MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS
OF THE
EL TORO WATER DISTRICT
March 28, 2019

President Vergara called the meeting of the Board of Directors of the ELTORO WATER DISTRICT to order at 7:30 o'clock a.m. on March 28, 2019 at the El Toro Water District Administrative Offices, 24251 Los Alisos Boulevard, Lake Forest, California.

Director Gaskins led in the Pledge of Allegiance to the flag.

Present at today's meeting were Committee Members JOSE F. VERGARA, MARK MONIN, MIKE GASKINS and KATHRYN FRESHLEY.

Also present were ROBERT R. HILL, General Manager/Secretary, DENNIS P. CAFFERTY, Assistant General Manager/District Engineer, JUDY CIMORELL, Human Resources Manager, NEELY SHAHBAKHTI, Finance Manager/Controller, GILBERT J. GRANITO, General Counsel, POLLY WELSCH, Recording Secretary, and STEVE HANCOCK, Employee.

Oral Communications - Public Comments

President Vergara stated that at this time members of the public may address the Board or they may reserve this opportunity with regards to an item on the agenda, until the Board discusses said item later in today's meeting.

There were no comments.

Items Received Too Late To Be Agendized

President Vergara asked if there are any items received too late to be agendized. Mr. Hill replied no.

Presentation of Awards, Recognitions and Introductions

Continuing Education & Training, Degree and Certification Program Acknowledgement

a. Mr. Hill recognized and congratulated on behalf of the Board, Steve Hancock, Maintenance Worker III, for obtaining his Water Distribution Grade D4 Certification from the State of California State Water Resources Control Board.

At approximately 7:39 o'clock a.m. Mr. Hancock left the meeting.

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.

1. Consider approving the February 23, 2019 Board meeting minutes.
2. Consider approving the March 4, 2019 Human Resources Committee meeting minutes.

President Vergara asked for a Motion.

Motion: Director Freshley made a Motion, seconded by Vice President Monin, and unanimously carried across the Board to approve the Consent Calendar.

Roll Call Vote:

Director Gaskins	aye
Vice President Monin	aye
President Vergara	aye
Director Freshley	aye

Approval of Items Removed from the Consent Calendar

There were no items removed from today's Consent Calendar.

Director/Committee Reporting

Director Gaskins stated that he attended the HR Committee meeting, the Elected Officials Open House, the MWDOC Public Affairs meeting, the SAC meeting, the ISDOC meeting, and the ISDOC luncheon today, a groundwater recharge presentation at OCWD, and will be on TV-6.

Vice President Monin stated that he attended the Agenda Review meeting, the HR Committee meeting, the Budget Committee meeting, WACO, the ISDOC Executive Committee meeting, the ACWA Energy Committee meeting, the Laguna Woods City Council meeting, the Lake Forest Pet Expo, and will be attending an ACWA panel discussion. He also attended the MWDOC/MET Directors workshop, the MWDOC Admin/Finance meeting, the ACWA Education Committee, the WACO Planning Committee meeting, the ACWA Business Development meeting, and the ACWA Finance Committee meeting.

Director Freshley stated that she attended the Elected Officials Open House, two SOCWA Finance meetings, the Budget Committee meeting, the SOCWA Board meeting, the MWDOC Planning/Operations meeting, the MWDOC Board meeting, South County Watershed Management meeting, the

SAC meeting, the LAFCO meeting, the OCWA luncheon, and the Budget Planning meeting.

President Vergara stated that he attended the MWDOC Planning/Operations meeting, the MWDOC/MET Directors workshop, the Lake Forest Pet Expo, the WateReuse conference, the OCWA luncheon, the ISDOC quarterly luncheon, and the South Orange County Economic Coalition meeting.

General Manager Action Items

ETWD Board Member Vacancy

Mr. Hill stated that we are posting the Notice of Vacancy in the Orange County Register, the Laguna Hills Library, Mission Viejo Library, the cities of Lake Forest, Laguna Hills, and Mission Viejo, Facebook, Twitter, and the District's website.

AB 510

Mr. Hill stated that included in the package is a memo and draft letter that the Board would authorize the Board President to execute the letter of support. He further stated that this is a CSDA request of all the members for a formal call to action on AB 510.

Mr. Hill stated that this bill deals with the data storage of video monitoring for one year, as well as radio and telephone recordings for 100 days. He further stated that this bill is geared for public agencies, but the District does not currently utilize extensive video surveillance, although we do have a camera at the Main Office gate and the WRP gate.

Mr. Hill stated that this bill would allow local agencies to make their own determinations of how long to retain the data. He further stated that some footage we might have has nothing of significance.

Mr. Hill stated that the recommended action is to be consist with CSDA to support AB 510 and authorize the President of the Board to execute the Support letter.

President Vergara asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Freshley and unanimously carried across the Board to support AB 510 and authorize the President of the Board to execute the Support letter.

Roll Call Vote:

Director Gaskins	aye
Vice President Monin	aye
Director Freshley	aye
President Vergara	aye

Resolution No. 19-3-1 Adopting the Update to the District's Local CEQA Guidelines

Mr. Hill stated that the CEQA Guidelines are reviewed and updated each year, and Best Best and Krieger updates the guidelines for ETWD. He further stated that staff recommends the adoption of Resolution No. 19-3-1 adopting the 2019 Local CEQA Guidelines for El Toro Water District.

President Vergara asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by Director Freshley and unanimously carried across the Board to adopt Resolution No.

19-3-1 adopting the 2019 Local CEQA Guidelines for El Toro Water District.

Roll Call Vote:

Director Gaskins	aye
Director Freshley	aye
Vice President Monin	aye
President Vergara	aye

Resolution No.19-3-2 Amending The District's Identity Theft Prevention Policy (2008-23 (IV)

Mr. Hill stated that this policy is reviewed annually and staff has made some recommendations.

Ms. Shahbakhti stated that the only changes made was when we set up the customer's account online, we need an account number either with a phone number, tax ID number, or last 4 digits of your social security number, and an email address.

President Vergara asked if we have a security wall that isolates the customer from accessing our system. Ms. Shahbakhti replied that the customer will not have access to our system, and when they pay online, it goes through a third-party process.

Vice President Monin asked who the third-party processers are. Ms. Shahbakhti stated that the Auditors review some of the account information, and the third-party processor's memo is included in the Board package.

President Vergara asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Freshley and unanimously carried across the Board to adopt

Resolution No. 19-3-2 which amends the District's Identity Theft Prevention Policy 2008-23 (IV).

Roll Call Vote:

Director Freshley	aye
Director Gaskins	aye
Vice President Monin	aye
President Vergara	aye

SB 332

Mr. Hill stated that this bill would require wastewater treatment agencies that discharge treated effluent to saline waters, oceans, bays and estuaries to reduce discharges by 50% by January 2030, and 95% by January 2040.

Mr. Hill stated that staff is recommending taking an oppose position on this bill which is consistent with CASA's position. He further stated that each watershed and outfall treatment is different and this bill represents a one size fits all which doesn't work for all agencies.

President Vergara asked for a Motion.

Motion: Director Freshley made a Motion, seconded by Director Gaskins and unanimously carried across the Board, to take an oppose position on SB 332 as consistent with the California Association of Sanitation Agencies (CASA).

Backfill Funding for Paradise Irrigation District

Mr. Hill stated that Assembly Member James Gallagher, Third District, is requesting support from local water agencies to seek a one-time

appropriation of $21,693,203 from the General Fund to the Paradise Irrigation District (PID) to allocate toward the District operations and maintenance costs over the next three fiscal years.

Mr. Hill stated that PID was devastated in the CAMP fire. He further stated that Mesa, IRWD, and SMWD are supporting this request for assistance.

President Vergara asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by Vice President Monin and unanimously carried across the Board to authorize the Board President to execute a letter of support for a one-time appropriation of $21,693,203 from the General Fund to the Paradise Irrigation District (PID) to allocate toward the District operations and maintenance costs over the next three fiscal years.

Roll Call Vote:

Director Gaskins	aye
Director Freshley	aye
Vice President Monin	aye
President Vergara	aye

General Manager Information Items

General Manager's Monthly Report

Mr. Hill stated that the report is in the Board package.

Vice President Monin stated that we are doing better in the Customer Service report, but he asked what the auto dialer is. Ms. Shahbakhti replied that

we have an auto dialer that alerts the customer when they are about to be shut off.

Mr. Granito reported that a bill was passed which changes the shut off notice requirements beginning next February.

State Drought Regulations – Monthly Report

Mr. Hill stated that we continue to voluntarily submit our water production in the current year compared to 2013 in a similar month to the State. He further stated that in February we were 28% under what we were in 2013.

Legislative Reports

Mr. Hill stated that the water tax is alive and well, and Governor Newsom is still actively pursuing the bill.

Public Education and Outreach/Water Conservation Reports

Mr. Hill stated that Ms. Seitz was attending the Children's Festival today and her report is included in the Board package.

SOCWA Reports

Mr. Cafferty stated that he attended the SOCWA Engineering Committee meeting.

Director Freshley stated that they discussed the budget process at the SOCWA Finance meeting.

Mr. Cafferty stated that they also discussed outfall costs, and fixed costs. He further stated that they discussed how they collect capital cash because they have too much and are ready to return approximately $3 million to the member agencies.

MWDOC

Director Freshley stated that at the MWDOC Planning/Operations meeting, there was a table top exercise on WEROC's January 2019 Disaster Exercise After Action Report.

Vice President Monin stated that he attended the MWDOC/MET Directors workshop where they discussed water supply conditions, and a MET presentation on regional recycled water program, and the California Water Fix.

Vice President Monin stated that at the MWDOC Admin/Finance meeting they discussed organizations and funding.

Director Gaskins stated that at the MWDOC Public Affairs and Legislation meeting they discussed lobbyists from Washington attending by phone.

President Vergara stated that we did not attend the MWDOC Board meeting as we had a conflict.

Mr. Hill stated that at the MWDOC Managers meeting they discussed the Water Tax and other topics.

LAFCO

Director Freshley stated that she attended the LAFCO meeting where they discussed Strategic Planning, and why LAFCO exists and define their own expectations of what they should be doing as a Commission.

SOCWMA

Mr. Hill stated that they discussed adopting a 2-year budget.

ISDOC Meetings

Vice President Monin stated that they have CSDA speaking at the meeting today. He further stated that Raftelis will also be presenting.

Vice President Monin stated that the possibility of creating a scholarship fund foundation was also discussed.

WACO Meetings

There were no comments.

City Coordination Efforts

There were no comments.

Committee and General Information

There were no comments.

Dates to Remember

There were no comments.

Carry-Over Pending Matters

Mr. Cafferty gave a brief presentation on the security of District facilities. He further stated that there are signs, gates, door alarms, door locks, padlocks, keycard access, cameras, motion sensors, barbed wire, and fence alarms throughout the District facilities.

Attorney Report

Mr. Granito reported that there is no need for a Closed Session today, and therefore Regular session continued.

Adjournment

There being no further business to come before the Board, the following motion was duly made and passed.

Motion: Vice President Monin moved, seconded by Director Gaskins and unanimously carried that today's meeting be hereby adjourned at 8:55 o'clock a.m. to Thursday, April 25, 2019 at 7:30 o'clock a.m. at the District's Administrative Offices, 24251 Los Alisos Blvd., Lake Forest, California.

Roll Call Vote:

Director Gaskins	aye
Vice President Monin	aye
Director Freshley	aye
President Vergara	aye

Respectfully submitted,

Polly Welsch

POLLY WELSCH
Recording Secretary

APPROVED:

JOSE F. VERGARA, President of
the El Toro Water District and the
Board of Directors thereof

ROBERT R. HILL, Secretary
of the El Toro Water District and
the Board of Directors thereof