

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

October 23, 2023

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

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

Committee Members KAY HAVENS, KATHRYN FRESHLEY, MIKE GASKINS, MARK MONIN, and FRED ADJARIAN participated.

Also participating were DENNIS P. CAFFERTY, General Manager, JUDY CIMORELL, Human Resources Manager, HANNAH FORD, Engineering Manager, RORY HARNISCH, Senior Engineer, GILBERT J. GRANITO, General Counsel, VISHAV SHARMA, CFO, SCOTT HOPKINS, Operations Superintendent, SHERRI SEITZ, Public Relations Manager, VU CHU, Water Use Efficiency Analyst, VICKI TANIOUS, Payroll, (Zoom), MIKE MIAZGA, IT Manager (Zoom), CAROL MOORE, Laguna Woods City Council member (Zoom), and POLLY WELSCH, Recording Secretary.

Determination of a Quorum

Roll Call:

Director Adjarian	present
Director Gaskins	present
Director Freshley	present
Vice President Monin	present
President Havens	present

Five Board members are present at the meeting and therefore a quorum has been determined.

Oral Communications/Public Comment

There were no comments.

Items Too Late to be Agendized

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

Finance and Insurance Committee Meeting

At approximately 7:35 a.m. Director Gaskins called the Finance and Insurance Committee meeting to order.

Consent Calendar

Director Gaskins asked for a Motion.

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

Roll Call Vote:

Director Adjarian	abstain (absent from the Sept 25 meeting)
Director Gaskins	aye
Director Freshley	aye
Vice President Monin	aye
President Havens	aye

Financial Information Items

Update on the Implementation of the Springbrook Software System

Mr. Sharma stated that staff continues to work with the Springbrook team on the utility billing, online credit card processing, and Fixed Assets. He further stated that staff will be attending a Springbrook conference this week in Las Vegas.

Mr. Sharma stated that the tentative go live date for the utility billing module has been scheduled for the week of January 8, 2024. He further stated that Springbrook suggested using Xpress Bill Pay instead of Civic Pay which will bring down the cost of debit and credit card processing fees as well as the cost of the module.

Health Savings Account Contribution

Mr. Cafferty stated that this is an information item. He further stated that when the District had the Open Enrollment meetings it became aware that the deductibles for the Consumer Driven Health Care Plan increased slightly and the Health Savings Account Contribution are being adjusted to match the deductibles.

Financial Action Items

Dental Insurance

Mr. Cafferty stated that under the current JPIA and Delta Dental Plan the District has a \$1,500 annual maximum with no options to cover orthodontics. He further stated that the new maximum available benefit is either \$1,500, \$2,000, or \$3,000.

Mr. Cafferty stated that the maximum benefit is the ceiling, and at which point you reach, then the remaining balance is out of pocket charges that the employee will pay. He further stated that the cost increase to add the orthodontic benefit does not count against the annual maximum benefit limit.

Director Gaskins asked for a Motion.

Motion: Director Adjarian made a motion, seconded by Vice President Monin to authorize the General Manager to execute the ACWA JPIA Change Dental Plan Form modifying the District's Dental Plan to include an annual maximum benefit limit of \$3,000 with orthodontic care coverage for adults and children.

Roll Call Vote:

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

Quarterly Insurance Report

Ms. Cimorell stated that we are currently in the Open Enrollment period which ends November 2nd. She further stated that rates increased more than expected due to JPIA's cutting back on the supplemented amounts.

Ms. Cimorell stated that the Workers Compensation rate increased for everyone in the JPIA pool.

Director Gaskins asked for a Motion.

Motion: Vice President Monin made a motion, seconded by Director Adjarian to Receive and File the Quarterly Insurance Report for the period of July 1, 2023 through September 30, 2023.

Roll Call Vote:

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

Financial Package - Authorization to Approve Bills for Consideration Dated October 23, 2023 and Receive and File Financial Statements as of September 30, 2023

Mr. Sharma stated that the annual audit is in the final process, and thus far there are no comments.

Director Adjarian asked who are the District's current auditors. Mr. Sharma replied CLA (Clifton, Larson, & Associates) which is a national level firm.

Director Freshley asked how the projects where the District does their own Engineering is accounted for in the capitalized costs. Mr. Cafferty replied that staff will review how time is accounted for on Engineering projects.

Director Gaskins asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Freshley to approve, ratify, and confirm payment of the bills set forth in the schedule of bills for consideration dated October 23, 2023, and receive and file the financial statements for the period ending September 30, 2023.

Roll Call Vote:

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

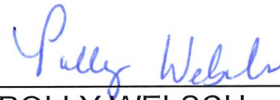
Comments Regarding Non-Agenda FIC Items

Vice President Monin stated that he attended the CSDA meeting with the District where they discussed their two funds; a market fund and a longer duration fund. He further stated that their management fee was seven basis points, and most money markets are around 17 basis points.

Adjournment

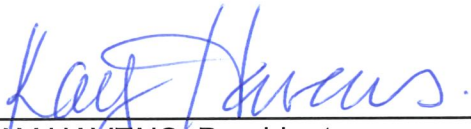
There being no further business the Finance Committee meeting was closed at approximately 7:57 a.m.

Respectfully submitted



POLLY WELSCH
Recording Secretary

APPROVED:



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



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