

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

December 11, 2025

Approved

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors was held in person and via teleconference on December 11, 2025, at 8:30 a.m. at the Ocean Institute located at 24200 Dana Point Harbor Drive, 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
BOB CULVER	Environment Services Manager
LYNDA MAY	Assistant Secretary
ANNA SUTHERLAND	Staff Accountant
JACK BECK	Accountant
MATT CLARKE	Chief Technology Officer

Also Present:

ADRIANA OCHOA	Snell & Wilmer
KARI VOZENILEK	Kidman Law, LLP
ROSEMARY ROBINSON	Procopio, Cory, Hargreaves & Savitch, LLP
DENNIS CAFFERTY	El Toro Water District
MIKE GASKINS	El Toro Water District
MATT COLLINGS	Moulton Niguel Water District
JENNIFER LOPEZ	South Coast Water District
RICK SHINTAKU	South Coast Water District
ERICA CASTILLO	South Coast Water District
AMY OMAE	HDR, Inc.

1. CALL TO ORDER

Director Frank Ury called the meeting to order at 8:31 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 Dunbar pulled Item 5.F for corrections.

ACTION TAKEN

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

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

(5A-5E, 5G & 5H)

- A. Minutes of Board of Directors Regular Meeting for November 6, 2025
- B. Minutes of Finance Committee Meeting for September 16, 2025
- C. Minutes of Engineering Committee Meeting for September 11, 2025
- D. Minutes of Executive Committee Meeting for October 28,2025
- E. Financial Reports for the month of September
Approved Action: The Board received and filed the September 2025 Financial Reports
- G. October 2025 Operations Report
Approved Action: Information Item; received and filed.
- H. Capital Improvement Construction Projects Progress and Change Order Report (November) [Project Committees 2 and 15]
Approved Action: Information Item.

Director Dunbar pulled Item 5.F to fix and approve the Quarterly Due Dates in Table 1.

ACTION TAKEN

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

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

6. ENGINEERING MATTERS

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

An open discussion ensued on the selection of HDR over Carollo Engineers, and the additional scope of work including the CTP Regional Flow Study, followed by an introduction to the project management team at HDR. Director Goldman requested specifics on the flow study and what

is included in the estimate. Directory Ury discussed a schedule of updates and summary reporting. The board requested staff to bring back the findings from the flow study to the next board meeting before approving an additional 10% contingency.

ACTION TAKEN

A motion was made by Director Goldman and seconded by Director Ury to authorize 1. execution of a contract with HDR in the amount of \$545,325 for the JBL FPA contract, and 2. a contract contingency of 10% in the amount of \$54,533, to address any unforeseen issues during the planning phase.

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

B. J.B Latham Treatment Plant Old Effluent Pump Station Storage and Staging Area Construction Contract Award [Project Committee 2]

An brief discussion ensued regarding the project’s underestimation due to the budget scheduling, as well as the additional allocation being over the budget. It was recommended to add budget amendments to the Capital Funding.

Director Goldman opened a legal discussion on negotiating procedures and awarding based on the best value, not just the bid amount. Referring to the purchasing policy, Ms. Ochoa recommended rejecting all bids and negotiating with the preferred bidder.

ACTION TAKEN

A motion was made by Director Ury and seconded by Director Goldman to 1) approve an increase of \$600,000 to the project budget, resulting in a revised total project budget of \$850,000, 2) authorize execution of a contract with Pacific Hydrotech in the amount of \$791,700 for the JBL Old Effluent Pump Storage and Staging Area project, and 3) approve a construction contingency of \$35,040 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

C. Contract Award for Coastal Treatment Plant West Primary and Secondary Scum Skimming System Construction [Project Committee 15]

An open discussion ensued bringing up the same estimate and budget issue as Item 6.B. Director Dunbar inquired with legal on awarding the contract followed by a change order for deduction. Ms. Ochoa recommended this as the safer option. Director Whalen recommended clarification in the staff report on how budget implications are being addressed.

Ms. Grant addressed concerns on estimates, stating a third-party consultant will be included to assist in a better construction estimate. A brief discussion also ensued on the pre-purchasing of system equipment due to the urgency of the project.

ACTION TAKEN

A motion was made by Director Dunbar and seconded by Director Goldman to 1) approve an increase of \$500,000 to the project budget, resulting in a revised total project budget of \$1.75 million, 2) authorize execution of a contract with Filanc in the

amount of \$784,000, and 3) approve a construction contingency of \$35,040 to address any unforeseen conditions encountered during the work

Motion carried: Aye 3 Nay 0, Abstained 0, Absent 1
Director Dunbar Aye
Director Whalen Aye
Director Goldman Aye

7. GENERAL MANAGER'S REPORT

- A. Resolution No. 2025-15: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Adopting the position change for the Administration department and Employee Salary Ranges Updated Exhibit "B" Salary Schedule and Exhibit "C" Organization Chart for January 2026.

ACTION TAKEN

A motion was made by Director Goldman and seconded by Director Whalen to approve Resolution No. 2025-15: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Adopting the position change for the Administration department and Employee Salary Ranges Updated Exhibit "B" Salary Schedule and Exhibit "C" Organization Chart for January 2026.

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

- B. Resolution No. 2025-16: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Approving the Updated SOCWA Policy Handbook.

An open discussion ensued regarding the separation of Public Notices and Public Relations into two categories in the Cost Allocation Policy, with the main issue being individual agency involvement in Public Relations. Director Freshley emphasized that public relations is optional and this can be an issue with joint agencies, since each member may have different expenditures and uses for public relations. Director Ury brought up concerns on visibility as a SOCWA board member on the general fund. An agreement was made to bring back the policy handbook to the next board meeting.

This was an information item; no action was taken.

- G. Resolution No. 2025-17: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Acknowledging Receipt of the 2025 'Roses' Award for the 2024 Reorganization Efforts.

ACTION TAKEN

A motion was made by Director Freshley and seconded by Director Ury to approve Resolution No. 2025-17: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Acknowledging Receipt of the 2025 'Roses' Award for the 2024 Reorganization Efforts

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

C. Annual Financial Policy Update

An open discussion ensued on the upcoming principal auditor change. Ms. Ochoa clarified the legal requirements of submitting the reports, and the board's oversight responsibilities. The board agreed to continue with the current audit process according to JPA law.

This was an information item; no action was taken.

D. General Manager's Report

The status on the Coastal Treatment Plant's Regional Flow Study was briefed, including the upcoming pre-proposal meeting, and planned flow placement.

This was an information item; no action was taken.

E. SB 707 Virtual/Remote Meeting Options for SOCWA

Ms. Ochoa briefed on the remote options and rules from SB 707, effective January 2026. The board agreed to bring the resolution for remote capabilities at the next board meeting.

This was an information item; no action was taken.

F. 2026 Meeting Calendar

The board agreed on the proposed date changes for the 2026 Board and Committee Calendar, and to keep the board meeting start time at 8:30am.

This was an information item; no action was taken.

H. Closed Session

A. A Closed Session Conference was held with legal counsel- Existing Litigation pursuant to Government Code 54956.9(d)(1)): *Case: SOCWA v. Olsson Construction, Inc.*
Orange County Superior Court Case No. 30-2025-01465359-CU-BC-NJC

The Board of Directors reconvened to Open Session at 10:08am. Chairman Ury stated there were no reportable actions from the Closed Session.

9. OTHER MATTERS

None.

10. ADJOURNMENT

There being no further business, Director Ury adjourned the meeting at 10:08 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 December 11, 2025, and approved by the Board of Directors of the South Orange County Wastewater Authority.



Lynda May, Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY