

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.

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.

Polly Welsch

From: Cheryl Carter-Benjamin <ccarter-benjamin@oclafco.org>
Sent: Friday, June 7, 2019 3:04 PM
To: El Toro Water District; El Toro Water District
Cc: Bob Hill; Polly Welsch
Subject: Nomination Period is Officially Closed

Dear Presiding Officers and Designees,

The nomination period for the OC LAFCO Regular and Alternate Special District seats officially closed today, **Friday, June 7, 2019**, at 3:00 p.m.

Below are the nominations received for each seat:

Regular Special District Member:

1. James Fisler, Mesa Water District
2. Saundra Jacobs, Santa Margarita Water District

Alternate Special District Member:

1. Cecilia Aguinaga, Orange County Mosquito & Vector Control District
2. Kathryn Freshley, El Toro Water District
3. Margie L. Rice, Midway City Sanitary District

Two ballots, one for the regular special district member and one for the alternate special district member, will be sent by email on **Monday, June 17, 2019** to independent special district presiding officers or designees as identified in the respective Declaration of Qualification to Vote. In accordance with the schedule for the appointment process, all ballots are due to OC LAFCO by **3:00 p.m. on Friday, July 19, 2019**.

If you have any questions regarding the process, please contact me or our Commission Clerk Cheryl Carter-Benjamin at (714) 640-5100.

Sincerely,

Carolyn Emery
Executive Officer
cemery@oclafco.org

Cheryl Carter-Benjamin

Office Manager/Commission Clerk
ORANGE COUNTY LAFCO
ccarter-benjamin@oclafco.org

BALLOT

REGULAR SPECIAL DISTRICT MEMBER

Orange County Local Agency Formation Commission
Term of Office Expires 06/30/2020

El Toro Water District

Print Name of District

Certification of Voting Member

I, _____, hereby certify that I am:
Print Name Here

_____ the presiding officer of the above-named district.

_____ a member of the Board of the above-named district designated to vote in the absence of the presiding officer pursuant to G.C. §56332(a). I have submitted proof of this designation to the Executive Officer of OC LAFCO.

Signature

Date

CANDIDATES FOR REGULAR SPECIAL DISTRICT MEMBER OF OC LAFCO: (Check one ONLY.)

_____ James Fisler, Mesa Water District

_____ Sandra Jacobs, Santa Margarita Water District

_____ Abstain

Elect James R. Fisler to OC LAFCO's Special District Voting Member Seat

*** KNOWLEDGE * EXPERIENCE * COMMITMENT ***

June 14, 2019

Dear Colleague,

In this week's mail, your district will receive a ballot for the Orange County Local Agency Formation Commission ([OC LAFCO](#)) elections currently underway. I am honored to have served you at OC LAFCO for over eight years as the Alternate Special District Commissioner...I trust I have represented you well. Respectfully, I request your district's vote for me to ascend to the Special District Voting Member seat.

With great leadership comes great responsibility, and voting is one of the most important responsibilities we have. Voting provides us the opportunity to select leaders who: understand the issues; objectively listen to various perspectives with no bias or interest conflicts; and, work collaboratively with colleagues and constituents to implement solutions that best serve our shared stakeholders. I believe I have demonstrated these skills during my OC LAFCO service.

I have been a fair and effective Commissioner who is dedicated to safeguarding the interests of over 3 million Orange County residents. Further, I have positively influenced decisions that have benefitted special districts and protected local control.

Of course, campaigning is necessary in any election with more than one candidate running for the same position. I view the campaigning and election process as one that can further positive dialogue about the issues. However, a letter dated June 10, 2019, signed by Director Jacobs of Santa Margarita Water District, has misrepresented me and some of my statements.

I would like to take this opportunity to clear up any confusion about the following factual statements that I have made:

1. *"...it is not important to have a representative from south Orange County in this position."* True—I stand by my sentiment that the best fit for this position is the candidate with the most knowledge of -- and experience with -- OC LAFCO, along with a commitment to representing **all of Orange County**;
2. *"...OC LAFCO is strictly prohibited from making land use development decisions."* True—Land use development decisions are NOT made by OC LAFCO; rather, the County Board of Supervisors with the OC Planning Commission or City Councils/Planning Commissions make land use decisions; and,
3. *"... LAFCO will play a critical role in the future governance structure of this region..."* and *"... LAFCO will be identifying the Special Districts that will provide the area's water and wastewater services."* True—OC LAFCO's role is to determine an area's optimal governance structure, including which special district(s) shall provide water and wastewater services; governance structure decisions are different from land use development decisions (which OC LAFCO is prohibited from making).

Additionally, I would like to take this opportunity to refute this false claim about me:

"...he has misrepresented the purpose and jurisdictional authority vested in LAFCO." Untrue—I have consistently and correctly represented OC LAFCO's function.

I'm confident that OC LAFCO's Executive Officer, Carolyn Emery, would be happy to verify the truthfulness of my statements made to you and your district...please feel free to contact her at 714.640.5100 or CEmery@OCLAFCO.org.

Institutional knowledge and integrity are vital. As your Alternate Special District Commissioner for over eight years, I have attended every OC LAFCO meeting except one. I sat on the dais and participated fully in all discussions. This experience has allowed me to gain valuable knowledge about the Commission's procedures and processes, and build relationships with my fellow Commissioners, staff, and stakeholders.

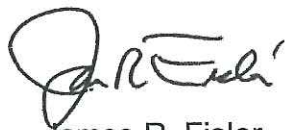
I'm interested in continuing my collaborative work with the Commission and Orange County's special districts to find common ground by listening, studying the issues, and sometimes making difficult -- yet always fair -- decisions. If elected to the Special District Voting seat, I vow to continue serving you in this manner.

Furthermore, I encourage your district to also cast a vote for the Special District Alternate seat, for which there are three candidates. This too is a significant decision.

In summary, thank you for welcoming me at your district over these past eight years, and particularly over this past month. During this campaign, I have enjoyed invigorating conversations as well as seeing familiar faces and meeting some new colleagues too.

As you carefully contemplate your choice for who will best represent you at OC LAFCO, kindly review my statement of qualifications included with this letter. Should you have any questions, please feel free to call me at 714.423.4351. Thank you for your time and consideration.

Respectfully,



James R. Fisler
Mesa Water District

Elect James R. Fisler to OC LAFCO

*** KNOWLEDGE * EXPERIENCE * COMMITMENT ***

James R. Fisler – Mesa Water District Director



- **Orange County Local Agency Formation Commission (OC LAFCO)** Special District Alternate Commissioner, 2011-present
- **Independent Special Districts of Orange County (ISDOC)** Executive Committee – Immediate Past President; President, 2016-2018
- **Mesa Water District** Director, 2009-present; President, 2012-2014
- **Mesa Water District Improvement Corporation** President, 2010-2012 & 2017-present; Engineering & Operations Committee Chairman; Legislative & Public Affairs Committee Vice Chairman
- **Association of California Water Agencies** Local Government Committee, 2016-present
- **County of Orange Housing & Community Development Commission**, 2017-present (appointed by the Orange County Board of Supervisors)
- **City of Costa Mesa**
 - Planning Commissioner & Vice Chairman
 - Parks & Recreation Commissioner
 - Finance Committee Chairman; Finance & Pension Advisory Committee Chairman
 - Residential Rehabilitation & Redevelopment Committee
 - Citizen's Police Academy graduate; Neighbors for Neighbors volunteer
- **Costa Mesa Chamber of Commerce** Board Member
- **Costa Mesa Senior Center** Board Member
- **Friends of Costa Mesa Libraries** Board Member

As your advocate at OC LAFCO over the past 8 years, James R. Fisler has been a strong leader and voice for Special Districts. Director Fisler is grateful to have been elected to serve as your representative at both OC LAFCO and ISDOC.

With a passion for public policy and community service, Director Fisler is committed to representing the mutual interests of Orange County's water, wastewater, sanitary, cemetery, library, vector control, recreation and parks, and other special districts that provide services to their communities.

Director Fisler is a Broker/Associate with Torelli Realty in Mesa Verde. Prior to that, he was a regional manager for Nordstrom for over 12 years. Both positions have equipped him with the skills and expertise to provide outstanding customer service in advocating for your interests in alignment with the shared interests of Orange County's Special Districts and those we serve.

Director Fisler would be honored to receive your vote to serve as Commissioner representing Orange County's Special Districts.



*Dedicated to
Satisfying our Community's
Water Needs*

BOARD OF DIRECTORS

Shawn Dewane
*President
Division V*

Marice H. DePasquale
*Vice President
Division III*

Jim Atkinson
*Director
Division IV*

Fred R. Bockmiller, P.E.
*Director
Division I*

James R. Fisler
*Director
Division II*

Paul E. Shoenberger, P.E.
General Manager

Denise Garcia
District Secretary

Marwan Khalifa, CPA, MBA
District Treasurer

**Atkinson, Andelson,
Loya, Ruud & Romo**
Legal Counsel

1965 Placentia Avenue
Costa Mesa, CA 92627
tel 949.631.1200
fax 949.574.1036
info@MesaWater.org
MesaWater.org

May 15, 2019

**RE: Declaration of Candidacy of James R. Fisler for OC LAFCO
representing the Special Districts of Orange County**

It has been my honor to serve on the Orange County Local Agency Formation Commission (OC LAFCO) as your Special District Alternate Commissioner for the last 8 years, having been elected by the Independent Special Districts Selection Committee in 2011 and re-elected in 2014 and 2018.

In April 2019, one of the two Special District voting members resigned from the Commission. I am announcing my candidacy to fill this vacated seat.

During my service as an Alternate Commissioner, I have sat on the dais and participated fully in all OC LAFCO discussions on all agenda items, and thus have broad knowledge of the OC LAFCO process and experience as a Commissioner. As such, I am the most experienced and qualified candidate.

I have been an effective Commissioner at OC LAFCO who has positively influenced decisions that have benefitted and protected special districts and local control. I have been a strong advocate for the Special Districts of Orange County on OC LAFCO, as well as at the Independent Special Districts of Orange County (ISDOC) where I served as President in 2017 and 2018.

I have personally visited all of the Special Districts in Orange County multiple times over the past 8 years. It would be a distinct honor to serve Orange County's Special Districts as a full voting member at OC LAFCO to ensure the economical, effective, and efficient delivery of government services to the public.

There are some who want to "regionalize" this election by saying this seat must go to someone from "South County" due to ongoing and future development of Rancho Mission Viejo. This is a flawed premise since OC LAFCO is strictly prohibited from making land use development decisions. Those development decisions are made by the local governing agency. In the case of Rancho Mission Viejo, the entities involved in development there are the OC Planning Commission and the OC Board of Supervisors. OC LAFCO's role will be looking at future optimal governance structure and identifying the Special Districts that will provide the area's water and wastewater services.

Additionally, the approved OC LAFCO work plan has a multitude of projects located throughout Orange County, not just South Orange County. Feel free to contact me at 714.423.4351 with any questions concerning the OC LAFCO role at Rancho Mission Viejo or the remaining 27 unincorporated islands located throughout Orange County including large islands in Anaheim and North Tustin.

Please review my enclosed statement of qualifications. Thank you for your consideration of my knowledge, experience, and commitment when you vote for this very important seat.

Sincerely,

James R. Fisler
Mesa Water Director

BOARD OF DIRECTORS
SAUNDRA F. JACOBS BETTY H. OLSON, PH.D
CHARLEY WILSON CHARLES GIBSON
JUSTIN McCUSKER

DANIEL R. FERONS
GENERAL MANAGER



Santa Margarita Water District

Dear OC LAFCO Special District Members:

I am delighted to announce my candidacy for Special District Representative to the Orange County Local Agency Formation Commission ("LAFCO"). I would be honored to receive your district's support to elect me as your next LAFCO Commissioner.

In the next few years, LAFCO will be called on to address a host of issues on the governance in our county particularly as it relates to special districts. From the planned schedule of Municipal Service Reviews to the ultimate governance of the remaining unincorporated areas of the county—many of which are in south Orange County where I currently serve on the Board of the Santa Margarita Water District; there is much work to be done.

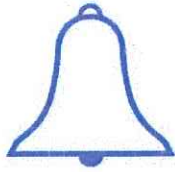
My passion for public service and the work of special districts comes from my 23 years on the Santa Margarita Water District Board. As your President of the Executive Committee for the Independent Special Districts of Orange County I have a keen interest and awareness of the needs and requirements for the success of all special districts—from library, cemetery and vector control districts, to water, sewer, and other community services, both non-enterprise and enterprise. I hope that I have adequately demonstrated my willingness to provide leadership in organization, advocacy, and communications to benefit and nurture special districts of every stripe and that I am fully prepared to step in the role of LAFCO Commissioner.

I have enclosed some background information on my experience in public service and business as well as my platform as a candidate for LAFCO Special District Representative. I would be delighted to discuss my candidacy with you and your board colleagues further and answer any questions you may have. I hope you will contact me at 949/702-1145 or at saundraj@smwd.com. It would be my honor to serve you and our organizations and I humbly ask for your vote and support.

Sincerely,

A handwritten signature in blue ink that reads "Sandra F. Jacobs".

Sandra F. Jacobs, President
Santa Margarita Water District



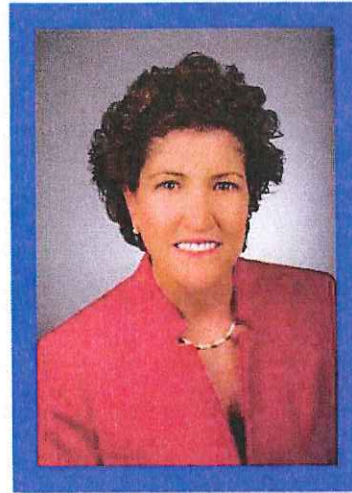
Santa Margarita Water District

BOARD OF DIRECTORS

SAUNDRA F. JACOBS
BETTY H. OLSON, PH.D
CHARLES T. GIBSON
CHARLEY WILSON
JUSTIN MCCUSKER

DANIEL R. FERONS
GENERAL MANAGER

Saundra F. Jacobs Candidate for Special District Representative, LAFCO



Special District Organizations

- President, Santa Margarita Water District, (Current; Elected Board Member since 1996)
- President, Executive Committee, Independent Special Districts of Orange County, (Current; Board Member since 1999)
- South Orange County Watershed Management Area Executive Committee, (Current Member, Former Chair)
- California Special Districts Association, Member
- Association of California Water Agencies (ACWA), Region 10 Member, Communications Committee
- ACWA Joint Powers Authority, Executive Committee Member
- Former President, Board of Directors, Lake Mission Viejo Association

Professional Organizations

- Registered Environmental Assessor
- American Planning Association, Member
- Association of Environmental Professionals, Member
- California Wireless Association, Member

Platform

I believe LAFCO is a facilitating organization. Its job is to support and enable cooperative and voluntary applications and conduct the reviews and inquiries required by statute without bias or favor. I believe in local control; that local communities know what is best for their ratepayers, their residents and their businesses. I do not support involuntary consolidations or dissolutions of special districts or other units of government except in extreme cases of insolvency or other dire circumstances.

BALLOT

ALTERNATE SPECIAL DISTRICT MEMBER

Orange County Local Agency Formation Commission
Term of Office Expires 06/30/2022

El Toro Water District

Print Name of District

Certification of Voting Member

I, _____, hereby certify that I am:
Print Name Here

_____ the presiding officer of the above-named district.

_____ a member of the Board of the above-named district designated to vote in the absence of the presiding officer pursuant to G.C. §56332(a). I have submitted proof of this designation to the Executive Officer of OC LAFCO.

Signature

Date

CANDIDATES FOR ALTERNATE SPECIAL DISTRICT MEMBER OF OC LAFCO: (Check one ONLY.)

- _____ Cecilia Aguinaga, Orange County Mosquito & Vector Control District
- _____ Kathryn Freshley, El Toro Water District
- _____ Margie L. Rice, Midway City Sanitary District
- _____ Abstain

May 20, 2019

TO WHOM IT MAY CONCERN:

I'm writing you to officially announce my candidacy for Special District Alternate Representative to the Orange County Local Agency Formation Commission (LAFCO). I would be honored to receive your support to elect me as your LAFCO representative. As your LAFCO commissioner, I will make sure that transparency, honesty and integrity will be in place to continue serving our communities.

I have attached to this letter my resume and biography of my 25 years of experience volunteering in different boards and commissions serving the community. Especially the many years I have served in the Orange County Mosquito Vector control (OCMVCD) Special district will give the experience need it to be part of the LAFCO board.

As your LAFCO Representative, I will make sure to preserve local control, to respect the rights of our constituents. I will be honor to have your vote. If you have any questions, please don't hesitate to call me, or email me.

Best Regards,



Cecilia Aguinaga
REALTOR@Roman Realtors
BRE#01936111
P: 714-478-2918
W: ceciliaaguinaga2019@gmail.com
P: ceciaguinaga@msn.com

CECILIA AGUINAGA

BIOGRAPHY

REALTOR@ROMAN REALTORS

Contact Information

Phone: (714) 478-2918

Emails:

Personal: ceciaguinaga@msn.com

Work: ceciliaaguinaga2019@gmail.com

Website: ceciliaaguinaga.com

Education: Associate of Arts Degree (Santa Ana College, Santa Ana CA)



Cecilia was born in Jalisco, México and immigrated to the United States in 1978. She has lived with her husband, Armando Aguiñaga, in the city of Santa Ana for more than 37 years. Cecilia and her husband have two sons (Ramsey and Allan) and a daughter (Sylvia). Ramsey served proudly as a police officer for both Santa Ana and Los Angeles Police Departments. Unfortunately he passed of Sarcoma Cancer February 15 2018. Allan graduated from the Culinary School of the Arts. He is now working as a Chef at Farmhouse Restaurant at Roger Gardens. Their daughter Sylvia graduated from the University of California, Berkeley, with a degree in Psychology. Sylvia obtained her master's degree in Information Science from San Jose State University and is currently a Program Manager for a nonprofit organization aimed to

train teachers to teach computer science. Cecilia and her husband have owned a business for more than 60 years in the City of Santa Ana.

After helping her husband manage the business, Cecilia became interested and devoted to helping children become successful in school. She identified with the local population and realized that many students faced difficulties with language barriers, financial hardships, and crime. Cecilia did not want students to have the limitations that she encountered herself and wanted to help provide students more opportunities. She started working for the District of Santa Ana in 1994 as an Instructional Teacher Assistant at the elementary level. She was promoted to a Bilingual Special Education Teacher Assistant at the high school level where she worked for 7 years. She was promoted to Bilingual Community Worker, and later received a promotion as a School Police Parent Coordinator. She worked for the District of Santa Ana for 15 years.

Cecilia was appointed to the Human Relations Commission of the City of Santa Ana from 2004-2009. She served as a Chair and later, Vice Chair of the Human Relations

Commission. In this role, she presided over the selection of social services programs and funds, to improve the quality of life in the City of Santa Ana.

Cecilia also served on the board of the Housing Redevelopment Commission as a Chair, Vice-Chair, and commissioner for the City of Santa Ana. In this role, she continued participating in the selection of social programs and funds to help the community, as well as helping people who can't afford housing.

Cecilia was the first woman President of the Lions Club of the City of Santa Ana. As a Lions Club member, she devoted herself to helping the children of Santa Ana with eye issues.

Cecilia has served as President, Vice President, Parliamentarian, Historian, Ways and means, and she is currently an active member of the PTA (Parent Teachers Association) Council for The Santa Ana Unified School District. This inspired her to become an advocate for parents and their children. She was a board member of the executive board for LYLI Latino Youth Leadership Institute organization to help high school students become leaders within their community.

Cecilia was also very involved in school and community programs including but not limited to the following:

- English Language Advisory Committee (ELAC),
- District Language Advisory Committee (DELAC) Puente,
 - Advancement Via Individual Determination (AVID),
 - Santa Ana High School Site Council,
- SAUSD Workability and Transition Partnership Program,
 - Floral Park Neighborhood Association,
 - Bristol-Warner Neighborhood Association,
 - Central-Mid City Neighborhood Association,
 - Delhi Neighborhood Association,
 - Fairlawn Gardens Neighborhood Association,
 - Com-link Neighborhood Associations

During her service with the Santa Ana Unified School District, she has learned about student needs and has a solid understanding of the issues that need attention in education. Her participation on the following boards and committees have given her extensive experience and knowledge in the field of education:

- Public Relations Coordinator for the Executive Board Association of Mexican American Educators (AMAE)
- Santa Ana Unified School District Superintendent Classified Cabinet Representative
- Santa Ana Unified School District Vice President of the Parent Teachers and Students Association (PTSA) at Santa Ana High School
 - Parent Teacher Association (PTA) Council, Historian and Parliamentarian for the Santa Ana Unified School District
- CSEA cite representative and active member of her union to protect the rights of her fellow workers

Cecilia has attended numerous trainings and workshops that have given her a good understanding of the legal system to better help the Santa Ana Communities.

Gang Prevention Conference (Washington D C)
Site Council Conferences (Sacramento)
PTA Conferences (Sacramento, San José, etc.)
CSEA Conferences (Las Vegas, San José, Sacramento, etc.)
Leadership Conferences (Las Vegas, Long Beach, Sacramento, Washington D C., etc.)

Cecilia currently serves on the following boards:

- ❖ OCVC (Orange County Vector Control), appointed by the mayor and the city council to represent the city of Santa Ana. This agency is dedicated to protecting the public health by controlling rats, flies, mosquitoes, and other vector related problems.
- ❖ Currently Housing Redevelopment Commissioner to allocate the funding given to the city to distributed to the non-profit organizations to help the community.

- ❖ Active member of YMTF (Young Motivation Task Force) to motivate students to pursue their education.

- ❖ Executive Committee Board of the Regional Occupational Program (ROP) for the Santa Ana Unified School District. In this position she advises on how to operate and improve the program. This position enables her to help students who can't or do not want to pursue higher education.

- ❖ Current Life Member, of UMAVA. She has served four years as a Secretary on the executive board of UMAVA (United Mexican American Veterans Association), to help and honor the veterans who fight for our country.

- ❖ Former Vice-Chair of the board of Parks and Recreation representing the City of Santa Ana. In this capacity she was one of the decision maker to created programs to improved Parks and Receptions.

- ❖ Former board member of Measure Q for the Santa Ana College to represent the tax payers and make sure that the money is invested correctly.



El Toro Water District

"A District of Distinction"

Serving the Public - Respecting the Environment

Board of Directors

Jose F. Vergara
President

Mark L. Monin
Vice President

M. Scott Goldman
Director

Kathryn Freshley
Director

Mike Gaskins
Director

General Manager/ Secretary

Robert R. Hill

Treasurer

Neely Shahbakhji

May 21, 2019

CANDIDANCY OF KATHRYN FRESHLEY FOR OC LAFCO, AS THE ALTERNATE SPECIAL DISTRICTS MEMBER

Special District Directors,

I served on the Orange County LAFCO as the Alternate Public Member for two years, July 2015 through July 2017. As a result, I have a good understanding of the role of the Alternative Special District Member of the commission. California LAFCO's have a unique responsibility to rationalize and evaluate governance of communities and service providers in this state. Having participated in the CALAFCO Annual Conferences and Southern district meetings, I learned that each county LAFCO has similar issues and additionally, unique challenges relating to their location in the state. Legislation creating the commissions is the same, the focus of each commission differs because the needs of each county are different. This leads to questioning the processes and objectives by other government organizations, such as, The Little Hoover Commission and the OC Grand Jury. The LAFCO commissioners need to expand their communication and to ensure a greater understanding of LAFCO's role in our governmental processes.

The legislative delegated responsibilities are intended to facilitate rational development and effective delivery of services to our citizens. As the Special District Alternative Representative, it is critical to review and participate, as appropriate MSR's and SOI studies that will be conducted in 2019 and 2020. These reviews are critical to providing guidance to opportunities of shared services between agencies, as well as ensuring the suggested proposed opportunities that will fulfill the needs of our customers and the agencies involved.

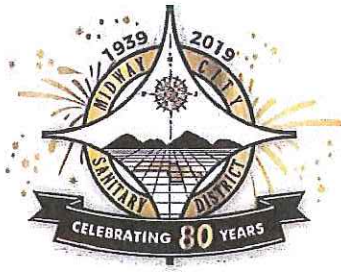
Therefore, my previous service provides me an understanding of OC LAFCO'S role as a county commission and effective advocate for the Special District Agencies in Orange County.

I ask for your support and thank you for considering me.

Respectively,

Kathryn

Kathryn Freshley



Board of Directors

Chi Charlie Nguyen
Sergio Contreras
Al Krippner
Andrew Nguyen
Margie L. Rice

General Manager
Ken Robbins

Margie L. Rice is in her 29th year serving on the Board of Directors for the Midway City Sanitary District (MCSD). Director Rice was first elected in November of 1990 and has served as its President, President Pro-Tem, Secretary and Treasurer. Director Rice has also served as the Districts representative to the Orange County Sanitation District, the Westminster Chamber of Commerce, California Special Districts Association and California Association of Sanitation Agencies. I was also appointed by Janet Nguyen to serve on the Orange County Waste Management Commission for four years.

Director Rice has been instrumental in the following projects for the District: the reorganization of the Garden Grove/Midway City Sanitary District, rehabilitation of all four of the Districts lift stations (completed in 2008), and installation of a SCADA system to monitor the upgraded lift stations. MCSD was one of the first Districts to transform to an automated solid waste collection system, and implementation of a SSMP (Sewer System Master Plan) before it was mandated and many other projects to benefit the District and its patrons. The MCSD not only boasts of a state of the art system but is proud of having some of the lowest rates in the region.

Director Rice served 12 years as Mayor of the City of Westminster (elected for a sixth time in November 2010). In addition, Director Rice has served an additional eight (8) years as a City Council Member. Prior to her service to the City of Westminster Director Rice served seventeen and a half (17 ½) years as a Trustee of the Westminster School District. She has 4 children, 19 grandchildren, 24 great grandchildren, and 13 great-great grandchildren.

When Special Districts were first given the right for representation on LAFCO, a committee was formed to advise them, and I was appointed to that committee. As this is my last term on our Board at MCSD, I would like to serve as the Alternate Special District Member for OC LAFCO.

Thank you for your consideration,

Margie L. Rice

MINUTES OF THE REGULAR MEETING
OF THE
ENGINEERING COMMITTEE MEETING

May 21, 2019

Director Freshley called the Meeting of the Engineering Committee to order at 7:30 a.m. on May 21, 2019.

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

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

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, RICK OLSON, Operations Superintendent, BOBBY YOUNG, Project Engineer, GILBERT J. GRANITO, General Counsel, POLLY WELSCH, Recording Secretary, MATT WEBBER, HighMark Representative, KEITH STRIBLING, HighMark Representative, and CAROL MOORE, Laguna Woods City Council.

Oral Communication/Public Comment

Ms. Moore stated that she hopes the District will not participate in the Poseidon project because of the recent studies from MET and UCLA.

Items Received too Late to be Agendized

Director Freshley asked if there were any items received too late to be agendized. Mr. Hill replied no.

Quarterly Review of the District's 401(k) Retirement Savings Plan

Mr. Stribling introduced Matt Webber of HighMark, who manages the West Coast participant plans. Mr. Webber stated that they would provide their report and then answer any questions that the Board may have.

Mr. Stribling provided an economic review of the first quarter of 2019. He further stated that there were trade disagreements, trade wars, Democrats taking back control of the house, checks and balances, potential fed rate hikes in 2019 which was pressuring the housing market, the GOP tax bill, changes in income tax deductions, and because the Chinese currency was under pressure, causing the yield curve to flatten.

Mr. Stribling stated that the last month of the quarter the stock market was hit hard, and rate hikes did not happen. He further stated that on page 12, Balanced Income Portfolio, for the quarter we were 40-45 basis points ahead of the benchmark.

Mr. Stribling stated that he re-balanced the portfolios at the end of the year which helped the portfolio. He further stated that looking ahead we continue the trend.

Vice President Monin stated that he is glad to see the portfolio is performing better. He further stated that the Balanced portfolio is doing better and he feels we should keep tracking the investments closely.

Director Freshley asked about the Capital Preservation Portfolio on page 9, 1-year, 3-year, 5-year performance are not annual years but rather rolling years. Mr. Webber replied yes it is an active portfolio which will deviate.

Director Freshley indicated that the performance is what concerns her. Mr. Webber replied that the same type of investments are in different portfolios weighted differently for higher risk vs. lower risk pools.

Mr. Hill stated that the questions were generated by the Ad-hoc Committee to address to the Board. Mr. Stribling stated that there is an Appendix in the back of the report which addresses some of these questions. The Board stated that they did not receive the Appendix, and therefore Mr. Webber handed out hard copies of the Appendix to the Board members.

Mr. Stribling stated that each of the HighMark team members' bios are included in the Appendix. Mr. Webber introduced each of their team members and gave a brief background report on the team.

Mr. Stribling stated that HighMark has approximately 4,000 clients, and \$16 billion in assets under management, with 84 client relationships under himself. Vice President Monin asked if the 4,000 clients include 401(k) Plans, or are any of the clients private wealth. Mr. Stribling replied yes, the clients are a mixture of investors. Vice President Monin asked how many clients are 401(k) Plans. Mr. Stribling replied that he personally manages quite a few Retirement Plans, pensions, post-retirement healthcare plans, endowments, and private clients.

Mr. Stribling indicated who is on the Asset Allocation Committee. Mr. Webber stated that they meet once a month in San Francisco and he attends remotely most of the time. He further stated that the meetings range from 2-6 hours to review where we are today with the investment world, bonds, and stocks.

Mr. Webber stated that the data collected is a tactical asset allocation which is used to create our report. Vice President Monin asked how many people are on the Asset Allocation Committee. Mr. Webber replied that there are 16 people on the committee.

Mr. Stribling stated that analysts write reports and tie into the meetings. Vice President Monin asked how many analysts are reviewing Mutual Funds. Mr. Webber replied the total is four who manage the Mutual Fund process, along with others who get pulled into the discussion.

Vice President Monin asked what other third party independent research groups are used. Mr. Webber replied that besides Morningstar, they are pretty tied into Wilshire and Lipper.

Mr. Webber stated that the process for replacing funds or managers and decisions to buy or sell assets is sometimes very scientific. He further stated that on a quarterly basis a manager will be put on a watch list if their performance has deviated in either a negative or positive way.

Mr. Webber stated that the HighMark staff is not compensated on commission or the size of the client, or a share of the basis point fee. He further stated that they receive salaries and sometimes a discretionary bonus, based on their performance of portfolios.

President Vergara asked how much investment is targeted toward real estate development. Mr. Webber replied that they have between 1% & 1.5% invested in real estate.

Mr. Stribling apologized for the error in reporting bond returns for the 4th quarter of 2018, when human error caused data to be placed in the incorrect cell in the report.

Mr. Stribling stated that Morningstar reports for each of the Mutual Funds is already included in the quarterly reports that we receive from HighMark on pages 21-26. He further stated that they could also include the Lipper report and data summaries.

Mr. Stribling stated that what has transpired since the end of the last quarter, April was a good month and the economy continues to do well.

Vice President Monin asked of the balance, how much are equities and fixed income. Mr. Stribling replied that the current balance is approximately 70% equities on the balance.

Mr. Webber stated that Union Bank has an on-line access portal that can be set up for Ms. Shahbakhti to view daily performance of the portfolio.

Mr. Stribling stated that 2018 was a tough year for investments, which are doing better now; however Alternatives are struggling some this year.

The Board thanked the HighMark representatives for their presentation and answering some brief questions about how they handle our portfolio investments.

At approximately 8:38 o'clock a.m. Mr. Webber and Mr. Stribling left the meeting.

Resolution No. 19-5-1 Adopting the Eighth Amendment to the District's Bylaws

Mr. Hill stated that the Resolution included in the Board package was the old version, and staff has now received the correct Resolution.

Chairman Freshley asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by President Vergara and unanimously carried across the Board to adopt Resolution No. 19-5-1 which adopts the eighth amendment to the District's bylaws.

Roll Call Vote:

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

Resolution No. 19-5-2 adding a Standing Water Quality (WQ) Committee and Modifying the Standing Committee and External Organization Board/Staff Assignments

President Vergara stated that he discussed the Water Quality Committee with the Board members and it was added to the Standing Committee Assignments.

Mr. Hill stated that the Exhibit refers to adding a Standing Committee, an external organization Board/Staff assignments and so the Exhibit needs to use the same language in the heading.

Chairman Freshley asked for a Motion.

Motion: President Vergara made a Motion, seconded by Director Gaskins and unanimously carried across the Board to adopt Resolution No. 19-5-2 which adds a Water Quality Committee to the Standing Committee Assignments .

Roll Call Vote:

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

Appointment Process and timeline for OC LAFCO Regular and Alternate Special District Member Seats

Mr. Hill stated that included in the Board package is information from LAFCO reflecting Charlie Wilson's departure and interested candidates running for the vacant seat. He further stated that by June 7, 2019 a designation must be nominated for the Regular and/or Alternate seat.

President Vergara asked the Board if anyone is interested in the vacant LAFCO seat. Chairman Freshley replied that she would like to have her name submitted for

the LAFCO Alternate seat, which only becomes available if Mr. Jim Fisler becomes the Representative, otherwise his current Alternate seat would not be available.

Vice President Monin asked who else is interested in running for these positions. Mr. Hill replied that at this point we have only received support letters for Jim Fisler and Sandra Jacobs for the Regular seat. He further stated that the ballot is expected to be received on June 17th, with the results announced on July 19th.

President Vergara asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Gaskins and unanimously carried across the Board to submit Director Freshley's name for the LAFOC Alternate seat.

Roll Call Vote:

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

Chairman Freshley asked for a Motion.

Motion: Director Havens made a Motion, seconded by Director Gaskins and unanimously carried across the Board to submit the Declaration of Qualification to Vote for designating the authorized regular voting member and the alternate voting member as Vice President Monin for ETWD for this appointment process.

Roll Call Vote:

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

At approximately 8:53 o'clock a.m. the Engineering Committee meeting was opened.

Engineering Committee

Consent Calendar

1. Consider approving the minutes of the April 23, 2019 Engineering Committee meeting.

Director Freshley asked for a Motion.

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

Roll Call Vote:

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

Engineering Action Items

There were no action items.

Engineering General Information Items

Capital Project Status Report

Mr. Cafferty stated that Bobby Young will report on the Capital Projects.

Oso Lift Station Project

Mr. Young stated that we are working with MNWD staff to finalize an agreement with them for the emergency overflow connection from the Oso Lift Station to the MNWD sewer collection system. He further stated that the land acquisition requires

approval of a lease amendment by the County Board of Supervisors.

Mr. Young stated that indications are that the City feels an agreement can be made with the State Coastal Conservancy for the property transfer.

Mr. Cafferty stated that the Coastal Conservancy feels there should be some value and compensation for the property, which should be minimal.

Director Havens asked if there are any other issues that could cause a setback on the project. Mr. Cafferty replied that the potential concern would be that the location of this facility is near a wilderness park area where there could be nesting gnat catchers and how close they may be to the construction site.

Phase II Recycled Water Distribution System Expansion Project

Mr. Young stated that staff received final comments from the State and is their comments are being addressed. He further stated that we are out to bid now on the construction which went out to 7 contractors who expressed interest in the project.

Mr. Cafferty stated that the permit for the recycled water systems, Phase II will install in the Santa Ana region 9, which was agreed with IRWD and ETWD remaining in the Region 8 permit area.

Advanced Metering Infrastructure (AMI) Feasibility Study & Alternatives Analysis

Mr. Cafferty stated that staff is reviewing a revised report submitted by MC Engineering.

Laboratory Certification Update

Mr. Cafferty stated that we are still waiting for the assessor's report, which staff anticipates in the next 2-3 months.

Director Havens asked what is involved in obtaining the ELAP certification.

Director Gaskins replied that ELAP sends blind samples twice a year to all certified laboratories, and all submit testing and send them back to ELAP for each certified laboratory.

Baker Treatment Plant

Director Freshley stated that the tour of the Baker plant was very interesting. Mr. Cafferty stated that IRWD plans to meet with Serrano Water District to discuss options for storing water in Irvine Lake to sustain 60 days of supply to the Baker Plant in the event of an emergency interruption of raw water from MWD.

Poseidon Huntington Beach Ocean Desal Project

Mr. Cafferty stated that staff will be discussing options and anticipated costs of this project in the near future.

Engineering Items Discussed at Various Conferences and Meetings

There were no comments.

Comments Regarding Non-Agenda Engineering Committee Items

There were no comments.

Adjournment

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

Motion: Director Gaskins made a Motion, seconded by Vice President Monin and unanimously carried that today's meeting be adjourned at 9:23 o'clock a.m. to Tuesday, June 25, 2019 at 7:30 o'clock a.m. at the District's Administrative Offices at 24251 Los Alisos Blvd, Lake Forest, CA. 92630.

Roll Call:

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

Respectfully submitted,

POLLY WELSCH
Recording Secretary

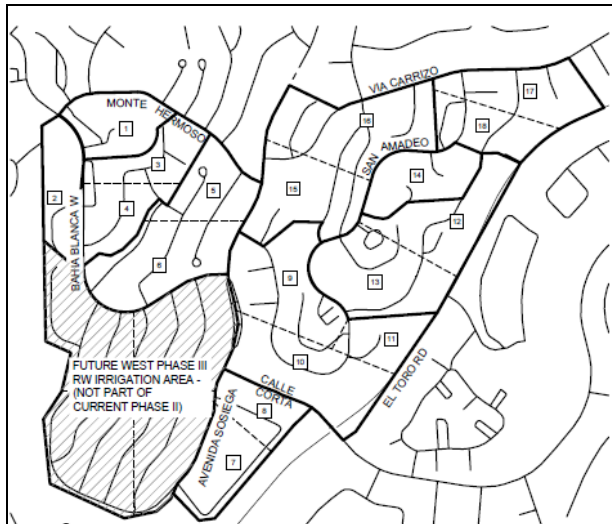
APPROVED:

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

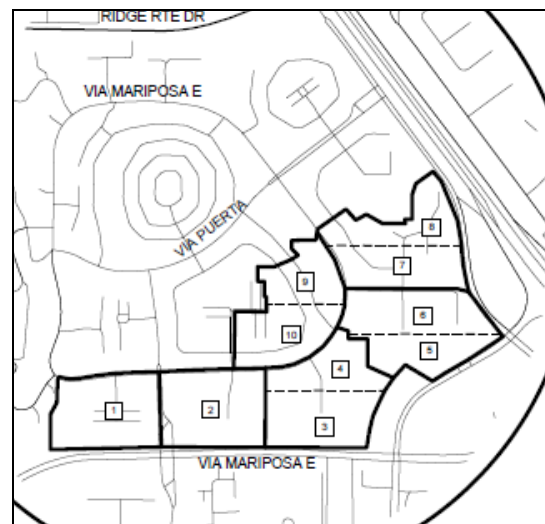
ROBERT R. HILL, Secretary
of the El Toro Water District and the
Board of Directors thereof

**PHASE II RECYCLED WATER DISTRIBUTION SYSTEM
EXPANSION PROJECT
RECYCLED WATER ON-SITE WATER RETROFITS
CONSTRUCTION CONTRACT**

West Side Retrofits (Third)



East Side Retrofits (United)



INTRODUCTION

The construction of the Phase II Recycled Water Distribution System Expansion is complete and ready to be placed in service. The on-site retrofit phase of the project will commence with the award of the construction contract recommended herein. The on-site retrofits facilitate the ultimate conversion of the designated potable water dedicated landscape irrigation systems to recycled water.

The on-site retrofits include the following standard components:

- Installation of Pressure Regulating Valve Assemblies on the New Recycled Water Meters
- Replacement of Existing Potable and Installation of New Recycled Water Quick Couplers
- Connection of New Recycled Water Service and Meter to the Existing Irrigation System
- Installation of Recycled Water Signs and system identification

In addition to the above defined standard retrofit components there is often further work required at specific sites to accommodate unique site issues and anomalies in compliance with the requirements imposed by Title 17 and specifically by the State Water Resources Control Board Division of Drinking Water (DDW) and the Orange County Health Care Agency (County).

On July 17th, 2018, Staff met with DDW and the County to perform a field evaluation of unique site issues within the West Side retrofits area. It was determined that 14 meter sites would be considered ‘dual-plumbed’ and would therefore have additional submittal requirements from DDW and County. Staff elected to defer these sites until a later date. At present, the retrofit package includes 34 dedicated irrigation meters to be converted to recycled water in the West side system along with 18 new recycled water meters to provide recycled water to irrigation systems previously served by combined meters in the East side system.

As construction of the retrofits begin, staff will concurrently work to prepare to bid the second phase of the retrofit project.

BID EVALUATION

The District issued a Notice Inviting Bids for the construction of the On-Site Retrofits component of the Phase II Recycled Water Distribution System Expansion Project on May 17th, 2019, to seven qualified contractors. Five contractors attended the mandatory pre-bid meeting, with one of the original seven stating they were too busy. Following the pre-bid meeting and a subsequent deadline for written questions, the District issued one addendum to the original bid documents. The District received and opened two formal bids at a public bid opening on June 13, 2019. Staff was notified the morning of the bid date that a third contractor would not be able to comply with deadline for submittal of the bid due to his misunderstanding of the clearly stated due date and time.

The apparent low bid was submitted by Evolution Landscaping, Inc. Staff performed a detailed evaluation of the bids and checked references and found Evolution Landscaping to be a reputable contractor with local retrofit construction experience.

The two bids received are described as follows:

Evolution Landscaping, Inc.	\$ 522,609
T.E. Roberts, Inc.	\$ 813,794

For informational purposes, the bidder that missed the deadline informally told staff their bid would have been between the two bids received.

BUDGET

The Phase II Recycled Water Distribution System Expansion Project budget included \$700,000 for on-site retrofits. The Phase II Project retrofits have been split into two phases to accommodate differing regulatory complexity. The proportionate budget for this phase of the retrofits, based on the number of meters and the volume of water converted, is \$585,000. The proposed project is therefore consistent with the budget for the on-site retrofit work. The total retrofit costs, as bid, is also consistent with Staff’s understanding of typical industry costs for retrofit sites.

Staff anticipates rebates for on-site retrofit work through Metropolitan Water District's on-site retrofit rebate program which will further mitigate the cost impact to the District. The MWD rebates provide up to \$975 per acre foot of converted demand. These rebates have the potential to offset the retrofit project cost by as much as \$200,000.

SCHEDULE

Based on the time lines achieved in the first phase of the retrofit project and a contract time of 120 calendar days, Staff estimates the first phase of the retrofit project will be completed by November 2019.

Recommended Action at the June 25, 2019 Board Meeting:

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.

By: Bobby Young
Date: June 20, 2019

CAPITAL PROJECT / EQUIPMENT STATUS REPORT

June, 2019

I Oso Lift Station Improvement Project

The project design is complete.

The project design requires the expansion of the site by ten feet on the east side of the property. The proposed lot line adjustment from the City of Laguna Woods requires approval from the County of Orange due to an existing lease agreement between the City and the County relative to the Woods End Wilderness Preserve/Laguna Coast Wilderness Park. It is staff's understanding that County staff will recommend approval of the lease amendment to the Board of Supervisors at the Board of Supervisors meeting on July 16.

The City of Laguna Woods continues to work to secure approval of the lot line adjustment by the State Coastal Conservancy. Recent discussions between the City and the Coastal Conservancy suggest they seem to agree that an arrangement for the transfer can be made. Currently the City is working with the Coastal Conservancy to define the value of the property while the Coastal Conservancy works with their attorney to determine what type of agreement will be necessary to effectuate the property transfer.

District staff continues to work with Moulton Niguel Water District regarding the plans and Agreement for the proposed emergency overflow connection from the Oso Lift Station to the MNWD sewer collection system near the station. Staff provided MNWD with a revised draft of the Agreement, incorporating comments from MNWD.

Staff is prepared to bid the project once the property acquisition is finalized.

II Phase II Recycled Water Distribution System Expansion Project

Staff is working with the State and County to secure approval of the retrofit plans. The Division of Drinking Water (DDW) recently revised certain staff assignments, including the engineer assigned to ETWD. Staff is meeting with the newly assigned engineer on June 24 to discuss the details of the retrofits project. Staff has been aggressively performing site coverage tests to best prepare for State and County required testing prior to construction. It is anticipated that close coordination with the County will take place during testing, before site conversion can take place.

Staff conducted a bid process for a retrofit project including the East Side system and certain sites in the West Side System. The results of that bid solicitation are described under a separate agenda item in the June Engineering Committee agenda. The remaining sites in the West Side System will be handled separately due to unique characteristics that could result in the designation of the sites as “dual-plumbed” as defined in Title 22.

Staff has received the executed “Recycled Water On-Site Conversion Entry License Agreement” from both Third and United. These Agreements provide authorization for the District’s contractor to construct the retrofits on the private property.

III Advanced Metering Infrastructure (AMI) Feasibility Study & Alternatives Analysis

MC Engineering will provide a presentation of the Feasibility Study to the Board at the June Engineering Committee meeting.

IV Laboratory Certification Update

Staff’s work with SOCWA to complete the proficiency training that will allow ETWD lab personnel to perform work in the SOCWA lab under the SOCWA ELAP certification is complete. ETWD lab personnel are now performing analyses at the SOCWA lab, thereby minimizing the costs of the outsource effort with a private lab.

ELAP Staff recently conducted an on-site assessment at the ETWD lab. The ELAP staff was generally complimentary of the ETWD lab staff. Staff had expected the assessor’s report would have been received at this point. Recent contact with ELAP have indicated the ELAP staff is still working to prepare the assessor’s report.

V South Orange County Supply and System Reliability Projects

A. Baker Water Treatment Product Water Conveyance Options

Staff recently participated in a meeting including MNWD, SMWD and MWDOC regarding the potential new turnout on the South County Pipeline that would include a turnout connection dedicated to the ETWD Baker supply. MNWD is performing a hydraulic analysis of the South County Pipeline to verify there are no fatal flaws in the proposed addition of the new turnouts. MNWD and ETWD staff will soon commence drafting an MOU to define the terms of the joint project. MNWD has verbally indicated they are prepared to continue the temporary conveyance of water through the Los Alisos interconnection until such time that the permanent conveyance facilities are complete.

B. Irvine Lake – Baker Supply

There have been discussions about the possibility of storing water in Irvine Lake that could be used to sustain 60 days of supply to the Baker Plant in the event of an interruption of raw water supply from MWD. IRWD is working with Serrano Water District to work out details of the potential storage opportunity. Issues under consideration include the on-going costs of water lost due to evaporation and any overflows as well as capital and maintenance costs associated with the use of the Irvine Lake facilities. IRWD will convene a meeting of the Baker Partners in the near future to discuss the details of a proposal for the potential use of Irvine Lake for emergency storage.

C. Poseidon HB Ocean Desalination Project

OCWD has executed a Term Sheet with Poseidon Resources to investigate and consider the project. However, OCWD has not ultimately committed to receiving and paying for the Poseidon water.

Poseidon continues to engage the Santa Ana Regional Water Quality Board for consideration of their NPDES Permit renewal and expects to be before the Coastal Commission in the Fall of 2019. The feasibility of the project remains contingent upon obtaining all regulatory and environmental approvals/permits along with approval of Met LRP funding based on \$475/AF over 15 years.

ETWD hosted a meeting on January 31st where OCWD and Poseidon presented to ETWD, SMWD, CLB, MNWD and IRWD more detail with regards to conveyance alternatives to deliver HB product water to South County along with more definitive Treatment Plant and Distribution costs specifically for South County Agencies. Total Net Project Unit Cost inclusive of a MWD LRP Subsidy of \$475/AF to deliver 10 MGD to SOC is estimated to be \$2,125/AF and to deliver 20 MGD to SOC is estimated to be \$1,825/AF.

OCWD is now requesting that any agency wanting to participate in the Poseidon project execute an MOU. The MOU will not represent a contractual commitment to the project, but it will require approval by governing boards. In light of the considerable time, money and effort OCWD anticipates expending to finalize a project distribution plan OCWA believes an MOU will give them greater confidence in knowing which agencies are serious about the project and ultimately negotiating and considering a final water purchase agreement.

OCWD has drafted an MOU for review and comment by interested agencies with a desire to have an MOU executed by the end of July. Staff and District General Counsel are reviewing draft MOU as well as the available information regarding the project. Staff proposes to present an analysis of the project, along with other potential storage and supply projects, to the ETWD Board in the near future.

Poseidon is planning to make a presentation of the current project status report to the ETWD Board. Staff is working with Poseidon to schedule the update, potentially in July.

Tentative overall project schedule:

RWQCB	Final Board Hearing tentatively October 2019
Coastal Commission	Will be pursued subsequent to receiving RWQCB Permit Approval
MWD LRP	MWD will consider the LRP application subsequent to receiving the Coastal Commission Permit
Design, Bidding, Construction	2024/25

**F.Y. 2018/19 CAPITAL REPLACEMENT AND REFURBISHMENT PROGRAM BUDGET ITEMS > \$50,000
BOARD APPROVAL SCHEDULE**

Project Description		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Budget Estimate	Board Approved Cost
<i>2018/19 Capital Projects</i>															
1	Recycled Water Phase II - Retrofits	E	E	E	P	P	P	P	P	P	P	BP	A	\$700,000	
2	Replace R-6 Sodium Hypochlorite Tanks (CO)		B	A								C	C	\$210,000	\$163,257
3	Oso Lift Station Improvement Project (CO)	E/CQ	E/CQ	E/CQ	CQ	CQ		Construction Deferred to 2019/20 Fiscal Year						\$1,000,000	\$0
4	Aliso Creek Lift Station Skid Pump and Piping			E	E	E	E	B	B	B	A		R	\$200,000	\$198,006
5	Reconstruct (West Side) Drainage Swale at the Holding Pond							Construction Deferred to 2019/20 Fiscal Year						\$68,250	\$0
6	AMR / AMI Implementation	RFP	A	E	E	E	E	E	E	E	E	E	BP	\$200,000	\$64,550
7	Master Plan Update (CO)									RFP	RFP	RFP	RFP	\$350,000	
8	Old Treatment Plant / Clear Well Demo		ET	ET	ET	ET	ET	ET	ET	ET		RFP	RFP	\$400,000	
<i>2018/19 Capital Equipment</i>															
1	8-inch Trailer Mounted Emergency Pump		E	E	E	E	B	B	B	B	A		R	\$85,000	\$85,000
2	300-375KW Emergency Generator Trailer		E	E	A			R						\$175,000	\$142,024
Total														\$3,388,250	\$652,837

E = Engineering/Study

C = Construction

O = Order

N = Negotiate

R = Receive

P = Permit

CQ = CEQA

CO = Carry Over

RFP = Request for Proposal

B = Bid

A = Approve by Board

ET = Evaluate

M = Monitoring

BP = Board Presentation

6/20/2019

MINUTES OF THE REGULAR MEETING
OF THE
FINANCE/INSURANCE COMMITTEE MEETING

May 21, 2019

Vice President Monin called the Meeting of the Finance/Insurance Committee to order at 9:23 o'clock a.m. on May 21, 2019.

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

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, and POLLY WELSCH, Recording Secretary.

Consent Calendar

- a. Consider approving the April 11, 2019 Board Budget Workshop meeting minutes.
- b. Consider approving the April 23, 2019 Finance Committee meeting minutes

Vice President Monin asked for a Motion.

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

Roll Call Vote:

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

Approval of Items Removed from Today's FIC Consent Calendar

There were no items removed.

Finance Action Items

Finance Report

Ms. Shahbakhti stated that the month of April and year to date numbers are included in the package, and we are 10 months into the fiscal year.

Vice President Monin asked for a Motion.

Motion: President Vergara made a Motion, seconded by Director Gaskins, and unanimously carried across the Board to 1) approve, ratify, and confirm payment of those bills as set forth in the schedule of bills for consideration dated May 21, 2019, and 2) receive and file the Financial Statements for the period ending April 30, 2019.

Roll Call Vote:

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

Finance Information Items

Internship Program

Mr. Hill stated that staff will be preparing a written policy as part of the Employee Handbook for an internship program. He further stated that we do utilize interns on the administrative side.

Director Freshley stated that high school students in their junior and senior years could benefit from an internship program.

Director Havens asked if this program could imply additional liability to the

District. Mr. Hill replied no.

2019/20 Fiscal Year Budget/Cost of Service Evaluation/Preparation and Tentative Schedule Status Report

Mr. Hill stated that he receives a report each week from Customer Service indicating how many written protest letters the District has received. He further stated that the Prop 218 Notices were sent out April 29th, and as of today there were 4 written protest letters received.

Tiered Water Usage and Revenue Tracking

Ms. Shahbakhti stated that included in the package are water use charts for the month of April.

Comments Regarding Non-Agenda FIC Items

There were no comments.

Close Finance and Insurance Committee Meeting

At approximately 9:30 o'clock a.m. the FIC meeting was closed.

Attorney Report

Mr. Granito reported that there is a need for a Closed Session at today's meeting with regard to item #2 of today's Closed Session agenda.

Closed Session

At approximately 9:30 o'clock a.m. the Board went into Closed Session. Also at this time, Mr. Hill, Mr. Cafferty, Ms. Shahbakhti, Ms. Cimorell, Ms. Moore, and Ms. Welsch left the meeting.

At approximately 10:05 o'clock a.m. Mr. Cafferty was invited to participate in the Closed Session.

At approximately 10:08 o'clock a.m. Vice President Monin left the meeting.

Open Session/Report

At approximately 10:15 o'clock a.m. the Board returned to Regular Session. Also at this time, Ms. Welsch returned to the meeting.

Mr. Granito reported that the Board did go into Closed Session at approximately 9:30 o'clock a.m. with regard to item #2 of today's Closed Session agenda.

Mr. Granito reported that during the Closed Session, the Board discussed and considered the appointment/employment of a General Manager, following Mr. Hill's scheduled retirement. No further reportable action was taken.

Adjournment

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

Motion: Director Gaskins made a Motion, seconded by Director Freshley and unanimously carried that today's meeting be adjourned at 10:25 o'clock a.m. to Tuesday, June 25, 2019, Lake Forest, CA. 92630.

Roll Call:

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

Respectfully submitted,

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

ANNUAL CONTRACTS EXCEEDING \$50,000

The District proposes two annual contracts that exceed \$50,000 in value.

Olin Chemical

Olin Chemical is the District's vendor for the 12.5% concentration sodium hypochlorite necessary for chlorine disinfection of the recycled water produced at the Tertiary Treatment Plant and utilized in the Reservoir Management System at the R-1 and R-2 Reservoirs.

The proposed contract for \$89,000 breaks down as follows:

Tertiary Treatment Plant	\$75,000
Reservoir Management System	\$14,000

The contract amounts are based on staff's evaluation of the sodium hypochlorite demand at each site. The District receives the best possible pricing for the sodium hypochlorite product by participating in the SOCWA contract with Olin Chlor Alkali Products.

Nieves Landscape

Nieves Landscape has provided landscape maintenance services to the District since 2016 when they took over the contract abandoned by the District's previous landscape maintenance contractor that suddenly went out of business. The Nieves contract is an extension of the contract awarded following a bid process conducted in 2018. In the three years Nieves has worked for the District the contract and scope of work have evolved due to several factors. The 2019/20 budget for landscape maintenance services increases the contract amount from \$104,000 to \$132,864. The primary driver for the significant cost increase is the necessary adjustment to the scope of work to keep up with the maintenance requirements at the District facilities. The bulk of the scope increase was required at the District Holding Pond and Admin office inclusive of the Demonstration Garden. The previous contract amount simply did not provide adequate funding for the allocation of labor necessary to maintain these large facilities. In addition, Nieves was required to incorporate prevailing wage into the contract for the 1920 fiscal year. Staff worked closely with Nieves to negotiate the 1920 contract and is confident it represents an equitable cost relative to the scope required to maintain the District facilities.

El Toro Water District

Lake Forest, California

Independent Accountant's Report on Applying Agreed-Upon Procedures

For the Quarter from January 1, 2019 through March 31, 2019



El Toro Water District
For the Quarter January 1, 2019 through March 31, 2019

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**INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED UPON PROCEDURES**

To the Board of Directors
of the El Toro Water District
Lake Forest, California

We have performed the procedures enumerated below, which were agreed to by the El Toro Water District's (the "District") management, solely to assist the District on cash receipts, cash disbursements, payroll disbursements, and cash and investments for the Quarter from January 1, 2019 through March 31, 2019. The District's management is responsible for the internal control procedures. The sufficiency of these procedures is solely the responsibility of the District's management. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Cash Receipts

Procedures

1. We selected 10 cash receipts and obtained the billing statements for the selected cash receipts and agreed the billing rates to the fee schedule approved by the Board of Directors.
2. We recalculated the billing statement related to the selected cash receipts for arithmetic accuracy.
3. We agreed the selected cash receipts to the bank statement.
4. We agreed the selected cash receipts to the general ledger posting.
5. We agreed whether the selected cash receipts were posted to the proper accounts.

Selections were as below:

<u>Selection No.</u>	<u>Location No.</u>	<u>Customer Name</u>	<u>Billed Amount</u>
1	2459134	23172 PLAZA POINTE LLC	\$ 313.99
2	3500382	ADNL	130.09
3	3570472	AEGEAN HEIGHTS H/O ASSOC	244.59
4	4511192	ANNUSCHAT KATHERINE	61.34
5	2453454	ARSUA JOJO C.	67.01
6	2459818	AURA ASSOCIATES	228.83
7	2449324	MGP FUND X LAGUNA HILLS LLC	286.47
8	4512154	MILLER NANCY	56.30
9	2449250	MUFG UNION BANK N.A.	568.55
10	2454330	NGUYEN FELICA	101.28

Finding: No exceptions were noted as a result of our procedures.

Cash Disbursements

Procedures

1. We selected 15 cash disbursements and obtained payment voucher and agreed the payee and amounts. We determined the sufficiency of supporting documents, such as requisition form, invoice, purchase orders, and receiving reports.
2. We determined whether proper authorizations have been obtained.
3. We obtained cancelled checks and agreed the date, payee, and amount, and check for proper endorsement.
4. We obtained general ledger report and agreed the date, payee, and amount to the general ledger postings.
5. We agreed whether the selected cash disbursements were posted to the proper accounts.

Selections were as below:

<u>Selection No.</u>	<u>Check No.</u>	<u>Date</u>	<u>Vendor</u>	<u>Amount</u>
1	86286	01/03/2019	CERTIFIED LABORATORIES, INC.	\$ (2,158.93)
2	86300	01/03/2019	NIEVES LANDSCAPE, INC.	(4,448.66)
3	86347	01/10/2019	ROOTX, INC.	(5,745.79)
4	86354	01/10/2019	TETRA TECH, INC.	(14,786.00)
5	86438	01/31/2019	SAFETY DYNAMICS GROUP	(3,000.00)
6	86469	02/07/2019	NATIONAL PLANT SERVICES INC.	(46,810.00)
7	86521	02/14/2019	SMITH-BLAIR, INC.	(12,731.70)
8	86548	02/21/2019	SOUTHERN COUNTIES FUELS	(12,277.85)
9	86570	02/28/2019	HYDRO POINT DATA SYSTEMS, INC.	(235.00)
10	86599	03/07/2019	ALICIA AIR, INC.	(16,912.00)
11	86605	03/07/2019	COMMERCIAL DOOR OF ORANGE COUNT	(204.00)
12	86647	03/14/2019	J. THAYER COMPANY, INC.	(1,178.11)
13	86678	03/21/2019	DELTA MOTOR CO., INC.	(9,365.63)
14	86716	03/28/2019	SIERRA ANALYTICAL LABS, INC.	(4,120.00)
15	86452	02/07/2019	BANKCARD CENTER	(7,413.93)

Finding: No exceptions were noted as a result of our procedures.

Payroll Disbursements

Procedures

1. We selected five employees and obtained personnel action forms (PAF) and agreed pay rates/step/range to the approved salary schedule.
2. We reviewed whether proper authorizations have been obtained on the PAF.
3. We agreed the payroll register hours to the approved time cards.
4. We reviewed whether proper authorizations have been obtained on timecards.
5. We recalculated for arithmetic accuracy.
6. We selected one of the five pay period registers and agreed the total gross and one other item to the general ledger posting. We also determined whether the selected items were posted to the proper accounts.

Selections were as below:

<u>Selection No.</u>	<u>Employee Name</u>	<u>Pay Period Ending</u>	<u>Position</u>	<u>Department</u>
1	Avila, Marc	1/13/2019	Inspector	Engineering
2	Melendez, Marisol	2/10/2019	C.S. Office Representation I	Customer Service
3	Kain, Stuart	2/24/2019	Maintenance Worker III	Pump Stations
4	Russell, Raully	3/10/2019	Collections Maintenance Worker I	Collections
5	Wilson, Judith	3/24/2019	Supervisor Accounting	Accounting

Pay period ending March 10, 2019 was selected and total gross and federal tax withheld were agreed to general ledger postings.

Finding: No exceptions were noted as a result of our procedures.

Cash and Investments

Procedures

1. We selected one month and obtained Treasurer's Report and approved investment policy effective selected period and reviewed whether the investments were in compliance with the District's investment policy.
2. We agreed investments listed in the Treasure's Report to the trustees' statements.
3. We agreed the total investment amount to the general ledger.
4. We obtained bank reconciliation for the selected month and performed the following:
 - a. Obtained bank statement and agreed ending bank balance to the bank statement.
 - b. Obtained access to the general ledger system and agreed the ending book balance to the general ledger.
 - c. Obtained reconciling items list, such as outstanding checks list and/or deposit in transit list, and agreed these amounts to bank reconciliation.
 - d. Obtained subsequent bank statements, selected the five highest reconciling items, and traced to the subsequent bank statements for clearance.
 - e. Reviewed whether reconciling items were not over one year.
 - f. Reviewed whether proper authorizations have been obtained on the bank reconciliation.
 - g. Reviewed whether the bank reconciliation was performed and completed within 60 days from the month end.

To the Board of Directors
of the El Toro Water District
Lake Forest, California
Page 4

Cash and Investments (Continued)

Selection was as below:

Month of January 2019.

Finding: No exceptions were noted as a result of our procedures.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on cash receipts, cash disbursements, payroll disbursements, and cash and investments. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be and should not be used by anyone other than those specified parties.

The PwC Group, LLP

Santa Ana, California
May 17, 2019

EL TORO WATER DISTRICT
FINANCIAL REPORT
June 25, 2019

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**EL TORO WATER DISTRICT
BALANCE SHEET**

	5/31/19 (Unaudited)	June 30, 2018 (Audited)
ASSETS		
Current Assets		
Cash & Investments	\$5,785,935	\$2,459,711
Receivables:		
Accounts Receivable	2,977,761	3,282,569
Notes Receivable	-	-
Inventories	567,123	659,179
Prepaid Expenses	237,910	207,509
Total Current Assets	9,568,730	6,608,969
Restricted Assets		
Cash & Investments	13,007,528	11,589,909
Total Restricted Assets	13,007,528	11,589,909
Non-Current Assets		
Utility Plant:		
Land & Easements	7,451,585	7,451,585
Long Term Leases	342,382	342,382
Equipment	114,059,043	112,921,077
Collection & Impound Reservoirs	6,243,706	6,243,706
Structure & Improvements	34,806,127	34,734,945
Total Utility Plant	162,902,844	161,693,697
Less Accumulated Depreciation & Amortization	(74,919,464)	(71,020,533)
Net Utility Plant	87,983,380	90,673,164
Construction Work in Progress		
Notes Receivable	6,778,168	5,436,790
Total Non-current Assets	94,761,548	96,109,954
TOTAL ASSETS	\$117,337,806	\$114,308,831

**EL TORO WATER DISTRICT
BALANCE SHEET**

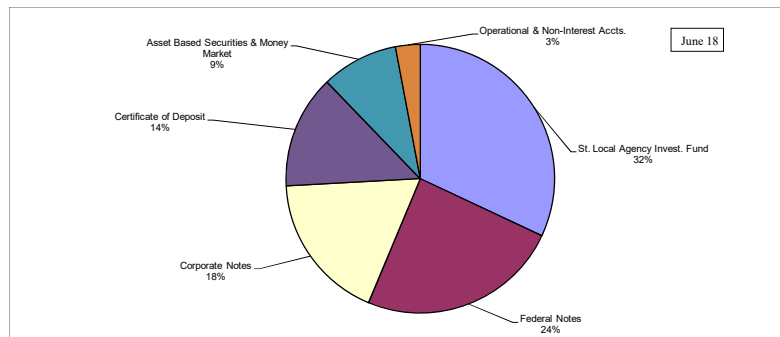
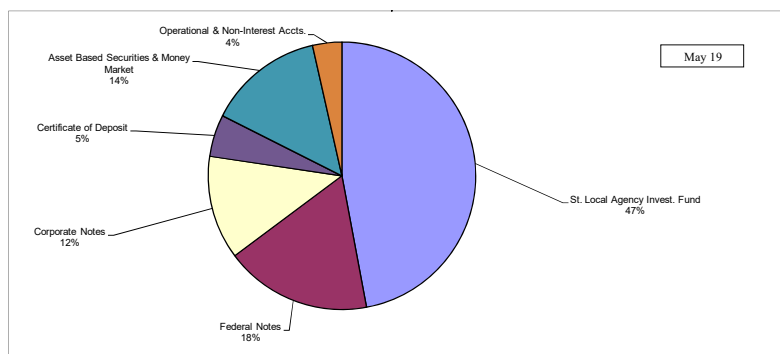
	5/31/19 (Unaudited)	June 30, 2018 (Audited)
LIABILITIES and EQUITY		
Liabilities		
Current Liabilities Payable		
Accounts Payable	\$1,554,043	\$2,478,256
Current Portion of Long-Term Debt	401,152	1,782,485
Other Current Liabilities	1,936,506	2,109,095
Total Current Liabilities Payable		
From Current Assets	3,891,702	6,369,836
Long Term Debt		
Long Term Debt	48,709,743	45,218,263
Total Long Term Debt	48,709,743	45,218,263
Total Liabilities	52,601,445	51,588,100
Fund Equity		
Retained Earnings - Reserved	17,034,893	17,034,893
Contributed Capital	8,744,767	8,744,767
Retained Earnings - Unreserved	36,941,072	38,037,954
Net Income	2,015,630	(1,096,882)
Total Fund Equity	64,736,361	62,720,732
Total Liabilities & Fund Equity	\$117,337,806	\$114,308,831

**CASH & INVESTMENTS
SUMMARY OF INVESTMENTS BY TYPE**

	Maturity Dates	Par	Market Value		Financial Institution	YTM	Original Cost
			5/31/19	5/31/19			
State Local Agency Investment Fund	NA	NA	\$8,838,506		LAIF	2.45%	\$8,838,506
US Treasury N/B - Coupon Rate 1.625%	7/31/2020	60,000	59,613		US Bank/CAMP	1.60%	60,038
US Treasury N/B - Coupon Rate 1.375%	8/31/2020	110,000	108,977		US Bank/CAMP	1.53%	109,502
US Treasury N/B - Coupon Rate 1.375%	8/31/2020	260,000	257,583		US Bank/CAMP	1.44%	259,523
US Treasury N/B - Coupon Rate 1.375%	10/31/2020	95,000	94,083		US Bank/CAMP	1.65%	94,228
US Treasury N/B - Coupon Rate 1.750%	12/31/2020	340,000	338,486		US Bank/CAMP	1.90%	338,513
US Treasury N/B - Coupon Rate 1.375%	1/31/2021	50,000	49,471		US Bank/CAMP	2.05%	49,006
US Treasury N/B - Coupon Rate 1.125%	2/28/2021	150,000	147,738		US Bank/CAMP	2.41%	144,428
US Treasury N/B - Coupon Rate 2.000%	5/31/2021	490,000	490,364		US Bank/CAMP	2.62%	481,272
Intl BK of Recon & Dev Global Notes - Coupon Rate 1.125%	11/27/2019	110,000	109,310		US Bank/CAMP	1.50%	109,098
Intl BK of Recon & Dev Notes - Coupon Rate 1.875%	4/21/2020	90,000	89,703		US Bank/CAMP	1.90%	89,922
Inter-American Devel BK Note - Coupon Rate 1.625%	5/12/2020	150,000	149,066		US Bank/CAMP	1.70%	149,645
Intl BK of Recon & Dev Notes - Coupon Rate 1.561%	9/12/2020	90,000	89,323		US Bank/CAMP	1.64%	89,784
Inter-American Development Bank - Coupon Rate 2.125%	11/9/2020	90,000	90,058		US Bank/CAMP	1.81%	90,834
Intl Finance Note - Coupon Rate 2.250%	1/25/2021	70,000	70,212		US Bank/CAMP	2.35%	69,794
Intl Finance Corporation Note - Coupon Rate 2.635%	3/9/2021	90,000	90,286		US Bank/CAMP	2.66%	89,933
Inter-American Dev Bank Note - Coupon Rate 1.875%	3/15/2021	200,000	199,406		US Bank/CAMP	2.56%	196,046
Inter-American Dev Bank Note - Coupon Rate 2.625%	4/19/2021	70,000	70,718		US Bank/CAMP	2.70%	69,846
CA ST TXBL GO Bonds- Coupon Rate 2.800%	4/1/2021	100,000	101,264		US Bank/CAMP	2.80%	100,004
FNA 2018-M5 A2- Coupon Rate 3.560%	9/25/2021	48,233	49,044		US Bank/CAMP	2.27%	49,192
FNMA Notes - Coupon Rate 1.000%	8/28/2019	500,000	498,328		US Bank/CAMP	1.10%	498,650
FNMA Notes - Coupon Rate 1.500%	2/28/2020	200,000	198,921		US Bank/CAMP	1.52%	199,872
Federal Notes		3,363,233	3,351,954				3,339,127
American Honda Finance - Coupon Rate 1.200%	7/12/2019	150,000	149,796		US Bank/CAMP	1.48%	148,887
Goldman Sachs Group Inc - Coupon Rate 1.950%	7/23/2019	60,000	59,947		US Bank/CAMP	1.96%	59,993
Cisco Systems Notes - Coupon Rate 1.400%	9/20/2019	150,000	149,502		US Bank/CAMP	1.42%	149,931
Honeywell International Corp. Notes - Coupon Rate 1.800%	10/30/2019	25,000	24,931		US Bank/CAMP	1.84%	24,981
American Express Credit Corp. - Coupon Rate 1.700%	10/30/2019	100,000	99,621		US Bank/CAMP	1.99%	99,240
Citigroup Inc. Corp. Note - Coupon Rate 2.450%	1/10/2020	50,000	49,944		US Bank/CAMP	1.90%	50,607
BB&T Corp. Note - Coupon Rate 2.450%	1/15/2020	100,000	99,862		US Bank/CAMP	2.08%	101,053
Morgan Stanley Corp. Bonds - Coupon Rate 2.650%	1/27/2020	40,000	39,994		US Bank/CAMP	2.35%	40,346
IBM Corp. Notes - Coupon Rate 1.900%	1/27/2020	100,000	99,651		US Bank/CAMP	1.93%	99,904
Microsoft Corp. Note - Coupon Rate 1.850%	2/6/2020	90,000	89,696		US Bank/CAMP	1.87%	89,940
Apple Inc. Bonds - Coupon Rate 1.900%	2/7/2020	80,000	79,710		US Bank/CAMP	1.92%	79,961
Chevron Corp Notes - Coupon Rate 1.991%	3/3/2020	70,000	69,788		US Bank/CAMP	1.99%	70,000
Walt Disney Corp Notes - Coupon Rate 1.950%	3/4/2020	20,000	19,924		US Bank/CAMP	1.96%	19,995
Exxon Mobil Corp Note - Coupon Rate 1.912%	3/6/2020	90,000	89,700		US Bank/CAMP	1.75%	90,402
John Deere Capital Corp. - Coupon Rate 2.200%	3/13/2020	40,000	39,903		US Bank/CAMP	2.23%	39,969
Goldman Sachs Group Inc Corp Notes - Coupon Rate 2.600%	4/23/2020	30,000	29,988		US Bank/CAMP	2.28%	30,226
General Dynamics Corp. - Coupon Rate 2.875%	5/11/2020	50,000	50,161		US Bank/CAMP	3.06%	49,823
Apple Inc. Bonds - Coupon Rate 1.800%	5/11/2020	60,000	59,653		US Bank/CAMP	1.84%	59,939
Intel Corp Notes - Coupon Rate 1.850%	5/11/2020	90,000	89,473		US Bank/CAMP	1.86%	89,966
Home Depot Inc Corp Notes - Coupon Rate 1.800%	6/5/2020	40,000	39,722		US Bank/CAMP	1.82%	39,977
Walt Disney Corp Notes - Coupon Rate 1.800%	6/5/2020	70,000	69,639		US Bank/CAMP	1.84%	69,919
John Deere Capital Corp Notes - Coupon Rate 1.950%	6/22/2020	20,000	19,894		US Bank/CAMP	1.97%	19,988
State Street Corp Notes - Coupon Rate 2.550%	8/18/2020	10,000	10,017		US Bank/CAMP	1.83%	10,208
State Street Corp Notes - Coupon Rate 2.550%	8/18/2020	70,000	70,116		US Bank/CAMP	1.82%	71,471
Caterpillar Finl Service Note - Coupon Rate 1.850%	9/4/2020	70,000	69,520		US Bank/CAMP	1.88%	69,941
Citigroup Inc Corp Notes - Coupon Rate 2.650%	10/26/2020	40,000	40,074		US Bank/CAMP	2.34%	40,360
Paccar Financial Corp Notes - Coupon Rate 2.050%	11/13/2020	20,000	19,932		US Bank/CAMP	2.05%	19,998
VISA Inc. (Callable) Corp Notes - Coupon Rate 2.200%	12/14/2020	20,000	19,964		US Bank/CAMP	1.85%	20,220
Wal-Mart Stores Inc. Corp. Note - Coupon Rate 1.900%	12/15/2020	90,000	89,536		US Bank/CAMP	1.95%	89,870
Paccar Financial Corp Notes - Coupon Rate 2.800%	3/1/2021	30,000	30,200		US Bank/CAMP	2.82%	29,985
National Rural Util Coop - Coupon Rate 2.900%	3/15/2021	35,000	35,328		US Bank/CAMP	2.94%	34,961
United Parcel Service Corporate Bond - Coupon Rate 2.050%	4/1/2021	90,000	89,566		US Bank/CAMP	2.10%	89,858
Toyota Motor Credit Corp Notes - Coupon Rate 2.950%	4/13/2021	90,000	90,916		US Bank/CAMP	2.96%	89,964
Pepsico Inc. Corp. Note - Coupon Rate 2.000%	4/15/2021	30,000	29,877		US Bank/CAMP	2.01%	29,994
Hershey Company Corp. Note - Coupon Rate 3.100%	5/15/2021	40,000	40,612		US Bank/CAMP	3.12%	39,972
American Express Co. - Coupon Rate 3.375%	5/17/2021	45,000	45,620		US Bank/CAMP	3.38%	44,992
Charles Schwab Corp. Corp. Notes - Coupon Rate 3.250%	5/21/2021	55,000	55,865		US Bank/CAMP	3.25%	54,998
Bank of America Note - Coupon Rate 2.328%	10/1/2021	90,000	89,589		US Bank/CAMP	2.33%	90,000
Corporate Notes		2,350,000	2,347,231				2,351,838
Skandinav Enskilda Banken NY CD - Coupon Rate 1.840%	8/2/2019	180,000	179,767		US Bank/CAMP	1.85%	179,930
MUFG Bank LTD/NY CD- Coupon Rate 2.070%	9/25/2019	100,000	99,753		US Bank/CAMP	2.07%	100,000
Credit Suisse New York CD- Coupon Rate 2.670%	2/7/2020	100,000	100,108		US Bank/CAMP	2.67%	100,000
Nordea Bank AB NY CD- Coupon Rate 2.720%	2/20/2020	90,000	90,185		US Bank/CAMP	2.72%	90,000
Bank of Nova Scotia Houston CD - Coupon Rate 3.080%	6/5/2020	100,000	100,624		US Bank/CAMP	3.10%	99,962
Westpac Banking Corp NY CD - Coupon Rate 2.050%	8/3/2020	150,000	149,284		US Bank/CAMP	2.05%	150,000
Swedbank (NewYork) CD- Coupon Rate 2.270%	11/16/2020	135,000	134,026		US Bank/CAMP	2.30%	135,000
Royal Bank of Canada NY CD- Coupon Rate 3.240%	6/7/2021	100,000	101,450		US Bank/CAMP	3.24%	100,000
Certificate of Deposit		955,000	955,196				954,892
Toyota ABS 2017-A A3 - Coupon Rate 1.730%	2/15/2021	28,194	28,104		US Bank/CAMP	1.74%	28,191
John Deere ABS 2017-A A3 - Coupon Rate 1.780%	4/15/2021	15,825	15,777		US Bank/CAMP	1.79%	15,823
Toyota ABS 2017-B A3 - Coupon Rate 1.760%	7/15/2021	79,240	78,938		US Bank/CAMP	1.76%	79,234
Honda ABS 2017-1 A3 - Coupon Rate 1.720%	7/21/2021	22,275	22,188		US Bank/CAMP	1.72%	22,274
Hyundai ABS 2017-A A3 - Coupon Rate 1.760%	8/15/2021	29,217	29,103		US Bank/CAMP	1.76%	29,215
Nissan ABS 2017-A A3 - Coupon Rate 1.740%	8/15/2021	37,196	37,051		US Bank/CAMP	1.74%	37,192
Ally ABS 2017-2 A3 - Coupon Rate 1.780%	8/15/2021	40,133	39,997		US Bank/CAMP	1.79%	40,128
Honda ABS 2017-2 A3 - Coupon Rate 1.680%	8/15/2021	69,046	68,716		US Bank/CAMP	1.68%	69,040
CCCIT 2017-A9 A9 - Coupon Rate 1.800%	9/20/2021	100,000	99,775		US Bank/CAMP	1.80%	99,993
John Deere ABS 2017-B A3 - Coupon Rate 1.820%	10/15/2021	26,298	26,186		US Bank/CAMP	1.82%	26,296
Ford ABS 2017-B A3 - Coupon Rate 1.690%	11/15/2021	65,808	65,485		US Bank/CAMP	1.69%	65,805
Hyundai ABS 2017-B A3 - Coupon Rate 1.770%	1/15/2022	80,000	79,641		US Bank/CAMP	1.78%	79,986
Ally 2017-S A3 - Coupon Rate 1.990%	3/15/2022	70,000	69,795		US Bank/CAMP	1.99%	69,995
Ford 2017-C A3 - Coupon Rate 2.010%	3/15/2022	110,000	109,682		US Bank/CAMP	2.02%	109,980
Citibank 2017-A3 A3 - Coupon Rate 1.920%	4/7/2022	100,000	99,595		US Bank/CAMP	1.82%	100,267
JDOT 2018-A A3 - Coupon Rate 2.660%	4/15/2022	20,000	20,046		US Bank/CAMP	2.66%	19,999
Hart 2018-A A3 - Coupon Rate 2.790%	7/15/2022	35,000	35,215		US Bank/CAMP	2.80%	34,995
MBart 2018-1 A3 - Coupon Rate 3.030%	1/15/2023	55,000	55,682		US Bank/CAMP	3.03%	54,998
CAMP Money Market Fund	NA	NA	1,653,429		US Bank/CAMP	2.52%	1,653,429
Asset Based Securities & Money Market		983,233	2,634,404				2,636,838
Total Camp Investments		7,651,465	9,288,786				9,282,695

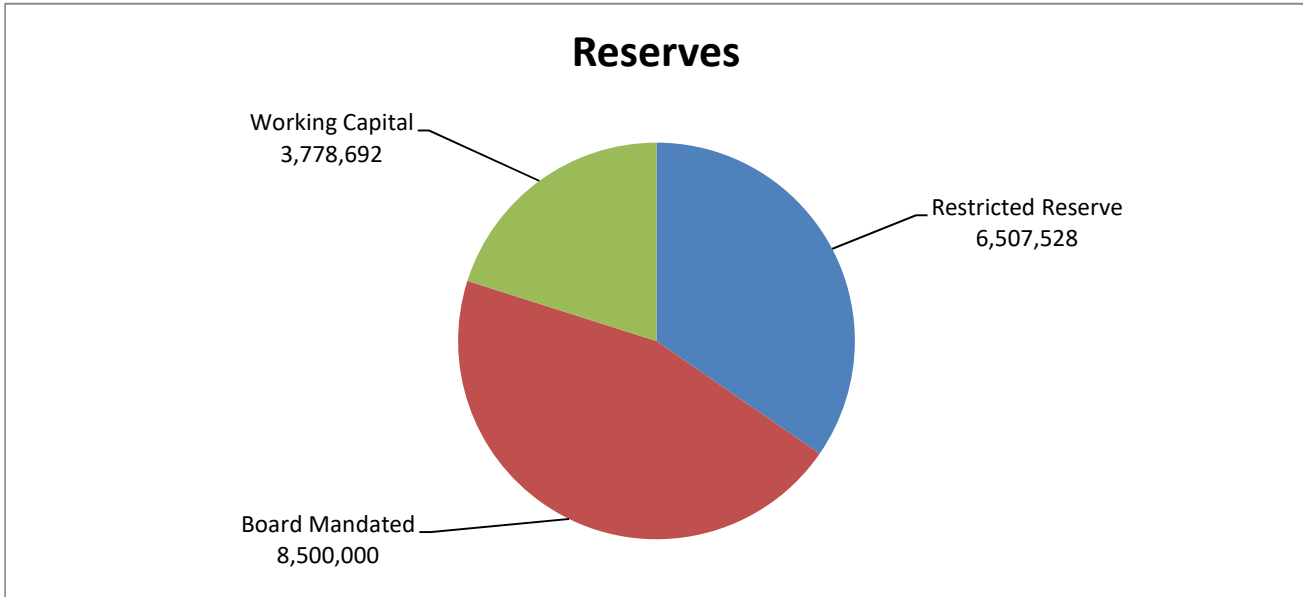
Operational & Non-Interest Bearing Accounts

ETWD General Cash Account	NA	NA	618,466	Union Bank of Cal.	0.00%	618,466
ETWD Capital Facilities Reserve Account	NA	NA	45,853	Union Bank of Cal.	0.00%	45,853
ETWD Payroll Account	NA	NA	0	Union Bank of Cal.	0.00%	0
ETWD Petty Cash Account	NA	NA	700	Union Bank of Cal.	0.00%	700
Operational & Non-Interest Accts.			665,020			665,020
			\$18,792,311	Total Investments & Cash		\$18,786,220

**LIQUIDITY**

	May 31, 2019		June 30, 2018	
	\$	%	\$	%
DEMAND	\$ 11,156,954	59.39%	\$ 4,910,610	35.03%
30 Days	\$ -	0.00%	\$ -	0.00%
31-180 Days	\$ 1,370,709	7.30%	\$ 398,073	2.84%
181 - 360	\$ 1,541,568	8.21%	\$ 712,727	5.08%
361-1800 Days	\$ 4,716,989	25.11%	\$ 7,995,983	57.04%
TOTAL	\$ 18,786,220	100.00%	\$ 14,017,392	100.00%

**EL TORO WATER DISTRICT
RESERVE ANALYSIS
31-May-19**



Restricted Reserve	\$	6,507,528
Board Mandated	\$	8,500,000
Capital Cash Flow / Compliance	\$	3,778,692
Total	\$	18,786,220

Restricted Reserve

SRFL-Recycled Phase I	\$	1,602,958
SRFL-Recycled Phase II	\$	350,231
Capital Facilities Reserve	\$	64,514
Tiered Cons Fund	\$	2,604,799
Baker Funding	\$	1,885,026
Total	\$	6,507,528

Board Mandated Minimum Reserve Levels

Capital Construction	\$	3,000,000
Rate Stabilization	\$	2,200,000
Operations	\$	1,300,000
Working Capital	\$	2,000,000
Total	\$	8,500,000

Six months operating expense requirement:	\$11,119,197
Cash less restricted reserve on hand:	\$12,278,692

EL TORO WATER DISTRICT CHANGE IN RESERVES

	May 31, 2019	Year to Date	June 30, 2018
Operating Revenue	2,074,612	23,823,977	25,189,081
Non-operating Revenue	227,585	2,189,103	1,601,543
Total Revenue	2,302,197	26,013,080	26,790,623
Operating Expenses	1,974,470	19,261,308	22,753,546
Depreciation	366,470	4,031,170	4,343,207
Non-operating Expenses	64,088	704,972	790,753
Total Expenses	2,405,029	23,997,451	27,887,506
NET INCOME	(102,832)	2,015,630	(1,096,882)
Non-Cash Items:			
Add: Depreciation	366,470	4,031,170	4,343,207
Change in Notes Receivable/Grant Fund	-	1,486,068	-
Loan Proceeds	-	3,491,480	(1,776,305)
Less: Debt Service	-	(1,381,333)	36,668
Capital Improvements	(285,993)	(2,617,791)	(5,604,856)
Total Non-Cash Items	80,477	5,009,593	(3,001,286)
CHANGE IN RESERVES	(22,355)	7,025,223	(4,098,168)

EL TORO WATER DISTRICT
Cash Sheet
For the month ending May 31, 2019

CHECK NUMBER	PAYMENT DATE	VENDOR NAME	PAYMENT AMOUNT
86934	05/09/2019	MUNICIPAL WATER DISTRICT OF ORANGE CO.	354,394.52
86888	05/02/2019	IRVINE RANCH WATER DISTRICT	152,702.26
86953	05/09/2019	UNITED RENTALS, INC.	142,024.20
86909	05/09/2019	ACWA HEALTH BENEFITS AUTHORITY	121,002.88
87030	05/23/2019	SO. CALIFORNIA EDISON CO.	81,374.35
TOTAL CHECKS OVER \$50,000			\$ 851,498.21
TOTAL CHECKS IN REGISTER			\$ 1,465,739.88

INTERBANK WIRES / DEBIT TRANSFERS

05/10/2019	PAYROLL DIRECT DEPOSIT	139,206.01
05/10/2019	FEDERAL DEPOSIT LIABILITY	29,706.53
05/10/2019	SDI & STATE TAX	11,869.51
05/10/2019	WAGE GARNISHMENTS	585.00
05/10/2019	PRUDENTIAL (401K)	50,708.58
05/10/2019	PRUDENTIAL (457)	17,014.91
05/15/2019	PAYROLL BOARD OF DIRECTOR	5,014.47
05/15/2019	SS, MEDICARE, SDI & STATE TAX	1,463.55
05/15/2019	PRUDENTIAL (457)	2,409.00
05/24/2019	PAYROLL DIRECT DEPOSIT	137,169.02
05/24/2019	FEDERAL DEPOSIT LIABILITY	28,507.84
05/24/2019	SDI & STATE TAX	11,237.52
05/24/2019	WAGE GARNISHMENTS	585.00
05/24/2019	PRUDENTIAL (401K)	49,848.37
05/24/2019	PRUDENTIAL (457)	15,784.26
05/31/2019	ADP AND BANK FEES	3,914.50
TOTAL INTERBANK WIRES / DEBIT TRANSFERS		\$ 505,024.07

TOTAL DISBURSEMENTS \$ 1,970,763.95

ETWD EMPLOYEES

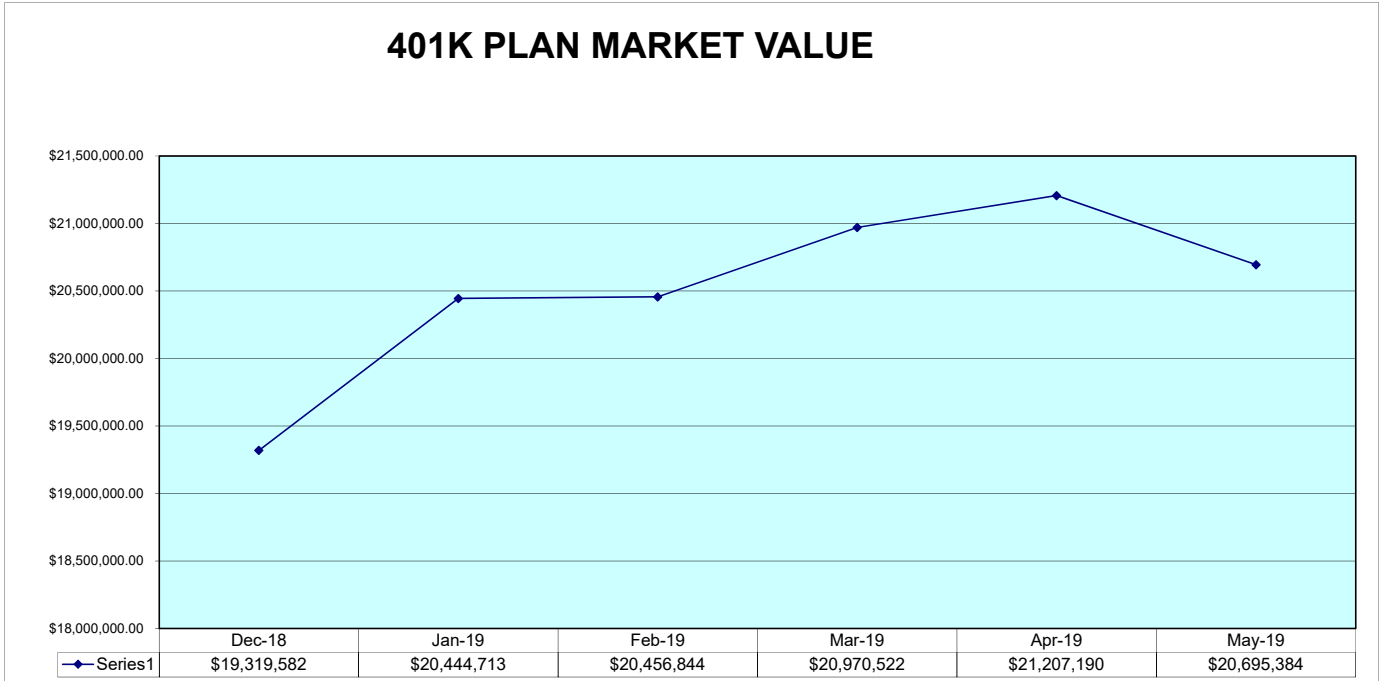
CHECK NUMBER	PAYMENT DATE	PAYEE (DESCRIPTION)	PAYMENT AMOUNT
86941	05/09/2019	SHERRI A. SEITZ (Expense Reimbursement)	183.74
86920	05/09/2019	DANIEL LOPEZ (Expense Reimbursement)	80.00
86968	05/16/2019	ERIC NGUYEN (Expense Reimbursement)	77.14
TOTAL CHECKS TO EMPLOYEES			\$ 340.88

ETWD DIRECTORS

CHECK NUMBER	PAYMENT DATE	PAYEE (DESCRIPTION)	PAYMENT AMOUNT
86929	05/09/2019	JOSE VERGARA (Expense Reimbursement)	174.00
86931	05/09/2019	MARK MONIN (Expense Reimbursement)	141.52
TOTAL CHECKS TO DIRECTORS			\$ 315.52

**EL TORO WATER DISTRICT
401K PLAN SUMMARY**

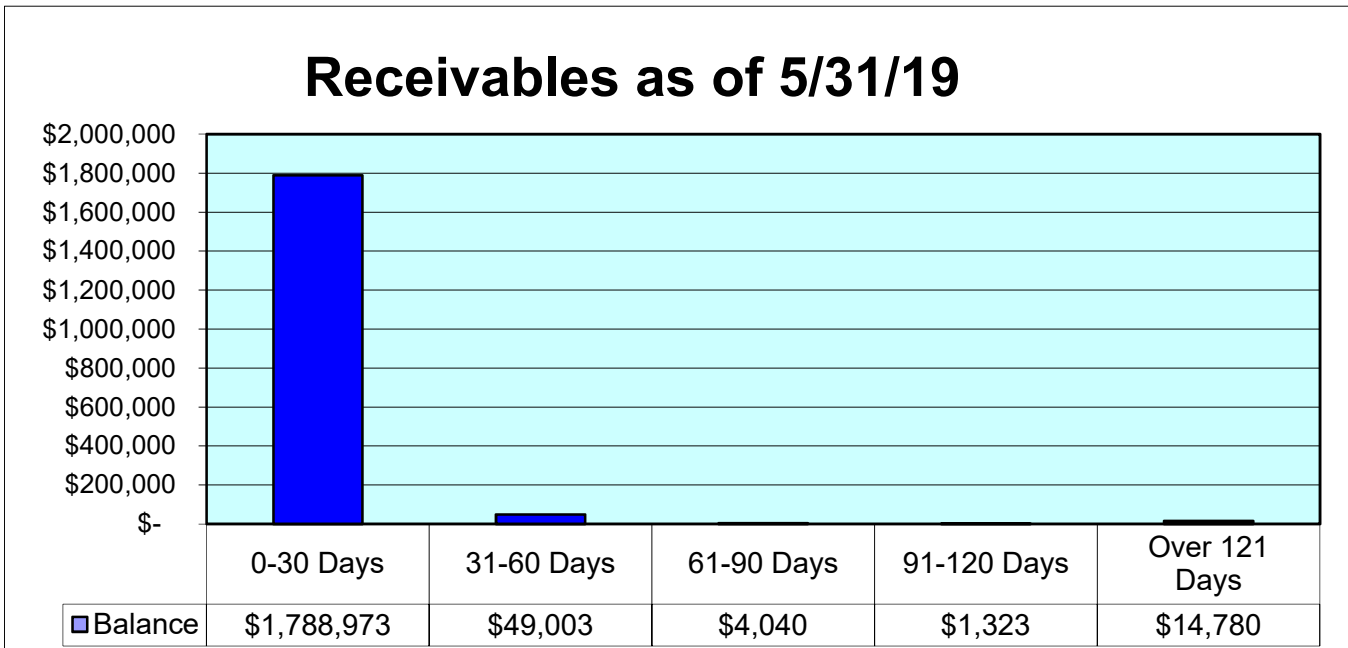
401K PLAN MARKET VALUE



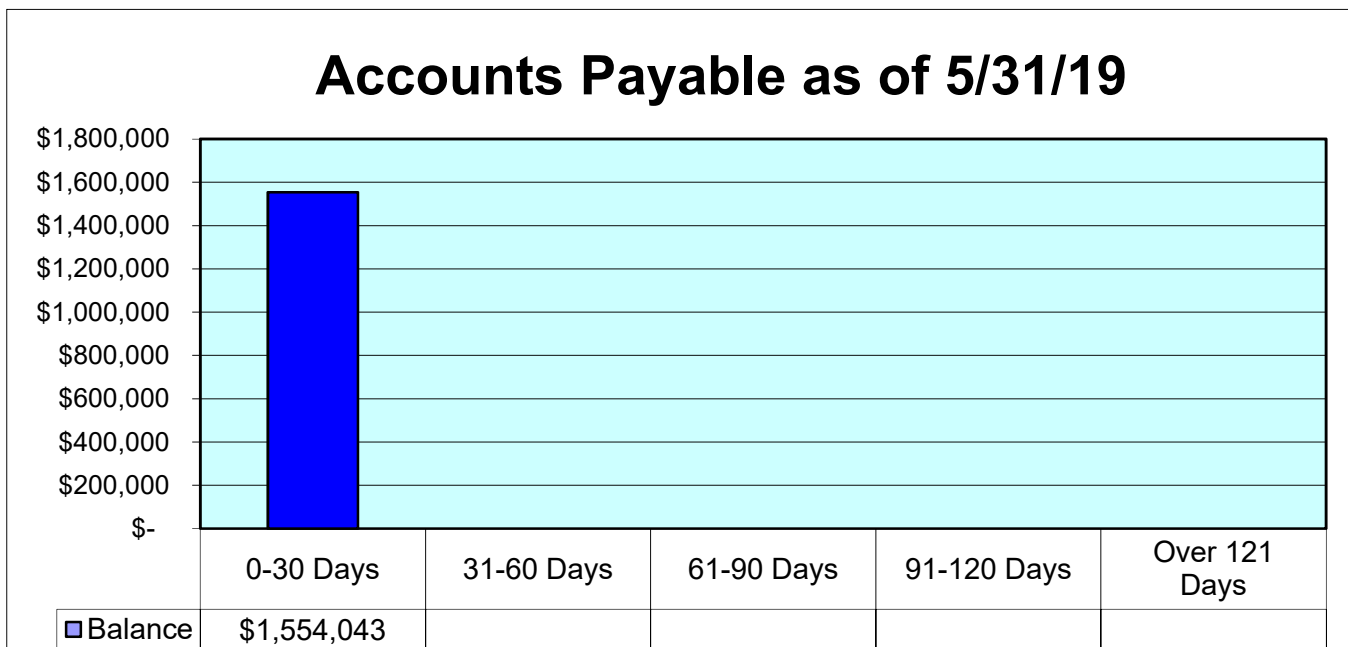
MARKET VALUE SUMMARY							
	Growth Under 40 yrs. Old	Capital Appreciation 40 to 44 yrs. Old	Balanced 45 to 49 yrs. Old	Balanced Income 50 to 54 yrs. Old	Income & Growth 55 to 59 yrs. Old	Income 60 to 64 yrs. Old	Capital Pres. Port Over 65 yrs. Old
Balance at July 1, 2018	\$ 1,361,579.56	\$0.00	\$2,590,730.79	\$0.00	\$11,389,155.42	\$0.00	\$4,945,449.62
Contributions	249,789.11	63,637.07	122,769.59	221,881.35	267,671.52	499,598.47	120,920.02
Withdrawals	(82,829.35)	0.00	0.00	0.00	(177,155.88)	(903,496.37)	(271,218.27)
Transfers	(107,465.90)	460,635.42	(1,052,400.42)	5,554,333.46	(5,594,854.49)	2,794,956.15	(2,055,204.22)
Interest, dividends and appreciation net of fees and charges	2,628.86	(2,719.34)	63,835.30	(39,174.77)	175,632.45	(9,309.78)	106,008.36
Balance at May 31, 2019	\$ 1,423,702.28	\$521,553.15	\$1,724,935.26	\$5,737,040.04	\$6,060,449.02	\$2,381,748.47	\$2,845,955.51
Average return YTD May 31, 2019	0.18%	-0.52%	3.70%	-0.68%	2.90%	-0.39%	3.72%

Average return is calculated by dividing the interest, dividends and appreciation, net of fees by ending fund balance and then annualize.

RECEIVABLES & PAYABLES AGEING



Bad Debts Year to Date: \$18,583

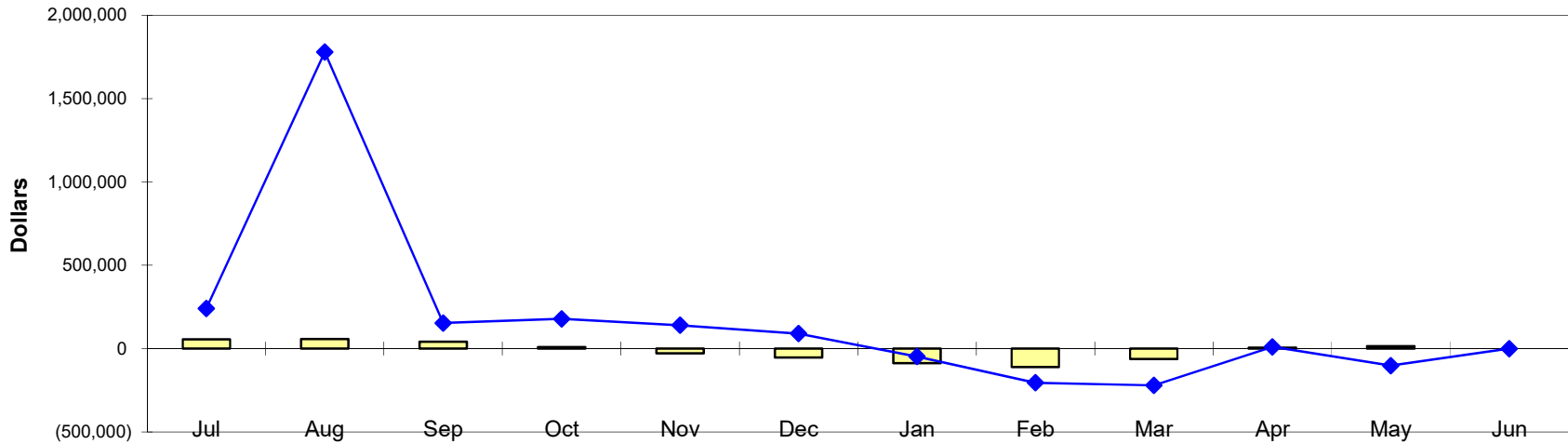


Year to Date Discounts Taken: \$1,027

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El Toro Water District
Income Statement
May 2019

	<u>May 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul '18 - May 19</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Income							
4600 · Water Service Charge	280,349.52	280,341.25	100.0%	3,054,236.73	3,083,753.75	99.04%	3,364,095.00
4700 · Sanitary Service	646,338.79	650,000.00	99.44%	7,054,022.51	7,150,000.00	98.66%	7,800,000.00
4722 · Recycled Water Tertiary Sales	120,561.53	155,446.68	77.56%	1,181,197.62	1,537,263.64	76.84%	1,695,000.00
4724 · Service Charge - Recycled Water	18,954.50	18,750.00	101.09%	206,798.20	206,250.00	100.27%	225,000.00
4750 · Capital Facilities Charge	250,727.69	251,250.00	99.79%	2,754,949.09	2,763,750.00	99.68%	3,015,000.00
4800 · Commodity Charge	753,456.04	863,557.03	87.25%	7,742,090.16	8,540,001.07	90.66%	9,416,278.00
4950 · Other Operating Income	4,223.83	4,583.33	92.16%	1,679,022.76	50,416.67	3,330.29%	55,000.00
4960 · Other Income	19,372.40	45,812.51	42.29%	844,486.81	503,937.49	167.58%	549,750.00
4967 · SMWD	0.00	9,166.67	0.0%	127,225.54	100,833.33	126.17%	110,000.00
4970 · MNWD	0.00	1,916.67	0.0%	24,434.50	21,083.33	115.9%	23,000.00
4980 · Interest Income	32,881.42	11,250.00	292.28%	308,409.20	123,750.00	249.22%	135,000.00
4985 · Changes FMV CAMP	19,879.72			106,175.43			
4986 · Changes FMV LAIF	0.00			10,487.54			
4990 · Property Taxes	155,451.33	72,916.67	213.19%	919,544.07	802,083.33	114.64%	875,000.00
Total Income	2,302,196.77	2,364,990.81	97.35%	26,013,080.16	24,883,122.61	104.54%	27,263,123.00
Gross Profit	2,302,196.77	2,364,990.81	97.35%	26,013,080.16	24,883,122.61	104.54%	27,263,123.00
Expense							
5100 · Personnel Cost	685,146.67	690,653.10	99.2%	7,296,163.32	7,597,184.15	96.04%	8,287,837.25
5405 · Water Purchases	701,446.73	736,094.19	95.29%	6,609,057.72	7,281,052.27	90.77%	8,027,968.00
5410 · Electrical Power	94,147.36	89,787.48	104.86%	939,669.46	987,662.52	95.14%	1,077,450.00
5415 · Repair Parts & Materials	26,039.03	32,133.75	81.03%	312,058.53	353,471.25	88.28%	385,605.00
5420 · Equipment Maintenance & Repair	2,093.63	8,172.52	25.62%	104,950.87	89,897.48	116.75%	98,070.00
5425 · Pump Maintenance & Repair	18,678.15	10,525.01	177.46%	119,011.86	115,774.99	102.8%	126,300.00
5430 · Motor Maintenance & Repair	4,644.63	2,150.01	216.03%	21,803.89	23,649.99	92.19%	25,800.00
5440 · Electrical/Contl Maint & Repair	28.95	5,791.67	0.5%	46,459.10	63,708.33	72.93%	69,500.00
5445 · Meter Maintenance & Repair	0.00	291.66	0.0%	3,511.38	3,208.34	109.45%	3,500.00
5455 · Chemicals	20,034.84	18,008.33	111.25%	169,703.33	198,091.67	85.67%	216,100.00
5460 · Structure Maint & Repair	8,965.58	1,780.00	503.68%	51,713.30	19,580.00	264.11%	21,360.00
5465 · Asphalt Maintenance & Repair	1,250.00	8,141.66	15.35%	118,953.75	89,558.34	132.82%	97,700.00
5470 · Consultants	35,031.75	9,516.67	368.11%	61,473.18	104,683.33	58.72%	114,200.00
5475 · Contractors	103,221.72	102,599.15	100.61%	1,099,388.95	1,128,590.85	97.41%	1,231,190.00
5480 · Engineers	7,500.88	6,333.33	118.44%	42,593.64	69,666.67	61.14%	76,000.00
5482 · Dump Fees	5,457.87	1,333.34	409.34%	14,763.37	14,666.66	100.66%	16,000.00
5485 · Laboratory	14,673.44	2,950.00	497.41%	81,100.61	32,450.00	249.93%	35,400.00
5490 · License & Permits	42,729.61	10,736.30	397.99%	151,895.63	118,098.70	128.62%	128,835.00
5495 · Gas & Oil	8,653.41	7,500.00	115.38%	92,303.77	82,500.00	111.88%	90,000.00
5500 · Equipment Rental	6,263.84	1,366.67	458.33%	20,916.88	15,033.33	139.14%	16,400.00
5505 · Landscaping	9,489.32	8,671.67	109.43%	116,994.92	95,388.33	122.65%	104,060.00
5510 · Small Tools & Equipment	9,587.27	5,129.17	186.92%	46,166.41	56,420.83	81.83%	61,550.00
5515 · Security	3,881.17	1,587.94	244.42%	22,816.37	17,467.06	130.63%	19,055.00
5520 · Operating Supplies	11,453.15	4,333.33	264.3%	50,074.98	47,666.67	105.05%	52,000.00
5525 · Safety Equipment	3,796.67	3,216.67	118.03%	14,301.02	35,383.33	40.42%	38,600.00
5530 · Temporary Help	0.00	2,833.34	0.0%	0.00	31,166.66	0.0%	34,000.00
5535 · Other Employee Cost	9,472.00	7,500.00	126.29%	132,036.57	82,500.00	160.04%	90,000.00
5540 · Depreciation	366,470.00	358,333.33	102.27%	4,031,170.00	3,941,666.67	102.27%	4,300,000.00
5545 · Insurance	37,574.76	40,712.49	92.29%	469,149.99	447,837.51	104.76%	488,550.00
5555 · Advertising & Publicity	0.00	208.33	0.0%	200.00	2,291.67	8.73%	2,500.00
5560 · Amortization	570.49	570.83	99.94%	6,275.39	6,279.17	99.94%	6,850.00
5570 · Annual Event	0.00	445.83	0.0%	5,585.07	4,904.17	113.88%	5,350.00
5575 · Audit	0.00	2,500.00	0.0%	24,000.00	27,500.00	87.27%	30,000.00
5580 · Bad Debts	12,695.12	1,666.67	761.71%	18,582.59	18,333.33	101.36%	20,000.00
5585 · Bank Charges	3,914.50	4,708.33	83.14%	57,951.81	51,791.67	111.89%	56,500.00
5590 · Data Processing Supply & Access	1,165.00	3,041.66	38.3%	14,063.38	33,458.34	42.03%	36,500.00
5595 · Data Processing Equipment	2,531.95	3,333.34	75.96%	28,249.78	36,666.66	77.05%	40,000.00
5600 · Data Processing Consultants	1,800.00	2,083.33	86.4%	40,322.00	22,916.67	175.95%	25,000.00
5605 · Directors Fees	8,760.00	8,750.00	100.11%	102,706.00	96,250.00	106.71%	105,000.00
5610 · Dues & Memberships	5,691.07	6,833.33	83.28%	79,407.40	75,166.67	105.64%	82,000.00
5615 · Education & Training	187.30	2,437.50	7.68%	28,600.80	26,812.50	106.67%	29,250.00
5620 · Election Expense	0.00	2,500.00	0.0%	33,532.54	27,500.00	121.94%	30,000.00
5625 · Employee Service Awards	0.00	483.33	0.0%	3,916.65	5,316.67	73.67%	5,800.00
5630 · Software Maintenance & Licenses	15,204.14	13,416.67	113.32%	170,157.72	147,583.33	115.3%	161,000.00
5640 · Interest Expense	64,088.38	64,088.42	100.0%	704,972.18	704,972.58	100.0%	769,061.00
5645 · Janitorial	3,037.00	2,816.67	107.82%	31,408.00	30,983.33	101.37%	33,800.00
5650 · Legal	8,450.40	12,500.00	67.6%	88,926.48	137,500.00	64.67%	150,000.00
5655 · Meets, Conventions & Travel	3,974.94	3,250.00	122.31%	27,538.99	35,750.00	77.03%	39,000.00
5657 · Meets, Con & Travel - Directors	8,905.63	2,333.33	381.67%	38,395.69	25,666.67	149.59%	28,000.00
5660 · Office Supplies	676.98	1,916.67	35.32%	11,072.97	21,083.33	52.52%	23,000.00
5670 · Postage	3,150.16	1,708.33	184.4%	19,045.67	18,791.67	101.35%	20,500.00
5675 · Printing & Reproduction	280.38	1,750.00	16.02%	9,478.83	19,250.00	49.24%	21,000.00
5680 · Property Tax	53.98	458.33	11.78%	8,570.84	5,041.67	170.0%	5,500.00
5685 · Public Education & Outreach	10,867.68	18,600.00	58.43%	84,652.72	204,600.00	41.38%	223,200.00
5690 · Publications & Subscriptions	0.00	250.00	0.0%	2,475.40	2,750.00	90.02%	3,000.00
5695 · Communications	8,836.16	8,500.00	103.96%	98,626.85	93,500.00	105.48%	102,000.00
5700 · Utilities	2,455.13	1,775.00	138.32%	18,532.11	19,525.00	94.92%	21,300.00
Total Expense	2,405,028.82	2,351,108.68	102.29%	23,997,450.66	25,046,211.03	95.81%	27,408,141.25
Net Income							
	-102,832.05	13,882.13	-740.75%	2,015,629.50	-163,088.42	-1,235.91%	-145,018.25

ANALYSIS OF REVENUE & EXPENSE
Fiscal Year 2018/2019

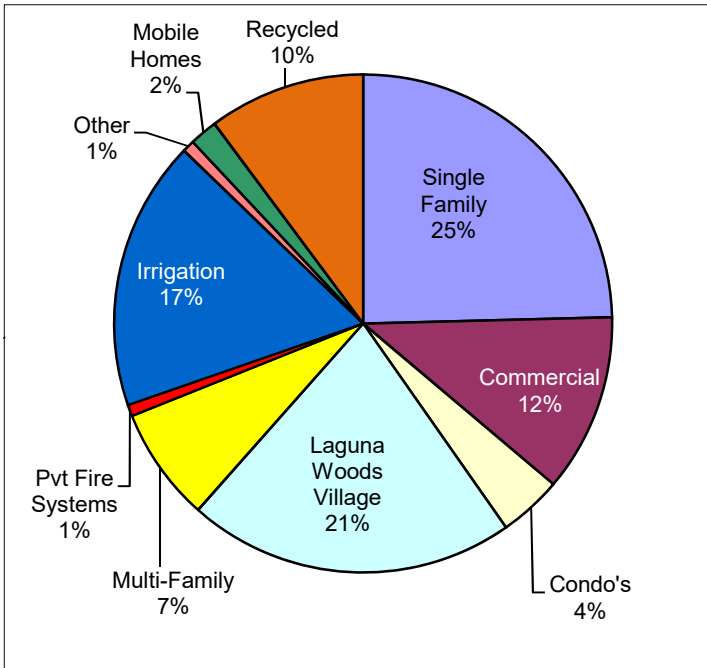
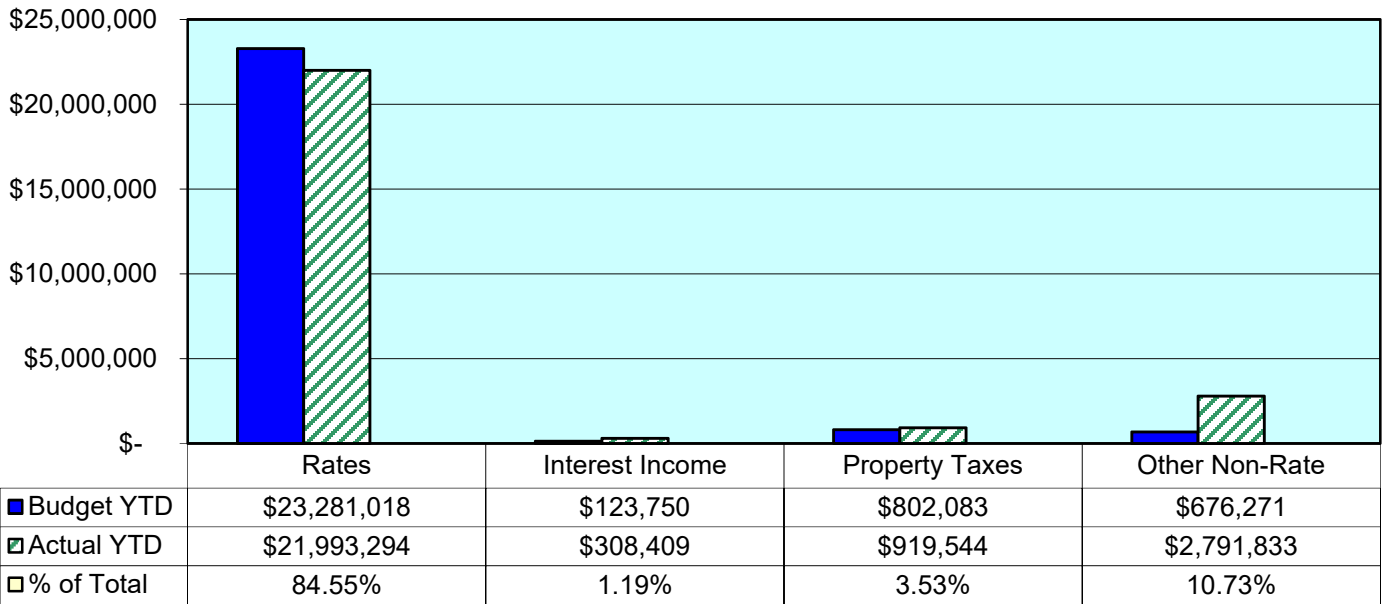


ANALYSIS OF REVENUES & EXPENSES
BUDGET COMPARED TO ACTUAL
FISCAL YEAR 2018/2019

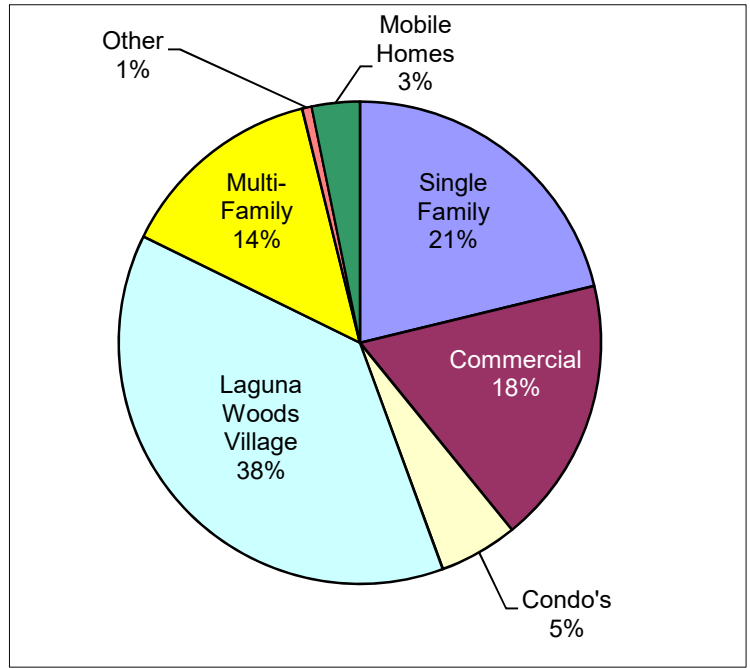
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget												
Revenue	2,515,047	2,517,047	2,463,124	2,347,535	2,210,901	2,119,512	2,000,277	1,919,796	2,089,043	2,335,849	2,364,991	
Expense	2,459,295	2,460,738	2,421,860	2,338,524	2,240,013	2,174,124	2,088,159	2,030,134	2,152,157	2,330,098	2,351,109	
Profit/Loss	55,752	56,309	41,264	9,012	(29,113)	(54,612)	(87,882)	(110,338)	(63,114)	5,751	13,882	0
Actual												
Revenue	2,470,725	4,272,706	2,286,776	2,499,456	2,111,415	2,165,482	2,180,118	1,635,554	1,759,953	2,328,699	2,302,197	
Expense	2,229,745	2,493,502	2,133,797	2,320,725	1,971,475	2,075,711	2,227,994	1,840,472	1,980,450	2,318,552	2,405,029	
Profit/Loss	240,979	1,779,205	152,979	178,732	139,940	89,771	(47,876)	(204,918)	(220,497)	10,148	(102,832)	0

EL TORO WATER DISTRICT REVENUES FROM WATER & WASTE WATER SALES AS OF 5/31/19

Where the Money Comes From



WATER REVENUE YTD 2018/2019



WASTE WATER REVENUE YTD 2018/2019

**EL TORO WATER DISTRICT
REVENUE COMPARISON
For the Month Ended May 31, 2019**

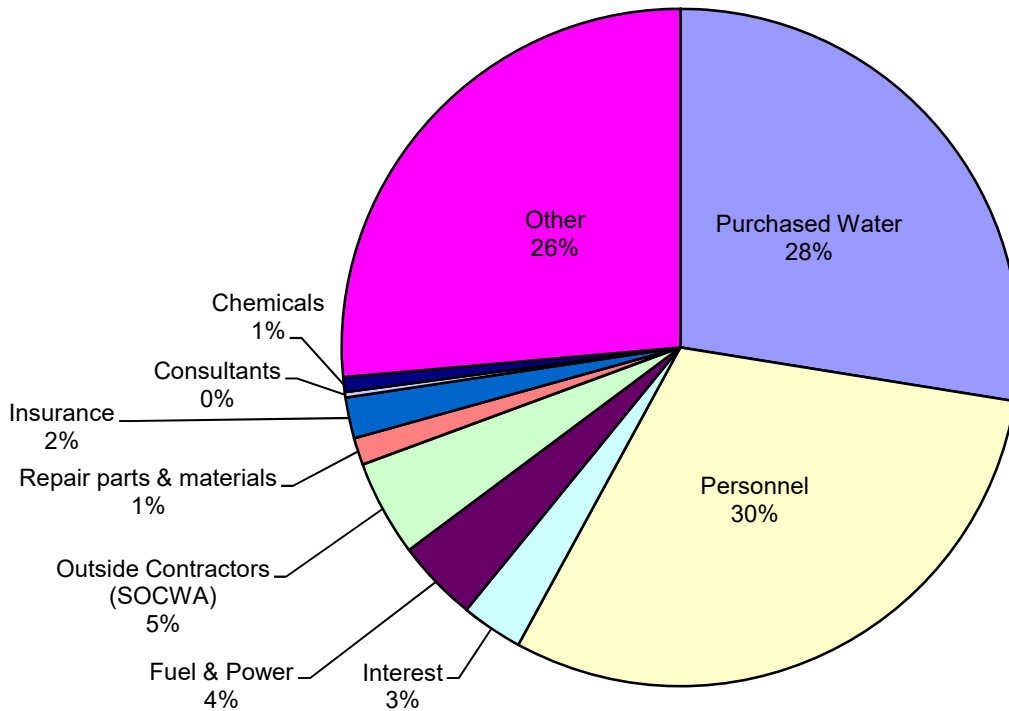
	ACTUAL	CURRENT MONTH BUDGET	VARIANCE DOLLARS	% +/-	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	VARIANCE DOLLARS	% +/-	BUDGET	REMAINING BUDGET
<u>From Rates</u>										
Capital Facilities Charge	\$ 250,728	\$ 251,250	\$ (522)	0%	\$ 2,754,949	\$ 2,763,750	\$ (8,801)	0%	\$ 3,015,000	\$ 260,051
Water sales - Commodity	753,456	863,557	(110,101)	-13%	7,742,090	8,540,001	(797,911)	-9%	9,416,278	1,674,188
Water sales - Fixed Meter	280,350	280,341	8	0%	3,054,237	3,083,754	(29,517)	-1%	3,364,095	309,858
Waste water sales	646,339	650,000	(3,661)	-1%	7,054,023	7,150,000	(95,977)	-1%	7,800,000	745,977
Recycled water tertiary sales	120,562	155,447	(34,885)	-22%	1,181,198	1,537,264	(356,066)	-23%	1,695,000	513,802
Service charge - Recycled water	18,955	18,750	205	1%	206,798	206,250	548	0%	225,000	18,202
TOTAL FROM RATES	2,070,388	2,219,345	(148,957)	-7%	21,993,294	23,281,018	(1,287,724)	-6%	25,515,373	3,522,079
<u>Non-rate Revenue</u>										
Admin fee	1,419	1,600	(181)	-11%	1,650,108	17,600	1,632,508	9276%	19,200	(1,630,908)
48 Hour notice fee	2,280	2,451	(171)	-7%	25,640	26,965	(1,325)	-5%	29,416.44	3,776
Restoration fee	290	370	(80)	-22%	1,710	4,070	(2,360)	-58%	4,440	2,730
Unpaid check fee	235	150	85	57%	1,365	1,650	(285)	-17%	1,800	435
Cut lock fee	-	12	(12)	-100%	200	132	68	52%	144	(56)
TOTAL NON-RATE	4,224	4,583	(360)	-8%	1,679,023	50,417	1,628,606	3230%	55,000	(1,624,022)
<u>Other Revenue</u>										
Interest	32,881	11,250	21,631	192%	308,409	123,750	184,659	149%	135,000	(173,409)
Change FMV Investment	19,880	-	19,880	0%	116,663	-	116,663	0%	-	(116,663)
Property taxes	155,451	72,917	82,535	113%	919,544	802,083	117,461	15%	875,000	(44,544)
Other	19,372	45,813	(26,441)	-58%	844,487	503,937	340,549	68%	549,750	(294,737)
TOTAL OTHER REVENUE	227,585	129,979	97,606	75%	2,189,103	1,429,771	759,332	53%	1,559,750	(629,353)
<u>Contract Service</u>										
Santa Margarita W. D.	-	9,167	(9,167)	-100%	127,226	100,833	26,392	26%	110,000	(17,226)
Moulton Niguel W. D.	-	1,917	(1,917)	-100%	24,435	21,083	3,351	16%	23,000	(1,435)
TOTAL CONTRACT SERVICES	-	11,083	(11,083)	-100%	151,660	121,917	29,743	24%	133,000	(18,660)
TOTAL REVENUE	\$ 2,302,197	\$ 2,364,991	\$ (62,794)	-3%	\$ 26,013,080	\$ 24,883,123	\$ 1,129,957	5%	\$ 27,263,123	\$ 1,250,043

**EL TORO WATER DISTRICT
NON-RATE REVENUE ANALYSIS
FOR THE MONTH ENDING May 31, 2019**

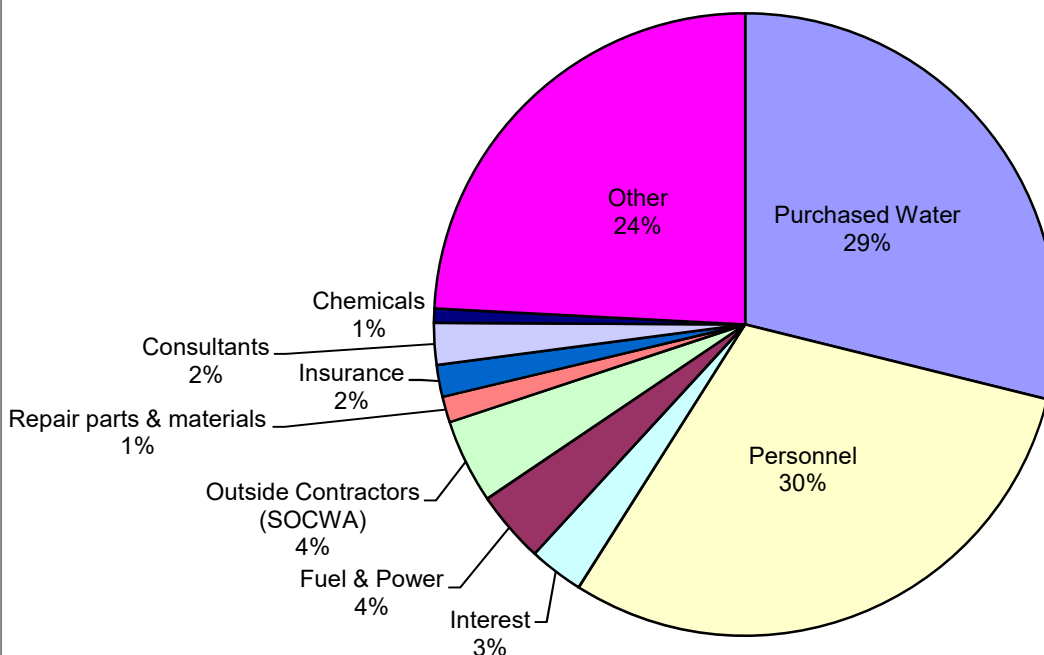
	May-19 Actual	May-19 Budget	Jul 18- May 19 YTD Actual	Jul 18- May 19 YTD Budget
Site Leases	15,698	26,229	185,542	288,521
MWD Recycled Water LRP Rebate	750	17,917	227,150	197,083
JPIA Refund	-	-	52,102	-
SOCWA Settlement	-	-	296,618	-
Recycled Metal	1,217	-	15,761	-
Diesel Fuel Tax Refund	179	-	572	-
Equipment Sales	-	-	37,822	-
Edison Rebate for Turbo Blower	-	-	21,694	-
Misc Work for Customers	1,528	1,667	7,226	18,333
	<u>\$ 19,372</u>	<u>\$ 45,813</u>	<u>\$ 844,487</u>	<u>\$ 503,938</u>
Other Operating Income				
Sales to Santa Margarita	-	-	-	-
Sales to Moulton Niguel	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u><u>19,372</u></u>	<u><u>-</u></u>	<u><u>844,487</u></u>	<u><u>-</u></u>

WHERE THE MONEY GOES

YTD EXPENSES AT 5/31/19



EXPENSES YEAR ENDING 6/30/18



EL TORO WATER DISTRICT
Expense Comparison
For the Month Ended May 31, 2019

	ACTUAL	CURRENT MONTH BUDGET	VARIANCE DOLLARS	% +/-	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	VARIANCE DOLLARS	% +/-	Annual BUDGET	REMAINING BUDGET
<u>Operating Expenses</u>										
Personnel cost	\$685,147	\$690,653	\$5,506	1%	\$7,296,163	\$7,597,184	\$301,021	4%	\$8,287,837	991,674
Purchased water	701,447	736,094	34,647	5%	6,609,058	7,281,052	671,995	9%	8,027,968	1,418,910
Electrical power	94,147	89,787	(4,360)	-5%	939,669	987,663	47,993	5%	1,077,450	137,781
Repair parts & materials	26,039	32,134	6,095	19%	312,059	353,471	41,413	12%	385,605	73,546
Equipment repairs & maintenance	2,094	8,173	6,079	74%	104,951	89,897	(15,053)	-17%	98,070	(6,881)
Pump repairs & maintenance	18,678	10,525	(8,153)	-77%	119,012	115,775	(3,237)	-3%	126,300	7,288
Motor repairs & maintenance	4,645	2,150	(2,495)	-116%	21,804	23,650	1,846	8%	25,800	3,996
Electrical repairs & maintenance	29	5,792	5,763	100%	46,459	63,708	17,249	27%	69,500	23,041
Meter repairs & maintenance	-	292	292	100%	3,511	3,208	(303)	-9%	3,500	(11)
Chemicals	20,035	18,008	(2,027)	-11%	169,703	198,092	28,388	14%	216,100	46,397
Structure repairs & maintenance	8,966	1,780	(7,186)	-404%	51,713	19,580	(32,133)	-164%	21,360	(30,353)
Asphalt repairs & maintenance	1,250	8,142	6,892	85%	118,954	89,558	(29,395)	-33%	97,700	(21,254)
Consultants - outside	35,032	9,517	(25,515)	-268%	61,473	104,683	43,210	41%	114,200	52,727
Contractors - outside	103,222	102,599	(623)	-1%	1,099,389	1,128,591	29,202	3%	1,231,190	131,801
Engineers - outside	7,501	6,333	(1,168)	-18%	42,594	69,667	27,073	39%	76,000	33,406
Dump fees	5,458	1,333	(4,125)	-309%	14,763	14,667	(97)	-1%	16,000	1,237
Laboratories	14,673	2,950	(11,723)	-397%	81,101	32,450	(48,651)	-150%	35,400	(45,701)
License & permits	42,730	10,736	(31,993)	-298%	151,896	118,099	(33,797)	-29%	128,835	(23,061)
Automotive fuel & oil	8,653	7,500	(1,153)	-15%	92,304	82,500	(9,804)	-12%	90,000	(2,304)
Equipment rental	6,264	1,367	(4,897)	-358%	20,917	15,033	(5,884)	-39%	16,400	(4,517)
Landscaping	9,489	8,672	(818)	-9%	116,995	95,388	(21,607)	-23%	104,060	(12,935)
Small tools & equipment	9,587	5,129	(4,458)	-87%	46,166	56,421	10,254	18%	61,550	15,384
Security	3,881	1,588	(2,293)	-144%	22,816	17,467	(5,349)	-31%	19,055	(3,761)
Operating supplies	11,453	4,333	(7,120)	-164%	50,075	47,667	(2,408)	-5%	52,000	1,925
Safety equipment	3,797	3,217	(580)	-18%	14,301	35,383	21,082	60%	38,600	24,299
Temporary help	-	2,833	2,833	100%	0	31,167	31,167	100%	34,000	34,000
Other employee cost	9,472	7,500	(1,972)	-26%	132,037	82,500	(49,537)	-60%	90,000	(42,037)
Employee service awards	-	483	483	100%	3,917	5,317	1,400	26%	5,800	1,883
Education & training	187	2,438	2,250	92%	28,601	26,813	(1,788)	-7%	29,250	649
Total Operating Expenses	1,833,875	1,782,058	(51,817)	-3%	17,772,400	18,786,651	1,014,251	5%	20,579,530	2,807,130

EL TORO WATER DISTRICT
Expense Comparison
For the Month Ended May 31, 2019

	ACTUAL	CURRENT MONTH BUDGET	VARIANCE DOLLARS	% +/-	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	VARIANCE DOLLARS	% +/-	Annual BUDGET	REMAINING BUDGET
<u>Indirect Cost</u>										
Depreciation	366,470	358,333	(8,137)	-2%	4,031,170	3,941,667	(89,503)	-2%	4,300,000	268,830
Amortization	570	571	0	0%	6,275	6,279	4	0%	6,850	575
Insurance	37,575	40,712	3,138	8%	469,150	447,838	(21,312)	-5%	488,550	19,400
Data processing supplies & assc.	1,165	3,042	1,877	62%	14,063	33,458	19,395	58%	36,500	22,437
Data processing equipment	2,532	3,333	801	24%	28,250	36,667	8,417	23%	40,000	11,750
Data processing consultants	1,800	2,083	283	14%	40,322	22,917	(17,405)	-76%	25,000	(15,322)
Software maintenance & licenses	15,204	13,417	(1,787)	-13%	170,158	147,583	(22,574)	-15%	161,000	(9,158)
Janitorial	3,037	2,817	(220)	-8%	31,408	30,983	(425)	-1%	33,800	2,392
Printing & reproduction	280	1,750	1,470	84%	9,479	19,250	9,771	51%	21,000	11,521
Publications & subscriptions	0	250	250	100%	2,475	2,750	275	10%	3,000	525
Communications - voice	3,054	3,333	279	8%	34,614	36,667	2,053	6%	40,000	5,386
Communications - data	3,127	2,667	(461)	-17%	34,900	29,333	(5,567)	-19%	32,000	(2,900)
Communications - mobile	2,654	2,500	(154)	-6%	29,113	27,500	(1,613)	-6%	30,000	887
Utilities	2,455	1,775	(680)	-38%	18,532	19,525	993	5%	21,300	2,768
Total Indirect Cost	439,925	436,583	(3,342)	-1%	4,919,909	4,802,417	(117,493)	-2%	5,239,000	319,091
<u>Overhead Cost</u>										
Annual events	-	446	446	100%	5,585	4,904	(681)	-14%	5,350	(235)
Audit	-	2,500	2,500	100%	24,000	27,500	3,500	13%	30,000	6,000
Bad debts	12,695	1,667	(11,028)	-662%	18,583	18,333	(249)	-1%	20,000	1,417
Bank charges	3,915	4,708	794	17%	57,952	51,792	(6,160)	-12%	56,500	(1,452)
Directors fees	8,760	8,750	(10)	0%	102,706	96,250	(6,456)	-7%	105,000	2,294
Dues & memberships	5,691	6,833	1,142	17%	79,407	75,167	(4,241)	-6%	82,000	2,593
Election Expense	-	2,500	2,500	100%	33,533	27,500	(6,033)	-22%	30,000	(3,533)
Interest	64,088	64,088	0	0%	704,972	704,973	0	0%	769,061	64,089
Legal	8,450	12,500	4,050	32%	88,926	137,500	48,574	35%	150,000	61,074
Meetings, conventions & travel	3,975	3,250	(725)	-22%	27,539	35,750	8,211	23%	39,000	11,461
Meets, con & travel - Directors	8,906	2,333	(6,572)	-282%	38,396	25,667	(12,729)	-50%	28,000	(10,396)
Office supplies	677	1,917	1,240	65%	11,073	21,083	10,010	47%	23,000	11,927
Postage	3,150	1,708	(1,442)	-84%	19,046	18,792	(254)	-1%	20,500	1,454
Property taxes	54	458	404	88%	8,571	5,042	(3,529)	-70%	5,500	(3,071)
Advertising & Publicity	-	208	208	100%	200	2,292	2,092	91%	2,500	2,300
Public education & outreach	10,868	18,600	7,732	42%	84,653	204,600	119,947	59%	223,200	138,547
Total Overhead Cost	131,229	132,468	1,239	1%	1,305,141	1,457,143	152,002	10%	1,589,611	284,470
TOTAL EXPENSES	\$2,405,029	\$2,351,109	(\$53,920)	-2%	\$23,997,451	\$25,046,211	\$1,048,760	4%	\$27,408,141	\$3,410,691

CALIFORNIA ASSET MANAGEMENT TRUST

WRITTEN CONSENT

THIS CONSENT IS SOLICITED BY THE BOARD
OF TRUSTEES OF THE TRUST

The Board of Trustees recommends that Participants CONSENT to the following proposal:

1. APPROVAL OF TRUSTEES:

- CONSENT to all individuals listed below (except as marked to the contrary)
- WITHHOLD CONSENT to all individuals listed below

To withhold consent to any individual, strike a line through the individual's name in the list below:

Steve Dial	André Douzjian
Wayne Hammar	Duane Wolterstorff, CPA
Karen D. Adams, CPA	Christina Valencia

2. APPROVAL OF AMENDMENTS TO AUTHORIZED INVESTMENTS
POLICY

- APPROVE
- WITHHOLD APPROVAL

If this written consent is properly executed and returned, the Shares to which it relates will be voted to approve as Trustees the persons specified in the Proxy Statement and to approve the amendments to the Trust's Investment Policy unless a contrary specification is made.

The undersigned Participant hereby acknowledges receipt of the Notice of Solicitation of Written Consent of Participants and 2019 Proxy Statement.

NAME OF PARTICIPANT:
(Name of Public Agency)

Name of Public Agency

SIGNATURE OF AUTHORIZED
OFFICER, AGENT OR EMPLOYEE:

Signature

NAME:

Print Name

DATE:

Date

PLEASE SIGN, DATE, AND RETURN THIS WRITTEN CONSENT
PROMPTLY IN THE ENCLOSED ADDRESSED ENVELOPE.

THIS WRITTEN CONSENT MAY BE REVOKED AT ANY TIME BEFORE
THE DATE WHEN WRITTEN CONSENTS IN FAVOR OF THE PROPOSAL

REPRESENTING A MAJORITY OF THE OUTSTANDING SHARES OF THE CASH RESERVE PORTFOLIO HAVE BEEN RECEIVED BY THE TRUST.

TO BE EFFECTIVE, THIS WRITTEN CONSENT MUST BE EXECUTED BY AN AUTHORIZED OFFICER, AGENT OR EMPLOYEE LISTED ON THE FUND RECORDS AND RECEIVED BY THE TRUST
NO LATER THAN JULY 1, 2019.

CALIFORNIA ASSET MANAGEMENT TRUST
50 California Street, Suite 2300
San Francisco, CA 94111
213 Market Street
Harrisburg, PA 17101

NOTICE OF SOLICITATION OF WRITTEN CONSENT OF PARTICIPANTS

TO THE PARTICIPANTS OF THE CALIFORNIA ASSET MANAGEMENT TRUST:

The enclosed materials are being sent to you, as Participants (“Participants”) of the California Asset Management Trust (the “Trust”), for the following purpose:

1. To approve or reject the appointment by the Trust’s Board of Trustees of six Trustees for the ensuing year.
2. To approve changes to the Trust’s Authorized Investments Policy.

Participants are requested to complete, date, and sign the enclosed written consent and return it promptly in the envelope provided for that purpose.

TO BE EFFECTIVE, THE CONSENT MUST BE RECEIVED BY THE TRUST NO LATER THAN JULY 1, 2019.

By Order of the Board of Trustees



Sarah Meacham, Secretary

San Francisco, California
May 17, 2019

CALIFORNIA ASSET MANAGEMENT TRUST

2019 PROXY STATEMENT

The enclosed written consent is solicited by and on behalf of the Board of Trustees (the "Board") of the California Asset Management Trust (the "Trust"). Costs for printing and mailing this proxy statement, notice and form of written consent, as well as any necessary supplemental solicitations, will be paid by the Trust's investment adviser, PFM Asset Management LLC ("PFM"). In addition to the solicitation of written consents by mail, officers and employees of the Trust or PFM may solicit in person or by telephone.

Participants of the Trust ("Participants") which are holders of record of Participant Shares of the Cash Reserve Portfolio of the Trust (together with shares held by Investors, the "Shares") at the close of business on May 2, 2019 (the "Record Date") are entitled to execute written consents. Each whole Share held by a Participant is entitled to one vote, and each fractional Share is entitled to a proportionate fractional vote. As of the Record Date, of the 5,410,436,659 issued and outstanding Shares, there were 2,895,453,267 Shares held by Participants entitled to execute written consents. To the knowledge of the Trust, except as set forth in the table below, no Participant was the beneficial owner of more than 5% of the outstanding Participant Shares of the Cash Reserve Portfolio as of the Record Date, except as follows:

Name of Participant	Cash Reserve Portfolio		
	Number of Shares	As a Percentage of Shares Held by Participants	As a Percentage of Outstanding Shares
Yolo County	297,924,679.11	10.29%	5.51%
San Bernardino County Transportation Authority	242,562,197.87	8.38%	4.48%
Sonoma County	172,752,860.20	5.97%	3.19%
San Diego Association of Governments	168,925,339.71	5.83%	3.12%

Unless marked to the contrary, the written consents received will be deemed to be in favor of the action proposed. Written consents may be revoked at any time before written consents in favor of the proposed action are received from holders of a majority of the Participant Shares outstanding on the Record Date. Written consents may be revoked by filing with the Trust's Secretary, California Asset Management Trust, 50 California Street, Suite 2300, San Francisco, California 94111, a written notice of revocation or another form of written consent bearing a date later than the date of the previously submitted written consent.

The proposed actions will be deemed approved by Participants after written consents in favor of the proposed actions are received from holders of a majority of the Participant Shares outstanding on the Record Date. If the required majority is not received by July 1, 2019, all of the written consents with respect to the proposed actions will be ineffective.

This proxy statement, notice and form of written consent were first mailed to Participants on May 17, 2019.

I. APPROVAL OF TRUSTEES

The six persons named below have been appointed as of the Record Date by the Board of Trustees and will serve as Trustees of the Trust in accordance with the Declaration of Trust and the By-Laws of the Trust, subject to the approval of Participants:

Name	Business Experience
Steve Dial	<p>Mr. Dial has served as a Trustee since August 2002 and is the President of the Trust. Since February 2006, Mr. Dial has served as the Deputy Executive Director and Chief Financial Officer, San Joaquin Council of Governments (SJCOG), 555 East Weber Avenue, Stockton, California 95202, and SJCOG's subsidiaries: SJCOG, Inc., Commute Connection, Inc., and the San Joaquin County Transportation Authority. In 2009, Mr. Dial was designated Treasurer and Controller for SJCOG. From 1985 to February 2006, he was Director of Administration and Chief Financial Officer for SJCOG.</p> <p>Former Chair, Financial Affairs Committee, National Association of Regional Councils; Board Member of the Child Abuse Prevention Council of San Joaquin County; Past Treasurer of the Leadership Stockton Alumni Association; Past President of the Board of Directors for United Cerebral Palsy of San Joaquin County; Past Vice President of the United Way of San Joaquin County; and Member of the Government Finance Officers Association (GFOA) and California Society of Municipal Finance Officers (CSMFO).</p>
Wayne Hammar	<p>Mr. Hammar has served as a Trustee since August 2008 and is the Vice President of the Trust. Since July 2005, Mr. Hammar has served as the Treasurer-Tax Collector, Siskiyou County, 311 4th Street, Room 104, Yreka, California 96097. Mr. Hammar was Assistant Treasurer-Tax Collector, Siskiyou County, May 1997 – July 2005.</p> <p>Past President, California Association of County Treasurers and Tax Collectors (CACTTC); Chairman of the Board, Siskiyou Central Credit Union; Past President, Siskiyou Child Care Council Board of Directors; Member, California Association of County Treasurers and Tax Collectors (CACTTC) Legislative and Continuing Education Committees, Siskiyou County Debt Advisory Committee, Consumer Credit Counseling of Southern Oregon, Siskiyou County Advisory Board, and Greenhorn Park Development Initiative Committee.</p>
Karen D. Adams, CPA	<p>Ms. Adams has served as a Trustee since February 2010 and is the Treasurer of the Trust. Since October 2002, Ms. Adams has served as the Treasurer-Tax Collector, Merced County, 2222 M Street, Merced, California 95340. Ms. Adams was Assistant Treasurer-Tax Collector, Merced County, October 1996 – October 2002.</p> <p>Past President, California Association of County Treasurers and Tax Collectors (CACTTC); Member of the Government Finance Officers Association (GFOA), Government Investment Officers Association (GIOA), California Municipal Treasurers Association (CMTA), California Revenue Officers Association (CROA); Finance Committee Member, Merced County Community Foundation; Past President of Kiwanis Club of Greater Merced; and Past Treasurer of Business & Professional Women (BPW).</p>

André Douzdjian	<p>Mr. Douzdjian has served as a Trustee since May 2014. Since June 2012, Mr. Douzdjian has served as the Director of Finance, San Diego Association of Governments (SANDAG), 401 B Street, Suite 800, San Diego, California 92101. Prior to June 2012, Mr. Douzdjian worked in the private sector, and from 1991 – 2000 was the Financial Services Manager for SANDAG.</p> <p>Member of the Government Finance Officers Association (GFOA), American Institute of Certified Public Accountants (AICPA); CFO, Roundtable of San Diego; and Former Treasurer of the Entrepreneurs Organization, San Diego Chapter.</p>
Duane Wolterstorff, CPA	<p>Mr. Wolterstorff has served as a Trustee since May 2014. Since November 2000, Mr. Wolterstorff has been employed by Modesto City Schools, 426 Locust Street, Modesto, California 95351, and currently serves as the Senior Director, Planning and Facilities.</p> <p>Secretary and Administrative Executive of Salida Area Public Facilities Financing Agency (SAPFFA) and Schools Infrastructure Financing Agency (SIFA); Treasurer of the Youth Committee and Member of the Finance Committee, Pacific Association, USA Track and Field; Member of California Society of Certified Public Accountants (CalCPA) and American Institute of Certified Public Accountants (AICPA).</p>
Christina Valencia	<p>Ms. Valencia has served as a Trustee since April 2016. Since October 2010, Ms. Valencia has served as the Executive Manager of Finance and Administration/ Assistant General Manager, Inland Empire Utilities Agency (“IEUA”), 6075 Kimball Avenue, Bldg. A, Chino, California 91709. Ms. Valencia was Manager of Financial Planning, IEUA, September 2007 – October 2010. Ms. Valencia was Comptroller, KDC Pipe & Steel, Inc., Fontana, California, for 18 years.</p> <p>Member of the Government Finance Officers Association (GFOA), California Society of Municipal Finance Officers (CSMFO), California Municipal Treasurers Association (CMTA), and California Special Districts Association (CSDA).</p>

The Trustees must be members of the governing body, officers or full-time employees of a California public agency. In addition, the By-Laws of the Trust provide that at least one Trustee shall be either a member of the governing body, an officer or a full-time employee of a California public agency of each of the following classes: (a) a county; (b) a city; and (c) a public district (including a joint powers authority); provided, however, that a public agency of such class has become and remains a Participant of the Trust.

Each person named above has agreed to serve as a Trustee if approved by July 1, 2019, by a majority of the outstanding Participant Shares of the Cash Reserve Portfolio as of the Record Date. If approved, each Trustee will hold office until his or her successor is appointed and approved by the Board and the Participants, and is qualified to serve as a Trustee, or until his or her earlier resignation, removal or disqualification.

The Board of Trustees held eight meetings during 2018. The Trustees serve without compensation, but are reimbursed by the Trust for reasonable travel and other out-of-pocket expenses incurred in connection with their duties as Trustees. During the fiscal year ended December 31, 2018, the Trust paid approximately \$13,461 in Trustees’ expenses.

II. APPROVAL OF AMENDMENTS TO TRUST AUTHORIZED INVESTMENTS POLICY

The Trust is organized and operated in a manner and in accordance with investment objectives and policies intended to preserve principal, provide liquidity so that Shareholders will have ready access to their pooled funds, provide a high level of current income consistent with preserving principal and maintaining liquidity, and place investments, document investment transactions, in respect to the investment of debt issuances, and account for funds in a manner that is in compliance with the arbitrage rebate and yield restrictions requirements as set forth in the Internal Revenue Code and related U.S. Treasury regulations.

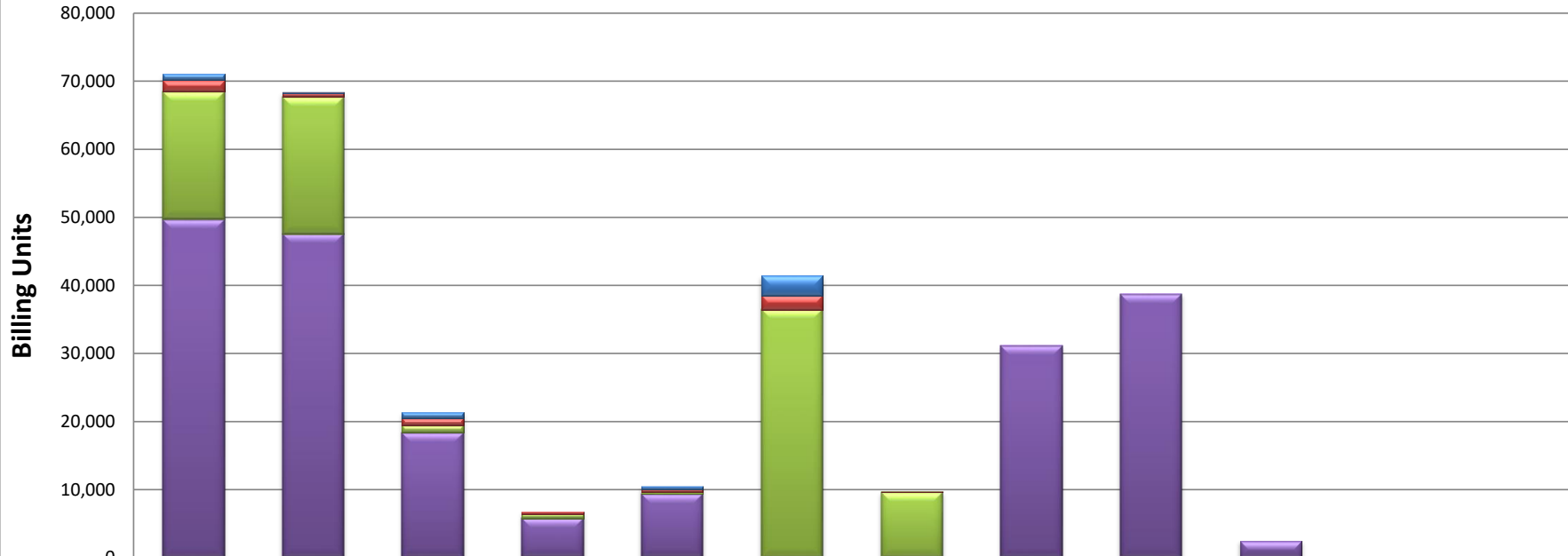
The Trust's Investment Adviser currently invests available cash in the Pool in a limited list of investments authorized by California Government Code Section 53601. Due to changes in investment opportunities, the Trust is proposing to amend its Authorized Investments Policy as shown in Exhibit A, Authorized Investments, and as described below.

1. Amend the Trust's Authorized Investments to add U.S. government-only money market mutual funds as defined in California Government Code Section 53601 (l) paragraph (2), provided that investments in government-only money market mutual funds shall not exceed 20 percent of the assets of the Pool.
2. Amend the Trust's Authorized Investments to add asset-backed securities (ABS) as defined in California Government Code Section 53601 (o) provided that investments in asset-backed securities shall not exceed 20 percent of the assets of the Pool.

III. OTHER INFORMATION

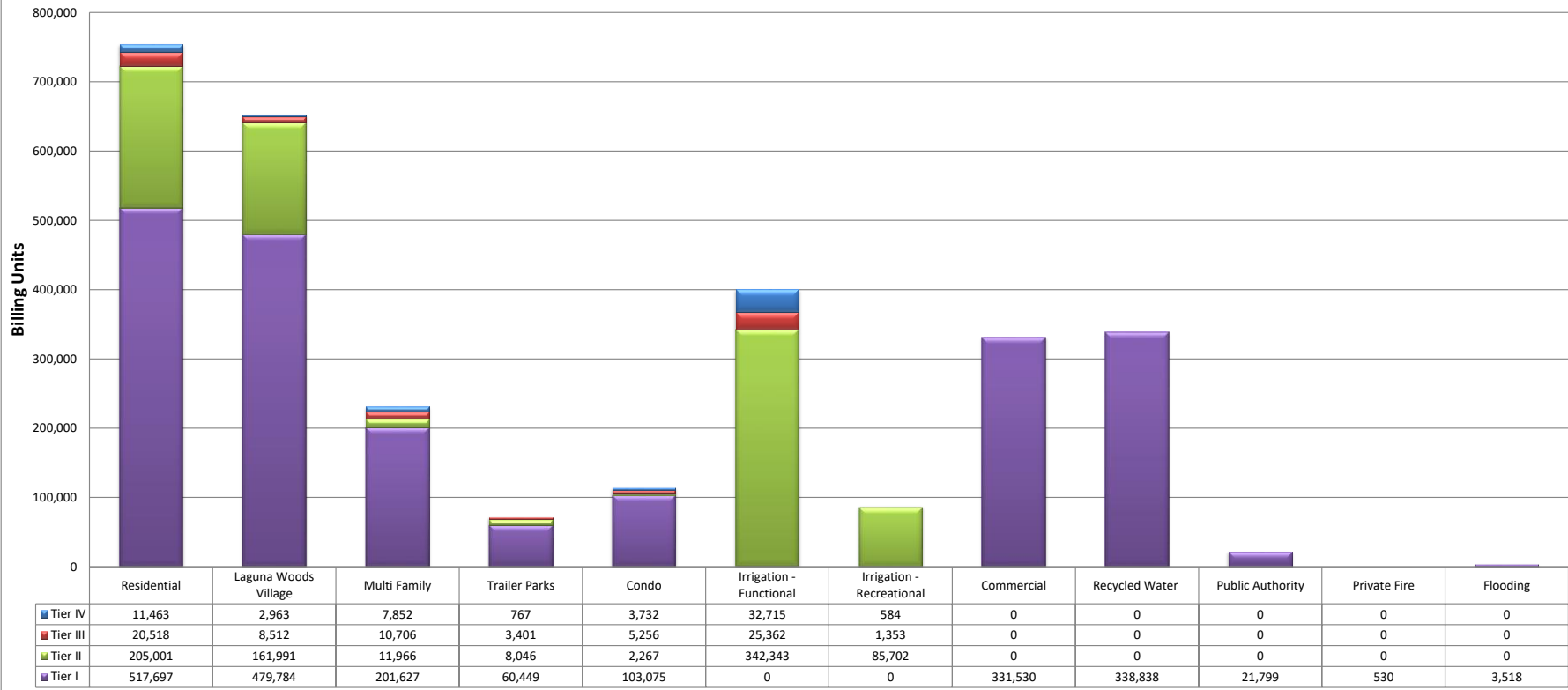
For further information about the Trust and its operations and agents, see the Trust's Program Guide dated June 29, 2018, and audited Financial Statements for the Cash Reserve Portfolio for year ended December 31, 2018, and the Trust's Declaration of Trust dated December 15, 1989, as amended and restated as of February 28, 2005, which have been provided previously to Participants. Additional copies of these documents are available upon request by calling the Trust's offices at (800) 729-7665, and are also available on the Trust's web site at www.camponline.com.

May 2019 Water Sales

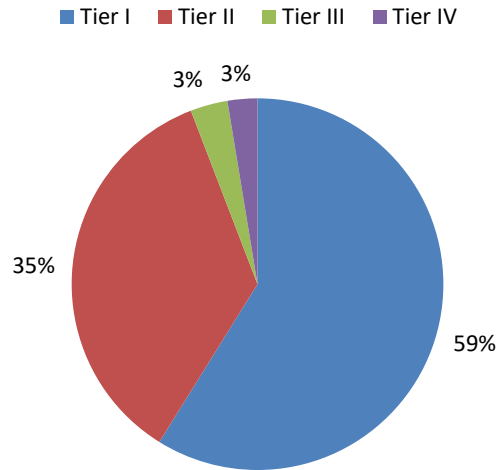


	Residential	Laguna Woods Village	Multi Family	Trailer Parks	Condo	Irrigation - Functional	Irrigation - Recreational	Commercial	Recycled Water	Public Authority	Private Fire	Flooding
Tier IV	909	184	888	43	440	2,949	41	0	0	0	0	0
Tier III	1,643	569	1,040	345	503	2,096	143	0	0	0	0	0
Tier II	18,772	20,152	1,103	655	206	36,445	9,579	0	0	0	0	0
Tier I	49,742	47,563	18,390	5,781	9,380	0	0	31,185	38,742	2,410	58	4

Year-to-Date Water Sales as of May 2019

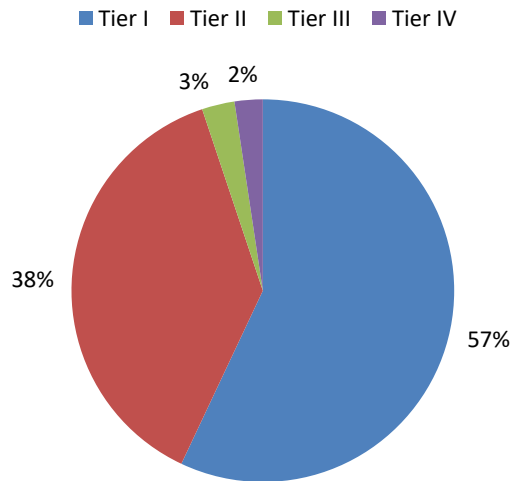


Year to Date Tiered Sales As of May 2019



Year To Date Sales in ccf		
Tier I	1,362,632	58.86%
Tier II	817,316	35.30%
Tier III	75,108	3.24%
Tier IV	60,076	2.59%
	2,315,132	100.00%

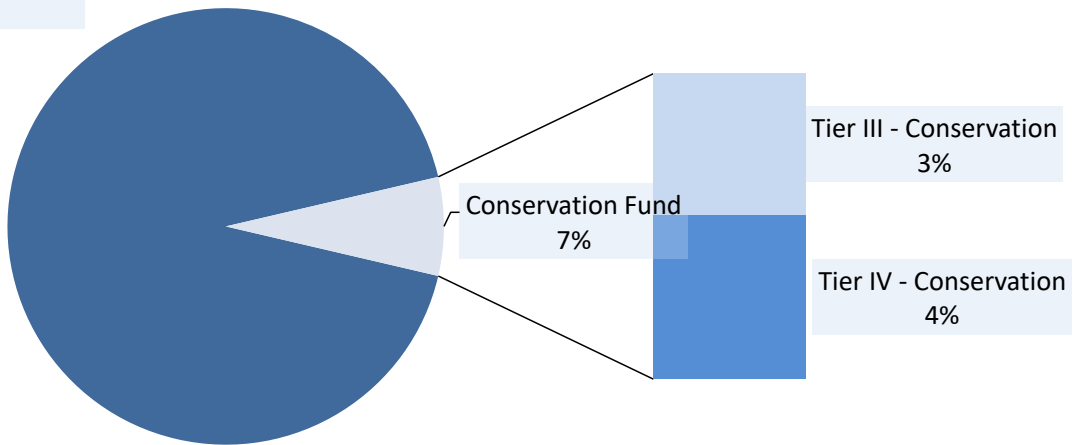
May 2019 Tiered Sales



Current Month Sales in ccf		
Tier I	130,856	57.00%
Tier II	86,912	37.86%
Tier III	6,339	2.76%
Tier IV	5,454	2.38%
	229,561	100.00%

Year to Date Water Sales as of May 2019

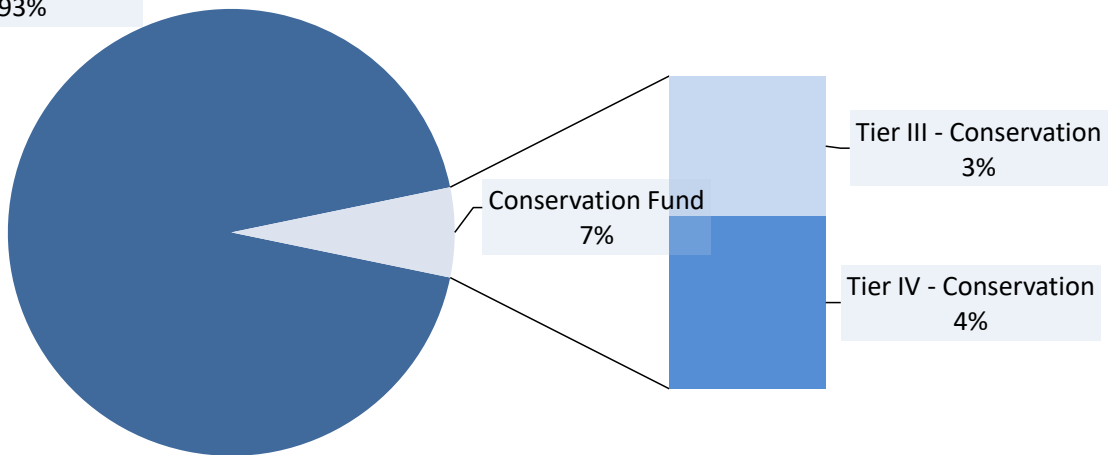
Water Delivery Cost
93%



Category	Billings	Percentage
Water Delivery Cost	\$6,233,132.98	92.71%
Tier III - Conservation	\$227,249.12	3.38%
Tier IV - Conservation	\$263,031.67	3.91%
	\$6,723,413.77	100.00%

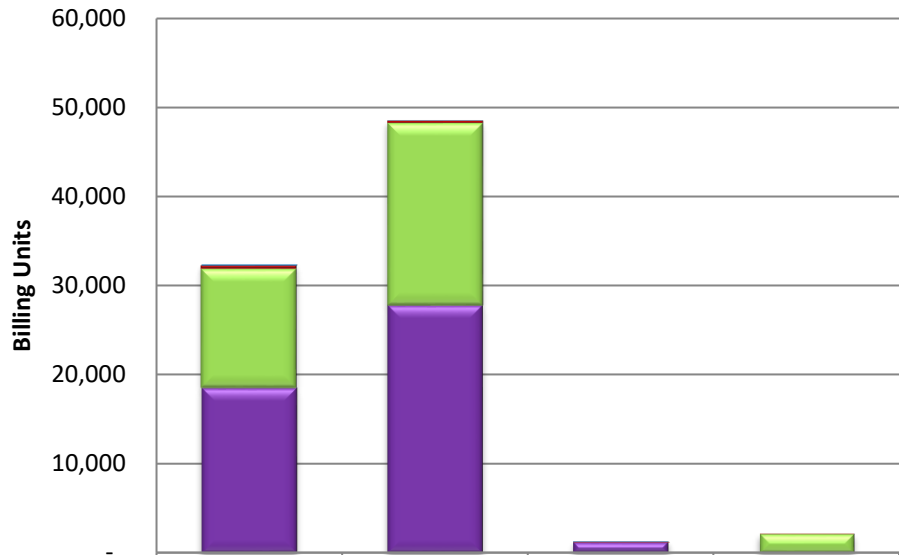
May 2019 Water Sales

Water Delivery Cost
93%



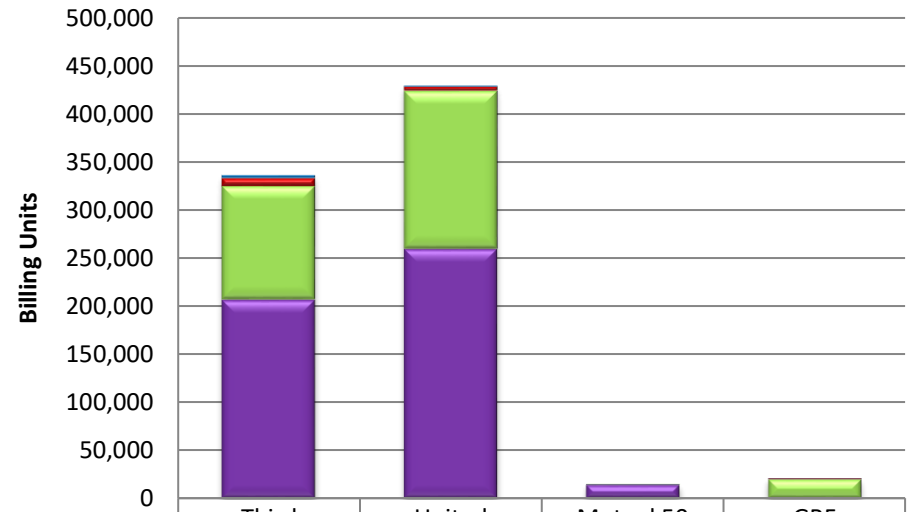
Category	Billings	Percentage
Water Delivery Cost	\$619,667.10	93.52%
Tier III - Conservation	\$19,270.56	2.91%
Tier IV - Conservation	\$23,670.19	3.57%
	\$662,607.85	100.00%

Laguna Woods Village May 2019 Water Sales



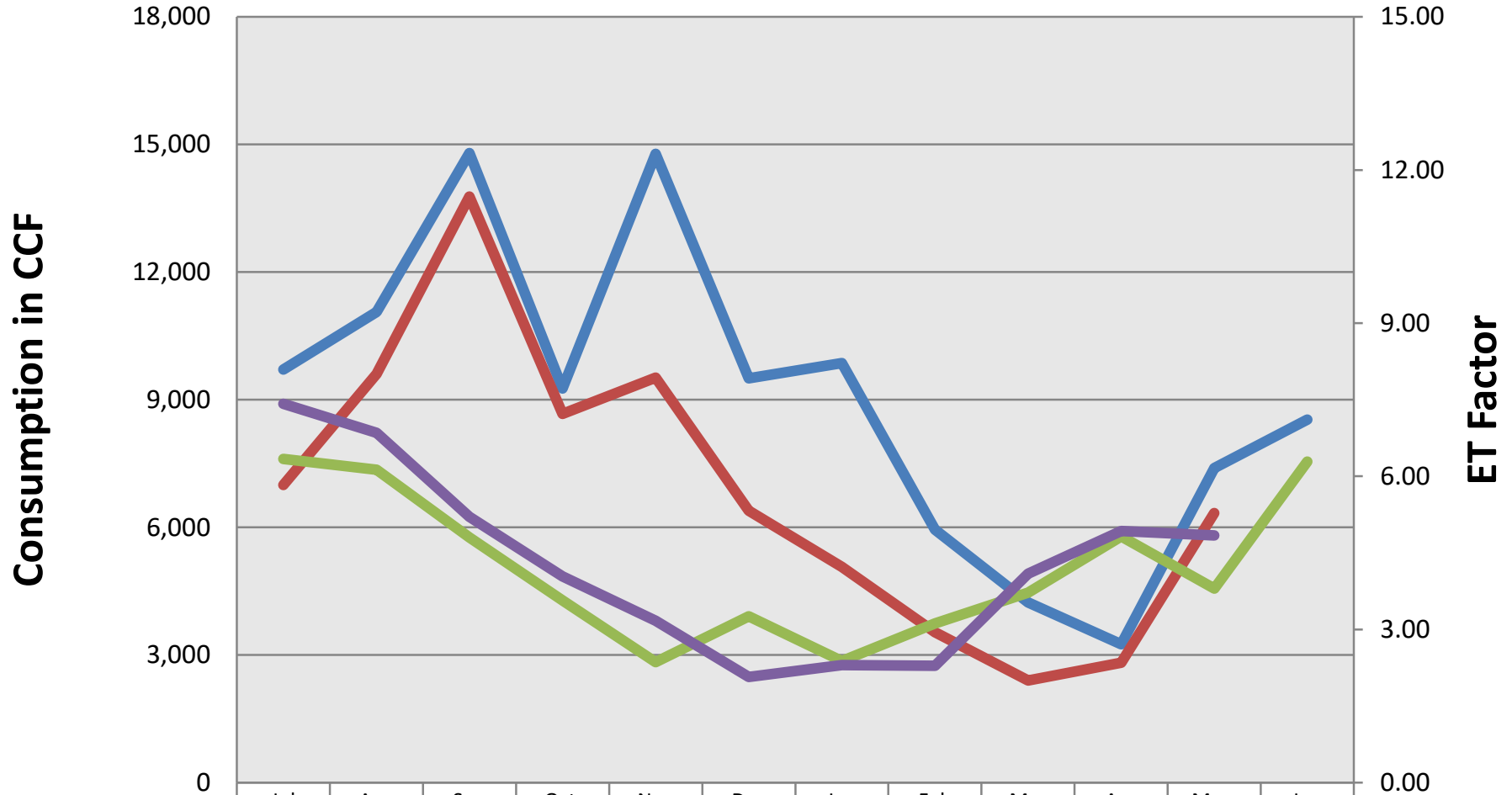
	Third	United	Mutual 50	GRF
■ Tier 4	141	43	10	-
■ Tier 3	346	263	2	14
■ Tier 2	13,379	20,435	6	2,201
■ Tier 1	18,543	27,749	1,271	-

Laguna Woods Village Year-to-Date Water Sales May 2019



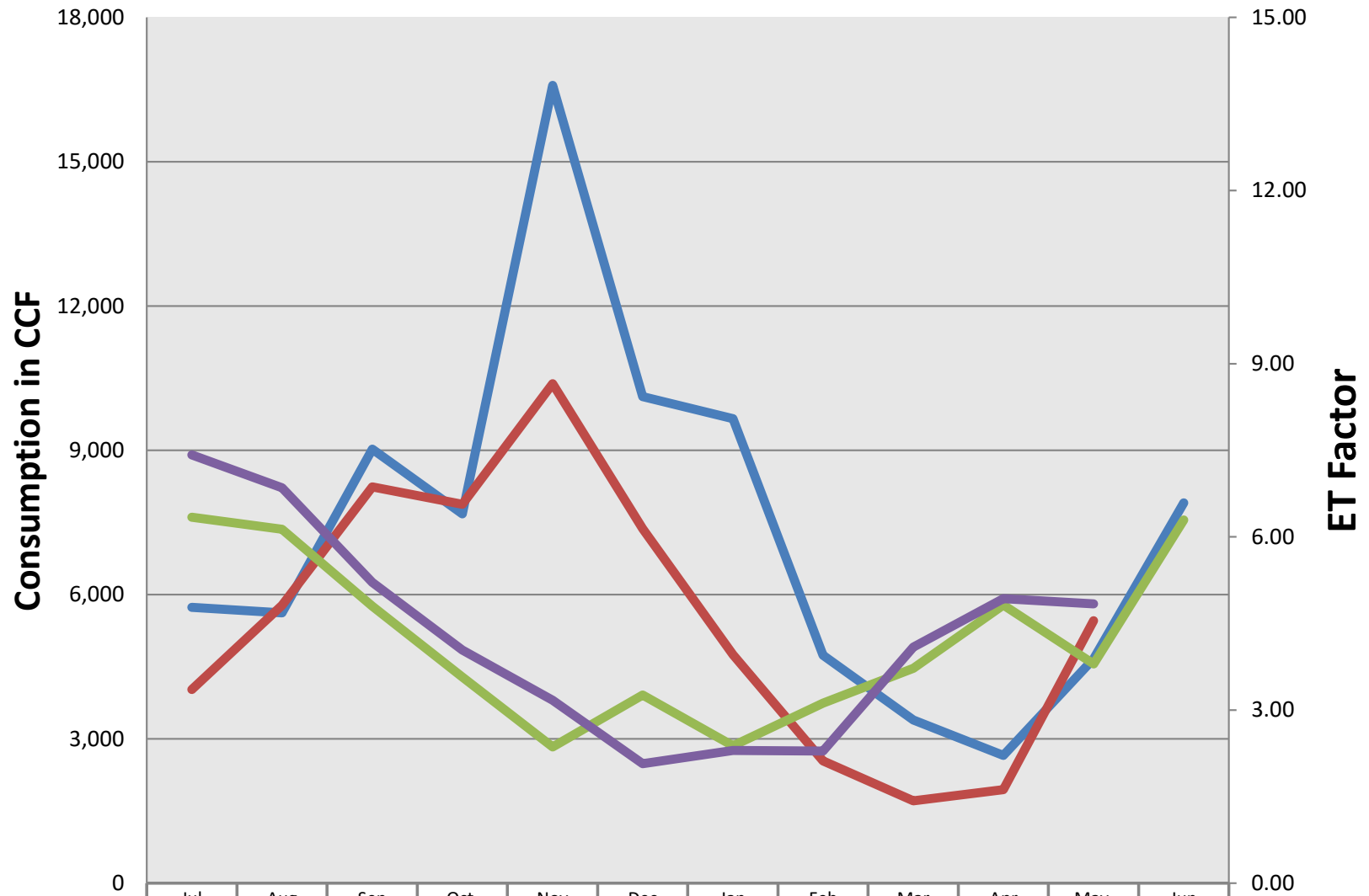
	Third	United	Mutual 50	GRF
■ Tier 4	2,812	845	10	104
■ Tier 3	8,159	4,239	316	847
■ Tier 2	118,354	164,453	139	19,874
■ Tier 1	206,459	259,086	14,239	0

Tier III Consumption



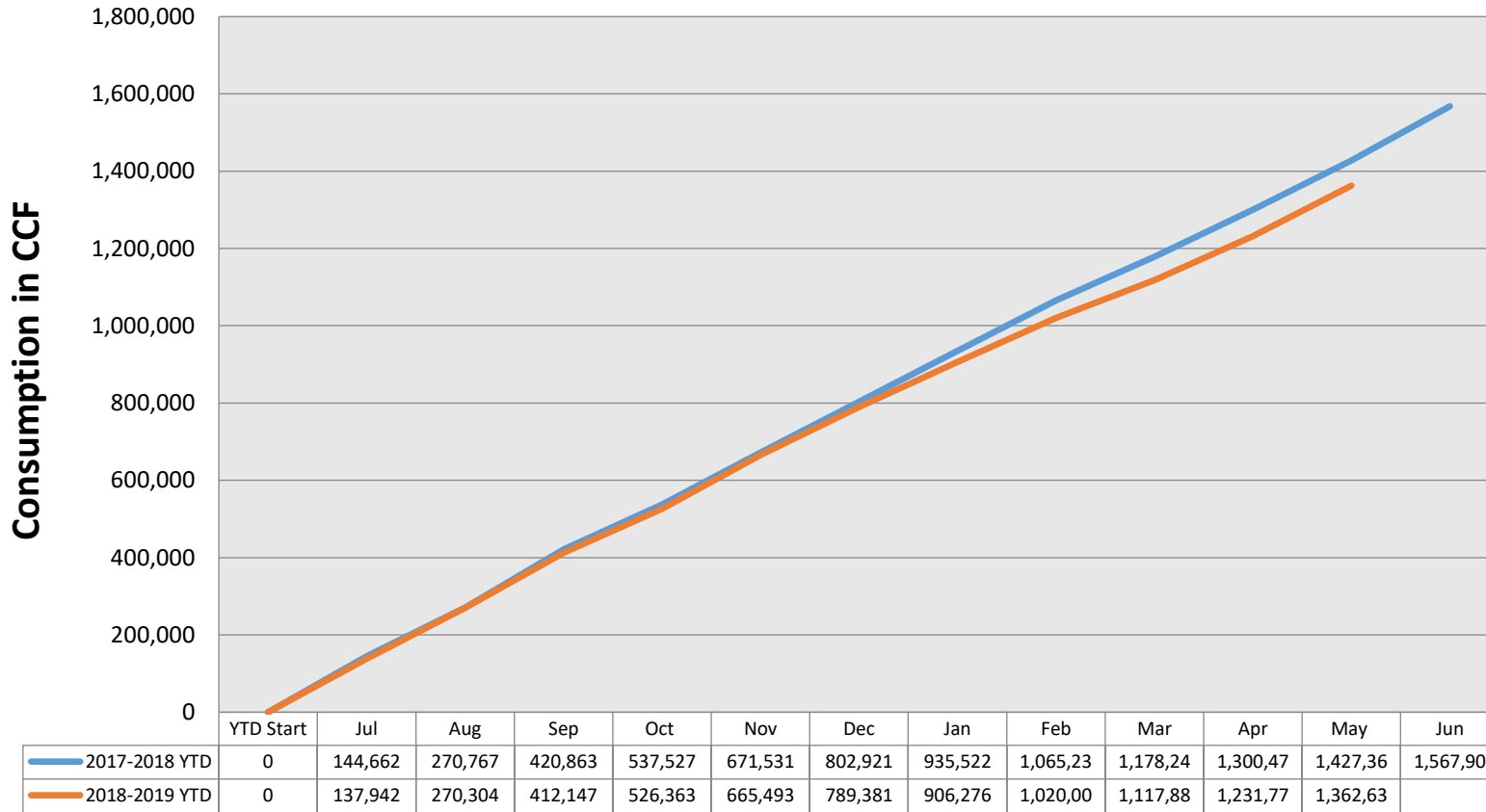
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2017-2018	9,711	11,063	14,797	9,263	14,781	9,502	9,859	5,949	4,236	3,252	7,396	8,533
2018-2019	6,994	9,606	13,775	8,664	9,520	6,389	5,069	3,533	2,401	2,818	6,339	
17/18 ET	6.34	6.13	4.80	3.57	2.36	3.26	2.38	3.12	3.72	4.82	3.80	6.29
18/19 ET	7.42	6.85	5.21	4.04	3.17	2.07	2.30	2.29	4.09	4.93	4.84	

Tier IV Consumption

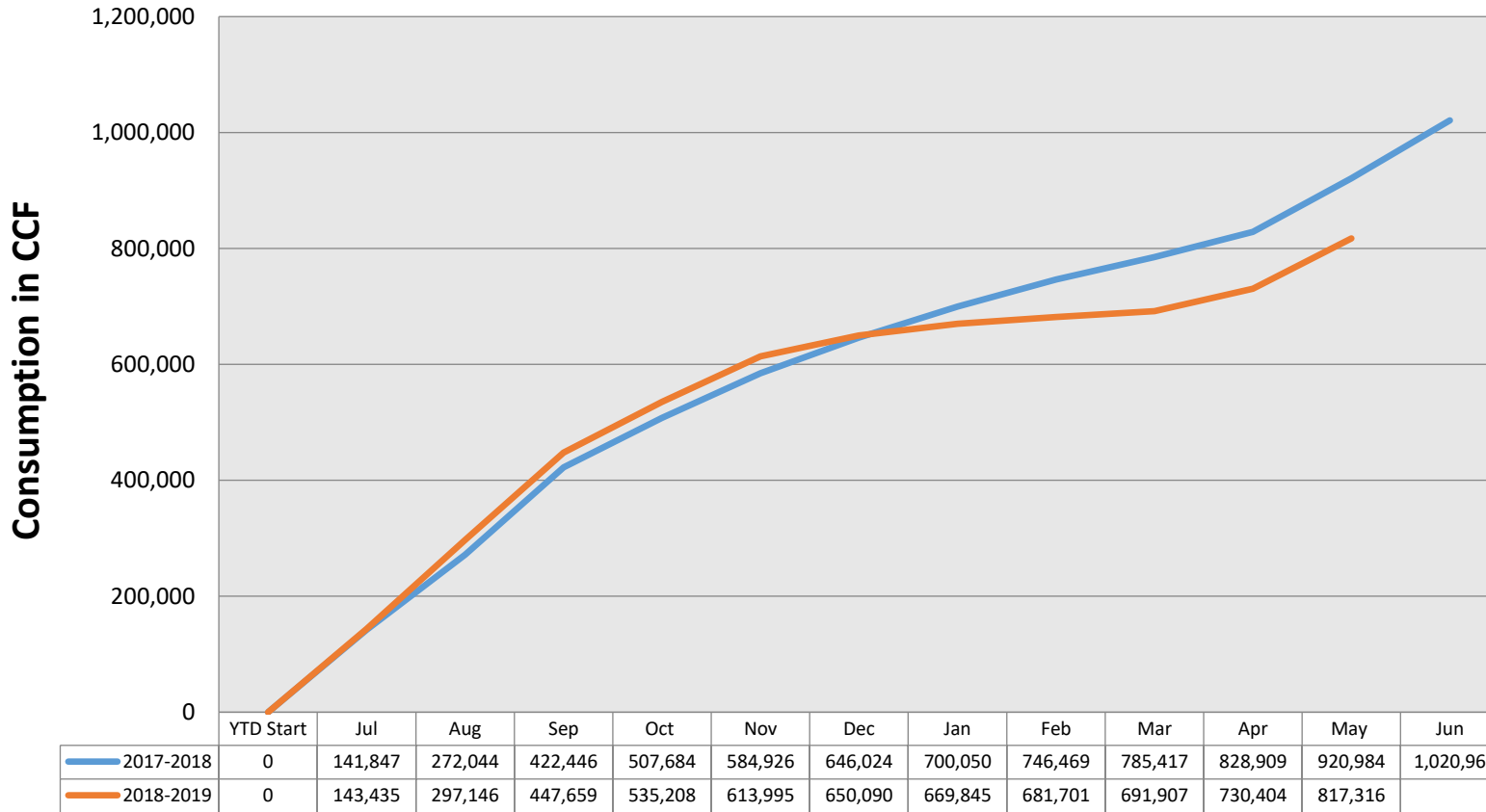


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2017-2018	5,733	5,622	9,022	7,679	16,586	10,117	9,658	4,741	3,394	2,656	4,664	7,909
2018-2019	4,028	5,777	8,236	7,879	10,384	7,370	4,752	2,539	1,712	1,945	5,454	
17/18 ET	6.34	6.13	4.80	3.57	2.36	3.26	2.38	3.12	3.72	4.82	3.80	6.29
18/19 ET	7.42	6.85	5.21	4.04	3.17	2.07	2.30	2.29	4.09	4.93	4.84	

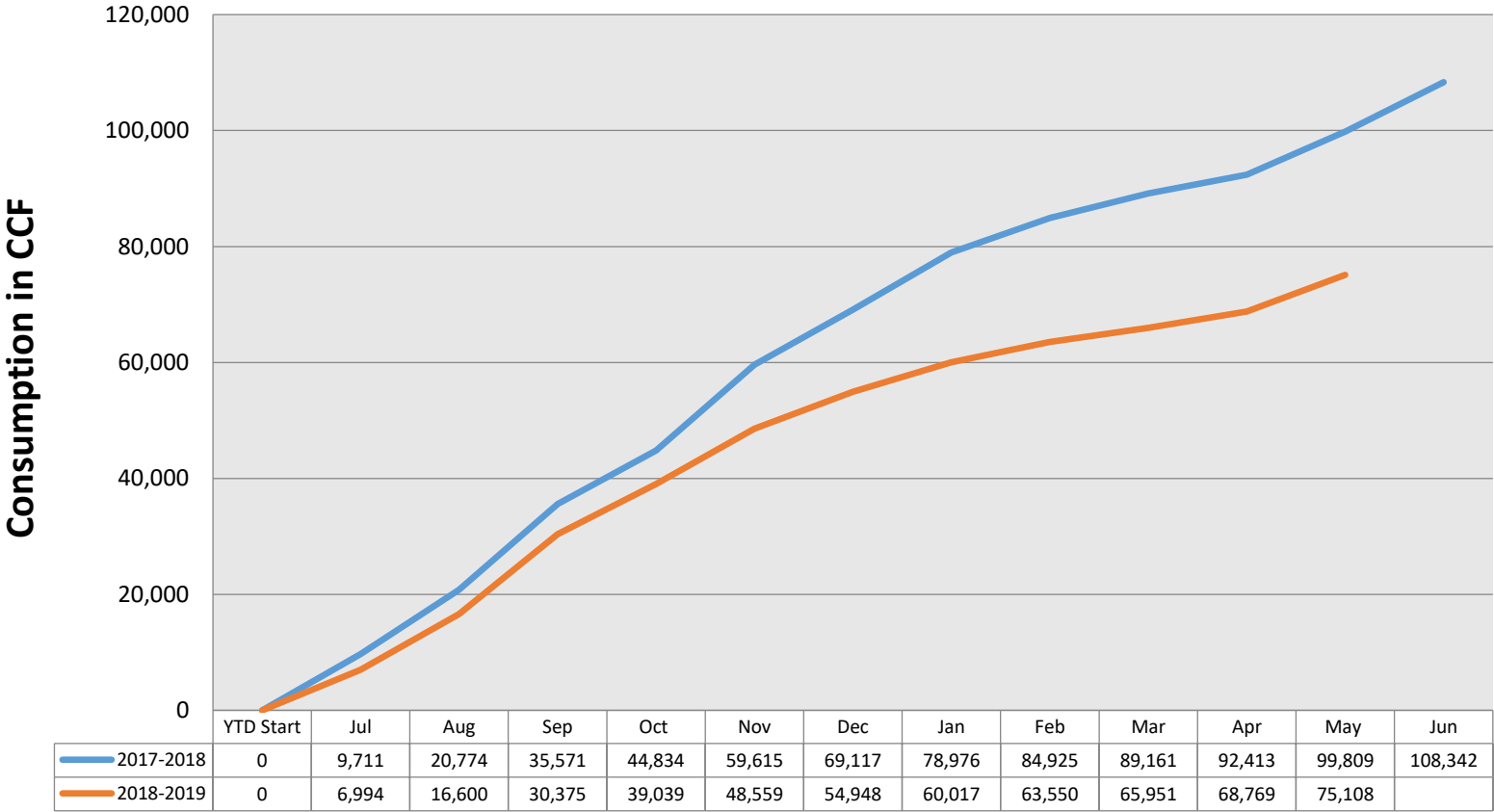
Tier I YTD Consumption



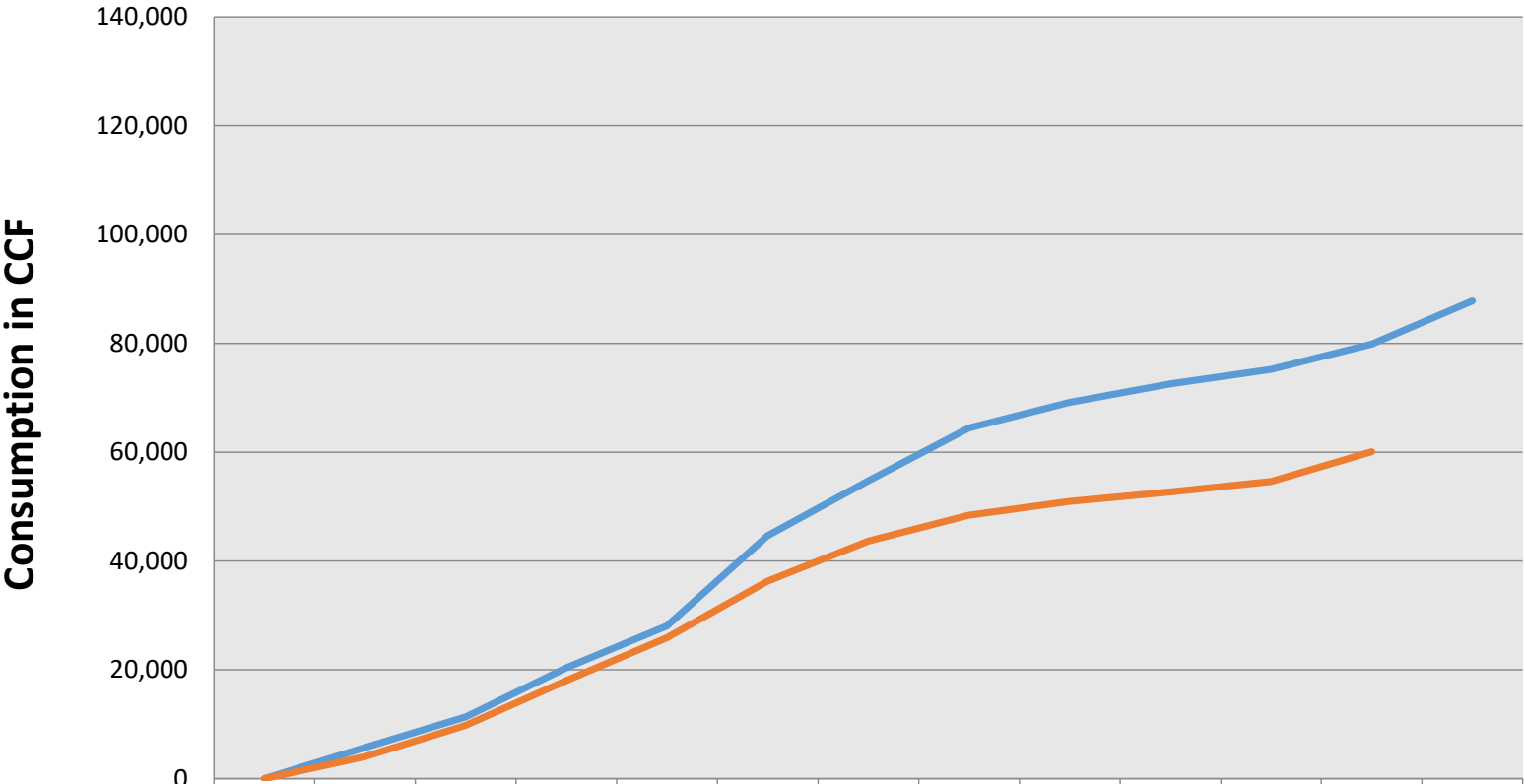
Tier II YTD Consumption



Tier III YTD Consumption

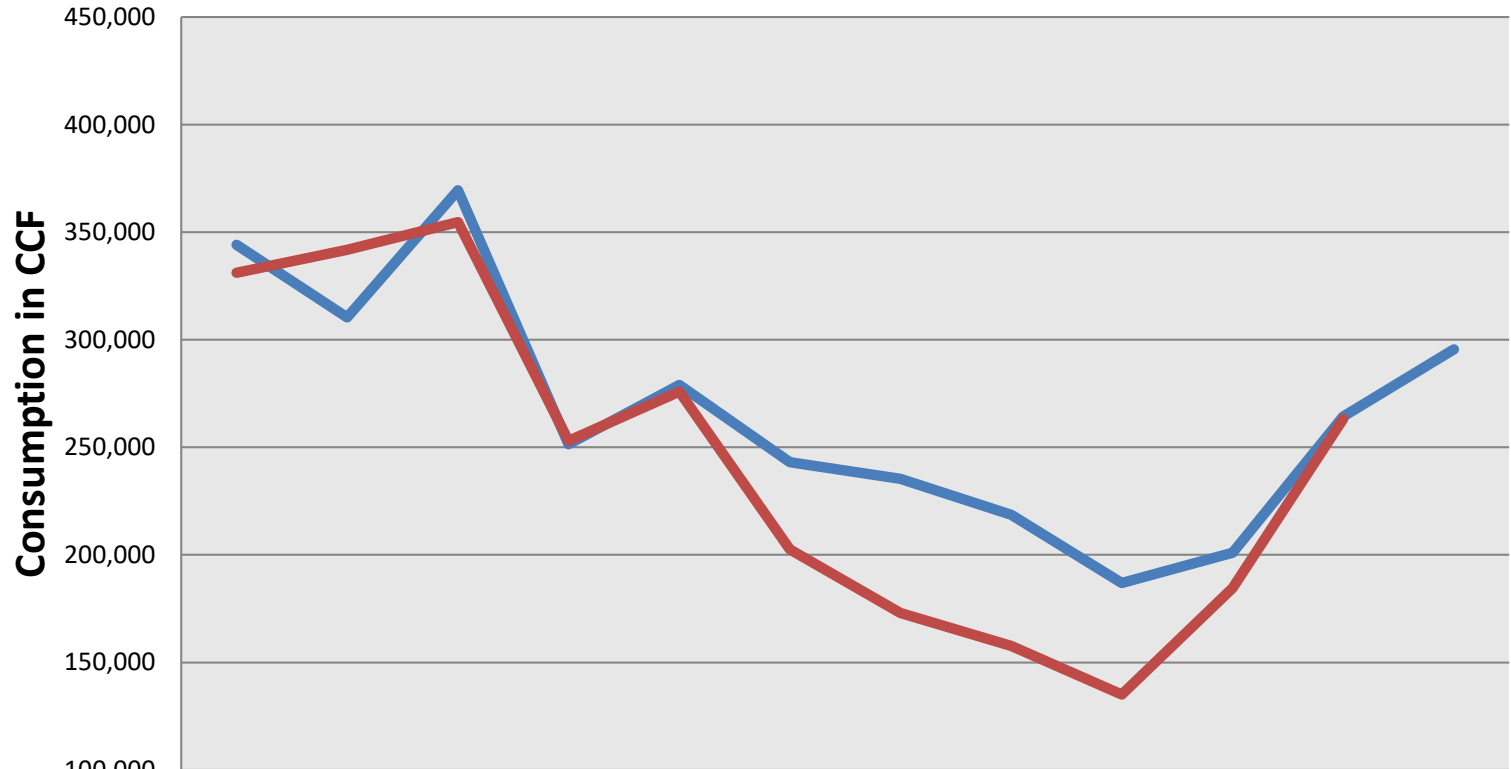


Tier IV YTD Consumption



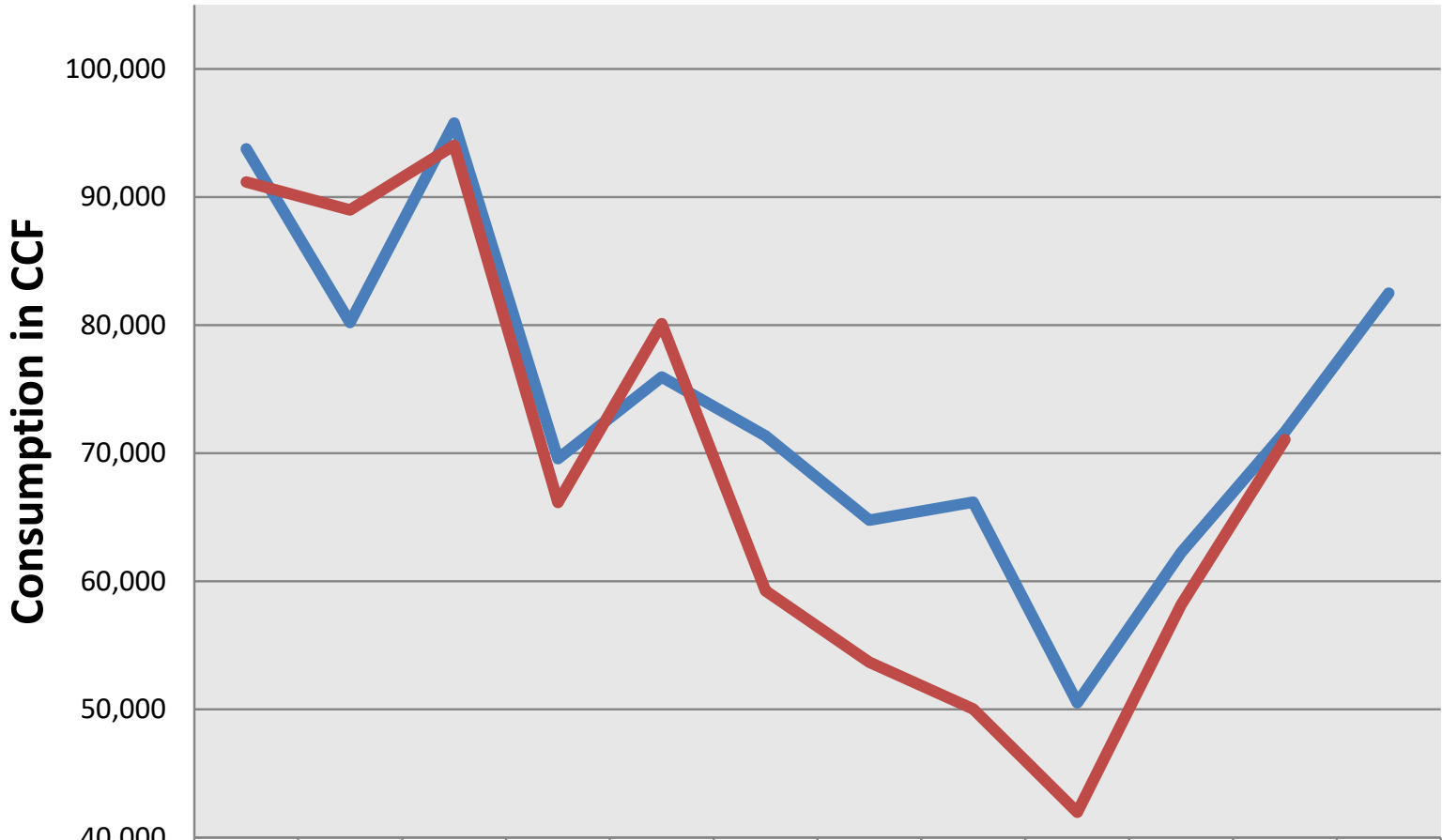
	YTD Start	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2017-2018	0	5,733	11,355	20,377	28,056	44,642	54,759	64,417	69,158	72,552	75,208	79,872	87,781
2018-2019	0	4,028	9,805	18,041	25,920	36,304	43,674	48,426	50,965	52,677	54,622	60,076	

ETWD Total Consumption



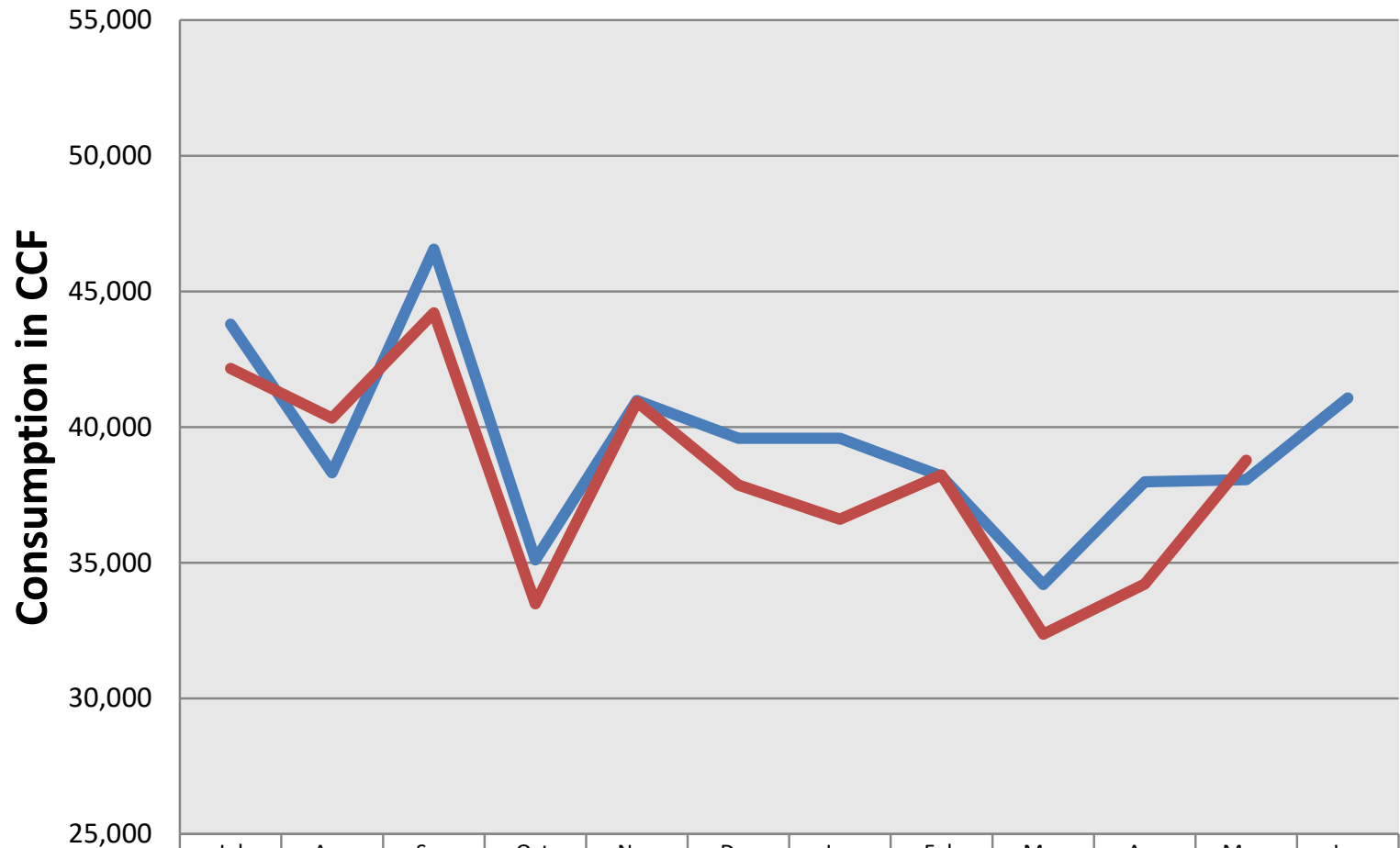
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2017-2018	344,078	310,451	369,472	251,478	278,939	243,123	235,364	218,623	186,920	201,067	264,239	295,506
2018-2019	331,098	341,819	354,683	253,007	275,853	202,506	172,911	157,696	135,090	184,628	263,218	
%	96%	110%	96%	101%	99%	83%	73%	72%	72%	92%	100%	0%

Single Family Residents Consumption



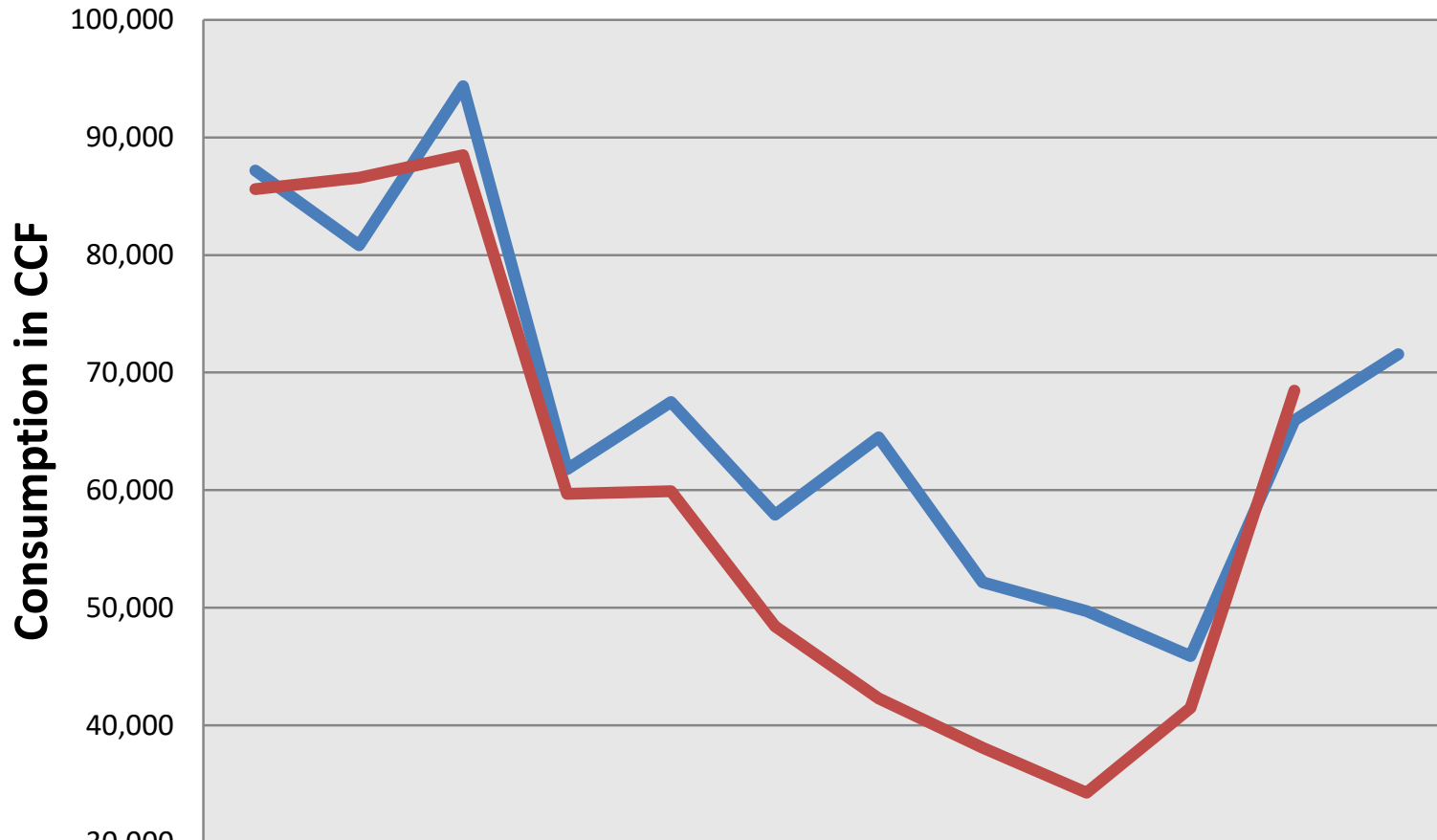
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2017-2018	93,758	80,204	95,783	69,580	75,963	71,368	64,788	66,175	50,520	62,246	71,660	82,501
2018-2019	91,178	89,009	94,035	66,147	80,118	59,264	53,677	50,046	41,974	58,165	71,066	
%	97%	111%	98%	95%	105%	83%	83%	76%	83%	93%	99%	0%

Multi Family Residents Consumption



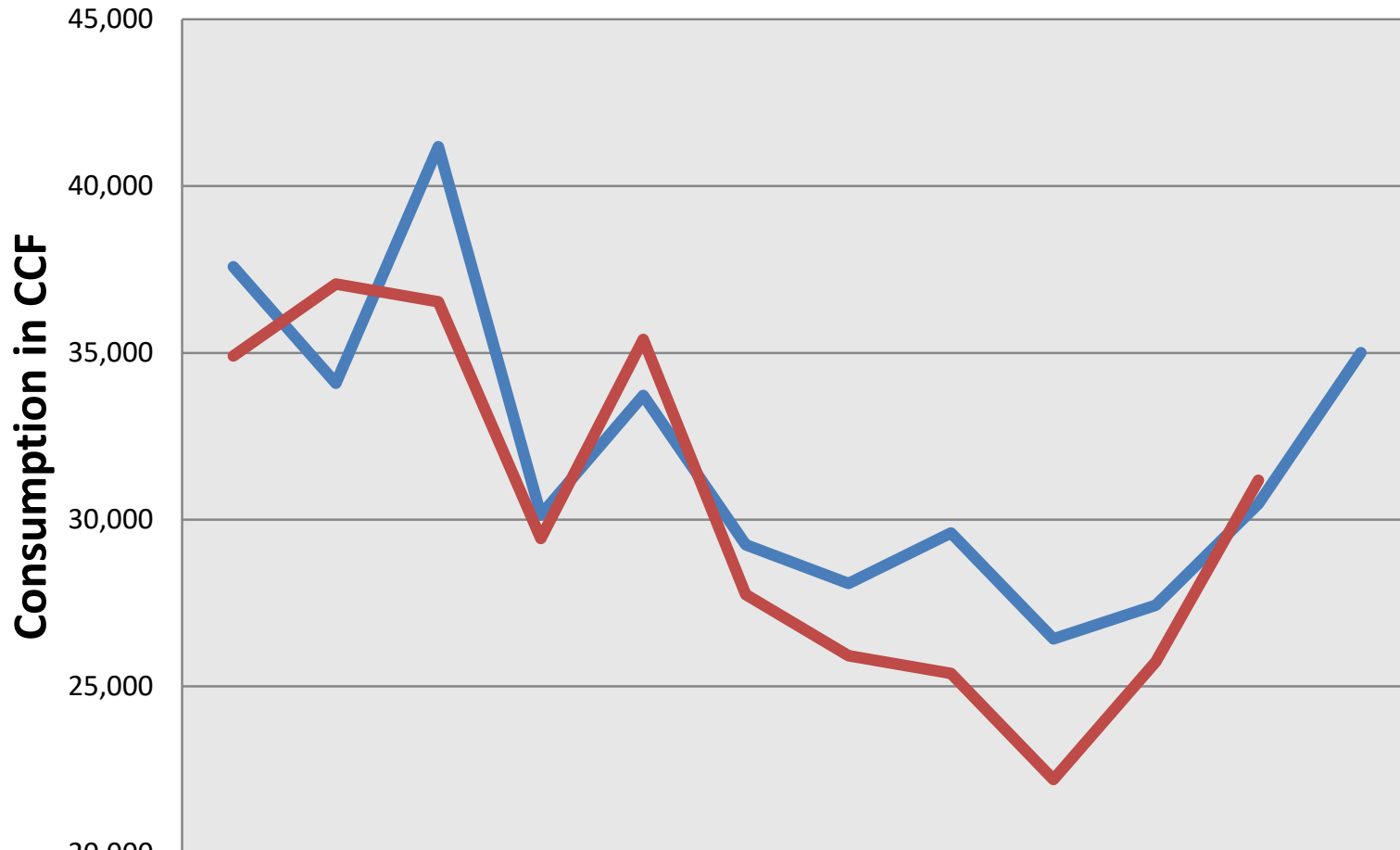
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2017-2018	43,787	38,310	46,555	35,098	40,975	39,581	39,586	38,194	34,194	37,977	38,055	41,072
2018-2019	42,163	40,322	44,209	33,491	40,924	37,866	36,596	38,228	32,364	34,208	38,774	
%	96%	105%	95%	95%	100%	96%	92%	100%	95%	90%	102%	0%

Laguna Woods Village Consumption (Excluding Dedicated Irrigation)



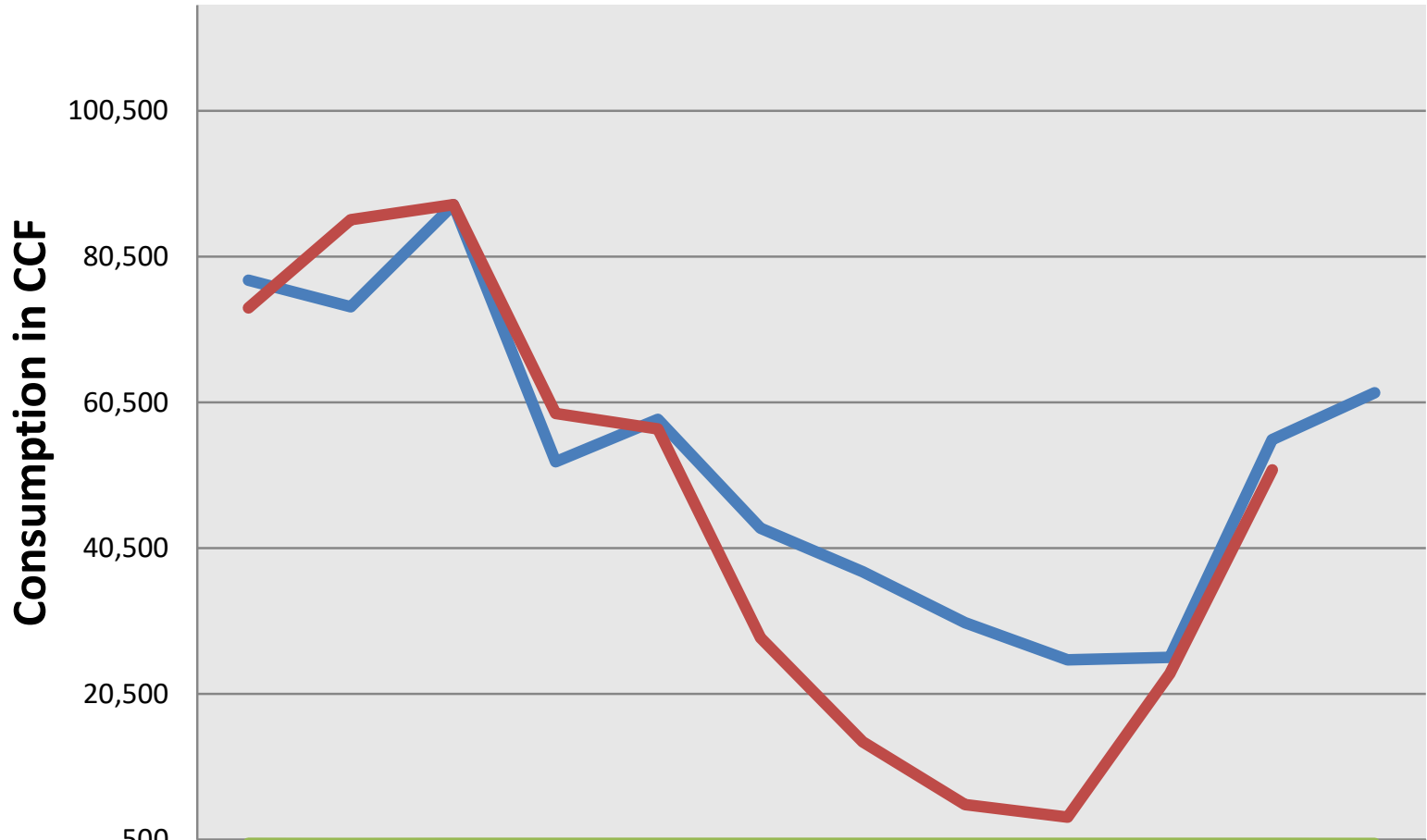
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
— 2017-2018	87,171	80,837	94,360	61,794	67,488	57,902	64,481	52,144	49,690	45,880	65,940	71,568
— 2018-2019	85,610	86,572	88,490	59,693	59,905	48,420	42,272	38,076	34,256	41,488	68,468	
— %	98%	107%	94%	97%	89%	84%	66%	73%	69%	90%	104%	0%

Commercial Consumption



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
— 2017-2018	37,582	34,086	41,181	30,146	33,724	29,251	28,092	29,598	26,426	27,438	30,476	35,009
— 2018-2019	34,907	37,064	36,532	29,437	35,401	27,750	25,918	25,385	22,210	25,740	31,185	
— %	93%	109%	89%	98%	105%	95%	92%	86%	84%	94%	102%	0%

Dedicated Irrigation Consumption (including LWV)



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2017-2018	77,239	73,638	87,622	52,373	58,189	43,258	37,291	30,308	25,185	25,525	55,374	61,823
2018-2019	73,448	85,554	87,633	58,977	56,874	28,192	13,926	5,306	3,605	23,291	51,253	
%	95%	116%	100%	113%	98%	65%	37%	18%	14%	91%	93%	0%

EL TORO WATER DISTRICT

Glossary of Water Terms

Accumulated overdraft: The amount of water necessary to be replaced in the intake area of the groundwater basin to prevent the landward movement of ocean water into the fresh groundwater body.

Acre-foot, AF: A common water industry unit of measurement. An acre-foot is 325,851 gallons, or the amount of water needed to cover one acre with water one foot deep. An acre-foot serves annual needs of two typical California families.

ACWA: Association of California Water Agencies.
A statewide group based in Sacramento that actively lobbies State and Federal Government on water issues.

Advanced treatment: Additional treatment processes used to clean wastewater even further following primary and secondary treatment. Also known as tertiary treatment.

AFY: Acre-foot per year.

Alluvium: A stratified bed of sand, gravel, silt, and clay deposited by flowing water.

AMP: Allen McCulloch pipeline.

Major pipeline transporting treated water to water districts between Yorba Linda, where it starts to El Toro Water District reservoir, where it terminates.

Annexation: The inclusion of land within a government agency's jurisdiction.

Annual overdraft: The quantity by which the production of water from the groundwater supplies during the water year exceeds the natural replenishment of such groundwater supplies during the same water year.

Aqueduct: A man-made canal or pipeline used to transport water.

Aquifer: An underground geologic formation of rock, soil or sediment that is naturally saturated with water; an aquifer stores groundwater.

Arid: Dry; deserts are arid places. Semi-arid places are almost as dry as a desert.

Artesian: An aquifer in which the water is under sufficient pressure to cause it to rise above the bottom of the overlying confining bed, if the opportunity is provided.

Artificial recharge: The addition of surface water to a groundwater reservoir by human activity, such as putting surface water into recharge basins. (See also: groundwater recharge and recharge basin.)

AWWA American Water Works Association
Nationwide group of public and private water purveyors and related industrial suppliers.

Base flow: The portion of river surface flow which remains after deduction of storm flow and/or purchased imported water.

Bay-Delta: The Sacramento-San Joaquin Bay-Delta is a unique natural resource of local, state and national significance. The Delta is home to more than 500,000 people; contains 500,000 acres of agriculture; provides habitat for 700 native plant and animal species; provides water for more than 25 million Californians and 3 million acres of agriculture; is traversed by energy, communications and transportation facilities vital to the economic health of California; and supports a \$400 billion economy.

BIA: Building Industry Association.

Biofouling: The formation of bacterial film (biofilm) on fragile reverse osmosis membrane surfaces.

Biosolids: Solid organic matter recovered from a sewage treatment process and used especially as fertilizer.

BMP: Best Management Practice. An engineered structure or management activity, or combination of these, that eliminates or reduces adverse environmental effects.

Brackish water: A mixture of freshwater and saltwater.

Brown Act: Ralph M. Brown Act enacted by the State legislature governing all meetings of legislative bodies. Also known as the Open Meeting requirements.

Canal: A ditch used to move water from one location to another.

CASA: California Association of Sanitation Agencies The sanitation equivalent of ACWA concerned solely with issues affecting the treatment and disposal of solid waste and wastewater.

CEQA: California Environmental Quality Act.

CERCLA: Comprehensive Environmental Response, Compensation and Liability Act. This federal law establishes the Superfund program for hazardous waste sites. It provides the legal basis for the United States EPA to regulate and clean up hazardous waste sites, and if appropriate, to seek financial compensation from entities responsible for the site.

CFS: Cubic feet per second.

Chloramines: A mixture of ammonia and chlorine used to purify water.

Clarify: To make clear or pure by separation and elimination of suspended solid material.

Coagulation: The clumping together of solids so they can more easily be settled out or filtered out of water. A chemical called aluminum sulfate (alum) is generally used to aid coagulation in water treatment and reclamation.

Coastkeepers: A non-profit organization dedicated to the protection and preservation of the marine habitats and watersheds of Orange County through programs of education, restoration, enforcement and advocacy.

Colored water: Groundwater extracted from the basin that is unsuitable for domestic use without treatment due to high color and odor exceeding drinking water standards.

Condensation: The process of water vapor (gas) changing into liquid water. An example of condensation can be seen in the tiny water droplets that form on the outside of a glass of iced tea as warmer air touches the cooler glass.

Confined aquifer: An aquifer that is bound above and below by dense layers of rock and contains water under pressure.

Conjunctive use: Storing imported water in a local aquifer, in conjunction with groundwater, for later retrieval and use.

Contaminate: To make unclean or impure by the addition of harmful substances.

CPCFA: California Pollution Control Financing Authority. State agency providing funds for wastewater reclamation projects.

Crisis:

1. **a:** The turning point for better or worse **b:** a paroxysmal attack of pain, distress, or disordered function **c:** an emotionally significant event or radical change of status in a person's life <a midlife *crisis*>
2. The decisive moment (as in a literary plot)
3. **a:** An unstable or crucial time or state of affairs in which a decisive change is impending; *especially* : one with the distinct possibility of a highly undesirable outcome <a financial *crisis*> **b:** a situation that has reached a critical phase

CTP Coastal Treatment Plant

CWPCA California Water Pollution Control Association. A 7000 member non-profit educational organization dedicated to water pollution control.

Dam: A barrier built across a river or stream to hold water.

Decompose: To separate into simpler compounds, substances or elements.

Deep percolation: The percolation of surface water through the ground beyond the lower limit of the root zone of plants into a groundwater aquifer.

Degraded water: Water within the groundwater basin that, in one characteristic or another, does not meet primary drinking water standards.

Delta: Where the rivers empty; an outlet from land to ocean, also where the rivers deposit sediment they carry forming landforms.

Delta Vision: Delta Vision is intended to identify a strategy for managing the Sacramento-San Joaquin Delta as a sustainable ecosystem that would continue to support environmental and economic functions that are critical to the people of California.

Demineralize: To reduce the concentrations of minerals from water by ion exchange, distillation, electro-dialysis, or reverse osmosis.

De-nitrification: The physical process of removing nitrate from water through reverse osmosis, microfiltration, or other means.

Desalting (or desalination): Removing salts from salt water by evaporation or distillation. Specific treatment processes, such as reverse osmosis or multi-stage flash distillation, to demineralize seawater or brackish (saline) waters for reuse. Also sometimes used in wastewater treatment to remove salts other pollutants.

Desilting: The physical process of removing suspended particles from water.

Dilute: To lessen the amount of a substance in water by adding more water.

Disinfection: Water treatment which destroys potentially harmful bacteria.

Drainage basin: The area of land from which water drains into a river, for example, the Sacramento River Basin, in which all land area drains into the Sacramento River. Also called catchment area, watershed, or river basin.

Drought: A prolonged period of below-average precipitation.

DPHS: California Department of Public Health Services. Regulates public water systems; oversees water recycling projects; permits water treatment devices; certifies drinking water treatment and distribution operators; supports and promotes water system security; provides support for small water systems and for improving technical, managerial, and financial (TMF) capacity; provides funding opportunities for water system improvements.

DVL: Diamond Valley Lake. Metropolitan's major reservoir near Hemet, in southwestern Riverside County.

DWR: California Department of Water Resources. Guides development/management of California's water resources; owns/operates State Water Project and other water facilities.

Endangered Species: A species of animal or plant threatened with extinction.

Endangered Species Act of 1973 (ESA): The most wide-ranging of the dozens of United States environmental laws passed in the 1970s. As stated in section 2 of the act, it was designed to protect critically imperiled species from extinction as a "consequence of economic growth and development untended by adequate concern and conservation.

Ecosystem: Where living and non-living things interact (coexist) in order to survive.

Effluent: Wastewater or other liquid, partially or completely treated or in its natural state, flowing from a treatment plant.

Evaporation: The process that changes water (liquid) into water vapor (gas).

Estuary: Where fresh water meets salt water.

Evapotranspiration: The quantity of water transpired (given off), retained in plant tissues, and evaporated from plant tissues and surrounding soil surface. Quantitatively, it is expressed in terms of depth of water per unit area during a specified period of time.

FCH Federal Clearing House – Environmental Review/Processing

FEMA Federal Emergency Management Agency

Filtration: The process of allowing water to pass through layers of a porous material such as sand, gravel or charcoal to trap solid particles. Filtration occurs in nature when rain water soaks into the ground and it passes through hundreds of feet of sand and gravel. This same natural process of filtration is duplicated in water and wastewater treatment plants, generally using sand and coal as the filter media.

Flocculation: A chemical process involving addition of a coagulant to assist in the removal of turbidity in water.

Forebay: A reservoir or pond situated at the intake of a pumping plant or power plant to stabilize water level; also, a portion of a groundwater basin where large quantities of surface water can recharge the basin through infiltration.

Gray water reuse: Reuse, generally without treatment, of domestic type wastewater for toilet flushing, garden irrigation and other non-potable uses. Excludes water from toilets, kitchen sinks, dishwashers, or water used for washing diapers.

Green Acres Project (GAP): A 7.5 million gallons per day (MGD) water reclamation project that serves tertiary treated recycled water to irrigation and industrial users in Costa Mesa, Fountain Valley, Huntington Beach, Newport Beach, and Santa Ana.

God Squad: A seven-member committee that is officially called the "Endangered Species Committee". Members consist of Secretary of the Interior, the Secretary of Agriculture, the Secretary of the Army, the Chairman of the Council of Economic Advisers, the Administrator of the National Oceanic and Atmospheric Administration and one individual from the affected state. The squad was established in 1978 by an amendment to the 1973 Endangered Species Act (ESA). It has only been called into action three times to deal with proposed federal agency actions that have been determined to cause "jeopardy" to any listed species. Such actions may receive an exemption from the ESA if five members of the committee determine that the action is of regional or national significance, that the benefits of the action clearly outweigh the benefits of conserving the species and that there are no reasonable and prudent alternatives to the action.

Groundwater: Water that has percolated into natural, underground aquifers; water in the ground, not water puddled on the ground.

Groundwater basin: A groundwater reservoir defined by the overlying land surface and the underlying aquifers that contain water stored in the reservoir. Boundaries of success-ively deeper aquifers may differ and make it difficult to define the limits of the basin.

Groundwater mining: The withdrawal of water from an aquifer in excess of recharge over a period of time. If continued, the underground supply would eventually be exhausted or the water table could drop below economically feasible pumping lifts.

Groundwater overdraft: The condition of a groundwater basin in which the amount of water withdrawn by pumping exceeds the amount of water that recharges the basin over a period of years during which water supply conditions approximate average.

Groundwater recharge: The action of increasing groundwater storage by natural conditions or by human activity. See also: Artificial recharge.

Ground Water Replenishment System (GWRS): A joint project of the Orange County Water District and the Orange County Sanitation District that will provide up to 100,000 acre-feet of reclaimed water annually. The high-quality water will be used to expand an existing underground seawater intrusion barrier and to replenish the groundwater basin underlying north and central Orange County.

Groundwater table: The upper surface of the zone of saturation (all pores of subsoil filled with water), except where the surface is formed by an impermeable body.

GPM: Gallons per minute.

Ground Water Replenishment System (GWRS): Orange County Water District's state-of-the-art, highly advanced, waste-water treatment facility.

Hydrologic balance: An accounting of all water inflow to, water outflow from, and changes in water storage within a hydrologic unit over a specified period.

Hydrologic cycle: The process of water constantly circulating from the ocean, to the atmosphere, to the earth in a form of precipitation, and finally returning to the ocean.

Imported water: Water that has originated from one hydrologic region and is transferred to another hydrologic region.

Inflatable rubber dams: Designed to replace temporary sand levees that wash out during heavy storm flow, the dams hold back high-volume river flows and divert the water into the off-river system for percolation.

Influent: Water or wastewater entering a treatment plant, or a particular stage of the treatment process.

Irrigation: Applying water to crops, lawns or other plants using pumps, pipes, hoses, sprinklers, etc.

JPIA Joint Powers Insurance Authority. A group of water agencies providing self-insurance to members of the ACWA.

LAIF Local Agency Investment Fund. Statewide pool of surplus public agency money managed by State Treasurer.

Leach: To remove components from the soil by the action of water trickling through.

MAF: Million acre feet.

MCL: Maximum contaminant level set by EPA for a regulated substance in drinking water. According to health agencies, the maximum amount of a substance that can be present in water that's safe to drink and which looks, tastes and smells good.

MET: Metropolitan Water District of Southern California.

MGD: Million gallons per day.

Microfiltration: A physical separation process where tiny, hollow filaments members separate particles from water.

Microorganism: An animal or plant of microscopic size.

MWD: Metropolitan Water District of Southern California.

MWDOC: Municipal Water District of Orange County. Intermediate wholesaler between MWD and 27 member agencies including ETWD.

Non-point source pollution: Pollution that is so general or covers such a wide area that no single, localized source of the pollution can be identified.

NPDES National Pollution Discharge Elimination System

OCBC: Orange County Business Council.

OCEMA Orange County Environmental Management Agency

OCWD: Orange County Water District.

Opportunity:

1. A favorable juncture of circumstances.
2. A good chance for advancement or progress .

Organism: Any individual form of life, such as a plant, animal or bacterium.

PCM Professional Community Management, Inc. Property Management company providing services to Laguna Woods Village and other homeowner associations.

Perched groundwater: Groundwater supported by a zone of material of low permeability located above an underlying main body of groundwater with which it is not hydrostatically connected.

Percolation: The downward movement of water through the soil or alluvium to the groundwater table.

Permeability: The capability of soil or other geologic formations to transmit water.

Point source: A specific site from which waste or polluted water is discharged into a water body, the source of which is identified. See also: non-point source.

Potable water: Suitable and safe for drinking.

PPB: Parts per billion.

Precipitation: Water from the atmosphere that falls to the ground as a liquid (rain) or a solid (snow, sleet, hail).

Primary treated water: First major treatment in a wastewater treatment facility, usually sedimentation but not biological oxidation.

Primary treatment: Removing solids and floating matter from wastewater using screening, skimming and sedimentation (settling by gravity).

Prior appropriation doctrine: Allocates water rights to the first party who diverts water from its natural source and applies the water to beneficial use. If at some point the first appropriator fails to use the water beneficially, another person may appropriate the water and gain rights to the water. The central principle is beneficial use, not land ownership.

Pumping Plant: A facility that lifts water up and over hills.

Recharge: The physical process where water naturally percolates or sinks into a groundwater basin.

Recharge basin: A surface facility, often a large pond, used to increase the infiltration of surface water into a groundwater basin.

Reclaimed wastewater: Wastewater that becomes suitable for a specific beneficial use as a result of treatment. See also: wastewater reclamation.

Reclamation project: A project where water is obtained from a sanitary district or system and which undergoes additional treatment for a variety of uses, including landscape irrigation, industrial uses, and groundwater recharge.

Recycling: A type of reuse, usually involving running a supply of water through a closed system again and again. Legislation in 1991 legally equates the term "recycled water" to reclaimed water.

Reservoir: A place where water is stored until it is needed. A reservoir can be an open lake or an enclosed storage tank.

Reverse osmosis: (RO) A method of removing salts or other ions from water by forcing water through a semi-permeable membrane.

RFP Request for Proposal

Riparian: Of or on the banks of a stream, river, or other body of water.

RO: Reverse osmosis. See the listing under "reverse osmosis."

R-O-W Right-of-way

Runoff: Liquid water that travels over the surface of the Earth, moving downward due to gravity. Runoff is one way in which water that falls as precipitation returns to the ocean.

RWQCB Regional Water Quality Control Board. State agency regulating discharge and use of recycled water.

Safe Drinking Water Act (SDWA): The Safe Drinking Water Act (SDWA) was originally passed by Congress in 1974 to protect public health by regulating the nation's public drinking water supply. The law was amended in 1986 and 1996 and requires many actions to protect drinking water and its sources: rivers, lakes, reservoirs, springs, and ground water wells. (SDWA does not regulate private wells which serve fewer than 25 individuals.) SDWA authorizes the United States Environmental Protection Agency (US EPA) to set national health-based standards for drinking water to protect against both naturally-occurring and man-made contaminants that may be found in drinking water. US EPA, states, and water systems work together to make sure that these standards are met.

Safe yield: The maximum quantity of water that can be withdrawn from a groundwater basin over a long period of time without developing a condition of overdraft, sometimes referred to as sustained yield.

SAFRA Santa Ana River Flood Protection Agency

Salinity: Generally, the concentration of mineral salts dissolved in water. Salinity may be measured by weight (total dissolved solids - TDS), electrical conductivity, or osmotic pressure. Where seawater is known to be the major source of salt, salinity is often used to refer to the concentration of chlorides in the water.

SAWPA: Santa Ana Watershed Project Authority.

SCADA Supervisory Control and Data Acquisition

SCAP Southern California Alliance of Publicly. Newly formed group of public agencies seeking reasonable regulation of sewer industry.

SCH State Clearing House – Environmental Review/Processing

Seasonal storage: A three-part program offered by Metropolitan Water District of Southern California:

STSS (Short Term Seasonal Storage) financially encourages agencies with local groundwater production capabilities to produce a higher percentage of their demand in the summer from their local groundwater supplies, thus shifting a portion of their demand on the MWD system from the summer to winter;

LTSS (Long Term Seasonal Storage) financially encourages retail agencies to take and store additional amounts of MWD water above their normal annual demands for later use; Replenishment Water provides less expensive interruptible water that is generally available and used to increase the operating yield of groundwater basins.

Seawater intrusion: The movement of salt water into a body of fresh water. It can occur in either surface water or groundwater basins.

Seawater barrier: A physical facility or method of operation designed to prevent the intrusion of salt water into a body of freshwater.

Secondary treatment: The biological portion of wastewater treatment which uses the activated sludge process to further clean wastewater after primary treatment. Generally, a level of treatment that produces 85 percent removal efficiencies for biological oxygen demand and suspended solids. Usually carried out through the use of trickling filters or by the activated sludge process.

Sedimentation: The settling of solids in a body of water using gravity.

Settle: To clarify water by causing impurities/solid material to sink to a container's bottom.

Sewer: The system of pipes that carries wastewater from homes and businesses to a treatment plant or reclamation plant. Sewers are separate from storm drains, which is a system of drains and pipes that carry rain water from urban streets back to the ocean. Overwatering your yard can also cause water to run into the streets and into storm drains. Storm drain water is not treated before it is discharged.

SigAlert: Any unplanned event that causes the closing of one lane of traffic for 30 minutes or more, as opposed to a planned event, like road construction, which is planned.

SJBA San Juan Basin Authority

Sludge: The solids that remain after wastewater treatment. This material is separated from the cleaned water, treated and composted into fertilizer. Also called biosolids.

SOCWA South Orange County Wastewater Authority. Regional Joint Powers Authority formed for collection and treatment of sewerage (previously known as AWMA/SERRA/SOCRA). SOCWA member agencies:

CSC – City of San Clemente

CSJC – City of San Juan Capistrano

CLB – City of Laguna Beach

ETWD – El Toro Water District

EBSD – Emerald Bay Service District

IRWD – Irvine Ranch Water District

MNWD – Moulton Niguel Water District

SCWD – South Coast Water District

SMWD – Santa Margarita Water District

TCWD – Trabuco Canyon Water District

SRF State Revolving Fund

Storm Drain: The system of pipes that carries rain water from urban streets back to the ocean. Overwatering your yard can also cause water to run into the streets and into storm drains. Storm drain

water is not treated before it is discharged. Storm drains are separate from sewers, which is a separate system of pipes to carry wastewater from homes and businesses to a treatment plant or reclamation plant for cleaning.

Storm flow: Surface flow originating from precipitation and run-off which has not percolated to an underground basin.

SWP: State Water Project. An aqueduct system that delivers water from northern California to central and southern California.

SWRCB State Water Resources Control Board

TDS: Total dissolved solids. A quantitative measure of the residual minerals dissolved in water that remain after evaporation of a solution. Usually expressed in milligrams per liter.

Tertiary treatment: The treatment of wastewater beyond the secondary or biological stage. Normally implies the removal of nutrients, such as phosphorous and nitrogen, and a high percentage of suspended solids.

THM: Trihalomethanes. Any of several synthetic organic compounds formed when chlorine or bromine combine with organic materials in water.

TMA: Too many acronyms.

TMDL: Total maximum daily load; A quantitative assessment of water quality problems, contributing sources, and load reductions or control actions needed to restore and protect bodies of water.

Transpiration: The process in which plant tissues give off water vapor to the atmosphere as an essential physiological process.

Turbidity: Thick or opaque with matter in suspension; muddy water.

Ultraviolet light disinfection: A disinfection method for water that has received either secondary or tertiary treatment used as an alternative to chlorination.

VE Value Engineering

VOC: Volatile organic compound; a chemical compound that evaporates readily at room temperature and contains carbon.

Wastewater: Water that has been previously used by a municipality, industry or agriculture and has suffered a loss of quality as a result.

Water Cycle: The continuous process of surface water (puddles, lakes, oceans) evaporating from the sun's heat to become water vapor (gas) in the atmosphere. Water condenses into clouds and then falls back to earth as rain or snow (precipitation). Some precipitation soaks into the ground (percolation) to replenish groundwater supplies in underground aquifers.

Water rights: A legally protected right to take possession of water occurring in a natural waterway and to divert that water for beneficial use.

Water-use Efficiency: The water requirements of a particular device, fixture, appliance, process, piece of equipment, or activity.

Water year (USGS): The period between October 1st of one calendar year to September 30th of the following calendar year.

Watermaster: A court appointed person(s) that has specific responsibilities to carry out court decisions pertaining to a river system or watershed.

Water Reclamation: The treatment of wastewater to make it suitable for a beneficial reuse, such as landscape irrigation. Also called water recycling.

Watershed: The total land area that from which water drains or flows to a river, stream, lake or other body of water.

Water table: The top level of water stored underground.

WEF Water Environment Federation. Formerly – Water Pollution Control Federation (WPCF). International trade group advising members of sewage treatment techniques and their effect on the environment.

Weir box: A device to measure/control surface water flows in streams or between ponds.

Wellhead treatment: Water quality treatment of water being produced at the well site.

Wetland: Any area in which the water table stands near, at, or above the land surface for a portion of the year. Wetlands are characterized by plants adapted to wet soil conditions.

Xeriscape: Landscaping that requires minimal water.