

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

EVERYONE WHO ATTENDED THIS TELECONFERENCE MEETING ATTENDED FROM VARIOUS LOCATIONS PURSUANT TO THE PROVISION OF THE GOVERNOR'S EXECUTIVE ORDER WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. AGENDA PACKETS WERE MADE AVAILABLE AT THE DISTRICT OFFICE AND A LINK, PHONE NUMBER AND ACCESS NUMBER WERE MADE AVAILABLE TO ANYONE WISHING TO ATTEND. PER STATE OF CALIFORNIA EXECUTIVE ORDER NO. N-29-20, AND IN THE INTEREST OF PUBLIC HEALTH AND SAFETY, THE DISTRICT STRONGLY ENCOURAGED MEMBERS OF THE PUBLIC TO PARTICIPATE IN THIS MEETING TELEPHONICALLY RATHER THAN ATTENDING IN PERSON.

**April 28, 2020
10 A.M.**

CALL TO ORDER

President C. Nguyen called the special teleconference meeting of the Governing Board of the Midway City Sanitary District to order at 14451 Cedarwood Avenue, Westminster, California on Tuesday, April 28, 2020 at 10:04 A.M.

BOARD MEMBERS PRESENT:

Margie L. Rice (via teleconference)
Andrew Nguyen (via teleconference)
Sergio Contreras(via teleconference@10:39 AM)
Chi Charlie Nguyen (via teleconference)

OTHERS AT MEETING:

Kenneth Robbins, General Manager
Robert Housley, Finance/HR Director
Danielle Gerardo, Board Secretary

PLEDGE AND INVOCATION

GM K. Robbins led the Pledge of Allegiance. Director M. Rice gave the Invocation.

PUBLIC COMMENTS

None

NEW BUSINESS

A. Budget Workshop – Overview of the Fiscal Year 2020-2021 (July 1, 2020 through June 30, 2021) Operating Budget, Capital Improvement Projects and Reserves

Finance/HR Director R. Housley stated that the District's budget for fiscal year 2020-2021 is being affected by COVID-19 in several ways. Two examples of this are that interest rates are down so the District is not earning as much on its banking, LAIF and investments and the District's tonnage fees are up due to CR&R's recycling MRF being closed for the time being due to COVID-19.

Finance/HR Director R. Housley reviewed the Districts revenues (\$12,293,512), expenses (\$9,876,480), reserves (53%) and capital outlay and improvement (\$3.6 million) and explained that if all funds projected are received by the District and all projected expenditures went out as planned, the District would have a fund increase of \$275,000 for the fiscal year.

President C. Nguyen asked if the budget took into account that the COVID-19 pandemic could last well into the year.

Finance/HR Director R. Housley stated that the District did take it into account and raised the amount put aside for legal fees as well as franchise fees.

Finance/HR Director R. Housley explained that the District's revenues mainly come from user fees and property taxes and pass-thru funds and remain relatively unchanged. The District's operating expenses also remain relatively unchanged with solid waste as the largest portion.

President C. Nguyen asked whether the District's tonnage fees have gone down due to the green organics container being added.

GM K. Robbins stated that the tonnage has remained the same because of the amount of people living together in households.

Director M. Rice asked if the District missed its chance to receive some revenue from CR&R for the green containers that go out to Perris, CA.

GM K. Robbins stated that CR&R's costs to transport it out to Perris from Stanton, for the new Perris facility, and to produce the gas, compost and liquid are high.

Director S. Contreras arrived at the meeting at 10:39 A.M.

Finance/HR Director R. Housley reviewed the District's reserves and pointed out the newly formed Emergency and Contingency Reserve account. He stated that the District will continue to live well within its means.

Director M. Rice asked for a list of the number of retirees that the District still has.

Finance/HR Director R. Housley stated that he would provide her with that.

Director S. Contreras asked if the District would be getting any assistance from the government due to COVID-19.

Finance/HR Director R. Housley stated that the District is fortunate in that it has not needed financial assistance from the government but has utilized the revised CARE ACT in a couple of instances for District employees.

B. Consider Approval of Radio Outreach Agenda to the Vietnamese Community

President C. Nguyen stated that the District should also discuss limited services such as postponed clean-up events in addition to the suspended bulky item pickup program.

Director S. Contreras asked how many shows the District would do and what the cost to the District would be for the Vietnamese radio outreach.

GM K. Robbins stated that it would be minimal – probably around \$1,000 for two ten-minute shows and clarified that the District had \$100,000 set aside for outreach in the budget.

Director M. Rice stated that she felt that the District consider the other members of the community besides just the Vietnamese portion and should consider going on Channel 3 to address them because nobody is reading the flyers, etc. that the District sends out.

GM K. Robbins was directed to reach out to Channel 3 to see if the District could televise something.

INFORMATIONAL ITEMS

None

BOARD CONCERNS/COMMENTS

Director S. Contreras stated that he would like the District to continue to keep the public informed and educated since the District is not doing public activities at this time and he asked staff to look into another mailer.

Director A. Nguyen thanked all the Directors and staff for their prayers for his wife and to staff for making the budget process simple to understand.

President C. Nguyen thanked everyone for attending and asked everyone to continue to pray for Director A. Nguyen's recovery. He also thanked Finance/HR Director R. Housley for all his work on the budget.

GM/STAFF CONCERNS/COMMENT

GM K. Robbins stated that he felt that the next mailer the District does should include a major cleanup event to be held at the District. He stated that he spoke to the County just this morning regarding the bulky item service and that they are also not picking up abandoned items due to COVID-19.

Finance/HR Director R. Housley thanked the Board for all the helpful questions regarding the budget.

GENERAL COUNSEL CONCERNS/COMMENTS

None

CLOSED EXECUTIVE SESSION

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

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

None

ADJOURNMENT

President C. Nguyen adjourned the meeting to Tuesday, May 5, 2020 at 10:00 A.M. at the District office at approximately 11:26 A.M.

Sergio Contreras
Sergio Contreras, Secretary