

MIDWAY CITY SANITARY DISTRICT

Pay Schedule

Fiscal Year 2023-2024

Effective 07/01/2023

NON-REPRESENTED EMPLOYEES

| JOB TITLE                           | STEP 1    | STEP 2    | STEP 3    | STEP 4    | STEP 5    | STEP 6    | STEP 7    | STEP 8    |
|-------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>ADMIN SECRETARY/RECEPTIONIST</b> |           |           |           |           |           |           |           |           |
| BI-WEEKLY                           | 2,548.00  | 2,638.40  | 2,729.60  | 2,825.60  | 2,924.00  | 3,026.40  | 3,132.80  | 3,242.40  |
| MONTHLY                             | 5,520.67  | 5,716.53  | 5,914.13  | 6,122.13  | 6,335.33  | 6,557.20  | 6,787.73  | 7,025.20  |
| ANNUAL                              | 66,248.00 | 68,598.40 | 70,969.60 | 73,465.60 | 76,024.00 | 78,686.40 | 81,452.80 | 84,302.40 |
| BASE PAY RATE PER HOUR              | \$31.85   | \$32.98   | \$34.12   | \$35.32   | \$36.55   | \$37.83   | \$39.16   | \$40.53   |

| JOB TITLE                         | STEP 1    | STEP 2    | STEP 3    | STEP 4    | STEP 5    | STEP 6    | STEP 7    | STEP 8    |
|-----------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>ADMIN SECRETARY/ACCOUNTANT</b> |           |           |           |           |           |           |           |           |
| BI-WEEKLY                         | 2,548.00  | 2,638.40  | 2,729.60  | 2,825.60  | 2,924.00  | 3,026.40  | 3,132.80  | 3,242.40  |
| MONTHLY                           | 5,520.67  | 5,716.53  | 5,914.13  | 6,122.13  | 6,335.33  | 6,557.20  | 6,787.73  | 7,025.20  |
| ANNUAL                            | 66,248.00 | 68,598.40 | 70,969.60 | 73,465.60 | 76,024.00 | 78,686.40 | 81,452.80 | 84,302.40 |
| BASE PAY RATE PER HOUR            | \$31.85   | \$32.98   | \$34.12   | \$35.32   | \$36.55   | \$37.83   | \$39.16   | \$40.53   |

| JOB TITLE  | STEP 1    | STEP 2    | STEP 3    | STEP 4    | STEP 5    | STEP 6    | STEP 7    | STEP 8    |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>ADMIN SECRETARY/HUMAN RESOURCES COORDINATOR</b> |           |           |           |           |           |           |           |           |
| BI-WEEKLY  | 2,548.00  | 2,638.40  | 2,729.60  | 2,825.60  | 2,924.00  | 3,026.40  | 3,132.80  | 3,242.40  |
| MONTHLY  | 5,520.67  | 5,716.53  | 5,914.13  | 6,122.13  | 6,335.33  | 6,557.20  | 6,787.73  | 7,025.20  |
| ANNUAL   | 66,248.00 | 68,598.40 | 70,969.60 | 73,465.60 | 76,024.00 | 78,686.40 | 81,452.80 | 84,302.40 |
| BASE PAY RATE PER HOUR                             | \$31.85   | \$32.98   | \$34.12   | \$35.32   | \$36.55   | \$37.83   | \$39.16   | \$40.53   |

| JOB TITLE                        | STEP 1    | STEP 2    | STEP 3    | STEP 4    | STEP 5    | STEP 6    | STEP 7     | STEP 8     |
|----------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|
| <b>EXECUTIVE/BOARD SECRETARY</b> |           |           |           |           |           |           |            |            |
| BI-WEEKLY                        | 3,159.20  | 3,269.60  | 3,384.00  | 3,502.40  | 3,625.60  | 3,752.00  | 3,883.20   | 4,018.40   |
| MONTHLY                          | 6,844.93  | 7,084.13  | 7,332.00  | 7,588.53  | 7,855.47  | 8,129.33  | 8,413.60   | 8,706.53   |
| ANNUAL                           | 82,139.20 | 85,009.60 | 87,984.00 | 91,062.40 | 94,265.60 | 97,552.00 | 100,963.20 | 104,478.40 |
| BASE PAY RATE PER HOUR           | \$39.49   | \$40.87   | \$42.30   | \$43.78   | \$45.32   | \$46.90   | \$48.54    | \$50.23    |

| JOB TITLE                | STEP 1     | STEP 2     | STEP 3     | STEP 4     | STEP 5     | STEP 6     | STEP 7     | STEP 8     |
|--------------------------|------------|------------|------------|------------|------------|------------|------------|------------|
| <b>DISTRICT ENGINEER</b> |            |            |            |            |            |            |            |            |
| BI-WEEKLY                | 3,961.60   | 4,131.20   | 4,301.60   | 4,471.20   | 4,640.80   | 4,810.40   | 4,980.00   | 5,150.40   |
| MONTHLY                  | 8,583.47   | 8,950.93   | 9,320.13   | 9,687.60   | 10,055.07  | 10,422.53  | 10,790.00  | 11,159.20  |
| ANNUAL                   | 103,001.60 | 107,411.20 | 111,841.60 | 116,251.20 | 120,660.80 | 125,070.40 | 129,480.00 | 133,910.40 |
| BASE PAY RATE PER HOUR   | \$49.52    | \$51.64    | \$53.77    | \$55.89    | \$58.01    | \$60.13    | \$62.25    | \$64.38    |

| JOB TITLE  | STEP 1     | STEP 2     | STEP 3     | STEP 4     | STEP 5     | STEP 6     | STEP 7     | STEP 8     |
|--|------------|------------|------------|------------|------------|------------|------------|------------|
| <b>DIRECTOR OF SERVICES &amp; PROGRAM DEVELOPMENT [Exempt]</b> |            |            |            |            |            |            |            |            |
| BI-WEEKLY  | 3,961.60   | 4,131.20   | 4,301.60   | 4,471.20   | 4,640.80   | 4,810.40   | 4,980.00   | 5,150.40   |
| MONTHLY  | 8,583.47   | 8,950.93   | 9,320.13   | 9,687.60   | 10,055.07  | 10,422.53  | 10,790.00  | 11,159.20  |
| ANNUAL   | 103,001.60 | 107,411.20 | 111,841.60 | 116,251.20 | 120,660.80 | 125,070.40 | 129,480.00 | 133,910.40 |
| BASE PAY RATE PER HOUR   | \$49.52    | \$51.64    | \$53.77    | \$55.89    | \$58.01    | \$60.13    | \$62.25    | \$64.38    |

| JOB TITLE   | STEP 1     | STEP 2     | STEP 3     | STEP 4     | STEP 5     | STEP 6     | STEP 7     | STEP 8     |
|---|------------|------------|------------|------------|------------|------------|------------|------------|
| <b>DIRECTOR OF OPERATIONS &amp; SAFETY [Exempt]</b> |            |            |            |            |            |            |            |            |
| BI-WEEKLY   | 4,783.25   | 4,982.55   | 5,190.16   | 5,406.42   | 5,631.68   | 5,866.34   | 6,110.77   | 6,365.38   |
| MONTHLY   | 10,363.71  | 10,795.53  | 11,245.35  | 11,713.90  | 12,201.98  | 12,710.40  | 13,240.00  | 13,791.67  |
| ANNUAL  | 124,364.56 | 129,546.41 | 134,944.18 | 140,566.86 | 146,423.81 | 152,524.80 | 158,880.00 | 165,500.00 |
| BASE PAY RATE PER HOUR                              | \$59.79    | \$62.28    | \$64.88    | \$67.58    | \$70.40    | \$73.33    | \$76.38    | \$79.57    |

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|---|------------|------------|------------|------------|------------|------------|------------|------------|
| <b>DIRECTOR OF FINANCE &amp; HUMAN RESOURCES [Exempt]</b> |            |            |            |            |            |            |            |            |
| BI-WEEKLY   | 4,995.20   | 5,271.20   | 5,546.40   | 5,822.40   | 6,097.60   | 6,373.60   | 6,648.80   | 6,924.80   |
| MONTHLY   | 10,822.93  | 11,420.93  | 12,017.20  | 12,615.20  | 13,211.47  | 13,809.47  | 14,405.73  | 15,003.73  |
| ANNUAL  | 129,875.20 | 137,051.20 | 144,206.40 | 151,382.40 | 158,537.60 | 165,713.60 | 172,868.80 | 180,044.80 |
| BASE PAY RATE PER HOUR                                    | \$62.44    | \$65.89    | \$69.33    | \$72.78    | \$76.22    | \$79.67    | \$83.11    | \$86.56    |

**RESOLUTION NO. 2023-17**


**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MIDWAY CITY SANITARY DISTRICT OF  
ORANGE COUNTY, CALIFORNIA, ADOPTING THE  
2023-2024 SALARY SCHEDULE FOR NON-  
REPRESENTED EMPLOYEES**


**WHEREAS**, California Code Regulations, Title 2, Section 570.5 was adopted by CaIPERS to provide specific requirements on how public agencies should document pay rates;

**WHEREAS**, to comply with Section 570. 5, the District's salary schedule listing all titles for every employee position, pay rates for each position, and the time base for each pay rate must be adopted by the Board of Directors.

**NOW, THEREFORE, BE IT RESOLVED THAT**, in accordance with California Code Regulations, Title 2, Section 570.5, the Board of Directors of the Midway City Sanitary District hereby adopts the Salary Schedule, Effective July 1, 2023 – June 30, 2024, which is attached hereto as Exhibit A.

**PASSED AND ADOPTED**, at a regular meeting of the Board of Directors of Midway City Sanitary District of Orange County, California, held this 27<sup>th</sup> day of June 2023.

  
\_\_\_\_\_  
Tyler Diep, President

ATTEST:  
  
\_\_\_\_\_  
Andrew Nguyen, Secretary

**CERTIFICATION**

I, Andrew Nguyen, Secretary of the MIDWAY CITY SANITARY DISTRICT of Orange County, California, do hereby certify that the foregoing Resolution No. 2023-17 was duly adopted at a meeting of the Governing Board of said District held on the 27<sup>th</sup> day of June 2023 by the following vote of the members of the Board:

AYES:  
NOES:  
ABSENT:

and I further certify that Tyler Diep, as President, and Andrew Nguyen, as Secretary, signed and approved said Resolution No. 2023-17 on the 27<sup>th</sup> day of June 2023.

  
\_\_\_\_\_  
Andrew Nguyen, Secretary

(District Seal)

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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 2023-17 passed and adopted by the Board of Directors of said District at a meeting thereof held on the 27<sup>th</sup> day of June 2023.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed my official Seal of said District this 27<sup>th</sup> day of June 2023.

  
\_\_\_\_\_  
Andrew Nguyen, Secretary