

I hereby certify that the following agenda was posted at least 72 hours prior to the time of the meeting so noticed below at 24251 Los Alisos Boulevard, Lake Forest, California.



DENNIS P. CAFFERTY, Secretary of the El Toro Water District and the Board of Directors thereof



AGENDA
EL TORO WATER DISTRICT
REGULAR MEETING OF THE
BOARD OF DIRECTORS

July 23, 2020

7:30 a.m.

This Meeting is being conducted in accordance with Governor Newsom's Executive Order N-29-20 (Paragraph 3) and the conditions specified therein which waive certain provisions of the Brown Act.

In an effort to protect public health and prevent the spread of COVID-19 (Coronavirus), and in accordance with the Governor's Executive Order N-29-20, **there will be no public location for attending in person.**

The Order allows all Board Members to participate telephonically in the Meeting from remote locations. As such, Directors Monin, Gaskins, Vergara, Freshley and Havens will be participating telephonically.

Members of the public who wish to comment on any item within the jurisdiction of the District or on any item on the agenda, may observe and address the Meeting by joining at this link: <https://us02web.zoom.us/j/82023619763>. (Meeting ID: 820 2361 9763). Members of the public who wish only to listen to the telephonic meeting may dial in at the following numbers (669) 900-6833 or (346) 248-7799 with the same Meeting ID noted above.

CALL MEETING TO ORDER – President Monin

PLEDGE OF ALLEGIANCE – Vice President Gaskins

ORAL COMMUNICATIONS/PUBLIC COMMENTS

Members of the public may address the Board at this time or they may reserve this opportunity with regard to an item on the agenda, until said item is discussed by the Board. Comments on other items will be heard at the time set aside for “COMMENTS REGARDING NON-AGENDA ITEMS.” The public may identify themselves when called on and limit their comments to three minutes.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Determine need and take action to agendize items which arose subsequent to the posting of the Agenda. (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board members present, or, if less than two-thirds of the Board members are present, a unanimous vote of those members present.)

1. CONSENT CALENDAR

(All matters under the Consent Calendar will be approved by one motion unless a Board member or a member of the public requests separate action or discussion on a specific item)

- a. Consider approving the minutes of the June 25, 2020 Board meeting (Minutes Included)

Recommended Action: The Board will be requested to approve the subject minutes.

APPROVAL OF ITEMS REMOVED FROM TODAY’S CONSENT CALENDAR

The Board will discuss items removed from today’s Consent Calendar requiring further discussion.

Recommended Action: The Board will be requested to approve the items removed from today’s Consent Calendar.

2. Director Reports for Meetings Attended (Oral Report)

GENERAL MANAGER ACTION ITEMS

3. **COVID-19 Update** (Reference Material Included)

Staff will provide an update on the status of the District response to the COVID-19 pandemic. Staff will provide a further update on the utilization of the Emergency Administrative Leave originally authorized at the March 23, 2020 Board Meeting and extended at the April 23, 2020, May 28, 2020, and June 25, 2020 Board Meetings. The Employee Handbook, as amended, authorizes 160 hours per employee and requires Board approval for extensions of Emergency Administrative Leave.

Recommended Action: Staff recommends the Board of Directors grant the General Manager discretion to extend the use of Emergency Administrative Leave, as necessary up to 160 hours per employee, until the August 27, 2020 meeting of the Board of Directors.

4. **CASA Directors Election, Designation of Agency Representative and Consent to Electronic Transmission** (Reference Material Included)

Staff will review and comment on the California Association of Sanitation Agencies (CASA) request for the District to 1) designate the agency's representative and two alternates who shall exercise the voting rights and other privileges on behalf of the member agency and 2) consent to receiving official CASA communications electronically rather than by regular mail.

Recommended Action: Staff recommends that the Board 1) designate the agency's representative and two alternates who shall exercise the voting rights and other privileges on behalf of the District 2) consent to receiving official CASA communications electronically rather than by regular mail and 3) authorize the agency's representative to cast a ballot in support of the CASA Nominating Committee slate of Directors and annual dues resolution.

5. **Resolution No. 20-7-1 Changing the Authorized Contracting Officer On the El Toro Water District Accounts With Union Bank** (Reference Material Included)

Staff will review and comment on Resolution No. 20-7-1 changing the authorized contracting officer on the District's accounts with Union Bank due to the impending retirement of the District's Finance Manager.

Recommended Action: Staff recommends approval of Resolution No. 20-7-1 changing the authorized contracting officer on the District's accounts with Union Bank.

RESOLUTION NO. 20-7-1

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EL TORO WATER DISTRICT
CHANGING THE AUTHORIZED CONTRACTING OFFICER
ON THE EL TORO WATER DISTRICT
ACCOUNTS WITH UNION BANK

GENERAL MANAGER INFORMATION ITEMS

6. **General Manager's Monthly Report** (Report Included)

Staff will review and comment on the General Manager's Monthly Report.

7. **Legislative Reports** (Reference Materials Included)

Staff and General Counsel will review and comment on the Legislative reports.

8. **SOCWA Reports** (Reference Material Included)

- a. SOCWA Engineering Committee Meeting – July 9, 2020

9. **Municipal Water District Of Orange County (MWDOC) Report**
(Reference Material Included)

- a. MWDOC/MET Directors Workshop – July 1, 2020
- b. MWDOC Planning & Operations – July 6, 2020 - canceled
- c. MWDOC Administration & Finance Committee – July 8, 2020
- d. MWDOC Board Meeting – July 15, 2020
- e. MWDOC Managers Meeting – July 16, 2020
- f. MWDOC Public Affairs & Legislation – July 20, 2020

10. **Local Agency Formation Commission (LAFCO) Report**

- a. Report on the July 8, 2020 meeting.

11. **South Orange County Watershed Management Area (SOCWMA)
Management and/or Executive Committee Report**

- a. Report on the July 6, 2020 Management Committee meeting - canceled

12. **ISDOC Meetings** (Reference Material Included)

- a. Report on the July 7, 2020 ISDOC Executive Committee meeting.
- b. Report on the July 23, 2020 ISDOC Quarterly meeting.

13. WACO Meetings (Reference Material Included)

- a. Report on the July 10, 2020 WACO Meeting
- b. Report on the July 21, 2020 WACO Planning Committee meeting

14. City Coordination Efforts

There was no meeting.

COMMITTEE AND GENERAL INFORMATION

15. Dates to Remember for July/August 2020 (Reference Material Included)

COMMENTS REGARDING NON-AGENDA ITEMS

ATTORNEY REPORT

CLOSED SESSION

At this time the Board will go into Closed Session as follows:

1. At this time, the Board will go into Closed Session pursuant to Government Code Section 54956.9 (d) (4) to consult with legal counsel and staff regarding the initiation of litigation (Quiet Title Action) regarding the District's Oso Lift Station Site.
2. At this time, the Board will go into Closed Session pursuant to Government Code Section 54956.9 (d) (1) to consult with legal counsel and staff on a matter of pending litigation. [Class Action] *Kessner et al. v. City of Santa Clara, et al. (Santa Clara County Superior Court - Case No. 20 CV 364054)*.
3. At this time the Board will go into Closed Session pursuant to Government Code Section 54956.9 (d) (1) to consult with legal counsel and staff on a matter of pending litigation. *The People of the State of California, acting by and through the Department of Transportation. Plaintiff, vs. Laguna Hills Investment Company, L.P., a Delaware Limited Liability Company, et al., inclusive of El Toro Water District and Does 1 through 20, inclusive. Defendants- Orange County Superior Court- Case No. 30-2020-01140132-CU-EI-CXC.*

REGULAR SESSION

REPORT ON CLOSED SESSION (Legal Counsel)

Mr. Granito will provide an oral report on the Closed Session.

ADJOURNMENT TO 7:30 a.m., Thursday, August 27, 2020

The agenda material for this meeting is available to the public at the District's Administrative Office, which is located at 24251 Los Alisos Blvd., Lake Forest, Ca. 92630. If any additional material related to an open session agenda item is distributed to all or a majority of the board of directors after this agenda is posted, such material will be made available for immediate public inspection at the same location.

Request for Disability-Related Modifications or Accommodations

If you require any disability-related accommodation, including auxiliary aids or services, in order to participate in this public meeting, please telephone the District's Recording Secretary, Polly Welsch at (949) 837-7050, extension 225 at least forty-eight (48) hours prior to said meeting. If you prefer, your request may be submitted in writing to El Toro Water District, P.O. Box 4000, Laguna Hills, California 92654, Attention: Polly Welsch.