



CALL TO ORDER

A regular meeting of the Administration Committee of the Orange County Sanitation District was called to order by Committee Vice-Chairman Glenn Grandis on Wednesday, July 9, 2025 at 5:00 p.m. in the Orange County Sanitation District Headquarters and led the Pledge of Allegiance.

ROLL CALL AND DECLARATION OF QUORUM:

Assistant Clerk of the Board Tania Moore declared a quorum present as follows:

PRESENT: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

ABSENT: Christine Marick

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; Tania Moore, Assistant Clerk of the Board; Mo Abiodun; Belen Carrillo; Jackie Castro; Sam Choi; Thys DeVries; John Frattali; Al Garcia; Elsa Garcia; Mark Kawamoto; Rebecca Long; Tom Meregillano; Rob Michaels; Aldwin Ramirez; Don Stokes; Thomas Vu; and Kevin Work were present in the Board Room.

OTHERS PRESENT: Scott Smith, General Counsel; Peter Whittingham, Whittingham Public Affairs Advisors; Anna Laliberte, Alliant; Darren Hodge and Fred Dilly, PFM, were present in the Board Room. Eric Sapirstein, ENS Resources, and Eric O'Donnell, Townsend Public Affairs, were present telephonically.

PUBLIC COMMENTS:

None.

REPORTS:

Vice-Chair Grandis reported that information regarding OC San's Trawl and Rig Fishing cruise days could be found in their bluebooks. He stated that sampling cruises would be offered in August and September, along with a "Day at the Dock" option for those interested in touring

the vessel without going out to sea. He encouraged those interested to complete the attached form and to direct any questions to the Clerk of the Board.

General Manager Rob Thompson reminded the Committee that there will be no meeting in August.

CONSENT CALENDAR:

1. APPROVAL OF MINUTES

[2025-4368](#)

Originator: Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve minutes of the Regular meeting of the Administration Committee held June 11, 2025.

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick and Chad Wanke

ABSTENTIONS: Erik Weigand

2. TECHNICAL EVALUATION OF LOCAL LIMITS, SPECIFICATION NO. CS-2025-666BD

[2025-4289](#)

Originator: Lan Wiborg

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

A. Approve a Professional Consultant Services Agreement to EEC Environmental for Technical Evaluation of Local Limits, Specification No. CS-2025-666BD, for a total amount not to exceed \$459,840; and

B. Approve a contingency of \$68,976 (15%).

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick and Chad Wanke

ABSTENTIONS: None

3. ABANDONED SEWER EASEMENT QUITCLAIM DEED

[2025-4320](#)

Originator: Lorenzo Tyner

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

- A. Approve the Easement Quitclaim Deed authorizing the relinquishment of an Easement with the City of Huntington Beach for abandoned sewer easement to SLF- HB Magnolia, LLC, a Delaware limited liability company, in a form approved by General Counsel; and
- B. Direct the Clerk of the Board to record the Easement Quitclaim Deed with the Orange County Clerk-Recorder's Office.

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick and Chad Wanke

ABSTENTIONS: None

4. ENVIRONMENTAL REGULATORY REPORTS

[2025-4332](#)

Originator: Lan Wiborg

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

Receive and file the following environmental regulatory reports: Annual Biosolids Management Compliance Report CY 2024, Annual Pretreatment Program Report FY 2024 (July 2023-June 2024), Semi-Annual Pretreatment Program Report (July-December 2024), Annual Mandatory Reporting of Greenhouse Gas Emissions Report CY 2024, Annual Emissions Report CY 2024, and the Marine Monitoring Annual Report FY 2024 (July 2023-June 2024).

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick and Chad Wanke

ABSTENTIONS: None

5. ADOPTION OF THE 2025 ORANGE COUNTY WATER AND WASTEWATER MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

[2025-4355](#)

Originator: Laura Maravilla

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

Adopt Resolution No. OC SAN 25-XX entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District Adopting the 2025 Orange County Water and Wastewater Multi-Jurisdictional Hazard Mitigation Plan".

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick and Chad Wanke

ABSTENTIONS: None

7. RENEWAL OF 11:11 SYSTEMS DISASTER RECOVERY AS A SERVICE AND CLOUD OBJECT STORAGE CONTRACT [2025-4369](#)

Originator: Wally Ritchie

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

A. Approve a Purchase Order Contract to Nth Generation for the purchase of 11:11 Systems Disaster Recovery as a Service (\$415,942.56) and Cloud Object Storage (\$182,554.85) for a three (3) year term using the NASPO ValuePoint Master Agreement No. 7-17-70-40-05, for a total amount not to exceed \$598,497.41, plus applicable sales tax; and

B. Approve a contingency in the amount of \$59,849.74 (10%).

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick and Chad Wanke

ABSTENTIONS: None

9. VIDEO PRODUCTION SERVICES, SPECIFICATION NO. CS-2025-664BD [2025-4288](#)

Originator: Jennifer Cabral

MOVED, SECONDED, AND DULY CARRIED TO:

A. Approve a Professional Consultant Services Agreement to Windsong Productions, LLC to provide Video Production Services, Specification No. CS-2025-664BD for a total amount not to exceed \$148,863; and

B. Approve a contingency of \$14,886 (10%).

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

At the request of Vice-Chair Grandis, Item Nos. 6 and 8 were pulled and heard separately and he recused himself from both items due to a conflict of interest.

6. RENEWAL OF NUTANIX SOFTWARE LICENSE AGREEMENT

[2025-4357](#)

Originator: Wally Ritchie

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

- A. Approve a Purchase Order Contract to ePlus Technology Inc., an authorized Carahsoft Technology, Corp. reseller, for the purchase of the Nutanix Software License Agreement Renewal for a one (1) year term using the NASPO ValuePoint Master Agreement No. AR2472, California Contract # 7-17-70-40-05, for a total amount not to exceed \$306,004, plus applicable sales tax; and
- B. Approve a contingency in the amount of \$30,600 (10%).

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

8. SERVICENOW SOFTWARE LICENSE AGREEMENT RENEWAL

[2025-4370](#)

Originator: Wally Ritchie

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

- A. Approve a Purchase Order for a one-year contract with Carahsoft Technology, Corp. for a software license agreement with ServiceNow, utilizing the NASPO ValuePoint Master Agreement No. AR2472, California Contract # 7-17-70-40-05 for a total amount not to exceed \$296,904; and
- B. Approve a contingency of \$29,690 (10%).

AYES: Jon Dumitru, Ryan Gallagher, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick and Chad Wanke

ABSTENTIONS: None

RECUSED: Glenn Grandis

NON-CONSENT:

Director Chad Wanke arrived at the meeting at 5:09 p.m.

10. LEGISLATIVE AFFAIRS UPDATE FOR THE MONTH OF JUNE 2025 [2025-4366](#)

Originator: Jennifer Cabral

Director of Communications Jennifer Cabral introduced Peter Whittingham, Whittingham Public Affairs Advisors, who provided a PowerPoint presentation regarding the local legislative report.

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

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

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick

ABSTENTIONS: None

11. YEAR-END UPDATE TO THE PUBLIC AFFAIRS STRATEGIC PLAN FOR FISCAL YEARS 2024-2026 [2025-4227](#)

Originator: Jennifer Cabral

Ms. Cabral delivered a PowerPoint presentation summarizing the Public Affairs Year-End Report, which included an overview of the Public Affairs team, their core functions, and primary responsibilities. The presentation also featured employee engagement initiatives and various media and educational outreach efforts. The presentation provided information on branding as well as industry experts, an overview of construction outreach, updates on government affairs, legislative matters, General Manager support, testimonials, provided a preview of the upcoming year, and outlined next steps.

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

Receive and file the Fiscal Year 2024-2025 Year-End Update to the Public Affairs Strategic Plan (FY 2024-2026).

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick

ABSTENTIONS: None

12. 2026 BENEFITS INSURANCE RENEWAL

[2025-4367](#)

Originator: Laura Maravilla

Director of Human Resources Laura Maravilla provided a brief introduction and explanation of the proposed benefits insurance renewals.

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

A. Approve the Orange County Sanitation District 2026 Benefits Insurance Renewal with the carriers listed below for an overall not-to-exceed amount of \$18,101,586, as specified below:

1. Benefit coordinators Company (BCC) (medical, dental, vision plans, and Employee Assistance Program [EAP]) - Not to Exceed \$16,608,082;
2. Lincoln Financial (basic life, short- and long-term disability) - Not to Exceed \$540,038;
3. Lincoln Financial (EMT & Manager disability) - Not to Exceed \$40,000;
4. HealthEquity (Health Savings Accounts [HSA]) - Not to Exceed \$51,263;
5. Voya (Health Reimbursement Arrangement [HRA]) - Not to Exceed \$207,900;
6. WEX (Flexible Spending Accounts [FSA]) - Not to Exceed \$10,015;
7. BCC (retiree-paid health premiums, recouped from retirees through monthly payments) - Not to Exceed \$644,288;
8. Approve a contingency of \$905,079 (5%); and

B. Authorize the General Manager to revise the carriers within the not-to-exceed amounts listed above for operational efficiency and/or to better meet the needs of the Orange County Sanitation District and participants.

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick

ABSTENTIONS: None

13. WASTEWATER REFUNDING REVENUE OBLIGATIONS, SERIES 2025A

[2025-4265](#)

Originator: Wally Ritchie

Director of Finance Wally Ritchie provided a brief introduction to and explanation of the item.

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

Authorize the General Manager to issue new fixed rate Certificates of Participation, to be referred to as Wastewater Refunding Revenue Obligations, in an amount sufficient to refund up to \$109,935,000 of Wastewater Refunding Revenue Obligations, Series 2016A.

AYES: Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, Erik Weigand, John Withers, Jordan Wu and Tanya Doby (Alternate)

NOES: None

ABSENT: Christine Marick

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:

Director David Shawver made mention of pending Senate Bill 79 (SB79) regarding housing development and asked that staff watch for how it will affect OC San infrastructure in the future. Staff is monitoring the status of the development of the bill.

ADJOURNMENT:

Vice-Chair Grandis declared the meeting adjourned at 5:47 p.m. to the next Regular Administration Committee meeting to be held on Wednesday, September 10, 2025 at 5:00 p.m.

Submitted by:

Tania Moore, CMC
Assistant Clerk of the Board