



ORANGE COUNTY SANITATION DISTRICT

**NOTICE OF REGULAR MEETING AGENDA
PUBLIC PARTICIPATION NOTICE**

**ORANGE COUNTY SANITATION DISTRICT
ADMINISTRATION COMMITTEE**

APRIL 8, 2026 - 5:00 PM

ACCESSIBILITY FOR THE GENERAL PUBLIC

Your participation is always welcome. OC San offers several ways in which to interact during this meeting.

MEETING PARTICIPATION INSTRUCTIONS

Details on how to participate can be found on our website at www.ocsan.gov

IN-PERSON MEETING ATTENDANCE

OC San Headquarters: 18480 Bandilier Circle, Fountain Valley, CA 92708

ONLINE MEETING PARTICIPATION

Join the live meeting on Teams: [Join the meeting now](#)

PARTICIPATE BY TELEPHONE

Dial: (213) 279-1455
Phone Conference ID: 506 018 365#

WATCH THE MEETING ONLINE

The meeting will be available for online viewing at: <https://ocsd.legistar.com/Calendar.aspx>

SUBMIT A COMMENT

Online at: <https://ocsd.legistar.com/Calendar.aspx> or by emailing: OCSanClerk@ocsan.gov

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!



ADMINISTRATION COMMITTEE

Regular Meeting Agenda

Wednesday, April 8, 2026 - 5:00 PM

Headquarters - Board Room

18480 Bandilier Circle

Fountain Valley, CA 92708

(714) 593-7433

[View Current Board of Directors](#)

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 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.

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

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 / kllore@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, ltyner@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

[Upcoming Meeting Dates](#)

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL AND DECLARATION OF QUORUM:

Clerk of the Board

PUBLIC COMMENTS:

Your participation is always welcome. Specific information as to how to participate in a 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 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.

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 [2026-4731](#)

RECOMMENDATION:

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

Originator: Kelly Lore

Attachments: [Agenda Report](#)
[03-11-2026 Administration Committee Minutes](#)

2. NINTEX WORKFLOW CLOUD SUBSCRIPTION RENEWAL [2026-4839](#)

RECOMMENDATION:

A. Approve a Purchase Order Contract for one year with Konica Minolta Business Solutions to renew Orange County Sanitation District’s subscription for Nintex Workflow Cloud utilizing Sourcewell State Contract No. 060624-KON for a total amount not to exceed \$158,664; and

B. Approve a contingency of \$15,866 (10%).

Originator: Wally Ritchie

Attachments: [Agenda Report](#)

3. PUBLIC AFFAIRS UPDATE FOR THE MONTH OF MARCH 2026 [2026-4849](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Receive and file the Public Affairs Update for the month of March 2026.

Originator: Jennifer Cabral

Attachments: [Agenda Report](#)
[Outreach and Media Report for March 2026](#)

NON-CONSENT:

4. LEGISLATIVE AFFAIRS UPDATE FOR THE MONTH OF MARCH 2026 [2026-4847](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Receive and file the Legislative Affairs Update for the month of March 2026.

Originator: Jennifer Cabral

Attachments: [Agenda Report](#)
[Federal Legislative Update](#)
[Federal Matrix](#)
[State Legislative Update](#)
[State Matrix](#)
[Local Legislative Update](#)
[AB 2381 \(Johnson\) Support](#)
[AB 2381 \(Johnson\) Bill Language](#)
[AB 2180 \(Ward\) Support](#)
[AB 2180 \(Ward\) Bill Language](#)
[Presentation - Local Legislative Update](#)

5. FY 2025-26 BUDGET AMENDMENT [2026-4854](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Approve a budget increase of \$68,000,000 for FY 2025-26, for a total budget as follows:

	<u>FY 2025-26</u>
Net Operating	\$260,365,399
Self-Insurance	\$ 6,745,565

Net Capital Improvement Program	\$317,959,620
Debt/COP Service	\$ 60,431,104
Intra-District Joint Equity Purchase/Sale (1)	\$ 3,500,000
Total	\$649,001,688

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

Originator: Wally Ritchie

Attachments: [Agenda Report](#)
[Presentation - FY 2025-26 Budget Amendment](#)

INFORMATION ITEMS:

6. FY 2026-27 AND 2027-28 OPERATING BUDGET EXPENDITURES [2026-4858](#)

RECOMMENDATION:

Information Item.

Originator: Wally Ritchie

Attachments: [Agenda Report](#)
[FY 2026-27 and 2027-28 Operating Budget Expense](#)
[Additional Information](#)
[FY 2026-27 and 2027-28 Budget Development - Expense](#)
[Summary](#)
[Presentation - FY26-27 and FY 27-28 Operating Expenses](#)

7. PRETREATMENT PROGRAM UPDATE [2026-4859](#)

RECOMMENDATION:

Information Item.

Originator: Lan Wiborg

Attachments: [Agenda Report](#)
[Presentation - Pretreatment Program Update](#)

8. UPDATE ON DEVELOPMENT OF THE ORANGE COUNTY SANITATION DISTRICT EASEMENT MANAGEMENT POLICY [2026-4860](#)

RECOMMENDATION:

Information Item.

Originator: Lorenzo Tyner

Attachments: [Agenda Report](#)
[Presentation - Easement Policy](#)

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 13, 2026 at 5:00 p.m.

AFFIDAVIT OF POSTING:

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted online at www.ocsan.gov, in the lobby, and outside the main door of Orange County Sanitation District Headquarters at 18480 Bandilier Cir. Fountain Valley, CA 92708 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.

*/s/ Kelly A. Lore, MMC
Clerk of the Board
April 1, 2026*