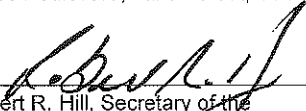


I hereby certify that the following agenda was posted at least 72 hours prior to the time of the meeting so noticed below at 24251 Los Alisos Boulevard, Lake Forest, California.



Robert R. Hill, 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**

**ENGINEERING COMMITTEE MEETING
AND
FINANCE/INSURANCE COMMITTEE MEETING**

July 21, 2015

7:30 a.m.

CALL TO ORDER – Chairman Vergara

PLEDGE OF ALLEGIANCE – Director Kahn

ORAL COMMUNICATION – PUBLIC COMMENT

Members of the public may address the Committee at this time or they may reserve this opportunity with regard to an item on the agenda until said item is discussed by the Committee. Comments on other items will be heard at the time set aside for “COMMENTS REGARDING NON-AGENDA ITEMS.” The public will 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(s) 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. Approval of Minutes

The Engineering and FIC Committee will consider approving minutes for the June 23, 2015 Engineering and Finance/Insurance Committee meeting.

Recommended Action at the July 23, 2015 Board Meeting: Approve minutes for the June 23, 2015 Engineering and Finance/Insurance Committee meeting and place on the Engineering and Finance/Insurance Committee's approval list for the July 23, 2015 meeting of the Board of Directors.

Committee Recommendation: The Committee will consider placing this item on the Engineering and Finance/Insurance Committee approval list for the regular meeting of the Board of Directors.

ENGINEERING COMMITTEE

CALL MEETING TO ORDER

ENGINEERING ACTION ITEMS

2. **Recycled Water Distribution System Phase II Expansion Project – East Side System Expansion** (Reference Material Included)

Staff will review and comment on 1) the engineering design proposal submitted by Tetra Tech to design the East Side System Expansion component of the Phase II expansion of the Recycled Water distribution system, and 2) the environmental services proposal submitted by Dudek to prepare appropriate CEQA documentation for the Project. The proposed project will provide design and CEQA documents for the addition of the East Side System Expansion to the Phase II expansion of the Recycled Water distribution system that would add approximately 8,000 feet of 4" and 6" pipelines to the recently constructed Recycled Water Expansion Project and add an additional 18 recycled water meters.

Recommended Action at the July 23, 2015 Board Meeting:

Staff recommends that the Board of Directors authorize the District's General Manager to 1) enter into a contract with Tetra Tech in the amount of \$111,000 for engineering design services for the Phase II – East Side System Expansion of the Recycled Water Distribution System, and 2) enter into a contract with Dudek in the amount of \$13,800 for environmental services for the preparation of the necessary CEQA documents associated with the project. Staff also recommends that the Board authorize the General Manager to fund the project costs from the District's Capital Reserves in accordance with the District's adopted Capital Reserve Policy.

Committee Recommendation: The Committee will consider placing this matter on the Engineering and Finance/Insurance Committee recommended approval list for the regular meeting of the Board of Directors.

ENGINEERING GENERAL INFORMATION ITEMS

3. **ETWD/IRWD MOU - Temporary Use of Sewer Flow Splitter** (Reference Material Included)

Staff will review and comment on an executed Memorandum of Understanding between ETWD and IRWD for Temporary use of the shared Sewer Flow Splitter. The MOU terms allow IRWD to "temporarily" adjust the splitter to direct up to 100% of ETWD's share of the flow to IRWD.

4. **EI Toro Water District Capital Project Status Report** (Reference Material Included)

Mr. Cafferty will review and comment on the EI Toro Water District Capital Project Status Report.

5. **Engineering Items Discussed at Various Conferences and Meetings** (Oral Report)

The Committee will discuss any pertinent Engineering items discussed at Conferences.

COMMENTS REGARDING NON-AGENDA ENGINEERING COMMITTEE ITEMS

CLOSE ENGINEERING COMMITTEE MEETING

FINANCE/INSURANCE COMMITTEE MEETING

CALL MEETING TO ORDER

INSURANCE INFORMATION ITEM

6. **Quarterly Insurance Report** (Reference Material Included)

Staff will review and comment on the Quarterly Insurance Report for the period April 1, 2015 through June 30, 2015.

TREASURER ACTION ITEMS

7. **Financial Package - Authorization to Approve Bills for Consideration dated July 21, 2015 and Receive and File Financial Statements as of June 30, 2015** (Reference Material Included)

Staff will review and comment on the Bills for Consideration dated July 21, 2015 and Receive and File Financial Statements as of June 30, 2015.

Recommended Action at the July 23, 2015 Board Meeting: Staff recommends that the Board: 1) Approve, ratify and confirm payment of those bills as set forth in the schedule of Bills for Consideration dated July 21, 2015, and 2) receive and file the Financial Statements for the period ending June 30,

2015 and place on the Engineering and Finance/Insurance Committees approval list for the July 23, 2015 meeting of the Board of Directors.

Committee Recommendation: The Committee will consider placing this matter on the Engineering and Finance/Insurance Committee recommended approval list for the regular meeting of the Board of Directors.

8. 2015/16 Water Use Efficiency Rebate Program (Reference Material Included)

Staff will review and comment on the proposed 2015/16 Water Use Efficiency (WUE) Rebate Program which includes financial contributions from Met, MWDOC and ETWD. In response to the State Emergency Drought Regulations and to further advance ETWD towards achieving its mandated 24% reduction, Staff proposes that the ETWD 2015/16 financial contribution be in the amount of \$100,000. Said contribution will be funded from the Restricted Conservation Reserve.

Recommended Action at the July 23, 2015 Board Meeting: Staff recommends that the Committee review and approve the ETWD 2015/16 WUE Rebate Program financial contribution in the amount of \$100,000 and to fund same from the Restricted Conservation Reserve.

Committee Recommendation: The Committee will consider placing this matter on the Engineering and Finance/Insurance Committee recommended approval list for the regular meeting of the Board of Directors.

9. California Association of Sanitation Agencies Membership (Reference Material Included)

Staff will review and comment on pursuing membership with the California Association of Sanitation Agencies (CASA) for 2015/16. The District's adopted 2015/16 Operating Budget included funding for CASA membership.

Recommended Action at the July 23, 2015 Board Meeting: Staff recommends that the Board of Directors approve membership in CASA for 2015/16 in the amount of \$12,480.

Committee Recommendation: The Committee will consider placing this matter on the Engineering and Finance/Insurance Committee recommended approval list for the regular meeting of the Board of Directors.

10. Southern California Water Committee (SCWC) Membership Renewal for 2015/16 (Reference Material Included)

Staff will review and comment on renewing the District's membership in the Southern California Water Committee for 2015/16 in the amount of \$850.

Recommended Action at the July 23, 2015 Board Meeting: Staff recommends renewing the District's membership in the Southern California Water Committee for 2015/16 in the amount of \$850.

Committee Recommendation: The Committee will consider placing this matter on the Engineering and Finance/Insurance Committee recommended approval list for the regular meeting of the Board of Directors.

TREASURER INFORMATION ITEMS

11. State Emergency Drought Regulations/Monthly Reporting/Customer Outreach & Water Usage/Sales (Reference Material Included)

Staff will review and comment on the State Emergency Drought Regulations/ Monthly Reporting/Customer Outreach activities and effectiveness & Water Usage/Sales.

COMMENTS REGARDING NON-AGENDA FIC ITEMS

CLOSE FINANCE AND INSURANCE COMMITTEE MEETING

ATTORNEY REPORT

CLOSED SESSION

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

1. In accordance with Government Code Section 54956.9 (a) to consult with legal counsel regarding Existing Litigation: Audrey-Jane Colson vs. El Toro Water District, Golden Rain Foundation, United Laguna Woods Mutual et al - Orange County Superior Court - Case No. 30-2014-00758076-CU-PO-CJC.
2. In accordance with Government Code Section 54956.9 (a) to consult with legal counsel regarding Existing Litigation: Peter Cuthbert vs. DayTripper Tours; City of Lake Forest, El Toro Water District-San Diego Superior Court - Case No. 37-2012-00099780-CU-PO-CTL.
3. In accordance with Government Code Section 54956.9 (d) (2) to consult with legal counsel on one matter of Potential Litigation.

OPEN/REGULAR SESSION

REPORT ON CLOSED SESSION (General Counsel)

Mr. Granito will provide an oral report on today's Closed Session.

ADJOURNMENT TO 7:30 a.m., Tuesday, August 25, 2015.

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.