

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**

**August 26, 2021**

**7:30 a.m.**

Members of the public who wish to comment on any item within the jurisdiction of the District or on any item on the agenda, attend the meeting in person at the District's office or may observe and address the Meeting by joining at this link:

<https://us02web.zoom.us/j/82968845285>. (Meeting ID: 829 6884 5285).

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 MEETING 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 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.)

## **PRESENTATION OF AWARDS, RECOGNITIONS AND INTRODUCTIONS**

### a. Service Awards

1. Mr. Cafferty will recognize and congratulate Jay Curry, Wastewater Operator III, for 30 years of service with the District.
2. Mr. Cafferty will recognize and congratulate Stuart Kain, Maintenance Worker III, for 30 years of service with the District.
3. Mr. Cafferty will recognize and congratulate Ralph Palomares, Industrial Waste Inspector for 40 years of service with the District.

## **1. 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 July 22, 2021 Board meeting, and the minutes of the July 26, 2021 Special Board meeting.
- b. Consider approving the Directors to attend the California Special Districts Association (CSDA) Annual Conference in Monterey, CA August 30 to September 2, 2021.

**Recommended Action:** The Board will be requested to approve the subject minutes and conference attendance.

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

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

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

## **2. Director Reports for Meetings Attended (Oral Report)**

## GENERAL MANAGER ACTION ITEMS

3. **ACWA Region 10 Board Election for the 2022-2023 Term** (Reference Material Included)

Staff and the Board will review and comment on the ACWA Region 10 Board Ballot and Nominating Committee's Recommended Slate and Individual Board Candidate Nominations for Chair, Vice-Chair and Board Members.

**Recommended Action:** Staff recommends that the Board of Directors direct and authorize the General Manager to cast the vote for the ACWA Region 10 Board Ballot.

4. **COVID-19 Update** (Reference Material Included)

Staff will provide an update on the status of the Districts response to the COVID-19 pandemic.

**Recommended Action:** Staff recommends that the Board of Directors grant the General Manager discretion to extend the use of Emergency Administrative Leave, as necessary up to 160 hours per employee per month, until the November 23, 2021 meeting of the Board of Directors.

5. **Revisions to Employee Handbook** (Reference Material Included)

Staff will review and discuss proposed revisions to the ETWD Employee Handbook for consideration by the Board.

**Recommended Action:** Staff recommends that the Board of Directors approve the updates to the existing ETWD Employee Handbook dated August 2021.

## GENERAL MANAGER INFORMATION ITEMS

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

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

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

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

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

Staff will review and comment on the Public Education and Outreach & Water Conservation Reports.

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

- a. SOCWA Board Meeting – August 5, 2021
- b. SOCWA Engineering Committee Meeting – August 12, 2021
- c. SOCWA Finance Committee Meeting – August 17, 2021

10. **Municipal Water District Of Orange County (MWDOC) Report**  
(Reference Material Included)

- a. MWDOC Planning/Operations Meeting – August 2, 2021
- b. MWDOC/MET Directors Workshop – August 4, 2021
- c. MWDOC Administration & Finance Committee – August 11, 2021
- d. MWDOC Board Meeting – August 18, 2021
- e. MWDOC Managers Meeting – July 22, 2021
- f. MWDOC Managers Meeting – August 19, 2021

11. **Local Agency Formation Commission (LAFCO) Report**

- a. Report on the August 11, 2021 meeting

12. **South Orange County Agencies Group Meeting Report**  
(Reference Material Included)

- a. Report on the July 22, 2021 South Orange County Agencies Group Meeting

13. **South Orange County Watershed Management Area (SOCWMA) Management and/or Executive Committee Report** (Reference Material Included)

- a. Report on the August 2, 2021 Management Committee Meeting
- b. Report on the August 5, 2021 Executive Committee Meeting

14. **ISDOC Meetings** (Reference Material Included)

- a. Report on the July 29, 2021 ISDOC Quarterly meeting
- b. Report on the August 3, 2021 ISDOC Executive Committee meeting

15. **WACO Meetings** (Reference Material Included)
- a. Report on the August 6, 2021 WACO meeting
  - b. Report on the August 17, 2021 WACO Planning Committee meeting

## COMMITTEE AND GENERAL INFORMATION

16. **Dates to Remember for August/September 2021** (Reference Material Included)

## COMMENTS REGARDING NON-AGENDA ITEMS

### 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. [Class Action] *Kessner et al. v. City of Santa Clara, et al.* (Santa Clara County Superior Court - Case No. 20 CV 364054).

### 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.*