



CALL TO ORDER

A regular meeting of the Administration Committee of the Orange County Sanitation District was called to order by Committee Vice Chairwoman Jamie Valencia on Wednesday, March 11, 2026 at 5:00 p.m. in the Orange County Sanitation District Headquarters. Director Jose Medrano 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:** Debbie Baker, Ted Bui, Jon Dumitru, Melinda Liu, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Jamie Valencia, Chad Wanke, Erik Weigand and Jordan Wu
- ABSENT:** Ryan Gallagher

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; Mo Abiodun; Cheri Calisang; Morty Caparas; Belen Carrillo; Sam Choi; Daisy Covarrubias; Thys DeVries; Al Garcia; Mark Kawamoto; Rebecca Long; Tom Meregillano; Rob Michaels; Don Nguyen; Don Stokes; Thomas Vu; Kevin Work; Sammady Yi; and Ruth Zintzun were present in the Board Room.

OTHERS PRESENT: Scott Smith, General Counsel, and Jason Celente and Thierno Sylla, Insight Investment, were present in the Board Room. Eric Sapirstein, ENS Resources, was present virtually.

PUBLIC COMMENTS:

None.

REPORTS:

Vice Chair Valencia and General Manager Rob Thompson did not provide reports.

CONSENT CALENDAR:

1. APPROVAL OF MINUTES

[2026-4730](#)

Originator: Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve minutes of the Regular meeting of the Administration Committee held February 11, 2026.

AYES: Debbie Baker, Ted Bui, Jon Dumitru, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Jamie Valencia, Chad Wanke, Erik Weigand and Jordan Wu

NOES: None

ABSENT: Ryan Gallagher, Melinda Liu and Christine Marick

ABSTENTIONS: None

2. FLEET MOBILE EQUIPMENT REPLACEMENT PURCHASES

[2026-4802](#)

Originator: Lorenzo Tyner

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

A. Approve the purchase of replacement mobile equipment for Orange County Sanitation District's fleet as initially approved in the adopted Fiscal Year 2025-26 Budget in the amount of \$761,300; and

B. Delegate to the General Manager and Purchasing Manager the authority to purchase replacement mobile equipment 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: Debbie Baker, Ted Bui, Jon Dumitru, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Jamie Valencia, Chad Wanke, Erik Weigand and Jordan Wu

NOES: None

ABSENT: Ryan Gallagher, Melinda Liu and Christine Marick

ABSTENTIONS: None

NON-CONSENT:

Director Melinda Liu arrived at the meeting at 5:11 p.m.

**3. LEGISLATIVE AFFAIRS UPDATE FOR THE MONTH OF FEBRUARY
2026**

[2026-4807](#)

Originator: Jennifer Cabral

Director of Communications Jennifer Cabral announced a save-the-date for the State of OC San event scheduled for Friday, September 18, and introduced Eric Sapirstein, President of ENS Resources, who provided a PowerPoint presentation on the federal 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 February 2026.

AYES: Debbie Baker, Ted Bui, Jon Dumitru, Melinda Liu, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Jamie Valencia, Chad Wanke, Erik Weigand and Jordan Wu

NOES: None

ABSENT: Ryan Gallagher and Christine Marick

ABSTENTIONS: None

Committee Chair Christine Marick arrived at the meeting at 5:24 p.m.

4. PUBLIC AFFAIRS UPDATE FOR THE MONTH OF FEBRUARY 2026 [2026-4812](#)

Originator: Jennifer Cabral

Ms. Cabral introduced the item and introduced Public Affairs Supervisor Daisy Covarrubias who provided a PowerPoint presentation of the Public Affairs Update for the month of February 2026. The presentation included an overview of the various public affairs programs, recent film screening, OC San's LEED Gold Certification, employee engagement and education, construction outreach efforts, government affairs, 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 month of February 2026.

AYES: Debbie Baker, Ted Bui, Jon Dumitru, Melinda Liu, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Jamie Valencia, Chad Wanke, Erik Weigand and Jordan Wu

NOES: None

ABSENT: Ryan Gallagher

ABSTENTIONS: None

5. **PROPERTY MANAGEMENT SERVICES FOR 18350 MT. LANGLEY STREET AND 18250 EUCLID STREET, FOUNTAIN VALLEY** [2026-4814](#)

Originator: Lorenzo Tyner

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

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

Ratify Amendment No. 7 to the sole source agreement with The Muller Company for Property Management Services at 18350 Mt. Langley Street and 18250 Euclid Street in Fountain Valley, on a month to month basis, for management fees of \$5,241.90 per month plus other incurred expenses; and an additional renewal period of twelve (12) months.

AYES: Debbie Baker, Ted Bui, Jon Dumitru, Melinda Liu, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Jamie Valencia, Chad Wanke, Erik Weigand and Jordan Wu

NOES: None

ABSENT: Ryan Gallagher

ABSTENTIONS: None

6. **COMPREHENSIVE COST OF SERVICE RATE STUDY, SPECIFICATION NO. CS-2025-711BD** [2026-4769](#)

Originator: Wally Ritchie

Director of Finance Wally Ritchie provided a verbal report of the item.

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

A. Approve a Professional Consultant Services Agreement with HDR Engineering, Inc. to perform a Comprehensive Cost of Service Rate Study, Specification No. CS-2025-711BD, for a total amount not to exceed \$254,280; and

B. Approve a contingency of \$25,428 (10%).

AYES: Debbie Baker, Ted Bui, Jon Dumitru, Melinda Liu, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, David Shawver, Jamie Valencia, Chad Wanke, Erik Weigand and Jordan Wu

NOES: None

ABSENT: Ryan Gallagher

ABSTENTIONS: None

Director David Shawver initially voted in opposition to Item No. 6. Following discussion of Item No. 7, he made a statement rescinding his opposition to Item No. 6.

7. **ORANGE COUNTY WASTE AND RECYCLING WASTE INFRASTRUCTURE SYSTEM ENTERPRISE AGREEMENT AND ORGANIC SERVICES AGREEMENT** [2026-4819](#)

Originator: Lan Wiborg

Director of Environmental Services Lan Wiborg provided a verbal report of the item.

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

- A. Approve the Waste Infrastructure System Enterprise (WISE) Agreement and the Organic Services Agreement with Orange County Waste and Recycling to receive and dispose of Orange County Sanitation District's (OC San) solid waste (grit, screenings, drying bed materials and any solids that cannot be beneficially reused) at Orange County Waste and Recycling's landfills for a term of 10 years from July 1, 2026 through June 30, 2036 for a total amount not to exceed \$18,000,000 which includes the phased-in unit price per ton approach and the associated escalation costs; and
- B. Approve up to one (1) additional, 10-year renewal agreement.

AYES: Debbie Baker, Ted Bui, Jon Dumitru, Melinda Liu, Christine Marick, Jose Medrano, Jordan Nefulda, Andrew Nguyen, Jamie Valencia, Chad Wanke, Erik Weigand and Jordan Wu

NOES: David Shawver

ABSENT: Ryan Gallagher

ABSTENTIONS: None

INFORMATION ITEMS:

8. **INVESTMENT PERFORMANCE RESULTS** [2026-4743](#)

Originator: Wally Ritchie

Mr. Ritchie introduced Finance Manager Ruth Zintzun who introduced the item and introduced Thierno Sylla and Jason Celente with Insight Investment who provided a PowerPoint presentation regarding OC San's investments. The presentation included an overview of the firm, provided economic and portfolio updates, and a summary of the account profile.

ITEM RECEIVED AS AN:

Information Item.

Chair Marick announced that, per Staff recommendation, Item No. 10 would be heard before Item No. 9.

**10. FY 2026-27 AND 2027-28 ORANGE COUNTY SANITATION DISTRICT [2026-4745](#)
BUDGET REVENUES AND RESERVES OVERVIEW**

Originator: Wally Ritchie

Mr. Ritchie introduced the item and introduced Ms. Zintzun who provided a PowerPoint presentation regarding the FY 2026-27 and FY 2027-28 Revenues and Reserves. The presentation included a graph illustrating the four major revenue categories: debt proceeds, fees and charges, general revenue, and other income. The presentation also included a summary of the reserve policy and highlighted key meeting dates.

ITEM RECEIVED AS AN:

Information Item.

**9. PROCUREMENT PROCESS, BIDS VS RFPS, SOLE SOURCE [2026-4818](#)
CONTRACTS VS COMPETITIVE CONTRACTS**

Originator: Wally Ritchie

Mr. Ritchie introduced the item and introduced Purchasing and Contracts Manager Kevin Work who provided a PowerPoint presentation regarding the Purchasing, Contracts, and Materials Management Department. The presentation included an overview of the team structure, materials management and inventory data, highlights of awarded contracts and purchasing activities, applicable rules and regulations, the procurement process and methods, master contracts, exemptions, approval thresholds, and the threshold matrix.

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 6:11 p.m. to the next Regular Administration Committee meeting to be held on Wednesday, April 8, 2026 at 5:00 p.m.

Submitted by:

Jackie Castro, CMC
Assistant Clerk of the Board