



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, June 11, 2025 at 5:02 p.m. in the Orange County Sanitation District Headquarters; and Chair Marick led the Pledge of Allegiance.

ROLL CALL AND DECLARATION OF QUORUM:

The Clerk of the Board declared a quorum present as follows:

PRESENT: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate), Ted Bui (Alternate) and Kelly McBride (Alternate)

ABSENT: Jon Dumitru and Melinda Liu

STAFF PRESENT: Rob Thompson, General Manager; Lorenzo Tyner, Assistant General Manager; Jennifer Cabral, Director of Communications; Laura Maravilla, Director of Human Resources; Riaz Moinuddin, Director of Operations and Maintenance; Lan Wiborg, Director of Environmental Services; Kelly Lore, Clerk of the Board; Mo Abiodun; Jackie Castro; Sam Choi; Rhea DeGuzman; Thys DeVries; Al Garcia; Mark Kawamoto; Rebecca Long; Tom Meregillano; Rob Michaels; Tania Moore; Nick Oswald; Jonathan Powell; Aldwin Ramirez; Don Stokes; Thomas Vu; Kevin Work; and Ruth Zintzun were present in the Board Room.

OTHERS PRESENT: Scott Smith, General Counsel was present in the Board Room. Eric Sapirstein, ENS was present telephonically.

PUBLIC COMMENTS:

None.

REPORTS:

Chair Marick announced the Honor Wall Ceremony that will be held on June 25, 2025 at 3:30 p.m and will honor four former employees and one former Board member.

General Manager Rob Thompson welcomed and introduced Tania Moore, Assistant Clerk of the Board to OC San. He also provided a brief report of a presentation he provided to the Orange County Water District's Water Issues Committee regarding OC San's biosolids deep well injection initiative.

CONSENT CALENDAR:

1. APPROVAL OF MINUTES

[2025-4321](#)

Originator: Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve minutes of the Regular meeting of the Administration Committee held May 14, 2025.

AYES: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

NOES: None

ABSENT: Jon Dumitru and Melinda Liu

ABSTENTIONS: Ted Bui (Alternate)

2. GANN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2025-26

[2024-3836](#)

Originator: Wally Ritchie

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

Adopt Resolution No. OC SAN 25-XX, entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District Establishing the Annual Appropriations Limit for Fiscal Year 2025-26 for the Orange County Sanitation District in Accordance with the Provisions of Division 9 of Title 1 of the California Government Code".

AYES: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

NOES: None

ABSENT: Jon Dumitru and Melinda Liu

ABSTENTIONS: Ted Bui (Alternate)

**3. FY 2025-26 USE CHARGES FOR SANTA ANA WATERSHED
PROJECT AUTHORITY**

[2025-4274](#)

Originator: Wally Ritchie

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

Adopt Resolution No. OC SAN 25-XX, entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District Establishing Use Charges for the 2025-26 Fiscal Year Pursuant to the Wastewater Treatment and Disposal Agreement with the Santa Ana Watershed Project Authority ("SAWPA")."

AYES: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

NOES: None

ABSENT: Jon Dumitru and Melinda Liu

ABSTENTIONS: Ted Bui (Alternate)

4. ORANGE COUNTY WASTE AND RECYCLING WASTE DISPOSAL AGREEMENT, AMENDMENT NO. 2 [2025-4316](#)

Originator: Lan Wiborg

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

Approve Amendment No. 2 of the OC Waste and Recycling Waste Disposal Agreement, extending the initial term of the Agreement from June 30, 2025 to June 30, 2026, for a total amount not to exceed \$748,000 which includes the unit price per ton for solid waste disposal and the associated escalation costs.

AYES: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

NOES: None

ABSENT: Jon Dumitru and Melinda Liu

ABSTENTIONS: Ted Bui (Alternate)

5. PUBLIC AFFAIRS UPDATE FOR THE MONTH OF MAY 2025 [2025-4226](#)

Originator: Jennifer Cabral

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

Receive and file the Public Affairs Update for the month of May 2025.

AYES: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

NOES: None

ABSENT: Jon Dumitru and Melinda Liu

ABSTENTIONS: Ted Bui (Alternate)

NON-CONSENT:

6. LEGISLATIVE AFFAIRS UPDATE FOR THE MONTH OF MAY 2025 [2025-4140](#)

Originator: Jennifer Cabral

Director of Communications Jennifer Cabral introduced the item and introduced president of ENS Resources Eric Sapirstein, who provided a PowerPoint presentation on the federal legislative affairs update.

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

Receive and file the Legislative Affairs Update for the month of May 2025.

AYES: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate), Ted Bui (Alternate) and Kelly McBride (Alternate)

NOES: None

ABSENT: Jon Dumitru and Melinda Liu

ABSTENTIONS: None

7. FY 2025-26 PROPERTY - LIABILITY INSURANCE RENEWALS [2024-3837](#)

Originator: Wally Ritchie

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

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

Approve the Orange County Sanitation District FY 2025-26 Property-Liability Insurance Renewals included in the FY 2025-26 Budget for the not-to-exceed amounts specified below:

Property and Boiler & Machinery - Not to Exceed	\$3,118,944
Excess General Liability Insurance - Not to Exceed	\$1,429,942
Excess Workers' Compensation Insurance - Not to Exceed	\$ 476,000
Earthquake Insurance - Not to Exceed	\$ 206,744
Cyber Liability	\$ 143,935
TOTAL	\$5,375,565

AYES: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate), Ted Bui (Alternate) and Kelly McBride (Alternate)

NOES: None
ABSENT: Jon Dumitru and Melinda Liu
ABSTENTIONS: None

8. PROPOSED FISCAL YEAR 2025-26 BUDGET UPDATE[2024-3838](#)

Originator: Wally Ritchie

Mr. Tyner provided a brief introduction to the item and introduced Finance Manager Ruth Zintzun who provided a PowerPoint presentation on the proposed FY 2025-26 budget update. The presentation included an overview of revenue, expenses, the proposed FY 2025-26 CIP, the 10-year net CIP, debt service, cash flow, and provided a summary of the key meeting dates.

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

Approve the proposed Operating, Capital, Debt Service, and Self-Insurance Budgets for FY 2025-26 as follows:

		<u>FY 2025-26</u>
Net Operating	\$	246,365,399
Self-Insurance	\$	6,745,565
Net Capital Improvement Program	\$	254,276,633
Debt/COP Service	\$	60,431,104
Intra-District Joint Equity Purchase/Sale ⁽¹⁾	\$	3,500,000
Other Requirements	\$	10,000,000
TOTAL	\$	581,318,701

⁽¹⁾ Cash to/from Revenue Area 14 (RA14) in exchange for capital assets to/from Consolidated Revenue Area 15 (RA15)

AYES: Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate), Ted Bui (Alternate) and Kelly McBride (Alternate)
NOES: None
ABSENT: Jon Dumitru and Melinda Liu
ABSTENTIONS: None

INFORMATION ITEMS:**9. OC SAN - OPERATIONS & MAINTENANCE WASTEWATER 101 PART 2: COLLECTIONS**[2025-4322](#)

Originator: Riaz Moinuddin

Director of Operations and Maintenance Riaz Moinuddin introduced Collections Manager Nicholas Oswald who provided a PowerPoint presentation regarding Part 2 of

the Operations and Maintenance Wastewater 101 - featuring collections. The presentation included an overview of gravity sewers, sewer pipeline sizes, inverted siphon, pump stations, line cleaning types, line flushing, mechanical cleaning, smart manhole covers, underground line location, regional odor control, and CCTV.

ITEM RECEIVED AS AN:

Information Item.

10. STRATEGIC PLAN: LEVELS OF SERVICE

[2025-4323](#)

Originator: Rob Thompson

Mr. Thompson provided a PowerPoint presentation regarding Strategic Planning Levels of Service which included the strategic planning process, timeline, levels of service, and policy areas which include environmental stewardship, wastewater management, business principles, and workplace environment.

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 6:24 p.m. to the next Regular Administration Committee meeting to be held on Wednesday, July 9, 2025 at 5:00 p.m.

Submitted by:

Kelly A. Lore, MMC
Clerk of the Board