



CALL TO ORDER

A regular meeting of the Administration Committee of the Orange County Sanitation District was called to order by Committee Chairwoman Christine Marick on Wednesday, September 10, 2025 at 5:04 p.m. in the Orange County Sanitation District Headquarters. Director John Withers led the Pledge of Allegiance.

ROLL CALL AND DECLARATION OF QUORUM:

Assistant Clerk of the Board Jackie Castro declared a quorum present as follows:

PRESENT: Jon Dumitru, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

ABSENT: Ryan Gallagher and Glenn Grandis

STAFF PRESENT: Rob Thompson, General Manager; Lorenzo Tyner, Assistant General Manager; Jennifer Cabral, Director of Communications; Mike Dorman, Director of Engineering; Laura Maravilla, Director of Human Resources; Riaz Moinuddin, Director of Operations and Maintenance; Wally Ritchie, Director of Finance; Lan Wiborg, Director of Environmental Services; Jackie Castro, Assistant Clerk of the Board; Mortimer Caparas; Belen Carrillo; Sam Choi; Daisy Covarrubias; Thys DeVries; Al Garcia; Mark Kawamoto; Rebecca Long; Tom Meregillano; Rob Michaels; Tania Moore; Don Stokes; Thomas Vu; Kevin Work; Sammady Yi; and Ruth Zintzun were present in the Board Room.

OTHERS PRESENT: Scott Smith, General Counsel, and Cori Takkinen, Townsend Public Affairs, were present in the Board Room. Darren Hodge, PFM Financial Advisors, was present telephonically.

PUBLIC COMMENTS:

None.

Ms. Castro announced that Late Communication was received after the publication of the agenda, for Item No. 9. The final version of the attachments were distributed to the Committee and made available to the public.

REPORTS:

Chair Marick and General Manager Rob Thompson did not provide reports.

CONSENT CALENDAR:

1. APPROVAL OF MINUTES

[2025-4429](#)

Originator: Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve minutes of the Regular meeting of the Administration Committee held July 9, 2025.

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher, Glenn Grandis and Jordan Nefulda

ABSTENTIONS: None

2. REIMBURSEMENTS TO BOARD MEMBERS AND STAFF

[2025-4372](#)

Originator: Wally Ritchie

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Receive and file report of reimbursements to Board Members and Staff per Government Code Section 53065.5 for the period July 1, 2024 through June 30, 2025.

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher, Glenn Grandis and Jordan Nefulda

ABSTENTIONS: None

**3. PLANT NO. 2 INDUSTRIAL CONTROL SYSTEM INDUSTRIAL
ETHERNET SWITCH NETWORK REFRESH**

[2025-4454](#)

Originator: Wally Ritchie

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Approve a Purchase Order Contract to World Wide Technology, LLC for the purchase of Network Infrastructure Hardware for the Plant No. 2 Industrial Control System Industrial Ethernet Switch Network Refresh utilizing the OMNIA Cooperative Purchasing Agreement, Contract No. R210407, for a total amount not to exceed \$224,939 (Includes Sales Tax); and
- B. Approve a contingency in the amount of \$22,494 (10%).

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher, Glenn Grandis and Jordan Nefulda

ABSTENTIONS: None

4. FLEET VEHICLE REPLACEMENT PURCHASES

[2025-4467](#)

Originator: Lorenzo Tyner

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Approve the purchase of replacement vehicles and electric utility carts for Orange County Sanitation District's fleet as initially approved in the adopted Fiscal Year 2025-26 Budget in the amount of \$1,487,300; and
- B. Delegate to the General Manager and Purchasing Manager the authority to purchase replacement vehicles and carts during the fiscal year in the not to exceed amount listed above, utilizing the method of procurement determined by the General Manager to be in the best interest of OC San, to include cooperative contract, competitive solicitation, or sole source.

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher, Glenn Grandis and Jordan Nefulda

ABSTENTIONS: None

NON-CONSENT:

5. COOPERATIVE PROCUREMENT WITH CARRIER GLOBAL CORPORATION FOR HVAC MAINTENANCE SERVICES

[2025-4473](#)

Originator: Lorenzo Tyner

Assistant General Manager Lorenzo Tyner provided a brief verbal presentation of the item.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

A. Approve a Blanket Purchase Order with Carrier Global Corporation for HVAC Maintenance and Repair services at Orange County Sanitation District facilities in an amount not to exceed \$1,400,000, utilizing the Sourcewell Cooperative Master Agreement No. 080824-CAR for the period October 1, 2025, through September 30, 2026, with three (3) one-year renewal options; and

B. Approve a contingency in the amount of \$140,000 (10%).

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher, Glenn Grandis and Jordan Nefulda

ABSTENTIONS: None

Director Jordan Nefulda arrived at the meeting at 5:09 p.m.

6. PUBLIC AFFAIRS UPDATE FOR THE MONTHS OF JULY AND AUGUST 2025

[2025-4469](#)

Originator: Jennifer Cabral

Director of Communications Jennifer Cabral introduced Public Affairs Supervisor Daisy Covarrubias, who provided a Public Affairs Update PowerPoint presentation. The presentation included an overview of the public affairs program, employee engagement and education, branding and construction outreach, social media, and upcoming events.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Receive and file the Public Affairs Update for the months of July and August 2025.

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher and Glenn Grandis

ABSTENTIONS: None

7. **LEGISLATIVE AFFAIRS UPDATE FOR THE MONTHS OF JULY AND AUGUST 2025** [2025-4472](#)

Originator: Jennifer Cabral

Ms. Cabral introduced Townsend Public Affairs Vice President and Chief Executive Officer Cori Takkinen, who provided a State Legislative Update PowerPoint presentation. The presentation included an overview of the 2025 State Legislative Session, Cap and Trade advocacy, SB 682 (Allen), SB 454 (McNerney), the video retention reform, and announced this year's State of OC San speaker, State Water Resources Control Board Chair E. Joaquin Esquivel.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Receive and file the Legislative Affairs Update for the months of July and August 2025.

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher and Glenn Grandis

ABSTENTIONS: None

8. **WASTEWATER REFUNDING REVENUE OBLIGATIONS, SERIES 2025A** [2025-4263](#)

Originator: Wally Ritchie

Director of Finance Wally Ritchie introduced Finance Manager Ruth Zintzun who provided a verbal report of the item.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Adopt Resolution No. OC SAN 25-XX titled: "A Resolution of the Board of Directors of the Orange County Sanitation District authorizing the execution and delivery by the District of an Installment Purchase Agreement, a Trust Agreement, a Purchase Agreement, a Continuing Disclosure Agreement and an Escrow Agreement in connection with the Orange County Sanitation District Wastewater Refunding Revenue Obligations, Series 2025A, authorizing the execution and delivery of such Revenue Obligations evidencing principal in an aggregate amount of not to exceed \$120,000,000, approving a Notice of Intention to Sell, authorizing the distribution of an Official Notice Inviting Bids and an Official Statement in connection with the offering and sale of such Revenue Obligations and authorizing the execution of necessary documents and related actions"; and
- B. That the Orange County Sanitation District Financing Corporation approve the documents supporting and authorizing the Revenue Obligations in an aggregate amount not to exceed \$120,000,000.

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher and Glenn Grandis

ABSTENTIONS: None

**9. RELINQUISHMENT AND DISPOSITION PROCEDURES FOR
VACATION AND SALE OF EXCESS EASEMENTS INTERESTS**

[2025-4457](#)

Originator: Lorenzo Tyner

Mr. Tyner provided a verbal report of the item.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Adopt Resolution No. OC SAN 25-XX titled, "A Resolution of the Board of Directors of Orange County Sanitation District Permitting the Establishment of Relinquishment and Disposition Procedures for Vacation and Sale of Excess Easement Interests."

AYES: Jon Dumitru, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Kathleen Treseder (Alternate)

NOES: None

ABSENT: Ryan Gallagher and Glenn Grandis

ABSTENTIONS: None

INFORMATION ITEMS:

**10. ORANGE COUNTY SANITATION DISTRICT ENVIRONMENTAL
SERVICES DEPARTMENT UPDATE**

[2025-4481](#)

Originator: Lan Wiborg

Director of Environmental Services Lan Wiborg delivered a PowerPoint presentation introducing the Environmental Services Department Division, highlighting its mission and key functions. The presentation covered the department's core responsibilities in administration and regulatory oversight, environmental compliance and ocean monitoring, resource protection, and the environmental laboratory. She also provided an overview of the Orange County circular water cycle, source control, progressive enforcement, waste hauler station, industrial wastewater and inspections, sewer shed sampling, dry weather urban runoff diversion, interagency emergency response, heavy metals in final effluent, pretreatment honor roll, environmental compliance, air quality compliance and testing, biosolids management, stormwater audits, ocean monitoring, environmental laboratory, the daily treatment process control, the outfall rehabilitation project, contaminant source investigation, compounds of emerging concerns, and regulatory compliance tracking.

ITEM RECEIVED AS AN:

Information Item.

DEPARTMENT HEAD REPORTS:

None.

CLOSED SESSION:

None.

OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:

None.

BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:

None.

ADJOURNMENT:

Chair Marick declared the meeting adjourned at 5:51 p.m. to the next Regular Administration Committee meeting to be held on Wednesday, October 8, 2025 at 5:00 p.m.

Submitted by:

Jackie Castro, CMC
Assistant Clerk of the Board