

MINUTES OF BOARD OF DIRECTORS MEETING  
ADMINISTRATION AND FINANCE ISSUES COMMITTEE  
ORANGE COUNTY WATER DISTRICT  
Thursday, July 10, 2025 @ 12:00 p.m.

Director Yoh called the Administration and Finance Issues Committee meeting to order at 12:00 p.m. in Conference Room C-2 in Fountain Valley, CA. Public access was also provided via Zoom webinar. The Secretary called the roll and reported a quorum as follows:

Committee Members

Roger Yoh  
Valerie Amezcuia  
Dina Nguyen      arrived 12:15 p.m.  
Fred Jung  
Cathy Green

OCWD staff

John Kennedy – General Manager  
Randy Fick – Treasurer/CFO  
Chris Olsen – Executive Director of Engineering  
Mehul Patel – Executive Director of Operations  
Ben Smith – Director of Recharge  
Stephanie Dosier – Director of Human Resources  
Jeremy Jungreis – General Counsel  
Leticia Villarreal – Assistant District Secretary

Alternates

Erik Weigand  
Van Tran  
Natalie Meeks      (absent)  
Steve Sheldon      (absent)  
Denis Bilodeau

**CONSENT CALENDAR**

The Consent Calendar was approved upon motion by Director Amezcuia, seconded by Director Green and carried [5-0] as follows:

***Ayes: Yoh, Amezcuia, Jung, Green, Weigand***

1. Minutes of Previous Meeting

**The minutes of the Administration/Finance Issues Committee meeting held June 12, 2025, were approved as presented.**

2. Monthly Cash Control Reports

**Recommended by Committee for approval at July 16 Board meeting: Receive and file Summary Cash and Cash Equivalents Control Reports dated June 30, 2025.**

3. Investment Portfolio Holdings Report

**Recommended by Committee for approval at July 16 Board meeting: Receive and file the Investment Portfolio Holdings Reports dated June 30, 2025.**

4. Agreement to Lillestrand Leadership Consulting for Staff Leadership Development

**Recommended by Committee for approval at July 16 Board meeting: Approve and authorize execution of Agreement to Lillestrand Leadership Consulting for an amount not to exceed \$36,850 for staff leadership development.**

5. Renewed Membership Participation in the National Water Research Institute (NWRI)

**Recommended by Committee for approval at July 16 Board meeting: Approve and authorize continued membership participation in and authorize payment of 2025-26 membership fee in the amount of \$50,000.**

6. Purchase F-150 Truck from Villa Ford of Orange to Replace T-132

**Recommended by Committee for approval at July 16 Board meeting: Authorize issuance of Purchase Order to Villa Ford of Orange for \$56,920 to purchase an F-150 Truck, and place T-132 on the surplus equipment list when the new truck is delivered.**

7. Purchase F-150 Truck from Villa Ford of Orange to Replace T-138

**Recommended by Committee for approval at July 16 Board meeting: Authorize issuance of Purchase Order to Villa Ford of Orange for \$62,287 to purchase an F-150 Truck, place T-138 on the surplus equipment list when the new truck is delivered and authorize additional funds in the amount of \$8,000 for R&R account R25037.**

8. Purchase F-150 Truck from Villa Ford of Orange to Replace T-143

**Recommended by Committee for approval at July 16 Board meeting: Authorize issuance of Purchase Order to Villa Ford of Orange for \$56,920 to purchase an F-150 Truck, and place T-143 on the surplus equipment list when the new truck is delivered.**

9. Purchase Mobile Lift System from Ari Phoenix

**Recommended by Committee for approval at July 16 Board meeting: Authorize issuance of Purchase Order to ARI Phoenix for \$80,000 to purchase mobile lift system.**

10. Limited-Term Employment Agreement for Postdoctoral Research Associate

**Recommended by Committee for approval at July 16 Board meeting: Approve and authorize execution of Limited-Term Employment Agreement for Postdoctoral Research Associate Yue (Sophie) Sun for a one-year period commencing August 11, 2025.**

11. Surplus of Research & Development Tools, Information Service Workstations, and Heavy-Duty Equipment

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**Recommended by Committee for approval at July 16 Board meeting: Declare items on Surplus List as of July 1, 2025, surplus and authorize the sale and disposal thereof.**

12. Splan Software

**Recommended by Committee for approval at July 16 Board meeting: Authorize amendment to Agreement 1725 to SPLAN for the amount of \$845 to integrate Single Sign On (SSO) into the security software.**

**MATTER FOR CONSIDERATION**

13. Purchase Imperial Headgates Bypass Flow Meters

Director of Recharge Ben Smith shared with the committee that the Imperial Headgates play a vital role in managing the District's Santa Ana River water rights, storm capture and baseflow operations. He stated the Imperial Headgates site has three flowmeters, one for diverted flows, two for bypass flows. He reported that the bypass flowmeters are failing and require replacement to maintain accuracy and operational efficiency. He stated the Rittmeyer Open Channel Ultrasonic Flowmeter has performed exceptionally well at other District locations and has demonstrated durability in challenging water conditions, providing accurate measurements across a wide range of flows.

**Upon Motion by Director Amezcuia, seconded by Director Green, and carried [5-0], the Committee Recommended that the Board at its July 16 Board meeting: Authorize issuance of Purchase Order to Accurate Measurement Systems for \$204,095 to purchase new Imperial Headgates Bypass Flow Meters and authorize additional funds in the amount of \$10,000 for R&R account R25051.**

**Ayes: Yoh, Amezcuia, Nguyen, Jung, Green**

#### **INFORMATIONAL ITEM**

##### **14. Monthly Cash Disbursements Report**

There was no discussion of this item.

#### **CHAIR DIRECTION AS TO WHICH ITEMS, IF ANY TO BE AGENDIZED AS MATTERS FOR CONSIDERATION AT JULY 16 BOARD MEETING**

It was agreed to place all items on the Consent Calendar for the July 16 Board meeting.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 12:26 p.m.

DocuSigned by:  
  
Christina Fuller 8/14/2025  
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Christina Fuller, District Secretary