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Lynda May, Assistant Secretary
SOCWA and the Board of Directors thereof

*Regular Meeting of The
South Orange County Wastewater Authority
Board of Directors*

November 5, 2026
8:30 a.m.

PHYSICAL MEETING LOCATION:
South Orange County Wastewater Authority
34156 Del Obispo Street
Dana Point, CA 92629

THE BOARD OF DIRECTORS MEETING ROOM IS WHEELCHAIR ACCESSIBLE. IF YOU REQUIRE ANY SPECIAL DISABILITY RELATED ACCOMMODATIONS, PLEASE CONTACT THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY SECRETARY'S OFFICE AT (949) 234-5400 AT LEAST SEVENTY-TWO (72) HOURS PRIOR TO THE SCHEDULED MEETING TO REQUEST SUCH ACCOMMODATIONS. THIS AGENDA CAN BE OBTAINED IN ALTERNATE FORMAT UPON REQUEST TO THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY'S SECRETARY AT LEAST SEVENTY-TWO (72) HOURS PRIOR TO THE SCHEDULED MEETING. MEMBERS OF THE PUBLIC HAVE THE OPTION TO PARTICIPATE IN AND MAY JOIN THE MEETING REMOTELY VIA VIDEO CONFERENCE FOR VISUAL INFORMATION ONLY (USE ZOOM LINK BELOW) AND BY TELECONFERENCE FOR AUDIO PARTICIPATION (USE PHONE NUMBERS BELOW). THIS IS A PHONE-CALL MEETING AND NOT A WEB-CAST MEETING, SO PLEASE REFER TO AGENDA MATERIALS AS POSTED ON THE WEBSITE AT WWW.SOCWA.COM. ON YOUR REQUEST, EVERY EFFORT WILL BE MADE TO ACCOMMODATE PARTICIPATION. FOR PARTIES PARTICIPATING REMOTELY, PUBLIC COMMENTS WILL BE TAKEN DURING THE MEETING FOR ORAL COMMUNICATION IN ADDITION TO PUBLIC COMMENTS RECEIVED BY PARTIES PARTICIPATING IN PERSON. COMMENTS MAY BE SUBMITTED PRIOR TO THE MEETING VIA EMAIL TO ASSISTANT SECRETARY LYNDA MAY AT LMAY@SOCWA.COM WITH THE SUBJECT LINE "REQUEST TO PROVIDE PUBLIC COMMENT." IN THE EMAIL, PLEASE INCLUDE YOUR NAME, THE ITEM YOU WISH TO SPEAK ABOUT, AND THE TELEPHONE NUMBER YOU WILL BE CALLING FROM SO THAT THE COORDINATOR CAN UN-MUTE YOUR LINE WHEN YOU ARE CALLED UPON TO SPEAK. THOSE MAKING PUBLIC COMMENT REQUESTS REMOTELY VIA TELEPHONE IN REAL-TIME WILL BE ASKED TO PROVIDE YOUR NAME, THE ITEM YOU WISH TO SPEAK ABOUT, AND THE TELEPHONE NUMBER THAT YOU ARE CALLING FROM SO THE COORDINATOR CAN UNMUTE YOUR LINE WHEN YOU ARE CALLED UPON TO SPEAK. ONCE THE MEETING HAS COMMENCED, THE CHAIR WILL INVITE YOU TO SPEAK AND ASK THE COORDINATOR TO UNMUTE YOUR LINE AT THE APPROPRIATE TIME.

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 FOR DISCUSSION OR CONSIDERATION AT AN OPEN MEETING OF THE BOARD OF DIRECTORS ARE AVAILABLE FOR PUBLIC INSPECTION IN THE AUTHORITY ADMINISTRATIVE OFFICE LOCATED AT 34156 DEL OBISPO STREET, DANA POINT, CA ("AUTHORITY OFFICE") OR BY PHONE REQUEST MADE TO THE AUTHORITY OFFICE AT 949-234-5400. 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 AND SENT TO ANY REMOTE PARTICIPANTS REQUESTING EMAIL DELIVERY OR POSTED ON SOCWA'S WEBSITE. IF SUCH WRITINGS ARE DISTRIBUTED IMMEDIATELY PRIOR TO, OR DURING, THE MEETING, THEY WILL BE AVAILABLE IN THE MEETING ROOM OR IMMEDIATELY UPON VERBAL REQUEST TO BE DELIVERED VIA EMAIL TO REQUESTING PARTIES PARTICIPATING REMOTELY.

**THE PUBLIC MAY PARTICIPATE REMOTELY BY VIRTUAL MEANS. FOR AUDIO OF MEETING USE THE CALL
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South Orange County Wastewater Authority
Board of Directors Meeting
November 5, 2026

Agenda

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ORAL COMMUNICATIONS

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 the item is discussed by the Board. There will be a three-minute limit for public comments.

4. APPROVAL OF BOARD MEMBER REQUEST FOR REMOTE PARTICIPATION

ACTION Board Discussion/Direction and Action.

PAGE NO.

5. CONSENT CALENDAR

A. Minutes of Board of Directors..... 1

- Board of Directors Regular Meeting of October 1, 2026

ACTION The Board will be requested to approve the subject Minutes.

B. Minutes of Project Committee 2..... 6

- Project Committee 2 Special Meeting of October 26, 2026

ACTION The Board will be requested to approve the subject Minutes.

C. Minutes of Finance Committee 8

- Finance Committee Meeting of September 15, 2026

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

D. Minutes of Engineering Committee 11

- Engineering Committee Meeting of June 18, 2026

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

E. September 2026 Operations Report 14

1. Monthly Operational Report
2. SOCWA Ocean Outfall Discharges by Agency
3. Quarterly Report on Key Operational Expenses
4. Beach Ocean Monitoring Report
5. Recycled Water Report
6. Pretreatment Report (October)

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

South Orange County Wastewater Authority
Board of Directors Meeting
November 5, 2026

Agenda

F. Capital Improvement Construction Projects Progress and Change Order Report (October) [Project Committees 2 and 15]	64
ACTION Information Item.	
G. Capital Improvement Program Workplan FY 26-27 (October)	69
ACTION Information Item.	
6. <u>ENGINEERING MATTERS</u>	
A. Template Report for Large CIP Projects	71
ACTION The Engineering Committee recommends that the SOCWA Board of Directors utilize the Template for Large CIP Projects reports to the Board and Engineering Committee.	
B. Proposed Capital Project Chartering Process to Support Capital Improvement Planning	77
ACTION The Engineering Committee recommends that the SOCWA Board of Directors approve the immediate implementation of the Project Charter process for the Capital Improvement Program, including the use of a simplified Project Charter for smaller projects.	
7. <u>GENERAL MANAGER'S REPORT</u>	
A. Resolution No. 2026-09: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Approving the Cost Allocation Policy	95
ACTION Staff recommends that the Board approve Resolution No. 2026-09: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Approving the Cost Allocation Policy; and to include the policy in the SOCWA Policy Handbook.	
B. Resolution No. 2026-10: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Approving the Capital Lifecycle Policy	116
ACTION Staff recommends that the Board approve Resolution No. 2026-10: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Approving the Capital Lifecycle Policy; and to include the Policy in the SOCWA Policy Handbook	
C. Capital Project Closeouts	127
ACTION Information Item.	
D. VoiceSOP Phase 2 Authorization	131
ACTION Staff recommends that the Board of Directors authorize commencement of Stage 2 of the VoiceSOP project in the amount of \$123,053 plus Stage 1 cloud costs, approve the proposed Stage 2 scope and priority order, and direct staff to proceed with a Stage 2 Kickoff in November 2026.	

South Orange County Wastewater Authority
Board of Directors Meeting
November 5, 2026

Agenda

- E. General Manager's Report..... 134
ACTION Board Discussion, Direction, or Action.
- F. General Counsel's Report.....143
ACTION The Board will be requested to receive and file the memorandum titled:
SOCWA – Remote Participation Rules for Project Committee, Board,
and Standing Committee Meetings, dated October 29, 2026.
- G. Government Affairs Report..... 148
ACTION Board Discussion, Direction, or Action.
- H. Upcoming Meetings Schedule:
• November 17, 2026 – Finance Committee Meeting
• November 19, 2026 – Engineering Committee Meeting
• December 10, 2026 – Board of Directors Meeting
ACTION Information Item.
8. OTHER MATTERS
- Determine the need to take action on the following item(s) introduced by the General Manager, which arose after the posted agenda. [Adoption of this action requires a two-thirds vote of the Board, or if less than two-thirds are present, a unanimous vote.]
9. ADJOURNMENT

THE NEXT BOARD MEETING IS DECEMBER 10, 2026

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

DRAFT

October 1, 2026

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors was held in person and via teleconference on October 1, 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
MIKE DUNBAR	Emerald Bay Service District	Director
SCOTT GOLDMAN	South Coast Water District	Director [Zoom]
FRANK URY	Santa Margarita Water District	Director
DAVE REBENDSOLF	City of San Clemente	Director [Arrived @ 8:34am]

Absent:

BOB WHALEN	City of Laguna Beach	Director
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Staff Present:

AMBER BOONE	General Manager
JIM BURROR	Deputy GM/ Chief Engineer
RONI GRANT	Capital Improvement Program Manager
LYNDA MAY	Assistant Secretary
MATT CLARKE	Chief Technology Officer
IAN LOSKA	Electrical / Instrumentation Technician
ANNA SUTHERLAND	Accountant
DINA ASH	Human Resources Administrator
ROBERT CULVER	Environmental Service Manager
JAMES JONES	Superintendent of O&M

Also Present:

ROBB GRANTHAM	Santa Margarita Water District
MARC SERNA	South Coast Water District
RICK SHINTAKU	South Coast Water District
KARI VOZENILEK	Kidman Law, LLP
ADRIANA OCHOA	Snell & Wilmer
DUSTIN BURNSIDE	City of San Clemente
MICHELLE BANNIGAN	City of Laguna Beach
TOM PEREZ	City of Laguna Beach
MIKE GASKINS	El Toro Water District
MATT COLLINGS	Moulton Niguel Water District

1. CALL TO ORDER

Director Frank Ury called the meeting to order at 8:31 a.m.

2. PLEDGE OF ALLEGIANCE – Director Kathryn Freshley

3. ORAL COMMUNICATIONS

Director Robb Grantham provided a public comment, commending Ms. Amber Boone for her presentation at the annual WEFTEC conference.

4. APPROVAL OF BOARD MEMBER REQUEST FOR REMOTE PARTICIPATION

In compliance with SB 707, Director Scott Goldman attended remotely due to his attendance at the WEFTEC conference in Louisiana.

5. CONSENT CALENDAR

Director Mike Dunbar pulled item 5.C. for clarification.

ACTION TAKEN

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

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

(5A, 5B, 5D-5F)

- A. Minutes of Board of Directors Special Meeting for September 10, 2026
- B. Minutes of Finance Committee Meeting April 21, 2026
July 2026 Operations Report
Approved Action: Information Item; received and filed.
- D. Capital Improvement Construction Projects Progress and Change Order Report (September) [Project Committees 2 and 15]
Approved Action: Information Item.
- E. Capital Improvement Program Workplan
Approved Action: Information Item.
- F. Financial Report June 2026
Approved Action: Information Item; received and filed

C. April-May 2026 Operations Report

Mr. Jim Burror provided clarification on item 5.C. for Director Dunbar.

ACTION TAKEN

A motion was made by Director Dunbar and seconded by Director Ury to approve item 5.C. as submitted.

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

6. ENGINEERING MATTERS

A. JBL Digester Underground Piping Replacement Construction Management Services
[Project Committee 2]

After a brief discussion, the Board requested a staff recommendation for the upcoming October Engineering Committee meeting, before bringing the item back to the Board meeting in November.

B. JBL Plant 1 Generator Updates [Project Committee 2]

After an open discussion, the Board agreed to retain the combined project scope, with an accelerated installation milestone, while noting permitting constraints.

7. GENERAL MANAGER'S REPORT

A. Use Audit Flows and Solids FY 25-26

An open discussion ensued on the Use Audit, and staff was directed to include the BOD and TSS solids-loading calculations in future audit staff reports.

A motion was made by Director Ury and seconded by Director Dunbar to approve the Use Audit calculated results for the close of the Use Audit for disbursement or collection of additional funds in FY 25-26.

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

B. Legal RFP Award

After a brief discussion, the Board proposed to add a 5-year term the Snell and Wilmer Agreement with a severance option.

ACTION TAKEN

A motion was made by Director Freshley and seconded by Director Dunbar to authorize the General Manager to sign the Snell and Wilmer Agreement for Legal Counsel Services with the inclusion of a 5-year term with the option of severance after a 90-day notice period.

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

C. Orbis Public Affairs Contract

After an open discussion, the Board agreed to extend the contract with Orbis Public Affairs for 6 months, with Legal Counsel advising they could waive the Uniform Purchasing policy to prevent discontinuation of services.

ACTION TAKEN

A motion was made by Director Ury and seconded by Director Dunbar to authorize the extension of Orbis Public Affairs' contract for 6 months, while waiving the requirement of the Uniform Purchasing Policy on any purchase over \$25,000, and to bring the contract back to the Executive Committee 3 months before expiring to review and prepare for the next contract bidding.

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

D. General Manager's Report

Ms. Boone briefed the Board on the upcoming El Niño Coordination meeting in October in relation to the State's declaration of emergency, with the potential to make it a monthly meeting throughout the El Niño season.

This was an information item; no action was taken.

E. General Counsel's Report

Ms. Adriana Ochoa informed the Board that her team will be attending the CASA Attorney Committee meeting in October and will report back for the November Board meeting.

This was an information item; no action was taken.

F. Government Affairs Report

Mr. Chad Wanke was not present to provide an oral report. This item was provided as a separate handout.

This was an information item; no action was taken.

G. Upcoming Meetings Schedule:

- October 13, 2026 – Executive Committee Meeting
- October 15, 2026 – Engineering Committee Meeting
- October 20, 2026 – Finance Committee Meeting
- November 5, 2026 – Board of Directors Meeting

This was an information item; no action was taken.

The Board of Directors convened to Closed Session at 9:12 a.m.

8. CLOSED SESSION

Initiation of litigation pursuant to Government Code § 54956.9(d)(4)
Conference with Legal Counsel - Anticipated Litigation
One Potential Case

The Board of Directors reconvened to Open Session at 9:29 a.m. There were no reportable actions.

9. ADJOURNMENT

There being no further business, Director Ury adjourned the meeting at 9:29 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 October 1, 2026, and approved by the Board of Directors of the South Orange County Wastewater Authority.

Lynda May, Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

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

DRAFT

Project 2 Committee Meeting

October 26, 2026

2:00 p.m.

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Project Committee 2 Meeting was held on October 26, 2026, at 2:00 p.m. in person and via teleconference from the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of Project Committee No. 2 were present:

FRANK URY	Santa Margarita Water District	Director [Zoom]
SCOTT GOLDMAN	South Coast Water District	Director

Staff Participation:

AMBER BOONE	General Manager
JIM BURROR	Deputy GM/ Chief Engineer
RONI GRANT	Capital Improvement Program Manager
BERNARD CORRALES	Associate Engineer
MATT CLARKE	Chief Technology Officer
IAN LOSKA	Electrical / Instrumentation Technician
DINA ASH	Human Resources Administrator
LYNDA MAY	Assistant Secretary
ANNA SUTHERLAND	Accountant

Also Participating:

MARC SERNA	South Coast Water District
RICK SHINTAKU	South Coast Water District
AMY OMAE	HDR Inc.
GREGORIO ESTRADA	HDR Inc.
STEVE FRIEDMAN	HDR Inc.
TEIGAN GULLIVER	HDR Inc.

1. Call Meeting to Order

Director Goldman called the meeting to order at 2:03 p.m.

2. Public Comments

None.

3. J.B. Latham Treatment Plant (JBL) Facility Plan Assessment Update – Wastewater Alternatives Analysis

A presentation by HDR Inc. was provided to the Committee with liquid and solids treatment options, including baseline treatment and alternatives. The treatment alternatives also considered potential recycled water production and associated tertiary and advanced treatment improvements.

Two principal regional wastewater flow scenarios are being evaluated:

- OCWRP is reconstructed or “With OCWRP”: This scenario includes the reconstruction of SMWD’s OCWRP, with JBL continuing to receive solids for treatment and not serving as a backup for liquids processing. This scenario also includes receiving 1.5mgd from MNWD starting 2029.
- OCWRP is not reconstructed or “Without OCWRP”: Wastewater flows (liquids and solids) from the OCWRP would continue to be directed to JBL. This scenario also includes receiving 1.5mgd from MNWD starting 2029.

ACTION TAKEN

A motion was made by Director Ury and seconded by Director Goldman to: 1) Remove the Option B “without OCWRP” alternatives from further consideration based on the recent SMWD Board approval to reconstruct the OCWRP; and 2) Receive and File HDR’s presentation.

Motion carried: Aye 2 Nay 0, Abstained 0, Absent 0

Director Ury	Aye
Director Goldman	Aye

4. J.B. Latham Treatment Plant (JBL) Facility Plan Assessment Update – Draft Evaluation Criteria, Weighting, and Scoring Methodology

After an open discussion on the weighting percentages, notably the Capital Costs and the uncertainty of future O&M costs, this item was tabled to be brought back to the Staff Workshop on October 29, 2026.

5. Adjournment

There being no further business, Chairman Goldman adjourned the meeting at 3:15 p.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the Special Meeting of the South Orange County Wastewater Authority Project Committee 2, of October 26, 2026, and approved by the Project Committee 2, and received and filed by the Board of Directors of the South Orange County Wastewater Authority.

Lynda May, Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

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

Finance Committee

September 15, 2026

DRAFT

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee was held on September 15, 2026, at 10:30 a.m. in-person and via teleconference from the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Finance Committee were present:

MICHELLE BANNIGAN	City of Laguna Beach	Alternate Director [Arrived 10:41am]
KATHRYN FRESHLEY	El Toro Water District	Director
ERICA CASTILLO	South Coast Water District	Alternate Director
PAUL PENDER	Santa Margarita Water District	Alternate Director

Staff Participation:

AMBER BOONE	General Manager
RONI GRANT	Capital Improvement Program (CIP) Manager
JACK BECK	Senior Accountant
ANNA SUTHERLAND	Accountant
MATT CLARKE	Chief Technology Officer
DINA ASH	Human Resources Administrator
LYNDA MAY	Administrative Assistant/Assistant Secretary
ROBERT CULVER	Environmental Service Manager

Also Participating:

MIKE DUNBAR	Emerald Bay Service District
SCOTT GOLDMAN	South Coast Water District
KELSEY DECASAS	Moulton Niguel Water District
KATHERINE KORSAK	Regional Government Services

1. Call Meeting to Order

Chairperson Paul Pender called the meeting to order at 10:32 a.m.

2. Public Comments

None.

3. Approval of Minutes

- Finance Committee Special Meeting of April 21, 2026.

ACTION TAKEN

A motion was made by Director Castillo and seconded by Director Pender to approve the Minutes for April 21, 2026, as submitted.

Motion carried:	Aye 2, Nay 0, Abstained 1, Absent 1
	Director Freshley Abstain
	Director Bannigan Absent
	Director Pender Aye
	Director Castillo Aye

4. General Manager's Report

Ms. Amber Boone updated the committee on the agency's purchase order cleanup, the preparation of a banking-services RFP, progress on the annual audit, and support from Regional Government Services. Ms. Boone informed the committee that the banking-services RFP will be issued by the end of the week.

5. Cost Allocation Policy

An open discussion ensued on the draft revisions of the policy, with Ms. Boone noting the policy is expected to return to the October Finance Committee meeting after further comments and review.

6. Financial Reports for the Month of June 30, 2026

A brief discussion ensued on the financial report, with Ms. Boone noting the O&M being under budget and capital spending rate being at 72.6 percent.

ACTION TAKEN

A motion was made by Director Castillo and seconded by Director Pender to recommend the Board receive and file the June 2026 Financial Reports.

Motion carried:	Aye 4, Nay 0, Abstained 0, Absent 0
	Director Freshley Aye
	Director Bannigan Aye
	Director Pender Aye
	Director Castillo Aye

7. Use Audit Flows & Solids FY 25-26

Ms. Boone briefed the committee on the Use audit's loading data being accurate but the percentage totals needed updating, which will be done for the upcoming Engineering Committee meeting. Budgeted flows were requested for comparison with actual flows. The committee was notified an update will likely be provided at their next meeting in October.

8. Quarterly Investment Reporting Under Government Code Section 53646

Ms. Boone briefed the committee on the quarterly investment report which showed funds held in LAIF, with no other current investments. The committee was informed that staff will prepare and present an RFP for financial services to manage PC 15 investment funds after the transition from LAIF.

9. Capital Asset Lifecycle Program

A capital asset life-cycle program was presented for governance, project tracking, long-term maintenance planning, and capital forecasting. A brief discussion ensued on potentially making the program a board approved policy.

10. Adjournment

There being no further business, Chairperson Pender adjourned the meeting at 11:25 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 Finance Committee of September 15, 2026, and approved by the Finance Committee and received and filed by the Board of Directors of the South Orange County Wastewater Authority.

Lynda May, Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

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

Engineering Committee

June 18, 2026

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Engineering Committee was held on June 18, 2026, at 8:30 a.m. in-person and via teleconferencing from the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Engineering Committee were present:

MIKE DUNBAR
HANNAH FORD
MARK MCAVOY
ROBERT GRANTHAM
MARC SERNA

Emerald Bay Service District
El Toro Water District [Zoom]
City of Laguna Beach [Zoom]
Santa Margarita Water District
South Coast Water District

Absent:

DAVE REBENS DORF

City of San Clemente

Staff Present:

AMBER BOONE
RONI GRANT
JIM BURROR
MATT CLARKE
LYNDA MAY
BOB CULVER

General Manager
Capital Improvement Program (CIP) Manager
Deputy GM/ Chief Engineer
Chief Technology Officer
Administrative Assistant/Assistant Secretary
Environmental Service Manager

Also Present:

CHRIS NEWTON
TARYN KJOLSING

South Coast Water District
South Coast Water District

1. Call Meeting to Order

Ms. Roni Grant, Capital Improvement Program (CIP) Manager, called the meeting to order at 8:31 a.m.

2. Public Comments

None.

3. Approval of Minutes

- Engineering Committee Minutes of May 21, 2026.

ACTION TAKEN

A motion was made by Mr. Grantham and seconded by Mr. Dunbar to approve the Engineering Committee Minutes for May 21, 2026.

Motion carried:	Aye 5, Nay 0, Abstained 0, Absent 1
	Mr. Dunbar Aye
	Ms. Ford Aye
	Mr. McAvoy Aye
	Mr. Grantham Aye
	Mr. Serna Aye
	Mr. Rebensdorf Absent

4. General Manager's Report

Ms. Amber Boone, General Manager, provided a report on her upcoming presentation at the AWWA conference on the AI and machine learning product, VOICESOP.org for utility compliance. Ms. Boone noted the product's 12-week design schedule with a ready date planned for September.

This was an information item; no action was taken.

5. Operations Report

Mr. Jim Burror, Deputy GM/Chief Engineer, provided the operations report with an update on the effluent transmission main coupling repair kit that SOCWA purchased and stored at ETWD for emergency use. The Committee discussed creating a shared database of inventory for interagency use. Ms. Boone provided updates on the Crystal Canyon partnership, which is expected to generate \$40,000 to \$50,000 in additional revenue, and on the data cleaning progress with software being used at SOCWA.

This was an information item; no action was taken.

6. Capital Improvements Workplan

Ms. Roni Grant, Capital Improvement Program Manager, provided an update on the workplan including four proposals received for the ETM Reach B Techite Pipe's CEQA compliance effort. Ms. Boone noted that the agency is also applying the CIP workplan format to small capital projects.

This was an information item; no action was taken.

7. Capital Improvement Construction Projects Progress and Change Order Report (May) [Project Committees 2 and 15]

Ms. Grant briefed the Committee on the report, with projects moving forward as planned.

This was an information item; no action was taken.

8. JBL Digester Underground Piping Upgrades Contract Award [Project Committee 2]

An open discussion ensued on the summary of bids and each of the project options. After discussing the safety issues and value engineering opportunities, the Committee agreed to recommend Option 1 with SS Mechanical's bid.

ACTION TAKEN

A motion was made by Mr. Serna and seconded by Mr. Grantham to approve the Engineering Committee to present to the Project Committee 2 Board of Directors the following items: 1) Increase the budget of Task 32263S by \$820,000 from \$806,490 to \$1,626,490; 2) Authorize execution of a construction contract award to SS Mechanical in the amount of \$1,182,241, and 3) Approve a contract contingency of \$118,250 to address any unforeseen conditions encountered during the work.

Motion carried:	Aye 2, Nay 0, Abstained 0, Absent 0
	Mr. Grantham Aye
	Mr. Serna Aye

9. JBL and CTP Facility Planning Assessment Schedules

Ms. Boone updated the Committee on the FPA schedules, noting that there will be a final draft of the CTP Regional Flow study at the next Board meeting on July 9, 2026. The Project Committee members were invited to a detailed site walk at CTP on June 22 to understand the facility's current condition and operational challenges. Ms. Boone provided positive feedback from the recent tour to Laguna Beach residents.

This was an information item; no action was taken.

10. Project Management Support Services for FY 26-27

After an open discussion on the contract extension with the flexibility of using other firms for specific projects, the Committee agreed on the contract extension with Project Partners.

ACTION TAKEN

A motion was made by Mr. Dunbar and seconded by Mr. Grantham to approve the Engineering Committee to recommend that the Board of Directors: 1) Approve a contract with Project Partners for Project Management Support Services for Fiscal Year 2026-2027 in an amount not to exceed \$200,000.

Motion carried:	Aye 5, Nay 0, Abstained 0, Absent 1
	Mr. Dunbar Aye
	Ms. Ford Aye
	Mr. McAvoy Aye
	Mr. Grantham Aye
	Mr. Serna Aye
	Mr. Rebensdorf Absent

11. As-Needed General Contractors Services for Small Capital Improvement Projects

After a brief discussion on the benefits of having a pool of reliable contractors, the Committee agreed to proceed with the as-needed general contractors services, with Ms. Grant noting the development of the RFQ that will likely go out in the next 2 weeks.

This was an information item; no action was taken.

12. Adjournment

There being no further business, Ms. Grant adjourned the meeting at 9:23 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 Engineering Committee of June 18, 2026, and approved by the Engineering Committee and received and filed by the Board of Directors of the South Orange County Wastewater Authority.

Lynda May, Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

Agenda Item

5.E.

Board of Directors Meeting

Meeting Date: November 5, 2026

TO: Board of Directors
FROM: Jim Burror, Deputy General Manager/Chief Engineer
SUBJECT: September 2026 Operations Report

Summary/Discussion

The following selected operational reports are provided monthly to the Board of Directors. The operational reports included are as follows:

1) Monthly Operational Report

This is a six (6) page overview and comparison of owner use of facilities, including influent and recycled water production. The pages include ongoing calculations used by SOCWA to bill the agencies. Other items include important statistics for regulatory compliance, visits by the public to the treatment works, and other vendor interactions. The information is broken down by facility and by member agency.

2) SOCWA Ocean Outfall Discharges by Agency

This data shows how much water is being discharged into the ocean each month and for the last 12 months. This data is presented for the agencies planning reuse projects to better understand the potential to expand water reuse in their service area.

3) Quarterly Report on Key Operational Expenses

A seven (7) page overview of monthly expenses for key operational expenses with estimated projections for the Fiscal Year. The key parameters being tracked are Electricity, Odor Control, Polymer, Biosolids, Maintenance expenses (not including SOCWA staff labor), small capital purchases, and safety.

4) Beach Ocean Monitoring Report

5) Recycled Water Report

6) Pretreatment Report

Fiscal Impact

No change.

Recommended Action:

Receive and file the Operational Reports.

Monthly Operational Report

SOCWA Operational Report September 2026

Excursion, Complaint, and Violation Events

Events	CTP	JBL	Totals
Odor	0	0	0
Noise	0	0	0
Spills	0	0	0
Violations	0	0	0
Others	0	0	0

Plant Wastewater Characteristics

Key Parameters	CTP	JBL TP1	JBL TP2	Total
Influent (mgd) (1)	2.38	8.64	0.95	11.97
Effluent (mgd)	2.39	5.59	3.00	10.98
Peak Flow (mgd)	7.61	10.31	6.66	24.58
Influent BOD (mg/l)	239	272	272	
Influent TSS (mg/l)	396	529	529	
Effluent BOD (mg/l)	5.5	7.0	9.4	
Effluent TSS (mg/l)	10.5	7.5	8.8	
Effluent Turbidity (NTU)	2.8	4.1	5.2	

(1) CTP Influent value does not include AWT backwash in this table.

Recycled Water (AWT) Operations

Key Parameters	CTP	JBL	Totals
Average Flow (mgd)	0.51		0.51
Days of Operation (days)	30		
Total Flow (million gallons)	15.16		15.16
Plant Irrigation (million gallons)	0.10	0.29	0.39
AWT Time Online (%)	97.4		

Wastewater Unit Definitions

mgd = million gallons per day

mg/l = milligram per liter also known as parts per million

NTU = Nephelometric Turbidity Units

SOCWA Operational Report September 2026 (cont'd)

Biosolids Management

Biosolids Management Site	CTP	JBL	Totals
Nursery Products (tons)		955.4	955.4
Prima Deshecha (tons)		0.0	0.0
Other: (tons)		0.0	0.0
Total Processed (tons)		955.4	955.4

Summary of Maintenance Activities

Task Type	CTP	JBL	Totals
Preventative Maintenance	156	473	629
Corrective Maintenance	4	31	35

Site Visitors

Visitor Types	CTP	JBL	Totals
Regulatory	0	0	0
Member Agency	0	0	0
Residents	0	0	0
Others	14	27	41
Tours #/Visitors	0	0	0

Grit Disposal Management

Grit & Screenings	CTP	JBL	Totals
Simi Valley Landfill (tons)	7.9	NA	7.9

Chemical and Energy Utilization

Chemical/Utility	CTP	JBL	Totals
Ferric Chloride (tons)	NA	9.5	9.5
Utility Power Purchase (kWh)	184,026	545,051	729,077
Cogen Power (kWh)		312,650	312,650
Natural Gas (Dth)	0	NA	0
Digester Gas to Engine (scf)		3,503,813	3,503,813
Digester Gas to Boiler (scf)		170,041	170,041
Digester Gas to Flares (scf)		1,511,585	1,511,585

NA = Not Available at the time this report was generated.

Wastewater Unit Definitions

kWh = kilowatt hours

Dth = Dekatherms

scf= standard cubic feet

SOCWA Operational Report September 2026 (cont'd)

Agency Flows to SOCWA Operated Treatment Plants (Including Internal Waste Streams Used for Billing)

Agency	CTP (mgd)	CTP (%)	JBL (mgd)	JBL (%)	Total (mgd)	Notes
CLB	1.293	52.51%			1.293	
EBSD	0.079	3.21%			0.079	
MNWD			1.400	14.59%	1.400	C/O SCWD
SCWD	1.090	44.28%	1.652	17.22%	2.742	
SMWD			6.541	68.19%	6.541	
Total	2.462	100.00%	9.592	100.00%	12.055	

Total Agency Outfall Flows by Outfall System-Billing Flows

Agency	SJCOO (mgd)	SJCOO (%)	ACOO (mgd)	ACOO (%)	Total (mgd)	Notes
CLB			1.29	13.69%	1.29	
EBSD			0.08	0.84%	0.08	
MNWD	1.41	11.38%	1.21	12.78%	2.61	C/O SCWD/SMWD (SJCOO) & ETWD (ACOO)
SCWD	1.82	14.75%	1.02	10.79%	2.84	
ETWD			1.34	14.17%	1.34	
IRWD			4.51	47.73%	4.51	C/O ETWD
SMWD	7.01	56.67%			7.01	
CSC	2.13	17.20%			2.13	
Total	12.36	100.00%	9.44	100.00%	21.80	

SOCWA Operational Report September 2026 (cont'd)

FY Flow/Solids Summary-Billing

Project Committee No. 2 Liquids (JBL)

Agency	Own (mgd)	Own (%)	Budget (mgd)	Budget (%)	Month (mgd)(1)	Month (%)	FY Avg to Date (mgd)	FY Avg to Date (%)
SCWD	6.75	51.92%	1.598	20.85%	1.652	17.22%	1.74	18.46%
SMWD	6.25	48.08%	4.667	60.89%	6.541	68.19%	6.27	66.65%
MNWD(3)			1.400	18.26%	1.400	14.59%	1.40	14.89%
Total	13.00	100.00%	7.665	100.00%	9.592	100.00%	9.40	100.00%

Project Committee No. 2 Solids (JBL)

Agency	Own (lbs/d)	Own (%)	Budget (lbs/d)	Budget (%)	Month (lbs/d)	Month (%)	36 Month Rol. Avg. (lbs/d) (2)	36 Month Rol. Avg. (%)
SCWD	16,055	41.62%	5,183	17.12%	5,516	16.10%	2,995	10.87%
SMWD	22,518	58.38%	19,402	64.08%	23,383	68.24%	19,308	70.10%
MNWD(3)			5,693	18.80%	5,369	15.67%	5,240	19.02%
Total	38,573	100.00%	30,278	100.00%	34,268	100.00%	27,543	100.00%

Project Committee No. 5 - San Juan Creek Ocean Outfall (SJCOO)

Agency	Own (%)	Budget (mgd)	Budget (%)	Month (mgd)	Month (%)	FY Avg to Date (mgd)	FY Avg to Date (%)
CSC	16.63%	13.300	16.63%	2.126	17.20%	2.219	18.01%
SCWD	12.46%	9.970	12.46%	1.824	14.75%	1.911	15.51%
SMWD	55.40%	44.320	55.40%	7.006	56.67%	6.745	54.76%
MNWD(4)		12.410	15.51%	1.407	11.38%	1.443	11.72%
Total	100.00%	80.000	100.00%	12.362	100.00%	12.318	100.00%

(1) Influent billing meter summary:

- CSJC is metered daily in the collection system. The area-velocity meter has an accuracy of +/- 20%.
- MNWD flows with SCWD flows are assumed to be 1.4 mgd unless Treatment Plant 3A is discharging to the sewer. If other discharges occur, they are estimated.
- SCWD flows are the summation of the DPSD and Victoria PS meters. The two metering systems have an accuracy of +/- 10%.
- The Oso Trabuco sewer is metered daily in the collection system. The flows from MNWD are subtracted from the metering data collected to determine SMWD's flows. The metering system in the collection system has an accuracy of +/- 20%.

(2) The 36-month average is the average of the past 36 months. The Use Audit is based on the last 3 Fiscal Years versus the average of the past 36 months.

(3) C/O SCWD for billing.

(4) C/O SCWD and SMWD for billing.

SOCWA Operational Report September 2026 (cont'd)

FY Flow/Solids Summary-Billing (cont'd)

Project Committee No. 15 (CTP)

Agency	Own (mgd)	Own (%)	Budget (mgd)	Budget (%)	Month (mgd)	Month (%)	FY Avg to Date (mgd)	FY Avg to Date (%)
CLB	3.64	54.33%	1.430	53.56%	1.293	52.51%	1.379	52.86%
EBSD	0.20	2.99%	0.060	2.25%	0.079	3.21%	0.076	2.93%
SCWD	2.86	42.69%	1.180	44.19%	1.090	44.28%	1.153	44.21%
Total	6.70	100.00%	2.670	100.00%	2.462	100.00%	2.608	100.00%

Project Committee No. 24 (ACOO)

Agency	Own (%)	Budget (mgd)	Budget (%)	Month Outfall Flow (mgd)	Month Outfall Flow (%)	FY Avg Outfall Flow (mgd)	FY Avg Outfall Flow (%)
CLB	11.00%	5.500	11.00%	1.293	13.69%	1.379	14.89%
EBSD	0.78%	0.390	0.78%	0.079	0.84%	0.076	0.83%
ETWD	16.30%	8.151	16.30%	1.338	14.17%	1.091	11.79%
MNWD(1)	43.85%	21.924	43.85%	1.207	12.78%	1.188	12.83%
IRWD(1)	15.76%	7.880	15.76%	4.507	47.73%	4.465	48.23%
SCWD	12.31%	6.155	12.31%	1.018	10.79%	1.058	11.43%
Total	100.00%	50.000	100.00%	9.442	100.00%	9.257	100.00%

(1) Permitted flow to the ACOO from IRWD and MNWD who are not member agencies of SOCWA.

SOCWA Operational Report September 2026 (cont'd)

Select Critical Equipment Repairs

JBL - PC2

Troubleshoot failing Primary Scum Skimmer #5 automatic controls at JBL.
Repaired failing MCC-2 odor scrubber breaker wiring at JBL.
Replaced failed 9-Side Scrubber heat-tracing wiring at JBL.
Repaired failing 9 Side Aeration bleach injection piping at JBL.
Replaced failed Godwin Pumps batteries at JBL.
Troubleshoot the failed Flare regulator solenoid at JBL.
Troubleshoot failed Sludge Recirc and Transfer Pump #4 control power at JBL.
Troubleshoot failing Centrifuge #3 bearing temperature instrumentation at JBL.
Troubleshoot failed Cogen cylinder #3 exhaust temperature sensor at JBL.
Rebuilt failed Cogen ignition components and swapped coil at JBL.
Troubleshoot failing Odor Scrubber #2 Fan noise at JBL.
Installed a new emergency generator and bypassed the failed 9-side generator.
Repaired the failed Vulcan Wash Press mounting bracket at JBL.
Troubleshoot a ground fault at the Effluent Pump Station at JBL.
Repaired failing Effluent Discharge Valve electrical connections at JBL.

CTP - PC15

Repaired failing Filter Cells air-mix valve wiring at CTP.
Troubleshoot failed CTP SCADA daily reporting programming.
Worked with SCWD to install a new fiber-cable conduit to connect the AWT to SOCWA's new fiber internet connection in the Ops Building.
Troubleshoot failed WAS Pump #1 Controller at CTP.

SOCWA Ocean Outfall Discharges by Agency

SOCWA Operational Report September 2026 (cont'd)

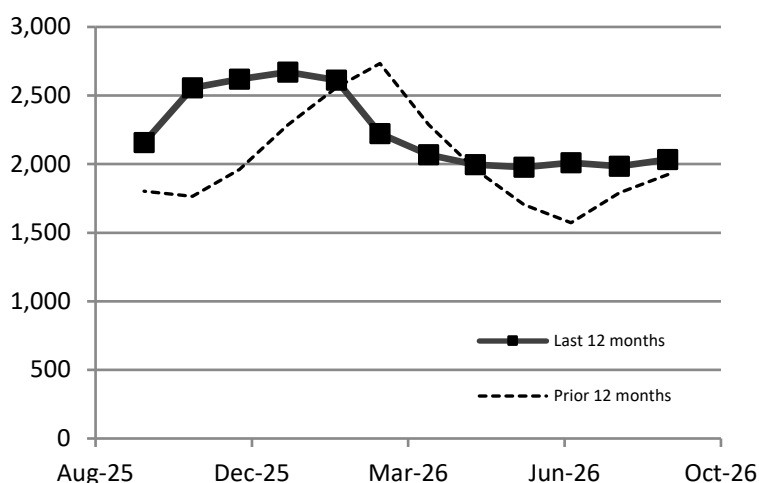
Agency	SJCOO (mgd)	SJCOO (%)	ACOO (mgd)	ACOO (%)	Total (mgd)
CLB			1.29	13.69%	1.29
EBSD			0.08	0.84%	0.08
MNWD(1)	1.41	11.38%	1.21	12.78%	2.61
SCWD	1.82	14.75%	1.02	10.79%	2.84
ETWD			1.34	14.17%	1.34
IRWD(2)			4.51	47.73%	4.51
SMWD	7.01	56.67%			7.01
CSC	2.13	17.20%			2.13
Total	12.36	100.00%	9.44	100.00%	21.80
or Acre-Feet per year equivalent					24,420

(1) C/O ETWD, SCWD & SMWD

(2) C/O ETWD

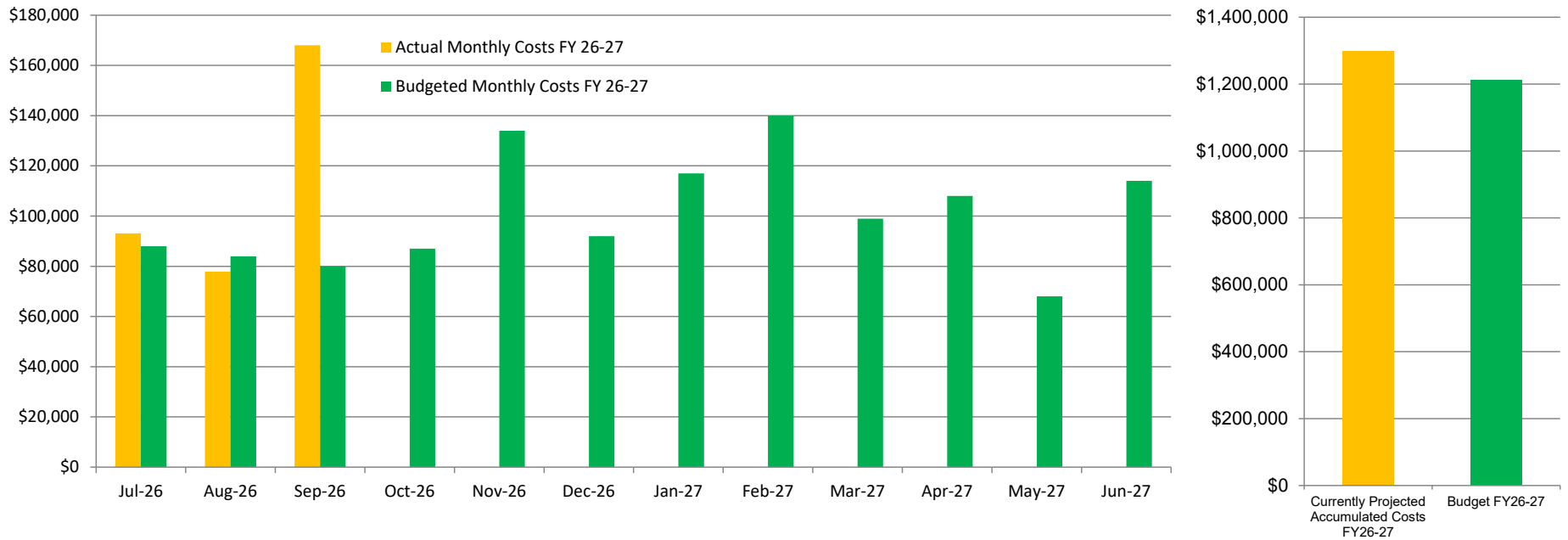
12-Month Running Total Discharge to Ocean Outfalls (AF)

Sep-26	2,034
Aug-26	1,984
Jul-26	2,010
Jun-26	1,978
May-26	1,995
Apr-26	2,068
Mar-26	2,222
Feb-26	2,613
Jan-26	2,671
Dec-25	2,620
Nov-25	2,557
Oct-25	2,157
Total	26,910



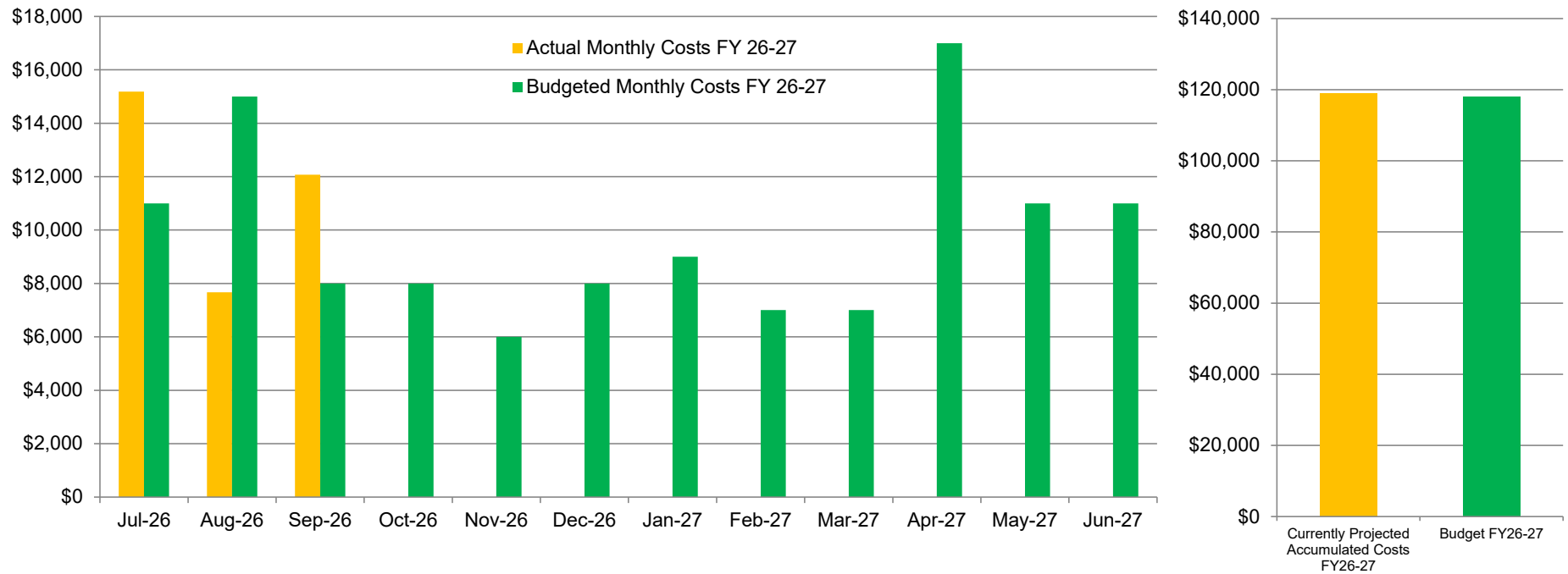
Quarterly Report on Key Operational Expenses

Electricity (5002) Costs



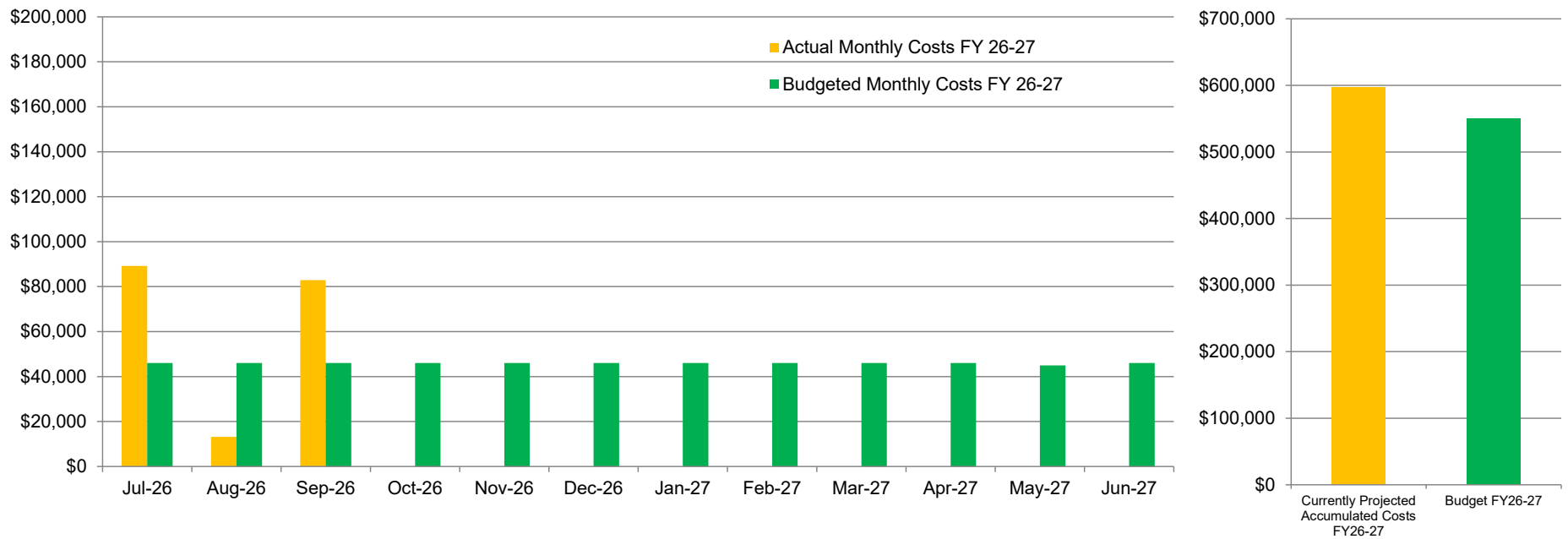
	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Currently Projected Accumulated Costs FY26-27	\$1,298,009
Actual Monthly Costs FY 26-27	\$93,076	\$77,918	\$168,016										Budget FY26-27	\$1,211,000
Budgeted Monthly Costs FY 26-27	\$88,000	\$84,000	\$80,000	\$87,000	\$134,000	\$92,000	\$117,000	\$140,000	\$99,000	\$108,000	\$68,000	\$114,000	Currently Projected Under(+)/Over (-) Budget	-\$87,009

Odor Control (5009) Costs



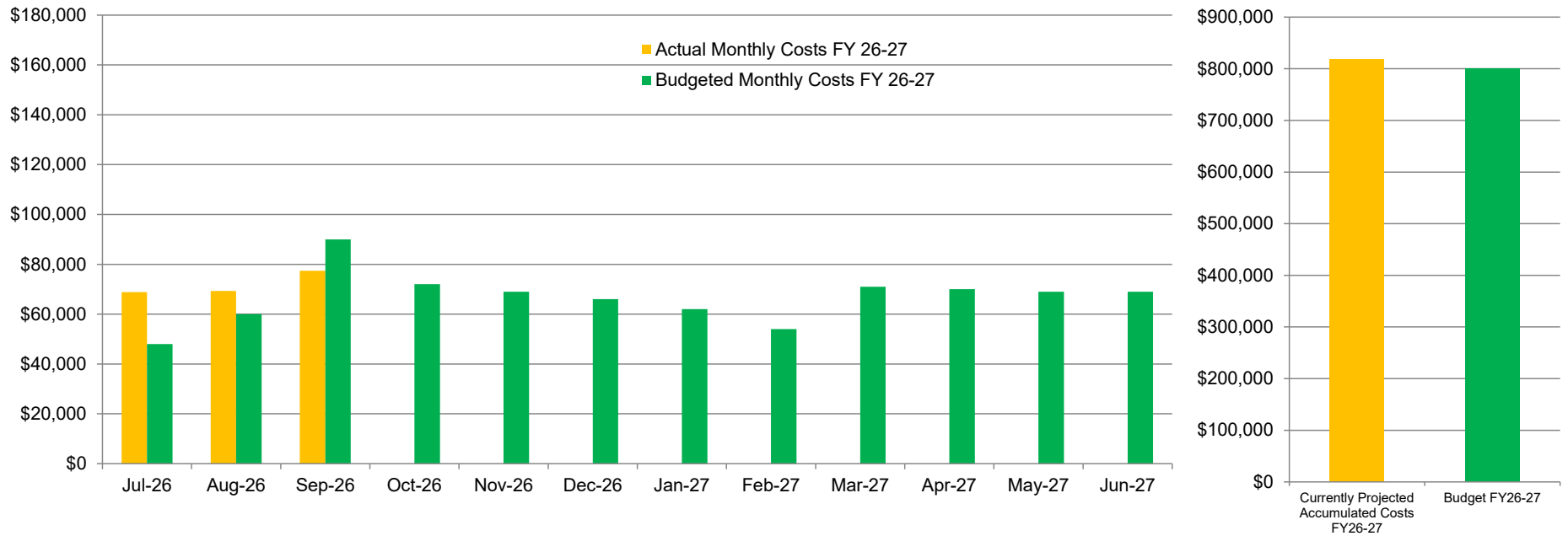
	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Currently Projected Accumulated Costs FY26-27	\$118,923
Actual Monthly Costs FY 26-27	\$15,180	\$7,667	\$12,076										Budget FY26-27	\$118,000
Budgeted Monthly Costs FY 26-27	\$11,000	\$15,000	\$8,000	\$8,000	\$6,000	\$8,000	\$9,000	\$7,000	\$7,000	\$17,000	\$11,000	\$11,000	Currently Projected Under(+)/Over (-) Budget	-\$923

Polymer (5007) Costs



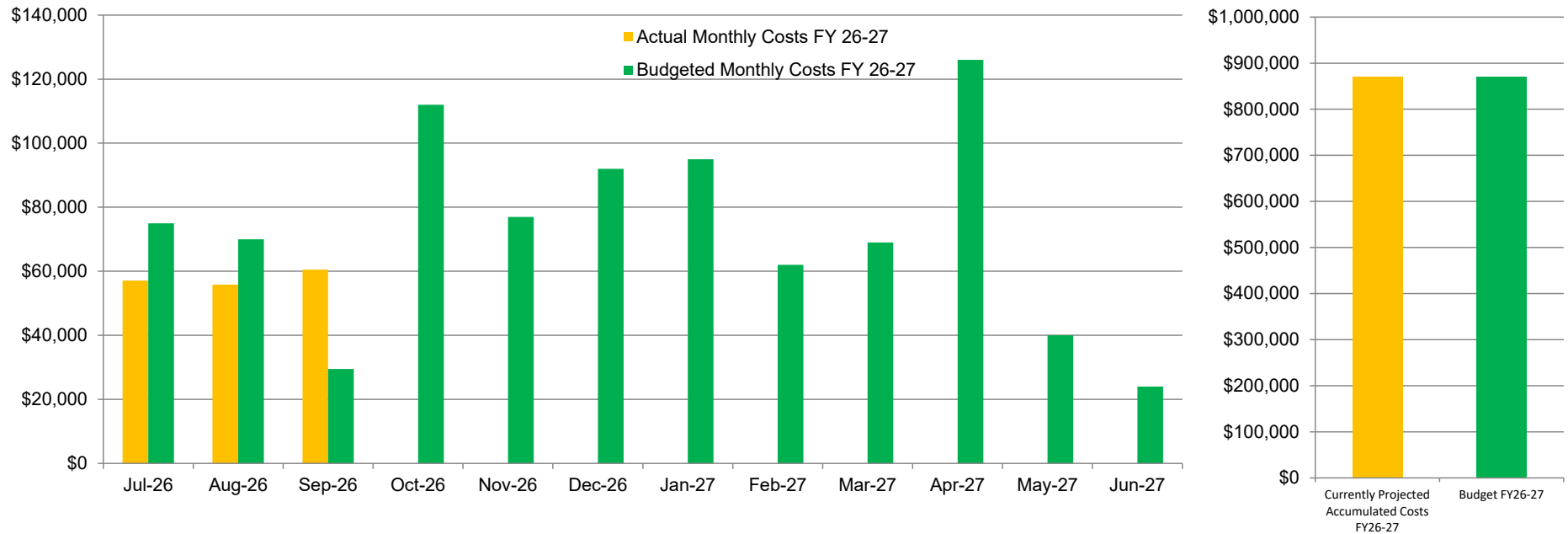
	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Currently Projected Accumulated Costs FY26-27	\$597,321
Actual Monthly Costs FY 26-27	\$89,226	\$13,180	\$82,915										Budget FY26-27	\$550,000
Budgeted Monthly Costs FY 26-27	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$45,000	\$46,000	Currently Projected Under(+)/Over (-) Budget	-\$47,321

Biosolids (5049) Costs



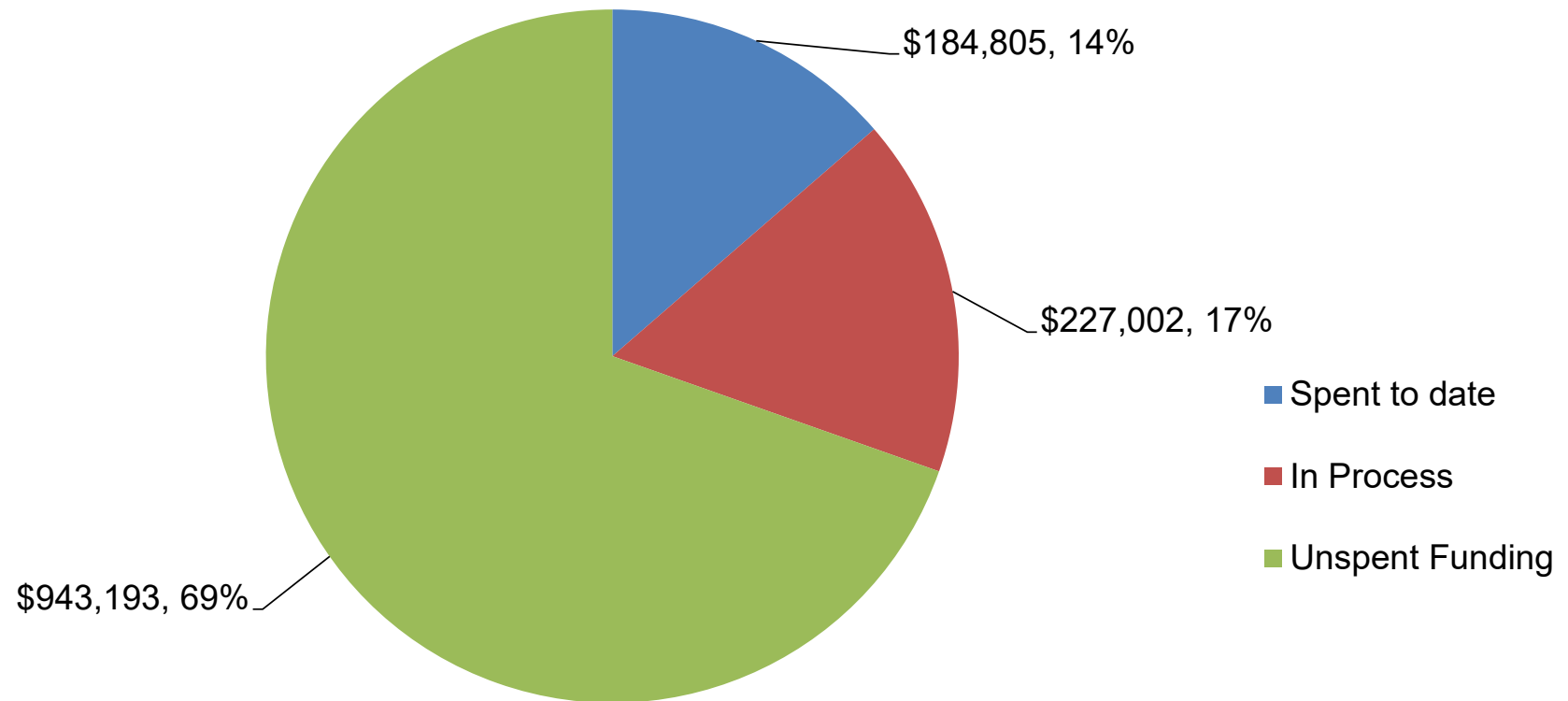
	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Currently Projected Accumulated Costs FY26-27	
Actual Monthly Costs FY 26-27	\$68,805	\$69,347	\$77,445										Budget FY26-27	\$800,000
Budgeted Monthly Costs FY 26-27	\$48,000	\$60,000	\$90,000	\$72,000	\$69,000	\$66,000	\$62,000	\$54,000	\$71,000	\$70,000	\$69,000	\$69,000	Currently Projected Under(+)/Over (-) Budget	-\$17,598

Maintenance Repair (5056 to 5060) Costs



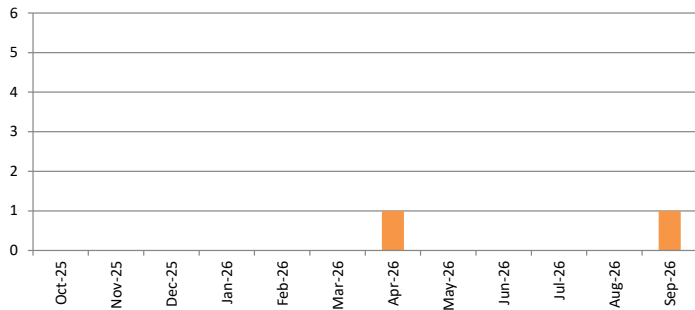
	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Currently Projected Accumulated Costs FY26-27	\$870,486
Actual Monthly Costs FY 26-27	\$57,077	\$55,871	\$60,538										Budget FY26-27	\$871,500
Budgeted Monthly Costs FY 26-27	\$75,000	\$70,000	\$29,500	\$112,000	\$77,000	\$92,000	\$95,000	\$62,000	\$69,000	\$126,000	\$40,000	\$24,000	Currently Projected Under(+) / Over (-) Budget	\$1,014

FY26-27 Small Internal Capital Costs



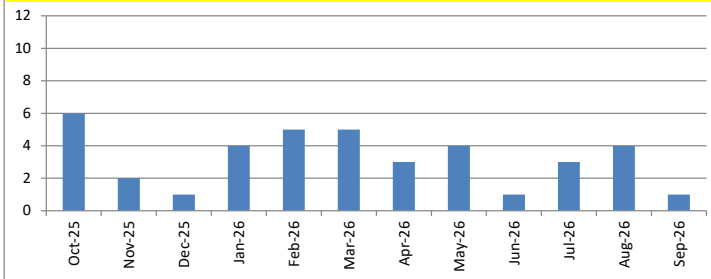
SOCWA SAFETY UPDATE - SEPTEMBER 2026

OSHA RECORDABLE INJURIES



	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
OSHA RECORDABLE INJURIES	0	0	0	0	0	0	1	0	0	0	0	1

NEAR MISS REPORTS



	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
NEAR MISS REPORTS	6	2	1	4	5	5	3	4	1	3	4	1

Updated: 10/5/2026

SAFETY TRAINING

TRAINING TOPIC	ATTENDANCE
Sept '26 - G-191 Emergency Training / Emergency Tabletop Training Exercise / Power Outage Shutdown Drill	100%
Aug '26 - Annual Confined Space Entry Rescue Refresher / Initial Confined Space Awareness Training	100%
July '26 - Annual Workplace Violence Training (provided by internal trainer)	90%
June '26 - HAZWOPER Refresher / Fire Extinguisher Training / Forklift Training (internal trainer)	90%
May '26 - Initial 24-Hour HAZWOPER Trainings / Annual Fire Extinguisher Inspection & Certification	100%
Apr '26 - Annual Indoor and Outdoor Heat Illness Training (provided by internal trainer)	100%
Feb '26 Annual Bloodborne Pathogens Training (provided by internal trainer)	99%
Jan '26 Aerial Lift Instructor Training and Employee Training (provided by internal trainer)	90%
Dec '25 Annual Distracted and Defensive Driving Training with CHP	95% (includes online training)
Oct '25 Annual Audiometric Hearing Testing/Annual Respirator Fit Testing	100%
Sept '25 - CPR/First Aid/AED Certification (provided by in-house CPR Certified Instructor)	100%
May '25 - Emergency Tabletop Training Exercise, Fire Extinguisher Use Training, Forklift Train the Trainer Training	95%
Oct '24 - Workplace Violence/De-Escalation, Annual Confined Space Entry Rescue, CPR-FA-AED Training	90%
Sept '23 - Annual Respirator Fit Testing and Initial Confined Space Entry Rescue Training	100%
May '23 - Emergency Tabletop Training Exercises and Fire Extinguisher Use Training	90% (of all SOCWA Employees)
Mar '23 - Emergency PA System Use Training / Additional ICS Training	90%
Nov '22 - Hearing Testing/Confined Space Entry Rescue Training/Supervisor Safety Training	95%
June '22 - Active Shooter/Workplace Violence Training and SPCCP Spill Training	95% (of all SOCWA Employees)
Oct '21 - Annual Hearing Testing, Wildfire Safety/Smoke Training, Respirator Fit Testing	100%
Sept '21 - Annual BBP Training and Lifting Safety Training (with CSRMA, remotely)	90%
Aug '21 - Confined Space Rescue Refresher and Electrical Safety in the Workplace	100%
Oct '19 - Fall Protection Training, Additional ICS Training, and Spill Training	90%
Sept '19 - Wildland Fire Training and CPR/First Aid/AED Training	90%
Aug '19 - Initial Confined Space Entry Rescue and Additional Active Shooter Training	95%
September '18 - Silica Safety Training / October '18 - Crane Safety	100%
Aug '18 - Fire Awareness Safety for Field Personnel and Lockout/Tagout Training	100% (all SOCWA employees)
Jan '18 - Respiratory PPE Training/Fit Testing and Additional ICS Training	90%
Sept '17 - Active Shooter/Workplace Violence Training	100%
May '17 - Safety Culture Training & July/Aug '17 - Spill Response Training (hands on)	100%
Mar '17 - Fall Protection Training and CPR/First Aid/AED Training	100%
Jan '17 - Lockout/Tagout Training and Confined Space Rescue Practice/Training	100%
Oct '16 - Confined Space Awareness/Entry Rescue Training and Forklift Training	100%
May '16 - Entry Level NIMS/ICS Training at SOCWA and Heat Illness Training	100%
Feb '16 - Biomechanics/Ergonomics Training (CSRMA) and Bloodborne Pathogens Training	100%
Oct '15 and Jan '16 - Initial Confined Space Entry Rescue Training (3-day trainings)	100%
Aug '15 - Fire Prevention for Water Utility Field Staff & Disaster Cost Recovery Training	100%
July '15 - Additional NIMS/ICS Training, Attend Water and Power Resiliency Workshop	Ongoing
June '15 - Initial Confined Space Awareness and Non-Entry Rescue Training	100%

Beach / Ocean Monitoring Report

ALISO CREEK OCEAN OUTFALL MONITORING REPORT

September 2026

DATE	IRWD LOS ALISOS WRP				EL TORO WRP				SOCWA REGIONAL PLANT				SOCWA COASTAL PLANT				IRWD IDP	IRWD SGU	SCWD ACWRF	ACOO	Rain
	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	FLOW MGD	FLOW MGD	FLOW MGD	Fall inches
09/01/26	3.349	9.0	2.8	<0.1	0.981	6.8	4.0	2.5	1.050	4.2	<2.0	<0.1	3.003	4.5	3.7	<0.1	0.447	0.385	0.129	9.344	0.00
09/02/26	2.729	7.6	<2.4	<0.1	0.605	11.1	4.6	<0.1	0.69	3.6	<2.0	<0.1	2.513	6.7	4.0	<0.1	0.446	0.503	0.138	7.624	0.00
09/03/26	3.708	7.7	<2.4	<0.1	0.830	9.3	3.3	<0.1	0.460	3.2	<2.0	<0.1	2.440	1.7	2.3	<0.1	0.447	0.497	0.111	8.493	0.00
09/04/26	3.695	8.4	<1.9	<0.1	0.570	5.9	1.8	0.1	0.570	4.0	<2.0	<0.1	2.392	1.5	2.6	<0.1	0.447	0.498	0.141	8.313	0.00
09/05/26	3.693	7.8		0.1	1.034	8.0	3.3	0.1	0.520	2.8	<2.0	<0.1	2.381	2.1	2.4		0.447	0.496	0.081	8.652	0.00
09/06/26	3.702	7.8	<2.4	<0.1	3.170	5.2	2.4	<0.1	0.460	3.3	<2.0	<0.1	2.599	2.8	1.9	<0.1	0.447	0.494	0.087	10.959	0.08
09/07/26	3.720	8.0	<1.8	<0.1	1.406	7.6		0.1	2.570	5.6	2.1	<0.1	2.706	3.4	2.0	<0.1	0.447	0.492	0.157	11.498	0.00
09/08/26	3.626	7.9	2.9	<0.1	3.911	6.5	3.3	0.1	1.450	3.3	1.0	<0.1	2.726	4.3	3.5	<0.1	0.447	0.491	0.148	12.799	0.00
09/09/26	3.591	7.5	<2.1	<0.1	1.354	13.6	3.6	0.1	0.640	4.7	<2.0	<0.1	2.550	3.8	3.8	<0.1	0.447	0.490	0.135	9.207	0.00
09/10/26	3.578	6.2	<1.9	<0.1	0.702	9.4	3.8	<0.1	0.700	2.8	1.8	<0.1	2.319	4.9	5.1	0.1	0.442	0.485	0.149	8.375	0.00
09/11/26	3.523	6.4	<1.9	<0.1	0.561	9.0	3.7	0.1	0.590	1.6	<2.0	<0.1	2.445	10.3	6.1	<0.1	0.447	0.487	0.110	8.163	0.00
09/12/26	3.570	6.7		<0.1	0.553	11.9	4.0	0.1	0.650	2.6	<2.0	<0.1	2.560	6.4	6.0		0.447	0.485	0.180	8.445	0.00
09/13/26	3.535	6.0	<1.8	0.1	2.450	5.0	1.0	<0.1	0.370	2.2	<2.0	<0.1	2.600	5.1	4.0	<0.1	0.446	0.484	0.086	9.971	0.00
09/14/26	3.538	6.0	<1.8	<0.1	0.594	4.3		0.1	1.540	5.7	2.1	<0.1	2.638	10.8	4.8	<0.1	0.447	0.483	0.009	9.249	0.00
09/15/26	3.546	6.0	<2.0	<0.1	0.592	7.3	2.9	0.1	0.630	4.5	<2.0	<0.1	2.670	9.3	5.1	<0.1	0.451	0.482	0.107	8.478	0.00
09/16/26	3.672	6.1	<2.0	0.1	1.580	7.6	2.7	0.1	0.990	4.8	2.0	<0.1	2.083	7.5	4.5	<0.1	0.452	0.481	0.133	9.391	0.00
09/17/26	3.701	6.0	<1.9	0.1	0.708	8.8	3.0	0.1	0.460	4.0	1.6	<0.1	2.428	6.2	4.8	<0.1	0.453	0.480	0.119	8.349	0.00
09/18/26	3.701	6.0	<1.9	0.1	1.464	10.5	3.1	<0.1	0.400	7.2	2.9	<0.1	2.455	7.5	4.5	<0.1	0.453	0.480	0.144	9.097	0.00
09/19/26	3.704	5.5		0.1	1.455	8.2	7.0	<0.1	0.300	2.6	<2.0		2.404	5.7	19.3		0.452	0.479	0.132	8.926	0.00
09/20/26	3.688	5.3	<1.8	0.1	1.429	5.1	2.3	<0.1	0.510	4.0	<2.0	<0.1	2.261	8.8	6.4	<0.1	0.453	0.479	0.027	8.847	0.00
09/21/26	3.704	5.8	<1.8	<0.1	0.820	3.6		<0.1	1.530	5.4	<2.0	<0.1	2.442	8.6	7.6	<0.1	0.449	0.478	0.136	9.559	0.00
09/22/26	3.613	5.4	<2.0	<0.1	1.176	7.3	1.6	<0.1	0.550	4.0	<2.0	<0.1	2.467	11.1	7.6	<0.1	0.452	0.478	0.138	8.874	0.00
09/23/26	3.641	4.8	<2.0	0.1	1.913	9.6	2.5	2.5	1.120	6.8	5.3	<0.1	2.442	6.9	7.4	<0.1	0.452	0.465	0.093	10.126	0.00
09/24/26	3.646	4.5	<2.0	<0.1	1.269	3.0	5.7	0.1	7.110	16.5	9.7	<0.1	1.781	9.6	6.1	<0.1	0.452	0.441	0.150	14.849	0.00
09/25/26	3.646	4.2	<2.0	0.1	0.922	11.2	3.6	0.1	7.050	13.0	7.9	<0.1	1.265	102.5	11.8	<0.1	0.453	0.432	0.153	13.921	0.00
09/26/26	3.640	<5.0		0.1	1.729	5.0	2.5	0.1	0.730	6.8	2.3	0.1	1.118	25.4	6.9		0.452	0.431	0.142	8.242	0.00
09/27/26	3.623	3.7	<1.8	0.1	1.787	4.1	1.9	<0.1	0.450	3.6	<2.0	<0.1	1.760	12.1	6.9	<0.1	0.452	0.431	0.004	8.507	0.00
09/28/26	3.616	5.4	<1.8	0.1	3.154	4.2		<0.1	0.890	3.5	<2.0	<0.1	1.637	11.8	5.6	<0.1	0.453	0.431	0.000	10.181	0.00
09/29/26	3.480	5.2	<2.0	<0.1	0.723	5.7	3.3	<0.1	0.710	4.6	<2.0	<0.1	1.792	7.3	4.3	<0.1	0.426	0.430	0.000	7.561	0.00
09/30/26	3.415	3.3	<2.0	0.1	0.690	13.4	3.3	<0.1	0.520	3.9	<2.0	<0.1	1.691	5.4	2.9	<0.1	0.451	0.481	0.000	7.248	0.00
AVG	3.586	6.2	2.0	<0.1	1.338	7.6	3.2	<0.3	1.207	4.8	2.6	<0.1	2.286	10.5	5.5	<0.1	0.449	0.472	0.105	9.442	
TOTAL	107.59				40.13				36.21				68.57				13.46	14.15	3.139	283.25	0.08

Unified Beach Monitoring

#1

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1 2026
 SAMPLE SOURCE: Surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: Low Tide 06:01

Weather: Clear

COMMENTS: A8: Sampled ~ 50 ft north due to not being accessible

STA#	DATE	TIME	Total	Fecal	Entero-	Material of Sewage				Water	H2O	Water	Water	
			Coliform	Coliform	coccus	Origin		Oil &	Odor					
			CFU/100ml	CFU/100ml	CFU/100ml	Onshore	Offshore	Grease						
			SM9222B	SM9222D	EPA 1600					Color	Temp(F)	Condition	Outlet	Birds
S3	09/02/26	11:01	<10	<10	<2	None	None	None	None	Green	73	Clear	Flowing	
S4	09/02/26	10:40	50	20	6	None	None	None	None	Green		Clear		
S5	09/02/26	10:16	10	<10	20	None	None	None	None	Green		Clear		
S6	09/02/26	09:53	40	30	10	None	None	None	None	Green		Clear		
WEST	09/02/26	09:51	<10	<10	6	None	None	None	None	Green		Clear		
S7	09/02/26	09:44	<10	10	2	None	None	None	None	Green		Clear		
S8	09/02/26	09:11	30	100	6	None	None	None	None	Green		Clear		
S9	09/02/26	09:08	20	<10	10	None	None	None	None	Green		Clear		
ACM1	09/02/26	09:04	10	10	6	None	None	None	None	Green		Clear		
S10	09/02/26	08:51	10	<10	<2	None	None	None	None	Green		Clear		
S11	09/02/26	08:46	<10	<10	<2	None	None	None	None	Green		Clear		
S12	09/02/26	08:36	<10	<10	6	None	None	None	None	Green		Clear		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#2

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1, 2026
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 09:18

Weather: Clear

COMMENTS:

STA#	DATE	TIME	Total Coliform	Fecal Coliform	Entero- coccus	Material of Sewage		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			CFU/100ml SM9222B	CFU/100ml SM9222D	CFU/100ml EPA 1600	Onshore	Offshore							
S3	09/10/26	08:38	<10	<10	<2	None	None	None	None	Green	72	Clear		
S4	09/10/26	11:10	10	<10	4	None	None	None	None	Green		Clear		
S5	09/10/26	10:45	<10	<10	2	None	None	None	None	Green		Clear		
S6	09/10/26	10:30	<10	<10	<2	None	None	None	None	Green		Clear		
WEST	09/10/26	10:10	<10	<10	<2	None	None	None	None	Green		Clear		
S7	09/10/26	10:05	10	<10	2	None	None	None	None	Green		Clear		
S8	09/10/26	10:00	<10	<10	<2	None	None	None	None	Blue		Clear		
S9	09/10/26	09:45	<10	<10	6	None	None	None	None	Green		Clear		
ACM1	09/10/26	09:40	<10	<10	<2	None	None	None	None	Green		Clear		
S10	09/10/26	09:35	100	<10	2	None	None	None	None	Green		Clear		
S11	09/10/26	09:30	<10	<10	2	None	None	None	None	Green		Clear		
S12	09/10/26	09:20	<10	<10	<2	None	None	None	None	Green		Clear		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100m

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1, 2026
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: Low Tide 04:51

Weather: Overcast

COMMENTS: S8: Collected about 20 ft upstream due to high tide

STA#	DATE	TIME	Total Coliform CFU/100ml	Fecal Coliform CFU/100ml	Entero- coccus CFU/100ml	Material of Sewage Origin		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D	EPA 1600	Onshore	Offshore							
S3	09/17/26	10:55	<10	<10	<2	None	None	None	None	Blue	77	Clear		1
S4	09/17/26	10:35	20	10	6	None	None	None	None	Blue		Clear		
S5	09/17/26	10:13	<10	<10	<2	None	None	None	None	Blue		Clear		
S6	09/17/26	09:53	<10	<10	4	None	None	None	None	Blue		Clear		
WEST	09/17/26	09:47	<10	<10	<2	None	None	None	None	Blue		Clear		
S7	09/17/26	09:38	<10	<10	<2	None	None	None	None	Blue		Clear		
S8	09/17/26	09:08	<10	100	<2	None	None	None	None	Blue		Slightly Turbid		
S9	09/17/26	09:04	50	20	<2	None	None	None	None	Blue		Slightly Turbid		
ACM1	09/17/26	08:58	10	10	2	None	None	None	None	Blue		Slightly Turbid		
S10	09/17/26	08:51	20	<10	2	None	None	None	None	Blue		Clear		
S11	09/17/26	08:43	40	<10	20	None	None	None	None	Blue		Clear		
S12	09/17/26	08:35	30	40	4	None	None	None	None	Blue		Clear		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#4

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1, 2026
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 07:40

Weather: Overcast

COMMENTS:

STA#	DATE	TIME	Total	Fecal	Entero-	Material of Sewage		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			Coliform	Coliform	coccus	Origin								
			CFU/100ml	CFU/100ml	CFU/100ml	Onshore	Offshore							
S3	09/21/26	10:18	20	<10	6	None	None	None	None	Green	73	Clear		
S4	09/21/26	10:06	10	<10	2	None	None	None	None	Green		Clear		
S5	09/21/26	09:59	<10	<10	2	None	None	None	None	Green		Clear		
S6	09/21/26	09:44	<10	<10	20	None	None	None	None	Green		Clear		
WEST	09/21/26	09:40	<10	<10	<2	None	None	None	None	Green		Clear		
S7	09/21/26	09:34	<10	<10	4	None	None	None	None	Green		Clear		
S8	09/21/26	09:27	<10	<10	<2	None	None	None	None	Green		Clear		
S9	09/21/26	09:22	10	<10	<2	None	None	None	None	Green		Clear		
ACM1	09/21/26	09:12	20	10	6	None	None	None	None	Green		Clear		
S10	09/21/26	09:00	20	<10	4	None	None	None	None	Green		Clear		
S11	09/21/26	08:54	<10	<10	<2	None	None	None	None	Green		Clear		
S12	09/21/26	08:49	<10	<10	<2	None	None	None	None	Green		Clear		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Water Quality Sample Station Map – Aliso Creek Ocean Outfall



Aliso Creek Ocean Outfall

Unified Beach Water Quality Monitoring Stations

SOCWA's NPDES discharge permit requires participation in the South Orange County Unified Beach Water Quality Monitoring Program. The monitoring stations below are tested by SOCWA at least once per week for Total and Fecal Coliform and Enterococcus Bacteria.

Station	Location
S3	Three Arch Bay Beach; 10,000' down-coast from ACOO
S4	Ninth Street-1000 Steps; 5,000' down-coast from ACOO
S5	Laguna Lido Beach; 4,000 down-coast from ACOO
West	West Street Drain; 2,000' down-coast from ACOO
S6	Table Rock Beach; 3,000' down-coast from ACOO
S7	Camel Point Beach; 2,000' down-coast from ACOO
S8	Aliso Beach south; 1,000' down-coast from ACOO
S9	Aliso Beach middle; at ACOO
ACM1	Aliso Beach at Aliso Creek Outlet
S10	Aliso Beach north; 1,000' up-coast of ACOO
S11	Treasure Island Beach; 2,000' up-coast of ACOC
S12	Goff Island Beach; 3,000' up-coast of ACOO

MONITORING REPORT

Off Shore Stations

South Orange County Wastewater Authority

DISCHARGE: Aliso Creek Ocean Outfall

Report For: September 2026

Report Frequency: Monthly

Report Due: November 1, 2026

Sample Source: Receiving water, nearshore and offshore

Sampling Frequency: Monthly

Exact Sample Points: As specified in permit

Type of Sample: Grab

Samples Collected By: Seaventures/SOCWA staff

Tide: High Tide 11:41

Samples Analyzed By: SOCWA Lab

Comments:

Sta No.	Sample Depth	Sample Date	Total Coliform CFU/100ml SM9222B	Fecal Coliform CFU/100ml SM9222D	Entero-coccus CFU/100ml EPA 1600	Sample Time	Oil & Grease	Sewage Debris	0 - None 1 - Mild 2 - Moderate 3 - Severe
A-1	Surface	09/15/26	<2	<2	2	11:36	0	0	
A-1	Mid depth	09/15/26	<10	<10	<10				
A-2	Surface	09/15/26	<2	<2	<2	11:27	0	0	
A-2	Mid depth	09/15/26	<10	<10	<10				
A-3	Surface	09/15/26	<2	<2	<2	11:47	0	0	
A-3	Mid depth	09/15/26	<10	<10	<10				
A-4	Surface	09/15/26	<2	<2	<2	11:55	0	0	
A-4	Mid depth	09/15/26	<10	<10	<10				
A-5	Surface	09/15/26	<2	<2	<2	11:42	0	0	
A-5	Mid depth	09/15/26	<10	<10	<10				
B-1	Surface	09/15/26	<2	<2	2	11:15	0	0	
B-1	Mid depth	09/15/26	<10	<10	<10				
B-2	Surface	09/15/26	<2	<2	<2	12:05	0	0	
B-2	Mid depth	09/15/26	<10	<10	<10				
N1	Surface	09/15/26	<2	<2	4	12:39	0	0	
N2	Surface	09/15/26	2	<2	<2	12:36	0	0	
N3	Surface	09/15/26	<2	<2	<2	12:34	0	0	
N4	Surface	09/15/26	<2	4	32	12:31	0	0	
N5	Surface	09/15/26	<2	<2	<2	12:24	0	0	
N6	Surface	09/15/26	<2	<2	<2	12:20	0	0	
N7	Surface	09/15/26	<2	<2	<2	12:16	0	0	

REQUIREMENT: (1) Floating particulates and grease and oil shall not be visible. (2) The discharge of waste shall not cause aesthetically undesirable discoloration of the ocean surface.

Receiving Water Limitations: (1)30-Day geometric mean of fecal coliform density not to exceed 200CFU/100 mL

calculated based on the five most recent samples from each site (2)single sample max not to exceed 400 CFU/100mL

(3) Enterococcus 6-week rolling geometric mean not to exceed 30 CFU/100 mL, calculated weekly. (4) Statistical threshold value (STV)

of 110 CFU/100 mL for enterococcus not to be exceeded by more than 10% of samples collected in a calendar month, calculated

in a static manner

**Compliance Summary Report
Aliso Creek Ocean Outfall September 2026**

ACOO Permit Order No. R9-2022-0006							
Agency - Facility	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Potential Fine
There were no water quality violations during this reporting period.							



SOCWA and MEMBER AGENCY FACILITIES
ACOO Spill / Overflow Report Log - September 2026
No. R9-2022-0006 ~ NPDES Permit No. CA0107611

Order

Reporting Agency	Responsible Agency	Estimated Volume (Gallons)	Type of Discharge	Location/Comments	Receiving Waters	Date Reported To State	Date Resolved
ETWD	ETWD	323,940	Secondary Treated Wastewater	On September 1, 2026 at approximately 1400 a contractor performing boring activities, bored into the secondary treated water ocean outfall line. The entire spill volume remained on-site and was recovered via Vactor trucks and solids trailer. The spill ended on September 1, 2026 at approximately 1600. Boring will not take place until all underground lines are potholed and confirmed.	none	9/3/2026	9/1/2026

SAN JUAN CREEK OCEAN OUTFALL MONITORING REPORT

September 2026

DATE	J.B. LATHAM FACILITY				SAN CLEMENTE WRP				SMWD CHIQUITA WRP				3-A PLANT				CSJC Desalter	SCWD Desalter	SJCOO	Rain Fall
	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	FLOW MGD	FLOW MGD	inches
09/01/26	8.840	7.7	6.5	<0.1	2.050	5.7	7.7	<0.1	0.000				No Flow	3.6	2.4	<0.1	0.427	0.157	12.280	0.00
09/02/26	8.600	10.3	5.9	<0.1	2.530	5.4	4.8	<0.1	0.021	1.4	3.4	<0.1	No Flow	2.6	2.8	<0.1	0.456	0.194	11.470	0.00
09/03/26	8.690	6.1	4.2	<0.1	2.320	5.4	4.0	<0.1	0.000				No Flow	2.5	2.1	<0.1	0.457	0.177	11.530	0.00
09/04/26	8.320	7.4	4.6	<0.1	1.670	5.7	5.3	0.2	0.000				No Flow	2.2	2.4	<0.1	0.453	0.173	11.700	0.00
09/05/26	8.610	9.8	11.1		2.280				0.000				0.001				0.450	0.176	10.720	0.00
09/06/26	8.640	11.6	8.7	<0.1	1.440	6.8	6.3		0.000				No Flow	4.1	4.1	<0.1	0.450	0.174	10.830	0.08
09/07/26	8.540	10.3	8.3	<0.1	2.100	9.5	6.9	<0.1	0.000				No Flow	4.8	3.6	<0.1	0.450	0.131	10.920	0.00
09/08/26	9.260	18.3		<0.1	2.470	7.4	7.1	0.1	0.000				No Flow	5.8	4.7	<0.1	0.448	0.168	11.120	0.00
09/09/26	9.100	6.3	6.8	<0.1	2.430	6.3	5.1	0.1	0.019	1.6	4.4	<0.1	0.002	4.0	3.1	<0.1	0.449	0.175	12.010	0.00
09/10/26	8.790	6.0	6.5	0.1	1.220	6.9	5.6	0.2	0.000				No Flow	4.8	4.1	<0.1	0.448	0.171	11.430	0.00
09/11/26	8.830	7.2	6.6	<0.1	1.920	7.7	4.5	0.1	0.000				No Flow	4.6	4.0	<0.1	0.455	0.175	11.060	0.00
09/12/26	8.890	6.1	7.8		2.390				0.000				0.018				0.445	0.175	11.060	0.00
09/13/26	8.970	9.9	5.6	<0.1	2.380	6.2	4.1		0.000				0.007	4.3	3.8	<0.1	0.457	0.172	12.310	0.00
09/14/26	8.940	9.9	11.3	0.1	2.260	7.2	5.1	<0.1	0.000				No Flow	5.6	5.9	<0.1	0.399	0.175	11.120	0.00
09/15/26	8.970	7.0	7.6	<0.1	2.470	7.4	4.5	<0.1	0.000				No Flow	6.9	5.5	<0.1	0.482	0.174	11.740	0.00
09/16/26	8.680	7.9	5.6	<0.1	2.270	5.0	3.2	0.2	0.040	1.8	4.0	<0.1	No Flow	5.2	4.6	<0.1	0.459	0.171	11.720	0.00
09/17/26	8.540	5.6	6.7	0.9	2.310	5.2	3.6	0.1	0.000				No Flow	3.4	3.4	<0.1	0.458	0.174	11.190	0.00
09/18/26	8.690	7.3	6.3	0.2	1.970	6.0	4.4	0.2	0.000				No Flow	5.7	3.9	<0.1	0.450	0.175	11.210	0.00
09/19/26	8.580	5.7	20.2		1.800				0.000				No Flow				0.457	0.173	11.120	0.00
09/20/26	8.720	8.9	6.9	<0.1	1.960	5.4	5.9		0.000				No Flow	4.5	3.9	<0.1	0.450	0.176	10.790	0.00
09/21/26	8.890	8.7	8.6	<0.1	2.090	7.2	5.4	<0.1	0.000				No Flow	4.4	3.7	<0.1	0.457	0.166	11.040	0.00
09/22/26	8.720	5.8	7.0	<0.1	2.060	7.2	8.0	<0.1	0.000				0.003	6.5	4.5	<0.1	0.468	0.174	11.540	0.00
09/23/26	8.750	3.0	5.1	<0.1	1.990	7.0	9.4	<0.1	0.007	1.9	3.3	<0.1	No Flow	4.2	4.7	<0.1	0.458	0.174	11.230	0.00
09/24/26	8.770	8.0	7.7	<0.1	2.010	7.2	12.5	<0.1	0.003	2.4	4.0	<0.1	No Flow	4.6	12.0	<0.1	0.439	0.175	11.180	0.00
09/25/26	8.750	3.8	5.6	<0.1	2.470	7.0	12.8	<0.1	0.000				No Flow	3.8	5.7	<0.1	0.414	0.173	11.300	0.00
09/26/26	8.820	5.3	6.7		2.040				0.000				0.119				0.430	0.175	11.530	0.00
09/27/26	8.970	9.9	7.7	<0.1	2.250	4.7	4.1		0.000				0.007	5.3	5.1	<0.1	0.454	0.172	11.140	0.00
09/28/26	9.070	12.3	10.5	<0.1	2.690	5.3	3.2	<0.1	0.000				No Flow	4.5	5.6	<0.1	0.613	0.174	11.740	0.00
09/29/26	8.990	6.8	8.1	<0.1	1.620	5.6	3.7	<0.1	0.043	3.3	4.6	<0.1	0.025	4.0	5.4	<0.1	0.588	0.175	12.190	0.00
09/30/26	8.810	4.7	8.0	<0.1	2.310	4.3	6.0	<0.1	0.011	1.0	4.3	<0.1	0.013	2.5	4.2	<0.1	0.479	0.174	11.510	0.00
AVG	8.791	7.9	7.7	<0.1	2.126	6.3	5.9	<0.1	0.005	1.9	4.0	<0.1	0.007	4.4	4.4	<0.1	0.460	0.172	11.391	
TOTAL	263.740				63.770				0.144				0.195				13.800	5.168	341.730	0.08

Unified Beach Monitoring

#1

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1, 2026
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: Low Tide 05:39

Weather: Clear

COMMENTS:

STATION #	DATE	TIME	Total Coliform CFU/100ml	Fecal Coliform CFU/100ml	Entero- coccus CFU/100ml	Material of Sewage Origin		Oil & Grease		Water Color		H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D	EPA 1600	Onshore	Offshore	Grease	Odor	Color	Temp(F)	Condition	Condition	Outlet	
S0	09/01/26	08:41	<20	<20	2	None	None	None	None	Green			Slightly Turbid		
S1	09/01/26	08:55	<20	<20	<2	None	None	None	None	Green			Slightly Turbid		
S2	09/01/26	09:40	<20	<20	4	None	None	None	None	Green	75		Slightly Turbid		
DSB5	09/01/26	09:28	20	<20	<2	None	None	None	None	Green			Slightly Turbid		2
S3	09/01/26	08:57	<20	<20	2	None	None	None	None	Green			Slightly Turbid		
DSB4	09/01/26	09:00	<20	<20	6	None	None	None	None	Green			Slightly Turbid		
S5	09/01/26	09:08	<20	<20	<2	None	None	None	None	Green			Slightly Turbid		
DSB1	09/01/26	09:13	<20	<20	<2	None	None	None	None	Green			Slightly Turbid		
SJC1	09/01/26	08:37	<20	<20	<10	None	None	None	None	Green			Slightly Turbid		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#2

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1, 2026
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 08:41

Weather: Partly Cloudy

COMMENTS: DSB1z collected ~25 ft upstream due to high tide
 more debris on shoreline than normal due to hurricane off the coast

STATION #	DATE	TIME	Total Fecal Entero- Coliform Coliform coccus CFU/100ml CFU/100ml CFU/100ml			Material of Sewage Origin		Oil & Grease	Odor	Water		H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D	EPA 1600	Onshore	Offshore			Color					
S0	09/08/26	08:45	<100	<100	<20	None	None	None	None	Brown			Slightly Turbid		
S1	09/08/26	09:05	<100	<100	<20	None	None	None	None	Brown			Slightly Turbid		
S2	09/08/26	08:15	100	100	<20	None	None	None	None	Brown			Slightly Turbid		
DSB5	09/08/26	08:03	<100	<100	<20	None	None	None	None	Brown			Slightly Turbid		
S3	09/08/26	09:02	<100	<100	<20	None	None	None	None	Brown			Slightly Turbid		
DSB4	09/08/26	08:58	<100	<100	40	None	None	None	None	Brown			Slightly Turbid		5
S5	09/08/26	09:15	<100	<100	20	None	None	None	None	Brown			Slightly Turbid		
DSB1	09/08/26	09:34	<100	<100	<20	None	None	None	None	Brown	71		Slightly Turbid		
SJC1	09/08/26	08:40	<100	<100	<20	None	None	None	None	Brown			Slightly Turbid		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#3

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1, 2026
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: Low Tide 05:12

Weather: Overcast

COMMENTS:

STATION #	DATE	TIME	Total Coliform CFU/100ml	Fecal Coliform CFU/100ml	Entero- coccus CFU/100ml	Material of Sewage Origin		Oil & Grease		Water Color		H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D	EPA 1600	Onshore	Offshore	Grease	Odor	Color	Temp(F)	Condition	Condition	Outlet	
S0	09/16/26	08:50	400	340	220	None	None	None	None	Blue			Clear		
S1	09/16/26	08:54	880	520	350	None	None	None	None	Blue			Clear		
S2	09/16/26	10:10	100	100	30	None	None	None	None	Blue			Clear		
DSB5	09/16/26	10:02	80	60	46	None	None	None	None	Blue			Clear		
S3	09/16/26	09:41	<20	<20	8	None	None	None	None	Blue			Clear		
DSB4	09/16/26	09:36	20	<20	12	None	None	None	None	Blue			Clear		
S5	09/16/26	09:19	<20	<20	10	None	None	None	None	Blue			Clear		
DSB1	09/16/26	09:15	<20	<20	2	None	None	None	None	Blue			Clear		
SJC1	09/16/26	09:07	300	200	300	None	None	None	None	Blue	73		Clear		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#4

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1, 2026
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 08:30

Weather: Clear

COMMENTS:

STATION #	DATE	TIME	Total Coliform CFU/100ml	Fecal Coliform CFU/100ml	Entero- coccus CFU/100ml	Material of Sewage Origin		Oil & Grease		Water Color		H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D	EPA 1600	Onshore	Offshore	Grease	Odor	Color	Temp(F)	Condition	Condition	Outlet	
S0	09/23/26	09:05	40	<20	20	None	None	None	None	Green			Slightly Turbid		1
S1	09/23/26	09:17	20	<20	2	None	None	None	None	Green			Slightly Turbid		
S2	09/23/26	08:34	<20	<20	10	None	None	None	None	Green			Slightly Turbid		
DSB5	09/23/26	08:40	80	40	20	None	None	None	None	Green			Slightly Turbid		
S3	09/23/26	09:21	<20	<20	<2	None	None	None	None	Green			Slightly Turbid		
DSB4	09/23/26	09:23	<20	<20	<2	None	None	None	None	Green			Slightly Turbid		
S5	09/23/26	09:30	<20	<20	2	None	None	None	None	Green			Slightly Turbid		
DSB1	09/23/26	09:40	20	<20	<2	None	None	None	None	Green	73		Slightly Turbid		
SJC1	09/23/26	09:00	<20	<20	10	None	None	None	None	Green			Slightly Turbid		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#5

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: September 2026
 REPORT DUE: November 1, 2026
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

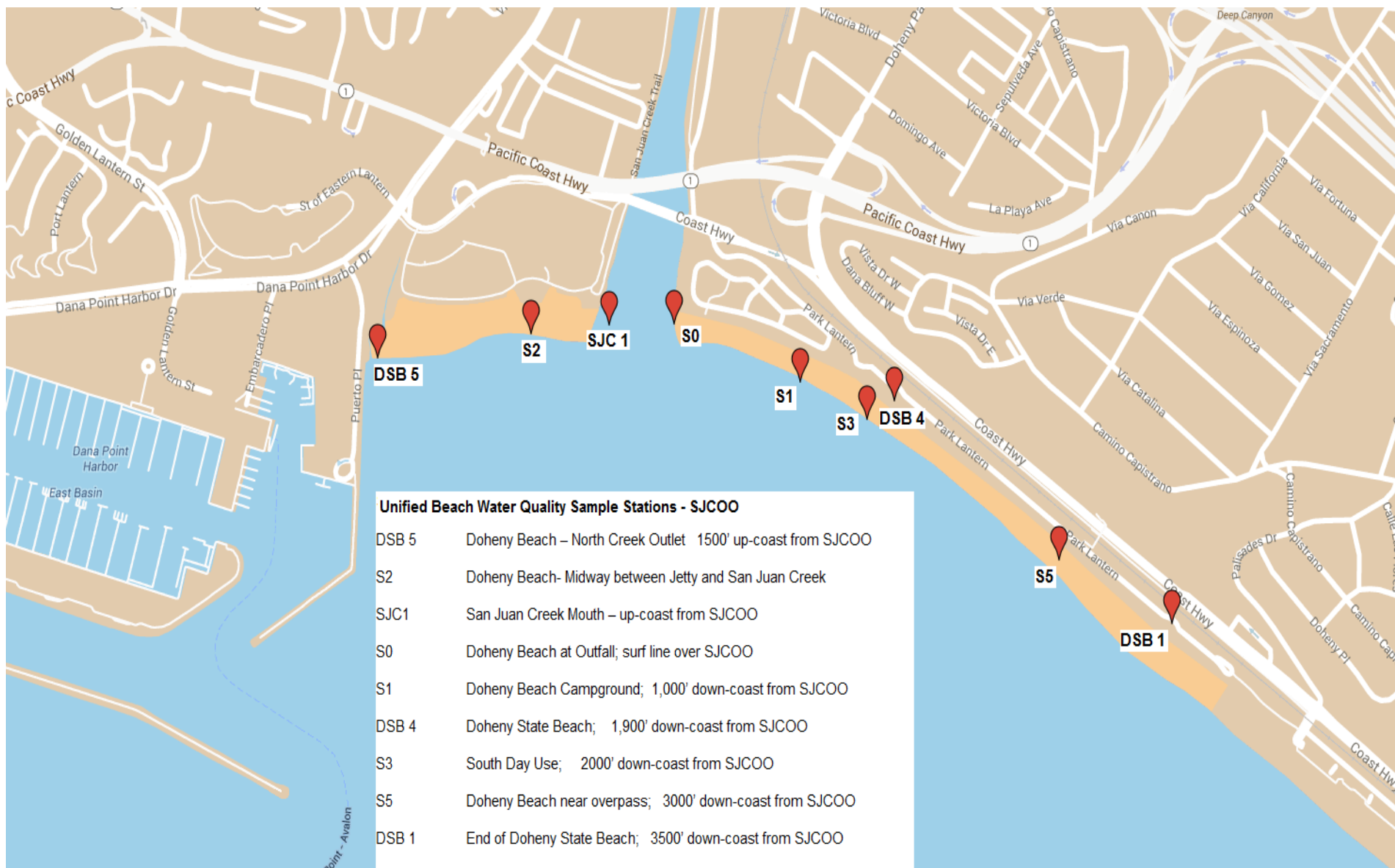
Tidal Condition: High Tide 10:40

Weather: Clear

COMMENTS:

STATION #	DATE	TIME	Total Coliform CFU/100ml	Fecal Coliform CFU/100ml	Entero- coccus CFU/100ml	Material of Sewage Origin		Oil & Grease		Water Color		H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D	EPA 1600	Onshore	Offshore	Grease	Odor	Color	Temp(F)	Condition	Condition	Outlet	
S0	09/29/26	08:25	20	<20	6	None	None	None	None	Green			Slightly Turbid		
S1	09/29/26	08:21	40	60	60	None	None	None	None	Green			Slightly Turbid		
S2	09/29/26	09:07	60	<20	24	None	None	None	None	Green			Slightly Turbid		
DSB5	09/29/26	09:02	100	40	30	None	None	None	None	Green			Slightly Turbid		
S3	09/29/26	08:31	20	<20	20	None	None	None	None	Green			Slightly Turbid		
DSB4	09/29/26	08:35	20	20	10	None	None	None	None	Green			Slightly Turbid		
S5	09/29/26	08:44	<20	<20	<2	None	None	None	None	Green			Slightly Turbid		
DSB1	09/29/26	08:50	<20	<20	2	None	None	None	None	Green			Slightly Turbid		
SJC1	09/29/26	08:03	<20	<20	<10	None	None	None	None	Green	73		Slightly Turbid		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.



San Juan Creek Ocean Outfall

Unified Beach Water Quality Monitoring Stations

SOCWA's NPDES discharge permit requires participation in the South Orange County Unified Beach Water Quality Monitoring Program. The monitoring stations below are tested by SOCWA at least once per week for Total and Fecal Coliform and Enterococcus Bacteria.

Station	Location
DSB 5	Doheny Beach – North Creek Outlet 1500' up-coast from SJCOO
S2	Doheny Beach- Midway between Jetty and San Juan Creek
SJC1	San Juan Creek Mouth – up-coast from SJCOO
S0	Doheny Beach at Outfall; surf line over SJCOO
S1	Doheny Beach Campground; 1,000' down-coast from SJCOO
DSB 4	Doheny State Beach; 1,900' down-coast from SJCOO
S3	South Day Use; 2000' down-coast from SJCOO
S5	Doheny Beach near overpass; 3000' down-coast from SJCOO
DSB 1	End of Doheny State Beach; 3500' down-coast from SJCOO

MONITORING REPORT

Offshore

South Orange County Wastewater Authority

DISCHARGE: San Juan Creek Ocean Outfall

Report For: September 2026

Report Frequency: Monthly

Report Due: November 1, 2026

Sample Source: Receiving water, nearshore and offshore

Sampling Frequency: Monthly

Exact Sample Points: As specified in permit

Type of Sample: Grab

Samples Collected By: Seaventures/SOCWA staff

Tide: High Tide 12:11

Samples Analyzed By: SOCWA Lab

Comments:

Station No.	Sample Depth	Sample Date	Total Coliform CFU/100ml SM9222B	Fecal Coliform CFU/100ml SM9222D	Enterococcus CFU/100ml EPA 1600	Sample Time	Oil & Grease	Sewage Debris	0 - None 1 - Mild 2 - Moderate 3 - Severe
A-1	Surface	09/16/26	<2	<2	<2	12:59	0	0	
A-1	Mid depth	09/16/26	<10	<10	<10				
A-2	Surface	09/16/26	<2	<2	2	12:52	0	0	
A-2	Mid depth	09/16/26	<10	<10	<10				
A-3	Surface	09/16/26	<2	<2	<2	13:10	0	0	
A-3	Mid depth	09/16/26	<10	<10	<10				
A-4	Surface	09/16/26	<2	<2	2	13:16	0	0	
A-4	Mid depth	09/16/26	<10	<10	<10				
A-5	Surface	09/16/26	<2	<2	<2	13:04	0	0	
A-5	Mid depth	09/16/26	<10	<10	<10				
B-1	Surface	09/16/26	<2	<2	<2	12:43	0	0	
B-1	Mid depth	09/16/26	<10	<10	<10				
B-2	Surface	09/16/26	<2	<2	2	13:26	0	0	
B-2	Mid depth	09/16/26	<10	<10	<10				
N1	Surface	09/16/26	<2	<2	2	12:32	0	0	
N2	Surface	09/16/26	<2	<2	<2	12:26	0	0	
N3	Surface	09/16/26	<2	<2	<2	12:21	0	0	
N4	Surface	09/16/26	<2	<2	<2	12:15	0	0	
N5	Surface	09/16/26	<2	<2	2	12:09	0	0	
N6	Surface	09/16/26	<2	<2	<2	12:03	0	0	

REQUIREMENT: (1) Floating particulates and grease and oil shall not be visible. (2) The discharge of waste shall not cause aesthetically undesirable discoloration of the ocean surface.

Receiving Water Limitations: (1)30-Day geometric mean of fecal coliform density not to exceed 200CFU/100 mL

calculated based on the five most recent samples from each site (2)single sample max not to exceed 400 CFU/100mL

(3) Enterococcus 6-week rolling geometric mean not to exceed 30 CFU/100 mL, calculated weekly. (4) Statistical threshold value (STV) of 110 CFU/100 mL for enterococcus not to be exceeded by more than 10% of samples collected in a calendar month, calculated in a static manner

Compliance Summary Report
San Juan Creek Ocean Outfall September 2026

SJCOO Permit Order No. R9-2025-0001							
Agency	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Potential Fine
There were no water quality violations during this reporting period.							



**SOCWA and MEMBER AGENCY FACILITIES SJCOO Spill /
Overflow Report Log - September 2026
Order No. R9-2025-0001 ~ NPDES Permit No. CA0107417**

Reporting Agency	Responsible Agency	Estimated Volume (Gallons)	Type of Discharge	Location/Comments	Receiving Waters	Date Reported To State	Date Resolved
No spills during this monitoring period.							

Recycled Water Report

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

QUARTERLY RECYCLED WATER MONITORING

Monitoring Period Ending:

Sep 30, 2026

Constituent	Units	12-month Avg Maximum Permit Limit	TCWD 12-month Average	SMWD Oso 12-month Average	SMWD Chiquita 12-month Average	SMWD Nichols 12-month Average	MNWD-3A 12-month Average	MNWD-RTP 12-month Average	SCWD-CTP 12-month Average

TDS	mg/L	1000	886		855	858	973	937	929
Chloride	mg/L	375	246		238	275	245	165	138
Sulfate	mg/L	400	312		210	173	270	199	180
Sodium	mg/L	None	96		158	200		180	205
Alkalinity	mg/L	None	-	-	-	-		229	168
Adjusted SAR	Ratio	None	5.33		5.24	6.47	6.26	4.05	5.00
Iron	mg/L	0.3	0.059		0.123	0.010	0.15	0.179	0.107
Manganese	mg/L	0.05	0.000		0.038	0.009	0.08	0.124	0.084
MBAS	mg/L	0.5	<0.15		ND0.12	0.20	0.09	0.15	<0.11
Boron	mg/L	0.67	0.258		0.233	0.355	0.28	0.293	0.30
Fluoride	mg/L	None	0.98		0.55	0.50	0.65	0.69	0.55
Total Organic Carbon	mg/L	None	6.2		12.3	8.5	10.4	10.3	7.4

*** The CTP 12-month permit limits are listed below:

TDS	1200 mg/L
Chloride	400 mg/L
Sulfate	500 mg/L

Waste Discharge Requirement Order 97 - 52

Agency - Facility	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Remarks
MNWD - RTP	1/5/2026	Manganese	12-Month	mg/L	0.05	0.14	
MNWD - RTP	1/5/2026	Manganese	Daily Maximum	mg/L	0.06	0.19	
SOCWA - CTP	1/7/2026	Manganese	12-Month	mg/L	0.05	0.08	
SOCWA - CTP	1/7/2026	Manganese	Daily Maximum	mg/L	0.06	0.07	
MNWD - 3A	9/26/2025	Manganese	12 month	mg/L	0.05	0.10	offline
MNWD - 3A	9/26/2025	Manganese	Daily Maximum	mg/L	0.06	0.08	offline
MNWD - RTP	2/9/2026	Manganese	12-Month	mg/L	0.05	0.14	
MNWD - RTP	2/9/2026	Manganese	Daily Maximum	mg/L	0.06	0.14	
SOCWA - CTP	2/10/2026	Manganese	12-Month	mg/L	0.05	0.08	
SOCWA - CTP	2/10/2026	Manganese	Daily Maximum	mg/L	0.06	0.08	
MNWD - 3A	9/26/2025	Manganese	12 month	mg/L	0.05	0.10	offline
MNWD - 3A	9/26/2025	Manganese	Daily Maximum	mg/L	0.06	0.08	offline
MNWD - RTP	3/2/2026	Manganese	12-Month	mg/L	0.05	0.14	
MNWD - RTP	3/2/2026	Manganese	Daily Maximum	mg/L	0.06	0.15	
SOCWA - CTP	3/4/2026	Manganese	12-Month	mg/L	0.05	0.08	
SOCWA - CTP	3/4/2026	Manganese	Daily Maximum	mg/L	0.06	0.08	
MNWD - 3A	9/26/2025	Manganese	12 month	mg/L	0.05	0.10	offline
MNWD - 3A	9/26/2025	Manganese	Daily Maximum	mg/L	0.06	0.08	offline
MNWD - RTP	4/2/2026	Manganese	12-Month	mg/L	0.05	0.14	
MNWD - RTP	4/2/2026	Manganese	Daily Maximum	mg/L	0.06	0.12	
SOCWA - CTP	4/1/2026	Manganese	12-Month	mg/L	0.05	0.08	
SOCWA - CTP	4/1/2026	Manganese	Daily Maximum	mg/L	0.06	0.12	
MNWD - 3A	9/26/2025	Manganese	12 month	mg/L	0.05	0.10	offline
MNWD - 3A	9/26/2025	Manganese	Daily Maximum	mg/L	0.06	0.08	offline
MNWD - RTP	5/4/2026	Manganese	12-Month	mg/L	0.05	0.14	
MNWD - RTP	5/4/2026	Manganese	Daily Maximum	mg/L	0.06	0.12	
SOCWA - CTP	5/5/2026	Manganese	12-Month	mg/L	0.05	0.08	
SOCWA - CTP	5/5/2026	Manganese	Daily Maximum	mg/L	0.06	0.11	

Waste Discharge Requirement Order 97 - 52

Agency - Facility	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Remarks
SOCWA - TCWD	5/6/2026	TDS	Daily Maximum	mg/L	1100.00	1110.00	
MNWD - 3A	9/26/2025	Manganese	12 month	mg/L	0.05	0.10	offline
MNWD - 3A	9/26/2025	Manganese	Daily Maximum	mg/L	0.06	0.08	offline
MNWD - RTP	6/1/2026	Manganese	12-Month	mg/L	0.05	0.13	
MNWD - RTP	6/1/2026	Manganese	Daily Maximum	mg/L	0.06	0.11	
SOCWA - CTP	6/2/2026	Manganese	12-Month	mg/L	0.05	0.09	
SOCWA - CTP	6/2/2026	Manganese	Daily Maximum	mg/L	0.06	0.09	
SOCWA - TCWD	6/2/2026	TDS	Daily Maximum	mg/L	1100.00	1110.00	
MNWD - 3A	6/3/2026	Manganese	12 month	mg/L	0.05	0.09	
MNWD - 3A	6/3/2026	Manganese	Daily Maximum	mg/L	0.06	0.08	
MNWD - RTP	7/8/2026	Manganese	12-Month	mg/L	0.05	0.13	
MNWD - RTP	7/8/2026	Manganese	Daily Maximum	mg/L	0.06	0.11	
SOCWA - CTP	7/2/2026	Manganese	12-Month	mg/L	0.05	0.09	
SOCWA - CTP	7/2/2026	Manganese	Daily Maximum	mg/L	0.06	0.10	
SOCWA - CTP	7/2/2026	TDS	Daily Maximum	mg/L	1100.00	1590.00	
SOCWA - TCWD	7/8/2026	TDS	Daily Maximum	mg/L	1100.00	994.00	
MNWD - 3A	7/2/2026	Manganese	12 month	mg/L	0.05	0.09	
MNWD - 3A	7/2/2026	Manganese	Daily Maximum	mg/L	0.06	0.08	
MNWD - RTP	8/4/2026	Manganese	12-Month	mg/L	0.05	0.13	
MNWD - RTP	8/4/2026	Manganese	Daily Maximum	mg/L	0.06	0.07	
SOCWA - CTP	8/4/2026	Manganese	12-Month	mg/L	0.05	0.09	
SOCWA - CTP	8/4/2026	Manganese	Daily Maximum	mg/L	0.06	0.05	
SOCWA - CTP	8/4/2026	TDS	Daily Maximum	mg/L	1100.00	864.00	
SOCWA - TCWD	8/5/2026	TDS	Daily Maximum	mg/L	1100.00	930.00	
MNWD - 3A	8/4/2026	Manganese	12 month	mg/L	0.05	0.08	
MNWD - 3A	8/4/2026	Manganese	Daily Maximum	mg/L	0.06	0.08	
MNWD - RTP	9/1/2026	Manganese	12-Month	mg/L	0.05	0.12	
MNWD - RTP	9/1/2026	Manganese	Daily Maximum	mg/L	0.06	0.10	
SOCWA - CTP	9/1/2026	Manganese	12-Month	mg/L	0.05	0.08	
SOCWA - CTP	9/1/2026	Manganese	Daily Maximum	mg/L	0.06	0.04	
SOCWA - CTP	9/1/2026	TDS	Daily Maximum	mg/L	1100.00	882.00	

Waste Discharge Requirement Order 97 - 52							
Agency - Facility	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Remarks
SOCWA - TCWD	9/1/2026	TDS	Daily Maximum	mg/L	1100.00	934.00	
MNWD - 3A	9/3/2026	Manganese	12 month	mg/L	0.05	0.08	
MNWD - 3A	9/3/2026	Manganese	Daily Maximum	mg/L	0.06	0.07	

SOCWA Service Area
Recycled Water Production (ac-ft)
2026

Agency	Facility or Region	Jan '26	Feb '26	Mar '26	Apr '26	May '26	Jun '26	Jul '26	Aug '26	Sep '26	Oct '26	Nov '26	Dec '26	Annual Totals
CSJC 1	3-A Plant/MNWD	2.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				2.43
CSJC 2	Chiquita/SMWD	1.30	1.25	12.58	20.04	37.20	45.20	51.35	31.09	24.98				224.99
CSJC 3	Non-Domestic Well	4.97	13.23	40.33	39.77	42.65	44.94	60.67	71.60	55.78				373.94
ETWD	Region 8	30.46	39.97	140.25	142.76	184.79	219.09	237.48	252.25	198.77				1,445.81
IRWD														
⁴	IRWD - 8	50.83	70.46	186.90	208.63	214.75	273.99	313.74	255.93	308.27				1,883.50
⁴	IRWD - 9	13.40	26.18	58.93	79.95	81.31	97.53	110.97	108.98	108.04				685.28
SCWD	SOCWA CTP	11.92	12.15	55.10	62.97	76.54	78.79	82.16	51.47	46.51				477.61
MNWD	JRP	198.46	221.42	432.31	528.00	590.73	575.05	547.67	566.73	531.56				4,191.95
	3-A Plant	0.00	0.00	0.00	0.00	0.00	138.27	154.86	169.23	154.73				617.10
⁵	CTP	0.00	0.00	22.17	45.53	32.61	14.44	11.32	0.00	0.00				126.08
SMWD	Oso Creek	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
	Chiquita	538.77	485.93	526.34	495.66	533.40	499.28	510.36	522.05	491.76				4,603.55
	Nichols	2.29	1.89	2.21	1.93	2.05	1.90	2.36	2.50	2.33				19.45
TCWD	RRWRP	43.03	32.53	35.34	29.29	25.65	34.56	39.01	38.56	36.64				314.61
TOTALS		897.85	904.99	1,512.47	1,654.53	1,821.68	2,023.04	2,121.95	2,070.39	1,959.37				14,966.28

1 Denotes transfer of recycled water from MNWD (3A Plant) for use in the CSJC service area. Not counted as additional production.

2 Denotes recycled water purchased from SMWD Chiquita-WRP used in the CSJC service area. Not counted as additional production.

3 Denotes nondomestic groundwater produced from wells used for landscape irrigation.

4 IRWD production is from recycled water production, nonpotable water wells, and surface water impoundments

5 Denotes transfer of recycled water from SCWD (SOCWA CTP) for use in the MNWD service area. Not counted as additional production.

Note: All of ETWD reclaimed water produced and used in Region 8.

NR = No Report

Pretreatment Report

Agenda Item

Legal Counsel Review: No

Meeting Date: November 5, 2026

TO: Board of Directors

FROM: Amber Boone, General Manager

STAFF CONTACT: Katie Greenwood, Source Control Manager

SUBJECT: Monthly Pretreatment Report – October 2026
San Juan Creek Ocean Outfall
NPDES Permit #CA0107417 Order # R9-2025-0001
Aliso Creek Ocean Outfall
NPDES Permit #CA0107611 Order # R9-2022-0006

Summary of Program Activities

Staff continue to update each service area agency's Industrial Waste Survey (IWS) spreadsheet using will-serve notices and business license information. Service area agencies (Agencies) are encouraged to continue providing this information to SOCWA to assist in identifying new and existing industrial users and maintaining accurate IWS records. Refer to the Summary of IWS Activities table below for additional details. Staff also continue to receive One-Time Compliance Reports from Dental Service Establishments (DSEs) throughout each Agency's service area. In preparation for future state pretreatment inspections and audits, SOCWA temporarily dedicated part-time staff to contact surveyed non-compliant dental facilities. As of October 22, 2026, SOCWA's present reporting rate is 97% across the service area.

Permit Related Activities

The following Wastewater Discharge (WD) Permits, Special Wastewater Discharge (SWD) Permits, Nuisance Water-Special Wastewater Discharge (NSWD) Permits, Non-Industrial Wastewater Discharge (NIWD) forms, and BMP letters were issued or are in the process of being drafted for issuance:

SMWD – CR&R La Pata Transfer Station– SOCWA received a permit application for a proposed transfer station and truck wash facility. Following review of supplemental information and sampling data from a sister facility, staff met with the applicant and issued a denial letter on July 14, 2026. On August 17, 2026, the applicant submitted a revised request to discharge rinsate wastewater generated from facility floor washdowns. Staff met virtually with SMWD on August 26 and in person with the applicant on September 3, 2026. On October 15, 2026, SOCWA issued a follow-up letter reiterating that any proposed wastewater discharge streams must be characterized and evaluated prior to authorization for discharge to the sanitary sewer. SOCWA also confirmed its intent to issue a zero-discharge permit for the facility until such authorization is granted.

SOCWA/SMWD – San Juan Meadows – On April 3, 2026, Geosyntec, on behalf of Advanced Group 99-SJ, submitted part two of a SWD permit application for a groundwater dewatering

project at the proposed San Juan Meadows Development Project, located in San Juan Capistrano. A permit denial letter was issued on October 16, 2026, stating that the proposed groundwater discharge does not meet SOCWA's permit requirements due to insufficient evaluation of alternative disposal methods, potential contamination risks associated with the former Forster Canyon Landfill, elevated TDS and other water quality concerns, and uncertainties regarding long-term pretreatment effectiveness and regulatory compliance.

IRWD – Applied Medical – Staff received notification by email on June 23, 2026, of a proposed second rubber manufacturing location regulated under 40 CFR Part 428.56 within the Lake Forest area. Applied Medical submitted a permit application on September 3, 2026, and a baseline monitoring report (BMR) form on September 18, 2026. Staff are reviewing the information and drafting a WD Permit for the site.

SOCWA – Southern California Gas Company (SoCal Gas) – SWD Permit No. SOCWA-4-011-12-26 – SoCal Gas was issued a permit on September 1, 2026, allowing discharge for 730,000 gallons of water sourced from recycled water provided by MNWD and used for hydrostatic safety testing of a 9.9 mile existing 30-inch natural gas transmission line. Discharge commenced on October 12, 2026, and was finalized on October 23, 2026.

IRWD – Velco Tool & Die – 20431 Barents Sea Circle – Staff requested a permit application to be submitted for a second site. The application was received on July 24, 2026. Staff drafted a NSCIU permit with monthly reporting requirements currently under review by IRWD staff. The permit was issued on October 20, 2026, with an effective date of October 21, 2026.

ETWD – Filanc - On October 8, 2026, staff received a SWD permit application from Filanc for dewatering associated with the El Toro Headworks & Secondary Clarifier No.1 Rehabilitation project. Staff are working with the applicant to determine the best pretreatment equipment for the project and expects to have a draft permit for review by the end of November.

SCWD - Montage Resorts – The NSWD Permit expired on October 15, 2026. Montage submitted a renewal permit application on October 8, 2026. SCWD staff are coordinating with Montage to establish a new diversion Agreement and so SCOWA may issue a renewal permit by April 15, 2027, when dry-weather diversion operations may resume.

Training, Meetings, Education & Outreach

SOCWA staff continue to attend monthly OC Strike Force Meetings to receive and share legal information related to environmental cases and incidents throughout the county.

Staff attend monthly CWEA SARBS BOD meetings as one of the current pretreatment co-chairs.

On October 21, 2026, SOCWA staff attended the Annual Orange County Strike Force Training and Networking Event at Irvine Ranch Water District's Duck Club facility. The event featured a presentation by the U.S. Department of Agriculture (USDA), highlighting the training and use of detection dogs to identify fruit and other agricultural products that may carry pests or parasites into the United States.

Inspections

CSC – On October 7, 2026, staff conducted an inspection of Reynard and met with the facility's new manager to review permit conditions and compliance requirements. The inspection identified

no new findings. Staff also reevaluated the facility's classification as a Non-Significant Categorical Industrial User (NSCIU) and documented the supporting justification in the facility fact sheet.

IRWD – On October 20, 2026, SOCWA staff conducted an inspection and wastewater sampling event at Herbalife. The inspection identified no new findings, and analytical results are pending.

Summary of IWS Activities in SOCWA's Service Area - YTD through September 21, 2026

MA IUs	Events	Permits	NIWD	BMPs	FSEs	OSEs	DSEs	Closed	Enforcement	Total IUs
CLB (S)	0	2	2	5	8	110	12	0	0	139
CSC (S)	26	9	35	18	189	1266	38	12	3	1555
CSJC (S)	19	0	27	58	144	1711	31	0	0	1971
ETWD (M)	27	0	82	0	262	146	52	10	0	496
EBSD (U)	0	1	0	0	0	0	0	0	0	1
IRWD (S)	1	6	51	21	63	915	18	0	2	1074
MNWD (S)	4	4	120	38	662	2147	157	0	0	3128
SMWD (S)	87	9	19	19	226	891	52	15	4	1216
SCWD (S)	2	7	33	7	149	185	19	0	0	400
TCWD (S)	0	0	11	0	7	33	2	0	0	51
SOCWA (S)	0	5	1	0	0	0		0	1	6
Totals	166	43	381	166	1710	7404	381	37	10	10037

(S) = SOCWA conducts PT program
(M) = MA conducts PT program /w SOCWA
(U) = Urban Diversion Only

NIWD = Non-industrial Waste Discharger
BMP = Best Management Practices
FSE = Food Service Establishment

YTD = Year to Date
OSE = Other Surveyed Establishment
DSE = Dental Surveyed Establishment

Agenda Item

5.F.

Board of Directors Meeting

Meeting Date: November 5, 2026

TO: Board of Directors

FROM: Amber Boone, General Manager

STAFF CONTACT: Jim Burror, Deputy General Manager/Chief Engineer
Roni Grant, Capital Improvement Program Manager

SUBJECT: Capital Improvement Construction Projects Progress and Change Order Report (October) [Project Committees 2 and 15]

Overview

This agenda item provides a status update on active construction projects, including any associated change orders. Updated Capital Improvement Program (CIP) reports are attached for reference.

Project Updates

JBL Electrical Upgrades

Pre-purchasing activities for the Motor Control Center (MCC) and Plant 1 Generator are currently underway. Construction is anticipated to be completed by July 2027. SOCWA received the AQMD Permit to Construct for the generator on October 9, 2026. This project is currently in the bidding phase.

JBL Buried Digester Piping Reconstruction

The construction contract has been approved; construction is anticipated to be completed by July 2027.

CTP Storm Drain Improvements

Construction is currently in progress. Construction is anticipated to be completed by November 2026.

CTP Access Road Repaving

The construction contract for the temporary repairs has been completed in September 2026.

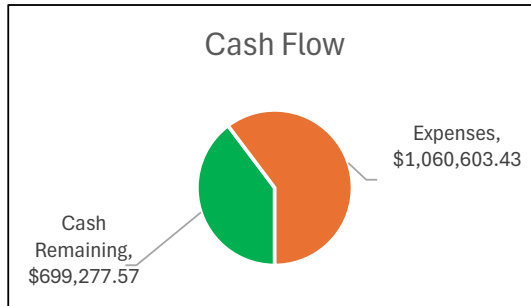
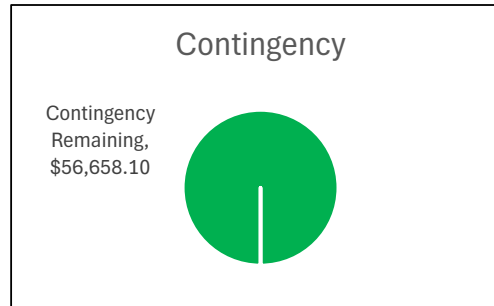
Recommended Action: Information only.

Project Financial Status

Project Committee	2
Project Name	Electrical System Upgrades - 3252
Project Description	Electrical System upgrades including MCC and Plant 1 Generator

Data Last Updated

October 8, 2026


Project Budget

\$ 4,232,843.12	Budget
Design was 3215-000	Design Phase Costs
\$ 1,060,603.43	Constr Costs to Date
\$ 197,985.97	Constr Encumbered
\$ 2,974,253.72	\$'s Remaining
70.27%	% Remaining

Cash Flow

Collected	\$ 1,759,881.00
Expenses	\$ 1,060,603.43

Project Completion

Schedule	40%
Contract Payments	84% (includes prepurchases)

Construction Contracts and Related Expenses

Company	PO No.	Original	Change Orders	Amendments	Total	Costs to Date
Quinn Power	20975	\$ 414,940.00	\$ 8,738.40		\$ 423,678.40	\$ 423,678.40
Pacific Parts	20561	\$ 239,025.00			\$ 239,025.00	\$ 211,975.25
Hazen	14331	\$ 520,886.00			\$ 520,886.00	\$ 363,309.75
SOCWA Staff Time	3252	\$ 75,000.00			\$ 75,000.00	\$ 61,640.03
		\$ 1,249,851.00	\$ 8,738.40	\$ -	\$ 1,258,589.40	\$ 1,060,603.43

Construction Contingency

Area	Project Code	Amount	Change Orders	Total Remaining	Percent Used
Liquids	3252	\$ 65,396.50	\$ 8,738.40	\$ 56,658.10	13.4%
		\$ 65,396.50	\$ 8,738.40	\$ 56,658.10	13.4%

Project Financial Status

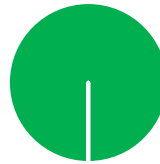
Project Committee	2
Project Name	Digester Underground Piping - 32232S/32234S/32244S
Project Description	Digester underground piping improvements

Data Last Updated

October 8, 2026

Cash Flow

Contingency

 Contingency
Remaining,
\$118,250.00

Project Budget

\$2,001,490	Budget
includes below	Design Phase Costs
\$ 419,615.13	Constr Costs to Date
\$ 1,250,199.87	Constr Encumbered
\$ 331,675.00	\$'s Remaining
16.57%	% Remaining

Cash Flow

Collected	\$ 678,170.50
Expenses	\$ 419,615.13

Project Completion

Schedule	20%
Contract Payments	25.13%

Construction Contracts and Related Expenses

Company	PO No.	Original	Change Orders	Amendments	Total	Costs to Date
SS Mechanical	22187	\$ 1,182,241.00			\$ 1,182,241.00	
Ardurra	21242	\$ 286,902.00			\$ 286,902.00	\$ 230,651.60
Carollo	21494	\$ 57,168.00			\$ 57,168.00	\$ 57,168.00
Lee & Ro	21766	\$ 81,544.00			\$ 81,544.00	\$ 77,528.90
Project Partners	20739	\$ 16,960.00			\$ 16,960.00	\$ 16,960.00
SOCWA Staff Time	32232S/32234S/ 32244S	\$ 45,000.00			\$ 45,000.00	\$ 37,306.63
		\$ 1,669,815.00	\$ -	\$ -	\$ 1,669,815.00	\$ 419,615.13

Construction Contingency

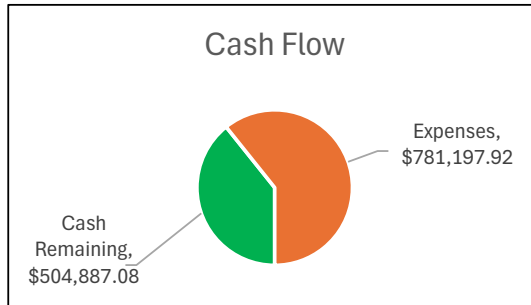
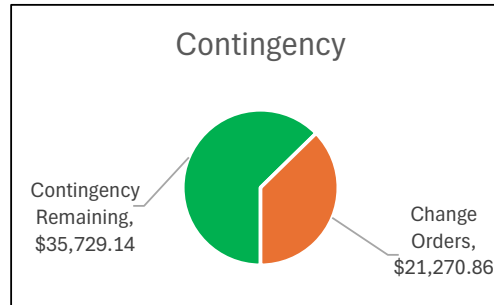
Area	Project Code	Amount	Change Orders	Total Remaining	Percent Used
Solids	32232S/32234S/ 32244S	\$ 118,250.00	\$ -	\$ 118,250.00	0.0%
		\$ 118,250.00	\$ -	\$ 118,250.00	0.0%

Project Financial Status

Project Committee	15
Project Name	Drainage Pump Station/ Storm Drain System Improvements - 3522AL
Project Description	Modification to the storm drainage system

Data Last Updated

October 8, 2026


Project Budget

\$ 4,200,000.00	Budget
included below	Design Phase Costs
\$ 781,197.92	Constr Costs to Date
\$ 472,211.94	Constr Encumbered
\$ 2,946,590.14	\$'s Remaining
70.16%	% Remaining

Cash Flow

Collected	\$ 1,286,085.00
Expenses	\$ 781,197.92

Project Completion

Schedule	50%
Contract Payments	62.33%

Construction Contracts

Company	PO No.	Original	Change Orders	Amendments	Total	Costs to Date
T.E. Roberts	21809	\$ 570,059.00	\$ 21,270.86		\$ 591,329.86	\$ 251,243.61
Project Partners	21451	\$ 15,000.00			\$ 15,000.00	\$ 12,077.00
Tetra Tech	20560	\$ 380,000.00			\$ 380,000.00	\$ 314,273.75
Tetra Tech	21078	\$ 36,000.00			\$ 36,000.00	\$ 36,000.00
Tetra Tech	21845	\$ 57,000.00			\$ 57,000.00	\$ 44,425.00
AKM	21972	\$ 46,000.00			\$ 46,000.00	\$ 34,825.00
Ninyo & Moore	22031	\$ 28,080.00			\$ 28,080.00	\$ 2,273.50
SOCWA Staff Time	3522AL	\$ 100,000.00			\$ 100,000.00	\$ 86,080.06
		\$ 1,232,139.00	\$ 21,270.86	\$ -	\$ 1,253,409.86	\$ 781,197.92

Construction Contingency

Area	Project Code	Amount	Change Orders	Total Remaining	Percent Used
Liquids	3522AL	\$ 57,000.00	\$ 21,270.86	\$ 35,729.14	37.3%
		\$ 57,000.00	\$ 21,270.86	\$ 35,729.14	37.3%

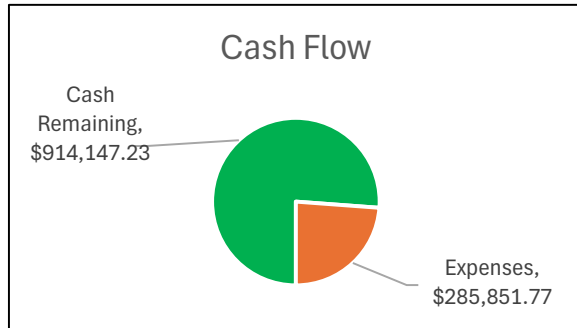
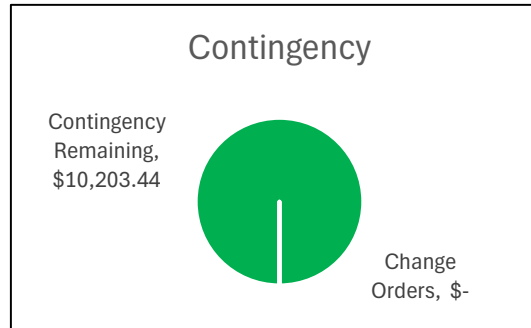
Change Order No.	Vendor Name	Project ID	Description	Status Date	Days	Amount
1	T.E. Roberts	3522AL	Replacement of Corrugated Steel Drain Pipe Section by the VSB	7/23/2026		\$ 21,270.86
						\$ 21,270.86

Project Financial Status

Project Committee	15
Project Name	Access Road Repaving - 35248L
Project Description	Spot repair on the AWMA Road

Data Last Updated

October 8, 2026



Project Budget

\$1,199,999	Budget
included below	Design Phase Costs
\$ 285,851.77	Constr Costs to Date
\$ 17,466.99	Constr Encumbered
\$ 896,680.24	\$'s Remaining
74.72%	% Remaining

Cash Flow

Collected	\$ 1,199,999.00
Expenses	\$ 285,851.77

Project Completion

Schedule	25%
Contract Payments	94%

Construction Contracts and Related Expenses

Company	PO No.	Original	Change Orders	Amendments	Total	Costs to Date
T.E. Roberts	22117	\$ 204,068.76			\$ 204,068.76	\$ 204,068.76
Arduarra	20960	\$ 63,250.00			\$ 63,250.00	\$ 63,250.00
La Salle Solutions	22121	\$ 21,000.00			\$ 21,000.00	\$ 10,080.00
SOCWA Staff Time	35248L	\$ 15,000.00			\$ 15,000.00	\$ 8,453.01
		\$ 303,318.76	\$ -	\$ -	\$ 303,318.76	\$ 285,851.77

Construction Contingency

Area	Project Code	Amount	Change Orders	Total Remaining	Percent Used
Liquids	35248L	\$ 10,203.44		\$ 10,203.44	0.0%
		\$ 10,203.44	\$ -	\$ 10,203.44	0.0%

Agenda Item

5.G.

Board of Directors Meeting

Meeting Date: November 5, 2026

TO: Board of Directors

FROM: Amber Boone General Manager

STAFF CONTACT: Jim Burror, Deputy General Manager/Chief Engineer
Roni Grant, Capital Improvement Program Manager

SUBJECT: SOCWA Capital Improvement Program Workplan FY 26-27 (October)
[All Project Committees]

Staff is providing this update on the status of the Capital Improvement Program (CIP), including project budgets, expenditures, progress, upcoming FY 26-27 funding requests, and key risks. The majority of active projects are progressing as planned, with several nearing completion. A portion of the CIP remains deferred pending the outcome of the master planning effort to ensure infrastructure investments are strategically aligned. Primary challenges affecting schedule and delivery include regulatory permitting, long equipment lead times, and coordination with external agencies.

Recommended Action: Information only.

Attachment: CIP Workplan FY 26-27

SOCWA CIP Workplan												July-Sept	Oct - Dec	Jan - Mar	Apr - Jun
Project Number	Project Name	Ten Year CIP Project Budget	Funds Collected as of FY 26/27 Q1*	Funds Spent as of October 2026**	Funds Remaining	Percent Spent	FY 26-27 Funds Request	Projects Approved by the Board	Status	Project Anticipated Completion	Challenges/Delays	Q1	Q2	Q3	Q4
PC 2 - J.B. Latham Treatment Plant															
3252	MCC M and Plant 1 Generator Replacement	\$ 4,232,843	\$ 1,759,881	\$ 1,060,603	\$ 699,278	60%	\$ 500,000	January 2025	Pre-procurement and bidding underway	July 2027		D	B&A	C	C
3285	Main Plant Drain Line Reconstruction	\$ 1,000,000	\$ 573,375	\$ 110,311	\$ 463,064	19%	\$ 568,833	October 2024	Design underway	July 2027		D	B&A	C	C
32232S/32234S /32244S	Buried Digester Piping Reconstruction	\$ 2,001,490	\$ 678,171	\$ 419,615	\$ 258,555	62%	\$ 1,500,000	July 2026	Contract awarded	July 2027		B&A	C	C	C
32275S	Digester 3 and 4 Upgrades and Coating	\$ 1,000,000	\$ 50,000	\$ -	\$ 50,000	0%	\$ 200,000		Planning underway	June 2027				P	D
PC 15 - Coastal Treatment Plant															
3541	Export Sludge Environmental Mitigation	\$ 1,392,000	\$ 189,750	\$ 63,852	\$ 125,898	34%	\$ 291,900	Feb 2022	Mitigation work/permitting ongoing	July 2027	Pending regulatory agencies approval	ENV	ENV	ENV	ENV
35229L/35235L	Odor Control Scrubber/Foul Air System Reconstruction	\$ 1,500,000	\$ 719,308	\$ 418,833	\$ 300,475	58%	\$ 222,323	November 2024	Final design underway	September 2027	Long equipment lead time				B&A
3522AL	Drainage Pump Station/ Storm Drain Improvement	\$ 4,200,000	\$ 1,286,085	\$ 781,198	\$ 504,887	61%	\$ 279,980	September 2024/March 2026	DPS final design underway/ Storm Drain Improvements near completion	December 2027	Will address more pressing issues until the master planning effort is done.	D	D	B&A	C
35248L	Access Road Repaving	\$ 1,199,999	\$ 1,199,999	\$ 285,852	\$ 914,147	24%		July 2026	Spot repairs completed	December 2027	Will address more pressing issues, looking for partnership with OC Parks.	C	C		
PC 21 - Effluent Transmission Main															
3105/3106 /3107/3108	Air Valve Replacement	\$ 784,000	\$ 619,742	\$ 294,214	\$ 325,528	47%	\$ 229,132	November 2020	Design/permitting underway	July 2027	Pending amended permit	D	ENV	ENV	ENV
31222B	Reach B Techite Pipe Replacement	\$ 7,891,000	\$ 297,500	\$ 253,209	\$ 44,291	85%	\$ 1,190,000	February 2026	Design/ CEQA efforts underway	June 2027	City of Laguna Woods requested street alignment construction to be complete by October 2027	D	D	B&A	C
3101/31221B	Trail Bridge Crossing	\$ 1,241,771	\$ 480,438	\$ 444,771	\$ 35,667	93%	\$ 14,000	March 2018	Planning/design underway		Seeking FEMA grant funding	P	P	P	P
PC 24 - Aliso Creek Ocean Outfall															
34222O	Golf Course Road	\$ 45,000	\$ 22,588	\$ 88	\$ 22,500	0%	\$ 45,000		Planning underway		Coordination with OC Parks	P	D	B&A	C
All Project Committees															
37271C	Lab Reconstruction Feasibility Phase II	\$ 100,000	\$ 25,000	\$ -	\$ 25,000	0%	\$ 100,000		Scope preparation	June 2027		P	P	P	P
32271C	SCADA Integration Upgrade Project	\$ 175,000	\$ 6,750	\$ -	\$ 6,750	0%	\$ 175,000		Scope preparation	June 2027		P	P	B&A	C
32272C	Business Network Server Replacement Project	\$ 175,000	\$ -	\$ -	\$ -	0%	\$ 175,000		Scope preparation	March 2027		B&A	C	C	
32273C	Firewall Reliability Upgrades	\$ 9,000	\$ -	\$ -	\$ -	0%	\$ 9,000		Equipment Requisition Process Underway	November 2026		B&A	C	C	
32274C	WIMS Server Replacement	\$ 20,000	\$ -	\$ -	\$ -	0%	\$ 20,000		Attaining Quotes	December 2026		B&A	C		

P

CA

ENV

D

B&A

C

Planning

Condition Assessment

Environmental/Permitting

Design

Bidding and Award

Construction

* Based on member agencies quarterly billing

** Based on invoices received and approved

Agenda Item

6.A.

Board of Directors Meeting

Meeting Date: November 5, 2026

TO: Board of Directors

FROM: Amber Boone, General Manager

STAFF CONTACT: Jim Burror, Deputy General Manager / Chief Engineer

SUBJECT: Template Report for Large CIP Projects

Summary

Staff recommends that the SOCWA Board approve the implementation of a standardized engineering report template for major Capital Improvement Program (CIP) actions requiring Board consideration.

The objective is to improve the consistency, transparency, and completeness of information presented to the Board, particularly regarding project costs, budget impacts, member agency financial obligations, project schedules, and risks.

The proposed template establishes a consistent reporting framework while allowing Staff to adjust the level of detail based on the complexity of each project.

Discussion

The goals of the template are as follows:

- **Improved Board Decision-Making:** Establish a consistent format so Board members can readily identify what is being requested, why the action is necessary, and its financial implications.
- **Greater Financial Transparency:** Standardize reporting of project budgets, contract awards, contingencies, expenditures, and remaining financial commitments.
- **Member Agency Accountability:** Clearly identify each participating agency's financial obligations, including project funding contributions and anticipated future collections.
- **Project Cost and Schedule Oversight:** Provide a consistent presentation of project milestones, construction cost estimates, project risks, and potential budget or schedule impacts.
- **Historical Accountability:** Document prior Board authorizations and financial decisions, allowing directors to understand how a project has evolved over time.
- **More Efficient Board Reviews:** Reduce inconsistencies between other staff reports and make it easier for directors to compare project information across multiple Board meetings.

The significant features of the proposed template are in Table 1 below:

Table 1

Reporting Area	Value to the Board
Executive Summary	Quickly identifies the proposed action and financial impact
Project Scope and Justification	Explains why the project and requested action are necessary
Bid and Contract Comparisons	Supports evaluation of proposed awards
Budget and Expenditure Tables	Shows approved budgets, committed costs, and remaining funds
Member Agency Financial Tables	Identifies costs and funding requirements by agency
Project Schedule	Identifies major milestones and anticipated completion
Risk Assessment	Highlights financial, operational, regulatory, and construction risks
Prior Board Actions	Provides a historical record of project approvals and commitments

Engineering Committee Review

At its October 15, 2026, meeting, the Engineering Committee members reviewed the proposed report template and suggested two revisions: renaming the “Project Risks” section to “Project Concerns” and adding a section addressing compliance with the California Environmental Quality Act (CEQA).

Recommended Action: The Engineering Committee recommends that the SOCWA Board of Directors utilize the Template for Large CIP Projects reports to the Board and Engineering Committee.

Attachment(s):

Sample Template Report for Large CIP Projects

Sample Template Staff Report

TO: Engineering Committee and/or Board of Directors

FROM: Amber Boone, General Manager

STAFF CONTACT: Applicable staff to be listed

SUBJECT: Template Report for Project Title – Project Number –
Proposed Action [Project Committee XX]

Executive Summary

Brief overview of the project, why the action is necessary, and its financial implications. – Length: one (1) paragraph

CIP Project Description and Scope of Work

Overall project objectives, improvements being constructed, and scope associated with the current approval. – Length: one (1) to three (3) paragraphs

Discussion and Analysis

Evaluation of alternatives, consultant or contractor selection, procurement results, justification for the recommended action, and significant considerations. Length: as needed to explain the item being presented

Project Budget and Financial Impact

Summary of Bids (Include a price comparison and/or the proposal ratings for the contract award – design, construction, or other)

Item No.	Description	Firm/Vendor 1	Firm/Vendor 2	Firm/Vendor 3	Firm/Vendor 4
1	Task/Item 1				
2	Task/Item 2				
	TOTAL				
Subcontractors					
1	Sub 1				
2	Sub 2				

(add notes as needed)

Comparison of Proposed Award with Budget

	Project #1	Project #2 (if multiple)	Project #3 (if multiple)	Total (if multiple)
	Project 1 Title	Project 2 Title (if multiple)	Project 3 Title (if multiple)	
Budget				
Awarded Items				
Study and Design				
Design Contingency				
Construction Bid				
Construction Contingency				
Construction Management				
CM Contingency				
Total Awarded				

Contract Award Summary Table by Member Agency

Member Agency	Construction Award	Contingency	Total
Agency 1			
Agency 2			
Agency 3 (co Agency 1)			
Total			

Total Project Budget Summary Table by Member Agency

Member Agency	Original Budget	Budget Amendment Request	Revised Budget
Agency 1			
Agency 2			
Agency 3 (co Agency 1)			
Total			

Total Project Budget and Expenses by Phase (including proposed amendments, if any)

Project Phase	Budget	Cost to Date	Encumbered (including proposed award and contingency)	Remaining
Planning				
Design				
Construction				
Total				

Project Funding Plan Table by Member Agency

Member Agency	Funds Collected to Date	Funds Remaining to Be Collected	Funds To be Collected this FY	Funds To be Collected Thereafter
Agency 1				
Agency 2				
Agency 3 (co Agency 1)				
Total				

Current Construction Cost Estimate and Basis

The construction cost estimate of \$XXX,XXX.XX is based on the _____. The estimate was a Level ____ cost estimate.

Project Schedule and Milestones

Planning	Design	Bidding	Construction	Closeout
Jan–May 2025	Jun 2025–Aug 2026	Sep–Oct 2026	Jan–Dec 2027	Jan–Mar 2028
(Complete)	(Complete)	(Current)	(Upcoming)	(Upcoming)

Project Considerations

Significant construction, operational, regulatory/permitting, cost, schedule, and permitting risks, including mitigation measures. – Table and/or paragraph as appropriate

CEQA

Describe the CEQA status for the project.

Project Next Steps

Next Steps

Activities following Board approval and anticipated future Board actions. – List key future Board approval dates (only add other essential dates that the Board must be aware of, or has asked to be made aware of)

Prior Board Actions

#	Board Date	Board Action	Amount (\$)	Vote	Notes
1	Apr 3, 202X	Award Final Design Contract to Firm; approve project contingency of \$A		Aye X, Nay X	As needed notes
2	Jul 9, 202X	Increase budget of Project X by \$XX,XXX (from \$A to \$B); authorize execution of contract with firm/vendor; approve construction contingency		Aye X, Nay X	As needed notes

Recommended Action: The PC X Engineering Committee recommends that the PC X Board Directors authorize the following:

1. Action 1;
2. Action 2; and
3. Action 3.

Attachment(s):

Attachment 1
Attachment 2

Agenda Item

6.B.

Board of Directors Meeting

Meeting Date: November 5, 2026

TO: Board of Directors

FROM: Amber Boone, General Manager

STAFF CONTACT: Jim Burror, Deputy General Manager / Chief Engineer
Roni Grant, Capital Improvement Program Manager

SUBJECT: Proposed Capital Project Chartering Process to Support Capital Improvement Planning

Executive Summary

The Engineering Committee reviewed and discussed the proposed Capital Project Chartering process and recommends that the Board of Directors authorize implementation of a standardized Project Charter procedure for SOCWA's Capital Improvement Program (CIP). The process would require an approved Project Charter for each new CIP project before its inclusion in the annual CIP budget, which establishes the project's purpose, scope, justification, anticipated benefits and risks, and a preliminary budget.

Background

SOCWA manages and maintains significant wastewater treatment and conveyance infrastructure that requires ongoing rehabilitation, replacement, and capital improvements. Decisions regarding these investments must consider regulatory requirements, operational reliability, infrastructure condition, service levels, financial resources, and long-term asset management objectives.

An effective capital planning process begins with identifying and documenting the need for a project before proceeding with design and construction. Project Chartering is a structured process for defining the purpose, justification, scope, anticipated benefits, risks, estimated costs, and organizational responsibilities associated with a proposed capital improvement.

The proposed process is consistent with the principles of asset management promoted by the United States Environmental Protection Agency (EPA), including understanding the condition and performance of infrastructure, establishing required levels of service, evaluating risks, and prioritizing investments based on long-term system needs.

Discussion and Analysis

The proposed Project Charter would serve as the foundational document for each capital project, establishing a common understanding of the project before significant resources are committed.

The Charter would document:

1. **Project Purpose and Scope:** Define the problem being addressed, proposed improvements, project boundaries, and related projects.
2. **Project Justification:** Document the infrastructure condition, operational needs, regulatory requirements, supporting studies, and anticipated benefits.
3. **Infrastructure Management and Levels of Service:** Identify affected assets, required service levels, and how the project supports SOCWA's operational and long-term infrastructure objectives.
4. **Risk and Alternatives:** Evaluate the consequences of not proceeding and identify alternatives considered, including continued maintenance, rehabilitation, replacement, or other approaches.
5. **Project Budget and Resources:** Establish preliminary project costs, anticipated funding requirements, staff resources, and major project phases.
6. **Regulatory and Contracting Requirements:** Identify potential environmental, permitting, and public contracting requirements early in project development.
7. **Project Responsibilities and Approvals:** Document the responsible project manager, participating departments, review requirements, and management approvals.

Relationship to Infrastructure Management

The EPA's framework emphasizes five core questions:

- What is the current state of the assets?
- What is the required sustainable level of service?
- Which assets are critical to sustained performance?
- What are the minimum life-cycle costs?
- What is the best long-term funding strategy?

Project Chartering provides a practical mechanism for incorporating these considerations into SOCWA's capital planning and approval process.

For example, a proposed equipment replacement should not be justified solely by the equipment's age. The Charter should also consider the equipment's condition, maintenance history, the likelihood and consequences of failure, operational redundancy, regulatory impacts, and available alternatives.

This approach helps ensure capital investments are based on documented infrastructure needs and organizational priorities rather than solely on individual project requests.

Proposed Implementation

Implementation would initially focus on new capital projects, with a phased approach for existing projects when significant scope or budget changes occur.

The approved Project Charter would also serve as the baseline reference for subsequent Engineering Committee and Board agenda items, allowing decision-makers to evaluate changes in project scope, schedule, budget, and justification against the project's original objectives. The intent is to integrate Project Chartering into existing workflows rather than create a separate or duplicative approval process.

Staff proposes implementing a standardized Project Chartering process based on the attached sample and incorporating it into SOCWA's existing CIP planning and budget development procedures.

The process would include the following elements:

- Require an approved Project Charter for each new CIP project before it is included in the annual CIP budget.
- Prepare the initial Charter during project identification and development.
- Obtain input from Operations and Maintenance, Engineering, and other affected departments.
- Document project justification, risks, alternatives, anticipated costs, and service-level benefits.
- Review and approve the Charter through an established management approval process before the project is submitted for CIP budget consideration.
- Update the Charter when significant changes occur in project scope, budget, or underlying justification.
- Use the approved Charter as a reference for subsequent Engineering Committee and Board project approvals.

Implementation would initially apply to all new CIP projects. Existing projects would be incorporated into the process when significant changes in project scope, budget, or justification occur. The intent is to integrate Project Chartering into existing workflows rather than create a separate or duplicative approval process. The Charter would establish the documented basis for a proposed project, while the Board would retain its existing authority over CIP budgets, contracts, and project expenditures.

Benefits to SOCWA

Implementation of a standardized Project Chartering process is expected to provide several organizational benefits:

- Improved Capital Planning: Establishes consistent documentation of project needs and justification, supporting more objective project prioritization.
- Greater Financial Accountability: Connects proposed expenditures to documented infrastructure needs, anticipated benefits, and approved project budgets.
- Improved Coordination: Ensures Engineering, Operations and Maintenance, Finance, and management have an opportunity to identify project requirements before design begins.

- **Better Project Scope Control:** Establishes an agreed-upon project purpose and scope against which future changes can be evaluated.
- **Improved Board Communication:** Provides a consistent historical record of why a project was initiated, what alternatives were considered, and how the project supports SOCWA's infrastructure objectives.
- **Long-Term Institutional Knowledge:** Preserves the original project justification and key decisions through changes in staff, management, and Board membership.

Engineering Committee Review and Requested Changes

At its October 15, 2026, meeting, the Engineering Committee reviewed the proposed Project Charter and suggested developing a simplified version for smaller projects. In response, Staff developed a Project Charter for Small Projects that includes only the essential information necessary for project scoping, planning, oversight, and accountability, while reducing the administrative burden for projects with budgets under \$100,000. This threshold aligns with the General Manager's existing contract approval authority, with contracts exceeding \$100,000 generally requiring Board approval. The members also requested that the title of the section on "project risks" be changed to "project concerns".

Financial Impact

There is no immediate capital expenditure associated with the proposed action. Initial development and implementation of the Project Chartering process would be performed using existing staff resources. The process will require additional time from the Engineering Department staff to prepare, review, and maintain Project Charters for all new CIP projects, as well as to update Charters for existing projects when significant changes occur. However, these efforts are intended to improve long-term capital planning, project prioritization, scope management, and budget accountability. Any future software, consulting, or additional resource requirements would be presented separately for consideration.

Recommended Action: The Engineering Committee recommends that the SOCWA Board of Directors approve the immediate implementation of the Project Charter process for the Capital Improvement Program, including the use of a simplified Project Charter for smaller projects.

Attachment(s):

Attachment A – Sample Large SOCWA Capital Project Charter and Exhibit Forms

Attachment B – Sample Small SOCWA Capital Project Charter (for projects under \$100,000) and Exhibit Form

LARGE CAPITAL PROJECT CHARTER

Official Project Title

Project Title

1. REFERENCE

1. Project Codes	PROJECT NO. XXX	GL Code
2. Project Committee	PC #	L/S/C/AWT
3. Project Manager	PM NAME: TBD	DEPT 3

2. PREPARATION

1. Date Prepared:	Date prepared
2. Prepared by:	Name
3. Revision No.:	REV-00

3. PROJECT SCOPE

1. The purpose of this project OR the problem that the project will solve (One sentence only).
This project will....

2. Detailed project description:
This project will....

3. Work that is not included in this project:
This project will not....

4. Projects that are interdependent with this project:
This project is related to because...

5. If this project includes the replacement or abandonment of an asset, list project/job nos:
List assets to be impacted from the SOCWA asset register

4. PROJECT JUSTIFICATION

1. Historical background on this project:
Historical background

2. Titles of studies that justify this project:
List reports

3. Specific benefits / service levels that this project must provide:
(Information comes from the owner / operator)
Describe benefits

4. How this project will contribute to the overall level of service of SOCWA:
(Information comes from the owner / operator)
Describe LOS contribution(s)

5. The concerns and possible consequences of this project not proceeding:
Describe what no action(s) from this project will result in...

6. Alternatives that were considered to achieve the purpose of this project:
Describe what alternatives have been considered...

5. PROJECT COMPLETION

October 26, 2026 The owner / operator's requested completion date (month / year)

6. RESOURCES

Indicate the estimated staff-hours that have been committed by each participating resource. This estimate will be refined during Phase 1.

		ESTIMATED STAFF HOURS PER WORK BREAKDOWN STRUCTURE LEVEL 4							ESTIMATED COSTS		
		PHASE 1 Proj Dev	PHASE 2 Prelim Design	PHASE 3 Design	PHASE 4 Const Install	PHASE 5 Commission	PHASE 6 Close Out	TOTAL HOURS	Unit Price, \$/Hr	Overhead, \$/Hr	TOTAL COSTS
DEPARTMENT	DEPT	---	---	---	---	---	---	---	\$ 125.00	\$ 125.00	\$ -
Administration	1	---	---	---	---	---	---	---	\$ 125.00	\$ 125.00	\$ -
Operations & Maintenance	2	---	---	---	---	---	---	---	\$ 55.00	\$ 55.00	\$ -
Engineering	3	---	---	---	---	---	---	---	\$ 55.00	\$ 55.00	\$ -
IT	4	---	---	---	---	---	---	---			
PHASE HOUR TOTALS		0	0	0.0	0.0	0	0	0.0			\$ -
PHASE CASH TOTALS		\$0	\$0	\$0	\$0	\$0	\$0	\$ -			

7. PROJECT BUDGET

	SOCWA Staff	Outside Svcs	Other costs*	TOTALS
1 Phase 1: Project Development	---	---	---	---
2 Phase 2: Preliminary Design	---	---	---	---
3 Phase 3: Design	---	---	---	---
4 Phase 4: Construction / Installation	---	---	---	---
5 Phase 5: Commission	---	---	---	---
6 Phase 6: Close-out	---	---	---	---
7 Contingency	---	---	---	---
8 TOTALS	---	---	---	---

9 *Other costs can include travel, land acquisitions, permits, equipment, or materials.

	Current Fiscal Year	Project Total	List budget page / year
10 Approved budget amount	\$0	\$0	20XX-20XX Budget, Page ____
11 Previously approved projects			Acct Initials here
12 Total estimated cost for this Project	\$0	\$0	
13 Surplus / deficit*			
14 Reimbursements			
15	*In the box to the right, indicate source of funds for deficit.		

8. REQUIRED COMPLIANCE

Exhibit 1 CEQA Status

Attach CEQA requirements form that summarizes CEQA actions required or completed or if project is exempt. Check appropriate box below.

- 1 ☐ No action is needed. This is not a capital project.
- 2 ☐ EIR is complete.
- 3 ☐ EIR is needed.
- 4 ☐ Supplemental EIR is needed.
- 5 ☐ Notice of exemption is needed.
- 6 ☐ Negative declaration is needed.

Describe CEQA needs

Exhibit 2 - Environmental Compliance and Monitoring

Attach SWQCB form for discharge requirements for storm water.

- 1 ☐ Check box, if this project involves recycle flows, process or chemical/polymer changes, underground tanks, storm water, dewatering to storm drains, changing plant drainage patterns, or the possibility of leaks or spills from the collection system.

Exhibit 3 - SCAQMD Air Quality Compliance

Attach SCAQMD permit requirements form. Check appropriate box below.

- 1 ☐ No permit is required
- 2 ☐ Permit is required

Exhibit 4 - Public Contract Compliance

Attach completed Project Classification Form. Check the appropriate box below.

- 1 ☐ This is a maintenance project under \$5,000.
- 2 ☐ Construction cost is less than \$35,000.
- 3 ☐ Formal bid is required.

9. COMMENTS

List any concerns or special conditions that should be brought to the attention of the Project Manager.

10. CHARTER REVISION HISTORY

Rev. 00 10/26/26
Rev. 01
Rev. 02
Rev. 03

11. ATTACHMENTS

Check boxes to indicate attachments to this charter

1	☒	CEQA requirements (EXHIBIT 1) (MANDATORY WITH ORIGINAL CHARTER)
2	☒	SWQCB discharge requirements for storm water (EXHIBIT 2) (MANDATORY WITH ORIGINAL CHARTER)
3	☒	SCAQMD permit requirements (EXHIBIT 3) (MANDATORY WITH ORIGINAL CHARTER)
4	☒	Project Classification Form (EXHIBIT 4) (MANDATORY WITH ORIGINAL CHARTER)
5	☐	Confidence Level Rating Sheet (Asset Management Form)
6	☐	Business Risk Evaluation (Asset Management Form)
7	☐	Previous study or report. List title: _____
8	☐	Previous study or report. List title: _____
9	☐	Other :

12. APPROVALS

The Engineering Planning staff is responsible for ensuring that all needed approvals occur.

1	ROUTING ORDER	1	2	3	4	5	6	6
2		Preparer's Supervisor	O&M Superintendent	Chief Technology Officer	Deputy GM / CE	GM	Engineering Committee (via Budget Approval)	Board of Directors (via Budget Approval)
3	APPROVED							
4	DATE							

* Indicate numeric routing order of approvals. Place an "N" if no approval is required.

Revised 10/15/2026

** Indicate other positions that must approve this charter

EXHIBIT 1 - CEQA REVIEW REQUIREMENTS COMPLIANCE

Date: **26-Oct-26**

Project Name: **Project Title**

Project No.: **PROJECT NO. XXX**

(Check one)

This project is a portion of a previously-approved Master Plan and (S)EIR/NEG DEC.

Master Plan prepared by: _____

(S)EIR or NEG DEC prepared by: _____

Certification/Approval by Districts' Board of Directors: _____

Date: _____

NOTICE OF DETERMINATION FILED: _____

Date: _____

This project is in a previously filed Notice of Exemption (NOE)

NOTICE OF EXEMPTION Prepared by _____

Project is EXEMPT per CEQA per Section: _____

NOE filed with County Clerk: Orange County

Date _____

✓

This project is not a portion of a previously-approved Master Plan, EIR, NEG DEC, OR NOE but is EXEMPT from CEQA.

NOTICE OF EXEMPTION prepared by: _____

Project is EXEMPT per CEQA per Section: _____

NOTICE OF EXEMPTION to be filed by: _____

NOTICE OF EXEMPTION to be filed with the County

Clerk: Orange County

NOTICE OF EXEMPTION recorded on: _____

This project has not been addressed in Districts' master plans or EIRs, is not exempt per the Guidelines and therefore requires additional CEQA review.

I have reviewed the project as identified and find that the above statements are true.

Project Manager

Date

Director of Engineering

Date

EXHIBIT 2 - CSRWQCB DISCHARGE REQUIREMENTS COMPLIANCE

Date: **10/26/26** Project Manager: **PM NAME: TBD**

Project Title: **Project Title**

Project No: **PROJECT NO. XXX**

Project Description: This project will....

To be completed by Project Manager:

If yes to ANY, then a NPDES Construction Storm Water Permit may be necessary.

- | <u>Yes</u> | <u>No</u> | |
|--------------------------|-------------------------------------|--|
| ☐ | ☒ | 1. Results in the disturbance of one acre of total land area ? |
| ☐ | ☒ | 2. Is less than one acre but part of a larger common area of development or sale ? |
| ☐ | ☒ | 3. Is less than one acre but has the potential to discharge into an area of special biological significance ? |
| ☐ | ☒ | 4. Discharges to an area of biological significance or TMDL listed water body ? |
| ☐ | ☒ | 5. Consists of more than routine maintenance to maintain original line and grade, hydraulic capacity or original purpose of the facility ? |
| ☐ | ☒ | 6. Includes any of the following: clearing, grading, excavation, reconstruction of existing facilities involving removal and replacement, dredge, or filling ? |
| ☐ | ☒ | 7. Exist outside of a previously constructed storm water control and management system operated by the Districts ? |

I have reviewed this project and have determined that a Notice of Intent (NOI) General Permit to Discharge Storm Water Associated with Construction Activity is:

☐ Necessary (NOI to be prepared with design package) ☒ Not Necessary

Does the project involve the following? If yes to ANY, then watershed coordination is necessary.

- | <u>Yes</u> | <u>No</u> | |
|--------------------------|-------------------------------------|--|
| ☐ | ☒ | 1. Will the project directly impact/protect water quality or other environmental components (i.e.: species; water courses; floodplains; vegetation; land use; others)? |
| ☐ | ☒ | 2. Do watershed stakeholders have interest/involvement in the outcome of this project (i.e.: OCHCA, OCRDMD, OCBC, CoastKeepers, Surfriders, other environmental groups; etc.) List Stakeholders: _____ |

Recommended:

Concur:

Project Manager	Date	Deputy GM /CE	Date
		General Manager	Date

EXHIBIT 3 - AIR QUALITY PERMIT REQUIREMENTS COMPLIANCE

Date: **10/26/26**

Project Manager: **PM NAME: TBD**

Project Title: **Project Title**

Project Name: **PROJECT NO. XXX**

Project Description: This project will....

To be completed by Project Manager:

The checklist **MUST BE FILLED OUT** for each engineering project (including research projects) during the initial project development/study phase.

Does the proposed project ...

YES NO

- ☐ ☒ 1. Cause or increase air emissions (e.g., expansion of treatment capacity; installation of combustion equipment; contractor's activities involving coatings, abrasive blasting, use of portable engines, earthmoving, etc.)?
- ☐ ☒ 2. Reduce or eliminate air emissions (e.g., installation of emission control device; abandonment of equipment already under permit, etc.)?
- ☐ ☒ 3. Replace or modify existing facilities already under South Coast Air Quality Management District (SCAQMD) permit or permit application?
- ☐ ☒ 4. Relocate existing facilities or equipment, including a change of ownership, already under SCAQMD permit or permit application?

If "NO" is checked for all of the questions above, a SCAQMD permit may not required.

If "YES" is checked for any question above or unsure of the answer, submit this form to the Environmental Compliance and Regulatory Affairs Division Manager or his/her designee for review.

Project Manager

Date

To be completed by Environmental Compliance and Regulatory Affairs Division Manager:

I have reviewed this project and have determined that a SCAQMD permit is:

- ☐ Required
- ☐ Not Required

Environmental Services Manager or GM Date

EXHIBIT 4 – Capital Project Classification Form

Date: **10/26/26**

Project Manager: **PM NAME: TBD**

Project Title: **Project Title**

Project Name: **PROJECT NO. XXX**

Project Description: This project will....

To be completed by Project Manager:

The checklist **MUST BE FILLED OUT** for each engineering project (including research projects) during the initial project development/study phase.

Does the project involve the following? If yes to ANY, then Public Works bidding is required.

YES NO

- ☒ ☐ 1. Construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any plant, building, structure, ground facility, and utility system.
- ☐ ☒ 2. Painting or repainting of any plant, building, structure, ground facility, and utility system.

Does the project involve the following maintenance activities? If yes to ANY, then Public Works bidding maybe required, or may be requested by PM.

YES NO

- ☐ ☒ A. Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility for its intended purposes.
- ☐ ☒ B. Minor repainting.
- ☐ ☒ C. Resurfacing of streets and highways at less than one inch.
- ☐ ☒ D. Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.
- ☒ ☐ E. Work performed to keep, operate, and maintain publicly owned water, power, or waste disposal systems.
- ☐ ☒ F. Emergency work, as declared by the General Manager.
- ☐ ☒ G. For A-F above, is an outside construction contractor contract requested by the PM.
- ☐ ☒ H. Does this project include the purchase of computer software.

If "NO" is checked for all of the questions above, a Public Works Bidding is required.

If "YES" is checked for any question above or unsure of the answer, the General Manager (with a recommendation from the Deputy General Manager /Chief Engineer will determine whether Public Works Bidding is required.

Project Manager

Date

To be completed by GM:

I have reviewed this project and have determined that Public Works bidding is:

- ☐ Required
- ☐ Not Required

General Manager

Date

Notice of Exemption

Form D

To: ☒ Office of Planning and Research
PO Box 3044,
1400 Tenth Street, Room 222
Sacramento, CA 95812-3044

From: SOCWA
34156 Del Obispo St, Dana Point,
CA 92629

To: ☒ County Clerk
County of Orange
12 Civic Center Plaza,
PO Box 238
Santa Ana, CA 92701-0238

Project Title: **PROJECT NO. XXX Project Title**

(Specific): **site location**

Project Location (City): **City** **Project Location (County):** **Orange**

Description of Project: This project will....

Name of Public Agency Approving Project: SOCWA
34156 Del Obispo St, Dana Point, CA 92629

Name of Person or Agency Carrying Out Project: SOCWA
34156 Del Obispo St, Dana Point, CA 92629

Exempt Status: (Check One)

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☒ Categorical Exemption. State type and section number:

15301 (b)

- ☐ Statutory Exemptions. State code number:

Reasons why project is exempt: Projects are categorically exempt because ...

Lead Agency Contact Person: Area Code / Telephone/Extension:

If filed by applicant:

- 1 Attach certified document of exemption finding.
- 2 Has a Notice of Exemption been filed by the public agency approving the project? YES ☒ NO ☐

Signature: Date: Title:

☒ Signed by Lead Agency

Date received for filing at OPR:

☐ Signed by Applicant

SMALL CAPITAL PROJECT CHARTER

Official Project Title

Project Title

1. REFERENCE

1. Project Codes	PROJECT NO. XXX	GL Code
2. Project Committee	PC #	L/S/C/AWT
3. Project Manager	PM NAME: TBD	DEPT 3

2. PREPARATION

1. Date Prepared:	Date prepared
2. Prepared by:	Name
3. Revision No.:	REV-00

3. PROJECT SCOPE

1. The purpose of this project OR the problem that the project will solve (One sentence only).
This project will....

2. Detailed project description:
This project will....

3. Work that is not included in this project:
This project will not....

4. Projects that are interdependent with this project:
This project is related to because...

5. If this project includes the replacement or abandonment of an asset, list project/job nos:
List assets to be impacted from the SOCWA asset register

4. PROJECT JUSTIFICATION

1. Historical background on this project:
Historical background

2. Titles of studies that justify this project:
List reports

3. Specific benefits / service levels that this project must provide:
(Information comes from the owner / operator)
Describe benefits

4. How this project will contribute to the overall level of service of SOCWA:
(Information comes from the owner / operator)
Describe LOS contribution(s)

5. The concerns and possible consequences of this project not proceeding:
Describe what no action(s) from this project will result in...

6. Alternatives that were considered to achieve the purpose of this project:
Describe what alternatives have been considered...

5. PROJECT COMPLETION

The owner / operator's requested completion date (month / year)

6. RESOURCES

Indicate the estimated staff-hours that have been committed by each participating resource. This estimate will be refined during Phase 1.

		HOURS PER WORK BREAKDOWN		ESTIMATED COSTS		
DEPARTMENT	DEPT	Est. Staff Labor	TOTAL HOURS	Unit Price, \$/Hr	Overhead, \$/Hr	TOTAL COSTS
Administration	1	---	---	\$ 125.00	\$ 125.00	\$ -
Operations & Maintenance	2	---	---	\$ 125.00	\$ 125.00	\$ -
Engineering	3	---	---	\$ 55.00	\$ 55.00	\$ -
IT	4	---	---	\$ 55.00	\$ 55.00	\$ -
TOTALS		0	0.0			\$ -

7. PROJECT BUDGET

	SOCWA Staff	Outside Svcs	Other costs*	TOTALS
1 Project	---	---	---	---
2 TOTALS	---	---	---	---

3 *Other costs can include travel, land acquisitions, permits, equipment, or materials.

	Current Fiscal Year	Project Total	List budget page / year
4 Proposed budget	\$0		20XX-20XX Budget, Page ____
5 Small Capital Project Number	PROJECT NO. XXX		

8. REQUIRED COMPLIANCE

CEQA Status

Attach CEQA requirements form that summarizes CEQA actions required or completed or if project is exempt. Check appropriate box below.

- | | | |
|---|--------------------------|---|
| 1 | ☐ | No action is needed. This is not a capital project. |
| 2 | ☐ | EIR is complete. |
| 3 | ☐ | EIR is needed. |
| 4 | ☐ | Supplemental EIR is needed. |
| 5 | ☐ | Notice of exemption is needed. |
| 6 | ☐ | Negative declaration is needed. |

Describe CEQA needs

Public Contract Compliance

Attach completed Project Classification Form. Check the appropriate box below.

- | | | |
|---|-------------------------------------|--|
| 1 | ☐ | This is a maintenance project under \$5,000. |
| 2 | ☐ | Construction cost is less than \$25,000. |
| 3 | ☒ | Formal bid is required. |

9. COMMENTS

List any concerns or special conditions that should be brought to the attention of the Project Manager.

10. CHARTER REVISION HISTORY

Rev. 00 10/26/26

Rev. 01

Rev. 02

Rev. 03

11. ATTACHMENTS

List as needed:

- 1)
- 2)
- 3)
- 4)

12. APPROVALS

The Engineering Planning staff is responsible for ensuring that all needed approvals occur.

				
1	ROUTING ORDER	1	2	3
2		Preparer's Supervisor	O&M Superintendent	Listed Department Head _____
3	APPROVED			
4	DATE			

* Indicate numeric routing order of approvals. Place an "N" if no approval is required.

** Indicate other positions that must approve this charter

Revised 10/26/2026

Notice of Exemption

Form D

To: ☒ Office of Planning and Research
PO Box 3044,
1400 Tenth Street, Room 222
Sacramento, CA 95812-3044

From: SOCWA
34156 Del Obispo St, Dana Point,
CA 92629

To: ☒ County Clerk
County of Orange
12 Civic Center Plaza,
PO Box 238
Santa Ana, CA 92701-0238

Project Title:
Project Location
(Specific):

Project Title

Site location

Project Location
(City):

City

Orange

Description of
Project:

This project will....

Name of Public Agency Approving Project:

SOCWA
34156 Del Obispo St, Dana Point, CA 92629

Name of Person or Agency Carrying Out Project:

SOCWA
34156 Del Obispo St, Dana Point, CA 92629

Exempt Status: (Check One)

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☒ Categorical Exemption. State type and section number:
- ☐ Statutory Exemptions. State code number:

15301 (b)

Reasons why
project is exempt:

Projects are categorically exempt because ...

Lead Agency
Contact Person:

Area Code /
Telephone/Extension:

If filed by applicant:

- 1 Attach certified document of exemption finding.
- 2 Has a Notice of Exemption been filed by the public agency approving the project? YES ☒ NO ☐

Signature:

Date: _____

Title: _____

☒ Signed by Lead Agency

Date received for filing at OPR: _____

☐ Signed by Applicant

Agenda Item

7.A.

Board of Directors Meeting
Legal Counsel Review: Yes
Meeting Date: November 5, 2026

TO: SOCWA Board of Directors

FROM: Amber Boone, General Manager

SUBJECT: Resolution No. 2026-09: A Resolution of the Board Of Directors of the South Orange County Wastewater Authority Approving the Cost Allocation Policy

Summary

At its May 14, 2026, meeting, the SOCWA Board of Directors directed staff to review the draft Cost Allocation Policy and update the document to ensure it aligns with the following:

- Updated Joint Powers Authority (JPA) Agreements adopted in December 2024.
- Current budgeting and cost allocation practices by budget line item.
- Current SOCWA operations and maintenance (O&M) and capital billing practices.
- Member agency requests related to billing for contracted O&M and capital services.

The Draft Allocation Policy was reviewed by the Engineering Committee on October 15, 2026 with a recommendation to adopt the Policy, to the SOCWA Board of Directors, once the Finance Committee approved the Policy. On October 20, 2026, the Finance Committee recommended to the Board of Directors to adopt the redlined accepted Cost Allocation Policy with the following minor policy updates: change from “three” to “two” participating agencies in the PC12 Cost Allocation structure section, update the reference of the person to the position in the MNWD letter reference for JBL capacity rights by MNWD, and to include a footnote to the legal agreement in Tables 6 and 8. Additionally, staff, upon final review, alphabetized the definitions under the General Fund to include the redline definitions of Conferences and Memberships in the definition list for consistency, which is reflected in the report. A final edit for PC2 and PC15 allocations for “Or for all others” expenses was added into the “All other expenses” for clarity in what those expenses are and how those expenses are allocated to reduce duplication in the list of allocation items.

Recommended Action: Staff recommends that the Board approve Resolution No. 2026-09: A Resolution of the Board Of Directors of the South Orange County Wastewater Authority Approving the Cost Allocation Policy; and to include the policy in the SOCWA Policy Handbook.

Attachments:

Cost Allocation Policy
Resolution 2026-09

Cost Allocation Policy

Purpose

This policy establishes the methodology for allocating costs associated with the operation, maintenance, administration, and unfunded liabilities of the South Orange County Wastewater Authority (SOCWA). It ensures fair, transparent, and consistent distribution of costs among member agencies and project committees and shall govern the allocation of costs reflected in SOCWA's Budgets, including costs related to administration, operation, and maintenance, capital projects, information technology, fringe benefits, Unfunded Accrued Liabilities (UAL), and Other Post-Employment Benefits (OPEB).

Budget Components

SOCWA's budget consists of four principal components outlined below.

1. **Capital Improvement Plan (CIP) Budget** – The CIP Plan is a multi-year plan outlining SOCWA's planned investments in public facilities and infrastructure, and more specifically, the financing, location, and timing of capital improvement projects. The CIP Budget is created with input from the Engineering Committee and then reviewed by the Finance Committee for affordability and Member Agency impacts, recommended by the relevant Project Committees, and adopted by the full Board (typically in May/June) as part of the combined O&M + CIP budget for the ensuing Fiscal Year; it covers the financing, location, and timing of capital improvements, repairs, adjustments, replacements, extraordinary or standby maintenance, and related incidental costs not directly tied to ordinary use of the Project facilities, with costs allocated to Participating Member Agencies in proportion to their ownership of capacity in the relevant facilities.

The CIP Budget includes maintenance costs not directly related to use of the Project facilities, including necessary capital improvements, repairs, adjustments, replacements, and extraordinary or standby maintenance, and incidental accounting and administrative costs in connection therewith. For example, the Buried Digester Piping Reconstruction project (Project #32232S/32234S/32244S) at the J.B. Latham Treatment Plant—covering reconstruction and replacement of aging underground digester gas and hot-water piping—is included in the CIP capital budget.

2. **Operations and Maintenance (O&M) Budgets** – Operations and maintenance budgets are prepared for each Project operated and maintained by SOCWA and approved at or prior to each June meeting of the Board for the ensuing Fiscal Year. Operations and maintenance costs directly related to the use of the Project facilities, including necessary improvements, repairs, adjustments, and replacement costs in connection therewith, are paid by each Member Agency using the Project facilities in proportion to its use, consistent with Section 6.3.1 of the SOCWA Joint Powers Agreement. The O&M Budgets include (a) the estimated expenses of operating the Project; (b) the estimated expenses of maintaining the Project, (c) an estimate of income from operations, if any; and (d) the allocation of operation and maintenance expenses among the Member Agencies in each particular Project Committee (the “Participating Member Agencies”) in accordance with the formulas set forth in this Policy. O&M Budgets must be approved by a two-thirds (2/3)

Cost Allocation Policy

vote of the Participating Directors in that Project in accordance with Section 6.3 of the SOCWA Joint Powers Agreement. The O&M Budget includes two departments:

- Department 01: Operations and Maintenance
- Department 02: Environmental Services

3. **Administration Budget:** The Administrative Budget contains the administrative and incidental accounting costs arising specifically from the operations and maintenance of the Project facilities, as well as the allocation among the Member Agencies of the amounts necessary to cover the Administrative Budget expenditures. Because the Administrative Budget is a Project; the O&M costs for a Project, the Administrative Budget also must be approved by a two-thirds (2/3) vote of the Participating Directors in that Project in accordance with Section 6.3 of the SOCWA Joint Powers Agreement. The Administration Budget includes the following:

- Department 04: Administration. Includes administration and incidental accounting costs arising specifically from the operations and maintenance and non-CIP engineering expenses (Department 3) for the facilities.
- Department 05: Information Technology - Expenses are budgeted as direct costs where technology services or equipment are needed at SOCWA facilities or as indirect costs based on the IT pool of expenses. Department 05 expenses are distributed to all project committees and departments based on the "where labor worked" methodology.

4. **General Fund Budget:** The General Fund Budget includes the general administrative expenses of SOCWA and the allocation among the Member Agencies of the amounts necessary to cover the General Fund Budget expenditure. The General Fund Budget is allocated evenly among the six participating Member Agencies. If the General Fund Budget provides an allocation to the Member Agencies on some basis other than equal amounts, the General Fund Budget must be approved by the unanimous consent of all the Member Agencies in accordance with Section 6.1 of the SOCWA Joint Powers Agreement. Certain expenses are split between the General Fund Budget and the Administrative Budget. Items included in the General Fund Budget include portions of the following categories, as allocated in Table 1 and described below Table 1 for clarity.

Please note that the percentages in Table 1 are the General Fund percentage allocations, and the remaining percentage allocations for each category of expense are allocated entirely to the Administration Budget. For example, Regular Salaries of the General Manager shall be split 50% into the General Fund (allocated equally to the SOCWA member agencies) and 50% into the Administration budget, which is allocated based on where labor worked, following O&M expenses.

Cost Allocation Policy

Table 1: General Fund Expenses and Percentage Allocations

General Fund Allocation	
Salary and Fringe	
General Manager	50%
Assistant Clerk	50%
Comp Time - Admin	50%
Other Expenses	
Car Allowance (General Manager)	50%
Public Notices	100%
Public Relations/Government Affairs	Board Directed
Contract Labor/Part-Time Labor	25%
Audit	100%
Legal Fees	40%
Conferences, Training, and Travel	75%
Large Agency Memberships except WEROC will be included in GF at 100%. (Will Include: CASA, Clean Water Social, WERF, etc.)	100%
Small Purchases and Consumables	5%
IT Allocations into PC's & Depts.	5%

Cost Allocation Policy

Definitions of the General Fund:

Audit: Annual audit shall be filed with the State Controller, Orange County Auditor and each Member Agency within six (6) months of the end of the Fiscal Year under examination. All costs associated with this requirement shall be included in this category.

Car Allowance: Monthly allowance for vehicle expense per the General Manager's contract.

Contract Labor/Part-Time Labor: Board approved budget for this additional work as needed.

Conferences, Training, and Travel: Employee expenses for conferences, training, and travel for the designated employees in Table 1.

IT Allocations into PC's & Depts: IT allocations follow O&M labor.

Legal Fees: For matters related to conducting Board-related business for labor and general counsels.

Memberships: Large Agency Memberships, except WEROC, to include CASA, Clean Water Socal, WERF, etc.

Public Notices: Expenses incurred related to any public notices required for the business of the Authority.

Public Relations/Governmental Affairs: Expenses incurred to support Public Relations or Governmental Affairs efforts based on Board-directed or Member Agency requests. Public Relations/Governmental Affairs expenses may be funded or co-funded through Member Agency partnerships. Public Relations/Governmental Affairs expenses shall be allocated on a case-by-case basis at the direction of the SOCWA Board. Public Relations/Governmental Affairs expenses shall first be presented to the SOCWA Board for discussion regarding whether the expense, or a portion of the expense, belongs in the General Fund Budget, or whether the expense should be subject to a different allocation. Upon the unanimous vote of the SOCWA Board, a Public Relations/Governmental Affairs expense may be added to the General Fund Budget (and thereby allocated evenly among the six participating Member Agencies) or allocated on some basis other than equal amounts among all the SOCWA Member Agencies. If there is not unanimous consent regarding the proposed allocation by the SOCWA Board, then a Public Relations/Governmental Affairs expense may be funded by one or more Project Committees, subject to the unanimous consent of the Participating Directors representing the Member Agencies that will fund the expense.

Salary and Fringe Benefits: Salary and employee benefits (or portions thereof) of the designated employees in Table 1.

Small Purchases and Consumables: Small tools and supplies, subscriptions, postage, office supplies in admin, miscellaneous, and shipping/freight that support Board-related business.

Cost Allocation Policy

5. Other Budget Components:

- UAL - "UAL" is an abbreviation for Unfunded Actuarial Liability, which is the gap between a pension plan's total obligations to employees and the assets it has on hand to pay for those benefits. This liability represents the portion of accumulated benefits that an organization is committed to paying but for which it has not yet set aside sufficient funding. For example, in the UAL calculation for a public agency, the UAL represents the amount of promised benefits that is greater than the plan's assets.
- OPEB - An OPEB liability is an accounting term for the financial obligation an employer has to pay for Other Postemployment Benefits (OPEB) provided to its retired employees and their beneficiaries with a hire date before 6/30/2017. These benefits are non-pension benefits earned during an employee's service period but paid after employment has ended.

Cost Allocations

The following sections provide the allocations by each component outlined above.

Engineering Capital Repair Allocations (aka CIP Projects)

Capital costs are considered projects that maintain the SOCWA facilities and follow Section 6.3.1 of the SOCWA JPA agreement, which states that capital costs "shall be paid by the Participating Member Agencies in proportion to their respective percentage share of the ownership of capacity in said Project facilities." The December 2024 reorganization agreements contain the most current cost allocations for capital projects and are utilized in the budget creation.

The capital portion of the O&M Budget is presented to the SOCWA Board's Engineering Committee for review, comment, and incorporation by consensus of each project committee member.

Administrative Cost Allocation

Administrative costs follow Section 6.3 of the SOCWA JPA agreement. The methodology divides costs per agency by the total Operations and Maintenance budget (Departments 01 & 02) without including Admin, UAL, or OPEB costs. This ensures administrative costs remain proportional to services received, as identified in the annual budget. Any changes to this methodology require unanimous consent from all Participating Member Agencies per Section 6.3.1 of the SOCWA JPA.

Fringe Benefit Allocation

SOCWA utilizes a fringe benefit pool methodology that is applied to salaries with a utilization rate. The fringe benefit pool encompasses costs for accrued leave, group insurance, PERS Normal Costs, and other paid benefits. The utilization rate is the pay-for-time-worked rate based on the number of hours on leave divided by the total number of hours available to work. SOCWA plans to transition from the fringe pool method to an actual cost allocation approach to better accommodate labor changes throughout the fiscal year.

Cost Allocation Policy

Information Technology Allocation

IT costs are distributed using a labor-based ("where labor worked") allocation methodology, distinguishing between:

- Direct costs: Technology services or equipment needed at specific SOCWA facilities.
- Indirect costs: Distributed across project committees and departments based on labor allocation.

Unfunded Liabilities Allocation

The allocation of Unfunded Accrued Liability (UAL) requires annual payments based on actuarial distributions. Distribution adheres to a proportional methodology based on labor services received by each Member Agency and is updated by an actuarial firm, when necessary, to account for structural changes at the agency. Employer retirement costs are allocated according to labor distribution and agency participation levels, reviewed and updated periodically by an outside consulting firm. Certain agencies (referred to as Contract Agencies as defined herein) are contractually obligated to cover certain UAL and OPEB costs based on terms set forth in individual agreements, such as withdrawal or continuing services agreements.

Contracted Services Allocations

SOCWA may contract from time to time with partners to provide those partners with certain specialty services, such as recycled water permitting, permitting compliance services (such as NPDES and master recycled water permits), pretreatment program services, and/or laboratory services using the same general facilities and standard of care as provided to SOCWA's Member Agencies. Generally, SOCWA provides these services and invoices for the contracted partners, such as the Trabuco Canyon Water District and the Moulton Niguel Water District, on a quarterly or annual basis for budgeted costs, plus reasonable administration and overhead costs, which are calculated proportionately based on the same overhead and administration methodology used for Member Agencies.

Unless otherwise specifically stated in an agreement, de minimis contracts that provide revenue sources of under \$100k annually will have a flat overhead and administration rate, which will be set and reviewed annually, and these revenues will be used to offset costs associated with the specific Project Committee applicable to the service provided, if applicable, and shall be reconciled and credited as appropriate during the use audit process.

SOCWA will defer to agreed-upon contract language from previous member agencies negotiated as part of subsequent withdrawal agreements related to unfunded public system liability while agencies were members of the Authority.

SOCWA will provide notice to each contracted services partner no later than March 1 each year to determine whether they desire to continue using SOCWA's services for the following fiscal year, to determine inclusion in the budget, where and as applicable.

Cost Allocation Policy

Project Committee Allocation

SOCWA operates through a series of Project Committees (PCs), each with specific operational responsibilities and Participating Member Agencies. The Project Committee costs are inclusive of facility usage, operational needs, special studies determined by Engineering or Finance Committees, permit requirements, regulatory drivers, labor, and utility operational costs. Specific allocation methodologies vary by Project Committee. SOCWA will utilize the capacity ownership amounts set forth in the December 2024 Reorganization Agreements as normal budgeted costs and resolve the usage in the Use Audit process.

Table 2 sets forth the current SOCWA Project Committees, Member Agencies, and Contract Agencies. “Contract Agencies” are agencies that have contracted capacity through other SOCWA Member Agencies and/or otherwise receive services through contracts directly with SOCWA.

Table 2: SOCWA Project Committee Participating Member Agencies and Contract Agencies

Project Committee	Description	SOCWA Participating Member Agencies	Contract Agencies*
PC 2	JB Latham WWTP	SCWD, SMWD	MNWD
PC 5	San Juan Creek Ocean Outfall (SJCOO)	CSC, SCWD, SMWD	MNWD
PC 8	Pre-Treatment Program	CLB, CSC, EBSD, ETWD, SCWD, SMWD	IRWD, MNWD
PC 12	Recycled Water Permit	SCWD, SMWD	MNWD, TCWD
PC 15	Coastal WWTP	CLB, EBSD, SCWD	N/A
PC 21	Effluent Transmission Main (ETM)	ETWD	IRWD, MNWD
PC23	North Coast Interceptor (NCI)	CLB, EBSD	N/A
PC 24	Aliso Creek Ocean Outfall (ACOO)	CLB, EBSD, ETWD, SCWD	IRWD, MNWD

Agency Abbreviations:

- CLB: City of Laguna Beach
- CSC: City of San Clemente
- EBSD: Emerald Bay Service District
- ETWD: El Toro Water District

Cost Allocation Policy

- IRWD: Irvine Ranch Water District (*)
- MNWD: Moulton Niguel Water District (*)
- SCWD: South Coast Water District
- SMWD: Santa Margarita Water District
- TCWD: Trabuco Canyon Water District (*)

PC 2 (JB Latham Treatment Plant)

PC 2 O&M costs are budgeted and allocated based on the capacity rights specified in the Assignment and Assumption Agreement (PC 2) (Agreement No.5/Agreement #7 to PC 2, effective December 12, 2024), as outlined in Table 3A and 3B. Please note that, based on the agreement, *MNWD costs are combined with SCWD costs, effective December 12, 2024*: “MNWD’s 23.08% liquids treatment capacity allocation in (and effluent from) the JB Latham Treatment Plant, totaling 3.00 mgd; and (ii) MNWD’s 21.62% solids treatment capacity allocation in the JB Latham Treatment Plant, totaling 8,340 lbs/day ((i))”. Also per the agreement, MNWD has provided SOCWA its future commitment post 2029 of 1.5 mgd utilization at PC2 in a letter dated December 23, 2025, from the MNWD General Manager.

Table 3A: PC2 JBL Latham Treatment Capacity Allocations - Until 2029 - Summary

Agency	Liquids (mgd)	Solids (mgd)(1)	Solids (lbs)(1)	Common-L (%)	Common-S (%)
SMWD	6.25	10.80	22,518	48.08%	58.38%
SCWD	3.75	3.70	7,715	28.85%	20.00%
MNWD (1)	3.00	4.00	8,340	23.08%	21.62%
Total	13.00	18.50	38,573	100.00%	100.00%

(1) Owned by SCWD on behalf of MNWD by Assignment and Assumption Agreement (PC 2) (Agreement No.5/Agreement #7 to PC 2,

Table 3B: PC2 JBL Latham Treatment Capacity Allocations - Post 2029 - Summary

Agency	Liquids (mgd)	Solids (mgd)(1)	Solids (lbs)(1)	Common-L (%)	Common-S (%)
SMWD	6.25	10.80	22,518	48.08%	58.38%
SCWD	5.25	6.20	12,927	40.38%	33.51%
MNWD(1)	1.50	1.50	3,128	11.54%	8.11%
Total	13.00	18.50	38,573	100.00%	100.00%

(1) Owned by SCWD on behalf of MNWD by Assignment and Assumption Agreement (PC 2) (Agreement No.5/Agreement #7 to PC 2,.

PC 5 (San Juan Creek Ocean Outfall)

PC 5 O&M costs are budgeted and allocated based on the hydraulic capacity ownership amounts set forth in the Assignment and Assumption Agreement (Agreement No.6, effective December 12, 2024) and represent fixed costs as noted in Table 4. Please note that, based on the agreement, *MNWD costs are combined with SMWD costs effective December 12, 2024*: “MNWD hereby permanently assigns to (a) SMWD and SMWD hereby accepts 59% of

Cost Allocation Policy

MNWD's assigned Outfall Capacity, and (b) SCWD and SCWD hereby accepts 41% of MNWD's Assigned Outfall Capacity and 100% of MNWD's Assigned Pumping Capacity."

Table 4: PC 5 - SOCWA San Juan Creek Ocean Outfall Capacity Summary

Agency	Ownership (%)	Hydraulic Capacity (mgd)
CSC	16.62%	13.296
SCWD	12.47%	9.976
MNWD-SCWD (1)	6.36%	5.088
SMWD	55.40%	44.320
MNWD-SMWD (2)	9.15%	7.320
Total	100.00%	80.000

(1) Owned by SCWD on behalf of MNWD by Assignment and Assumption Agreement (Agreement No.6)

(2) Owned by Owned by SMWD on behalf of MNWD by Assignment and Assumption Agreement (Agreement No.6)

PC 8 (Pretreatment Program)

PC 8 costs are allocated using two categories: insurance costs and all other costs. Insurance costs are equally divided among the Participating Agencies.

PC 12 (Water Reclamation Permits)

The PC 12 costs are allocated using two categories: equally split and actual acre-feet of recycled water deliveries. The costs for each line budgeted item is first split 50/50 between the two categories. The first 50% is split equally among the Member and Participating Agencies. The second 50% is split proportionally among the Member and Participating Agencies based on actual actual acre-feet of recycled water deliveries.

- Trabuco County Water District (TCWD) contracts for services under a separate agreement. Expenses attributed to TCWD offset expenses in PC12 prior to allocation to the Member Agencies. Any new or supplemental contracted services will be billed directly to TCWD.

PC 15 (Coastal Treatment Plant)

PC 15 O&M costs are budgeted and allocated according to the Liquids, AWT, and Common capacity amounts set forth December 12, 2024, Coastal Treatment Plant Capacity Rights Transfer Agreement (Agreement No.3 MNWD Capacity Rights in Project Committee 15), as noted in Table 5.

Cost Allocation Policy

Table 5: PC 15 - Coastal Treatment Plant Capacity

Agencies	Liquids Capacity (mgd)	AWT (%)	Liquids and Common (%)
CLB	3.64	0	54.30
EBSB	0.2	0	3.00
SCWD	2.86	100	42.70
Total	6.7	100	100.00

PC 21 (Effluent Transmission Main)

PC 21 O&M costs are budgeted and allocated according to hydraulic capacity ownership as set forth in the Assignment and Assumption Agreement (Agreement No.7, effective December 12, 2024) (Project Committees 21 and 24) as noted in Table 6A and 6B. Please note that *IRWD costs are combined with ETWD costs, effective July 1, 2023, with 50% capacity rights to IRWD and 50% capacity rights to ETWD for ETM reach B/C/D, and IRWD and MNWD costs are combined with ETWD costs, effective December 12, 2024, with 23.29% allocated to ETWD, 23.29% allocated to IRWD, and 53.43% allocated to MNWD for Reach E.*

Table 6A: PC 21 - Effluent Transmission Main Reaches B/C/D Summary

Agency	Hydraulic Capacity	Ownership Percentage (%)
ETWD	7.5	50
IRWD (1)	7.5	50
Total	15.0	100

(1) Owned by ETWD on behalf of IRWD based on Assignment and Assumption Agreement 8/31/22 (El Toro-IRWD SOCWA Facilities)

Table 6B: PC 21 - Effluent Transmission Main Reach E Summary

Agency and Reach	Hydraulic Capacity	Ownership Percentage (%)
ETWD	7.5	23.29
IRWD (1)	7.5	23.29
MNWD (2)	17.2	53.42
Total	32.2	100

(1) Owned by ETWD on behalf of IRWD by Assignment and Assumption Agreement (Agreement No.7)

Cost Allocation Policy

(2) Owned by ETWD on behalf of MNWD based on Assignment and Assumption Agreement (Agreement No.7)

PC 23 North Coast Interceptor

PC23 costs are budgeted in two categories: direct SOCWA expenses and CLB contract operational expenses. The first category of expenses are budgeted within the SOCWA budget for expenses to support contract operations CLB, or expenses to be billed directly to one or both of the Member Agencies upon request. The second category of expenses are for CLB contract operations per Project Committee No. 23 and the City of Laguna Beach for the North Coast Interceptor Sewer and Interceptor Pumping Stations, dated August 5, 2010, and the subsequent extensions. Regardless, PC 23 O&M costs are allocated according to hydraulic capacity ownership as set forth in the November 22, 2006, Amendment No. 3 to the Agreement for Design, Construction, Use, Operation, Maintenance, Repair, and Replacement of Phase I North Coastal Interceptor Sewer Pipeline and Pumping Stations for AWMA for and on Behalf of PC No. 7-A as noted in Table 7.

Table 7: PC23 North Coast Interceptor Summary

Agency	Capacity Ownership Percentage (%)
CLB	95.88
EBSD	4.12

PC 24 (Aliso Creek Ocean Outfall)

PC 24 O&M costs are budgeted and allocated according to hydraulic capacity ownership as set forth in the December 12, 2024, Assignment and Assumption Agreement (Agreement No.7) (Project Committees 21 and 24) as noted in Table 8. As noted in the Agreement: “*Note MNWD costs are combined with ETWD costs, effective December 12, 2024.* Assignment and Acceptance of MNWD’s Assigned Capacity and Rights and Obligations. MNWD hereby permanently assigns to ETWD, and ETWD hereby accepts from MNWD, (1) MNWD’s 53.42% capacity allocation in Reach E of the Effluent Transmission Main; (2) MNWD’s 43.848% capacity allocation in the ACO Outfall ((1) and (2) are collectively referred to herein as “MNWD’s Assigned Capacity”). Note that IRWD transferred capacity rights to ETWD effective July 1, 2023 via an Assignment and Assumption Agreement.

Cost Allocation Policy

Table 8: PC 24 - Aliso Creek Ocean Outfall Capacity Summary

Agency	Hydraulic Capacity (mgd)	Ownership Percent (%)
CLB	5.500	11.00%
EBSD	0.390	0.78%
ETWD	8.151	16.30%
ETWD-MNWD (1)	21.924	43.85%
ETWD-IRWD (2)	7.880	15.76%
SCWD	6.155	12.31%
Total	50.000	100.00%

(1) Owned by ETWD on behalf of MNWD by Assignment and Assumption Agreement (Agreement No.7)

(2) Owned by ETWD on behalf of IRWD by Assignment and Assumption Agreement (Agreement No.7)

Cost Allocation Policy

Cost Allocation Principles for SOCWA Wastewater Treatment Facilities

The following principles guide SOCWA's allocation methodologies and are applicable to each Project Committee:

Treatment Plant Cost Allocation Categories

1. Process-Based Allocation: Costs are allocated based each operational process (Liquids, Solids, Common, and AWT).
2. Facility-Specific Considerations: Each facility has a unique allocation structure reflecting its operational characteristics.
3. Direct vs. Shared Costs: Direct costs are allocated to specific processes; shared resources are allocated proportionally.
4. Labor Distribution: Based on actual time spent supporting each facility or project committee.
5. Utility-Specific Allocation: Based on metering data and operational requirements.
6. Chemical Usage Tracking: Based on actual usage by treatment process, resolved in the use audit.
7. Equipment-Based Allocation: Based on the primary function of equipment (solids, liquids, or common costs).

PC 2 Cost Allocation Structure

- Regular Salaries, Overtime, PerformanceBased Merit Pay, Scheduled Holiday Work , Comp Time, Standby Pay, Fringe Benefits IN to PC's & Depts., Group Insurance Waiver, Medicare Tax Payments, Monthly Car Allowance: Based on Actual or Planned Utilization (Timecards)
- Electricity and Natural Gas: 65.00%, Liquids 25.00%, Solids 5.00%, L-Common, and 5.00%S-Common
- Potable & Reclaimed Water: 40.00% Liquids, 50.00% Solids, 5.00%, L-Common, and 5.00%S-Common
- Chlorine/Sodium Hypochlorite and Grit, Maintenance Equip. & Facilities (Liquids): 100.00% Liquids
- Polymer Products, Ferric Chloride, Digester Cleaning, Maintenance Equip. & Facilities (Solids and Co-Gen), and Biosolids: 100.00% Solids
- Odor Control Chemicals: 54.00% Liquids and 46.00% Solids
- Laboratory Services, Supplies, and Leases: 75.00% Liquids and 25.00% Solids
- All other expenses (Small Purchases and Consumables, Management Support Services, Audit, Legal Fees, Contract Services Misc., Insurance - Property/Liability, Trash Disposal, Recruitment, Memberships, Conferences, Training and Travel, Office Equipment, Permits, Diesel Truck Expenses, Maintenance Equip. & Facilities (Common), Education Reimbursement, IT/SCADA O&M, Employee Recognition, Operating Leases, Stormwater Station): 50.00% L-Common and 50.00% S-Common

Cost Allocation Policy

PC8 Cost Allocation Structure

- All costs (except insurance) are based on actual or Planned Utilization (Timecards) in each Agency's service area.
- Insurance costs are allocated evenly amongst the participating (SOCWA members and contract agencies) evenly.

PC12 Cost Allocation Structure

- All costs are split 50/50. The first 50% is divided equally amongst the two (2) participating agencies and one (1) contract agency. The second 50% is allocated based on each agency's proportionate share of the total recycled water delivered in their service area.

PC15 Cost Allocation Structure

- Regular Salaries, Overtime, Performance Based Merit Pay, Scheduled Holiday Work , Comp Time, Standby Pay, Fringe Benefits IN to PC's & Depts., Group Insurance Waiver, Medicare Tax Payments, Monthly Car Allowance: Based on Actual or Planned Utilization (Timecards)
- Electricity: 90.00% Liquids, 3.00% L-Common, and 7.00%AWT
- Natural Gas: 50.00% Liquids and 50.00% L-Common
- Potable & Reclaimed Water: 90.00% Liquids and 10.00% L-Common
- Chlorine/Sodium Hypochlorite: 1.00% Liquids and 99.00% AWT
- Polymer Products, Ferric Chloride, Odor Control Chemicals, Grit Hualing, Maintenance Equip. & Facilities (Liquids): 100.00% Liquids
- Laboratory Services, Supplies, and Leases: 50.00% Liquids and 50.00% AWT
- Maintenance Equip. & Facilities (AWT): 100.00 % AWT
- All other expenses (Small Purchases and Consumables, Management Support Services, Audit, Legal Fees, Contract Services Misc., Insurance - Property/Liability, Trash Disposal, Recruitment, Memberships, Conferences, Training and Travel, Office Equipment, Permits, Diesel Truck Expenses, Maintenance Equip. & Facilities (Common), Education Reimbursement, Access Road Damage, Storm Damage, IT/SCADA O&M, Employee Recognition, Operating Leases, Stormwater Station): 100.00% L-Common

PC 5, 21, 23, and 24 Cost Allocation Structure

All budgeted capital and O&M costs for PCs 5, 21, 23, and 24 are allocated based on the Member Agencies' ownership of hydraulic capacity of the pipelines.

Contract Agency Services

SOCWA provides services for Contract Agencies through contractual agreements, such as laboratory and permitting services. The budget for these services is provided to the Contract Agencies by March of each year for approval of continuation of services.

Administration, UAL, OPEB, and General Fund Cost Allocation Structure

Cost Allocation Policy

Administration, UAL, OPEB, and General Fund Cost Allocation Structure

Once the total cost of providing staffing and services on behalf of MAs is completed by SOCWA staff and approved by the Board, the following standardized methodology allocates costs to project committees (PCs) and ultimately rolled up to each SOCWA Member Agency. It ensures equitable distribution of operations and maintenance (O&M) expenses, administrative costs, general fund (GF) contributions, unfunded actuarial liability (UAL), and other post-employment benefits (OPEB) liabilities. All allocations shall be based on verifiable data sources, such as capacity rights, labor utilization, or flow percentages, and shall adhere to board-approved guidelines and reorganization agreements. SOCWA staff shall provide Member Agency staff with the raw data for the allocations and methodology employed with a statement of quality assurance in adherence with the allocation steps below with the annual SOCWA Budget.

The steps for cost allocation are as follows:

1. Allocation Based on Capacity Rights: Utilize established capacity rights to determine the proportional contribution per agency for each PC and MA.
2. Alternative Allocation Methods: In instances where capacity rights are unavailable, employ labor utilization metrics (e.g., “where employee worked”) or flow percentages to calculate the proportional utilization by each agency.
3. Calculation of MA Operating Cost Percentages: Determine the percentage that each MA's operating costs represent relative to the total O&M budgeted expenses. This calculation excludes administrative costs, GF contributions, UAL, and OPEB liabilities.
4. Determination of Administrative Costs per MA: Multiply the percentage derived in Step 3 for each MA by the draft budget amount to compute the total administrative cost attributable to that MA.
5. Computation of Administrative Cost Allocation Percentage: Divide the O&M cost per facility or service budget by the total MA budget to establish the administrative cost allocation percentage.
6. Allocation of General Fund: Calculate the percentage of costs based on Table 1, subtract that amount from the administrative costs and divide equally between the six member agencies.
7. Allocation of Administrative Costs per PC or Service: Multiply the percentage from Step 5 by the total administrative cost from Step 4 to allocate administrative costs to each PC or service.
8. Allocation of UAL and OPEB Liabilities: Use the admin cost allocation percentages per PC (that follows where labor worked) for the liability distribution of the UAL and OPEB. The total liability is the sum of the PCs that the MA is a member of based on UAL Methodology established by the SOCWA Board in 2018¹.
9. Total Budget per Agency: Sum all allocated costs (including O&M, administrative, GF (if applicable), UAL, and OPEB) to derive the total budget attributable to each agency.
10. Allocation of Capacity Rights Transfer: Staff will allocate costs to contract agencies utilizing “care of (c/o)” methodology per the 2024 reorganization agreements.

¹ Actuaries Marilyn Jones of Nyhart and Mary Beth Redding of Bartel Associates provided the updated UAL methodology at the June 17, 2018 Finance Committee meeting. The Finance Committee recommended to use the methodology on August 29, 2018, further discussion at the September 19, 2018 Finance Committee meeting, final action to approve the methodology for use in the audited financial statements on October 4, 2018 by the Finance Committee. This methodology was used in the distribution of liability in FY 2017-2018 audited financials that was brought to the Board to receive and file at the December 6, 2018 SOCWA Board meeting. The SOCWA Board voted to receive and file the audited financial statements and approved the methodology in the approval of the FY 2017-18 Annual Use Audit.

Cost Allocation Policy

This procedure shall be reviewed as needed to incorporate any updates to board methodologies, reorganization agreements, or budgetary frameworks. All calculations must be documented and auditable, with supporting data retained as required by the SOCWA Records Retention Policy.

Use Audit Allocation

The Use Audit is completed by applying established flow allocation methodologies, circulated annually for review to SOCWA member agencies, which distribute costs among member agencies based on their proportional usage of treatment facilities. The process involves collecting actual flow data (measured in million gallons per day) and solids loading data (calculated from BOD and TSS measurements) for each Member Agency during the fiscal year, then comparing these actual values against budgeted amounts to determine each agency's percentage share of total system usage.

The allocation methodology varies by project committee - some use average flows over multiple years, others incorporate solids loading calculations, and some account for special agreements between agencies (like the 2018 MNWD-SMWD agreement for solids allocation). Once the actual usage percentages are calculated and compared to budgeted percentages, any differences result in either disbursement of funds to agencies that were overcharged or collection of additional funds from agencies that were undercharged, with the final results reviewed through the Engineering and Finance Committees and recommended to the SOCWA Board of Directors before implementation. Table 9 provides a summary of the Use Audit Methodology with PC descriptions below Table 9.

Table 9: Use Audit Methodology Table

Project Committee (PC)	Method	O & M Costs - Variable	O & M Costs - Fixed	Capital Costs
PC 2	Variable	Liquids-related costs are based on each agency's prior calendar year flows to prepare the budget. Solids-related costs are based on each agency's three (3) year prior pounds (BOD + TSS)/2) to prepare the budget. The Use Audit process utilizes the actual FY totals for Liquids and the actual FY solids, along with the two prior FY solids totals.	Common costs are allocated based on the average ownership of liquids and solids capacity percentages, or $((L\% + S\%)/2)$.	For facilities or equipment with a service life equal to or greater than 3 years, or a value in excess of \$5,000, costs are allocated on the basis of liquid treatment capacity ownership and/or solids treatment capacity ownership as may be applicable.
PC 5	Fixed	Not applicable	All O&M Costs are allocated by ownership percentages	All Capital Costs are allocated by ownership percentages.

Cost Allocation Policy

PC 8	Variable	Allocated based on the percentage of staff time spent in each participating agency's service area.	Insurance costs are shared equally among all participating agencies.	Shared equally among all participating agencies.
PC 12	Variable	Total costs are split 50/50 between fixed and variable. Variable is allocated proportionally to each PC participating agency based on proportionate share of non-potable water production and projections.	Total costs are split 50/50 between fixed and variable. Fixed is divided equally between each PC participating agency.	Not applicable.
PC 15	Variable	Liquids related costs are allocated based on the agency's prior calendar year's flows to prepare the budget. The Use Audit process uses the actual FY totals for Liquids. 100% of the AWT costs are allocated to SCWD.	Common costs are allocated to the PC members based on their liquids capacity ownership allocations.	Plant Liquids and Common capital costs are allocated to the PC members based on their liquids ownership allocations. 100% of the AWT capital costs are allocated to SCWD.
PC 21	Fixed	Not applicable.	All O&M Costs are allocated to ETWD.	All costs are allocated to ETWD.
PC 23	Fixed	Not applicable.	All O&M Costs are allocated by ownership percentages	All Capital Costs are allocated by ownership percentages
PC 24	Fixed	Not applicable.	All O&M Costs are allocated to PC members based on capacity ownership. Allocated to PC members based on fixed ownership.	All Capital Costs are allocated by ownership percentages.

Cost Allocation Policy

The following provides the methods in the Use Audit by PC:

PC 2 (JBL Treatment Plant)

Influent average flows are used to allocate liquids O&M proportionally from the total combined flow from each agency. Three-year FY average solid loadings are used to allocate solids O&M costs to reconcile the budgeted amounts proportionally from the total combined solids from each agency. Each annual solids loading is calculated by adding the average FY BOD and TSS and, dividing by 2, and then multiplying the result by the flow and the 8.34 pounds conversion factor.

In March 2018, Moulton Niguel Water District (MNWD) and Santa Margarita Water District (SMWD) came to an agreement on how to allocate liquids and solids loadings in the Oso Trabuco Sewer to JBL. The method captures the influent loading at Plant 3A, as it was recognized that this allocation would isolate MNWD's solids contributions to JBL to a single variable. SMWD solids to JBL would then be the balance of solids contributed by the Oso Creek Water Reclamation Plant, 3A, and any other discharges to the Oso Trabuco line to JBL. In December 2024, MNWD finalized its exit agreement with the PC 2 Member Agencies, confirming a flow and equivalent solids loading allocation to JBL of 1.5 mgd beginning in 2029 in a letter dated December 23, 2025 by the MNWD General Manager.

SOCWA tracks the costs by the historical ownership allocations to allow SCWD to bill MNWD for their use of the JBL.

PC 5 (San Jaun Creek Ocean Outfall)

The SJCOO O&M costs are all attributed to the current ownership capacities of each agency because the costs are fixed in nature and do not change as flows vary. SOCWA tracks the costs by the historical ownership allocations to allow SMWD and SCWD to bill MNWD for their use of the SJCOO.

PC 8 (Pretreatment Program)

O&M costs for the PT Program include allocations for all expenses, except insurance, are allocated based on actual time worked, and/or planned to work, within each member and participating agencies service area. Insurance costs (workers comp, liability auto, etc.) are allocated amongst the SOCWA member agencies equally.

PC 12 (Recycled Water Permitting)

Total costs are split 50/50 between fixed and variable. Variable is allocated proportionally to each PC participating agency based on proportionate share of non-potable water production and projections. Total costs are split 50/50 between fixed and variable. Fixed is divided equally between each PC participating agency.

PC 15 (Coastal Treatment Plant)

Due to the lack of solids handling capacity at the Coastal Treatment Plant (CTP), the O&M allocation methodology is based on (liquids) flows to the treatment plant. The City of Laguna Beach (CLB) is the average annual flow into CTP (metered). The Emerald Bay Services District

Cost Allocation Policy

(EBSD) is the average annual flow into CTP using daily flow readings from the EBSD lift station. The South Coast Water District (SCWD) is the average annual flow into CTP (metered).

PC21 (Effluent Transmission Main)

The ETM O&M costs are fully attributed to ETWD. SOCWA tracks the costs by the historical sections Reach B, C, D, and E) to allow ETWD to bill the other agencies participating in the use of the ETM.

PC 24 (Aliso Creek Ocean Outfall)

The ACOO O&M costs are all attributed to the current ownership capacities of each agency because the costs are fixed in nature and do not change as flows vary. SOCWA tracks the costs by the historical ownership allocations to allow ETWD to bill the other agencies participating in the use of the ACOO.

Contracted Services

Contract services rendered through asset capacity rights transfer during the reorganization agreements follow where labor work per agency specific code, tangible goods costs, admin overhead, and UAL/OPEB liabilities, if applicable, per the terms of the respective agreements.

Review and Adjustment

Budgeted administrative costs may be adjusted mid-year as necessary to ensure accurate cost allocation, with all adjustments promptly communicated to member agencies. This policy undergoes periodic review during the budget development process, allowing for modifications based on operational changes, financial circumstances, or evolving Member Agency needs.

Policy Approval and Adoption

This Policy has been reviewed by the Authority Board of Directors and adopted by Resolution No. 2026-09 on November 5, 2026, superseding all previous versions.

RESOLUTION NO. 2026-09

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH ORANGE COUNTY
WASTEWATER AUTHORITY APPROVING THE COST ALLOCATION POLICY**

WHEREAS, the South Orange County Wastewater Authority (SOCWA) is a joint powers authority formed pursuant to the California Government Code Section 6500 et seq., and operates under the governance of its Board of Directors; and

WHEREAS, on October 20, 2026, the SOCWA Finance Committee recommended adoption of the Cost Allocation Policy; and

WHEREAS, the Cost Allocation Policy has been reviewed by legal counsel and is recommended for adoption to promote compliant, transparent, and effective operations of SOCWA; and

WHEREAS, the Board of Directors has considered the staff report, and public input, if any, and finds that adoption of the updated Cost Allocation is in the best interest of SOCWA and its Member Agencies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Orange County Wastewater Authority as follows:

1. The Cost Allocation Policy, incorporated herein by reference, is hereby approved and adopted.
2. The General Manager is authorized and directed to implement the policy, including any necessary administrative procedures.
3. All prior policies inconsistent with the Cost Allocation Policy are hereby repealed or superseded to the extent of such inconsistency.
4. This Resolution shall take effect immediately upon its adoption.

ADOPTED this 5th day of November, 2026, by the Board of Directors of the South Orange County Wastewater Authority.

(Seal)

Scott Goldman, Chairman

Amber Boone, General Manager, and Board Secretary

STATE OF CALIFORNIA)
) ss.
COUNTY OF ORANGE)

Agenda Item

7.B.

Board of Directors Meeting
Legal Counsel Review: Yes
Meeting Date: November 5, 2026

TO: SOCWA Board of Directors

FROM: Amber Boone, General Manager

SUBJECT: Resolution No. 2026-10: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Approving the Capital Lifecycle Policy

Summary

At the September Finance and Engineering Committees, SOCWA staff provided a capital program update for discussion and review through the updating of the capital program. Through the review of the emerging program and review of the current policies included in the SOCWA Policy Handbook, it was recognized by staff that there should be a centralized policy to ensure cohesion and strengthen fiduciary oversight. At the October 13, 2026, SOCWA Executive Committee meeting, staff reviewed the policy gap analysis with Executive Committee members with direction to bring the policy for the SOCWA Board to review.

Discussion

Staff performed a gap analysis of needed Board oversight of the following relevant SOCWA policies: Uniform Purchasing Policy, Capitalization and Depreciation Policy, Budget Policy, Cost Allocation Policy (draft), Investment Policy, Disposal of Surplus Property and Document Management Policy. These policies address pieces of procurement, accounting, high-level planning, and cost sharing but leave capital program fiduciary responsibility and Board/Project Committee oversight diffuse. No single location establishes cohesive cradle-to-grave governance, mandatory formal acceptance steps, or project-level charters.

The following related policy items were discussed at the Executive Committee:

- Full cradle-to-grave lifecycle stages as Board policy
- Formal project-level charters
- Mandatory Board (or Project Committee) acceptance of completed work, Notice of Completion, and retention/escrow release
- Integrated multi-year CIP planning, annual cash-request budgeting, and cash-flow management
- Project budget composition standards and full-cost tracking
- Capital-specific approval authority matrix and amendment controls
- Pre-purchase authorization for long-lead items
- Interfund transfers, capital cash transparency, and unbudgeted expenditure rules specific to the CIP
- Risk-based prioritization and asset-management linkage as policy
- Standardized closeout, capitalization trigger, lessons-learned, and reporting cadence

- Alignment with existing policies and external requirements

Recommended Action: Staff recommends that the Board approve Resolution No. 2026-10: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Approving the Capital Lifecycle Policy; and to include the Policy in the SOCWA Policy Handbook.

Attachment: Capital Lifecycle Policy
Resolution 2026-10 Capital Lifecycle Policy

Capital Lifecycle Policy

Purpose of Policy

This Policy establishes a cohesive, Board-level framework for the cradle-to-grave governance, fiduciary oversight, planning, delivery, acceptance, capitalization, and retirement of the South Orange County Wastewater Authority's ("Authority" or "SOCWA") capital assets and Capital Improvement Program (CIP). Existing policies address pieces of procurement, accounting, high-level planning, and cost sharing but leave capital program fiduciary responsibility and Board/Project Committee oversight diffuse. This Policy fills that gap by centralizing capital program fiduciary responsibility, mandating formal project-level controls (including charters), and ensuring integrated Board (or Project Committee) oversight in a single location.

It applies to all capital projects and assets funded through or associated with the CIP, including large capital projects (multi-year facility upgrades and major replacements), small capital and equipment, non-capital studies and assessments that may lead to capital construction, and projects executed under any Project Committee (PC) agreement. The Policy is intended to align with the California Public Contract Code, Civil Code (including stop payment notices, payment bond claims, and Notice of Completion effects), Government Code, GASB standards, the Joint Powers Agreement, and existing SOCWA policies.

Scope

This Policy applies to:

- All capital improvement projects, capital equipment, studies leading to capital work, and related activities funded through the CIP or otherwise creating capital assets, across all Project Committees.
- Staff, consultants, contractors, and others involved in the planning, procurement, delivery, acceptance, capitalization, or retirement of capital assets.

Alignment with Existing Policies and External Requirements

This Policy is designed for cohesion with the following and defers to them where they specifically control:

- **Uniform Purchasing Policy:** Procurement thresholds (generally $\leq$ \$25,000 open market/one written quote; \$25,001–\$100,000 informal quotes; $>$ \$100,000 formal competitive), General Manager authority for contracts under \$100,000 and $\leq$ 5 years, Board approval above those limits and for unbudgeted capital expenditures $\geq$ \$100,000, emergency/sole-source procedures, and public works/professional services distinctions.
- **Capitalization and Depreciation Policy:** \$5,000 threshold (individual or grouped for integrated systems), useful life generally $>$ 3 years (or $>$ 1 year for certain intangibles), full project cost capitalization (studies, design, construction,

Capital Lifecycle Policy

equipment, construction management, legal, and administration) upon completion and start-up, straight-line depreciation, and GASB compliance.

- **Budget Policy and Cost Allocation Policy:** Multi-year CIP integration with annual O&M + CIP budget adoption; capital costs allocated by Participating Member Agencies' percentage share of ownership of capacity in Project facilities (Joint Powers Agreement § 6.3.1); changes to CIP cost-allocation methodology require unanimous consent of Participating Member Agencies.

- **Investment Policy, Disposal of Surplus Property Policy, and Document Management Policy:** Cash management and reserves support CIP cash flow; surplus disposition (General Manager authority ≤ \$50,000 residual salvage value, Board above, excluding real property, water rights, easements, and rights of way); permanent or long-term retention of CIP records, plans, contracts, and as-builts as vital records.

- External requirements include the California Public Contract Code (bidding, design-build, retention/escrow, Notice of Completion), Civil Code, Government Code, GASB Statements, and peer agency practices.

In the event of conflict, applicable law controls, followed by the Joint Powers Agreement, then this Policy (for capital program matters), then other SOCWA policies.

Full Cradle-to-Grave Lifecycle Stages

All capital projects shall proceed through the following stages, with appropriate documentation and approvals:

1. **Needs Identification & Prioritization** – Condition assessments, Facility Planning Assessments/Master Plans, regulatory drivers, operational recommendations, risk rankings (Likelihood of Failure × Consequence of Failure), and Member Agency requests via Project Committee.
2. **Planning & Charter** – Project charter development, preliminary scope, risk assessment, multi-year cash-flow estimate, and inclusion in the 10-Year CIP.
3. **Design** – Preliminary and final design, specifications, CEQA/permitting, engineer's estimate, and identification of long-lead items.
4. **Procurement & Award** – Solicitation per the Uniform Purchasing Policy; award and contract execution.
5. **Construction / Implementation** – Notice to Proceed, construction management/inspection, change-order control, progress reporting, and staff charges.
6. **Substantial Completion, Formal Acceptance, Notice of Completion & Retention/Escrow Release** – Punch-list completion; Board or Project Committee

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acceptance of the work as complete; recording of a Notice of Completion with the Orange County Recorder within 15 days after acceptance; and release of retention or escrow funds within the time required by Public Contract Code Section 7107 (generally within 60 days after completion), subject to withholding permitted by law for disputed amounts and for stop payment notices timely served following recordation of the Notice of Completion. This stage is mandatory.

7. **Capitalization & Commissioning Close-out** – Upon beneficial use/start-up and formal Board or Project Committee acceptance (including authorization of Notice of Completion and retention/escrow release), Finance capitalizes the full project cost per the Capitalization and Depreciation Policy and begins straight-line depreciation. Useful life is determined by the Chief Engineer or designated Department Head. O&M manuals, training, warranties, as-builts, and spare parts are finalized; the asset is transferred to the relevant Project Committee's operating inventory.
8. **Operation, Maintenance & Monitoring** – Asset enters the relevant Project Committee's O&M program; condition monitoring and performance tracking continue.
9. **Mid-Life Intervention or Replacement Planning** – Risk or regulatory triggers return the asset to Stage 1; residual book value and life-extension opportunities are considered.
10. **Retirement / Disposal** – Asset is taken out of service; surplus disposition occurs per the Disposal of Surplus Property Policy; records are retained per the Document Management Policy; gains/losses are recognized per GASB.

Formal Project-Level Charters

Every capital project (or logical group of related small capital items) with an estimated total cost of \$100,000 or greater, or any project involving multi-year delivery, regulatory drivers, or significant Member Agency cost shares, shall have a formal Project Charter approved at the appropriate level (Engineering Committee recommendation, Project Committee, or Board as applicable) prior to significant expenditure beyond planning/studies.

The Charter shall include at minimum:

- Project ID, title, category (Liquids/Solids/Common/AWT/Outfall), and Project Committee affiliation.
- Purpose, scope boundaries, and success criteria.
- Estimated total budget by major cost category and multi-year cash-flow phasing.
- Funding sources and cost-allocation basis (capacity ownership shares).
- Key risks, assumptions, and constraints.

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- Project Manager / CIP Manager and key roles.
- Approval authorities and change-control thresholds.
- Reporting cadence and closeout requirements.
- Linkage to asset management risk ranking.

Charters shall be updated for material scope or budget changes and retained as part of the project file.

Mandatory Board (or Project Committee) Acceptance, Notice of Completion, and Retention/Escrow Release

Formal acceptance of completed work, authorization to record a Notice of Completion, and authorization to release retention or escrow funds are reserved Board (or, where applicable under Project Committee agreements, Project Committee) actions. Staff recommendations shall route through the Engineering Committee for review and recommendation.

The closeout package for Board/Project Committee action shall include:

- Certification of substantial/final completion and punch-list resolution.
- Conditional and unconditional waivers and releases in the statutory forms required by Civil Code Sections 8132 through 8138, as applicable.
- Confirmation of no outstanding stop notices or claims.
- As-built status, O&M manuals, and training completion.
- Final cost reconciliation against budget and contingency.
- Recommendation for capitalization.

This requirement is intended to support compliance with the Public Contract Code and Civil Code obligations and to provide clear fiduciary accountability. Sample resolution language may be maintained in administrative procedures.

Integrated Multi-Year CIP Planning, Annual Cash-Request Budgeting, and Cash-Flow Management

- Engineering staff shall annually update a Ten-Year Capital Improvement Plan with unique Project IDs, categories, total estimated budgets, expenditures to date, remaining budgets, and cash-request phasing by fiscal year.
- The Engineering Committee reviews the draft CIP list and multi-year cash-flow projections.

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- The Finance Committee evaluates affordability, cash-on-hand, reserves, rate impacts, and UAL/OPEB interactions.
- Relevant Project Committees review and recommend Project Committee-specific requests.
- The full Board adopts the combined O&M + CIP budget (typically May/June), authorizing expenditure within the adopted cash request.
- Increases beyond approved contingency or material scope changes require Board or Project Committee action.
- Cash-flow is monitored continuously; excess cash-on-hand may reduce subsequent requests. Multi-year phasing aligns with design, procurement, construction, and Member Agency rate cycles.

Project Budget Composition Standards and Full-Cost Tracking

Every capital project budget shall capture the full cost necessary to deliver the asset ready for beneficial use, consistent with the Capitalization and Depreciation Policy. Standard cost categories include:

- Planning & Studies / Facility Planning Assessments
- Design (preliminary and final, including specifications and cost estimating)
- Permitting & Regulatory (including CEQA, AQMD, Coastal Commission, RWQCB, etc.)
- Pre-Purchase / Long-Lead Equipment
- Construction Contract
- Construction Management & Inspection (in-house and/or consultant)
- SOCWA Staff Charges (engineering, operations, safety, administrative + fringe)
- Legal & Administrative
- Contingency (typically 5–10% of construction, higher for complex/rehab work)
- Owner-Furnished Materials / Temporary Facilities
- Close-out, Commissioning, Training, O&M Manuals, Startup Testing

Budgets are tracked by Project ID. Full costs (including used contingency) are capitalized and depreciated at the close of each fiscal year.

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Capital-Specific Approval Authority Matrix and Amendment Controls

Action	Engineering Committee	Finance Committee	Project Committee	Board / General Manager
CIP Prioritization & 10-Year Plan	Review	Review	Review	Approve
Annual CIP Budget / Cash Request	Recommend	Recommend	Review	Approve
Budget / Scope Amendments	Review	Review	Review	Approve
Contract Award (within delegated)	Review	As Required	As Required	GM / Board
Notice of Completion	Review		Recommend	Approve
Retention/Escrow Release	Review		Recommend	Approve
Project Closeout	Review		Recommend	Approve
Capitalization	Inform	Inform		Inform
Unbudgeted CIP Expenditure ≥ \$100,000	Review	Review	Review	Approve

Amendments exceeding contingency or materially changing scope, schedule, or Member Agency cost shares require the same level of approval as the original action. Serial purchases to circumvent thresholds are prohibited per the Uniform Purchasing Policy.

Pre-Purchase Authorization for Long-Lead Items

Long-lead equipment (e.g., motor control centers, generators, specialized process equipment, major pumps, SCADA hardware with lead times exceeding 12 months) may be pre-purchased under Board or Project Committee authorization prior to full construction award when:

- Identified during preliminary or final design with documented critical-path impact.
- An independent cost estimate and technical specifications suitable for competitive procurement are prepared.
- Funding and contingency are identified within the project budget or via amendment.
- Procurement follows Uniform Purchasing Policy methods.

Pre-purchase authorizations shall be explicit in the staff report and Board/Project Committee action.

Capital Lifecycle Policy

Interfund Transfers, Capital Cash Transparency, and Unbudgeted Expenditure Rules Specific to the CIP

- Capital project funds are accounted separately; large projects accumulate Member Agency cash advances drawn against balances.
- Interfund transfers (fringe benefits, IT allocations, administrative overhead, staff time to capital, project-to-project within Project Committees) shall be documented in the budget book and monthly/quarterly reports and disclosed to the relevant Committee and Board as appropriate.
- Transparency requirements include: Capital cash requests by Project Committee and Member Agency in the Annual Budget Book; monthly or quarterly CIP Workplan/Progress Reports (funds collected/spent, remaining balance, percent complete, schedule status); change-order summaries; updates to quarterly billings; and final acceptance/Notice of Completion/retention actions in the public record.
- Unbudgeted CIP expenditures of \$100,000 or greater require Board approval, with identification of funding source, contingency impact, effects on Member Agencies, and any required CIP cash-request adjustments.

Risk-Based Prioritization and Asset-Management Linkage

Projects shall be prioritized using multi-criteria factors aligned with asset-management best practices:

- Safety & Regulatory Compliance (immediate risks or permit deadlines)
- Asset Criticality & Condition (Consequence of Failure × Likelihood of Failure)
- Operational Reliability (impact on capacity, energy, chemicals)
- Lifecycle Cost Efficiency
- Regional / Inter-Agency Coordination
- Funding Affordability & Cash Flow
- Constructability & Lead Times

Condition assessments, risk rankings, and Master Plans/Facility Planning Assessments shall inform CIP development. Residual book value and life-extension opportunities shall be considered at mid-life and retirement stages.

Capital Lifecycle Policy

Standardized Closeout, Capitalization Trigger, Lessons-Learned, and Reporting Cadence

- **Closeout:** Follow the sequence in the Mandatory Acceptance section above. Finance capitalizes only after Board/Project Committee acceptance and beneficial use.
- **Lessons-Learned:** Within 60 days of capitalization, the Project Manager shall document lessons-learned (scope, schedule, cost, risks, process improvements) and share with Engineering, Finance, and relevant Project Committees. Significant findings shall be reported to the Engineering Committee.
- **Reporting Cadence:** - Monthly or quarterly CIP Progress Reports to the Engineering Committee and Board. - Annual CIP update as part of the budget process. - Board reporting of General Manager-authorized purchases between \$25,000 and \$100,000 per the Uniform Purchasing Policy. - Annual report on surplus dispositions. - Physical inventory of capital assets at least every two years. - Lessons-learned summary in annual CIP materials as appropriate.

Policy Administration

The General Manager, with support from the Chief Engineer and Finance, shall implement this Policy through administrative procedures and standard operating procedures (including bid checklists, closeout packages, and charter templates).

For multi-Project Committee projects, acceptance, cost allocation, and related actions shall follow the applicable provisions of the Joint Powers Agreement and Project Committee agreements.

This Policy is intended for inclusion in the SOCWA Policy Handbook.

Policy Revisions

This document will be maintained and revised by the executive management staff in consultation with the Authority's legal counsel. Revisions will occur whenever applicable federal, state or local regulations change or otherwise as the need arises, but no less frequently than every five years.

Policy Approval and Adoption

This Policy has been reviewed by the Authority's Board of Directors and adopted by Resolution No. 2026-10 on November 5, 2026, superseding all previous versions.

RESOLUTION NO. 2026-10

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH ORANGE COUNTY
WASTEWATER AUTHORITY APPROVING THE CAPITAL LIFECYCLE POLICY**

WHEREAS, the South Orange County Wastewater Authority (SOCWA) is a joint powers authority formed pursuant to the California Government Code Section 6500 et seq., and operates under the governance of its Board of Directors; and

WHEREAS, on October 13, 2026, the SOCWA Executive Committee recommended creation of the Capital Lifecycle Policy; and

WHEREAS, the Capital Lifecycle Policy has been reviewed by legal counsel and is recommended for adoption to promote compliant, transparent, and effective operations of SOCWA; and

WHEREAS, the Board of Directors has considered the staff report, and public input, if any, and finds that adoption of the Capital Lifecycle Policy is in the best interest of SOCWA and its Member Agencies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Orange County Wastewater Authority as follows:

1. The Capital Lifecycle Policy, incorporated herein by reference, is hereby approved and adopted.
2. The General Manager is authorized and directed to implement the policy, including any necessary administrative procedures.
3. All prior policies inconsistent with the Capital Lifecycle Policy are hereby repealed or superseded to the extent of such inconsistency.
4. This Resolution shall take effect immediately upon its adoption.

ADOPTED this 5th day of November, 2026, by the Board of Directors of the South Orange County Wastewater Authority.

(Seal)

Scott Goldman, Chairman

Amber Boone, General Manager, and Board Secretary

STATE OF CALIFORNIA)
) ss.
COUNTY OF ORANGE)

Agenda Item

7.C.

Board of Directors Meeting
Legal Counsel Review: Yes
Meeting Date: November 5, 2026

TO: SOCWA Board of Directors

FROM: Amber Boone, General Manager

SUBJECT: Capital Projects Closeouts

Summary

On December 12, 2024, SOCWA executed the 2024 SOCWA Reorganization Agreements, under which ownership and operation of the Regional Treatment Plant (PC 17) was transferred from SOCWA to Moulton Niguel Water District (MNWD), and MNWD's capacity interests in PC 2, PC 5, and PC 21/24 were assigned to successor member agencies. The question of how cash balances held by SOCWA as of that transfer date should be distributed or rolled forward was not fully resolved in the agreements at the time of execution, and has been the subject of ongoing legal and financial review since early 2026.

Background

On April 7, 2026, during a Board Budget Workshop, Director Whalen questioned how cash on hand was reflected in the CIP budget. General Manager Boone explained that Legal Counsel Adriana Ochoa had reviewed member agency agreements to determine the proper distribution or rollforward of cash contributions, and that her interpretation had been circulated to the agencies' general counsels. At the April 21 Finance Committee meeting, MNWD representatives participated as staff updated the committee on the outstanding legal interpretations of MNWD's cash contributions and requested direction from the member agencies' counsel. At the May 14, 2026 Board meeting, under the General Counsel's report, Ms. Ochoa informed the Board of the consensus reached with member agencies on allocating cash balances for capital costs after reorganization; no action was taken. One week later, on May 21, MNWD Controller Kelsey Decasas submitted a formal letter (attached) requesting that SOCWA remit or reallocate cash balances held as of December 12, 2024: all PC 17 balances to the respective participating agencies; MNWD's PC 2 balances to South Coast Water District for MNWD's benefit; MNWD's PC 5 balances to South Coast and Santa Margarita Water Districts according to their assignment percentages; and MNWD's PC 21/24 balances to El Toro Water District for MNWD's benefit. MNWD stated that these requests aligned with the applicable Asset and Capacity Transfer and Assignment and Assumption Agreements.

Discussion

Parallel to this effort, the Board requested that staff work to reduce cash on hand in the Capital Improvement Program (CIP) that is not needed for immediate use. Staff addressed these concerns programmatically through creation of project level budgeting and key performance indicators (KPIs) to for better planning and execution of projects on behalf of member agencies. Additionally, as socialized through the General Manager's Report and discussions in the Finance,

Executive, and Engineering Committees, staff has identified the capital projects that needed to be closed out in the system of record (FE NXT) to better address cash on hand and closeouts of capital projects. Of the 107 CIP projects through the FY 25-26 Use Audit, staff is closing 49 projects and returning ~\$3.97M in capital cash for a total Use Audit return of \$4.97M, which includes O&M, small capital, non-capital, and large capital projects. Table 1 (on the following page) provides a summary of CIP Member and Participating cash balances.

Staff is bringing this item to the Board in draft form for information purposes to illustrate the programmatic changes to the Capital Program at SOCWA. Staff will provide all tables and distributions to the November Finance Committee which will provide project level details and will follow the attached letter related to distributions from historic capital contributions by Member and Contract agencies.

Recommended Action: Information Item

Attachment: MNWD Letter

Table 1: Capital Cash Balances by Member Agencies for FY 25-26

	Laguna Beach 16	San Clemente 17	El Toro 19	EBSD 20	MNWD 22	SMWD 23	SCWD 24	Total
Project Committee	Capital Total Due To and From (\$) Member Agencies as of 6-30-2026							
PC 2 - Jay B. Latham Plant	-	-	-	-	386,045.64	999,998.32	420,780.52	1,806,824.48
PC 5 - San Juan Creek Ocean Outfall	-	4,811.33	-	-	4,491.58	16,038.76	3,609.99	28,951.66
PC 15 - Coastal Treatment Plant/AWT	-3,781.61	-	-	-974.64	-40,638.83	-	-3,001.58	-48,396.66
PC 17 - Joint Regional Wastewater Reclamation	193,627.28	-	344,915.60	10,194.43	1,473,544.22	-	154,649.21	2,176,930.74
Total	\$189,845.67	\$4,811.33	\$344,915.60	\$9,219.79	\$1,823,442.60	\$1,016,037.08	\$576,038.14	\$3,964,310.22

May 21, 2026

South Orange County Wastewater Authority
(SOCWA)
34156 Del Obispo Street
Dana Point, CA 92629

RE: Cash balances as of December 12, 2024

Consistent with the terms of the **Asset and Capacity Transfer Agreement** dated December 12, 2024, under which ownership and operation of the Regional Treatment Plant (PC 17) was transferred from SOCWA to Moulton Niguel Water District (MNWD), MNWD respectfully requests the following:

- That all cash balances held by SOCWA as of December 12, 2024, on behalf of PC 17 agencies (e.g. MNWD, City of Laguna Beach, El Toro Water District, South Coast Water District and Emerald Bay Community Services District), be remitted directly by SOCWA to the respective agencies.

Additionally, consistent with the terms of the **Assignment and Assumption Agreements** for PC 2, PC 5, and PC 21/24, also dated December 12, 2024, MNWD respectfully requests the following:

- **PC 2:** That all cash balances held by SOCWA as of December 12, 2024, attributable to MNWD be allocated to South Coast Water District, to be held on behalf of MNWD and retained for MNWD's benefit.
- **PC 5:** That all cash balances held by SOCWA as of December 12, 2024, attributable to MNWD be allocated between South Coast Water District and Santa Margarita Water District in accordance with their respective assignment percentages, to be held on behalf of MNWD and retained for MNWD's benefit.
- **PC 21/24:** That all cash balances held by SOCWA as of December 12, 2024, attributable to MNWD be allocated to El Toro Water District, to be held on behalf of MNWD and retained for MNWD's benefit.

We believe the foregoing requests are consistent with both the contractual framework and the underlying intent of the applicable **Asset and Capacity Transfer Agreement** and **Assignment and Assumption Agreements**.

Sincerely,



Kelsey Decasas
Controller

Agenda Item

7.D.

Board of Directors Meeting
Legal Counsel Review: Yes
Meeting Date: November 5, 2026

TO: SOCWA Board of Directors

FROM: Amber Boone, General Manager

SUBJECT: VoiceSOP Phase 2 Authorization

Summary

VoiceSOP is an AI assistant that lets authorized users ask approved Standard Operating Procedure (SOP) questions by voice or text and get conversational answers grounded in the organization's SOP repository, with citations back to the source document. Hands-busy work is the point: push-to-talk, push-and-hold, or a listening mode that picks up the next question after the response, plus automatic narration so you can hear the answer without looking at a screen.

What it covers: Voice or text questions against approved SOPs Citation-backed answers, with a direct path to the original document Step-by-step procedural guidance SOP browse and search, plus conversation history Touch, voice, or hands-free listening, chosen for the environment Approved documentation stays the source of truth and enhances compliance at SOCWA. VoiceSOP only retrieves and explains what is already authorized. VoiceSOP launched on the Apple iTunes store on Monday, October 5, 2026. The application is currently being tested by SOCWA Laboratory and Member Agency staff.

Discussion

Staff has been developing VoiceSOP as a workforce development and knowledge-management tool to capture, store, and deliver all of SOCWA's Standard Operating Procedures (SOPs) in a single, accessible system that can also be used by member agencies. No comparable application or program currently exists that combines conversational voice access, citation-backed retrieval from approved SOPs, structured table handling, and multi-utility administration. Once fully built, the platform can serve every SOP across SOCWA operations (laboratory, operations, and maintenance, human resources, IT, and finance) and provides a product that can be licensed or sold to other water and wastewater agencies or spun off to the marketplace.

Stage 1 of the VoiceSOP project has been successfully completed. The pilot with SOCWA laboratory users validated the core product concept of a stable, citation-backed conversational application that provides fast, accurate retrieval of approved Standard Operating Procedures (SOPs).

Key Stage 1 results (from the September 8, 2026 End of Pilot Summary and October 2026 status updates) include:

- 306 SOCWA TestFlight sessions
- 64 SOCWA feedback submissions and 81 total TestFlight feedback items

- 24 of 24 development bugs fixed and verified (100%)
- 103 of 104 tracked QA items resolved or positively confirmed (99%)
- 18 laboratory SOPs ingested (of 113 total planned)
- Stage 1 completed 6% under budget

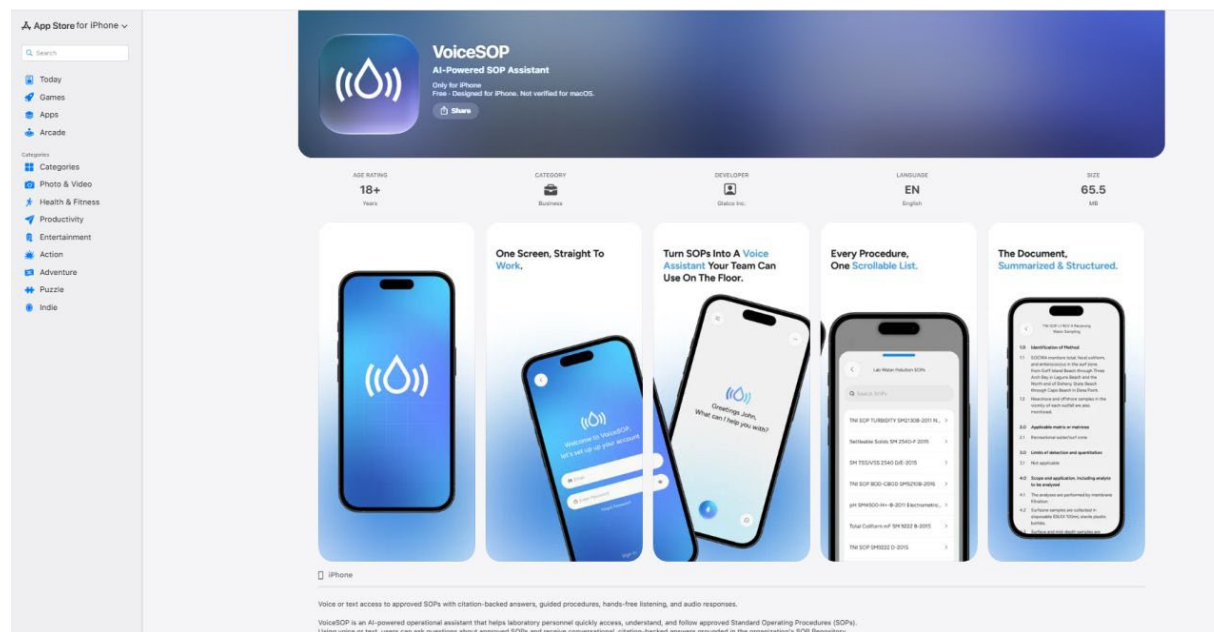
The pilot confirmed accurate SOP retrieval with citations, successful handling of structured tables (including Quantitray/MPN and QC requirements), useful responses to real laboratory questions (turbidity, MPN, hold times, media controls, BOD, membrane filtration), and a safety posture that prefers cited answers or clear limitations over unsupported assumptions. Users described the tool as precise, quick, useful, and increasingly trustworthy. Additional features delivered in Stage 1 include narration toggle, microphone “Awaken” setting, table data ingest, privacy policies, and demonstration videos. The application is available as an unlisted app on the Apple App Store.

Stage 2 is proposed to build on this validated foundation by expanding platform and device support, increasing SOP content, and adding administration capabilities aligned with SOCWA operational needs. Proposed Stage 2 Scope and Priorities

The recommended priority order for Stage 2 development is:

1. Android Mobile / Tablet UI/UX to expand the usage to SOCWA Member Agencies
2. Ingest remaining Lab SOPs (18) and one site SOP set (JBL 52) to integrate the applications across the agency.
3. Always-on voice activation (wake word/phrase)
4. Web-based Administration (Utility, Super User, and Multi-utility support with Create/Read/Update/Delete)
5. Tablet App (iPad and Android) with dual-pane display supporting text, images, and figures
6. Application performance optimizations
7. Web-based SOP ingest and revision control
8. Extended user profiles and AI preference modes (novice to expert)
9. User analytics and user management (web)

High-level Stage 2 features are organized across Device, Platform (cloud), and Web-based Admin categories and include multi-utility support foundations.



Fiscal Impact

The optimized Stage 2 budget is \$123,053 plus Stage 1 cloud costs. This amount balances delivery of new features with continued agility and rapid development. Stage 1 completed 6% under budget, providing a positive baseline for cost management. The costs for this item have been budgeted in the FY 26-27 Budget with distribution to four project committees (PC2, 5, 15, and 24) and agency costs are illustrated in Table 1. No additional unbudgeted costs are requested at this time.

Table 1: Per agency costs by Member and Participating Agency

Agency	Cost
Laguna Beach	\$ 20,088
San Clemente	\$ 5,113
El Toro	\$ 5,014
EBSD	\$ 1,163
IRWD (c/o ETWD)	\$ 4,848
MNWD (c/o ETWD)	\$ 13,489
MNWD (c/o SCWD)	\$ 9,056
MNWD (c/o SMWD)	\$ 2,815
SMWD	\$ 31,833
SCWD	\$ 29,634
Total	\$ 123,053

Recommended Action

Staff recommends that the Board of Directors authorize commencement of Stage 2 of the VoiceSOP project in the amount of \$123,053 plus Stage 1 cloud costs, approve the proposed Stage 2 scope and priority order, and direct staff to proceed with a Stage 2 Kickoff in November 2026.

Agenda Item

7.E.

Board of Directors Meeting

Meeting Date: November 5, 2026

TO: Board of Directors

FROM: Amber Boone, General Manager

SUBJECT: General Manager's Report

Master Schedule for CTP and JBL Master Planning Efforts

At the February 2026 SOCWA Board meeting, Board members requested that the master planning schedule be separated into respective facilities with a completion date added to the master planning schedule and Board related workshops. The following table represents activities planned and completed for the JB Latham (JBL) Facility Planning Assessment (FPA).

JBL Facility Planning Assessment

EVENTS	DATE	COMPLETION DATE
Kick-Off Meeting	14-Jan-26	14-Jan-26
Task 1 - Project Management	14-Jan-26	14-Jan-26
Staff Workshop 1	27-Jan-26	27-Jan-26
Task 2 - Existing Facility Evaluation	29-Jun-26 (project postponed 60 days)	29-Jun-26
Staff Workshop 2	17-Mar-26	17-Mar-26
PC2 Board Workshop	Not Previously Planned	3-Apr-26
Staff Workshop 3 - Condition Assessment	30-Jun-26	7-Jul-26
Staff Workshop 4	19-Aug-26	19-Aug-26
PC2 Board Workshop – Criteria Setting & Wastewater Alternatives	26-Oct-2026	26-Oct-2026
Task 3 - Wastewater Treatment Alternatives	17-Sep-26 (project postponed 60 days)	28-Oct-2026
Staff Workshop 5	29-Oct-26	29-Oct-2026
Task 4 - Effluent Utilization Evaluation	22-Nov-26 (project postponed 60 days)	
PC2 Board Workshop	Date not set	
Task 5 - Develop Project Alternatives	12-Dec-26 (project postponed 60 days)	
Task 6 - Facility Planning & Assessment	31-Jan-27 (project postponed 60 days)	

The following tables represent activities planned and completed for the Coastal Treatment Plant (CTP) Facility Planning Assessment (FPA) and CTP Regional Flow Study.

CTP Facility Planning Assessment

EVENTS	DATE	COMPLETION DATE
Issue RFP	November 7, 2025	November 7, 2025
Mandatory Pre-Proposal Meeting	November 20, 2025	November 20, 2025
Deadline for Questions and Supplemental Information	December 11, 2025	December 11, 2025
Proposal Submission Deadline	January 15, 2026	January 15, 2026
Interviews	January 22, 2026	January 29, 2026
Contract Award	February 12, 2026	March 5, 2026
NTP	April 1, 2026	May 28, 2026 (w/ CTP Regional Flow Study PE4 workshop per PC15 Board)
Kick-Off Meeting	May 28, 2026	PM's on May 28, 2026 & Stakeholder Group on June 11, 2026
Task 1 - Project Management	May 28, 2026	May 28, 2026
Task 2 - Existing Facility Evaluation	July 13, 2026 September 25, 2026	TM 2 received 9/25/2026. Review Workshop 10/21/26 with PC15 Engineering Committee Members and stakeholders.
Task 3 - Wastewater Treatment Alternatives	November 2, 2026	
Task 4 - Effluent Utilization Evaluation	November 2, 2026	
PC15 Board Workshop 1	December 10, 2026	
Task 5 - Develop Project Alternatives	January 12, 2027	
Task 6 – Facility Planning & Assessment, Admin Draft Report	February 16, 2027	
PC15 Board Workshop 2	March 5, 2027	
Project Final Report	February 28, 2027 March 23, 2027	Delayed to incorporate PC15 Board Workshops
PC15 Board Workshop 3	April 2, 2027	

Purchases over \$25,000 but under \$100,000

Per the SOCWA December 2024 Uniform Purchasing Policy, the General Manager will report authorized purchases to the Board that were over \$25,000 but under \$100,000. The following items were authorized since the last Board meeting report:

Purchase	Amount
Replacement SCR Bricks	\$31,474.66
SCADA License Renewal	\$47,642.00
JBL Emergency Standby Generator Lease	\$90,777.00

Madison AI Quarterly Performance Report

SOCWA staff held 89 conversations with Madison AI (the Agency's closed system governance) in Q1 2027 (July 1–September 30, 2026) across 14 unique users, generating 159 research prompts and 157 responses for an average of 1.75 prompts per conversation, with usage peaking at 40 conversations in July, dipping to 21 in August, and partially recovering to 30 in September. Topics drawn from conversation titles were evenly split among Wastewater Operations & Engineering (19 conversations, 20.9%), Finance, Budget, Audit & Contracts (19, 20.9%), HR, Personnel & Benefits (17, 18.7%), and Board, Governance & Meetings (16, 17.6%), followed by IT, Policy & Records (8, 8.8%) and Other/Mixed (12, 13.2%), with all activity occurring in the single Agency Management & Governance knowledge domain. Using the engagement's standard model (0.5 hours saved per research-query completion and 5 hours per staff-report completion, valued at \$100 per hour), the quarter produced an estimated 75 hours of recovered staff time and \$7,500 in ROI from 89 research queries (\$4,500) and 6 staff reports (\$3,000).

Industry Presentations Updates

Staff provided no presentations this month.

Draft 2027 Annual Meeting Calendar

Attached is the draft proposed 2027 Annual Meeting Calendar for Board review. Please submit any comments or revisions. Also, note the following inclusions/changes:

- Budget Review for the Finance Committee meetings:
 - April 13, 2027
- Board Budget Workshop:
 - April 6, 2027
- Executive Committee meetings:
 - April 27, 2027
 - October 12, 2027
- 2027 Conference Dates
- July & December Regular Meetings are now 2nd Thursday of the month per Resolution No. 2024-06.

JBL Maintenance Activities

- Contractor painted effluent pump manifold
- Digester gas H₂S vessels media fluffed
- Building #40 hoist completed and certified by contractor
- Plant power outage test performed
- Driver proficiency training performed
- Plant #1 grit tank vactored out by contractor
- Contractor coating of effluent pump piping and vaults
- Aptean EAM training performed by vendor
- CPR hands-on training performed
- Building #40 fresh air fans repaired
- Lobby wall new SOCWA sign installed and wall painted
- Rebuilt sprockets on primary clarifier #8
- TWAS pump #3 rebuilt

- Repaired broken potable water main line
- Building #90 transformer wiring repaired
- Effluent pump station level controller adjusted
- Camera installation for the side entry gate
- Installed conduit for new plant #2 influent sampler
- Power installed for new front gate sign
- Electrician training for fiber optic line splicing
- Replaced TWAS flow meter electronic unit
- Tested flare UPS unit

CTP Maintenance Activities

- West Secondary #2 Filanc completed work:
 - Put tank online and Ops found the beach leaking from 8 different places
 - Drained tank to allow Filanc to work on leaks
 - 10/8/2026 - Tank online
 - 10/14/2026 - Shear pin broken
 - 10/18/2026 - Shear pin broken
 - Took tank offline for inspection
- Maintenance crew on site to clean out drainage pump station and remove vegetation
 - Performance Pipeline on site to vacuor the DPS wet well
- Maintenance crew on site to help with lower headworks drain line jetting
- AQMD site inspection performed:
 - Emailed CTP generator readings, CTP influent flows and H2S reads for the year
- Wilson and Hampton on site to paint building #9
- Integrity on site for quarterly acid wash
- TE Roberts on site to repair the storm water channel south of the ACWRF
- HACH rep on site to complete service:
 - Old influent turbidity meter issues during service
 - Superintendent had to wire the new influent turbidity meter and that unit is online
- De-ragged wasting pump
- Clearwell level sensor replaced and calibrated
- Completed concrete and structural support repairs at the bleach tank
- DO probe installed and hardware replaced



JBL DRIVER PROFICIENCY TRAINING



JBL POWER OUTAGE TESTING



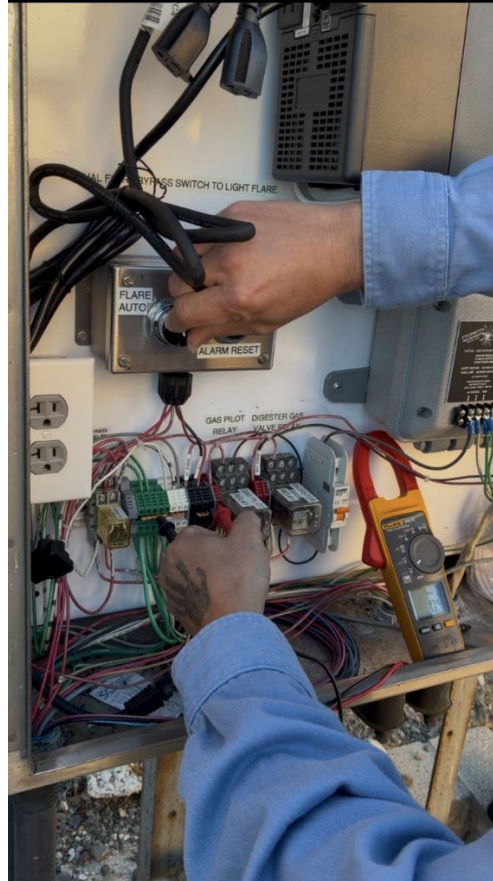
JBL LOBBY WALL PAINTING



JBL TWAS PUMP REBUILD



JBL PRIMARY CLARIFIER SPROCKET REBUILD



JBL FLARE UPS TESTING



CTP DO PROBE INSTALLATION AND
HARDWARE REPLACEMENT



CTP DPS WETWELL CLEANING



CTP CONTRACTOR STORM DRAIN WORK



CTP BUILDING #9 PAINTING CONTAINMENT

Recommended Action: Board Discussion, Direction and Action

Attachments: Draft 2027 Annual Meeting Calendar

South Orange County Wastewater Authority 2027 Board Meeting Calendar

January							February							March							April						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6		1	2	3	4	5	6					1	2	3
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17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28							28	29	30	31				25	26	27	28	29	30	
31																											

May							June							July							August						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
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23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30	31				
30	31																										

September							October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
							31																				

2027 Conference Dates:

CASA Winter Conference	January 27-29, 2027	Indian Wells, CA
AWWA/WEF Utility Mgmt. Conf	February 16-19, 2027	Vancouver, BC, Canada
WaterReuse Symposium	March 1-4, 2027	Las Vegas, NV
CWEA Annual Conference	April 5-8, 2027	Palm Springs, CA
ACWA Spring Conference	May 11-13, 2027	San Francisco, CA
CASA Annual Conference	July 27-30, 2027	Anaheim, CA
WEFTEC Annual Conference	Sept. 25-29, 2027	Chicago, IL
ACWA Fall Conference	November 30 - December 2, 2027	Anaheim, CA

 Board Meeting (8:30 a.m.) <i>(1st Thursday of the month)</i>	 Board Budget Workshop (8:30 a.m.) <i>(4/6/2027)</i>
 Finance Regular Committee (10:30 a.m.) <i>(3rd Tuesday of the month)</i>	 Finance Special Committee (10:30 a.m.) <i>Special Budget Review Meetings: (4/13/2027)</i>
 Executive Regular Committee (9:00 a.m.) <i>4th Tuesday in April & 2nd Tuesday in October (4/27/2027 & 10/12/2027)</i>	 Engineering Regular Committee (8:30 a.m.) <i>3rd Thursday of the Month</i>

SOCWA Meetings are located at:
34156 Del Obispo Street, Dana Point, California

Or:

(Ocean Institute) 24200 Dana Point Harbor Dr., Dana Point, CA 92629
(A virtual Zoom link is available for all meetings unless otherwise notified)

Red numbered dates indicate SOCWA holidays and weekends.

SNELL & WILMER

Memorandum

VIA E-MAIL

TO: Amber Boone, General Manager
FROM: Adriana R. Ochoa, Chad M. Thurston
DATE: October 29, 2026
RE: SOCWA – Remote Participation Rules for Project Committee, Board, and Standing Committee Meetings

GM Report / Legal Update

SOCWA conducts three types of meetings (**Board meetings**, **Project Committee Meetings**, and **Committee Meetings**), and two different remote-participation rules apply depending on the meeting (we will call them the **Semi-Virtual** and **Fully Virtual** options):

Board and **PC** meetings may meet in person as usual, or they may follow the **Semi-Virtual Option** found in Government Code Section 54953.8.7: a quorum must be physically present at a public location within SOCWA’s area, remote directors must be listed on the agenda, appear on audio and video, be more than 20 miles from the meeting site, disclose other adults present, and stay within annual limits on remote appearances, and directors must attend in person to receive compensation. As set forth more fully below, Project Committees are legislative bodies (not subsidiary bodies) under the Brown Act because they have decision-making authority, their actions are actions of the Authority, and their meetings are meetings of the Authority. Thus, they are not eligible for the more flexible committee rules, and a quorum must be physically present.

The **Finance**, **Executive**, and **Engineering Committees** may meet in person as usual, or they may meet under the **Fully Virtual Option** set forth in Government Code Section 54953.8.6, provided at least one public physical location with a staff member is available, remote members are on camera, and the public can participate remotely. This authorization depends on the Board renewing its findings every six months; and the next renewal is due in February 2027. Members are encouraged to review the applicable checklist before each meeting.

1. SOCWA Board Meetings (Gov. Code § 54953.8.7)

Under the JPA, the SOCWA Board is the governing body of the Authority, and all powers of the Authority are exercised by the Board. As a JPA (defined in SB 707 as an “eligible multijurisdictional body”), SOCWA has the option to follow the Section 54953.8.7 rules for Semi-Virtual Board Meetings so long as it has adopted an authorizing resolution to do so.

SOCWA adopted the authorizing resolution in February 2026. The key requirements are: (a) at least a quorum of the Board (two-thirds of the directors under JPA Section 4.6) must be present at one or more physical locations open to the public within SOCWA's geographic area; (b) remote members must be listed on the agenda, appear by both audio and video, and disclose whether any other adults are present and their general relationship to them; (c) the remote location must be more than 20 miles from any physical meeting site that day; (d) remote appearances are capped annually (2 per year for a body that meets about monthly, 5 for twice monthly, 7 for three or more times monthly); (e) directors must attend from a public, physical location to receive meeting compensation; and (f) the agency must provide two-way audiovisual (or telephonic plus webcast) public access, notice that access on the agenda, allow real-time public comment, stop acting on items during a disruption of public access, record remote members and the legal basis for their participation in the minutes, and maintain an ADA accommodation procedure. The complete checklist for semi-virtual meetings under Section 54953.8.7 is below.

2. Project Committee Meetings (Board Meeting Rules Apply)

Under Section 8.1 of the JPA, where a Project involves fewer than all Member Agencies, the Participating Directors constitute a subcommittee of the Board called the "Project Committee," and all PC actions are deemed actions of the Authority taken in the Authority's name. Section 4.5 of the JPA provides that any PC meeting is deemed a meeting of the Authority, open to all directors, and must be called and held under the Brown Act. Because PCs exercise the Authority's *decision-making power* and their meetings are deemed meetings of the Authority, they do not fit the SB 707 definition of an eligible subsidiary body. PC meetings should therefore follow the Board checklist under Section 54953.8.7 (below), with a quorum of the PC physically present at a public location within SOCWA's area and all remote-participation, public-access, and minutes requirements satisfied. PC members should also count remote PC appearances when tracking their annual limits. PCs may not meet fully virtually under the committee rules.

3. Finance, Executive, and Engineering Committee Meetings (Gov. Code § 54953.8.6)

The Finance Committee, Executive Committee, and Engineering Committee are SOCWA's eligible subsidiary bodies and may meet entirely virtually under Section 54953.8.6. Requirements are: (a) at least one physical meeting location within SOCWA's boundaries where non-remote members attend, the public can attend and participate, a staff member is present, and the agenda is posted; (b) remote members must appear on camera during the open session, and may turn off video due to connectivity problems only after stating the reason; (c) the public must be able to observe and participate remotely by internet or phone; and (d) the Board must renew its findings at least every six months. The Board originally made these findings in its February 2026 resolution, renewed the findings at its August 13, 2026 meeting, and the next renewal is due in February 2027. If the findings lapse, these committees may no longer meet under Section 54953.8.6. The complete checklist for fully virtual meetings under Section 54953.8.6 is below.

CHECKLISTS

Recall that different rules apply depending on whether the meeting is a Board or PC meeting versus a Committee meeting. The checklists below outline the different rules for the different meetings:

1. Board and PC Meetings Checklist (SEMI-VIRTUAL OPTION; Gov. Code § 54953.8.7)

☑ Adopt Authorization

- The Board Adopted Resolution No. 2026-01 on February 5, 2026.

☑ Physical Quorum

- At least a quorum of members must be present in one or more physical locations that are open to the public. Those locations must be within the geographic area of the agency.

☑ Compensation Rule

- In order to receive compensation for meeting attendance, Board members must attend from a public, physical location.

☑ Remote Participation Requirements

- Members participating remotely must:
 - Be listed on the agenda before the meeting; *and*
 - Use both audio and video so the public can see and hear them.
 - Disclose any adults in the room

☑ Distance

- A member may only participate remotely if the remote location is more than 20 miles from any physical meeting site on that day.

☑ Limits on Remote Use

- A member cannot appear at meetings remotely more than these annual maximums:
 - 2 meetings per year if your body meets about once per month
 - 5 per year if your body meets twice a month
 - 7 per year if your body meets three or more times a month
(Each *meeting day* counts once, even if multiple meetings happen that day.)

☑ Public Access to the Meeting

- Provide at least one of the following as a means for the public to remotely hear and visually observe the meeting and remotely address the legislative body: (a) a two-way audiovisual platform, or (b) a two-way telephonic service plus live webcasting of the meeting.

☑ Notice and Agenda

- Whenever notice of the meeting time is given or the agenda is posted, also give notice of the means by which the public may access the meeting and offer public comment.
- Ensure the agenda identifies and includes an opportunity for all persons to attend via a

call-in option or an internet-based service option.

☑ Handling Disruptions

- If a disruption prevents the legislative body from broadcasting the meeting via the call-in or internet-based option, or (for disruptions within the local agency's control) prevents the public from offering comment via those options, ***take no further action on agenda items until public access is restored***; actions taken during such a disruption may be challenged under Section 54960.1.

☑ Public Comment Procedures

- Do not require public comments to be submitted in advance; provide an opportunity for the public to address the body and comment in real time.
- If a third-party platform requiring registration is used, an individual may be required to register with that platform to participate.
- If a timed public comment period is provided per agenda item, do not close that comment period (or the registration window) until the timed period has elapsed.
- If public comment is taken separately by agenda item without a timed period, allow a reasonable amount of time per item, including time for registration.
- If a timed general public comment period (not tied to a specific item) is provided, do not close it or the registration window until the timed period has elapsed.

☑ Minutes and Disclosures

- List in the meeting minutes any member who participates remotely under Section 54953.8, along with the specific provision of law the member relied upon to participate by teleconference.
- Require any member participating remotely to publicly disclose, before any action is taken, whether any other individuals 18 or older are present in the room at the remote location, and the general nature of the member's relationship with those individuals.

☑ Accessibility and Nondiscrimination

- Have and implement a procedure for receiving and swiftly resolving reasonable accommodation requests for individuals with disabilities, consistent with the ADA, resolving doubt in favor of accessibility, and give notice of that procedure whenever meeting notice/agenda is given.
- Conduct the meeting consistent with applicable civil rights and nondiscrimination laws.

2. Committee Meetings Checklist (FULLY VIRTUAL OPTION; Gov. Code § 54953.8.6)

☑ One Physical Location

- You must designate at least one physical meeting location within the boundaries of the parent legislative body.
 - Members not remote must be there.
 - The public must be able to attend, watch, hear, and participate there.

- A staff member must be present at that location (does not need to be a Board member).
- Post the agenda at that location (not required at remote locations).

☑ Camera Requirements

- Members participating remotely must appear on camera during the open portion of the meeting.
 - If internet problems make video impossible, members can turn off video but must say why before doing so.

☑ Initial & Ongoing Authorization

- Before a committee uses teleconferencing under this rule:
 - SOCWA Board must vote by majority and make certain findings (that remote meetings help public access and member participation, etc.). The Board did this when it adopted Resolution No. 2026-01 on February 5, 2026.
 - These findings must be revisited at least *every six months* – next authorization will be required February 2027.

☑ Public Access

The public must be able to observe the meeting remotely (via internet or phone) and participate.

Agenda Item

7.G.

Board of Directors Meeting

Meeting Date: November 5, 2026

TO: Board of Directors

FROM: Chad Wanke, Orbis Public Affairs

SUBJECT: Government Affairs Report

Summary

At the March 5, 2026, SOCWA Board of Directors meeting, a contract award was approved for Orbis Public Affairs to provide monthly updates related to relevant government affairs affecting SOCWA member agencies. An oral report will be provided at the meeting.

Recommended Action: Board Discussion, Direction and Action

Attachment: Orbis Public Affairs (November) Government Affairs Report



PUBLIC AFFAIRS

Government Affairs Report

Prepared for the
South Orange County Wastewater Authority Board of Directors

October 28th, 2026

COUNTY OF ORANGE:

- Appointment of Special District Officers in Lieu of Election -

Pursuant to Elections Code section 10515, if the number of candidates who filed for each special district office is equal to or less than the number of seats up for election, then the Board of Supervisors shall appoint the candidate(s) who filed during the nomination period. The candidates take office on December 4, 2026, and serve the full four years of the term of the office excepting short term appointments which serve a two-year term. At the Board meeting on September 29, 2026, the Board of Supervisors appointed the following persons to the listed offices:

*Incumbent

**Appointed Incumbent

CAPISTRANO BAY COMMUNITY SERVICES DISTRICT- Ross Misher*,
Felicia A. Lurner*, Patrick McNulty*

EMERALD BAY SERVICE DISTRICT, FULL TERM- Gary Pickett*,
Susan Rutten Thomas*, John McDermott*

EMERALD BAY SERVICE DISTRICT, SHORT TERM- Daniel Hoefflin**

THREE ARCH BAY COMMUNITY SERVICES DISTRICT, FULL TERM-Tim Hamchuk*

EL TORO WATER DISTRICT, SHORT TERM- Wyatt McClean**

IRVINE RANCH WATER DISTRICT, DIVISION 2- Steve Lamar*

IRVINE RANCH WATER DISTRICT, DIVISION 3- Doug Reinhart*

SANTA MARGARITA WATER DISTRICT, DIVISION 2- Sandra Frances Jacobs*

SANTA MARGARITA WATER DISTRICT, DIVISION 4- Laura Freese

ORANGE COUNTY WATER DISTRICT, DIVISION 5- Steve Sheldon*

ORANGE COUNTY WATER DISTRICT, DIVISION 7- Erik Weigand*

SOUTH COAST WATER DISTRICT, DIVISION 1- Joseph Muller*

SOUTH COAST WATER DISTRICT, DIVISION 3- William "Bill" Green*

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY, DIVISION 5- Randall Crane*

- Herbicide use in Orange County-

The herbicide controversy continues to morph and expand with several organizations both directly involved with and peripheral to the original issue expanding their scope of interest to general waterway management, public access to waterways and their use. The issue has become a battleground issue in several election campaigns. We can expect to see continued interest in these issues and an expansion of the number of interested parties and organizations. Based on concerns about potential health effects, several Orange County cities are considering restrictions on herbicide use in public spaces. Newport Beach has already started using organic treatments, mechanical weed removal, and periodic grass replacement instead of synthetic herbicides to control weeds on city athletic fields.

- Prima Deshecha Landfill -

Tetra Tech BAS, Inc. has been awarded a contract for the preliminary design of a proposed renewable energy facility at Prima Deshecha Landfill. OC Waste & Recycling (OCWR) is planning on developing a Renewable Natural Gas (RNG) or a hybrid system, through utilization of the landfill gas generated at the site to generate electricity. The facility aims to provide south Orange County with reliable, locally generated renewable energy produced through environmentally sustainable processes in a financially responsible manner. A similar facility previously operated at the landfill, but the AQMD permit and operating contracts expired and the facility was decommissioned. This contract will investigate market conditions, present development considerations and outline a path that will allow OCWR to place a new renewable energy facility into operation by the end of 2030.

Based on a non-binding MOU approved by the Board of Supervisors on October 13th, 2026 between Santa Margarita Water District (SMWD) and OCWR, the proposed facility could supply SMWD with reliable, locally generated environmentally sustainable power, which could be used to help meet the power needs of SMWD.

- Coastal Treatment Plant Access Road-

Orbis Public Affairs continues to work with SOCWA and OC Parks staff to develop a mutually beneficial amendment to the existing agreements. Ongoing talks have provided

SOCWA and OC Parks staff with insight into additional issues surrounding the joint use of Aliso and Woods Canyon Park. We will continue to facilitate ongoing dialogue and provide strategic planning and guidance.

ORANGE COUNTY SANITATION DISTRICT (OC San):

- Board Appointments-

IRWD has appointed Director Dan Ferons as their OC San Board representative and Director Steve LaMar as the alternate.

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA (MET):

- New Board Chair-

On October 13th, Director C. Martin “Marty” Miller representing the San Diego County Water Authority was elected to a two-year term as Board Chair starting January 1, 2027. Director Miller is the first Director from San Diego to be elected Board Chair.

- Director Ackerman Resignation-

Director Linda Ackerman has announced her resignation from the Met board effective December 31. The North Orange County cities and agencies are responsible for determining who they send to vote for Director Ackerman’s replacement at MWDOC and the specifics of that process are currently under discussion. Ackerman has represented MWDOC on the Met board since 2008. She has served as Vice Chair of the Met Board and has served on a number of committees.

MOULTON NIGUEL WATER DISTRICT (MNWD):

- Joint Regional Water Supply System (JRWSS) Agreement-

The MNWD Board executed an agreement to establish governance, cost allocation, and administrative requirements for the JRWSS. This parties to the agreement include Moulton Niguel Water District (MNWD), South Coast Water District (SCWD), IRWD, SMWD, El Toro Water District, and the City of San Clemente. The proposed agreement would reduce MNWD’s allocation for systemwide costs and is expected to save more than \$100,000 per year.

OTHER RELEVANT ITEMS:

- Santa Ana Regional Water Quality Control (SARWQC)-

After hours of discussion and ending in a 3-1 vote, the SARWQC Board approved new regulations to reduce pollution from storm drains and flood control channels in the Santa Ana River Basin. These regulations are designated “Regional MS4 Permit”, and will require local public agencies to keep trash and other contaminants out of the waterway. The regulations are scheduled to take effect in March 2027. San Bernardino County’s

analysis estimated that the proposed stormwater requirements would cost the county and 16 of its cities more than \$11 billion over the next 20 years.

- **South Coast AQMD-**

In June 2026, the AQMD received an award of \$35,110,390 from CARB for the Transportation Electrification Advancement for Municipalities (TEAM) program to deploy zero-emission municipal vehicles in the South Coast AQMD region. South Coast AQMD received interest from 19 local public entities to deploy various types of battery electric municipal vehicles and equipment, along with supporting chargers. Based on the needs identified by the participating public entities, TEAM will fund zero emission vehicles and off-road equipment that support essential public services including maintenance and repair, field service and others. The vehicles span weight classes from Class 2B to 8. Besides deploying the funded vehicles, participating public fleets will provide feedback on vehicle performance, charging experiences, and operational challenges, while conducting outreach to increase awareness within their jurisdictions. For SOCWA, the most notable award was to County Sanitation District No. 2 of Los Angeles County in the amount of \$3,532,324
