

MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF DIRECTORS  
OF THE  
EL TORO WATER DISTRICT  
October 24, 2024

President Monin called the meeting of the Board of Directors of the EL TORO WATER DISTRICT to order at 7:31 a.m.

Director Havens led the Pledge of Allegiance to the flag.

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

Also present were DENNIS P. CAFFERTY, General Manager, GILBERT J. GRANITO, General Counsel, HANNAH FORD, Director of Engineering (Zoom), VISHAV SHARMA, CFO, SCOTT HOPKINS, Operations Superintendent, MIKE MIAZGA, IT Manager (Zoom), VU CHU, Water Use Efficiency Analyst, VICKI TANIOUS, Senior Accountant (Zoom), CAROL MOORE, Laguna Woods City Council Member (Zoom), WYATT MCCLEAN, City of Lake Forest community member, CHRIS PALMER, California Special Districts Association, DUANE CAVE, Moulton Niguel Water District Board President, and MARISOL MELENDEZ, Recording Secretary.

Determination of a Quorum

Five Board members were 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 Monin asked if there were any items received too late to be agendized.

Mr. Cafferty replied no.

California Special District Association

Mr. Palmer of the California Special Districts Association recognized the District's Board and Staff for achieving the District of Distinction Accreditation, Platinum Level.

Mr. Palmer also recognized Mr. Cafferty for achieving the Certified Special Districts Manager designation.

Mr. Palmer left the meeting at approximately 7:42 a.m.

Resolution No. 24-10-1 Recognizing Director Adjarian

Mr. Cave, the Board, and staff expressed their respects and gratitude to Director Adjarian for his service in the water industry.

President Monin asked for a Motion.

Motion: Director Freshley made a Motion, seconded by Director Havens to approve Resolution No. 24-10-1 Recognizing Director Adjarian.

Roll Call Vote:

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

Mr. Cave left the meeting at approximately 7:58 a.m.

Consent Calendar

President Monin 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

Directors Reports for Meetings Attended

Director Havens stated that she attended the MWDOC Met Directors Workshop, the WACO meeting, the South OC Coalition Legislative Meet and Greet, the WaterReuse Symposium, the MWDOC A&F meeting, the HR Committee meeting, the MWDOC P&O meeting, the Aliso Creek Collaborative Workshop, the OCWA meeting, the two ETWD Board meetings, and will be attending the Chamber of Commerce Law and Order event next week.

Director Freshley stated that she attended the MWDOC P&O Committee meeting, the MWDOC Workshop, ETWD's Engineering and Finance meeting, ETWD's regular Board meeting, the SOCWA Board meeting, the RRC meeting, the WACO meeting, the LAFCO meeting, the CALAFCO Annual Conference, the Laguna Woods City Council meeting, will be attending the Lake Forest Chamber Luncheon, and the ISDOC Luncheon next week.

Vice President Gaskins stated that he attended the ISDOC Executive meeting, the RRC meeting, the MWDOC Board Workshop, the OCWA meeting, the WACO meeting, the MWDOC Admin & Finance meeting, the President/VP/GM meeting, the MWDOC P&O meeting, the Agenda Review meeting, the MWDOC Board meeting, the SOCWA Board meeting, the MWDOC/OCWD meeting, the ETWD Engineering and Finance meeting, the ETWD regular Board meeting, the HR Committee Meeting, and will be attending Director Adjarian's lunch.

President Monin stated that he attended the ISDOC Executive Committee meeting, the MWDOC Board Workshop, the Chamber of Five meeting, the SOCWA Board meeting, the WACO meeting, the President/VP/GM meeting, the Agenda Review meeting, the WACO Planning meeting, ETWD's Engineering and Finance meeting, ETWD's regular Board meeting, ACWA's Region 10 event, the OCWA meeting, will be attending Director Adjarian's lunch, the ISDOC Quarterly Luncheon, and the Lake Forest Chamber Law and Order event.

Director Adjarian stated that he attended the MWDOC Board Workshop, the WACO meeting, the MWDOC P&O meeting, ETWD's two Board meetings, will be attending today's lunch meeting, the ISDOC Quarterly meeting next week, and will be doing the TV-6 emergency preparedness presentation next week.

#### General Manager Action Items

#### Resolution No. 24-10-2 El Toro Water District Administrative Code

Mr. Cafferty explained that the current proposal moves the District's Rules and Regulations for Recycled Water into the Administrative Code. Included in the transition are non-substance changes, reference updates, and alignments with current practices.

President Monin asked for a Motion.



Motion: Director Havens made a Motion, seconded by Director Adjarian to adopt Resolution No. 24-10-2 which adopts the amended El Toro Water District Administrative Code.

Roll Call Vote

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

ETWD Board Vacancy

Mr. Cafferty outlined the two timeline options as required by Government Code 1780 for filling the Board vacancy created by Director Adjarian's resignation.

After further discussion the Board decided to proceed with option one of the Board vacancy appointment process as laid out in the Board package.

President Monin asked for a Motion.

Motion: President Monin made a Motion, seconded by Director Freshley, that the District's Board of Directors (1) fill the vacancy by appointment and (2) authorize and direct the District's Secretary to comply with all legally required timelines, notices and posting for said appointment process.

Roll Call Vote

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

Proposed Updates/Revisions to CSDA Bylaws

Mr. Cafferty stated CSDA has updated their Bylaws and their Board is recommending the approval of these changes.

President Monin asked for a Motion.

Motion: President Monin made a Motion, seconded by Director Freshley for the Board Secretary to cast a ballot in favor of the proposed Bylaw updates/revisions as recommended by CSDA.

Roll Call Vote

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

General Manager Information Items

General Manager's Monthly Report

Mr. Cafferty stated that he attended a meeting at Santa Margarita Water District with representatives from Congresswoman Young Kim's office where he had the opportunity to provide feedback. He also reported that staff met with Kurt Wiemann (VMS) to discuss the non-functional turf requirements and provided information on the District's current understanding of the regulations. Mr. Cafferty lastly reported that he presented at the Lake Forest Leadership Academy which the District has supported for the last few years.

Legislative Reports

There were no comments.

### Public Education and Outreach Report

Mr. Cafferty reported that staff is well into the process of the website redesign. He also noted that the Adopt a Channel site vegetation has been cleared and staff will be arranging a photo opportunity with the Board.

### Water Use Efficiency Report

Mr. Chu reported that the total consumption continues to trend up in the month of September with a 21% increase compared to the same month last year. He also stated that staff participated at the H2O for HOA's event which was a well participated and successful event.

Mr. Cafferty noted the ongoing concerns regarding the potential turf removal and recycled water availability from the Laguna Woods Village community. He further stated the District is actively analyzing the long-term plans of recycled water infrastructure investments while regulations continue to evolve.

### SOCWA Reports

Director Freshley stated there were discussions regarding the employee transfers from SOCWA to Moulton Niguel Water District.

### MWDOC

There were no comments.

### South Orange County Agencies Group Meeting

Director Gaskins reported that the SOCAG meeting was well attended and Ms. Compton's legislative update was informative as usual.

## LAFCO

Director Freshley reported that the new employment contract for the CEO was approved. She also stated she attended the CALAFCO Annual Conference and learned about the history and creation of the LAFCO's.

## ISDOC

President Monin noted there is an upcoming associate member event.

## WACO

President Monin reported that the County of Orange Action Plan was discussed.

## COMMITTEE AND GENERAL INFORMATION

### Dates to Remember for September/October

There were no comments.

### Comments Regarding Non-Agenda Items

Director Havens stated she participated in the WaterReuse Symposium and Katie Evans a Senior Communications Strategist discussed storytelling in the water industry and the importance of motivating upcoming generations to be involved.

### Attorney Report

Mr. Granito reported that there would likely be a California Supreme Court Decision to consider the Otay case prior to the next Board meeting.

Mr. Granito reported that there is no need for a Closed Session today. As such, the Regular Session continued.

### Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 9:04 a.m.



Respectfully submitted,



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MARISOL MELENDEZ  
Recording Secretary

APPROVED:



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MARK MONIN, 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