

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**

September 25, 2017

7:30 a.m.

CALL TO ORDER – Director Vergara

PLEDGE OF ALLEGIANCE – Director Adjarian

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 August 21, 2017 Engineering and Finance/Insurance Committee meeting.

Recommended Action at the September 26, 2017 Board Meeting: Approve minutes for the August 21, 2017 Engineering and Finance/Insurance Committee meeting and place on the Engineering and Finance/Insurance Committee's approval list for the September 26, 2017 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

ENGINEERING ACTION ITEMS

2. **Northline Lift Station Spare Grinder** (Reference Material Included)

Staff will review and comment the purchase of a spare grinder at the Northline Lift Station. The 2017/18 Capital Budget allocated \$84,000 for the acquisition of the spare grinder.

Recommended Action at the September 26, 2017 Board Meeting:

Staff recommends that the Board of Directors authorize the General Manager to enter into a Purchase Order Agreement with JWC Environmental in the amount of \$82,946.12 for the purchase of one Channel Monster Sewer Grinder. Staff further recommends that the Board authorize the General Manager to fund the costs from the designated Capital Reserve in accordance with the District's adopted Capital Reserve Policy.

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

3. **Phase II Recycled Water Project Geotechnical Construction Support Services** (Reference Material Included)

Staff will review and comment on the review of the proposals submitted in response to the District's Request for Proposals for Geotechnical Construction Support Services for the Phase II Recycled Water Distribution System Expansion Project.

Recommended Action at the September 26, 2017 Board Meeting:

Staff recommends that the Board of Directors authorize the District's General Manager to enter into a contract with Hushmand Associates Inc. in the amount of \$85,995.00 for Geotechnical Construction Support Services for the Phase II Recycled Water Distribution System Expansion 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 item on the Engineering and Finance/Insurance Committee recommended approval list for the regular meeting of the Board of Directors.

ENGINEERING GENERAL INFORMATION ITEMS

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

Staff 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 – Director Monin

FINANCIAL ACTION ITEMS

6. **Financial Package - Authorization to Approve Bills for Consideration dated September 25, 2017 and Receive and File Financial Statements as of August 31, 2017** (Reference Material Included)

Staff will review and comment on the Bills for Consideration dated September 25, 2017 and Receive and File Financial Statements as of August 31, 2017.

Recommended Action at the September 26, 2017 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 September 25, 2017, and 2) receive and file the Financial Statements for the period ending August 31, 2017 and place on the Engineering and Finance/Insurance Committees approval list for the September 26, 2017 meeting of the Board of Directors.

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

7. **Resolution No. 17-9-1 Amending the District's Investment Policy Statement 1985-3 (IV)** (Reference Material Included)

Staff will review and comment on amending the District's Investment Policy Statement 1985-3 (IV).

Recommended Action at the September 26, 2017 Board Meeting: Staff recommends adopting Resolution No. 17-9-1 which amends the El Toro Water District Investment Policy Statement 1985-3 (IV).

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

RESOLUTION NO. 17-9-1

RESOLUTION OF THE BOARD OF DIRECTORS
OF EL TORO WATER DISTRICT
AMENDING THE DISTRICT'S INVESTMENT POLICY
STATEMENT 1985-3 (IV)

8. **Capital Facility Fee Reserve Reconciliation in Accordance with SB1760 (Government Code Section 66013)** (Reference Material Included)

Staff will review and comment on the 2016/17 fiscal year reconciliation of the District's restricted Capital Facility Fee Reserve. In accordance with SB1760 (Government Code Section 66013), the District is obligated to reconcile financial information regarding the nature, balances, collections, earnings and expenditures of funds in the Capital Facilities Fee Reserve. As such, a reconciliation report of the 2016/17 fiscal year has been prepared.

Recommended Action at the September 26, 2017 Board Meeting: Staff recommends that the Board of Directors receive and file the 2016/17 fiscal year Capital Facility Fee Reserve reconciliation report.

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

FINANCIAL INFORMATION ITEMS

9. Tiered Water Usage and Revenue Tracking (Reference Material Included)

Staff will review and comment on monthly and year to date Tiered Water Usage and Revenue tracking.

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 54956.8 to consult with the District's Negotiator (Dennis Cafferty, Assistant General Manager) regarding the terms and conditions concerning the potential sale/disposition of the following property: Property and Easements within Assessor Parcel Number 613-011-01 (District's existing Pump Station site).
2. In accordance with Government Code Section 54956.9 to consult with legal counsel on matter of potential litigation – (one matter).
3. In accordance with Government Code Section 54956.96 in order to receive, discuss, and/or take action concerning information obtained by the District's representative pertaining to a closed session of the South Orange County Wastewater Authority ("SOCWA"), a joint powers agency.

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., Monday, October 23, 2017.

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.