

**MIDWAY CITY SANITARY DISTRICT
CALL AND NOTICE OF A SPECIAL MEETING
BOARD OF DIRECTORS
DISTRICT OFFICE
14451 CEDARWOOD STREET
WESTMINSTER, CA 92683**

**Wednesday, January 31, 2024
5:30 PM**

Notice is hereby given that a Special Meeting of the Midway City Sanitary District Board of Directors, to be held at 5:30 PM on Wednesday, January 31, 2024, in the District Offices located at 14451 Cedarwood Street, Westminster, CA 92683, has been called by a majority of the members of the Board of Directors.

The purpose of said meeting and the business to be conducted is described in the attached agenda.

Cynthia Olsder
Executive/Board Secretary

**MIDWAY CITY SANITARY DISTRICT
SPECIAL MEETING
BOARD OF DIRECTORS
DISTRICT OFFICE
14451 CEDARWOOD STREET
WESTMINSTER, CA**

**JANUARY 31, 2024
5:30 P.M.**

A G E N D A

OUR MISSION STATEMENT

THE BOARD OF DIRECTORS AND EMPLOYEES OF MIDWAY CITY SANITARY DISTRICT WORK DILIGENTLY TO PROVIDE SEWER AND SOLID WASTE SERVICES TO THE RESIDENTS OF THE DISTRICT. OUR TOP PRIORITY IS TO ACCOMPLISH THIS IN AN ETHICAL, EFFICIENT, AND COST-EFFECTIVE MANNER THAT WILL PROTECT THE HEALTH AND SAFETY OF THOSE WE SERVE.

In accordance with the requirements of California Government Code Section 54956, the Call and Notice and this Agenda is posted not less than 24 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Board Secretary.

Please Note: The District complies with the provisions of the Americans with Disabilities Act (ADA). Anyone needing special assistance should contact the District's Secretary at (714) 893-3553, at least one business day prior to the meeting, if feasible, so that we may accommodate you.

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE AND INVOCATION**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS:**

All persons wishing to address the Board on specific Agenda items or matters of general interest should do so at this time. As determined by the President, speakers may be deferred until the specific item is taken for discussion and remarks may be limited to three (3) minutes.

4. NEW BUSINESS

- A. Consider Scheduling a Strategic Planning Workshop

5. INFORMATIONAL ITEMS

6. BOARD CONCERNS AND COMMENTS

7. GENERAL MANAGER AND STAFF CONCERNS AND COMMENTS

8. 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.

9. ADJOURNMENT TO TUESDAY, FEBRUARY 6, 2024

AGENDA ITEM #4A

Date: January 31, 2024

To: Board of Directors

From: Robert Housley, General Manager

Prepared by: Robert Housley, General Manager

Subject: Consider Scheduling a Strategic Planning Workshop

BACKGROUND

The Midway City Sanitary District (District) last completed a comprehensive strategic planning process with the Board of Directors and staff in 2012. The current Midway City Sanitary District's Strategic Plan (Plan) was last reviewed in 2021. The 2012 Plan was originally created to provide a five-year horizon for the district and then reviewed annually to provide information on its progress and to set additional goals and priorities.

DISCUSSION

It has been 14 years since the 2012 Plan was created and so much has happened and evolved since that time. As this is our 85th year as a sanitary district, the time is perfectly aligned to embark on a new Plan that will take the district in to the future by embracing new opportunities, to rebrand itself, and to take advantage of new technologies and efficiencies that were not available the last time a comprehensive strategic process was done. A lot has changed since then.

A strategic plan is an opportunity for our District to reflect on what is important to the community, the Board of Directors and staff of the Midway City Sanitary District. A strategic plan first and foremost is a strategy to be relevant, competitive, and successful as an agency for the community it serves. While a written document is created to help chart the course and measure outcomes, it's the long-term strategy to be implemented that will ensure the district continues to serve the community as a leader as it has for another 85 years. The Plan will additionally allow us to align our resources efficiently and appropriately with targeted outcomes for the term of the Plan.

1. Phase 1 The first phase of the process involves the scheduling of strategic planning workshops and setting expectations.
2. Phase 2 Engagement is a key component of phase 2 and may span about two to three months. The Board of Directors and staff will be engaged throughout the process.
3. Phase 3 Includes a draft strategic plan for review and comment before formally adopting the Plan at a regular board meeting. The Plan will be developed to align with the upcoming budget year.

4. Phase 4 Implementation of the Plan, which will continue all the hard work that has been done to lay the groundwork for the success of the district, new directions and initiatives as set forth in the Plan. The Plan will be reviewed and evaluated annually.

FISCAL IMPACT

There is no fiscal impact to schedule a workshop.

STAFF RECOMMENDATION

Staff recommends that the Board of Directors schedule a strategic planning workshop.

ATTACHMENTS:

None