



## Agenda Report

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**FROM:** Robert Thompson, General Manager  
Originator: Mike Dorman, Director of Engineering

**SUBJECT:**

**2023-2026 CONTRIBUTION TO THE CENTER FOR DEMOGRAPHIC RESEARCH**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION:

Approve and authorize the General Manager to execute a three-year Memorandum of Understanding with California State University Fullerton Auxiliary Services Corporation for the continued operation of the Center for Demographic Research for the period July 1, 2023 through June 30, 2026, for a total amount not to exceed \$207,872.

**BACKGROUND**

The Center for Demographic Research (CDR), located at California State University Fullerton, develops demographic and related information for Orange County. Since 1996, CDR has been supported by the Orange County Sanitation District (OC San) and other sponsoring agencies or contributing partners. OC San uses CDR information to develop wastewater flow projections, assess capacity needs for sewer conveyance and treatment facilities, and project revenues from connection fees.

**RELEVANT STANDARDS**

- Maintain and adhere to appropriate internal planning documents
- Sustain 1, 5, 20-year planning horizons
- Maintain collaborative and cooperative relationships with regulators, stakeholders, and neighboring communities

**PROBLEM**

OC San's sponsorship of the CDR will end on June 30, 2023. Without OC San's contribution to the CDR, the program will be impacted, and OC San specific products may no longer be prepared or be available for OC San's use. These CDR prepared products are used for various master planning efforts at OC San.

## **PROPOSED SOLUTION**

Continue OC San's support of the CDR as a Contributing Partner by approving the 2023-2026 Memorandum of Understanding (MOU).

## **TIMING CONCERNS**

The CDR MOU must be executed by OC San's General Manager and returned to CDR by June 30, 2023.

## **RAMIFICATIONS OF NOT TAKING ACTION**

OC San will no longer be a supporting member of the CDR, will not receive OC San specific population estimates and projections, and may not be eligible to receive other CDR generated reports and information. Similar information would need to be prepared via other means to continue OC San's standard processes.

## **PRIOR COMMITTEE/BOARD ACTIONS**

April 2020 - Approved a three-year Memorandum of Understanding with California State University Fullerton Auxiliary Services Corporation for operation of the Center for Demographic Research for the period July 1, 2020 through June 30, 2023, for a total amount not to exceed \$331,504.

## **ADDITIONAL INFORMATION**

The CDR produces demographic based information such as the "Orange County Progress Report," "Orange County Projections" and census, and employment data by traffic analysis zone. CDR is funded by the California State University Fullerton and via local agencies that serve as Sponsors or Contributing Partners. Sponsors include the County of Orange, Orange County Council of Governments, Orange County Transportation Authority, Transportation Corridor Agencies, Southern California Association of Governments, Municipal Water District of Orange County (MWDOC), and OCWD. Contributing Partners include the Orange County Local Agency Formation Commission and OC San.

Over the course of the three-year MOU, the CDR will operate with a budget of \$3,376,414. California State University Fullerton shall contribute a total of \$614,090, each of the six sponsorships shall contribute \$405,742 (MWDOC and OCWD share a sponsorship) and Contributing Partners contributions are reflective of work elements to be performed.

As part of this MOU, OC San is transitioning from a Sponsor to a Contributing Partner. This change will reduce OC San's membership costs moving forward by half and ensure that OC San will still receive organization specific information on an annual basis. The 2023-2026 MOU establishes OC San Contributing Partner fees at \$65,433 for 2023-24, \$69,789 for 2024-25, and \$72,649 for 2025-26 - a total of \$207,872 over three years.

Overall CDR costs increases are due to state minimum wage changes, required health benefits coverage, additional staffing to cover 2024 base year employment survey, and salary increases based on a 2022 Compensation and Classification survey.

## CEQA

N/A

## FINANCIAL CONSIDERATIONS

The cost of support has been budgeted within the Operational Budget of Division 740 under Operating Expense (FY2022-23 and 2023-224 Budget, Section 6, page 56) since 2014. If approved, this item will continue to be budgeted within the same line item.

## ATTACHMENT

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

- Memorandum of Understanding

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