

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
FINANCE AND INSURANCE COMMITTEE MEETING AND
ENGINEERING COMMITTEE MEETING

June 23, 2025

7:30 a.m.

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

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/84689351768> (Meeting ID: 846 8935 1768).

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 TO ORDER – President Gaskins

PLEDGE OF ALLEGIANCE – Director McClean

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 times set aside for “COMMENTS REGARDING NON-AGENDA ENGINEERING COMMITTEE ITEMS” or for “COMMENTS REGARDING NON-AGENDA FIC 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 item(s) 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)**

FINANCE AND INSURANCE COMMITTEE MEETING

CALL MEETING TO ORDER – Director Monin

2. **Consent Calendar** (Reference Material Included)

(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 May 19, 2025 Finance and Insurance Committee meeting (Minutes included).

Recommended Action: Staff recommend that the Board of Directors approve the above Consent Calendar.

FINANCIAL INFORMATION ITEMS

3. **Financial Statements and Report** (Reference Material Included)

Staff will review and comment on the Financial Statements and Report for the month ending May 31, 2025.

FINANCIAL ACTION ITEMS

4. **Quarterly Audit** (Reference Material Included)

Staff will review and comment on the quarterly audits of the District's financials for the periods July 1, 2024 to September 30, 2024, October 1, 2024 to December 31, 2024 and January 1, 2025 to March 31, 2025, as presented by LSL CPA's.

Recommended Action: Staff recommends that the Board receive and file the quarterly audit reports for periods July 1, 2024 to September 30, 2024, October 1, 2024 to December 31, 2024 and January 1, 2025 to March 31, 2025, as presented by LSL CPA's.

5. **Financial Package - Authorization to Approve Payment of Bills for the Month Ending May 31, 2025** (Reference Material Included)

The Board will consider approving Bills for Consideration dated May 31, 2025

Recommended Action: Staff recommends that the Board approve, ratify and confirm payment of those bills as set forth in the Payment Summary for the month ending May 31, 2025.

6. **JCI Jones** (Oral Report)

Staff will review and comment on a purchase order contract with JCI Jones in the amount not to exceed \$230,000.00 for the purchase of concentration Sodium Hypochlorite for the Tertiary Treatment Plant.

Recommended Action: The Board will consider approving the purchase order contract for JCI Jones in the amount not to exceed \$230,000 for the purchase of concentration Sodium Hypochlorite for the Tertiary Treatment Plant.

7. **Nieves Landscape** (Reference Material Included)

Staff will review and comment on a purchase order contract with Nieves Landscape in the amount not to exceed \$155,040.03

Recommended Action: The Board will consider approving the purchase order contract with Nieves Landscape in the amount not to exceed \$155,040.03

COMMENTS REGARDING NON-AGENDA FIC ITEMS

CLOSE FINANCE AND INSURANCE COMMITTEE MEETING

ENGINEERING COMMITTEE

CALL MEETING TO ORDER – Vice President Freshley

8. 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 May 19, 2025 Engineering Committee meeting. (Minutes Included).

Recommended Action: Staff recommends that the Board of Directors approve the above consent calendar.

ENGINEERING ACTION ITEMS

9. Headworks and Secondary Clarifier No. 1 Rehabilitation Project (Reference Material Included)

Staff will review and comment on proposals and bids evaluated for the Headworks and Secondary Clarifier No .1 Rehabilitation Project.

Recommended Action:

Staff recommends that the Board of Directors authorize the District's General Manager to (1) enter into a contract with J.R. Filanc Construction Company, Inc. in the amount of \$10,424,200.00 for construction of the Headworks and Secondary Clarifier No .1 Rehabilitation Project, (2) enter into a contract with Butier Engineering, Inc. in the amount of \$943,904.00 for construction management and inspection services, (3) amend its existing contract with Carollo Engineers, Inc. in the amount of \$546,328.00 for engineering services during construction, and (4) enter into a contract with ROI Engineering LLC in the amount of \$103,433 for programming services. Staff further recommends that the Board authorize the General Manager to fund the project costs from the District's Capital Reserves in accordance with the District's adopted Capital Reserve Policy.

ENGINEERING INFORMATION ITEMS

10. El Toro Water District Operations Report (Reference Material Included)

Staff will review and comment on the El Toro Water District Operations Report.

11. El Toro Water District Capital Project Status Report
(Reference Material Included)

Staff will review and comment on the El Toro Water District Capital Project Status Report

12. Engineering Items Discussed at Various Conferences and Meetings

The Committee will discuss any pertinent Engineering items discussed at Conferences.

COMMENTS REGARDING NON-AGENDA ENGINEERING COMMITTEE ITEMS

CLOSE ENGINEERING COMMITTEE MEETING

ATTORNEY REPORT

REGULAR SESSION REPORT

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, Marisol Melendez 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: Marisol Melendez.