

**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 4, 2025

CALL TO ORDER

President S. Contreras called the Regular Meeting of the Governing Board of the Midway City Sanitary District to order at 5:33 p.m., on Tuesday, February 4, 2025, at 14451 Cedarwood Street, Westminster, California.

ROLL CALL

PRESENT:

Sergio Contreras
Tyler Diep
Chi Charlie Nguyen (arrived at 5:46 p.m.)
Andrew Nguyen
Mark Nguyen

ABSENT:

None

STAFF PRESENT:

Robert Housley, General Manager
Gordon Copley, Director of Finance
Nicolas 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 T. Diep 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.

APPROVAL OF MINUTES

A. Approve Minutes of the Regular Board of Directors Meeting on January 21, 2025

A motion was made by Director T. Diep, seconded by Director M. Nguyen, to approve the minutes of the Regular Board of Directors Meeting on January 21, 2025. The motion was approved by the following 4-0 vote:

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

REPORTS

Report of President

Report of the General Manager

GM R. Housley gave an update on the District's daily operations, including the Springdale and Westminster sewer project, potential grants, and upcoming events like being the keynote speaker at the October ISDOC Quarterly luncheon.

Report of the Director of Services & Program Development

A. Davies provided an update on outreach events, highlighting the March clean-up and a partnership with schools and Discovery Cube to promote organic awareness.

Report of District Employee Luncheon on January 22, 2025

Director M. Nguyen reported that the luncheon aims to foster team bonding and recognize the outstanding employees of the month.

Report of OC San Board of Directors Meeting on January 22, 2025

Director A. Nguyen reported that he was present at the Board Special Meeting, which provided an orientation for both existing and newly appointed Board Members.

Report of Radio Outreach with Little Saigon Radio on January 23, 2025

President S. Contreras reported that he attended the recording with Director A. Nguyen, where they discussed the SB 1383 regulations, District services, and upcoming events in 2025, and emphasized that the District also manages the sewer systems.

Report of Westminster Tet Parade Participation Meeting on January 24, 2025

President S. Contreras reported that Director A. Nguyen attended the meeting with Staff to learn about the details of the Westminster Tet Parade.

Report of District Open House on January 25, 2025

The Directors all commended the staff for organizing one of the largest turnout events ever held at the District.

Report of ISDOC Quarterly Luncheon on January 29, 2025

Director of Servs. & Program Development, A Davies reported she attended the event with President S. Contreras and Director A. Nguyen and described it as well-attended and informative.

Director C. Nguyen arrived at 5:46 p.m.

Report of Westminster Tet Parade on February 1, 2025

The Directors expressed their gratitude to the staff for handling all the arrangements and ensuring the event proceeded seamlessly.

Directors T. Diep and C. Nguyen agreed that future events should exclude unrelated matters from the program to prevent delays in achieving the event's main purpose.

CONSENT CALENDAR

- A. Receive and File the Register of Demands in the Amount of \$504,182.55
- B. Receive and File the 2nd Quarter 2024-2025 Fiscal Year Financial and Budget Reports
- C. Approve Fiscal Year 2024-2025 Budget Adjustments No. 1
- D. Receive and File the California Employers' Pension Prefunding Trust (CEPPT) Account Update Summary as of December 31, 2024
- E. Receive and File the California Employers' Retiree Benefit (CERBT) Account Update Summary as of December 31, 2024

A motion was made by Director M. Nguyen, seconded by Director T. Diep, 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

- A. Consider the Purchase of Two (2) Ford F-150 Lightning Electrical Vehicles (EV) from National Auto Fleet Group in the Amount of \$110,910.76

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director C. Nguyen, seconded by Director T. Diep, to approve the purchase of two new F150 Ford F-150 Lightning electric pickup trucks with Sourcewell in the amount of \$110,910.76, and authorize the General Manager to negotiate and execute all necessary documents related to the purchase. The motion was approved by the following 5-0 vote:

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

- B. Consider Approval of a Proposed Job Description and Salary Schedule for the Position of Engineering Technician and Authorize Recruitment for the Position of Engineering Technician

A staff report and recommendations were provided to and considered by the Board. A motion was made by Director C. Nguyen, seconded by President S. Contreras, to approve the proposed job description and salary schedule for the position of Engineering Technician and authorize recruitment for the position. The motion was approved by the following 5-0 vote:

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

NEW BUSINESS

- A. Appointment of Labor Negotiator(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 S. Contreras, seconded by Director M. Nguyen, to appoint Director T. Diep, Director C. Nguyen, and General Counsel J. Eggart to serve as the Board’s designated representatives for purposes of conducting labor negotiation with General Manager, an unrepresented employee, pursuant to Government Code Section 54957.6. The motion was approved by the following 5-0 vote:

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

INFORMATIONAL ITEMS

- A. 2025 Board Meeting Calendar

Receive and File.

BOARD CONCERNS AND COMMENTS

The Board of Directors expressed their gratitude to the staff once again for organizing the Open House event and the Westminster Tet Parade.

GENERAL MANAGER AND STAFF CONCERNS AND COMMENT

GM R. Housley thanked the Board for their continued support.

District Engineer M. Ebrahimi thanked the Board for their support in approving his staff report.

GENERAL COUNSEL CONCERNS AND COMMENTS

With the consent of the full Board, General Counsel, J. Eggart convened the meeting to closed session at 6:19 p.m. for consideration of the following two matters identified on Agenda pursuant to applicable law and noted that the Board's designated labor representatives for Item 14B are Director T. Diep, Director C. Nguyen, and General Counsel J. Eggart, as appointed by the Board earlier in the meeting.

CLOSED SESSIONS

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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)(1))
Title: General Manager
- B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
Agency Designated Representatives: To be Appointed in Open Session
Unrepresented Employee: Robert Housley

President S. Contreras reconvened the open session portion of the meeting at 7:11 p.m.

General Counsel J. Eggart reported that the Board had met in closed session as identified on Agenda Item 14A and Item 14B, and that no reportable action had been taken.

OPEN SESSION ITEM AFTER CLOSED SESSION

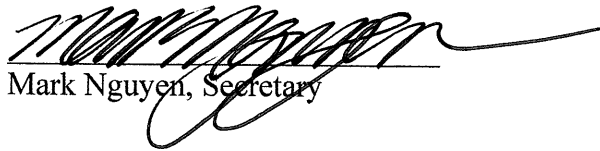
- A. Discuss and Consider Approval of Award of Performance Bonus and/or Increase to General Manager Salary or Compensation Pursuant to General Manager Employment Agreement and Direction to General Counsel to Prepare Ratifying Resolution

A motion was made by Director C. Nguyen, seconded by Director A. Nguyen, that in recognition of the General Manager's exceptional job performance during the performance period under review, (1) to approve and authorize an increase of the General Manager's current annual base salary from \$210,000 to \$235,000, effective February 4, 2025; (2) to approve and award a one-time \$10,000 performance bonus to the General Manager (3) to direct the District's General Counsel to prepare a resolution ratifying this minute action for final approval and ratification by the Board of Directors during open session at its regularly scheduled Board meeting to be held on February 18, 2025. The motion was approved by the following 5-0 vote:

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

ADJOURNMENT

President S. Contreras adjourned the meeting at 7:13 P.M. to the next regular Board Meeting to be held at the District on Tuesday, February 18, 2025 at 5:30 P.M.



Mark Nguyen, Secretary