

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
AND THE  
FINANCE & INSURANCE COMMITTEE MEETING

June 19, 2023

At approximately 7:30 a.m. President Havens called the regular meeting to order.

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

Committee Members KAY HAVENS, KATHRYN FRESHLEY, MIKE GASKINS,  
JOSE VERGARA, and MARK MONIN participated.

Also participating were DENNIS P. CAFFERTY, General Manager, HANNAH FORD, Engineering Manager, GILBERT J. GRANITO, General Counsel, VISHAV SHARMA, CFO, CAROL MOORE, Laguna Woods Council member (zoom), POLLY WELSCH, Recording Secretary, JOONE LOPEZ, MNWD, BILL MOOREHEAD, MNWD, DUANE CAVE, MNWD, MATT COLLINGS, MNWD, ROD WOODS, MNWD, and DAN FERONS, SMWD.

Determination of a Quorum

Roll Call:

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

All five Board members are present for the meeting, therefore a quorum was determined.

Oral Communications/Public Comments

There were no comments.

### Items Received Too Late to be Agendized

President Havens asked if there were any items received too late to be agendized. Mr. Cafferty replied no.

### MNWD Presentation Regarding the Operation of the Regional Treatment Plant

Representatives from MNWD presented their proposal to Operate the Regional Treatment Plant as well as an update on the MNWD OASIS Project.

At approximately 8:50 a.m. Ms. Lopez, Mr. Ferons, Mr. Collings, Mr. Cave, Mr. Moorhead, and Mr. Woods left the meeting.

### Finance & Insurance Committee Meeting

At approximately 8:50 a.m. Director Gaskins called the Finance & Insurance Committee meeting to order.

### Consent Calendar

Director Gaskins asked for a Motion.

Motion: Director Freshley made a motion, seconded by Director Monin to approve the Consent Calendar.

### Roll Call Vote:

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

### Financial Information Items

### Update on the Implementation of the Springbrook Software System

Mr. Sharma stated that the General Ledger, Accounting System, and Payroll are working, and the next step is the Billing System module implementation. He further stated that the District staff had a Zoom meeting on June 9<sup>th</sup> with the Springbrook staff

and setup the week of August 28<sup>th</sup> to restart the Billing system conversion process. The implementation process will take between three and five months to fully test and implement the Billing Module.

#### Financial Action Items

#### Financial Package - Authorization to Approve Bills for Consideration Dated June 19, 2023 and Receive and File Financial Statements as of May 31, 2023

Director Gaskins asked for a Motion.

Motion: Director Monin made a Motion, seconded by Vice President Vergara to approve, ratify, and confirm payment of the bills set forth in the schedule of bills for consideration dated June 19, 2023, and receive and file the financial statements for the period ending May 31, 2023.

#### Roll Call Vote:

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

#### Comments Regarding Non-Agenda FIC Items

Mr. Cafferty provided a quick update on the budget process. He further stated that the Prop 218 Notices were mailed out and a small number of protest emails have been received.

#### Close Finance and Insurance Committee Meeting

There being no further business the Finance Committee meeting was closed at approximately 9:10 a.m.

Respectfully submitted



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POLLY WELSCH  
Recording Secretary

APPROVED:



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KAY HAVENS, President  
of the El Toro Water District and the  
Board of Directors thereof



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