

I hereby certify that the following agenda was posted at least 24 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
SPECIAL MEETING OF THE
BOARD OF DIRECTORS MEETING

November 28, 2017
7:00 a.m.

CALL MEETING TO ORDER – President Goldman

PLEDGE OF ALLEGIANCE – Director Adjarian

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 “DIRECTORS COMMENTS/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.)

PRESENTATION OF AWARDS, RECOGNITIONS AND INTRODUCTIONS

a. Service Awards

1. Mr. Hill will recognize and congratulate on behalf of the Board, Steven Hancock, Maintenance Worker III, for 5 years of service with the District.

b. Continuing Education & Training, Degree and Certification Program acknowledgement

No acknowledgement this month.

c. Special District/Employee Association/Community Award Acknowledgement and Employee Special Recognition

No acknowledgement this month.

Communications Lab Presentation

A staff member of Communications Lab will give a brief overview and introduction of how Thomas Communications merged with Communications Lab.

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. **Approval of Minutes** (Minutes Included)

Approve minutes of the October 24, 2017 Board of Directors meeting, the minutes of the November 16, 2017 Special Board meeting, the minutes of the May 18, 2017 CAG meeting, the August 10, 2017 CAG meeting, and the November 9, 2017 CAG meeting.

2. **Attendance at Conferences and Meetings**

- a. Consider authorizing Directors Goldman, Kahn, Vergara, Adjarian, and Monin to attend the CASA Winter Conference on January 24-26, 2018 in Palm Springs, CA.

APPROVAL OF ITEMS RECOMMENDED FOR APPROVAL BY THE ENGINEERING, AND FINANCE/INSURANCE (FIC) COMMITTEES:

(Reference Material for the Action and Informational Items is included in the agenda package for the November 27, 2017 Engineering/FIC Committee Special Meeting)

- a. Consider approving the minutes for the October 23, 2017 Engineering and Finance/Insurance meeting
- b. Consider approval of Resolution No. 17-11-1 which establishes dates, times, and places of the regular meetings of the Board of Directors for the calendar year 2018
- c. Consider approval of Resolution No. 17-11-2 modifying the appointment of Directors to the various Organizations and Standing Committees of the Board for the calendar year 2018
- d. Consider approving, ratify and confirm payment of those bills set forth in the schedule of bills for consideration dated November 27, 2017 and receive and file financial statements through October 31, 2017
- e. Consider 1) authorizing the District's General Manager to request the State Water Resources Control Board Division of Financial Assistance set the SRF Loan term at 11 years, and 2) authorize the General Manager to execute an amendment to the SRF Funding Agreement that will define the loan term and the projected loan amount based on current costs for the Phase II Recycled Water Distribution System Expansion Project
- f. Consider approving the proposed Phase II Recycled Water Distribution System Expansion Project Change Order Policy

**ENGINEERING AND FINANCE/INSURANCE COMMITTEE (FIC)
GENERAL INFORMATION ITEMS TO BE RECEIVED AND FILED**

- g. Receive and File the Quarterly Report of the District's 401(k) Retirement Savings Plan
- h. the Tiered Water Usage and Revenue Tracking report
- i. El Toro Water District Capital Project Status Report
- j. Engineering Items Discussed at Various Conferences and Meetings

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.

DIRECTOR/COMMITTEE REPORTING

3. **Director Reports for Meetings Attended** (Oral Report)

GENERAL MANAGER ACTION ITEMS

There are no action items.

GENERAL MANAGER INFORMATION ITEMS

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

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

5. **State Drought Regulations – Monthly Report** (Reference Material Included)

Staff will review and comment on reporting of monthly and cumulative water production compared to actual water production in 2013.

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

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

7. **Public Education and Outreach & Water Conservation Reports** (Reference Material Included)

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

- a. SOCWA Board Meeting – November 2, 2017 - canceled
- b. SOCWA Engineering Committee Meeting – November 9, 2017

9. **Municipal Water District Of Orange County (MWDOC) Report**
(Reference Material Included)
 - a. MWDOC/MET Directors Workshop – November 1, 2017
 - b. MWDOC Elected Officials Forum – November 2, 2017
 - c. MWDOC Special Board Meeting – November 4, 2017
 - d. MWDOC Planning/Operations Committee – November 6, 2017
 - e. MWDOC Administration & Finance Committee – November 8, 2017
 - f. MWDOC Board of Directors Meeting – November 15, 2017
 - g. MWDOC Managers Meeting – November 16, 2017
 - h. MWDOC Public Affairs & Legislation Committee – November 20, 2017
10. **Local Agency Formation Commission (LAFCO) Report**
 - a. Report on the November 8, 2017 LAFCO meeting
11. **South Orange County Watershed Management Area (SOCWMA) Management and/or Executive Committee Report**
 - a. Report on the November 6, 2017, 2017 Management Committee meeting – conference call
12. **ISDOC Meetings** (Reference Material Included)
 - a. Report on the November 7, 2017 ISDOC Executive Committee meeting
13. **WACO Meetings** (Reference Material Included)
 - a. Report on the November 3, 2017 WACO Meeting
 - b. Report on the November 14, 2017 WACO Planning Committee meeting
14. **City Coordination Efforts**

There were no meetings.

COMMITTEE AND GENERAL INFORMATION

15. **Dates to Remember for November/December 2017** (Reference Material Included)

16. Carry-Over Pending Matters

There are no carry over matters.

DIRECTOR COMMENTS/NON-AGENDA ITEMS

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.
4. In accordance with Government Code Section 54957 to review the General Manager's Employment Agreement.

REGULAR SESSION

REPORT ON CLOSED SESSION (Legal Counsel)

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

ADJOURNMENT

Recommended Board Action: The Board will be requested to take action adjourning today's Board meeting to **Tuesday, December 19, 2017 at 7:30 a.m.** at the El Toro Water District, 24251 Los Alisos Boulevard, Lake Forest, California.

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.