

MINUTES OF BOARD OF DIRECTORS MEETING
ADMINISTRATION AND FINANCE ISSUES COMMITTEE
ORANGE COUNTY WATER DISTRICT
Thursday, May 15, 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 Amezcua
Dina Nguyen (absent)
Fred Jung
Cathy Green (absent)

Alternates

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

OCWD staff

Randy Fick – Treasurer/CFO
Chris Olsen – Executive Director of Engineering
Mehul Patel – Executive Director
Jason Dadakis – Executive Director Water Quality
Ryan Bouley – Director of Engineering
Sheryl Parsons – Natural Resources Director
Paula Bouyounes – Risk & Safety Manager
Ben Lomeli – Safety Specialist
Melissa Ochoa – Controller
Ben Smith – Director of Recharge & Wetland Ops
Jeremy Jungreis – General Counsel
Leticia Villarreal – Assistant District Secretary

CONSENT CALENDAR

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

Ayes: Yoh, Amezcua, Jung, Weigand, Tran

1. Minutes of Previous Meeting

The minutes of the Administration/Finance Issues Committee meeting held April 10, 2025, were approved as presented.

2. Monthly Cash Control Reports

Recommended by Committee for approval at May 21 Board meeting: Receive and file Summary Cash and Cash Equivalents Control Reports dated April 30, 2025.

3. Investment Portfolio Holdings Report

Recommended by Committee for approval at May 21 Board meeting: Receive and file the Investment Portfolio Holdings Reports dated April 30, 2025.

4. Ultraviolet Light (UV) Equipment Supply

Recommended by Committee for approval at May 21 Board meeting Authorize issuance of Purchase Order to Trojan Technologies Corp for the purchase of 1,080 UV lamps in the amount of \$272,691, including freight.

5. Amendment 6 to Agreement 1315 with Valley Cities/Gonzalez Fence, Inc. for On-Call Fence Repairs

Recommended by Committee for approval at May 21 Board meeting: Authorize issuance of Amendment No. 6 to Agreement No. 1315 with Valley Cities/Gonzales Fence, Inc. to extend the termination date to June 30, 2027, and increase the not-to-exceed amount by \$60,000.

6. Authorize Amendment No 1 to Agreement 1554 with Yorke Engineering, Inc. for Mobile Source Compliance Assistance

Recommended by Committee for approval at May 21 Board meeting: Authorize Amendment No. 1 to Agreement 1554 with Yorke Engineering, Inc. for Mobile Source Compliance Assistance for an amount not to exceed \$20,000.

7. Award of Services Agreement for Habitat Restoration Services at Prado and Orange County Facilities

Recommended by Committee for approval at May 21 Board meeting: Authorize issuance of agreement to Habitat West for \$90,000, plus an additional \$180,000 per year starting in year 2, plus a 5% inflation rate for each subsequent year, for a not to exceed total of \$652,725 for three years

8. Agreement with PacWest for District Security Services

Recommended by Committee for approval at May 21 Board meeting: Authorize amendment to Agreement No. 1496 to PacWest Security Services for three years for the amount of \$499,825.82 for the period of June 15, 2025, through June 15, 2026, \$522,738.82 for the period of June 15, 2026, through June 15, 2027, and \$547,539.63 for the period of June 15, 2027 through June 15, 2028.

9. Agreement with Shi International Corporation for Microsoft Licensing, Products and Services

Recommended by Committee for approval at May 21 Board meeting:

- 1) **Approve the purchase of Microsoft subscription licenses, products and services from SHI International Corp. under the County of Riverside Agreement ITARC-00929 in the amount of \$260,658 (\$86,886 per year) for a term of three years commencing August 1, 2025, and authorize the General Manager to execute corresponding agreements with SHI and Microsoft Corporation, subject to legal counsel review; and**
- 2) **Authorize the General Manager approve amendments of up to 10% of the contract value.**

MATTERS FOR CONSIDERATION

10. Santa Ana Well Construction Loan Agreement

Chris Olsen, Executive Director of Engineering and Water Resources, reported that the City of Santa Ana has submitted an application to participate in the Orange County Water District's Producers Well Construction Loan Program. He noted that the application pertains to Santa Ana's Well #42, also known as Washington Well, which supports their upper zone. According to Mr. Olsen, the well has already been drilled and casing installed; and this request now is for equipment, electrical controls, building disinfection, and pipeline work. Mr. Olsen further advised that Santa Ana's staff and legal counsel have reviewed a draft agreement of the loan and found no issue with the terms.

Upon motion by Director Amezcua, seconded by Director Weigand and carried [5-0], the Committee recommended for approval at the May 21 Board meeting: Approve the New Well Construction Loan Agreement with Santa Ana up to \$10 million.

Ayes: Yoh, Amezcua, Jung, Weigand, Tran

11. Budget to Actual Report for Third Quarter 2024-25

Controller Melissa Ochoa reported that General Fund costs were \$4.1 million under budget due to lower than planned expenses in Board Admin, Water Production, Forebay Operations and offset with more than planned expenses in Hydrogeology.

- Board Admin was \$213k less than planned Board election expenses, these expenses occur every other year.
- Water Production was \$2 million less than planned for chemical used in the Groundwater Replenishment System were lower than budget.
- Forebay Operations was \$240k lower than planned electrical costs, due to less movement of water from the Burris Basin to Santiago Basin for capture and recharge of stormwater.
- Hydrogeology was \$400k more than planned professional services for legal, due to an unanticipated settlement related to South Basin litigation.

Upon motion duly made and seconded, the Committee Recommended for approval at May 21 Board meeting: Receive and file the Budget to Actual Report for Third Quarter of Fiscal Year 2024-25 ending March 31, 2025.

INFORMATIONAL ITEM

12. Monthly Cash Disbursements Report

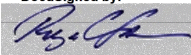
No discussion on this item.

CHAIR DIRECTION AS TO WHICH ITEMS, IF ANY TO BE AGENDIZED AS MATTERS FOR CONSIDERATION AT MAY 21 BOARD MEETING

It was agreed to place all items on the Consent Calendar for the May 21 Board meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:16 p.m.

DocuSigned by:


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Roger Yoh, Chair