

# MIDWAY CITY SANITARY DISTRICT

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
DISTRICT OFFICE  
BOARD ROOM  
14451 CEDARWOOD STREET  
WESTMINSTER, CA 92683**

**Tuesday, December 17, 2024  
5:30 P.M.**

## **OUR MISSION STATEMENT**

**THE BOARD OF DIRECTORS AND EMPLOYEES OF THE 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 54954.2, this Agenda is posted not less than 72 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.

In the event any matter not listed on this agenda is proposed to be submitted to the Board for discussion and/or action, it will be done in compliance with Section 54954.2, or as set forth on a Supplemental Agenda posted not less than 72 hours prior to the meeting.

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

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND INVOCATION**
- 2. ROLL CALL AND DECLARATION OF QUORUM**
- 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. PRESENTATIONS**

A. Recognition of the 2024 Employee of the Year

**5. APPROVAL OF THE MINUTES**

- A. Approve Minutes of the Regular Meeting of the Board of Directors on December 3, 2024
- B. Approve Minutes of the Special Meeting of the Board of Directors on December 6, 2024

**6. REPORTS**

The President, General Manager, Legal Counsel, and other staff present verbal reports on miscellaneous matters of general interest to the Directors. These reports are for information only and require no action by the Directors.

- A. Report of President
- B. Report of General Manager
- C. Report of Director of Services & Program Development
- D. Report of Me Vietnam Radio Outreach on December 2, 2024
- E. Report of Assemblyman Tri Ta Open House on December 5, 2024
- F. Report of the District Annual Holiday on December 7, 2024
- G. Report of Legislative & Public Affairs Outreach Meeting on December 11, 2024

**7. CONSENT CALENDAR**

All matters listed on the Consent Calendar are considered routine and will be acted upon at the same time unless separate discussion and/or action is requested by a Board Member, the public, or staff.

- A. Receive and File the Register of Demands in the Amount of \$456,846.05
- B. Approve and File the Treasurer's Investment Report for November 2024
- C. Approve the December 11, 2024 Legislative and Public Affairs Outreach Subcommittee
- D. Receive and File the Engineer Report for November 2024

**8. OLD BUSINESS - None****9. NEW BUSINESS**

- A. CONSIDER ADOPTING RESOLUTION NO. 2024-27 OF THE BOARD OF DIRECTORS OF THE MIDWAY CITY SANITARY DISTRICT OF ORANGE COUNTY, CALIFORNIA, ESTABLISHING A CODE OF ETHICS POLICY
- B. CONSIDERATION OF APPROVAL OF RESOLUTION NO. 2024-28 ADOPTING AN UPDATED EMPLOYEE HANDBOOK FOR NON-REPRESENTED EMPLOYEES AND RESCINDING RESOLUTION NO. 2023-19
- C. Consider Approval of a Proposed Job Description and Salary Schedule for the Position of Assistant Engineer and Authorize Recruitment for the Position of Assistant Engineer

**10. INFORMATIONAL ITEMS**

- A. 2025 Board Meeting Calendar

**11. BOARD CONCERNS AND COMMENTS**

**12. GM/STAFF CONCERNS AND COMMENTS**

**13. GENERAL COUNSEL CONCERNS AND COMMENTS**

**14. CLOSED SESSION ITEMS - 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.

**15. ADJOURNMENT TO TUESDAY, JANUARY 7, 2025**