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**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, November 12, 2025 at 5:00 p.m. in the Orange County Sanitation District Headquarters. Committee Vice Chairman Grandis 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, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu
- ABSENT:** Jon Dumitru and Melinda Liu

**STAFF PRESENT:** Lorenzo Tyner, Assistant General Manager; 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; Kelly Lore, Clerk of the Board; Mo Abiodun; Sam Choi; Daisy Covarrubias; Rhea De Guzman; Thys DeVries; Al Garcia; Bryce Hockensmith; Mark Kawamoto; Rebecca Long; Tom Meregillano; Aldwin Ramirez; Don Stokes; Thomas Vu; Kevin Work; Ruth Zintzun were present in the Board Room. General Manager Rob Thompson was present virtually.

**OTHERS PRESENT:** Scott Smith, General Counsel; Roger Alfaro, Eide Bailly LLP; and Eric O'Donnell, Townsend Public Affairs were present in the Board Room.

**PUBLIC COMMENTS:**

None.

Clerk of the Board Kelly Lore announced that Late Communication pertaining to the recommendation of Agenda Item No. 9 was received after the publication of the agenda, distributed to the Committee; and made available to the public.

**REPORTS:**

Chair Marick informed the Committee that OC San's Administrative Offices will be closed on November 27 and 28, for the Thanksgiving holiday. She also announced that this month's Board of Directors meeting will take place one week earlier, on Wednesday, November 19.

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Assistant Manager Lorenzo Tyner provided a brief update on the anticipated storm and information on Code Blue status for OC San Plant operations.

**CONSENT CALENDAR:**

**1. APPROVAL OF MINUTES [2025-4568](#)**

**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve minutes of the Regular meeting of the Administration Committee held October 8, 2025.

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** None

**2. PUBLIC AFFAIRS UPDATE FOR THE MONTH OF OCTOBER 2025 [2025-4527](#)**

**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 October 2025.

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** None

**3. ORANGE COUNTY SANITATION DISTRICT 2026 LEGISLATIVE AND REGULATORY PLAN [2025-4571](#)**

**Originator:** Jennifer Cabral

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

Adopt the Orange County Sanitation District 2026 Legislative and Regulatory Plan.

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** None

**4. CONSOLIDATED FINANCIAL REPORT FOR THE FIRST QUARTER ENDED SEPTEMBER 30, 2025** [2025-4560](#)

**Originator:** Wally Ritchie

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

Receive and file the Orange County Sanitation District First Quarter Financial Report for the period ended September 30, 2025.

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** None

**5. TREASURER'S REPORT FOR THE FIRST QUARTER ENDED SEPTEMBER 30, 2025** [2025-4444](#)

**Originator:** Wally Ritchie

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

Receive and file the Orange County Sanitation District First Quarter Treasurer's Report for the period ended September 30, 2025.

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** None

*Vice Chairman Grandis pulled Item No. 6 from the consent calendar and stated a conflict of interest with the noted vendor.*

**6. INDUSTRIAL CONTROL SYSTEM PENETRATION TEST AND VULNERABILITY ASSESSMENT [2025-4582](#)**

**Originator:** Wally Ritchie

MOVED, SECONDED, AND DULY CARRIED TO:

A. Approve a Purchase Order Contract to Carahsoft Technology Corp for the purchase of an Industrial Control System Network Penetration Test and Vulnerability Assessment utilizing the cooperative OMNIA Software Solutions and Services Contract No. R240303, for a total amount not to exceed \$210,750 (Includes Sales Tax); and

B. Approve a contingency in the amount of \$21,075 (10%).

**AYES:** Ryan Gallagher, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** Glenn Grandis

**7. GENERAL MANAGER APPROVED PURCHASES AND ADDITIONS TO THE PRE-APPROVED OEM SOLE SOURCE LIST [2025-4584](#)**

**Originator:** Wally Ritchie

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

A. Receive and file Orange County Sanitation District purchases made under the General Manager's authority for the period of July 1, 2025 to September 30, 2025; and

B. Approve the following additions to the pre-approved Original Equipment Manufacturers (OEM) Sole Source List:

- BENTLY NEVADA, LLC - System 1 Software Maintenance & Support
- FARO TECHNOLOGIES, INC. - Laser Equipment, Hardware Service, Software, Maintenance and Training
- EMERSON PROCESS MANAGEMENT - Technical Support for Software and Equipment
- STO ADVISORS - Professional Services to Manage Pipeline and Hazardous Materials Safety Administration (PHMSA) Federal Regulations

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu  
**NOES:** None  
**ABSENT:** Jon Dumitru and Melinda Liu  
**ABSTENTIONS:** None

**NON-CONSENT:**

**8. LEGISLATIVE AFFAIRS UPDATE FOR THE MONTH OF OCTOBER 2025 [2025-4581](#)**

**Originator:** Jennifer Cabral

Mr. Tyner introduced Townsend Public Affairs Director Eric O'Donnell, who provided a PowerPoint presentation on the State Legislative Update. The presentation included an overview of the 2025 legislative session bills, the state budget, and several significant topics, such as cap-and-invest reauthorization, CEQA implementation, immigration response, congressional redistricting, and new Senate leadership. It also covered updates on cap and invest advocacy, and some notable legislations, including AB 339 (Ortega), SB 682 (Allen) – Non-Essential PFAS Use Ban, AB 823 (Boerner) – Plastic Microbeads and Plastic Glitter, SB 454 (McNerney) – PFAS Mitigation Fund, SB 707 (Durazo) – Brown Act: Teleconferencing, and video retention reform.

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

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

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu  
**NOES:** None  
**ABSENT:** Jon Dumitru and Melinda Liu  
**ABSTENTIONS:** None

**9. ORANGE COUNTY SANITATION DISTRICT ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2025 [2025-4562](#)**

**Originator:** Wally Ritchie

Director of Finance Wally Ritchie introduced Finance Manager Ruth Zintzun who introduced Accounting Supervisor Bryce Hockensmith who provided a PowerPoint presentation regarding the financial cycle, the FY 24-25 budget versus actuals, CIP expenditures, available resources, and the debt profile. Mr. Hockensmith introduced Roger Alfaro from the auditing firm Eide Bailly, who presented the independent auditing

results.

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

Receive and file the Orange County Sanitation District's (OC San) Annual Comprehensive Financial Report for the year ended June 30, 2025, prepared by staff and audited by Eide Bailly LLP, Certified Public Accountants, along with the following reports prepared by Eide Bailly LLP:

1. Report to the Board of Directors;
2. Independent Accountants' Report on Agreed-Upon Procedures Applied to Appropriations Limit Worksheets; and
3. Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** None

**10. ORANGE COUNTY SANITATION DISTRICT POPULAR ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2025** [2025-4561](#)

**Originator:** Wally Ritchie

Mr. Ritchie provided an overview of the item.

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

Receive and file the Orange County Sanitation District Popular Annual Financial Report for the year ended June 30, 2025.

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** None

**11. JOINT POWERS AGREEMENT, SOUTHERN CALIFORNIA COASTAL WATER RESEARCH PROJECT AUTHORITY (SCCWRP)** [2025-4353](#)

**Originator:** Lan Wiborg

Mr. Tyner provided a brief report of the item. Environmental Protection Manager Sam Choi responded to questions regarding to the ocean outfall permit.

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 approving the Eleventh Amended Joint Powers Agreement confirming the creation of an agency known as Southern California Coastal Water Research Project Authority (SCCWRP), providing for continuation of SCCWRP for five years from July 1, 2026 through June 30, 2031"; and
- B. Approve annual funding in the amount of \$600,000 for FY 2026/27; \$618,000 for FY 2027/28; \$636,000 for FY 2028/29; \$656,000 for FY 2029/30; and \$675,000 for FY 2030/31.

**AYES:** Ryan Gallagher, Glenn Grandis, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers and Jordan Wu

**NOES:** None

**ABSENT:** Jon Dumitru and Melinda Liu

**ABSTENTIONS:** None

**INFORMATION ITEMS:**

None.

**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 5:38 p.m. to the next Regular Administration Committee meeting to be held on Wednesday, December 10, 2025 at 5:00 p.m.

Submitted by:

  
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Kelly A. Lore, MMC  
Clerk of the Board