

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

June 26, 2025  
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/85273082238> (Meeting ID: 852 7308 2238).

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 Gaskins**

**PLEDGE OF ALLEGIANCE – Director Havens**

**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 May 22, 2025 Board meeting
- b. Consider approving the minutes of the June 16, 2025 Special 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. **California Special Districts Association (CSDA) Board of Directors, Southern Network – Seat B Election** (Reference Material Included)

The Board will consider the candidates for the CSDA Board of Directors, Southern Network, Seat B, and the requirement to cast a ballot by the July 25, 2025 deadline.

**Recommended Action:** Staff recommends that the Board select a candidate and direct the General Manager to cast a ballot for said candidate for the CSDA Board of Directors, Southern Network, Seat B, and cast the ballot by the July 25, 2025 deadline.

5. **Resolution No. 25-6-2 El Toro Water District Administrative Code Amendment – Cross Connection Control Management Plan**  
(Reference Material Included)

Staff will review and comment on Section 12000, a new addition to the District Administration Code defining the District Cross Connection Control Management Plan.

**Recommended Action:** Staff recommends that the Board of Directors approve Resolution No. 25-6-2 which rescinds Ordinance 1988-1 and adopts the amended El Toro Water District Administration Code.

RESOLUTION NO. 25-6-2

RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT  
RESCINDING ORDINANCE 1988-1  
AND ADOPTING THE AMENDED EL TORO WATER DISTRICT  
ADMINISTRATIVE CODE

6. **Resolution No. 25-6-3 El Toro Water District Administrative Code Amendment – Purchasing Policy** (Reference Material Included)

Staff will review and comment on proposed revisions to Section 6100 of the District Administrative Code – Purchasing Policy.

**Recommended Action:** The Board of Directors will consider adopting Resolution No. 25-6-3 which adopts the amended El Toro Water District Administrative Code.

RESOLUTION NO. 25-6-3  
RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT  
ADOPTING THE AMENDED EL TORO WATER DISTRICT  
ADMINISTRATIVE CODE

7. **Resolution No. 25-6-4 El Toro Water District Administrative Code Amendment – Fats, Oils and Grease Control Regulations Applicable to Food Service Establishments** (Reference Material Included)

Staff will review and comment on Section 13000, a new addition to the District Administration Code defining Fats, Oils and Grease Control Regulations Applicable to Food Service Establishments.

**Recommended Action:** The Board of Directors will consider adopting Resolution No. 25-6-4 which adopts the amended El Toro Water District Administrative Code.

RESOLUTION NO. 25-6-4

RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT  
ADOPTING THE AMENDED EL TORO WATER DISTRICT  
ADMINISTRATIVE CODE INCORPORATING  
FATS, OILS AND GREASE CONTROL REGULATIONS  
APPLICABLE TO FOOD SERVICE ESTABLISHMENTS

8. **Resolution No. 25-6-5 Second Amendment to the El Toro Water District Retirement Savings Plan** (Reference Material Included)

Staff will comment on a proposed amendment that provides updates and modifications to the El Toro Water District Retirement Savings Plan.

**Recommended Action:** Staff recommend that the Board of Directors adopt Resolution No. 25-6-5 adopting the Second Amendment to the El Toro Water District Retirement Savings Plan.

RESOLUTION NO. 25-6-5

RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE EL TORO WATER DISTRICT ADOPTING  
THE SECOND AMENDMENT TO  
EL TORO WATER DISTRICT RETIREMENT SAVINGS PLAN

9. **Resolution No. 25-6-6 Third Amendment to the El Toro Water District Deferred Compensation Plan** (Reference Material Included)

Staff will comment on a proposed amendment that provides updates and modifications to the El Toro Water District Deferred Compensation Plan.

**Recommended Action:** Staff recommends that the Board of Directors adopt Resolution No. 25-6-6 adopting the Third Amendment to the El Toro Water District Deferred Compensation Plan.

RESOLUTION NO. 25-6-6

RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE EL TORO WATER DISTRICT ADOPTING  
THE THIRD AMENDMENT TO  
EL TORO WATER DISTRICT DEFERRED COMPENSATION PLAN

**GENERAL MANAGER INFORMATION ITEMS**

10. **General Manager's Monthly Report** (Reference Material Included)

Staff will review and comment on the General Manager's Monthly Report.

11. **Legislative Reports** (Reference Material Included)

Staff and General Counsel will review and comment on the Legislative reports.

12. **Public Education and Outreach Report** (Reference Material Included)

Staff will review and comment on the Public Education and Outreach report.

13. **Water Use Efficiency Report** (Reference Material Included)

Staff will review and comment on the Water Use Efficiency Report.

14. **SOCWA Report** (Reference Material Included)

a. SOCWA Board and Budget Workshop Joint Meeting – June 5, 2025

b. SOCWA Engineering Committee Meeting – June 12, 2025

c. SOCWA Finance Committee Meeting – June 17, 2025

15. **South Orange County Watershed Management Area Executive Committee**  
(Reference Material Included)

Report on the June 5, 2025 SOCWMA Executive Committee meeting.

16. **Santiago Aqueduct Commission – Quarterly Meeting**  
(Reference Material Included)

Report on the June 19, 2025 Santiago Aqueduct Commission Quarterly Meeting.

17. **Municipal Water District of Orange County (MWDOC) Report** (Reference Material Included)
  - a. MWDOC Planning/Operations meeting – June 2, 2025
  - b. MWDOC MET Directors Workshop – June 4, 2025
  - c. MWDOC Admin/Finance Meeting– June 11, 2025
  - d. MWDOC Board Meeting – June 18, 2025
18. **South Orange County Agencies Group Meeting** (Reference Material Included)

Report on the May 22, 2025 South Orange County Agencies Group meeting.
19. **Local Agency Formation Commission Report** (Reference Material Included)

Report on the June 11, 2025 LAFCO meeting.
20. **ISDOC Meetings Report** (Reference Material Included)

Report on the June 3, 2025 ISDOC Executive Committee meeting.
21. **WACO Meetings Report** (Reference Material Included)

Report on the June 6, 2025 WACO meeting.

## **COMMITTEE AND GENERAL INFORMATION**

22. **Dates to Remember for June/July** (Reference Material Included)

## **COMMENTS REGARDING NON-AGENDA ITEMS**

## **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.*