

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**

**July 25, 2024**

**7:30 a.m.**

**BOARDROOM, DISTRICT OFFICE  
24251 LOS ALISOS BLVD., LAKE FOREST, CA 92630**

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This meeting will be held in person. As a convenience for the public, the meeting may also be accessed by Zoom and will be available by either computer or telephone audio as indicated below. Because this is an in-person meeting and the virtual component is not required, but rather is being offered as a convenience, if there are any technical issues during the meeting, this meeting will continue and will not be suspended.

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/83004316041> (Meeting ID: 830 0431 6041).

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 Monin**

**PLEDGE OF ALLEGIANCE – Director Freshley**

## **ROLL CALL (Determination of a Quorum)**

## **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.)

1. **Consider Board Member's Request for Remote Participation (AB 2449)**

2. **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 June 27, 2024 Board meeting

**Recommended Action:** The Board will consider approving the above Consent Calendar.

3. **Director Reports for Meetings Attended** (Oral Report)

## **GENERAL MANAGER ACTION ITEMS**

4. **Workplace Violence Prevention Plan** (Reference Material Included)

Staff will review and comment on the required adoption of a Workplace Violence Prevention Plan.

**Recommended Action:** Staff recommends the Board of Directors approve and adopt the El Toro Water District Workplace Violence Prevention Plan.

5. **Resolution 24-7-2 Standing Committee Meetings Schedule for Remainder of 2024 Calendar Year** (Reference Material Included)

Staff will review and comment on Resolution No. 24-7-2 which adopts the District's schedule of Standing Committee Meetings for the remainder of the 2024 calendar year.

**Recommended Action:** The Board of Directors will consider adopting Resolution No. 24-7-2 which adopts the District's schedule of Standing Committee Meetings for the remainder of the 2024 calendar year.

RESOLUTION 24-7-2

RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT  
ESTABLISHING DATE, TIME, AND PLACE OF  
STANDING COMMITTEE MEETINGS FOR CALENDAR YEAR 2024

6. **Resolution No. 24-7-3 Adopting an Eleventh Amended Conflict of Interest Code** (Reference Material Included)

Staff will review and comment on Resolution No. 24-7-3 adopting an amended Conflict of Interest Code to accommodate recent staff changes.

**Recommended Action:** Staff recommends approval of Resolution No. 24-7-3 Adopting an Eleventh Amended Conflict of Interest Code.

RESOLUTION NO. 24-7-3

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
EL TORO WATER DISTRICT  
ADOPTING AN ELEVENTH AMENDED CONFLICT OF INTEREST CODE

7. **Resolution No. 24-7-4 El Toro Water District Administrative Code**  
(Reference Materials Included)

Staff will review and comment on proposed revisions to the District Administrative Code.

**Recommended Action:** The Board of Directors will consider adopting Resolution No. 24-7-4 which adopts the amended El Toro Water District Administrative Code.

RESOLUTION 24-7-4

RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT  
ADOPTING THE AMENDED EL TORO WATER DISTRICT  
ADMINISTRATIVE CODE

8. **Resolution No. 24-7-5 Modifying Standing and External Organization Board and Staff Assignments for the remainder of Calendar Year 2024**  
(Reference Material Included)

Staff will review and comment on Resolution No. 24-7-5 modifying Standing and External Organization Board and Staff Assignments for the remainder of calendar year 2024.

**Recommended Action:** Staff recommends approval of Resolution No. 24-7-5 modifying Standing and External Organization Board and Staff Assignments for the remainder of calendar year 2024.

RESOLUTION NO. 24-7-5

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
EL TORO WATER DISTRICT  
MODIFYING STANDING AND EXTERNAL ORGANIZATION  
BOARD AND STAFF ASSIGNMENTS  
FOR THE REMAINDER OF CALENDAR YEAR 2024

**GENERAL MANAGER INFORMATION ITEMS**

9. **General Manager's Monthly Report** (Reference Material Included)  
Staff will review and comment on the General Manager's Monthly Report.
10. **Legislative Reports** (Reference Material Included)  
Staff and General Counsel will review and comment on the Legislative reports.
11. **Public Education and Outreach Report** (Reference Material Included)  
Staff will review and comment on the Public Education and Outreach report.
12. **Water Use Efficiency Report** (Reference Material Included)  
Staff will review and comment on the Water Use Efficiency Report.
13. **SOCWA Report** (Reference Material Included)
- a. SOCWA Board Meeting – July 11, 2024 - Cancelled
  - b. SOCWA Engineering Committee Meeting – July 18, 2024 - Cancelled
  - c. SOCWA Finance Committee Meeting – July 16, 2024 - Cancelled

14. **Municipal Water District of Orange County (MWDOC) Report**  
(Reference Material Included)
  - a. MWDOC Planning/Operations Meeting – July 1, 2024
  - b. MWDOC/MET Directors Workshop – July 3, 2024
  - c. MWDOC Admin/Finance Meeting – July 10, 2024
  - d. MWDOC Board Meeting – July 17, 2024
  - e. MWDOC Managers Meeting – July 18, 2024
  - f. MWDOC/OCWD Joint Planning Committee July 24, 2024
15. **Local Agency Formation Commission Report** (Reference Material Included)  
Report on the July 10, 2024 LAFCO meeting
16. **ISDOC Meetings Report** (Reference Material Included)  
Report on the July 2, 2024 ISDOC Executive Committee meeting
17. **WACO Meetings Report** (Reference Material Included)
  - a. Report on the July 12, 2024 WACO meeting
  - b. Report on the July 16, 2024 WACO Planning meeting

#### **COMMITTEE AND GENERAL INFORMATION**

18. **Dates to Remember for July/August** (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. Pursuant to Government Code Section 54957(a) to consult with legal counsel and staff regarding matters of security of essential public services including water, drinking water and wastewater treatment.
2. Pursuant to Government Code Section 54956.8 to consult with the District's designated negotiator (Dennis P. Cafferty, General Manager) with respect to the terms and conditions pertaining to the proposed exchange and/or transfer of ownership in the Joint Regional Treatment Plant presently owned and operated by the South Orange County Wastewater Authority (in which the District is a member agency) to the Moulton Niguel Water District and the assignment of capacity in the Effluent Transmission Main and Aliso Creek Ocean Outfall from Moulton Niguel Water District to El Toro Water District.

## 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.*