



SPECIAL NOTICE
PUBLIC ATTENDANCE & PARTICIPATION AT PUBLIC MEETINGS
Administration Committee Special Meeting
Wednesday, April 9, 2025
4:00 p.m.

Your participation is always welcome. OC San offers several ways in which to interact during meetings. You will find information as to these opportunities below.

IN-PERSON MEETING ATTENDANCE

You may attend the meeting in-person at the following location:

Orange County Sanitation District
Plant No. 2 Operations Center
22212 Brookhurst Street
Huntington Beach, CA 92646

ONLINE MEETING PARTICIPATION

You may join the meeting live via Teams on your computer or similar device or web browser by using the link below:

[Click here to join the meeting](#)

We suggest testing joining a Teams meeting on your device prior to the commencement of the meeting. For recommendations, general guidance on using Teams, and instructions on joining a Teams meeting, [please click here](#).

Please mute yourself upon entry to the meeting. Please raise your hand if you wish to speak during the public comment section of the meeting. The Clerk of the Board will call upon you by using the name you joined with.

Meeting attendees are not provided the ability to make a presentation during the meeting. Please contact the Clerk of the Board at least 48 hours prior to the meeting if you wish to present any items. Additionally, camera feeds may be controlled by the meeting moderator to avoid inappropriate content.

HOW TO PARTICIPATE IN THE MEETING BY TELEPHONE

To join the meeting from your phone: Dial (213) 279-1455
When prompted, enter the Phone Conference ID: 661 509 685#

All meeting participants may be muted during the meeting to alleviate background noise. If you are muted, please use *6 to unmute. You may also mute yourself on your device.

Please raise your hand to speak by use *5, during the public comment section of the meeting. The Clerk of the Board will call upon you by using the last 4 digits of your phone number as identification.

NOTE: All attendees will be disconnected from the meeting at the beginning of Closed Session. If you would like to return to the Open Session portion of the meeting, please login or dial-in to the Teams meeting again and wait in the Lobby for admittance.

WATCH THE MEETING ONLINE

The meeting will be available for online viewing at:

<https://ocsd.legistar.com/Calendar.aspx>

SUBMIT A COMMENT

You may submit your comments and questions in writing for consideration in advance of the meeting by using the eComment feature available online at: <https://ocsd.legistar.com/Calendar.aspx> or sending them to OCSanClerk@ocsan.gov with the subject line "PUBLIC COMMENT ITEM # (insert the item number relevant to your comment)" or "PUBLIC COMMENT NON-AGENDA ITEM".

You may also submit comments and questions for consideration during the meeting by using the eComment feature available online at: <https://ocsd.legistar.com/Calendar.aspx>. The eComment feature will be available for the duration of the meeting.

All written public comments will be provided to the legislative body and may be read into the record or compiled as part of the record.

For any questions and/or concerns, please contact the Clerk of the Board's office at 714-593-7433. Thank you for your interest in OC San!



18480 Bandilier Circle
 Fountain Valley, CA 92708
 714.962.2411
 www.ocsan.gov

April 2, 2025

NOTICE OF SPECIAL MEETING

**ADMINISTRATION COMMITTEE
 ORANGE COUNTY SANITATION DISTRICT**

Wednesday, April 9, 2025 – 4:00 P.M.

**Plant No. 2 Operations Center
 22212 Brookhurst Street
 Huntington Beach, CA 92646**

ACCESSIBILITY FOR THE GENERAL PUBLIC

Your participation is always welcome. Specific information as to how to participate in this meeting is detailed on the Special Notice attached to this agenda. In general, OC San offers several ways in which to interact during this meeting: you may participate in person, join the meeting live via Teams on your computer or similar device or web browser, join the meeting live via telephone, view the meeting online, and/or submit comments for consideration before or during the meeting.

The Special Meeting of the Administration Committee of the Orange County Sanitation District will be held at the above location and in the manner indicated on Wednesday, April 9, 2025 at 4:00 p.m.



 Clerk of the Board

- Serving:*
- Anaheim
 - Brea
 - Buena Park
 - Cypress
 - Fountain Valley
 - Fullerton
 - Garden Grove
 - Huntington Beach
 - Irvine
 - La Habra
 - La Palma
 - Los Alamitos
 - Newport Beach
 - Orange
 - Placentia
 - Santa Ana
 - Seal Beach
 - Stanton
 - Tustin
 - Villa Park
 - County of Orange
 - Costa Mesa Sanitary District
 - Midway City Sanitary District
 - Irvine Ranch Water District
 - Yorba Linda Water District



ADMINISTRATION COMMITTEE

Special Meeting Agenda

Wednesday, April 9, 2025 - 4:00 PM

Plant No. 2 Operations Center

22212 Brookhurst Street

Huntington Beach, CA 92646

(714) 593-7433

ACCOMMODATIONS FOR THE DISABLED: If you require any special disability related accommodations, please contact the Orange County Sanitation District (OC San) Clerk of the Board's office at (714) 593-7433 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.

AGENDA POSTING: In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted outside OC San's Headquarters located at 18480 Bandilier Circle, Fountain Valley, California, and on the OC San's website at www.ocsan.gov not less than 72 hours prior to the meeting date and time above. All public records relating to each agenda item, including those distributed less than 72 hours prior to the meeting to a majority of the Board of Directors, are available for public inspection with the Clerk of the Board.

AGENDA DESCRIPTION: The agenda provides a brief general description of each item of business to be considered or discussed. The recommended action does not indicate what action will be taken. The Board of Directors may take any action which is deemed appropriate.

MEETING RECORDING: A recording of this meeting is available within 24 hours after adjournment of the meeting at <https://ocsd.legistar.com/Calendar.aspx> or by contacting the Clerk of the Board.

NOTICE TO DIRECTORS: To place items on the agenda for a Committee or Board Meeting, the item must be submitted to the Clerk of the Board: Kelly A. Lore, MMC, (714) 593-7433 / klore@ocsan.gov at least 14 days before the meeting. For any questions on the agenda, Board members may contact staff at:

General Manager: Rob Thompson, rthompson@ocsan.gov / (714) 593-7110

Asst. General Manager: Lorenzo Tyner, ltwyner@ocsan.gov / (714) 593-7550

Director of Communications: Jennifer Cabral, jcabral@ocsan.gov / (714) 593-7581

Director of Engineering: Mike Dorman, mdorman@ocsan.gov / (714) 593-7014

Director of Environmental Services: Lan Wiborg, lwiborg@ocsan.gov / (714) 593-7450

Director of Finance: Wally Ritchie, writchie@ocsan.gov / (714) 593-7570

Director of Human Resources: Laura Maravilla, lmavilla@ocsan.gov / (714) 593-7007

Director of Operations & Maintenance: Riaz Moinuddin, rmoinuddin@ocsan.gov / (714) 593-7269

CALL TO ORDER

Members of the Administration Committee will take a tour of Plant No. 2 beginning at 4:00 p.m., with the business meeting reconvening thereafter.

RECESS - TOUR OF PLANT NO. 2

RECONVENE

PLEDGE OF ALLEGIANCE

ROLL CALL AND DECLARATION OF QUORUM:

Clerk of the Board

PUBLIC COMMENTS:

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REPORTS:

The Committee Chairperson and the General Manager may 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.

CONSENT CALENDAR:

Consent Calendar Items are considered to be routine and will be enacted, by the Committee, after one motion, without discussion. Any items withdrawn from the Consent Calendar for separate discussion will be considered in the regular order of business.

1. APPROVAL OF MINUTES

[2025-4204](#)

RECOMMENDATION:

Approve minutes of the Special meeting of the Administration Committee held March 12, 2025.

Originator: Kelly Lore

Attachments: [Agenda Report](#)
[03-12-2025 Administration Committee Meeting Minutes](#)

2. ON-CALL EMISSIONS TESTING AND RATA SERVICES, SPECIFICATION NO. S-2024-656BD [2025-4202](#)

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve a General Services Contract to Alliance Technical Group, LLC, to perform On-Call Emissions Testing and Relative Accuracy Test Audits (RATA) Services, Specification No. S-2024-656BD, in accordance with SCAQMD requirements for a one (1) year period, effective May 1, 2025, through April 30, 2026, for a total amount not to exceed \$200,000; and
- B. Approve two (2) optional one-year renewals in the amount of \$225,000 for option year one and \$250,000 for option year two to accommodate escalating air testing requirements in years two and three.

Originator: Lan Wiborg

Attachments: [Agenda Report](#)
[General Services Contract](#)

3. PLANT NO. 1 AND PUMP STATION INDUSTRIAL CONTROL SYSTEM NETWORK REFRESH [2025-4211](#)

RECOMMENDATION: 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.1 and Pump Station Industrial Control System Network Refresh using the OMNIA Cooperative Purchasing Agreement, Contract No. R210407, for a total amount not to exceed \$1,516,873 (includes sales tax); and
- B. Approve a contingency in the amount of \$151,687 (10%).

Originator: Wally Ritchie

Attachments: [Agenda Report](#)

4. PUBLIC AFFAIRS UPDATE FOR THE MONTH OF MARCH 2025 [2025-4151](#)

RECOMMENDATION: Recommend to the Board of Directors to:

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

Originator: Jennifer Cabral

Attachments: [Agenda Report](#)
[Outreach and Media Report - March 2025](#)

NON-CONSENT:**5. ORANGE COUNTY SANITATION DISTRICT'S 2025 SEWER SYSTEM MANAGEMENT PLAN [2025-4217](#)**

RECOMMENDATION: Recommend to the Board of Directors to:

Approve the Orange County Sanitation District's 2025 Sewer System Management Plan (SSMP) as required by the Statewide Sanitary Sewer Systems General Order 2022-0103-DWQ.

Originator: Lan Wiborg

Attachments: [Agenda Report](#)
[OC San 2025 SSMP](#)
[Presentation - SSMP](#)

6. LEGISLATIVE AFFAIRS UPDATE FOR THE MONTH OF MARCH 2025 [2025-4138](#)

RECOMMENDATION: Recommend to the Board of Directors to:

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

Originator: Jennifer Cabral

Attachments: [Agenda Report](#)
[Federal Legislative Update](#)
[Federal Matrix](#)
[State Legislative Update](#)
[State Matrix](#)
[Local Legislative Update](#)
[AB 339 \(Ortega\) - Letter of Opposition](#)
[AB 370 \(Carrillo\) - Letter of Support](#)
[SB 317 \(Hurtado\) - Letter of Support](#)
[SB 682 CASA Joint Support Letter](#)
[Presentation - Local Update](#)

INFORMATION ITEMS:**7. FY 2025-26 OPERATING BUDGET EXPENDITURES [2024-3831](#)**

RECOMMENDATION:

Information Item.

Originator: Wally Ritchie

Attachments: [Agenda Report](#)
[FY 2025-26 Operating Budget Expense - Additional Information](#)
[FY 2025-26 Budget Development - Expense Summary Presentation - FY 2025-26 Operating Budget Expenditures](#)

DEPARTMENT HEAD REPORTS:

CLOSED SESSION:

None.

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

BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:

At this time Directors may request staff to place an item on a future agenda.

ADJOURNMENT:

Adjourn the meeting until the Regular Meeting of the Administration Committee on May 14, 2025 at 5:00 p.m.