



AGENDA

CALL TO ORDER

DECLARATION OF QUORUM: Clerk of the Board

PUBLIC COMMENTS: *If you wish to address the Committee on any item, please complete a Speaker's Form (located at the table at the back of the room) and submit it to the Clerk of the Board or notify the Clerk of the Board the item number on which you want to speak. Speakers will be recognized by the Chairperson and are requested to limit comments to three minutes.*

REPORTS: *The Committee Chairperson and the General Manager may present verbal reports on miscellaneous matters of general interest to the Directors. These reports are for information only and require no action by the Directors.*

CONSENT CALENDAR: *The Consent Calendar Items are considered to be routine and will be enacted, by the Committee, after one motion, without discussion. Any items withdrawn from the Consent Calendar for separate discussion will be considered in the regular order of business.*

1. **APPROVAL OF MINUTES** (Clerk of the Board)

RECOMMENDATION: Approve Minutes of the Regular Meeting of the Steering Committee held August 22, 2018.

NON-CONSENT:

2. **GENERAL MANAGER'S FISCAL YEAR 2018-2019 WORK PLAN** (Jim Herberg)

RECOMMENDATION: Recommend to the Board of Directors to: Receive and File the General Manager's Fiscal Year 2018-2019 Work Plan.

3. **PROPERTY MANAGEMENT SERVICES FOR 18429 PACIFIC STREET, 18368-18375 AND 18410-18436 BANDILIER CIRCLE, FOUNTAIN VALLEY**
(Lorenzo Tyner)

RECOMMENDATION: Recommend to the Board of Directors to: Approve an amendment with The Muller Company for Property Management Services, for an additional management fee of \$3,293 per month plus other incurred expenses, for the additional of District acquired properties on Bandilier Circle and Pacific Street including two additional renewal periods of six months each.

INFORMATION ITEMS:

None.

CLOSED SESSION:

CONVENE IN CLOSED SESSION

- (1) **CONFERENCE WITH LEGAL COUNSEL RE EXISTING LITIGATION**
(Government Code Section 54956.9(d)(1))

Number of Cases: 2

Klean Waters, Inc. et al. v. Orange County Sanitation District, et al., United States District Court, Central District of California, Southern Division, Case No. 8:15-cv-00627.

Klean Waters, Inc. et al. v. Orange County Sanitation District, et al. United States District Court, Central District of California, Southern Division, Case No. 8:15-cv-01498.

- (2) **CONFERENCE WITH LEGAL COUNSEL RE EXISTING LITIGATION**
(Government Code Section 54956.9(d)(1))

Number of Cases: 1

Wesley Bauer v. Orange County Sanitation District, Orange County Superior Court, Central Justice Center, Case No. 30-2017-00956252.

- (3) **CONFERENCE WITH LEGAL COUNSEL RE EXISTING LITIGATION**
(Government Code Section 54956.9(d)(1))

Number of Cases: 1

Craneveyor v. Orange County Sanitation District, Los Angeles Superior Court, Stanley Mosk Courthouse, Case No. BS175021.

RECONVENE IN REGULAR SESSION.

CONSIDERATION OF ACTION, IF ANY, ON MATTERS CONSIDERED IN CLOSED SESSION:

OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:

ADJOURNMENT:

To the Steering Committee meeting scheduled for Wednesday, October 24, 2018 at 5:00 p.m.

Accommodations for the Disabled: Meeting Rooms are wheelchair accessible. If you require any special disability related accommodations, please contact the Orange County Sanitation District Clerk of the Board's office at (714) 593-9433 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.

Agenda Posting: In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted outside the main gate of the Sanitation District's Administration Building located at 10844 Ellis Avenue, Fountain Valley, California, and on the Sanitation District's website at www.ocsd.com not less than 72 hours prior to the meeting date and time above. All public records relating to each agenda item, including any public records distributed less than 72 hours prior to the meeting to all, or a majority of the Board of Directors, are available for public inspection in the office of the Clerk of the Board.

Agenda Description: The agenda provides a brief general description of each item of business to be considered or discussed. The recommended action does not indicate what action will be taken. The Board of Directors may take any action which is deemed appropriate.

NOTICE TO DIRECTORS: To place items on the agenda for a Committee or Board Meeting, items must be submitted to the Clerk of the Board 14 days before the meeting.

Kelly A. Lore, MMC
Clerk of the Board
(714) 593-7433
klore@ocsd.com

For any questions on the agenda, Committee members may contact staff at:

General Manager	Jim Herberg	(714) 593-7300	jherberg@ocsd.com
Assistant General Manager	Lorenzo Tyner	(714) 593-7550	lyner@ocsd.com
Assistant General Manager	Rob Thompson	(714) 593-7310	rthompson@ocsd.com
Director of Environmental Services	Jim Colston	(714) 593-7450	jcolston@ocsd.com
Director of Human Resources	Celia Chandler	(714) 593-7202	cchandler@ocsd.com
Director of Operations & Maintenance	Ed Torres	(714) 593-7080	etorres@ocsd.com

MINUTES OF THE STEERING COMMITTEE

Orange County Sanitation District
Wednesday, August 22, 2018 at 5:00 p.m.

A regular meeting of the Steering Committee of the Orange County Sanitation District was called to order by Board Chairman Greg Sebourn on Wednesday, August 22, 2018 at 5:03 p.m. in the Administration Building of the Orange County Sanitation District.

A quorum was declared present, as follows:

COMMITTEE MEMBERS PRESENT:

Greg Sebourn, Board Chair
Peter Kim, LaPA Committee Chair
Chad Wanke, Administration Committee
Chair
John Withers, Operations Committee
Chair
Ellery Deaton, Member-At-Large
Donald Wagner, Member-At-Large

COMMITTEE MEMBERS ABSENT:

David Shawver, Board Vice-Chair

STAFF PRESENT:

Jim Herberg, General Manager
Bob Ghirelli, Assistant General Manager
Rob Thompson, Assistant General
Manager
Celia Chandler, Director of Human
Resources
Jim Colston, Director of Environmental
Services
Ed Torres, Director of Operations &
Maintenance
Lorenzo Tyner, Director of Finance &
Administrative Services
Kelly Lore, Clerk of the Board
Laurie Klinger
Cortney Light
Laura Maravilla
Kathy Millea
Gilbert Padilla
Tyler Ramirez
Annalisa Saqui
Thomas Vu

OTHERS PRESENT:

Brad Hogin, General Counsel

PUBLIC COMMENTS:

No public comments were provided.

REPORTS:

Chair Sebourn did not provide a report.

General Manager Herberg did not provide a report.

CONSENT CALENDAR:

1. **APPROVAL OF MINUTES** (Clerk of the Board)

MOVED, SECONDED, AND DULY CARRIED TO: Approve Minutes of the Regular Meeting of the Steering Committee held on July 25, 2018.

AYES: Deaton, Kim, Sebourn, and Wanke
NOES: None
ABSTENTIONS: None
ABSENT: Shawver; Wagner and Withers

Director Wagner arrived at 5:05 p.m.

NON-CONSENT:

2. **RETIREMENT OF ROBERT P. GHIRELLI ASSISTANT GENERAL MANAGER OF THE ORANGE COUNTY SANITATION DISTRICT**
(Jim Herberg)

Mr. Herberg provided a brief overview of Mr. Ghirelli's accomplishments.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to: Adopt Resolution No. OCSD 18-13 entitled, "A Resolution of the Board of Directors of the Orange County Sanitation District commending Dr. Robert P. Ghirelli for his contributions and dedication to public service as Assistant General Manager of the Orange County Sanitation District."

AYES: Deaton, Kim, Sebourn, Wagner and Wanke
NOES: None
ABSTENTIONS: None
ABSENT: Shawver and Withers

3. **GENERAL MANAGER'S FISCAL YEAR 2018-2019 DRAFT WORK PLAN**
(Jim Herberg)

A revised/updated Draft Work Plan was distributed to the Committee as Late communication.

Mr. Herberg provided a brief report as to the changes incorporated into the Draft Work Plan after the Executive Management Team's recent retreat and responded to questions from the Committee.

MOVED, SECONDED, AND DULY CARRIED TO: Receive and File the General Manager's Fiscal Year 2018-2019 Draft Work Plan.

AYES: Deaton, Kim, Sebourn, Wagner and Wanke
NOES: None
ABSTENTIONS: None
ABSENT: Shawver and Withers

4. **GENERAL MANAGER'S COMPENSATION AND BENEFITS**
(Greg Sebourn)

Additional base salary and total monthly compensation comparison data was distributed to the Committee as Late communication at the request of Chair Sebourn.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to: Adopt Resolution No. OCSD 18-XX entitled, "A Resolution of the Board of Directors of the Orange County Sanitation District approving salary increase and salary range adjustment for the General Manager for Fiscal Year 2018 to 2019," authorizing the Board Chair to implement a base building salary increase of 5.0%, consisting of a 2.5% salary range adjustment and a 2.5% merit increase commencing in the first pay period of July 2018 for fiscal year 2018 to 2019. The total salary cost increase is \$13,832 for the fiscal year. Compensation and benefits costs based on impacts to existing benefits total an amount not to exceed \$17,761.

OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:

At the request of Director Deaton, Mr. Herberg provided a brief update on the purchase of the Sukut property and stated that a supplemental item had been added to tonight's Board meeting addressing the purchase.

ADJOURNMENT:

Chair Sebourn declared the meeting adjourned at 5:15 p.m. to the next Steering Committee meeting to be held on Wednesday, September 26, 2018 at 5:00 p.m.

Submitted by:

Kelly A. Lore, MMC
Clerk of the Board

STEERING COMMITTEE

AGENDA REPORT

Meeting Date 09/26/18	To Bd. of Dir. 09/26/18
Item Number 2	Item Number

Orange County Sanitation District

FROM: James D. Herberg, General Manager

SUBJECT: GENERAL MANAGER'S FISCAL YEAR 2018-2019 WORK PLAN

GENERAL MANAGER'S RECOMMENDATION

Receive and File the General Manager's Fiscal Year 2018-2019 Work Plan.

BACKGROUND

Each year, the General Manager prepares a work plan of activities supporting the Orange County Sanitation District's strategic goals and initiatives to be accomplished during the fiscal year. The draft work plan was submitted to the Steering Committee for review and input from the Directors in August. This final work plan is being submitted to the Steering Committee and Board of Directors for approval.

RELEVANT STANDARDS

- Sustain 1, 5, 20-year planning horizons
- 24/7/365 treatment plant reliability
- Negotiate fair and equitable labor agreements
- Commitment to safety & reducing risk in all operations
- Meet volume and water quality needs for the GWRS
- Maintain a culture of improving efficiency to reduce the cost to provide the current service level or standard

PRIOR COMMITTEE/BOARD ACTIONS

August 2018 – Draft work plan was reviewed by the Steering Committee.

ADDITIONAL INFORMATION

The General Manager's work plan includes goals for the 2018-2019 fiscal year. The work plan has five areas of focus which include: Safety and Security; Succession Planning; Resource Recovery; Reliability; and Operational Optimization.

FINANCIAL CONSIDERATIONS

All items included in the General Manager's Work Plan are budgeted in the FY 2018-2019 Budget.

ATTACHMENT

The following attachment(s) are included in hard copy and may also be viewed on-line at the OCSD website (www.ocsd.com) with the complete agenda package:

- General Manager's Fiscal Year 2018-2019 Work Plan



ORANGE COUNTY SANITATION DISTRICT

Memorandum

September 26, 2018

TO: Chairman and Members of the Board of Directors

FROM: James D. Herberg, General Manager

SUBJECT: **General Manager's Fiscal Year 2018-2019 Work Plan**

I am pleased to present for your consideration my proposed work plan for Fiscal Year 2018-2019. I have identified five areas of focus for the next year to ensure that: 1) our operations are safe and reliable; 2) we continue to attract, develop, and retain a capable workforce; and 3) we enhance our sustainability by maximizing water recycling and sound financial practices. This forward-looking work plan is designed to position our agency to continue providing our customers with a high level of service while seizing opportunities and meeting future challenges. My five focus areas are:

1. **Safety and Security**

- **Emergency Preparedness** – Develop and conduct an external emergency response and recovery drill by June 30, 2019 that tests the Integrated Emergency Response Plan (IERP).
- **Safety Engineering Solutions** – Continue the 11 Safety Improvement Construction Projects and implement physical site security enhancements as needed to ensure all facilities remain secure. All identified safety improvement contracts and task orders are awarded by May 30, 2019.

- **Voluntary Protection Plan (VPP) Certification** – Complete a full review and audit of all Safety and Health policies, conduct a third-party VPP readiness assessment, and draft a VPP implementation plan by June 30, 2019.
- **Safety Help Desk** – Create a Safety Help Desk Program by June 30, 2019 with software and in-house telephone extension monitored by Risk Management staff, intended to provide internal customers with prompt information and support related to health and safety services. Services include but are not limited to: troubleshooting safety problems, scheduling contractor orientation, or getting policy guidance.
- **Security Committee & Plan** – Reconvene the Security Committee to facilitate development and implementation of a Physical and Cyber Security Plan by March 31, 2019.

2. Succession Planning

- **Realignment of Operations, Maintenance & Engineering (Maintenance Mode)** – Assess the roles and responsibilities of each department and workgroup within the Operation and Maintenance and Engineering Departments and adjust the structure and roles to more efficiently support delivery of services to operate, maintain, refurbish, and replace Orange County Sanitation District (OCSD) assets by November 30, 2018. Make the necessary adjustments to the organization by March 31, 2019.
- **Labor Negotiations** – Complete successful negotiations with all represented bargaining units by June 30, 2019.
- **Leadership Development** – Provide at least two specialized trainings tailored to the Supervisory Level by June 30, 2019.

3. Resource Recovery

- **Water Quality for Water Recycling** – Update OCSD’s wastewater ordinance to reflect necessary discharge regulations resulting from alkaline hydrolysis to protect water quality by June 30, 2019.

4. Reliability

- **Asset Management Plan** – Develop an Asset Management Plan by October 31, 2018 that includes an inventory of critical assets for each process area, the collection system and fleet; an evaluation of their condition and performance; and a budgeting and implementation plan to maintain, rehabilitate, and replace these assets to meet the required levels of service at the lowest life cycle cost and at an acceptable level of risk.

5. Operational Optimization

- **OCSD Headquarters Building** – Create a final concept plan for the new building complex north of Ellis Avenue by February 28, 2019.
- **Board Meeting Agenda Management Software System** – Select and install a new Board Meeting Agenda Management Software System by June 30, 2019.
- **Document Management** – In preparation for creating a more digital workplace and reducing physical record storage, develop a Scope of Work by November 30, 2018 to issue a Request for Proposals for a Trusted System Needs Assessment and award a contract by February 28, 2019. Present the records retention schedule to the Board of Directors for approval by December 31, 2018.

Operational Optimization (continued)

- **Sludge Dewatering and Odor Control Plant No. 1** – Begin production of dewatered biosolids cake by March 31, 2019.
- **American Society of Civil Engineers Peer Review** – Complete a peer review of the Engineering Department’s Capital Improvement Program delivery system by the American Society of Civil Engineers by May 31, 2019.
- **Communications Audit** – Develop scope of work and issue RFP by June 30, 2019 to select firm to conduct a communications audit to review effectiveness of OCSD’s communication efforts to redefine and rescope the program.
- **Lobbyist Contract** – Complete selection and contract implementation of legislative lobbyist contracts by December 31, 2018.
- **Return to Work Program** – Develop a formal Return to Work Program to communicate expectations of what is expected of all parties (employees, supervisors, physicians, etc.) by June 30, 2019.

STEERING COMMITTEE

Meeting Date 09/26/18	To Bd. of Dir. 09/26/18
Item Number 3	Item Number

AGENDA REPORT

Orange County Sanitation District

FROM: James D. Herberg, General Manager
Originator: Lorenzo Tyner, Director of Finance and Administrative Services

SUBJECT: PROPERTY MANAGEMENT SERVICES FOR 18429 PACIFIC STREET, 18368-18375 AND 18410-18436 BANDILIER CIRCLE, FOUNTAIN VALLEY

GENERAL MANAGER'S RECOMMENDATION

Approve an amendment with The Muller Company for Property Management Services, for an additional management fee of \$3,293 per month plus other incurred expenses, for the additional of District acquired properties on Bandilier Circle and Pacific Street including two additional renewal periods of six months each.

BACKGROUND

On September 27, 2017, the Board of Directors approved the purchase of property at 18350 Mt. Langley Street in Fountain Valley. The property closed escrow on March 12, 2018. The property is occupied by commercial tenants and is managed by The Muller Company, a property management company. Some of the tenant leases extend out to 2021. Orange County Sanitation District (Sanitation District) is anticipating using this property for staff offices but may continue to lease unneeded space to commercial tenants.

On August 28, 2018, the District acquired properties on Bandilier Circle and Pacific Street as the future site of its Administration Building.

RELEVANT STANDARDS

- Protection of Orange County Sanitation District assets

PROBLEM

Although the Sanitation District now owns additional property, the need to professionally manage the property utilizing services such as maintenance, security and repairs currently exists. At present, the Sanitation District does not employ staff with this scope of commercial property management expertise.

PROPOSED SOLUTION

For a short-term basis, engage the firm currently managing the property until a permanent property management strategy has been developed.

TIMING CONCERNS

Although the Sanitation District acquired the properties on August 28, 2018 and has assumed responsibility for management of the property, the Sanitation District does not have in-house property management resources.

RAMIFICATIONS OF NOT TAKING ACTION

The Sanitation District will lose continuity of care of the property and of services to existing tenants while developing the permanent property management strategy.

PRIOR COMMITTEE/BOARD ACTIONS

February 28, 2018 – Approved a sole source agreement with The Muller Company for Property Management Services, for the period March 1, 2018 through August 31, 2018, for a management fee of \$4,200 per month plus other incurred expenses, including two additional renewal periods of six months each.

September 27, 2017 - Approved a Standard Offer, Agreement and Escrow Instructions for and Authorized General Manager and General Counsel to Execute any and all Instruments Related to the Transaction of Purchase of Real Estate (Purchase Agreement) with K&A Investments LP for Property at 18350 Mt. Langley Street, Fountain Valley.

ADDITIONAL INFORMATION

Monthly expenses for services such as utility bills and repair work will vary month to month. All expenses will be reviewed and approved by Sanitation District staff.

CEQA

N/A

FINANCIAL CONSIDERATIONS

The property management costs will be offset by rents collected on the commercial leases.

ATTACHMENT

The following attachment(s) is attached in hard copy and may also be viewed on-line at the OCSD website (www.ocsd.com) with the complete agenda package:

- Amendment No. 1 to Management Agreement

AMENDMENT NO. 1 TO MANAGEMENT AGREEMENT

This AMENDMENT NO. 1 TO MANAGEMENT AGREEMENT ("Amendment") is made and entered into effective as of August 28, 2018, by and between ORANGE COUNTY SANITATION DISTRICT, a county sanitation district duly organized and existing pursuant to Section 4700 *et. seq.* of the Health & Safety Code of the State of California ("Owner"), and THE MULLER COMPANY, LLC ("Manager").

R E C I T A L S :

A. Owner and Manager entered into that certain Management Agreement dated as of February 28, 2018 (the "Agreement") pursuant to which Owner contracted with Manager to provide management services for 18350 Mount Langley, Fountain Valley, California, the "Property".

B. Except as otherwise set forth herein, all capitalized terms used in this Amendment shall have the same meaning given such terms in the Agreement.

C. Owner and Manager desire to amend the Agreement to change the Management Fee and Properties, as hereinafter provided.

NOW, THEREFORE, in consideration of the foregoing Recitals and the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. The Parties agree to correct an inadvertent error in the Management Agreement with respect to THE MULLER COMPANY name. Through this Amendment No. 1 to Management Agreement, the name of the Manager is hereby revised to read THE MULLER COMPANY, LLC. The Parties desire that this Item 1 of Amendment No. 1 to Management Agreement be incorporated into the Agreement, and become a part thereof from the beginning.
2. Parties agree to exercise the Option to renew the Agreement for a six (6) month term from August 28, 2018 through February 28, 2019.
3. The Agreement shall be expanded to include the management of the following: 18368, 18375, 18381, 18384, 18410, 18430, 18436 Bandilier Circle and 18429 Pacific Street, Fountain Valley ("Additional Properties")
4. Effective Date of Additional Properties: August 28, 2018
5. The parties hereby agree that the Owner shall pay to Manager, as compensation for Manager's management services, on a monthly basis, a management fee (the "Additional Properties Management Fee") in the amount equal to \$0.05/psf/month for the actual Additional Properties in addition to the existing Management Fee in the Agreement for the Property. The square footage of the Additional Properties and Additional Properties Management Fee per each individual Additional Property is as follows:

a.	18368 Bandilier Circle	6,000 sq.ft.	\$ 300.00/month
b.	18375 Bandilier Circle	6,000 sq.ft.	\$ 300.00/month
c.	18381 Bandilier Circle	6,000 sq.ft.	\$ 300.00/month
d.	18384 Bandilier Circle	6,000 sq.ft.	\$ 300.00/month
e.	18410 Bandilier Circle	6,000 sq.ft.	\$ 300.00/month
f.	18430 Bandilier Circle	6,000 sq.ft.	\$ 300.00/month
g.	18436 Bandilier Circle	6,000 sq.ft.	\$ 300.00/month
h.	18429 Pacific Street	23,847 sq.ft.	\$ 1,192.35/month

Total square footage: 65,847 @ \$0.05/psf/month = \$ 3,292.35/month

6. No Further Modification. Except as set forth in this Amendment, all of the terms and provisions of the Agreement shall remain unmodified and in full force and effect.

IN WITNESS WHEREOF, this Amendment has been executed as of the day and year first above written.

ORANGE COUNTY SANITATION DISTRICT

Dated: _____

By: _____

Gregory C. Sebourn, PLS Chair, Board of Directors

Dated: _____

By: _____

Kelly A. Lore Clerk of the Board

Dated: _____

By: _____

Marc Dubois, Contracts, Purchasing and Materials Manager

THE MULLER COMPANY, LLC

Dated: _____

By: _____

Print Name and Title of Officer

IRS Employer's I.D. Number

MEMORANDUM

TO: Hon. Chair and Members of the Orange County Sanitation Steering Committee

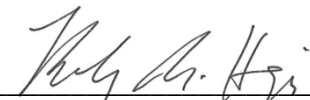
FROM: Bradley R. Hogin, Esq.
General Counsel

DATE: September 17, 2018

RE: Closed Session Items

The Steering Committee desires to hold a closed session on September 26, 2018 for the purpose of conferring with its legal counsel regarding existing litigation to which the District is a party. The title of the cases are *Klean Waters, Inc. et. al. v. Orange County Sanitation District*, United States District Court, Central District of California, Southern Division, Case No. 8:15-cv-00627 and *Klean Waters, Inc. et. al. v. Orange County Sanitation District*, United States District Court, Central District of California, Southern Division, Case No. 8:15-cv-01498. The closed session will be held pursuant to the authority of California Government Code Section 54956.9(d)(1).

Respectfully submitted,

By 
Bradley R. Hogin, General Counsel

MEMORANDUM

TO: Hon. Chair and Members of the Orange County Sanitation District Steering Committee


FROM: Bradley R. Hogin, Esq.
General Counsel

DATE: September 17, 2018

RE: Closed Session Items

The Steering Committee desires to hold a closed session on September 26, 2018 for the purpose of conferring with its legal counsel regarding existing litigation to which the District is a party. The title of the case is *Wesley Bauer v. Orange County Sanitation District*, Orange County Superior Court, Central Justice Center, Court Case No. 30-2017-00956252. The closed session will be held pursuant to the authority of California Government Code Section 54956.9(d)(1).

Respectfully submitted,

By  _____
Bradley R. Hogin, General Counsel

MEMORANDUM

TO: Hon. Chair and Members of the Orange County Sanitation Steering Committee

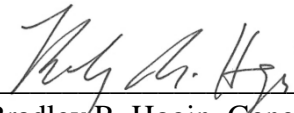
FROM: Bradley R. Hogin, Esq.
General Counsel

DATE: September 18, 2018

RE: Closed Session Items

The Steering Committee desires to hold a closed session on September 26, 2018 for the purpose of conferring with its legal counsel regarding existing litigation to which the District is a party. The title of the case is *Craneveyor v. Orange County Sanitation District*, Los Angeles Superior Court, Stanley Mosk Courthouse, Case No. BS175021. The closed session will be held pursuant to the authority of California Government Code Section 54956.9(d)(1).

Respectfully submitted,

By 

Bradley R. Hogin, General Counsel

ORANGE COUNTY SANITATION DISTRICT COMMON ACRONYMS

ACWA	Association of California Water Agencies	LAFCO	Local Agency Formation Commission	RWQCB	Regional Water Quality Control Board
APWA	American Public Works Association	LOS	Level Of Service	SARFPA	Santa Ana River Flood Protection Agency
AQMD	Air Quality Management District	MGD	Million Gallons Per Day	SARI	Santa Ana River Interceptor
ASCE	American Society of Civil Engineers	MOU	Memorandum of Understanding	SARWQCB	Santa Ana Regional Water Quality Control Board
BOD	Biochemical Oxygen Demand	NACWA	National Association of Clean Water Agencies	SAWPA	Santa Ana Watershed Project Authority
CARB	California Air Resources Board	NEPA	National Environmental Policy Act	SCADA	Supervisory Control And Data Acquisition
CASA	California Association of Sanitation Agencies	NGOs	Non-Governmental Organizations	SCAP	Southern California Alliance of Publicly Owned Treatment Works
CCTV	Closed Circuit Television	NPDES	National Pollutant Discharge Elimination System	SCAQMD	South Coast Air Quality Management District
CEQA	California Environmental Quality Act	NWRI	National Water Research Institute	SOCWA	South Orange County Wastewater Authority
CIP	Capital Improvement Program	O & M	Operations & Maintenance	SRF	Clean Water State Revolving Fund
CRWQCB	California Regional Water Quality Control Board	OCCOG	Orange County Council of Governments	SSMP	Sewer System Management Plan
CWA	Clean Water Act	OCHCA	Orange County Health Care Agency	SSO	Sanitary Sewer Overflow
CWEA	California Water Environment Association	OCSD	Orange County Sanitation District	SWRCB	State Water Resources Control Board
EIR	Environmental Impact Report	OCWD	Orange County Water District	TDS	Total Dissolved Solids
EMT	Executive Management Team	OOBS	Ocean Outfall Booster Station	TMDL	Total Maximum Daily Load
EPA	US Environmental Protection Agency	OSHA	Occupational Safety and Health Administration	TSS	Total Suspended Solids
FOG	Fats, Oils, and Grease	PCSA	Professional Consultant/Construction Services Agreement	WDR	Waste Discharge Requirements
gpd	gallons per day	PDSA	Professional Design Services Agreement	WEF	Water Environment Federation
GWRS	Groundwater Replenishment System	POTW	Publicly Owned Treatment Works	WERF	Water Environment & Reuse Foundation
ICS	Incident Command System	ppm	parts per million	WIFIA	Water Infrastructure Finance and Innovation Act
IERP	Integrated Emergency Response Plan	PSA	Professional Services Agreement	WIIN	Water Infrastructure Improvements for the Nation Act
JPA	Joint Powers Authority	RFP	Request For Proposal	WRDA	Water Resources Development Act

ORANGE COUNTY SANITATION DISTRICT GLOSSARY OF TERMS

ACTIVATED SLUDGE PROCESS – A secondary biological wastewater treatment process where bacteria reproduce at a high rate with the introduction of excess air or oxygen and consume dissolved nutrients in the wastewater.

BENTHOS – The community of organisms, such as sea stars, worms, and shrimp, which live on, in, or near the seabed, also known as the benthic zone.

BIOCHEMICAL OXYGEN DEMAND (BOD) – The amount of oxygen used when organic matter undergoes decomposition by microorganisms. Testing for BOD is done to assess the amount of organic matter in water.

BIOGAS – A gas that is produced by the action of anaerobic bacteria on organic waste matter in a digester tank that can be used as a fuel.

BIOSOLIDS – Biosolids are nutrient rich organic and highly treated solid materials produced by the wastewater treatment process. This high-quality product can be recycled as a soil amendment on farmland or further processed as an earth-like product for commercial and home gardens to improve and maintain fertile soil and stimulate plant growth.

CAPITAL IMPROVEMENT PROGRAM (CIP) – Projects for repair, rehabilitation, and replacement of assets. Also includes treatment improvements, additional capacity, and projects for the support facilities.

COLIFORM BACTERIA – A group of bacteria found in the intestines of humans and other animals, but also occasionally found elsewhere, used as indicators of sewage pollution. E. coli are the most common bacteria in wastewater.

COLLECTIONS SYSTEM – In wastewater, it is the system of typically underground pipes that receive and convey sanitary wastewater or storm water.

CERTIFICATE OF PARTICIPATION (COP) – A type of financing where an investor purchases a share of the lease revenues of a program rather than the bond being secured by those revenues.

CONTAMINANTS OF POTENTIAL CONCERN (CPC) – Pharmaceuticals, hormones, and other organic wastewater contaminants.

DILUTION TO THRESHOLD (D/T) – The dilution at which the majority of people detect the odor becomes the D/T for that air sample.

GREENHOUSE GASES (GHG) – In the order of relative abundance water vapor, carbon dioxide, methane, nitrous oxide, and ozone gases that are considered the cause of global warming (“greenhouse effect”).

GROUNDWATER REPLENISHMENT SYSTEM (GWRS) – A joint water reclamation project that proactively responds to Southern California’s current and future water needs. This joint project between the Orange County Water District and the Orange County Sanitation District provides 70 million gallons per day of drinking quality water to replenish the local groundwater supply.

LEVEL OF SERVICE (LOS) – Goals to support environmental and public expectations for performance.

N-NITROSODIMETHYLAMINE (NDMA) – A N-nitrosamine suspected cancer-causing agent. It has been found in the Groundwater Replenishment System process and is eliminated using hydrogen peroxide with extra ultra-violet treatment.

NATIONAL BIOSOLIDS PARTNERSHIP (NBP) – An alliance of the National Association of Clean Water Agencies and Water Environment Federation, with advisory support from the US Environmental Protection Agency. NBP is committed to developing and advancing environmentally sound and sustainable biosolids management practices that go beyond regulatory compliance and promote public participation to enhance the credibility of local agency biosolids programs and improved communications that lead to public acceptance.

PLUME – A visible or measurable concentration of discharge from a stationary source or fixed facility.

PUBLICLY OWNED TREATMENT WORKS (POTW) – A municipal wastewater treatment plant.

SANTA ANA RIVER INTERCEPTOR (SARI) LINE – A regional brine line designed to convey 30 million gallons per day of non-reclaimable wastewater from the upper Santa Ana River basin to the ocean for disposal, after treatment.

SANITARY SEWER – Separate sewer systems specifically for the carrying of domestic and industrial wastewater. Combined sewers carry both wastewater and urban runoff.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD) – Regional regulatory agency that develops plans and regulations designed to achieve public health standards by reducing emissions from business and industry.

SECONDARY TREATMENT – Biological wastewater treatment, particularly the activated sludge process, where bacteria and other microorganisms consume dissolved nutrients in wastewater.

SLUDGE – Untreated solid material created by the treatment of wastewater.

TOTAL SUSPENDED SOLIDS (TSS) – The amount of solids floating and in suspension in wastewater.

TRICKLING FILTER – A biological secondary treatment process in which bacteria and other microorganisms, growing as slime on the surface of rocks or plastic media, consume nutrients in wastewater as it trickles over them.

URBAN RUNOFF – Water from city streets and domestic properties that carry pollutants into the storm drains, rivers, lakes, and oceans.

WASTEWATER – Any water that enters the sanitary sewer.

WATERSHED – A land area from which water drains to a particular water body. The Orange County Sanitation District’s service area is in the Santa Ana River Watershed.