

I hereby certify that the following Agenda was posted at least 72 hours prior to the time of the Board Meeting so noticed below, at the usual agenda posting location of the South Orange County Wastewater Authority [SOCWA] and at www.socwa.com.



Betty Burnett, General Manager  
SOCWA and the Board of Directors thereof

(It is anticipated that this meeting will be adjourned to July 12<sup>th</sup> at 8:30 a.m. due to lack of a quorum)

**AGENDA  
REGULAR MEETING OF THE  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY  
BOARD OF DIRECTORS**

Thursday, July 5, 2018  
8:30 a.m.

Due to the posting time 9:00 a.m., the Regular Meeting will begin at 9:00 a.m.

THE BOARD OF DIRECTORS MEETING ROOM IS LOCATED AT 34156 DEL OBISPO STREET, DANA POINT, CA. THE ROOM IS WHEELCHAIR ACCESSIBLE. IF YOU REQUIRE ANY SPECIAL DISABILITY RELATED ACCOMMODATIONS (I.E. ACCESS TO AN AMPLIFIED SOUND SYSTEM, ETC.), PLEASE CONTACT THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY'S SECRETARY'S OFFICE AT 949-234-5421 AT LEAST SEVENTY-TWO (72) HOURS PRIOR TO THE SCHEDULED MEETING. THIS AGENDA CAN BE OBTAINED IN ALTERNATE FORMAT UPON WRITTEN REQUEST TO THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY SECRETARY AT LEAST SEVENTY-TWO (72) HOURS PRIOR TO THE SCHEDULED MEETING.

AGENDA ATTACHMENTS AND OTHER WRITINGS THAT ARE DISCLOSABLE PUBLIC RECORDS DISTRIBUTED TO ALL, OR A MAJORITY OF, THE MEMBERS OF THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY BOARD OF DIRECTORS IN CONNECTION WITH A MATTER SUBJECT TO DISCUSSION OR CONSIDERATION AT AN OPEN MEETING OF THE BOARD OF DIRECTORS ARE AVAILABLE FOR PUBLIC INSPECTION IN THE AUTHORITY OFFICE, 34156 DEL OBISPO STREET, DANA POINT, CA ("AUTHORITY OFFICE"). IF SUCH WRITINGS ARE DISTRIBUTED TO MEMBERS OF THE BOARD OF DIRECTORS LESS THAN SEVENTY-TWO (72) HOURS PRIOR TO THE MEETING, THEY WILL BE AVAILABLE IN THE RECEPTION AREA OF THE AUTHORITY OFFICE AT THE SAME TIME AS THEY ARE DISTRIBUTED TO THE BOARD OF DIRECTORS, EXCEPT THAT, IF SUCH WRITINGS ARE DISTRIBUTED IMMEDIATELY PRIOR TO, OR DURING, THE MEETING, THEY WILL BE AVAILABLE IN THE BOARD OF DIRECTORS MEETING ROOM.

- 1. CALL MEETING TO ORDER
- 2. PLEDGE OF ALLEGIANCE
- 3. ORAL COMMUNICATIONS

A. Members of the public may address the Board regarding an item on the agenda or may reserve this opportunity during the meeting at the time item is discussed by the Board. There will be a three-minute limit for public comments.

4. CONSENT CALENDAR

A. Minutes of Board of Directors Meeting(s)

ACTION      The Board will be requested to approve subject minutes.

Board of Directors Meeting April 26, 2018 .....

B. Minutes of Finance Committee Meetings(s)

ACTION      The Board will be requested to approve subject minutes.

Finance Committee Meeting February 13, 2018 .....

Finance Committee Meeting December 11, 2017 .....  
 Finance Committee Meeting August 29, 2017 .....  
 Finance Committee Meeting June 14, 2017 .....  
 Finance Committee Meeting June 12, 2017 .....

C. Approval of Financial Matters.....

ACTION Receive comments from the Finance Committee as to consideration of the submitted items. Staff Recommends to the Board of Directors to ratify the disbursements from April 1, 2018 through April 30, 2018, and to receive and file the April 2018 Financial Reports as submitted.

Summary of Disbursements for April 2018 – Exhibit A.....  
 Schedule of Funds Available for Reinvestment – Exhibit B.....  
 Schedule of Cash and Investments – Exhibit C .....  
 Capital Projects Summaries – Exhibit D .....  
 Large Capital Projects Graph – Exhibit D-1 .....  
 Operations/Maintenance & Environmental Safety Costs Summary – Exhibit E1.....  
 Budget vs. Actual Comparison – Engineering – Exhibit E-2.....  
 Budget vs. Actual Comparison – Administration – Exhibit E-3 .....  
 Budget vs. Actual Comparison – IT – Exhibit E-4 .....

D. Annual Review of SOCWA Investment Policy

ACTION The Finance Committee recommends that the Board receive and file subject reports indicating there is no change to the SOCWA Investment Policy based on the annual review.

E. Operations Reports.....

ACTION The Board will be requested to receive and file subject reports.

Monthly Operational Report for May 2018 .....  
 SOCWA Ocean Outfall Discharges by Agency .....  
 Beach Ocean Monitoring Report ACOO .....  
 Beach Ocean monitoring Report SJCOO .....  
 Recycled Water Report .....  
 Pretreatment Report.....

F. Capital Improvement Program.....

ACTION The Board will be requested to receive and file subject reports.

G. Project Committee No. 15

1) Change Order – CTP Export Sludge System Replacement Project.....

ACTION The PC 15 Board is requested to approve Change Orders 13, 14, 15, 16 and 17 for the design services contract with Dudek for the

Coastal Treatment Plant Export Sludge System Replacement Project.

2) Change Order – CTP Facility Improvements Project .....

ACTION The PC 15 Board is requested to approve Change Orders 1, 2, 3, 4, 5, 6 and 7 for the design services contract with Hazen and Sawyer for the Coastal Treatment Plant Facility Improvements Project.

H. Project Committee No. 17

1) Change Order – RTP Cogeneration and Switchgear Upgrade Project.....

ACTION The PC 17 Board is requested to approve Change Orders 32, 33 and 34 for the construction contract with Pacific Hydrotech for the Regional Treatment Plant Cogeneration and Switchgear Upgrade Project.

I. Minutes of Engineering Committee Meeting(s)

Engineering Committee Meeting April 12, 2018

ACTION The Board will be requested to receive and file subject minutes.

5. GENERAL MANAGER'S REPORT

A. Resolution No. 2018-06 – Employee Manual: New Salary Range Summary.....

ACTION The Finance Committee recommends that the Board of Directors approve Resolution 2018-06, *A Resolution Approving New Employee Salary Range Summary, Employee Job Classification Salary Schedule and Organizational Chart to the July 1, 2017 Employee Manual.*

B. Resolution No. 2018-07 Commendation for Joe Zimmerman.....

ACTION The Board will be requested to approve Resolution No. 2018-07 and authorize Chairman Ferons to sign the Commendation on the behalf of the Board of Directors of the South Orange County Wastewater Authority.

C. Resolution No. 2018-08 Commendation for Brett Jones .....

ACTION The Board will be requested to approve Resolution No. 2018-08 and authorize Chairman Ferons to sign the Commendation on the behalf of the Board of Directors of the South Orange County Wastewater Authority.

D. Resolution No. 2018-09 – Revised SOCWA Conflict of Interest Code .....

ACTION The Board will be requested to approve Resolution No. 2018-09 revising the Conflict of Interest Code.

E. Award of Contract – Cintas Corporation.....

ACTION The Board will be requested to approve an award of a contract to Cintas Corporation for Uniform Rental and Laundry Service, for a 2-year term, with up to two (2) annual renewals.

F. Approval of Agreement with New General Counsel

ACTION The Board will be requested to approve a contract for General Counsel Services with Procopio law firm.

G. Monthly Progress Report on State Audit Recommendations.....

ACTION The Board will be requested to receive and file the Monthly Progress Report on State Audit Recommendations.

H. General Manager’s Report on Open Items.....

ACTION The Board will review the General Manager’s Status Report:  

- Update on Schedule for 2017-18 Use Audit, Annual Financial Statements Audit and Supplemental Schedules
- Other Pending Items

6. CLOSED SESSION

A. Closed Session will be conducted pursuant to Government Code Section 54957 (b)(1)

Public Employee Appointment  
Title: Agency General Counsel

B. Closed Session will be conducted pursuant to Government Code Section 54957

Performance Evaluation  
Title: General Manager

7. REPORT OUT OF CLOSED SESSION

OTHER MATTERS

A. Open discussion or items received too late to be agendized.

NOTE: Determine the need to take action on the following item(s) introduced by the General Manager which arose subsequent to the agenda being posted. [Adoption of this action requires a two-thirds vote of the Board, or if less than two thirds are present a unanimous vote.]

ADJOURNMENT

NOTE - THE NEXT REGULAR SOCWA BOARD MEETING WILL BE HELD AT:  
**8:30 A.M. ON SEPTEMBER 6, 2018**