

**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**

December 2, 2025

CALL TO ORDER

President S. Contreras called the Regular Meeting of the Governing Board of the Midway City Sanitary District to order at 5:30 p.m., on Tuesday, December 2, 2025, at 14451 Cedarwood Street, Westminster, California.

ROLL CALL

DIRECTORS PRESENT:

Sergio Contreras
Chi Charlie Nguyen
Andrew Nguyen
Mark Nguyen
Tyler Diep

STAFF AND GENERAL COUNSEL PRESENT:

Robert Housley, General Manager
Gordon Copley, Director of Finance
Ashley Davies, Director of Services and Program Development
Milo Ebrahimi, P.E., District Engineer
Cynthia Olsder, Executive/Board Secretary
James H. Eggart, General Counsel, Woodruff & Smart

PLEDGE OF ALLEGIANCE AND INVOCATION

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

ROLL CALL AND DECLARATION OF QUORUM

Executive/Board Secretary Olsder conducted the roll call and announced that a quorum was present.

PUBLIC COMMENTS - None

PRESENTATIONS - None

APPROVAL OF MINUTES

A. Approve Minutes of the Regular Board of Directors Meeting on November 18, 2025

A motion was made by Director A. Nguyen, seconded by Director M. Nguyen to approve the Minutes of the Regular Board of Directors Meeting on November 18, 2025. The motion was approved by a 5-0 vote as follows:

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

B. Approve Minutes of the Special Board of Directors Meeting on November 19, 2025

A motion was made by Director A. Nguyen, seconded by Director C. Nguyen, to approve the Minutes of the Special Board of Directors Meeting on November 19, 2025. The motion was approved by a 5-0 vote as follows:

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

REPORTS

A. Report of the President

None

B. Report of the General Manager

General Manager R. Housley reported on the power outage that happened this morning, the sewer lead position, a staff retirement, and the CCTV project.

C. Report of the Director of Services and Program Development

Director of Services and Program Development A. Davies reported on the annual employee holiday event, the District calendar, and the District's 2026 Open House.

D. Report of the Director of Finance

Director of Finance G. Copley reported on both current and ongoing projects concerning the District's finance and accounting operations.

E. Report of the District Engineer

District Engineer, M. Ebrahimi reported on current and ongoing sewer projects, including 7474 Garden Grove and 14th Street.

F. Report on the OC San Board of Directors Meeting on November 19, 2025

Director A. Nguyen reported that OC San's 2026 Legislative and Regulatory Plan was adopted to guide engagement with local, state, and federal officials on priorities benefiting the agency, the industry, and the community. He also noted that the Fiscal Year 2024-25 Popular Annual Financial Report has been published, summarizing key data from the Annual Comprehensive Financial Report, and that the OC San rate study is scheduled to begin in 2026.

G. Report on Radio Outreach with Radio Bolsa on November 20, 2025

President S. Contreras reported that he joined Director A. Nguyen for a recording to highlight the District’s upcoming events, share key trash and recycling information, and announce future community events.

H. Report on Radio Outreach with VNCR on November 21, 2025

President M. Nguyen reported that he joined Director A. Nguyen for a recording to promote the District’s upcoming events, outline trash and recycling information, and share details on other community events.

CONSENT CALENDAR

- A. Receive and File the Register of Demands in the Amount of \$393,355.13
- B. Receive and File the Minutes of the June 19, 2025 Franchise Committee Meeting
- C. Receive and File the Minutes of the September 17, 2025 Legislative & Public Affairs Outreach Subcommittee Meeting
- D. Receive and File the November 13, 2025 Franchise Committee Report
- E. Receive and File the November 2025 Report on Contracts and Agreements Entered into by the General Manager on Behalf of the District

A motion was made by Director C. Nguyen, seconded by Director A. Nguyen, to approve the Consent Calendar. The motion was approved by a 5-0 vote as follows:

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

OLD BUSINESS – None

NEW BUSINESS

- A. Receive Presentation on Midway City Sanitary District Credit Card Processing Program

Director of Finance G. Copley provided a presentation to the Board about the District’s Credit Card Processing Program. No action was taken.

- B. Discuss Potential Outreach Efforts to Notify the Community of Anticipated Cost Increases Resulting from the Successor Waste Disposal Agreement (WDA) Negotiations and Provide Staff Direction as Necessary

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director A. Nguyen, seconded by Director C. Nguyen, to have the Legislative and Public Affairs Outreach Subcommittee develop a plan with a timeline and bring a recommendation back to the Board for further discussion. The motion was approved by a 5-0 vote as follows:

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

**C. CONSIDER ADOPTION OF RESOLUTION NO. 2025-20 ENTITLED:
 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDWAY CITYSANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA ADOPTING AN UPDATED RECORD RETENTION AND DESTRUCTION POLICY**

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director C. Nguyen, seconded by M. Nguyen, to adopt Resolution No. 2025-20 as presented at the meeting. The motion was approved by a 5-0 roll call vote as follows:

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

INFORMATIONAL ITEMS

- A. OC Board of Supervisor 2025 Open House 12.10.25 @ 11:30 a.m.
- B. 2025 Board Meeting Calendar

Received and filed.

BOARD CONCERNS AND COMMENTS

The Directors expressed their appreciation to staff for completing the credit card processing project, acknowledging that it fulfilled a long-standing goal to advance the District's operations and improve payment convenience for customers.

GENERAL MANAGER/ STAFF CONCERNS AND COMMENTS - None

GENERAL COUNSEL CONCERNS AND COMMENTS - None

CLOSED SESSIONS - None

ADJOURNMENT

President S. Contreras adjourned the meeting at 6:05 p.m. to the next Regular Board Meeting to be held at the District on Tuesday, December 16, 2025, at 5:30 p.m.



 Mark Nguyen, Secretary