

**MINUTES OF REGULAR MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

Approved

Board of Directors

March 5, 2026

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors was held in person and via teleconference on March 5, 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:

MIKE GASKINS	El Toro Water District	Alternate 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 REBENS 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
JAMES JONES	Superintendent of O&M
ROBERT CULVER	Environmental Service Manager

Also Present:

ADRIANA OCHOA	Snell & Wilmer
KARI VOZENILEK	Kidman Law, LLP
TRAVIS PLANK	Hazen & Sawyer
GANESH RAJAGOPALAN	AECOM
RICK SHINTAKU	South Coast Water District
JENNIFER LOPEZ	South Coast Water District
KATHRYN FRESHLEY	El Toro Water District
DENNIS CAFFERTY	El Toro Water District

1. CALL TO ORDER

Chairman Frank Ury called the meeting to order at 8:33 a.m.

2. PLEDGE OF ALLEGIANCE – Director Mike Dunbar

3. ORAL COMMUNICATIONS

None.

4. APPROVAL OF BOARD MEMBER REQUEST FOR REMOTE PARTICIPATION

None.

5. CONSENT CALENDAR

Ms. Adriana Ochoa, General Counsel, pulled agenda item 5.A., to correct a spelling error.

ACTION TAKEN

A motion was made by Director Dunbar and seconded by Director Goldman to approve the Consent Calendar with the 5.A. item correction.

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

(5A-5F)

- A. Minutes of Board of Directors Regular Meeting for February 5, 2026
- B. Minutes of Engineering Committee Meeting for January 22, 2026
- C. Minutes of Finance Committee Meeting for January 20, 2026
- D. January 2026 Operations Reports
Approved Action: Information Item; received and filed.
- E. Capital Improvement Construction Projects Progress and Change Order Report (February) [Project Committees 2 and 15]
Approved Action: Information Item; received and filed.

6. ENGINEERING MATTERS

- A. JBL Energy Building Roof Repair [Project Committee 2]

Ms. Roni Grant, Capital Improvement Project Manager, briefed the Board on the need for repair and confirmed the budget will cover this item.

ACTION TAKEN

A motion was made by Director Goldman and seconded by Chairman Ury to a) authorize execution of a construction contract with Pacific Hydrotech in the amount of \$174,241, and b) approve a contract contingency of \$17,424, for a total project authorization of \$191,665, to address any unforeseen conditions encountered during the work.

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

- B. CTP Storm Drainage Modifications [Project Committee 15]

After a briefing by Ms. Grant, an open discussion ensued on cost estimates, with the Board suggesting a range in the bidding process, as opposed to a specific number.

ACTION TAKEN

A motion was made by Director Dunbar and seconded by Director Whalen to a) authorize execution of construction contract with T.E. Roberts in the amount of \$570,059.00, and b) approve a contract contingency of \$57,000, for a total project authorization of \$627,059 to address any unforeseen conditions encountered during the work.

Motion carried: Aye 3 Nay 0, Abstained 0, Absent 0
Director Dunbar Aye
Director Whalen Aye
Director Goldman Aye

C. CTP Regional Flow Study [Project Committee 15]

A brief discussion ensued on the addition of live stream discharge to the scope. Director Goldman requested the project be brought back for discussion if the addition exceeds the contingency cost.

ACTION TAKEN

A motion was made by Director Goldman and seconded by Director Dunbar to a) approve a project budget increase of \$20,000 for a total of \$100,000, b) authorize the General Manager to execute a contract with MKN for a fee not to exceed \$89,401, and c) approve a project contingency of \$10,599.

Motion carried: Aye 3 Nay 0, Abstained 0, Absent 0
Director Dunbar Aye
Director Whalen Aye
Director Goldman Aye

D. CTP Facility Planning Assessment [Project Committee 15]

A brief discussion ensued on the necessity of a contract contingency on a consulting project, with Ms. Amber Boone, General Manager. The Board agreed that if any additional costs come up, it can be authorized by Ms. Boone and brought back to the Board. Therefore, the Board agreed to remove the contingency from the item.

ACTION TAKEN

A motion was made by Director Whalen and seconded by Director Dunbar to authorize the General Manager to execute a contract with AECOM in the amount of \$494,821 upon the CTP Regional Flow Study reaching Project Element 4.

Motion carried: Aye 3 Nay 0, Abstained 0, Absent 0
Director Dunbar Aye
Director Whalen Aye
Director Goldman Aye

7. GENERAL MANAGER'S REPORT

A. SOCWA's Insurance Programs

A discussion opened with Director Goldman inquiring about the impact of the Member Agencies being JPIA members, with Ms. Boone agreeing to follow up with JPIA and bring it back to the Board.

This was an information item; no action was taken.

B. FY 26-27 Final Draft O&M Budget & Capital Budget

After a briefing of the budgets, Ms. Amber Boone confirmed a final version of the budget would be ready for the Board to review in April and to approve in May. The Board agreed to have the Board Budget Workshop in April with a date to be agreed upon in the upcoming weeks.

This was an information item; no action was taken.

C. Cost Allocation Policy

A brief discussion ensued on the latest version of the policy not included in the agenda item, with Ms. Amber Boone agreeing to bring back the draft to the Board in April with a correction. Ms. Boone provided an update on standing items pending input from the Finance and Engineering Committee.

This was an information item; no action was taken.

D. Orbis Public Affairs Contract [Project Committee 2]

After a discussion around the voting process for the cost allocation according to the policy from Item 7.C., the Board decided to vote accordingly. The Board also agreed on a report at the end of the six-month contract period to assess value, with monthly reports submitted through the General Manager's report.

ACTION TAKEN

A motion was made by Chairman Ury and seconded by Director Whalen to a) approve the Orbis Public Affairs contract for six months in the amount of \$4,000 per month and b) authorize a cost allocation of an even split among each agency.

Motion carried: Aye 5 Nay 1, Abstained 0, Absent 0
Director Dunbar Aye
Director Gaskins Nay
Director Whalen Aye
Director Ury Aye
Director Goldman Aye
Director Rebensdorf Aye

A second motion was made by Director Whalen and seconded by Chairman Ury to a) approve the Orbis Public Affairs contract for six months in the amount of \$4,000 per month and b) authorize a cost allocation of an even split among the five remaining agencies, with no allocation to El Toro Water District.

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

E. SOCWA Policy Handbook

Ms. Boone requested to bring this item back after the cost allocation portion has been finalized.

This was an information item; no action was taken.

F. General Manager's Report

Ms. Boone briefed the Board on the report topics and provided clarification on the scheduling of Board level discussions related to each project in the master planning schedule.

This was an information item; no action was taken.

G. General Counsel's Report

No report given.

This was an information item; no action was taken.

H. SOCWA Engineering Committee Meeting Date Change & Resolution

A brief discussion ensued with Ms. Boone explaining the scheduling reason for the meeting date change.

ACTION TAKEN

A motion was made by Director Whalen and seconded by Chairman Ury to approve Resolution No. 2026-03: Reestablishing the date and time of the regular meetings of the SOCWA Engineering Committee from the second Thursday of the month to the third Thursday of the month.

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

I. Upcoming Meetings Schedule

- April 2, 2026 – Board of Directors Regular Meeting
- March 19, 2026 – Engineering Committee Meeting
- March 17, 2026 – Finance Special Committee Meeting

This was an information item; no action was taken.

8. CLOSED SESSION

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

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

The Board of Directors reconvened to Open Session at 9:57am. Chairman Ury stated there were no reportable actions from the Closed Session.

9. OTHER MATTERS

None.

10. ADJOURNMENT

There being no further business, Chairman Ury adjourned the meeting at 9:57 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 March 5, 2026, and approved by the Board of Directors of the South Orange County Wastewater Authority.



Lynda May, Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY