

**MINUTES OF SPECIAL MEETING  
OF THE  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY  
Board of Directors**

Approved

**January 8, 2026**

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors was held in person and via teleconference on January 8, 2026, at 8:30 a.m. at their Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Board of Directors were present:

KATHRYN FRESHLEY	El Toro Water District	Director
BOB WHALEN	City of Laguna Beach	Director
SCOTT GOLDMAN	South Coast Water District	Director
FRANK URY	Santa Margarita Water District	Director
MIKE DUNBAR	Emerald Bay Service District	Director
DAVE REBENDS DORF	City of San Clemente	Director

Staff Present:

AMBER BOONE	General Manager
RONI GRANT	Capital Improvement Program Manager
JIM BURROR	Deputy GM/ Chief Engineer
DINA ASH	Human Resources Administrator
LYNDA MAY	Assistant Secretary
ANNA SUTHERLAND	Staff Accountant
JACK BECK	Accountant
MATT CLARKE	Chief Technology Officer
CALEB WHEATLEY	Chief Operator
JAMES JONES	Superintendent of O&M

Also Present:

ADRIANA OCHOA	Snell & Wilmer
KARI VOZENILEK	Kidman Law, LLP
DUSTIN BURNSIDE	City of San Clemente
MATT COLLINGS	Moulton Niguel Water District
JENNIFER LOPEZ	South Coast Water District
RICK SHINTAKU	South Coast Water District
ERICA CASTILLO	South Coast Water District
JOE MUELLER	South Coast Water District
SANDRA HUANG	South Coast Water District
MARC SERNA	South Coast Water District

1. CALL TO ORDER

Director Frank Ury called the meeting to order at 8:30 a.m.

2. PLEDGE OF ALLEGIANCE – Director Frank Ury

3. ORAL COMMUNICATIONS

None.

4. APPROVAL OF BOARD MEMBER REQUEST FOR REMOTE PARTICIPATION

None.

5. CONSENT CALENDAR

Director Whalen pulled Item 5.A for a correction, then Items 5.B and 5.C to take to the Finance Committee before bringing back to the Board of Directors.

ACTION TAKEN

A motion was made by Director Whalen and seconded by Director Dunbar to approve the remainder of the Consent Calendar .

Motion carried: Aye 6 Nay 0, Abstained 0, Absent 0  
Director Dunbar Aye  
Director Freshley Aye  
Director Whalen Aye  
Director Ury Aye  
Director Goldman Aye  
Director Rebensdorf Aye

(5D-5E)

- D. November 2025 Operations Report  
**Approved Action:** Information Item; received and filed.
- E. Capital Improvement Construction Projects Progress and Change Order Report (December) [Project Committees 2 and 15]  
**Approved Action:** Information Item.

Director Whalen pulled Item 5.A to fix and approve a typo in the December Board of Directors Meeting Minutes.

ACTION TAKEN

A motion was made by Director Whalen and seconded by Director Ury to approve the amendments for item 5.A.

Motion carried: Aye 6 Nay 0, Abstained 0, Absent 0  
Director Dunbar Aye  
Director Freshley Aye  
Director Whalen Aye  
Director Ury Aye  
Director Goldman Aye  
Director Rebensdorf Aye

6. ENGINEERING MATTERS

- A. JBL Facility Planning Assessment Contract Award  
[Project Committee 2]

A brief discussion ensued on the expanded scope of work incorporating findings from the CTP Flow Study, leading to an additional contingency of 10% to cover the contract amendment.

ACTION TAKEN

A motion was made by Director Goldman and seconded by Director Ury to authorize Amendment No.1 in the amount of \$49,336 to reflect the added scope item.

Motion carried: Aye 2 Nay 0, Abstained 0, Absent 0  
Director Ury Aye  
Director Goldman Aye

7. GENERAL MANAGER'S REPORT

A. Engineering Cost Estimate

A discussion opened regarding how the proposed tools and systems could help obtain better estimates. Director Ury inquired if there is a need for this, or if the issue is a legal or disciplinary matter with the engineering teams. Ms. Grant stated she will reach out to contractors that have worked with SOCWA and review their cost estimating process. Director Whalen suggested a summary of steps to present to the board to avoid an underestimate.

This was an information item; no action was taken.

C. Cost Allocation Policy

A review of the policy ensued focusing on the voting thresholds for cost allocations and adding items to the general budget. Ms Ochoa reviewed voting requirements and Public Relations funding. Ms. Ochoa stated a Public Relations contract may be funded or co-funded through member agency partnerships, with expenses being allocated on a case-by-case basis. Director Ury and Director Whalen discussed bringing any Public Relations items to the board first to discuss and vote on, before delegating it to a specific PC to vote on.

This was an information item; no action was taken.

B. PC2 Orbis Public Affairs Contract

This item was tabled due to Item 7.C. pending finalization.

D. Transfer Price MOU Forward-Thinking Services Model Review

A general discussion ensued on the plans outlined and concerns related to resources and costs were addressed. Ms. Boone discussed revenue opportunities with the central innovation hub, such as grants and expanded services. The board gave additional feedback on the potential benefits, but also the need to keep the higher priority on the larger, immediate projects.

This was an information item; no action was taken.

E. AB 643 Support

A brief discussion ensued on the broad level support of AB 634's strategy for organic management and opening the market up for bio solids products.

ACTION TAKEN

A motion was made by Director Whalen and seconded by Director Rebensdorf to approve the AB 643 letter of support.

Motion carried: Aye 6 Nay 0, Abstained 0, Absent 0  
Director Dunbar Aye  
Director Freshley Aye  
Director Whalen Aye  
Director Ury Aye  
Director Goldman Aye  
Director Rebensdorf Aye

F. General Manager's Report

A discussion ensued on the presented master planning schedule with Director Ury stating the need for a proper tracking application. Director Dunbar commented on the contract authorization dates needing to reflect the board meeting dates. Ms. Boone updated on the SJCOO Settlement offer and noted how the exceedance was a small anomaly and follow up tests were within the limits.

G. Closed Session

A Closed Session Conference was held for the Public Employee Appointment Pursuant to Government Code § 54957(b)(1)  
Title: General Counsel

The Board of Directors reconvened to Open Session at 10:21am. Chairman Ury stated there were no reportable actions from the Closed Session.

H. Upcoming Meetings Schedule:

- January 20, 2026 – Finance Committee Meeting
- January 22, 2026 – Engineering Committee Meeting
- February 5, 2026 – Board of Directors Regular Meeting

This was an information item; no actions were taken.

9. OTHER MATTERS

None.

10. ADJOURNMENT

There being no further business, Director Ury adjourned the meeting at 10:23 a.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the Regular Meeting of the South Orange County Wastewater Authority Board of Directors on January 8, 2026, and approved by the Board of Directors of the South Orange County Wastewater Authority.



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Lynda May, Assistant Secretary  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY