

3I 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.

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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**

**June 25, 2019**

**7:30 a.m.**

**CALL TO ORDER** – Director Freshley

**PLEDGE OF ALLEGIANCE** – Director Havens

**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. OC LAFCO Election for the Special District Regular and Alternate Seats**  
(Reference Material Included)

Staff will review and comment on the LAFCO ballots for the upcoming election along with Candidate support requests received. Ballots for each seat (2 candidates for the Regular seat, 3 candidates for the Alternate seat) were received on June 17. Ballots are due back to LAFCO by 3:00 p.m. on Friday July 19, 2019.

**Recommended Action:** Staff recommends that the Board review and consider candidates listed on the Regular seat ballot and the Alternate seat ballot and authorize ETWD's designated voting representative and/or the Alternate voting representative to cast votes consistent with the Board's direction.

## **ENGINEERING COMMITTEE**

### **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)

2. Consider approving the May 21, 2019 Engineering Committee meeting minutes.

### **APPROVAL OF ITEMS REMOVED FROM TODAY'S ENGINEERING COMMITTEE CONSENT CALENDAR**

The Board will discuss items removed from today's Engineering Committee Consent Calendar requiring further discussion.

**Recommended Action:** The Board will be requested to approve the items removed from today's consent Calendar.

### **ENGINEERING ACTION ITEMS**

3. **Phase II Recycled Water On-Site Conversions** (Reference Material Included)

Staff will review and comment on the construction bids submitted for the construction of on-site recycled water retrofits at multiple recycled water use sites in the Phase II Recycled Water Distribution System Expansion Project area. The on-site retrofits are included in the overall Phase II Recycled Water Project budget.

#### **Recommended Action:**

Staff recommends that the Board of Directors authorize the District's General Manager to enter into a construction contract with Evolution Landscaping, Inc. in the amount of \$522,609 for construction of recycled water retrofits at

identified recycled water use sites. 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.

## **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 – Vice President Monin**

#### **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)

6. a. Consider approving the May 21, 2019 Finance Committee meeting minutes
- b. Consider approving the purchase order contract for Olin Chemical in the amount not to exceed \$89,000 (\$75,000 at the WRP and \$14,000 at R-1/R-2) for the purchase of 12 ½% concentration Sodium Hypochlorite.
- c. Consider approving the purchase order contract for Nieves Landscape in the amount not to exceed \$132,864.
- d. Consider receiving and filing the District's Quarterly Audit Report for the periods January 1, 2019 through March 31, 2019 as presented by the PUN Group.

## **APPROVAL OF ITEMS REMOVED FROM TODAY'S FINANCE COMMITTEE CONSENT CALENDAR**

The Board will discuss items removed from today's Finance Committee Consent Calendar requiring further discussion.

**Recommended Action:** The Board will be requested to approve the items removed from today's consent Calendar.

### **FINANCIAL ACTION ITEMS**

7. **Financial Package - Authorization to Approve Bills for Consideration dated June 25, 2019 and Receive and File Financial Statements as of May 31, 2019** (Reference Material Included)

The Board will consider approving the Bills for Consideration dated June 25, 2019 and Receive and File Financial Statements as of May 31, 2019.

**Recommended Action:** 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 June 25, 2019, and 2) receive and file the Financial Statements for the period ending May 31, 2019.

8. **California Asset Management Trust (CAMP) Notice of Solicitation of Written Consent of Trustees & Approval of Amendments to Authorized Investments** (Reference Material Included)

Staff will review and comment on the Notice of Solicitation of Written Consent of appointed Trustees and Approval of Amendments to Authorized Investments Policy. To be effective, the Consent must be received by the Trust no later than July 1, 2019.

**Recommended Action:** Staff is recommending that the Board of Directors consider 1) Consenting to all six individuals appointed to serve as Trustees for the ensuing year and 2) approving amendments to authorized investments policy.

### **FINANCIAL INFORMATION ITEMS**

9. **2019/20 Proposition 218 Notice Distribution/Qualified Protest Communications** (Oral Report)

Staff will provide a status report on the 2019/20 Proposition 218 Notice distribution and any Qualified Protest Communications received.

10. **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 54956.96 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.
2. At this time, the Board will go into Closed Session pursuant to Government Code Section 54957 (b) (1) to discuss and consider the appointment/employment of a General Manager effective following Mr. Hill's scheduled retirement, and (2) to consult with the Board's designated representatives (Ad Hoc Negotiating Committee members President Vergara and Director Gaskins) pursuant to Government Code Section 54957.6 the potential compensation for said appointment/position. Action on this matter will be considered in Open Session.
3. At this time the Board will go into Closed Session pursuant to Government Code Section 54956.9 (d) (2) to consult with legal counsel and staff – Potential Litigation (one matter).

### **REGULAR SESSION**

#### **REPORT ON CLOSED SESSION (Legal Counsel)**

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

#### **11. Appointment of General Manager and Approval of Employment Agreement**

The Board will consider appointing Dennis P. Cafferty to the position of General Manager, effective following Mr. Hill's scheduled retirement, and approval of the Employment Agreement for said position/appointment.

### **ADJOURNMENT TO 7:30 a.m., Tuesday, July 23, 2019.**

*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.*

Engineering/FIC Committee

June 25, 2019

*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.*