

I hereby certify that the following agenda was posted at least 72 hours prior to the time of the meeting so noticed below at 24251 Los Alisos Boulevard, Lake Forest, California.



DENNIS P. CAFFERTY, 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 FINANCE AND INSURANCE COMMITTEE MEETING AND ENGINEERING COMMITTEE MEETING

January 25, 2021

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 Gaskins, Freshley, Havens, Monin, and Vergara 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/88365198649>. (Meeting ID: 883 6519 8649). 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. Please be advised the Meeting is being recorded.

**CALL TO ORDER – President Gaskins**

**PLEDGE OF ALLEGIANCE – Director Havens**

**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 times set aside for “COMMENTS REGARDING NON-AGENDA ENGINEERING COMMITTEE ITEMS” or for “COMMENTS REGARDING NON-AGENDA FIC 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 item(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.)

**FINANCE AND INSURANCE COMMITTEE MEETING**

**CALL MEETING TO ORDER – Director Vergara**

**1. California Asset Management Program (CAMP) (Reference Material Included)**

A CAMP Representative will update the Board on the District’s investment holdings and philosophy based on the economic outlook. CAMP assists the District with short-term and long-term investment alternatives.

**2. 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)

- a. Consider approving the minutes of the December 14, 2020 Finance and Insurance Committee meeting (Minutes Included)

**Recommended Action:** The Board will be requested to approve the subject minutes listed above in the Consent Calendar.

- b. Consider approving Amendment No. 2 to the General Manager’s Employment Agreement.

**Recommended Action:** The Board will be requested to approve the subject Employment Agreement.

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

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

**Recommended Action:** The Board will be requested to approve the items removed from today's Finance and Insurance Committee Consent Calendar.

**FINANCIAL ACTION ITEMS**

**3. Resolution No. 21-1-1 Amending Policy Statement 1985-3 (IV) (ETWD Investment Policy) (Reference Material Included)**

Staff will review and comment on Resolution No. 21-1-1 amending Policy Statement 1985-3 (IV) (ETWD Investment Policy).

**Recommended Action:** Staff recommends approving Resolution No. 21-1-1 amending Policy Statement 1985-3 (IV) (ETWD Investment Policy).

RESOLUTION NO. 21-1-1

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

**4. Quarterly Insurance Report (Reference Material Included)**

Staff will review and comment on the Quarterly Insurance Report for the period October 1, 2020 through December 31, 2020.

**Recommended Action:** Staff recommends that the Board Receive and File the Quarterly Insurance Report for the period of October 1, 2020 through December 31, 2020.

**5. Financial Package - Authorization to Approve Bills for Consideration dated January 25, 2021 and Receive and File Financial Statements as of December 31, 2020 (Reference Material Included)**

The Board will consider approving the Bills for Consideration dated January 25, 2021 and Receive and File Financial Statements as of December 31, 2020.

**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 January 25, 2021, and 2) receive and file the Financial Statements for the period ending December 31, 2020.

## FINANCIAL INFORMATION ITEMS

6. **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.

7. **2021/22 Fiscal Year Budget Preparation and Tentative Schedule Status Report** (Reference Material Included)

Staff will review and comment on the 2021/22 fiscal year Budget Preparation and Tentative Schedule.

## COMMENTS REGARDING NON-AGENDA FIC ITEMS

## CLOSE FINANCE AND INSURANCE COMMITTEE MEETING

## ENGINEERING COMMITTEE

### CALL MEETING TO ORDER – Director Freshley

8. **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)

- a. Consider approving the minutes of the December 14, 2020 Engineering Committee meeting. (Minutes Included)

**Recommended Action:** The Board will be requested to approve the subject 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 Engineering Committee Consent Calendar.

## **ENGINEERING ACTION ITEMS**

9. **Ocean Outfall Pump Station Emergency Generator Replacement Project**  
(Reference Material Included)

Staff will review and comment on the construction bids submitted for the construction of the Ocean Outfall Pump Station Emergency Generator Replacement Project.

**Recommended Action:**

Staff recommends that the Board of Directors authorize the General Manager to enter into a contract with J.R. Filanc Construction Company, Inc. in the amount of \$384,523 for the replacement and installation of the Ocean Outfall Pump Station Emergency Generator. Staff further 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**

10. **El Toro Water District Capital Project Status Report**  
(Reference Material Included)

Staff will review and comment on the El Toro Water District Capital Project Status Report.

11. **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**

## ATTORNEY REPORT

### CLOSED SESSION

At this time the Board will go into Closed Session as follows:

1. At this time the Board will go into Closed Session pursuant to Government Code Section 54956.9 (d) (1) to consult with legal counsel and staff on a matter of pending litigation. *El Toro Water District v. Rossmoor Sanitation, Inc et al and Does 1through 50 inclusive- Orange County Superior Court- Case No. 30-2020-01152257-CU-OR—CJC.*
2. At this time the Board will go into Closed Session pursuant to Government Code Section 54956.9 (d) (1) to consult with legal counsel and staff on a matter of pending litigation. [Class Action] *Kessner et al. v. City of Santa Clara, et al. (Santa Clara County Superior Court - Case No. 20 CV 364054).*
3. At this time the Board will go into Closed Session pursuant to Government Code Section 54956.9 (d) (1) to consult with legal counsel and staff on a matter of pending litigation. *The People of the State of California, acting by and through the Department of Transportation. Plaintiff, vs. Laguna Hills Investment Company, L.P., a Delaware Limited Liability Company, et al., inclusive of El Toro Water District and Does 1 through 20, inclusive. Defendants- Orange County Superior Court- Case No. 30-2020-01140132-CU-EI-CXC.*

## REGULAR SESSION

### REPORT ON CLOSED SESSION (Legal Counsel)

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

### 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.*