

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

JUNE 20, 2022

7:30 a.m.

Director Monin will be attending remotely from: Edgewater Hotel, 101 Main St.
White Horse, Yukon Y1A2A7

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 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/87096072523> (Meeting ID: 870 9607 2523).

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 Freshley

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 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 Monin

1. Consent Calendar (Reference Material Included)

(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 May 23, 2022 Finance and Insurance Committee meeting (minutes included)

Recommended Action: The Board will be requested to approve the above Consent Calendar.

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 INFORMATION ITEMS

2. **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.

3. **Update on the Implementation of the Springbrook Software System**
(Reference Material Included)

Staff will provide an update on the status of the implementation of the Springbrook Software System.

4. **Consideration of Collection of the Capital Charge Through the Orange County Treasurer Tax Collector and County Property Tax Roll**
(Reference Material Included)

Staff will provide an update on the potential process and actions that would be required if the District considers collection of Capital Charge revenue through the County Treasurer Tax Collector and Property Tax Roll.

5. **2022/23 Fiscal Year Budget Preparation and Tentative Schedule Status Report** (Reference Material Included)

Staff will review and comment on the 2022/23 fiscal year Budget Preparation and Tentative Schedule.

FINANCIAL ACTION ITEMS

6. **Financial Package - Authorization to Approve Bills for Consideration dated June 20, 2022 and Receive and File Financial Statements as of May 31, 2022** (Reference Material Included)

The Board will consider approving the Bills for Consideration dated June 20, 2022 and Receive and File Financial Statements as of May 31, 2022.

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 20, 2022, and 2) receive and file the Financial Statements for the period ending May 31, 2022.

7. **218 Notice Amendment** (Reference Material Included)

Staff will review and comment on an amendment and distribution plan for a revision to the 2022-23 218 Notice.

Recommended Action: Staff recommends that the Board of Directors approve the amendment to the Proposition 218 Notice and authorize distribution of same in a manner similar and consistent to the distribution of the original 218 Notice.

8. **2022-23 Water, Recycled Water, and Wastewater Rate Study**
(Reference Material Included)

Staff will review and comment on the 2022-23 Water, Recycled Water, and Wastewater Rate Study prepared by Raftelis.

Recommended Action: Staff recommends the Board receive and file the 2022-23 Water, Recycled Water, and Wastewater Rate Study.

9. **Resolution No. 22-6-1 Amending the District's Purchasing Policy Statement 1996-13 (IV)** (Reference Material Included)

Staff will review on comment on amendments to the District's Purchasing Policy Statement 1996-13 (IV).

Recommended Action: Staff recommends that the Board adopt Resolution No. 22-6-1 which amends the District's Purchasing Policy Statement 1996-13 (IV).

RESOLUTION NO. 22-6-1

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE EL TORO WATER DISTRICT
AMENDING THE DISTRICT'S PURCHASING POLICY
1996-13 (IV)

10. **Olin Chlor Alkali Products** (Oral Report)

Staff will review and comment on a purchase order contract with Olin Chlor Alkali Products in the amount not to exceed \$100,000 for the purchase of 12½% concentration Sodium Hypochlorite for the Tertiary Treatment Plant.

Recommended Action: The Board will consider approving the purchase order contract for Olin Chlor Alkali Products in the amount not to exceed \$100,000 for the purchase of 12 ½% concentration Sodium Hypochlorite for the Tertiary Treatment Plant.

11. **Nieves Landscape** (Reference Material Included)

Staff will review and comment on a purchase order contract with Nieves Landscape in the amount not to exceed \$146,566.35.

Recommended Action: The Board will consider approving the purchase order contract with Nieves Landscape in the amount not to exceed \$146,566.35.

COMMENTS REGARDING NON-AGENDA FIC ITEMS

CLOSE FINANCE AND INSURANCE COMMITTEE MEETING

ENGINEERING COMMITTEE

CALL MEETING TO ORDER – Director Vergara

12. **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 May 23, 2022 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

13. **Resolution No. 22-6-2 Approving a Mitigated Negative Declaration (MND) and Mitigation Monitoring & Reporting Program (MM&RP) for the Joint Transmission Main (JTM) Pump Station Project** (Reference Material Included)

Staff recommends that the Board of Directors approve Resolution No. 22-6-2 which approves the JTM Pump Station Project and adopts the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan and authorizes the General Manager or designee to file a Notice of Determination of same for the JTM Pump Station Project.

Recommended Action: Staff recommends that the Board of Directors approve Resolution No. 22-6-2 which Resolution approves the JTM Pump Station Project and adopts the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan and authorizes the General Manager or designee to file a Notice of Determination of same for the JTM Pump Station Project.

RESOLUTION NO. 22-6-2

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE EL TORO WATER DISTRICT
ADOPTING A MITIGATED NEGATIVE DECLARATION
AND MITIGATION MONITORING AND REPORTING PLAN
AND APPROVING THE JTM PUMP STATION PROJECT

GENERAL INFORMATION ITEMS

14. **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.

15. **SOCWA Update** (Reference Material Included)

Staff will provide an update on the on-going discussions amongst the SOCWA member agencies regarding the Joint Powers Authority Agreement.

16. **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 54956.8 to consult with it's negotiator (General Manager) with respect to the terms and conditions pertaining to the potential acquisition of capacity interest in wastewater transmission pipes and facilities (appurtenant to real property) from the Irvine Ranch Water District, which property is located within the Service Area of the South Orange County Wastewater Authority.
2. Pursuant to Government Code Section 54957(b)(1) to discuss the General Manager's performance.

REGULAR SESSION

REPORT ON CLOSED SESSION (Legal Counsel)

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

17. General Manager Compensation

Recommended Action: The District's Board of Directors will discuss and consider granting the District's General Manager a compensation increase in the amount and form as determined by the Board.

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.