7725.80 · SCADA System	978.48	2,579.11	-1,600.63
7725.90 · Temporary Personnel	19,997.50	0.00	19,997.50
Total 7725.00 · Professional & Tech Services	289,239.76	121,981.32	167,258.44
7750.00 · Community Outreach & Programs			
7750.05 · Community & District Events	27,851.10	7,304.07	20,547.03
7750.10 · District Calendar	43,571.43	44,595.41	-1,023.98
7750.20 · Media & Program Development	21,720.00	12,197.30	9,522.70
7750.25 · Clean-up Events	6,886.14	4,034.69	2,851.45
7750.30 · SB 1383 Organic Waste Reduction	24,198.81	31,670.83	-7,472.02
7750.35 · Fats Oil Grease (FOG) Program	8,525.00	8,875.00	-350.00
Total 7750.00 · Community Outreach & Programs	132,752.48	108,677.30	24,075.18
7800.00 · Utilities			
7800.10 · Electricity	63,097.55	51,603.49	11,494.06

Midway City Sanitary District
Statement of Revenues, Expenses and Changes in Net Position
2nd Quarter Fiscal Year 2023-2024

02/14/24

Accrual Basis

	<u>Jul - Dec 23</u>	<u>Jul - Dec 22</u>	<u>\$ Change</u>
7800.20 · Natural Gas	269.39	83,391.14	-83,121.75
7800.30 · Natural Gas CNG Facilities	60,662.17	0.00	60,662.17
7800.40 · Phone & Internet	15,056.21	20,035.73	-4,979.52
7800.50 · Mobile Phone	3,768.51	1,879.03	1,889.48
7800.60 · Television	588.12	534.06	54.06
7800.70 · Underground Service Alerts	120.00	218.65	-98.65
7800.80 · Water & Sewer	1,189.22	2,042.29	-853.07
Total 7800.00 · Utilities	144,751.17	159,704.39	-14,953.22
7900.00 · Depreciation & Amortization	0.00	722,727.56	-722,727.56
Total Expense	4,610,515.15	5,225,870.31	-615,355.16
Net Income	<u>3,159,041.30</u>	<u>3,340,227.09</u>	<u>-181,185.79</u>

Midway City Sanitary District 2Q Revenue & Expenses by Department July through December 2023

	Administrat...	Board of Di...	Fleet Maint	Sewer	Solid Waste	TOTAL
Income						
7000.00 · Operating Revenues						
7010.00 · Trash & Sewer Collection Fees	0.00	0.00	0.00	2,047,839.33	2,214,869.35	4,262,708.68
7020.00 · Add'l Container & Service Fees	0.00	0.00	0.00	602.46	8,760.83	9,363.29
7030.00 · Franchise Fees	222,075.97	0.00	0.00	0.00	445,187.83	667,263.80
7040.00 · Plan Check & Inspection Fees	0.00	0.00	0.00	28,335.98	0.00	28,335.98
7050.00 · Connection Fees	0.00	0.00	0.00	5,600.76	0.00	5,600.76
Total 7000.00 · Operating Revenues	222,075.97	0.00	0.00	2,082,378.53	2,668,818.01	4,973,272.51
8000.00 · Non-Operating Revenues						
8010.00 · Property Tax Secured	701,563.31	0.00	0.00	0.00	0.00	701,563.31
8020.00 · Property Tax Unsecured	17,252.33	0.00	0.00	0.00	0.00	17,252.33
8030.00 · Property Tax Supplemental	9,634.89	0.00	0.00	0.00	0.00	9,634.89
8040.00 · Homeowner's Prop Tax Relief	795.13	0.00	0.00	0.00	0.00	795.13
8050.00 · Public Utility & Reg. Railroad	0.00	0.00	0.00	0.00	0.00	0.00
8080.00 · Investment Income	2,054,225.09	0.00	0.00	0.00	0.00	2,054,225.09
8100.00 · Other Revenue						
8100.10 · Mattress Recycling	0.00	0.00	0.00	0.00	2,740.50	2,740.50
8100.20 · Scrap Metals & Recyclables	0.00	0.00	0.00	0.00	5,412.05	5,412.05
8100.30 · Used Oil Recycling	0.00	0.00	0.00	0.00	194.00	194.00
8100.50 · Renewable Fuel RINS/LCFS	0.00	0.00	0.00	0.00	2,880.91	2,880.91
8100.60 · Waste Disposal Agreement	0.00	0.00	0.00	0.00	0.00	0.00
8100.80 · Miscellaneous Other Revenue	1,585.73	0.00	0.00	0.00	0.00	1,585.73
Total 8100.00 · Other Revenue	1,585.73	0.00	0.00	0.00	11,227.46	12,813.19
Total 8000.00 · Non-Operating Revenues	2,785,056.48	0.00	0.00	0.00	11,227.46	2,796,283.94
Total Income	3,007,132.45	0.00	0.00	2,082,378.53	2,680,045.47	7,769,556.45
Gross Profit	3,007,132.45	0.00	0.00	2,082,378.53	2,680,045.47	7,769,556.45
Expense						
7500.00 · Personnel & Benefits						
7510.00 · Salaries & Wages	382,669.55	43,500.00	140,048.43	168,876.72	420,528.50	1,155,623.20
7520.00 · Medicare	6,982.57	606.90	2,657.52	3,014.05	7,014.12	20,275.16
7530.00 · CalPERS Retirement	52,416.89	0.00	20,866.57	30,171.34	44,843.10	148,297.90
7550.00 · Group Insurance						
7550.10 · Health Benefits	75,345.26	39,865.52	33,749.88	54,063.36	145,021.45	348,045.47
7550.20 · Health Reimbursement Agreement	12,745.08	5,324.76	0.00	0.00	0.00	18,069.84
7550.30 · Life & AD&D	2,257.12	504.00	1,058.40	1,299.76	3,086.16	8,205.44
7550.40 · Dental Benefits	2,456.67	1,755.66	1,755.48	2,071.20	6,229.56	14,268.57
7550.50 · Vision Benefits	369.26	192.72	192.48	240.60	625.98	1,621.04
Total 7550.00 · Group Insurance	93,173.39	47,642.66	36,756.24	57,674.92	154,963.15	390,210.36
7560.00 · Group Insurance Retirees	43,838.94	0.00	2,520.12	16,139.14	30,795.36	93,293.56
7570.00 · Workers' Compensation	3,316.43	400.00	9,000.00	13,000.00	54,000.00	79,716.43
7575.00 · Uniforms & Laundry Service	351.79	0.00	1,912.33	1,610.36	4,673.46	8,547.94
7580.00 · Employee Reimbursements	2,108.67	0.00	126.29	1,347.80	2,565.39	6,148.15

Midway City Sanitary District
2Q Revenue & Expenses by Department
 July through December 2023

	Administrat...	Board of Di...	Fleet Maint	Sewer	Solid Waste	TOTAL
Total 7500.00 · Personnel & Benefits	584,858.23	92,149.56	213,887.50	291,834.33	719,383.08	1,902,112.70
7600.00 · Operating Expenses						
7610.00 · Board Meeting Expenses	0.00	3,633.63	0.00	0.00	0.00	3,633.63
7615.00 · Office Expenses	3,601.15	0.00	0.00	0.00	0.00	3,601.15
7620.00 · Operating Expense	3,317.12	587.25	0.00	2,049.45	230.24	6,184.06
7625.00 · LAFCO	21,507.79	0.00	0.00	0.00	0.00	21,507.79
7630.00 · Services & Supplies						
7630.10 · Alarm Services	30.00	0.00	0.00	0.00	1,008.00	1,038.00
7630.20 · Banking Services & Fees	3,056.16	0.00	0.00	0.00	0.00	3,056.16
7630.30 · GPS Services	0.00	0.00	2,180.52	5,451.31	19,624.73	27,256.56
7630.40 · Janitorial Services & Supplies	4,970.16	0.00	0.00	0.00	0.00	4,970.16
7630.60 · Payroll Services	8,844.43	1,762.43	0.00	0.00	0.00	10,606.86
7630.70 · Postage & Postage Machine	1,809.63	0.00	0.00	0.00	17.29	1,826.92
7630.80 · Wash & Detail Fleet & Vehicles	720.00	0.00	880.00	1,530.00	9,430.00	12,560.00
Total 7630.00 · Services & Supplies	19,430.38	1,762.43	3,060.52	6,981.31	30,080.02	61,314.66
7635.00 · Printing & Publications	548.00	0.00	0.00	0.00	0.00	548.00
7640.00 · Permits Fees Testing & Taxes	1,547.06	0.00	0.00	20,820.00	0.00	22,367.06
7645.00 · Memberships Dues & Subscriptions	9,871.00	0.00	0.00	1,122.00	0.00	10,993.00
7650.00 · Staff Development & Travel	11,302.02	3,972.45	1,088.84	964.78	0.00	17,328.09
7655.00 · Education & Training	1,230.54	0.00	4,488.47	1,522.96	2,122.57	9,364.54
7660.00 · Employee Awards & Recognition	28,488.91	0.00	0.00	0.00	0.00	28,488.91
7665.00 · Medical Exams & Testing	640.00	0.00	621.50	293.50	879.50	2,434.50
7670.00 · Property & Liability Insurance	106,000.00	0.00	80,000.00	94,000.00	192,712.24	472,712.24
7675.00 · Claims Expenses	-324.44	0.00	0.00	0.00	500.00	175.56
7680.00 · Gasoline & Diesel Fuel	1,411.21	0.00	2,434.50	5,104.68	1,822.88	10,773.27
7685.00 · Tonnage Disposal Fees						
7685.10 · Trash (Black Cart)	0.00	0.00	0.00	0.00	601,224.65	601,224.65
7685.30 · Organics (Green Cart)	0.00	0.00	0.00	0.00	458,277.82	458,277.82
Total 7685.00 · Tonnage Disposal Fees	0.00	0.00	0.00	0.00	1,059,502.47	1,059,502.47
7690.00 · Containers/Carts						
7690.10 · Black Carts	0.00	0.00	0.00	0.00	47,291.50	47,291.50
7690.20 · Blue Carts	0.00	0.00	0.00	0.00	45,240.48	45,240.48
Total 7690.00 · Containers/Carts	0.00	0.00	0.00	0.00	92,531.98	92,531.98
7695.00 · Tools & Equipment	0.00	0.00	10,891.03	0.00	0.00	10,891.03
Total 7600.00 · Operating Expenses	208,570.74	9,955.76	102,584.86	132,858.68	1,380,381.90	1,834,351.94
7700.00 · Repairs & Maintenance						
7700.05 · Buildings & Facilities	75.40	0.00	1,468.14	0.00	0.00	1,543.54
7700.10 · CNG Facilities	0.00	0.00	980.00	0.00	11,756.28	12,736.28
7700.15 · Vehicles	206.04	0.00	0.00	214.75	299.63	720.42
7700.20 · Trash Trucks	0.00	0.00	0.00	0.00	56,073.84	56,073.84
7700.25 · Vector Trucks	0.00	0.00	0.00	11,158.44	0.00	11,158.44
7700.30 · Tires	0.00	0.00	0.00	2,777.96	45,343.79	48,121.75
7700.35 · Restock Parts & Supplies	0.00	0.00	0.00	0.00	112,148.51	112,148.51
7700.55 · Lift Station No. 4 Brookhurst	0.00	0.00	0.00	700.00	0.00	700.00
7700.60 · Lift Station Maintenance	0.00	0.00	0.00	23,496.60	0.00	23,496.60

Midway City Sanitary District
2Q Revenue & Expenses by Department
 July through December 2023

	Administrat...	Board of Di...	Fleet Maint	Sewer	Solid Waste	TOTAL
7700.65 · Manholes	0.00	0.00	0.00	33,259.00	0.00	33,259.00
7700.80 · Generators	0.00	0.00	0.00	6,913.72	0.00	6,913.72
7700.85 · Hazardous Waste Used/Mixed Oil	0.00	0.00	435.00	0.00	0.00	435.00
Total 7700.00 · Repairs & Maintenance	281.44	0.00	2,883.14	78,520.47	225,622.05	307,307.10
7725.00 · Professional & Tech Services						
7725.10 · Audit & Financial Services	20,107.50	0.00	0.00	0.00	0.00	20,107.50
7725.20 · Engineering & Consulting	0.00	0.00	0.00	107,292.90	0.00	107,292.90
7725.30 · Legal Services Personnel	28,229.80	0.00	0.00	0.00	0.00	28,229.80
7725.40 · Legal Services General Counsel	60,535.40	0.00	0.00	0.00	0.00	60,535.40
7725.50 · Information Technology	28,749.80	0.00	0.00	0.00	2,150.00	30,899.80
7725.70 · Prof & Consulting Services	13,725.00	0.00	0.00	3,736.69	3,736.69	21,198.38
7725.80 · SCADA System	0.00	0.00	0.00	978.48	0.00	978.48
7725.90 · Temporary Personnel	19,997.50	0.00	0.00	0.00	0.00	19,997.50
Total 7725.00 · Professional & Tech Services	171,345.00	0.00	0.00	112,008.07	5,886.69	289,239.76
7750.00 · Community Outreach & Programs						
7750.05 · Community & District Events	27,851.10	0.00	0.00	0.00	0.00	27,851.10
7750.10 · District Calendar	43,571.43	0.00	0.00	0.00	0.00	43,571.43
7750.20 · Media & Program Development	21,720.00	0.00	0.00	0.00	0.00	21,720.00
7750.25 · Clean-up Events	0.00	0.00	0.00	0.00	6,886.14	6,886.14
7750.30 · SB 1383 Orangic Waste Reduction	0.00	0.00	0.00	0.00	24,198.81	24,198.81
7750.35 · Fats Oil Grease (FOG) Program	0.00	0.00	0.00	8,525.00	0.00	8,525.00
Total 7750.00 · Community Outreach & Programs	93,142.53	0.00	0.00	8,525.00	31,084.95	132,752.48
7800.00 · Utilities						
7800.10 · Electricity	0.00	0.00	0.00	14,940.98	48,156.57	63,097.55
7800.20 · Natural Gas	0.00	0.00	269.39	0.00	0.00	269.39
7800.30 · Natural Gas CNG Facilities	0.00	0.00	0.00	870.00	59,792.17	60,662.17
7800.40 · Phone & Internet	8,681.93	0.00	0.00	6,374.28	0.00	15,056.21
7800.50 · Mobile Phone	2,353.64	0.00	0.00	867.15	547.72	3,768.51
7800.60 · Television	588.12	0.00	0.00	0.00	0.00	588.12
7800.70 · Underground Service Alerts	0.00	0.00	0.00	120.00	0.00	120.00
7800.80 · Water & Sewer	230.94	0.00	295.02	663.26	0.00	1,189.22
Total 7800.00 · Utilities	11,854.63	0.00	564.41	23,835.67	108,496.46	144,751.17
Total Expense	1,070,052.57	102,105.32	319,919.91	647,582.22	2,470,855.13	4,610,515.15
Net Income	<u>1,937,079.88</u>	<u>-102,105.32</u>	<u>-319,919.91</u>	<u>1,434,796.31</u>	<u>209,190.34</u>	<u>3,159,041.30</u>

MIDWAY CITY SANITARY DISTRICT

BUDGET vs. ACTUAL
Q2 FY 2023-2024

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
SUMMARY				
1	REVENUES			
2	Trash & Sewer Collection Fees	4,262,709	7,160,000	59.5%
3	Franchise Fees	667,264	1,180,000	56.5%
4	Property Taxes	729,246	1,478,000	49.3%
5	Pass-Thru Property Tax Funds	-	3,600,000	0.0%
6	Investment Income	2,054,225	1,500,000	136.9%
7	Other Revenue Sources	56,113	271,000	20.7%
8	TOTAL REVENUES	\$ 7,769,556	\$ 15,189,000	51.2%
9	EXPENSES			
10	Salaries and Wages	1,155,623	3,112,000	37.1%
11	Benefits	731,793	1,785,500	41.0%
12	Tonnage Fees	1,059,502	2,650,000	40.0%
13	Repairs and Maintenance	306,872	859,000	35.7%
14	Depreciation & Amortization Expense	1,153,419	1,519,900	75.9%
15	Other Operating Expenses	1,356,724	\$ 4,551,358	29.8%
16	TOTAL EXPENSES	\$ 5,763,934	\$ 14,477,758	39.8%
17	Net Resources Over/(Under) Expenses	2,005,622	711,242	
18	ACTUAL/BUDGET	\$ 7,769,556	\$ 15,189,000	

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
REVENUES				
1	OPERATING REVENUES			
2	Trash & Sewer Collection Fees	4,262,709	7,160,000	59.5%
3	Additional Container & Service Fees	9,363	12,000	78.0%
4	Franchise Fees	667,264	1,180,000	56.5%
5	Sewer Plan Check & Inspection Fees	28,336	45,000	63.0%
6	Sewer Connection Fees	5,601	14,000	40.0%
7	OPERATING REVENUES	\$ 4,973,273	\$ 8,411,000	59.1%
8	NON-OPERATING REVENUES			
9	Property Tax Secured	701,563	1,336,200	52.5%
10	Property Tax Unsecured	17,252	40,000	43.1%
11	Property Tax Supplemental	9,635	30,000	32.1%
12	Homeowner's Property Tax Relief	795	6,000	13.3%
13	Public Utility Tax & Reg. Railroad	-	64,000	0.0%
14	Pass thru Property Taxes County of Orange	-	400,000	0.0%
15	Pass thru Property Taxes City of Westminster	-	3,200,000	0.0%
16	Investment Income	2,054,225	1,500,000	136.9%
17	Interest on Undistributed Taxes	-	1,800	0.0%
18	Other Revenue	12,813	200,000	6.4%
19	Gain/(Loss) on Disposal of Capital Assets	-	-	0.0%
21	NON-OPERATING REVENUES	\$ 2,796,284	\$ 6,778,000	41.3%
22	TOTAL REVENUES	\$ 7,769,556	\$ 15,189,000	51.2%

MIDWAY CITY SANITARY DISTRICT

BUDGET vs. ACTUAL
Q2 FY 2023-2024

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
BOARD OF DIRECTORS				
23	Directors' Fees (salaries)	43,500	115,000	37.8%
24	Medicare	607	1,600	37.9%
25	Group Insurance	47,643	120,000	39.7%
26	Workers' Compensation Insurance	400	400	100.0%
27	Director Reimbursements	-	-	0.0%
28	Board Meeting Expenses	3,634	5,000	72.7%
29	Operating Expense	587	4,000	0.0%
30	Services & Supplies	1,762	3,500	50.4%
31	Board Development & Travel Expenses	3,972	45,000	8.8%
32	TOTAL BOARD OF DIRECTORS	\$ 102,105	\$ 294,500	34.7%

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
ADMINISTRATION				
33	Salaries & Wages	382,670	1,200,000	31.9%
34	Medicare	6,983	17,000	41.1%
35	CalPERS Retirement	52,417	150,000	34.9%
36	CalPERS CEPPT Trust Reimbursement	-	-	0.0%
37	Group Insurance	93,173	229,500	40.6%
38	Group Insurance - Retirees	43,839	75,000	58.5%
39	Group Insurance Retirees Trust Reimbursement	-	(75,000)	0.0%
40	Workers' Compensation Insurance	3,316	5,500	60.3%
41	Uniforms & Laundry Services	352	550	64.0%
42	Employee Reimbursements	2,109	3,000	70.3%
43	Unemployment Benefits	-	-	0.0%
43	Office Expenses & Supplies	3,317	15,000	22.1%
44	Operating Expenses	3,601	25,000	14.4%
45	Local Govt. Formation Commission (LAFCO)	21,508	21,508	100.0%
46	Services & Supplies	19,430	35,000	55.5%
47	Printing & Publications	548	2,000	27.4%
48	Permits Fees Testing & Taxes	1,547	3,500	44.2%
49	Memberships Dues & Subscriptions	9,871	15,000	65.8%
50	Staff Development & Travel	11,302	50,000	22.6%
51	Education & Training	1,231	10,000	12.3%
52	Employee Awards Incentives & Recognition	28,489	50,000	57.0%
53	Medical Exams & Testing	640	2,000	32.0%
54	Property & Liability Insurance	106,000	106,000	100.0%
55	Claims Expense	(324)	-	0.0%
56	Gasoline & Diesel Fuel	1,411	4,000	35.3%
57	Repairs & Maintenance	281	10,000	2.8%
58	Audit & Financial Services	20,108	25,000	80.4%
59	Legal Services Personnel	28,230	35,000	80.7%
60	Legal Services General Counsel	60,535	120,000	50.4%
61	Information Technology	28,750	50,000	57.5%
62	Professional & Consulting Services	13,725	65,000	21.1%
63	Temporary Personnel	19,998	50,000	40.0%
64	Community Outreach & District Events	27,851	125,000	22.3%
65	District Calendar	43,571	70,000	62.2%
66	Media & Program Development	21,720	60,000	36.2%
67	Newsletters	-	-	0.0%
68	Utilities	11,855	35,000	33.9%
69	Depreciation & Amortization Expenses	24,474	75,000	32.6%
70	TOTAL ADMINISTRATION	\$ 1,094,527	\$ 2,664,558	41.1%

MIDWAY CITY SANITARY DISTRICT

BUDGET vs. ACTUAL
Q2 FY 2023-2024

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
FLEET MAINTENANCE				
71	Salaries & Wages	140,048	357,000	39.2%
72	Medicare	2,658	4,500	59.1%
73	CalPERS Retirement	20,867	50,000	41.7%
74	CalPERS CEPPT Trust Reimbursement	-	-	0.0%
75	Group Insurance	36,756	100,000	36.8%
76	Group Insurance Retirees	2,520	10,000	25.2%
77	Group Insurance Retirees Trust Reimbursement	-	(10,000)	0.0%
78	Workers' Compensation Insurance	9,000	11,500	78.3%
79	Uniforms & Laundry Services	1,912	4,500	42.5%
80	Employee Reimbursements	126	2,000	6.3%
81	Services & Supplies	3,061	4,000	76.5%
82	Staff Development & Travel Expenses	1,089	5,000	21.8%
83	Education & Training	4,488	5,000	89.8%
84	Medical Exams & Testing	622	800	77.7%
85	Property & Liability Insurance	80,000	80,000	100.0%
86	Gasoline & Diesel Fuel	2,435	6,000	40.6%
87	Tools & Equipment	10,891	40,000	27.2%
88	Repairs & Maintenance	2,448	15,000	16.3%
89	Hazardous Waste Used/Mixed Oil	435	1,000	43.5%
90	Information Technology	-	3,000	0.0%
91	Utilities	564	2,500	22.6%
92	Depreciation & Amortization Expenses	6,882	6,900	99.7%
93		\$ 326,802	\$ 698,700	46.8%

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
SOLID WASTE				
94	Salaries & Wages	420,529	1,000,000	42.1%
95	Medicare	7,014	18,000	39.0%
96	CalPERS Retirement	44,843	245,000	18.3%
97	CalPERS CEPPT Trust Reimbursement	-	-	0.0%
98	Group Insurance	154,963	295,000	52.5%
99	Group Insurance Retirees	30,795	61,000	50.5%
100	Group Insurance Retirees Trust Reimbursement	-	(61,000)	0.0%
101	Workers' Compensation Insurance	54,000	60,000	90.0%
102	Uniforms & Laundry Services	4,673	12,000	38.9%
103	Employee Reimbursements	2,565	6,000	42.8%
104	Operating Expenses	230	6,000	3.8%
105	Services & Supplies	30,080	66,500	45.2%
106	Staff Development & Travel Expenses	-	10,000	0.0%
107	Education & Training	2,123	15,000	14.2%
108	Medical Exams & Testing	880	5,000	17.6%
109	Property & Liability Insurance	192,712	160,000	120.4%
110	Claims Expense	500	10,000	5.0%
111	Gasoline & Diesel Fuel	1,823	7,500	24.3%
112	Tonnage Fees Trash (black cart)	601,225	1,550,000	38.8%
113	Tonnage Fees Recycling (blue cart)	-	-	0.0%
114	Tonnage Fees Organics (green cart)	458,278	1,100,000	41.7%
115	Refuse, Recycling, and Organic Containers	92,532	300,000	30.8%
116	Repairs, Maintenance, Tires, and Restock Parts	213,866	425,000	50.3%
117	Repairs & Maintenance CNG Facilities	11,756	75,000	15.7%
118	Information Technology	2,150	30,000	7.2%

MIDWAY CITY SANITARY DISTRICT

BUDGET vs. ACTUAL
Q2 FY 2023-2024

119	Professional & Consulting Services	3,737	10,000	37.4%
120	Clean-up Events	6,886	30,000	23.0%
121	Organics & Compost Giveaway	24,199	40,000	60.5%
122	Utilities	48,704	85,000	57.3%
123	Natural Gas Fuel CNG Facilities	59,792	200,000	29.9%
124	Depreciation & Amortization Expenses	536,448	850,000	63.1%
125	TOTAL SOLID WASTE	\$ 3,007,303	\$ 6,611,000	45.5%

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
SEWER DEPARTMENT				
126	Salaries & Wages	168,877	440,000	38.4%
127	Medicare	3,014	6,000	50.2%
128	CalPERS Retirement	30,171	150,000	20.1%
129	CalPERS CEPPT Trust Reimbursement	-	-	0.0%
130	Group Insurance	57,675	120,000	48.1%
131	Group Insurance Retirees	16,139	40,000	40.3%
132	Group Insurance Retirees Trust Reimbursement	-	(40,000)	0.0%
133	Workers' Compensation Insurance	13,000	15,500	83.9%
134	Uniforms & Laundry Services	1,610	3,500	46.0%
135	Employee Reimbursements	1,348	3,000	44.9%
136	Operating Expenses	2,049	6,000	34.2%
137	Services & Supplies	6,981	7,500	93.1%
138	Permits Fees Testing & Taxes	20,820	25,000	83.3%
139	Memberships Dues & Subscriptions	1,122	1,500	74.8%
140	Staff Development & Travel Expenses	965	10,000	9.6%
141	Education & Training	1,523	10,000	15.2%
142	Medical Exams & Testing	294	1,000	29.4%
143	Property and Liability Insurance	94,000	94,000	100.0%
144	Claims Expense	-	10,000	0.0%
145	Gasoline & Diesel Fuel	5,105	7,500	68.1%
146	Repairs & Maintenance	78,520	250,000	31.4%
147	Emergency Repairs	-	150,000	0.0%
148	Engineering & Consulting	107,293	500,000	21.5%
149	Professional & Consulting Services	3,737	500,000	0.7%
150	Information Technology	978	15,000	6.5%
151	CCTV and Cleaning of District Sewer Lines	-	1,200,000	0.0%
152	Fats, Oils & Grease (FOG) Program	8,525	25,000	34.1%
153	Resident Lateral Assistance Program	-	9,000	0.0%
154	Utilities	22,966	51,500	44.6%
155	Natural Gas Fuel CNG Station	870	10,000	8.7%
156	Depreciation & Amortization Expenses	585,615	588,000	99.6%
157	TOTAL SEWER	\$ 1,233,197	\$ 4,209,000	29.3%

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
MIDWAY CITY SANITARY DISTRICT				
158	REVENUES	\$ 7,769,556	\$ 15,189,000	51.2%
159	EXPENSES	\$ 5,763,934	\$ 14,477,758	39.8%
160	REVENUES - EXPENSES =	\$ 2,005,622	\$ 711,242	

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
161	Sewer System Department	1,233,197	4,209,000	29.3%
162	Solid Waste Department	3,007,303	6,611,000	45.5%
163	Fleet Maintenance Department	326,802	698,700	46.8%
164	Administration Department	1,094,527	2,664,558	41.1%

MIDWAY CITY SANITARY DISTRICT

BUDGET vs. ACTUAL

Q2 FY 2023-2024

165	Board of Directors	102,105	294,500	34.7%
166	TOTAL SUMMARY BY DEPT	\$ 5,763,934	\$ 14,477,758	39.8%

MIDWAY CITY SANITARY DISTRICT

BUDGET vs. ACTUAL
Q2 FY 2023-2024

		FY 2023-24	FY 2023-24	PERCENT of
		ACTUAL	BUDGET	BUDGET
CAPITAL OUTLAY & IMPROVEMENTS BUDGET				
167	District Offices & Yard			
168	Solar Project Design	-	-	#DIV/0!
169	Solar Project Construction	535,138	-	#DIV/0!
170	District Building Project Construction	6,370,113	-	#DIV/0!
171	District Buildings Facility, Features, & Furnishings	95,794	150,000	63.9%
172	District Buildings Technology	-	-	#DIV/0!
173	New Class C Vehicles	32,549	80,000	40.7%
174	Fleet Maintenance			
175	None			
176	Solid Waste		-	
177	3 New Side Loader Trash Trucks	454,869	1,400,000	32.5%
178	Rebuilt Engines & Packers for CNG Trash Trucks	-	60,000	0.0%
179	Sewer		-	
180	Plan and Document Scanner and Plotter	-	10,000	0.0%
181	Miscellaneous		-	
182	Payments Towards Unfunded Liabilities	-	-	
183	Payment Towards 115 CEPPT Trust	-	250,000	0.0%
184	TOTAL CAPITAL OUTLAY & IMPROVEMENTS	\$ 7,488,462	\$ 1,950,000	384.0%

AGENDA ITEM #6D

Date: February 20, 2024
To: Board of Directors
From: Robert Housley, General Manager
Prepared by: Milo Ebrahimi, P.E., District Engineer
Subject: Receive and File the Engineer Report for January 2024

BACKGROUND

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

DISCUSSION

1. District Building Project by Woodcliff
 - 1.1. The new office building:
 - 1.1.1. Contractor has finished the new office building.
 - 1.1.2. Punch list has been created by Architect except the restrooms.
 - 1.1.3. Contractor is working on the punch list items.
 - 1.2. The locker room building:
 - 1.2.1. Contractor has finished the Locker room building.
 - 1.2.2. Punch list has been created by Architect except the interior.
 - 1.2.3. Contractor is working on the punch list items.
 - 1.3. Landscaping and sitework:
 - 1.3.1. Contractor has finished the landscape and the sitework.
 - 1.3.2. Punch list has not been created by Architect yet.
 - 1.4. Solar Carport:
 - 1.4.1. Contractor has finished the solar carport except the charging stations.
 - 1.4.2. Punch list has not been created by Architect yet.
2. Plans Reviewed
 - 2.1. Sewer permits (this month): 9.
 - 2.2. Sewer permits (this fiscal year): 108.
 - 2.3. Development projects (trash enclosures and/or sewer lines): 6.

3. Westminster Mall project
 - 3.1. The Conditional Will Serve Letter is prepared and sent to the developer's engineer for review.
 - 3.2. District has not received any comments on the Conditional Will Serve Letter yet.
4. Sewer department projects
 - 4.1. Sewer System Master Plan (SSMP) Project by AKM
 - 4.1.1. SSMP is in progress. There is a monthly meeting with AKM about the progress.
 - 4.1.2. Consultant will finish in about 5 months. A few months' delay is possible due to some missing As-Builts. A survey of the missing area is needed to cover missing information for engineering analysis.
 - 4.1.3. Consultant finished reviewing existing documents and information/data (task 1 of the project).
 - 4.1.4. Consultant worked on developing sewer system model and utilizing GIS based software (task 2 of the project).
 - 4.1.5. Consultant worked on developing land use criteria and establishing sewer system flow criteria (task 5 of the project).
 - 4.2. Sewer System Cleaning and CCTV Project By Empire Pipe Cleaning & Equipment
 - 4.2.1. District issued Notice To Proceed letter (except the Midway City area for now) to Contractor after receiving all the required permits.
 - 4.2.2. The first day of the project is on February 12, 2024.
 - 4.2.3. Contractor will finish in about 11 months.
 - 4.2.4. District Engineer is working with Contractor and AKM to link the CCTV inspection report with GIS by AKM.
5. Sewer Department Activities
 - 5.1. There was no emergency related repair for sewer system this month.
 - 5.2. There was no sewer system overflow this month. However, due to high ground water elevation because of so much rain, there was so much infiltration issue on Hazzard Ave area between Bushard St and Magnolia St. Because of that, the sewer main in this area was running at maximum capacity. After the rain, the system got back to normal.
 - 5.3. 73 hotspot locations were cleaned this month.
 - 5.4. About 48 hotspot locations were checked weekly.
 - 5.5. About 51,000 linear feet of sewer line was cleaned on the west side.
6. Trainings and Meetings
 - 6.1. District Engineer meeting with Costa Mesa Sanitary District was canceled this month.

6.2. District Engineer attended Development Review Team meetings at the City of Westminster.

6.3. TESCO trained the sewer crew and District Engineer on how to use the SCADA software and how to use the new features.

7. Preventive Maintenances (PM) and Repairs

7.1. Contractor performed the monthly PM services on the CNG station at the yard.

7.2. Contractor performed the quarterly PM services on all the pumps at all four lift stations.

7.3. A repair is needed on the portable generator in the yard. The portable generator is still not operational due to more issues. The contractor will need more parts to finish the repair.

FISCAL IMPACT

Informational report only.

STAFF RECOMMENDATION

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

AGENDA ITEM #6E

Date: February 20, 2024

To: Board of Directors

From: Robert Housley, General Manager

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

Subject: Approve the February 7, 2024 Outreach Committee Recommendations

BACKGROUND

At the April 5, 2022 meeting the Board approved the formation of a standing Outreach Committee. The Outreach Committee usually meets on the first Wednesday of each month to plan and discuss upcoming outreach activities. The Committee recommends continued radio and media outreach, averaging up to two radio programs per month on an ongoing basis.

The Outreach Committee met on February 7, 2024 and their recommendations are as follows:

1. The Committee recommends that the District participate in the radio outreach with Vietlink and Me Vietnam. Two directors will attend each radio program. Appointments will be set up in February.
2. The Committee recommends staff create a scope of work and collect bids for a community survey.
3. The Committee recommends to begin using Spectrum to run a SB 1383 commercial for the remainder of the fiscal year.
4. The Committee recommends using Spanish outreach methods such as print or radio to advertise upcoming events.
5. The Committee recommends boosting Facebook posts for upcoming events.

FISCAL IMPACT

The potential fiscal impact of the Outreach Committee’s recommendations are as follows:

- Monthly radio outreach \$4,000
- Spectrum \$1,350
- Spanish Print \$500
- Facebook \$100

STAFF RECOMMENDATION

Staff recommends that the Board of Directors approve the Outreach Committee’s recommendations as presented.

ATTACHMENTS:

None

AGENDA ITEM #8A

Date: February 20, 2024
To: Board of Directors
From: Robert Housley, General Manager
Prepared by: Robert Housley, General Manager
Subject: Special Recognition and Appreciation of Student Volunteers

BACKGROUND

Volunteers play a crucial role in contributing to the success and vibrancy of serving the community. Their dedication and willingness to invest their time and energy in various projects, initiatives, and events significantly impacts the community. Recognizing their efforts not only fosters a sense of appreciation but also encourages a culture of active involvement and community engagement.

DISCUSSION

Acknowledging student volunteers is vital for several reasons. Firstly, it reinforces a positive and supportive environment, motivating current volunteers to continue their contributions to the community and inspiring others to join. Secondly, recognition serves as a testament to the District’s commitment to recognizing talents and efforts within the community. This, in turn, contributes to the overall sense of belonging and pride among the volunteers.

Tonight, we will be recognizing four individuals who have volunteered at the District’s community cleanup events and our compost giveaway event, participated at the City of Westminster public works day, safety day, senior center earth day event, transformed an organics cart into Frankenstein for an elementary school outreach event, and provided office support by answering phones and assisting with office duties. The District is grateful for these special volunteers who have served the community of Westminster and Midway City well.

FISCAL IMPACT

There is minimal fiscal impact to provide a certificate of appreciation and a \$50.00 gift card to each volunteer.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors recognize those who volunteered over the past year in service to the District.

ATTACHMENTS

None

AGENDA ITEM #8B

Date: February 20, 2024

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Robert Housley, General Manager

Subject: **CONSIDERATION OF RESOLUTION NO. 2024-03 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY ADOPTING A REVISED POLICY REGARDING BOARD OF DIRECTOR ABSENCES AND ATTENDANCE AT MEETINGS**

BACKGROUND

At its March 17, 2020 regular meeting, the Board of Directors adopted Resolution No. 2020-02 establishing a policy regarding Board of Director absences and attendance at meetings. The policy sets forth the Board's expectations concerning the responsibility of Directors with respect to attending meetings, providing notice of anticipated absences, and related matters. The Policy establishes protocols that Directors are expected to follow when they anticipate they will be absent from meetings and/or other duties. The Policy also addresses teleconference meetings and those circumstances when a vacancy occurs in a Director's office pursuant to Government Code section 1770.

At its February 6, 2024 meeting, the Board reviewed the existing Policy and voted 4-0 to direct Staff to prepare a Resolution for adoption of a revised Policy making changes to Section D of the Policy pertaining to Use of Teleconference Meetings for Board and Subcommittee Meetings.

DISCUSSION

Per the Board's direction at the February 6, 2024 meeting, the following revisions would be made to Section D of the Policy (deletions shown in ~~strikeout~~ text; additions shown in **bold/underlined** text:

D. Use of Teleconference Meetings for Board and Subcommittee Meetings

A Director may participate in any meeting of the Board of Directors or a standing committee of the Board of Directors by teleconference in accordance with subsection 54953(b) of the Government Code when the Director is unable to attend in person. Unless otherwise authorized by the Board, a Director may exercise this option no more than ~~twice~~ **four times** in a calendar year.

A Director who wishes to participate in a Board meeting via teleconference shall notify the General Manager at least ~~five (5)~~ **four (4)** days in advance of the meeting in question so that arrangements can be made. The location of the teleconference must be noted on the agenda and open to the public, and the agenda shall be posted at this location.

When a Director is participating by teleconference, vote will be by roll call only.

The Director participating by teleconference, along with any members of the public present at the teleconference location, must be able to hear the comments of and speak to all those present at the meeting, and all those present at the meeting must be able to hear the comments of and speak to such absent Director contemporaneously. In the event it is determined by the President or acting chairperson that either the absent Director cannot be heard by those present at the meeting or those present at the meeting cannot be heard by the absent Director, the teleconference shall be terminated, and the absent Director shall not be permitted to vote.

A meeting of the Board of Directors may not be chaired by teleconference. In accordance with State law, during the teleconference, at least a quorum of the members of the Board shall participate from locations within the boundaries of the District.

The foregoing policy is intended to implement and be consistent with the provisions of the Ralph M. Brown Act and Government Code section 54953(b). In the event there is an inconsistency or conflict between this policy and State law, it is the intent of the Board that the policy be interpreted and implemented in a manner consistent with State law. To the extent authorized by State law, the Board may waive the provisions of this policy on a case by case basis.

No remaining provisions of the Policy would remain the same.

FISCAL IMPACT

There is no fiscal impact associated with adopting the revised Policy.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors adopt Resolution No. 2024-03 adopting a revised policy regarding Board of Director Absences and Attendance at Meetings.

ATTACHMENTS

1. Proposed Resolution No. 2024-03 (including attached revised Policy Regarding Board of Director Absences and Attendance at Meetings)

RESOLUTION NO. 2024-03

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MIDWAY CITY SANITARY DISTRICT OF
ORANGE COUNTY ADOPTING A REVISED POLICY
REGARDING BOARD OF DIRECTOR ABSENCES
AND ATTENDANCE AT MEETINGS**

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

WHEREAS, pursuant to Resolution No. 2020-02, the Board of Directors (the “Board”) previously established a Policy regarding Board of Director absences and attendance at meetings setting forth the Board’s expectations concerning the responsibility of Directors with respect to attending meetings, providing notice of anticipated absences, and related matters; and

WHEREAS, the Board wishes to update the portion of this Policy relating to use of teleconference meetings.

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

Section 1: The revised Midway City Sanitary District Policy Regarding Board of Director Absences and Attendance at Meetings attached hereto is hereby adopted.

Section 2: Resolution No. 2020-02 is hereby superseded.

Section 3: This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED, at a regular meeting of the Board of Directors of Midway City Sanitary District of Orange County, California, held this 20th day of February, 2024.

Mark Nguyen, President

ATTEST:

Andrew Nguyen, Secretary

MIDWAY CITY SANITARY DISTRICT POLICY REGARDING BOARD OF DIRECTOR ABSENCES AND ATTENDANCE AT MEETINGS

A. Purpose

The purpose of this policy is to set forth the expectations of the Board of Directors concerning the responsibility of Directors with respect to attending meetings, providing notice of anticipated absences, and related matters.

B. Attendance at Board Meetings

It is the responsibility of Directors to make every effort to attend meetings. Unless there is good cause for absence, each Director is expected to attend all regular and special meetings of the Board. In those instances where a Director will be unable to attend a scheduled Board meeting, the Director should notify the Board, through the General Manager, as soon as the Director reasonably anticipates that he/she will not be able to attend and the reason for the absence. Unless it is not reasonably practicable to do so, the Director should provide at least 24 hours advance notice of an anticipated absence.

If the General Manager receives advance notice from a Director that he/she will be absent from a scheduled Board meeting, the General Manager shall advise the Board of the Director's absence and the reason given for the absence. The Director's absence and the reason given shall be noted in the minutes of the meeting, provided, however, that specific details of any medical condition or other information in which the Director has a reasonable expectation of privacy shall not be stated, unless the Director expressly authorizes such information to be publicly disclosed. If the Director has provided advance notice of absence from a regular or special meeting of the Board of Directors, the absence shall be deemed an excused absence, unless the Board determines that the reason given for the absence does not constitute good cause.

C. Attendance at Other Meetings

Unless there is good cause for absence, each Director is expected to attend all meetings of Board subcommittees to which the Director has been appointed and all meetings of other agencies or organizations to which a Director has been appointed as the District's representative. In those instances where a Director will be unable to attend a scheduled meeting of a Board subcommittee or other agency or organization in which the Director is the District's appointed representative, the Director should notify the Board, through the General Manager, as soon as the Director reasonably anticipates that he/she will not be able to attend and the reason for the absence. Unless it is not reasonably practicable to do so, the Director should provide at least 72 hours advance notice of an anticipated absence in order to provide sufficient time to arrange for the appointed Board alternate to attend.

If the General Manager receives advance notice from a Director that he/she will be absent from a scheduled meeting of a Board subcommittee or other agency or organization in which the Director is the District's appointed representative, the General Manager shall promptly notify the alternate of the Director's anticipated absence so that the alternate may arrange to attend in the Director's place and obtain the pertinent agenda materials.

D. Use of Teleconference Meetings for Board and Subcommittee Meetings

A Director may participate in any meeting of the Board of Directors or a standing committee of the Board of Directors by teleconference in accordance with subsection 54953(b) of the Government Code when the Director is unable to attend in person. Unless otherwise authorized by the Board, a Director may exercise this option no more than four times in a calendar year.

A Director who wishes to participate in a Board meeting via teleconference shall notify the General Manager at least four (4) days in advance of the meeting in question so that arrangements can be made. The location of the teleconference must be noted on the agenda and open to the public, and the agenda shall be posted at this location.

When a Director is participating by teleconference, vote will be by roll call only.

The Director participating by teleconference, along with any members of the public present at the teleconference location, must be able to hear the comments of and speak to all those present at the meeting, and all those present at the meeting must be able to hear the comments of and speak to such absent Director contemporaneously. In the event it is determined by the President or acting chairperson that either the absent Director cannot be heard by those present at the meeting or those present at the meeting cannot be heard by the absent Director, the teleconference shall be terminated, and the absent Director shall not be permitted to vote.

A meeting of the Board of Directors may not be chaired by teleconference. In accordance with State law, during the teleconference, at least a quorum of the members of the Board shall participate from locations within the boundaries of the District.

The foregoing policy is intended to implement and be consistent with the provisions of the Ralph M. Brown Act and Government Code section 54953(b). In the event there is an inconsistency or conflict between this policy and State law, it is the intent of the Board that the policy be interpreted and implemented in a manner consistent with State law. To the extent authorized by State law, the Board may waive the provisions of this policy on a case by case basis.

E. Prolonged Absences

Whenever a Director reasonably anticipates that he/she will be absent from the State for a prolonged period of time or will not be able to attend meetings or regularly and diligently discharge the duties of his/her office due to injury, illness, or other cause for more than 30 consecutive days, the Director shall notify the Board, through the General Manager, of the length of the anticipated absence and the general reasons for or circumstances of the absence. Directors shall have an ongoing duty to keep the Board and General Manager informed of any changes to the circumstances or anticipated length of any prolonged absence. If, due to prolonged absence, a Director's reasonably anticipated compensation from the District will be insufficient to pay his/her portion of the cost of any health or welfare benefit that would otherwise be paid via an authorized payroll withholding, the Director shall be responsible for taking all actions necessary to ensure continuation of coverage, including, but not limited to, making arrangements with the District for the direct payment by the Director of such cost.

F. Vacation of Office

Pursuant to Section 1770 of the California Government Code, a vacancy on the Board shall occur if any Director ceases to discharge the duties of his or her office for the period of three (3) consecutive months, except as prevented by sickness, or when absent from the state with the permission required by law. In addition, a vacancy also occurs before the expiration of a Director's term in the event of any reason stated by applicable law, including but not limited to any of the following:

1. The death, or adjudicated physical or mental incapacity, of the incumbent.
2. Resignation or removal from office.
3. Ceasing to be an inhabitant of the District.
4. A conviction of a felony or any offense involving a violation of the his or official duties.
5. Refusal or neglect to file the required oath or bond within the time prescribed.
6. The decision of a competent tribunal declaring his or her election or appointment void.

CERTIFICATION

I, Andrew Nguyen, Secretary of the MIDWAY CITY SANITARY DISTRICT of Orange County, California, do hereby certify that the foregoing Resolution No. 2024-03 was duly adopted at a meeting of the Governing Board of said District held on the 20th day of February, 2024 by the following vote of the members of the Board:

AYES:
NOES:
ABSENT:

and I further certify that Mark Nguyen, as President, and Andrew Nguyen, as Secretary, signed and approved said Resolution No. 2024-03 on the 20th day of February, 2024.

Andrew Nguyen, Secretary

(District Seal)

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

I, Andrew Nguyen, Secretary of the Midway City Sanitary District of Orange County, California, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2024-03 passed and adopted by the Board of Directors of said District at a meeting thereof held on the 20th day of February, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official Seal of said District this 20th day of February, 2024.

Andrew Nguyen, Secretary