



MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE EAST ORANGE COUNTY WATER DISTRICT (EOCWD)

December 19, 2024

1. Call to Order. A Regular Meeting of the Board of Directors of the East Orange County Water District held at the District Office, located at 185 N. McPherson Road in the City of Orange, California, was called to order by President DOUGLASS DAVERT at 2:00 p.m. on Thursday, December 19, 2024, with Vice-President MURDOCH leading the Pledge of Allegiance. Public attendance was permitted in-person only. JEFFREY HOSKINSON, Secretary, recorded the minutes of the meeting.

The following Directors attended the meeting: DOUGLASS DAVERT, GEORGE MURDOCH, JOHN SEARS, and MARILYN THOMS. The seat of Director NIELSEN was vacated by his resignation on December 3, 2024, in light of his election to the Tustin City Council.

Also present were:

DAVID YOUNGBLOOD	General Manager
JEFF SMYTH	Engineering Manager
JERRY MENDZER	Operations Manager
SYLVIA PRADO	Office Manager
JULIAN DE LA O SOLIS	Administrative Assistant
JEFF HOSKINSON	District Secretary and Legal Counsel

Other staff and members of the public may have attended in-person that are not listed above.

2. Administration of the Oath of Office

General Counsel Hoskinson administered the oath of office to President DAVERT and Director SEARS.

3. Election of Officers. General Manager Youngblood introduced the item, with the Board to select its offers for the upcoming two years. Following the selection of officers, now President MURDOCH thanked Director DAVERT for his hard work and nine years as Board President, followed by comments from now Vice-President THOMS.

ACTION TAKEN: The Board, on motion by DAVERT, seconded by SEARS, following nominations and by unanimous vote, elected Director MURDOCH to the position of Board President, and Director THOMS to the position of Vice-President, effective immediately.

4. Addition of Items Arising After Posting of Agenda Requiring Immediate Action.
(Requires 2/3 vote or unanimous vote if less than 2/3 of members are present).

ACTION TAKEN: None.



5. **Public Communications to the Board.** None.

Consent Calendar. The Board, on motion from DAVERT, seconded by THOMS, approved the Consent Calendar by unanimous vote as follows:

6. **Minutes:** THE MINUTES OF THE OCTOBER 24, 2024 REGULAR MEETING OF THE BOARD WERE APPROVED AS SUBMITTED;
7. **General Manager's Report:** THE BOARD RECEIVED AND FILED THE GENERAL MANAGER'S REPORT;
8. **Wholesale and Retail Water Usage Report:** THE BOARD RECEIVED AND FILED THE WHOLESALE AND RETAIL WATER USAGE REPORT;
9. **Schedules of Disbursements:** THE BOARD APPROVED THE SCHEDULE OF DISBURSEMENTS AS SUBMITTED;
10. **Financial Statements:** THE BOARD RECEIVED AND FILED THE FINANCIAL STATEMENTS;
11. **Salary Schedule Adjustments:** THE BOARD ADOPTED RESOLUTION NO. 948 AMENDING THE SALARY SCHEDULE FOR THE DISTRICT ENGINEERING MANAGER FOR FISCAL YEARS 2021-2022 THROUGH 2024-2025;
12. **Manhole Adjustment Contract:** THE BOARD APPROVED A CONTRACT FOR \$91,500 TO RJ NOBLE TO RAISE MANHOLES IN SUPPORT OF A COUNTY PAVING PROJECT IN TUSTIN;
13. **CalOES and US EPA Grants Authorized Agent:** THE BOARD ADOPTED RESOLUTION NO. 949 DESIGNATING SUBRECIPIENT'S AGENT FOR HAZARD MITIGATION GRANT PROGRAM AND PRE-DISASTER MITIGATION PROGRAM.

Matters for Consideration.

14. **Board Vacancy.** General Manager Youngblood introduced the item with a brief staff report, followed by a discussion with the Board on the potential cost of a special election.

ACTION TAKEN: The Board, on motion by DAVERT, seconded by THOMS, determined to fill the vacant seat by way of appointment, and directed staff to advertise for potential candidates.

15. **Retail System Loan.** General Manager Youngblood introduced the item, along with proposed Resolution No. 950 to authorize a loan of \$4 million in funds from the Sewer Fund to the Retail Zone Fund, with questions from the Board. President MURDOCH inquired as to the



loan including satisfying Retail Zone reserve levels, which General Manager Youngblood confirmed would occur to minimum reserve levels.

ACTION TAKEN: The Board, on motion from SEARS, seconded by DAVERT, by unanimous vote approved Resolution No. 950 authorizing the a loan of funds from the Sewer Fund the Retail Zone fund.

16. Investment Balance Adjustments. General Manager Youngblood introduced the item, noting that the District had used its capital reserve funds to complete several projects, depleting its liquid assets. To maintain financial flexibility, the District plans to liquidate \$5 million from long-term investments and move the funds to the CA CLASS Prime Fund for direct access. The General Manager has been given the authority to make these changes, and this report is for informational purposes only.

ACTION TAKEN: None. Information Only.

17. Sewer System Master Plan Award. General Manager Youngblood noted that the Sewer Master Plan (2018) and Sewer System Management Plan (2019) were due for updates in light of infrastructure improvements and regulatory changes. Staff issued an RFP for these updates, receiving proposals from two consultants. Dopudja & Wells (DW) offered the lower bid of \$233,130.

ACTION TAKEN: The Board, on motion from DAVERT, seconded by THOMS, by unanimous vote awarded a Professional Services Agreement in the amount of \$233,130 to Dopudja & Wells to complete the Sewer Master Plan and Sewer System Management Plan.

18. Updates to the Local Hazard Mitigation Plan (LHMP), Risk Resilience Assessment (RRA), and Emergency Response Plan (ERP). General Manager Youngblood introduced the item, explaining the decision to handle LHMP/RRA/ERP projects internally for cost-effectiveness and customization, with funding secured for a new reservoir. The Engineering and Operations Committee reviewed proposals from Black and Veatch and West Yost, recommending the best-scoring consultant. Director SEARS noted significant cost differences between bids.

ACTION TAKEN: The Board, on motion from DAVERT, seconded by THOMS, by unanimous vote awarded a professional services agreement in the amount of \$137,486 to Herndon Solutions Group for the LHMP, RRA, and ERP updates.

19. Circula Panorama Pipeline. General Manager Youngblood introduced the item, providing an overview of the Circula Panorama Pipeline Replacement Project ("Project"), completed alongside the Circula Panorama Customer PRV Installation Project, and involved replacing/upgrading 3,200 LF of pipeline and installing pressure reducing stations and valves, which allowed for the removal of the Vista Panorama reservoir and improved system pressures. T.E. Roberts Construction completed the project, including unforeseen additional work and quantity adjustments, and a final change order of \$178,057 is recommended for approval. Director SEARS inquired as to comments from neighbors on the modifications, with brief



responses from Operations Manager Jerry Mendzer and General Manager Youngblood relative to positive comments and notifications of additional available pressure.

ACTION TAKEN: The Board, on motion from DAVERT, seconded by THOMS, by unanimous vote (1) approved a final change order for the Circula Panorama Pipeline Project (“Project”) in the amount of \$178,057, to T.E. Roberts for unforeseen additional work and quantity adjustment for the pipeline replacement; (2) accepted construction of the Project; (3) authorized the General Manager to file a Notice of Completion for the Project; and (4) authorized payment of the retention 35 days after the recording of the Notice of Completion.

Miscellaneous Items.

21. Directors’ reports on meetings attended at District expense (Government Code Section 53232.3) and Directors’ comments. The Directors reported attendance as set forth in the agenda, as follows:

President Murdoch

- 10/15 ACWA Region 10 Event
- 10/17 EOCWD Engineering & Operations Committee
- 10/24 EOCWD Regular Board Meeting
- 11/7 ACWA Business Development Committee
- 11/14 EOCWD Engineering & Operations Committee
- 11/21-11/22 ACWA Board of Directors Meeting, Sacramento, CA

Vice-President Thoms

- 10/4 Water Advisory Committee of Orange County (WACO)
- 10/17 EOCWD Engineering & Operations Committee
- 10/24 EOCWD Regular Board Meeting
- 10/30 ISDOC Quarterly Luncheon
- 11/1 Water Advisory Committee of Orange County (WACO)
- 11/14 EOCWD Engineering & Operations Committee

Director Davert

- 10/24 EOCWD Regular Board Meeting

Director Sears

- 10/4 Water Advisory Committee of Orange County (WACO)
- 10/24 EOCWD Regular Board Meeting
- 10/30 ISDOC Quarterly Luncheon
- 11/1 Water Advisory Committee of Orange County (WACO)

Director Nielsen

- 10/24 EOCWD Regular Board Meeting



Director DAVERT provided an update on the ACWA Conference, to which Vice-President THOMS added additional comments.

President MURDOCH discussed his appointment as ACWA Vice-Chair for Region 10, which put him in the State ACWA Board, also thanking for the District and Board for its support in the role. President MURDOCH also indicated his current service on the ACWA Finance Committee. Director DAVERT noted the important of President MURDOCH's role at ACWA, providing statewide representation for EOCWD and elevating its standing in the water community both local and statewide. Director DAVERT encouraged President MURDOCH not to curtail his attendance at other conferences to offset the added costs of ACWA.

Director SEARS requested that an item be added to the future agenda to discuss acknowledgments of former Board member, including the hanging of former Board President William VanderWerff's picture at the District Office.

Adjournment.

The Board adjourned the meeting at approximately 2:40 p.m. to the next Regular Meeting of the Board of Directors to be held on **Thursday, January 23, 2024**, at 5:00 p.m., at the District Office located at 185 North McPherson, Orange, California, 92869.

Respectfully submitted,



Jeffrey A. Hoskinson