

**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**

January 7, 2025

CALL TO ORDER

President S. Contreras called the Regular Meeting of the Governing Board of the Midway City Sanitary District to order at 5:35 P.M., on Tuesday, January 7, 2025, at 14451 Cedarwood Street, Westminster, California.

ROLL CALL

PRESENT: Sergio Contreras
Tyler Diep
Chi Charlie Nguyen
Andrew Nguyen
Mark Nguyen

ABSENT: None

STAFF PRESENT: Robert Housley, General Manager
Gordon Copley, Director of Finance
Nick Castro, Director of Operations & Safety
Ashley Davies, Director of Servs. & Program Development
Milo Ebrahimi, District Engineer, P.E.
Cynthia Olsder, Board Secretary

OTHERS PRESENT: James H. Eggart, General Counsel, Woodruff & Smart

PLEDGE OF ALLEGIANCE AND INVOCATION

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

ROLL CALL AND DECLARATION OF QUORUM

Board Secretary, C. Olsder announced a quorum.

PUBLIC COMMENTS

None.

PRESENTATIONS

None.

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PUBLIC COMMENTS

None.

PRESENTATIONS

None.

APPROVAL OF MINUTES

A. Approve Minutes of the Regular Board of Directors Meeting on December 17, 2024

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 December 17, 2024. The motion was approved by the following 5-0 vote:

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

REPORTS

Report of President

None.

Report of the General Manager

GM R. Housley provided an update on current and potential grants for the District. He reported on the FY 2024 State & Local Cybersecurity Grants for Local and Tribal Governments (SL) Program, his meeting with Townsend regarding the yearlong Continuing Resolution (CR), the acquisition of another EV trash truck, and grants related to sewer projects. Additionally, he has submitted two Legislative proposals for California State Assemblyman Tri Ta’s consideration.

Report of the Director of Services & Program Development

A. Davies reported on recent and upcoming outreach events, including the Open House event, updates on the GOGov software, collaboration with school districts, District press releases, and the SB 1383 Audit.

Report of OC San Board of Directors Meeting on December 18, 2024

Director A. Nguyen reported that he attended the meeting and noted the appointment of new Board Members during the session. He reported that OC San developed an annual Asset Management Plan to aide in the development of the Capital Improvement Program. Additionally, they were awarded \$35 million for improvements to the regional sewer system in the cities of Cypress, La Palma, and Los Alamitos.

Report of the VNCR Radio Outreach on December 26, 2024

Director C. Nguyen reported that he attended the recording with Director A. Nguyen, where they discussed the Christmas Tree Recycling Program, SB 1383 regulations, available District services, upcoming events in 2025, and emphasized that the District also manages the sewer systems.

CONSENT CALENDAR

A. Receive and File the Register of Demands in the Amount of \$699,365.04

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 5-0 vote:

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

OLD BUSINESS - None

NEW BUSINESS

A. 2024 Year in Review and Overview of Priorities and Initiatives for 2025

The Director of Operations and Safety, N. Castro presented to the Board the Operations Department's 2024 accomplishments, highlighting key achievements such as the addition of 2 new EVs to the fleet, 2 new CNG side-loaders to the solid waste department, and the actioning of used goods for a total of \$35,213. He also mentioned receiving 2 SDRMA grants to fund driver's safety training and the hiring of a building facility employee, which helped reduce costs for the District. Additionally, he shared the operational goals for 2025.

The District Engineer, M. Ebrahimi presented to the Board the Engineers Department's 2024 accomplishments, sharing that the District reviewed 228 permits, 35 more permits than the following year, the completed projects such as the Sewer System Management Plan Audit, Cockroaches Mitigation Project phase 2, Sewer system CCTV Video Inspection and Cleaning Project, and listed all the current and future projects that will be rolling over to 2025.

Director T. Diep left the meeting at 6:55 p.m.

The Director of Finance, G. Copley presented the Finance and IT Department's 2024 accomplishments to the Board, highlighting achievements such as the establishment of the California CLASS Investment and CAMP Investment accounts, issuing an RFT for IT services, securing a \$250,000 cybersecurity grant, and installing new audio and visual equipment throughout the building and boardroom. He also outlined the department's 2025 goals, which include implementing Positive Pay protection for banking, enabling credit card processing, deploying a CRM system, improving IT and Wi-Fi capabilities for the shop, transitioning to QuickBooks Online, and conducting a bank fee analysis.

The Director of Services & Program Development, A. Davies, presented the Services and Program Development Department's 2024 accomplishments to the Board. She reported that the District handled 40,717 incoming calls, conducted 4,696 bulky item stops collecting 6,150 items, 1,816 metal item stops collecting 1,279 items, and collected approximately 8,210 tons of recyclables, 23,524 tons of refuse, and 10,331 tons of organics. Additionally, the District collected 14.27 tons of Christmas trees, recycled 3,835 mattresses, and

maintained a record of 706 days without a sewer system overflow, with 0 sewer spills and 2 private spills.

The District hosted 5 clean-up events, 2 District events, and 1 compost/shredding event. Additionally, staff attended 5 educational events, provided 6-yard tours of the District, and participated in 8 city events. The District received \$23,500 in sponsorship contributions, secured a \$274,786 CalRecycle grant, published bi-monthly newsletters, participated in over 20 radio outreach programs, increased social media engagement, conducted a successful survey related to the District, and featured in a Spectrum commercial. Additionally, she shared the department's 2025 goals, which include implementing a mobile app for residents, partnering with Discovery Cube, launching after-school education programs, obtaining the Transparency Award, increasing District awareness, and collaborating with the City of Westminster Code Enforcement.

President S. Contreras recommended that staff share the information in advance to allow sufficient time for the Board to fully absorb and appreciate the great effort that went into the report.

The Board and staff discussed 2024 year in review and priorities and initiatives for 2025. No action was taken.

B. Consider Scheduling a Special Meeting for a Legislative Update Workshop

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 schedule a special meeting for a Legislative update workshop on Monday, February 10, 2025 at 11:30 a.m. at the District's office. The motion was approved by the following 4-0 vote:

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

C. Review of the Annual Board of Directors Compensation and Days of Service Survey

A staff report and recommendations were provided to and considered by the Board.

With the consent of the full Board, staff will provide additional information and suggestions for further discussion at the next meeting. No action was taken.

INFORMATIONAL ITEMS

- A. FY 2024 State & Local Cybersecurity Grants for Local & Tribal Governments Program
- B. 2025 Board Meeting Calendar

Receive and File.

BOARD CONCERNS AND COMMENTS

The Board thanked staff for putting together a great presentation.

Director C. Nguyen suggested that, since Me Vietnam Radio has closed, the Board should consider replacing them with Little Saigon Radio. He plans to present this proposal at the upcoming Legislative & Public Affairs Outreach Subcommittee Meeting.

GENERAL MANAGER AND STAFF CONCERNS AND COMMENT

General R. Housley shared that one in five people in the state are eligible for a scholarship to attend the 2025 Waste & Wastewater Equipment, Treatment and Transport Show (WWETT) Education Program for free, and Milo has been awarded the scholarship. He also shared that one in six people in Orange County, and 83 statewide, have passed the exam to earn the Certified Special District Manager certification and designation. He will be presented with a plaque and be formally recognized at the annual CSDA conference.

GENERAL COUNSEL CONCERNS AND COMMENTS

None.

CLOSED SESSIONS

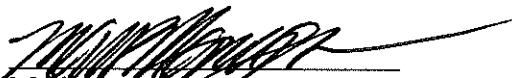
None.

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.

ADJOURNMENT

President S. Contreras adjourned the meeting at 7:24 P.M. to the next regular Board Meeting to be held at the District on Tuesday, January 21, 2025 at 5:30 P.M.


Mark Nguyen, Secretary