

I hereby certify that the following agenda was posted at least 24 hours prior to the time of the meeting so noticed below at 24251 Los Alisos Boulevard, Lake Forest, California.



DENNIS P. CAFFERTY, Secretary of the El Toro Water District and the Board of Directors thereof



AGENDA
EL TORO WATER DISTRICT
SPECIAL MEETING OF THE
BOARD OF DIRECTORS

May 7, 2020

7:30 a.m.

This Meeting is being conducted in accordance with Governor Newsom's Executive Order N-29-20 (Paragraph 3) and the conditions specified therein which waive certain provisions of the Brown Act.

In an effort to protect public health and prevent the spread of COVID-19 (Coronavirus), and in accordance with the Governor's Executive Order N-29-20, **there will be no public location for attending in person.**

The Order allows all Board Members to participate telephonically in the Meeting from remote locations. As such, Directors Monin, Gaskins, Vergara, Freshley and Havens will be participating telephonically.

Members of the public who wish to comment on any item within the jurisdiction of the District or on any item on the agenda, may observe and address the Meeting by joining at this link: <https://us02web.zoom.us/j/89107848271>. (Meeting ID: 891-0784-8271). Members of the public who wish only to listen to the telephonic meeting may dial in at the following numbers (669) 900-6833 or (346) 248-7799 with the same Meeting ID noted above.

CALL MEETING TO ORDER – President Monin

PLEDGE OF ALLEGIANCE – Director Vergara

ORAL COMMUNICATIONS/PUBLIC COMMENTS

Members of the public may address the Board at this time or they may reserve this opportunity with regard to an item on the agenda, until said item is discussed by the Board. Comments on other items will be heard at the time set aside for “COMMENTS REGARDING NON-AGENDA ITEMS.” The public may 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 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. Transmittal of Election Information Special District
(Reference Material Included)**

The Board will review the Transmittal of Election Information form for Special Districts from the Registrar of Voters Office and discuss: (1) whether the El Toro Water District **will** or **will not** pay for Statements of Qualification by candidates for the November 3, 2020 Election and (2) the number of words the District authorizes for said Statements (200 or 400). The form must be returned to the Registrar of Voters Office by May 20, 2020.

Recommended Action: The Board will (1) whether the El Toro Water District will or will not pay for Statements of Qualification by candidates for the November 3, 2020 Election and (2) the number of words the District authorizes for said Statements (200 or 400).

2. Review of 2019/20 Fiscal Year Capital Budget (Reference Material Included)

Staff will review the status of the projects and equipment acquisition items included in the 2019/20 fiscal year budget as well as projects and equipment carried over from previous fiscal years. The Board will discuss and provide direction to Staff regarding appropriate progress on individual budget items in light of the COVID-19 pandemic.

Recommended Action at the May 7, 2020 Board Meeting:

The Board will provide direction to the General Manager as to whether or not to suspend any pending capital projects or equipment acquisitions.

3. WRP Sludge Truck Tractor Replacement Project (Reference Material Included)

Staff will review and comment the purchase of a 2021 Freightliner 122SD tractor to replace the District's existing sludge tanker tractor.

Recommended Action at the May 7, 2020 Board Meeting:

Staff recommends that the Board of Directors authorize General Manager to enter into a purchase order with Velocity Truck Centers in the amount of \$160,800.23 for the purchase of a 2021 Freightliner 122SD replacement tractor for the District sludge tanker assembly. Staff further recommends that the Board authorize the General Manager to fund the purchase cost from the designated Capital Reserves in accordance with the District's adopted Capital Reserve Policy.

4. Dump / Traffic Control Truck (Reference Material Included)

Staff will review and comment the purchase of a Dump / Traffic Control truck to replace an existing aged vehicle.

Recommended Action at the May 7, 2020 Board Meeting:

Staff recommends that the Board of Directors authorize General Manager to 1) issue a purchase order to Tuttle Click Automotive Group in the amount of \$38,608.30 for the purchase of a Ford F550 truck chassis and 2) issue a purchase order to Specialty Equipment in the amount of \$33,140.67 for the fabrication and installation of a truck body. Staff further recommends that the Board authorize the General Manager to fund the purchase cost from the designated Capital Reserves in accordance with the District's adopted Capital Reserve Policy.

ADJOURNMENT

The agenda material for this meeting is available to the public at the District's Administrative Office, which is located at 24251 Los Alisos Blvd., Lake Forest, Ca. 92630. If any additional material related to an open session agenda item is distributed to all or a majority of the board of directors after this agenda is posted, such material will be made available for immediate public inspection at the same location.

Request for Disability-Related Modifications or Accommodations

If you require any disability-related accommodation, including auxiliary aids or services, in order to participate in this public meeting, please telephone the District's Recording Secretary, Polly Welsch at (949) 837-7050, extension 225 at least forty-eight (48) hours prior to said meeting. If you prefer, your request may be submitted in writing to El Toro Water District, P.O. Box 4000, Laguna Hills, California 92654, Attention: Polly Welsch.