



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

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 12, 2020 and March 18, 2020, Governor Newsom issued Executive Order N-25-20 and Executive Order N-29-20, which temporarily suspend portions of the Brown Act which addresses the conduct of public meetings.

The General Manager and the Chairman of the Board of Directors have determined that due to the size of the Orange County Sanitation District'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. The Administration Committee meeting will be available to the public online at:

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

You may submit your comments and questions in writing for the Administration Committee's consideration in advance of the meeting by using the eComment feature available via the webpage above or sending them to OCSanClerk@ocsd.com with the subject line "PUBLIC COMMENT ITEM # (insert the item number relevant to your comment)" or "PUBLIC COMMENT NON-AGENDA ITEM". Submit your written comments by 5:00 p.m. on Tuesday, June 8, 2021.

You may also submit comments and questions for the Administration Committee's consideration during the meeting by using the eComment feature that will be available via the webpage above for the duration of the meeting.

All public comments will be provided to the Administration Committee and may be read into the record or compiled as part of the record.

Thank you.

June 3, 2021

NOTICE OF MEETING

**ADMINISTRATION COMMITTEE
ORANGE COUNTY SANITATION DISTRICT**

Wednesday, June 9, 2021 – 5:00 P.M.

ACCESSIBILITY FOR THE GENERAL PUBLIC

Due to the spread of COVID-19, the Orange County Sanitation District will be holding all upcoming Board and Committee meetings by teleconferencing and Internet accessibility. This meeting will be available to the public online at:

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

A regular meeting of the Administration Committee of the Orange County Sanitation District will be held in the manner indicated herein on Wednesday, June 9, 2021 at 5:00 p.m.

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 9, 2021 - 5:00 PM
Board Room
Administration Building
10844 Ellis Avenue
Fountain Valley, CA 92708
(714) 593-7433

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 Sanitation District's Administration Building located at 10844 Ellis Avenue, Fountain Valley, California, and on the Sanitation District's website at www.ocsd.com 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. Please contact the Clerk of the Board's office at (714) 593-7433 to request the audio file.

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@ocsd.com at least 14 days before the meeting.

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

General Manager: Jim Herberg, jherberg@ocsd.com / (714) 593-7300
Asst. General Manager: Lorenzo Tyner, lttyner@ocsd.com / (714) 593-7550
Asst. General Manager: Rob Thompson, rthompson@ocsd.com / (714) 593-7310
Director of Human Resources: Celia Chandler, cchandler@ocsd.com / (714) 593-7202
Director of Engineering: Kathy Millea, kmillea@ocsd.com / (714) 593-7365
Director of Environmental Services: Lan Wiborg, lwiborg@ocsd.com / (714) 593-7450

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL AND DECLARATION OF QUORUM:

Clerk of the Board

PUBLIC COMMENTS:

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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

[2021-1653](#)

RECOMMENDATION:

Approve Minutes of the Regular Meeting of the Administration Committee held May 12, 2021.

Originator: Kelly Lore

Attachments: [Agenda Report](#)
[05-12-2021 Administration Committee Minutes](#)

2. **FY 2021-22 USE CHARGES FOR THE SANTA ANA WATERSHED PROJECT AUTHORITY** [2021-1646](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Adopt Resolution No. OC SAN 21-XX, entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District Establishing Use Charges for the 2021-22 Fiscal Year Pursuant to the Wastewater Treatment and Disposal Agreement with the Santa Ana Watershed Project Authority ("SAWPA")".

Originator: Lorenzo Tyner

Attachments: [Agenda Report](#)
[2021-22 SAWPA Resolution](#)

3. **GANN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-22** [2021-1650](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Adopt Resolution No. OC SAN 21-XX, entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District Establishing the Annual Appropriations Limit for Fiscal Year 2021-22 for the 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 OC SAN-XX](#)

4. **COMPLETE ELECTRICAL DATA MANAGEMENT SOLUTION** [2021-1665](#)

RECOMMENDATION: Recommend to the Board of Directors to:

A. Award a Professional Services Agreement to AVO Multi-Amp Corporation dba Megger to provide Electrical Data Management Services, Specification No. CS-2021-1039BD-R, for a total amount not to exceed \$212,255; and

B. Approve a contingency of \$31,838 (15%).

Originator: Lorenzo Tyner

Attachments: [Agenda Report](#)
[CS-2021-1039BD-R Draft PSA-SOW](#)

5. **APPROVE A CONTINGENCY INCREASE TO EXISTING SERVICE CONTRACT FOR HAZARDOUS WASTE DISPOSAL SERVICES** [2021-1680](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Approve an annual contingency increase of \$150,000 (in addition to the original contingency of \$19,200 for a total annual contingency of \$169,200, in addition to the original contract amount of \$192,000) to the Service Contract with Clean Harbors Environmental Services, Inc., Specification No. S-2017-841, for hazardous waste services, for the contract term ending June 30, 2021, and for the contract term ending June 30, 2022.

Originator: Celia Chandler

Attachments: [Agenda Report](#)

NON-CONSENT:

6. **CLASSIFICATION & COMPENSATION STUDIES** [2021-1681](#)

RECOMMENDATION: Recommend to the Board of Directors to:

A. Award a Professional Consultant Services Agreement to Kaneko and Krammer Corp. dba Koff & Associates to provide Classification and Compensation Services, Specification No. CS-2021-1229BD, for a total amount not to exceed \$243,660; and

B. Approve a project contingency of \$24,366 (10%).

Originator: Celia Chandler

Attachments: [Agenda Report](#)
[CS-2021-1229BD Draft CS Contract-SOW](#)

7. **PROPOSED ORDINANCE NO. OC SAN-57 UPDATING THE CAPITAL FACILITIES CAPACITY CHARGES ORDINANCE** [2021-1419](#)

RECOMMENDATION: Recommend to the Board of Directors to:

A. Introduce Ordinance No. OC SAN-57, entitled "An Ordinance of the Board of Directors of the Orange County Sanitation District Amending Requirements for Accessory Dwelling Unit Capital Facilities Capacity Charges, Restating Previously Adopted Charges, and Repealing Ordinance No. OCSD-50 and Ordinance No. OCSD-54";

B. Motion to read Ordinance No. OC SAN-57 by title only and waive reading of said entire Ordinance on June 23, 2021;

- C. Set July 28, 2021 as the date for the second reading of Ordinance No. OC SAN-57;
- D. Receive and file the Carollo Engineers letter dated June 2, 2021; and
- E. Direct the Clerk of the Board to publish summaries of the Ordinance as required by law.

Originator: Lorenzo Tyner

Attachments: [Agenda Report](#)
[OC SAN-57 Redline](#)
[OC SAN-57 Clean](#)
[OCSD-54 Amending Ordinance OCSD-50](#)
[OCSD-50 Capital Facilities Capacity Charges](#)
[Carollo Engineers Letter Dated 06-02-21](#)

8. 2021-22 PROPERTY - LIABILITY INSURANCE RENEWALS [2021-1684](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Approve the Orange County Sanitation District FY 2021-22 Property-Liability Insurance Renewals included in the FY 2021-22 Budget Update for the not-to-exceed amounts specified below:

| | |
|--|---------------------|
| Property and Boiler & Machinery - Not to Exceed | \$ 1,484,593 |
| Excess General Liability Insurance - Not to Exceed | \$ 906,635 |
| Excess Workers' Compensation Insurance - Not to Exceed | \$ 271,860 |
| Earthquake Insurance - Not to Exceed | \$ 118,166 |
| TOTAL | \$ 2,781,254 |

Originator: Lorenzo Tyner

Attachments: [Agenda Report](#)

9. PROPOSED FY 2021-22 BUDGET UPDATE [2021-1674](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Approve the proposed Operating, Capital, Debt Service, and Self-Insurance Budgets for FY 2021-22 as follows:

| | |
|--|-------------------|
| | FY 2021-22 |
| Net Operating | \$ 183,950,874 |
| Self-Insurance - Workers' Comp. | \$ 841,860 |
| Self-Insurance - Property & Gen. Liability | \$ 2,609,393 |
| Net Capital Improvement Program | \$ 224,560,503 |

| | |
|--|-----------------------|
| Debt/COP Service(1) | \$ 234,506,355 |
| Intra-District Joint Equity Purchase/Sale(2) | \$ 3,500,000 |
| TOTAL | \$ 649,968,985 |

(1) Includes \$163,775,355 in maturing and callable debt

(2) 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 2021-22 Budget Update](#)
[Budget Update 2021-2022](#)

INFORMATION ITEMS:

10. **ORANGE COUNTY SANITATION DISTRICT ENVIRONMENTAL SERVICES RESOURCE PROTECTION** [2021-1688](#)

RECOMMENDATION:

Information Item.

Originator: Lan Wiborg

Attachments: [Agenda Report](#)
[Presentation - Resource Protection](#)

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:

The next Administration Committee meeting is scheduled for Wednesday, July 14, 2021 at 5:00 p.m.