



## **ORANGE COUNTY SANITATION DISTRICT SPECIAL NOTICE REGARDING CORONAVIRUS (COVID-19) AND ATTENDANCE AT PUBLIC MEETINGS**

Governor Newsom signed Assembly Bill (AB) 361 on September 16, 2021, which, in part, addresses the conduct of public meetings in light of the continued State of Emergency order.

Effective October 1, 2021, AB 361 suspends the requirements located in California Government Code, Section 54953, Subdivision (b), Paragraph (3) specifically pertaining to the conduct of public meetings. As such, the Orange County Sanitation District (OC San) Board of Directors has determined that due to the size of OC San's Board of Directors (25), and the health and safety of the members, the Board of Directors will be participating in meetings of the Board telephonically and via Internet accessibility.

### **PUBLIC PARTICIPATION**

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.

#### **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: 422 260 318#

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 using \*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.**

## **VIEW THE MEETING ONLINE ONLY**

The meeting will be available for online viewing only at:

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

## **HOW TO SUBMIT A COMMENT**

You may provide verbal comment in real time during the meeting. In order to provide a verbal comment, please raise your hand as described above or alert the Clerk of the Board before or during the public comment period.

You may also 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](mailto: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.

## **TECHNICAL SUPPORT PRIOR TO AND DURING MEETINGS**

For technical assistance before and during the meeting, please call 714-593-7431. For any other questions and/or concerns, please contact the Clerk of the Board's office at 714-593-7433. Thank you, in advance, for your patience in working with these technologies. We appreciate your interest in OC San!

June 1, 2022

**NOTICE OF REGULAR MEETING**

**ADMINISTRATION COMMITTEE  
ORANGE COUNTY SANITATION DISTRICT**

**Wednesday, June 8, 2022 – 5:00 P.M.**

**ACCESSIBILITY FOR THE GENERAL PUBLIC**

**Your participation is always welcome. Specific information as to how to participate in this meeting is detailed in the Special Notice attached to this agenda. In general, OC San offers several ways in which to interact during meetings: you may 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 Regular 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, June 8, 2022 at 5:00 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**

### **Regular Meeting Agenda**

**Wednesday, June 8, 2022 - 5:00 PM**

**Board Room**

**Administration Building**

**10844 Ellis Avenue**

**Fountain Valley, CA 92708**

**(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 the main gate of the OC San's Administration Building located at 10844 Ellis Avenue, Fountain Valley, California, and on the OC San's website at [www.ocsan.gov](http://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 any public records distributed less than 72 hours prior to the meeting to all, or a majority of the Board of Directors, are available for public inspection in the office of 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 AUDIO:** An audio 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 at (714) 593-7433.

**NOTICE TO DIRECTORS:** To place items on the agenda for a Committee or Board Meeting, the item must be submitted in writing to the Clerk of the Board: Kelly A. Lore, MMC, (714) 593-7433 / [klore@ocsan.gov](mailto:klore@ocsan.gov) at least 14 days before the meeting.

**FOR ANY QUESTIONS ON THE AGENDA, BOARD MEMBERS MAY CONTACT STAFF AT:**

General Manager: Jim Herberg, [jherberg@ocsan.gov](mailto:jherberg@ocsan.gov) / (714) 593-7300

Asst. General Manager: Lorenzo Tyner, [ltyner@ocsan.gov](mailto:ltyner@ocsan.gov) / (714) 593-7550

Asst. General Manager: Rob Thompson, [rthompson@ocsan.gov](mailto:rthompson@ocsan.gov) / (714) 593-7310

Director of Human Resources: Celia Chandler, [cchandler@ocsan.gov](mailto:cchandler@ocsan.gov) / (714) 593-7202

Director of Engineering: Kathy Millea, [kmillea@ocsan.gov](mailto:kmillea@ocsan.gov) / (714) 593-7365

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

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



**CALL TO ORDER****PLEDGE OF ALLEGIANCE****ROLL CALL AND DECLARATION OF QUORUM:**

Clerk of the Board

**PUBLIC COMMENTS:**

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*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.*

**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****[2022-2343](#)****RECOMMENDATION:**

Approve Minutes of the Regular Meeting of the Administration Committee held May 11, 2022.

**Originator:** Kelly Lore

**Attachments:** [Agenda Report](#)  
[05-11-2022 Administration Committee Minutes](#)

**2. ENVIRONMENTAL REGULATORY REPORTS [2022-2221](#)**

**RECOMMENDATION:** Recommend to the Board of Directors to:

Receive and file environmental regulatory reports: Annual Biosolids Management Compliance Report CY 2021, Annual Pretreatment Program Report FY 2021 (July 2020-June 2021), Semi-Annual Pretreatment Program Report (July-December 2021), Annual Mandatory Reporting of Greenhouse Gas Emissions Report CY 2021, Annual Emission Report CY 2021, Annual Marine Monitoring Annual Report FY 2021 (July 2020-June 2021), Quinquennial Sewer System Management Plan, and the Biannual Wastewater Discharge Requirements Sewer System Management Plan Audit.

**Originator:** Lan Wiborg

**Attachments:** [Agenda Report](#)  
[Annual Biosolids Management Compliance Report](#)  
[2020-2021 Annual Pretreatment Report](#)  
[July-December 2021-22 Semiannual Pretreatment Report](#)  
[P1 Annual Mandatory Reporting Greenhouse Gas Emissions](#)  
[P2 Annual Mandatory Reporting Greenhouse Gas Emissions](#)  
[P1-2021 Annual Emission Report](#)  
[P2-2021 Annual Emission Report](#)  
[2020-21 OC San MMAR](#)  
[Quinquennial Wastewater Discharge Requirements SSMP](#)  
[Sewer System Management Plan](#)

**3. GANN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022-23 [2022-2306](#)**

**RECOMMENDATION:** Recommend to the Board of Directors to:

Adopt Resolution No. OC SAN 22-XX, entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District Establishing the Annual Appropriations Limit for Fiscal Year 2022-23 for the Orange County Sanitation District in accordance with the Provisions of Division 9 of Title 1 of the California Government Code".

**Originator:** Lorenzo Tyner

**Attachments:** [Agenda Report](#)  
[Draft Resolution No. OC San 22-XX](#)

**4. AWARD ACCEPTANCE PROTOCOLS** [2022-2320](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Adopt Resolution No. OC SAN 22-XX entitled, "A Resolution of the Board of Directors of the Orange County Sanitation District Establishing Award Acceptance Protocols, and Repealing Resolution No. OCSD 08-19".

**Originator:** Kelly Lore

**Attachments:** [Agenda Report](#)  
[Draft Resolution No. OC SAN 22-XX](#)

**5. FY 2022-23 USE CHARGES FOR SANTA ANA WATERSHED PROJECT AUTHORITY** [2022-2339](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Adopt Resolution No. OC SAN 22-XX, entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District Establishing Use Charges for the 2022-23 Fiscal Year Pursuant to the Wastewater Treatment and Disposal Agreement with the Santa Ana Watershed Project Authority ("SAWPA")."

**Originator:** Lorenzo Tyner

**Attachments:** [Agenda Report](#)  
[Draft Resolution No. OC SAN 22-XX - 2022-23 SAWPA](#)

**6. HAZARDOUS WASTE DISPOSAL, SPECIFICATION NO. S-2022-1304BD** [2022-2348](#)

RECOMMENDATION: Recommend to the Board of Directors to:

A. Approve a service contract with Clean Harbors Environmental Services, Inc. (Clean Harbors) to provide Hazardous Waste Disposal Services, Specification No. S-2022-1304BD, for a total annual amount not to exceed \$345,165 for the period beginning July 1, 2022, through June 30, 2023, with 4 one-year renewal options; and

B. Approve an annual contingency of \$34,516 (10%).

**Originator:** Celia Chandler

**Attachments:** [Agenda Report](#)  
[S-2022-1304BD Draft General Services Contract](#)

**NON-CONSENT:****7. 2022-23 PROPERTY-LIABILITY INSURANCE RENEWALS****[2022-2347](#)****RECOMMENDATION:** Recommend to the Board of Directors to:

Approve the Orange County Sanitation District FY 2022-23 Property-Liability Insurance Renewals included in the FY 2022-23 and FY 2023-24 Budget for the not-to-exceed amounts specified below:

Property and Boiler & Machinery - Not to Exceed	\$ 1,752,868
Excess General Liability Insurance - Not to Exceed	\$ 1,064,822
Excess Workers' Compensation Insurance - Not to Exceed	\$ 343,000
Earthquake Insurance - Not to Exceed	\$ 131,927
<b>TOTAL</b>	<b>\$ 3,292,617</b>

**Originator:** Lorenzo Tyner**Attachments:** [Agenda Report](#)**8. PROPOSED FY 2022-23 AND FY 2023-24 BUDGET****[2022-2342](#)****RECOMMENDATION:** Recommend to the Board of Directors to:

Approve the proposed Operating, Capital, Debt Service, and Self-Insurance Budgets for FY 2022-23 and FY 2023-24 as follows:

	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Net Operating	\$ 201,144,702	\$ 209,891,777
Self-Insurance - Workers' Comp.	\$ 790,000	\$ 810,000
Self-Insurance - Property & Gen. Liability	\$ 2,900,000	\$ 3,040,000
Net Capital Improvement Program	\$ 268,167,501	\$ 315,307,637
Debt/COP Service	\$ 68,568,134	\$ 68,611,384
Intra-District Joint Equity Purchase/Sale(1)	\$ 3,500,000	\$ 3,500,000
<b>TOTAL</b>	<b>\$ 545,070,337</b>	<b>\$ 601,160,798</b>

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

**Originator:** Lorenzo Tyner**Attachments:** [Agenda Report](#)  
[Presentation - Proposed FY 2022-23 FY 2023-24 Budget](#)  
[FY's 2022-23 & 23-24 Budget Book](#)  
[Executive Summary FY 2022-23 & 23-24 Budget](#)

**INFORMATION ITEMS:****9. ORANGE COUNTY SANITATION DISTRICT ENVIRONMENTAL SERVICES LABORATORY AND OCEAN MONITORING UPDATE**[2022-2356](#)**RECOMMENDATION:**

Information Item.

**Originator:** Lan Wiborg

**Attachments:** [Agenda Report](#)  
[Presentation - Environmental Lab and Ocean Monitoring](#)

**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 Committee meeting until the Regular Meeting of the Administration Committee on July 13, 2022 at 5:00 p.m.