

MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS
OF THE
EL TORO WATER DISTRICT
January 25, 2024

Vice President Gaskins called the meeting of the Board of Directors of the ELTORO WATER DISTRICT to order at 7:30 a.m.

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

Directors KAY HAVENS, MIKE GASKINS, MARK MONIN (Zoom), FRED ADJARIAN, and KATHRYN FRESHLEY participated.

Also present were DENNIS P. CAFFERTY, General Manager, JUDY CIMORELL, Human Resources Manager (8:10 am), VU CHU, Water Use Efficiency Analyst, MIKE MIAZGA (Zoom), GILBERT J. GRANITO, General Counsel, RANDALL CRANE, MWDOC Director, KATIE VINCENT, MWDOC, JIM FISLER, LAFCO Commissioner, JOHN LEWIS, LAFCO, CAROL MOORE, Laguna Woods Council Member (Zoom), and POLLY WELSCH, Recording Secretary.

Determination of a Quorum

Five Board members were present for the meeting, therefore a quorum was determined.

Oral Communications/Public Comments

Mr. Fisler, LAFCO Commissioner stated that LAFCO will be holding a study session at their February meeting and Strategic Planning session on leadership and team building. He further stated that there are three seats coming up for election on the Commission including two City seats as well as the Special Districts seat.

Mr. Crane, MWDOC Director recognized ETWD on accomplishments for the commitment to empowering Orange County Girl Scouts with the knowledge and skills to be lifelong water stewards.

Mr. Crane also recognized ETWD for the commitment in educating Orange County Scouts BSA about where their water comes from and ways to protect the health and security of our natural resources.

At approximately 7:40 a.m. Mr. Fislser and Mr. Lewis left the meeting.

Items Received Too Late to be Agendized

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

Consent Calendar

Vice President Gaskins asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Director Havens to approve the Consent Calendar.

Roll Call Vote:

- Director Adjarian aye
- Director Freshley aye
- Director Havens aye
- Vice President Gaskins aye
- President Monin aye (Zoom)

Director Reports for Meetings Attended

Director Freshley stated that she attended the MWDOC/MET Directors workshop, the MWDOC Planning/Operations meeting, the MWDOC Board meeting, the LAFCO meeting, the WACO meeting, the RRC meeting, the SOCWA Finance meeting, the SOCWA Board meeting, the OCWA luncheon, the Laguna Woods City Council

meeting, the regular ETWD Board meetings, and will be attending the MWDOC Water Policy Forum dinner.

Director Havens stated that she attended the MWDOC/MET Directors workshop, the MWDOC Planning/Operations meeting, the Laguna Woods Third Landscape Committee meeting, the WACO meeting, the MWDOC Admin/Finance meeting, the MWDOC Board meeting, the regular ETWD Board meetings, the State Water Control Board hearing, and will be attending the SOCAG meeting, and the MWDOC Water Policy Forum dinner.

Director Adjarian stated that he attended the MWDOC/MET Directors workshop, the MWDOC Planning/Operations meeting, the WACO meeting, coffee with Senator Janet Nguyen, the OCWA luncheon, the regular ETWD Board meetings, and will be presenting on TV-6 on ETWD's Fats, Oils, and Grease management program, the ISDOC Quarterly luncheon, and the MWDOC Water Policy Forum dinner.

Vice President Gaskins stated that he attended the MWDOC/MET Directors workshop, the MWDOC Planning/Operations meeting, the WACO meeting, the RRC meeting, the LAFCO meeting, the MWDOC Board meeting, the 2-day MET inspection tour, the OCWA luncheon, the regular ETWD Board meetings, and will be attending the SOCAG meeting and MWDOC Water Policy Forum dinner.

President Monin stated that he attended the WACO meeting, the WACO Planning Committee meeting, the President/VP/GM meeting, the MWDOC/MET Directors workshop, the MWDOC Planning/Operations meeting, the Agenda Review meeting, the OCWA luncheon, the ISDOC Executive Committee meeting, the regular ETWD Board meetings, and will be listening remotely to the ISDOC Quarterly meeting and will be attending the MWDOC Water Policy Forum dinner.

General Manager Action Items

Resolution No. 24-1-1 Modifying Standing and External Organization Board and Staff

Assignments for Calendar Year 2024

Vice President Gaskins asked for a Motion.

Motion: Director Freshley made a Motion, seconded by Director Adjarian to adopt Resolution No. 24-1-1 modifying Standing and External Organization Board and Staff Assignments for calendar year 2024.

Roll Call Vote:

Director Adjarian	aye
Director Freshley	aye
Director Havens	aye
Vice President Gaskins	aye
President Monin	aye (Zoom)

Resolution No. 24-1-2 ETWD Administrative Code

Mr. Cafferty stated that this item represents the continuing process to transfer policies into the new Administrative Code. He further stated that each month additional policies will be added until the Administrative Code is complete.

Mr. Cafferty stated that duties describing the Office of the President and Vice President have been added to the Administrative Code.

Vice President Gaskins asked for a Motion.

Motion: Director Freshley made a Motion, seconded by Director Havens to adopt Resolution No. 24-1-2 which adopts the amended ETWD Administrative Code.

Roll Call Vote:

Director Adjarian	aye
Director Freshley	aye
Director Havens	aye
Vice President Gaskins	aye
President Monin	aye (Zoom)

General Manager Information Items

General Manager's Monthly Report

Mr. Cafferty stated that he attended the CSDA Essential Leadership Skills Webinar in pursuit of the Certified Special District Manager certification.

Mr. Cafferty stated that he met with Chris Macon, Laguna Woods City Manager, and they discussed the Oso Lift Station driveway into the Laguna Woods Wilderness Park. He further stated that the City wants to install a solar powered camera on the light pole inside the Lift Station to capture the entrance. Mr. Cafferty stated that an agreement would be developed to deal with any issues of access or liability, which will be brought before the Board at a future date.

Mr. Cafferty stated that the City of Laguna Woods and Orange County Fire Authority (OCFA) are working to build a potential new fire station off Moulton Parkway at City Center Park, which will require use of the District's road that is current access to the R-2 Reservoir site. He further stated that they are looking for an easement arrangement where they can access the new station.

Mr. Cafferty stated that OCFA would take over maintenance of the road and improvements to the fence with an automatic gate instead of the existing chain and padlock. He further stated that this project could take a few years to complete.

Legislative Reports

Vice President Gaskins noted that the recent CSDA flyer had some interesting bills that are up for proposal.

Public Education and Outreach Report

Ms. Seitz stated that Director Freshley gave a presentation last month to TV-6 on Direct Potable Reuse, and Director Adjarian will be presenting this month on Fats,

Oils, and Grease.

Ms. Seitz stated that the newsletter topics will include Direct Potable Reuse, Fix-a-Leak Week, Rebates, the GFOA Certificate of Achievement for Excellence in Financial Reporting, ETWD in the Community, Wipes, New Faces at ETWD, Spring Landscape Checkup, and the New Billing System.

Ms. Seitz stated that staff is preparing news releases on the new President and Vice President and receiving the GFOA Certificate of Achievement for Excellence in Financial Reporting.

Ms. Seitz stated that staff is working on an RFP for a new website design.

Ms. Seitz stated that Mr. Cafferty and Mr. Chu will be speaking at the Laguna Hills Third Mutual Water Conservation Committee meeting on Water Supply Conditions.

Ms. Seitz stated that included in the Board report is a MET Water Conservation Survey from Probolsky Research.

Water Use Efficiency Report

Mr. Chu provided an update on the Water Use Efficiency Report and landscape efficiency standards reporting.

SOCWA Reports

Mr. Cafferty stated that the SOCWA Finance Committee is starting their budget process.

MWDOC Reports

Mr. Cafferty stated that staff is working with MNWD on the interconnection and upcoming repairs to the AMP pipeline.

Director Freshley stated that the 5 or 6% water rate increase that MET is planning is unrealistic and could be 12 or 15%.

LAFCO

Director Freshley stated that they discussed the appointment process between Cities and Special Districts and the voting process.

ISDOC

President Monin stated that they formed an Ad-hoc Committee for the website design.

WACO

President Monin stated that they had a presentation on Snowpack/Snow Melt and How Did We Do.

COMMITTEE AND GENERAL INFORMATION

Dates to Remember for January/February

Mr. Cafferty stated that staff plans to schedule a Special Board meeting in early February to discuss the first draft of the budget.

Comments Regarding Non-Agenda Items

There were no comments.

Recess

At approximately 9:35 a.m. the Board took a short recess.

Regular Session

At approximately 9:40 a.m. the Board returned to Regular Session.

Attorney Report

Mr. Granito reported that there is a need for a Closed Session at today's meeting to discuss both items on today's Closed Session agenda.

Closed Session

At approximately 9:40 a.m. the Board went into Closed Session. Also at this time everyone left the meeting except the Board members, General Counsel, and Mr. Cafferty.

Regular Session/Open Report

At approximately 9:55 a.m. the Board returned to Regular Session.

Mr. Granito reported that the Board did go into Closed Session to discuss both items on today's Closed Session agenda.

Mr. Granito reported that during the first phase of the Closed Session, the Dollar Tree litigation - Item #1, the General Manager and General Counsel led a discussion. No reportable action was taken.

Mr. Granito reported that during the second phase of the Closed Session the General Manager led a discussion on Item #2, a matter of potential litigation. No reportable action was taken.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 10:00 a.m.

Respectfully submitted,



POLLY WELSCH
Recording Secretary

APPROVED:



MARK MONIN, 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

