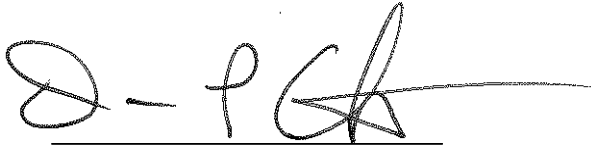


I hereby certify that the following agenda was posted at least 72 hours prior to the time of the meeting so noticed below at 24251 Los Alisos Boulevard, Lake Forest, California.



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**

**August 25, 2025**

**7:30 a.m.**

Vice President Kathryn Freshley will be attending remotely from:  
10000 W O'Hare Ave  
Chicago, IL 60666

Director Mark Monin will be attending remotely from:  
2235 Wetstone Dr.  
Thousand Oaks, CA 91362

**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/88656666837> (Meeting ID: 886 5666 6837).

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 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 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)**

**ENGINEERING COMMITTEE MEETING**

**CALL MEETING TO ORDER – Director McClean**

**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 July 21, 2025 Engineering Committee meeting. (Minutes Included).

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

## ENGINEERING ACTION ITEMS

3. **Resolution No. 25-8-1 El Toro Water District Aliso Creek Lift Station – Utility and Infrastructure Protection Project FEMA Hazard Mitigation Grant Program Application Match Commitment Documentation** (Reference Material Included)

Staff will review and comment on the FEMA Hazard Mitigation Grant Program Application staff is preparing for the proposed Aliso Creek Lift Station – Utility and Infrastructure Protection Project and the need to document the District's commitment to the required matching funds.

### **Recommended Action:**

Staff recommend that the Board of Directors adopt Resolution No. 25-8-1, documenting the District's commitment to the matching funds requirement for the FEMA Hazard Mitigation Grant Program application for the Aliso Creek Lift Station Utility and Infrastructure Protection Project.

### RESOLUTION NO. 25-8-1

RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT  
COMMITTING THE DISTRICT TO THE MATCHING FUNDS REQUIREMENT  
FOR THE ALISO CREEK LIFT STATION –  
UTILITY AND INFRASTRUCTURE PROTECTION PROJECT  
FEMA HAZARD MITIGATION GRANT PROGRAM APPLICATION

4. **Shenandoah Booster Station Pump and Motor Replacement**  
(Reference Material Included)

Staff will review and comment on the need to ratify the purchase of the Shenandoah Booster Pump Station pumps and motors.

### **Recommended Action:**

Staff recommend that the Board of Directors (1) rescind the action from July authorizing a purchase order to Powerflo Products, Inc. in the amount of \$132,236.19 to furnish new pumps and motors for the Shenandoah Booster Pump Station; and (2) ratify the purchase of new pumps and motors for the Shenandoah Booster Pump Station from Brax Company, Inc. in the amount of \$132,042.44. Staff further recommend 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.

5. **Freeway Electrical Equipment Replacement Project**

(Reference Material Included)

Staff will review and comment on bids evaluated for the Freeway Electrical Equipment Replacement Project.

**Recommended Action:**

Staff recommend that the Board of Directors authorize the District's General Manager to enter into a contract with Baker Electric, Inc. in the amount of \$85,215.00 for electrical installation services in connection with the Freeway Electrical Equipment Replacement Project. Staff further recommend 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.

6. **City of Laguna Hills Pavement Rehabilitation Project**

(Reference Material Included)

Staff will review and comment on costs associated with adjustment to grade of District valves and manholes following a City of Laguna Hills street resurfacing project on residential streets within the District service area.

**Recommended Action:**

Staff recommend that the Board of Directors authorize the District's General Manager to approve payment of a City of Laguna Hills invoice in the amount of \$80,000.

**ENGINEERING INFORMATION ITEMS**

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

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

8. **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

9. **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**

## FINANCE AND INSURANCE COMMITTEE MEETING

### CALL MEETING TO ORDER – Director Havens

#### 10. **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 July 21, 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

#### 11. **California Asset Management Program (CAMP)** (Reference Material Included)

A representative from PFM Asset Management will update the Board on the District's investment holdings and philosophy based on an economic outlook.

#### 12. **Quarterly Review of the District's 401 (k) Retirement Savings Plan** (Reference Material Included)

Keith Stribling will review and comment on the investment performance of the District's 401 (k) Retirement Savings Plan.

#### 13. **El Toro Water District Deferred Compensation Plan (457 Plan) Quarterly Performance Report** (Reference Material Included)

Staff will provide an update on the performance of the investment options in the District's Deferred Compensation Plan (457 Plan).

#### 14. **SAS 114 Letter** (Reference Material Included)

Staff will comment on the District's Statement of Auditing Standards 114 Planning letter.

#### 15. **Financial Statements and Report** (Reference Material Included)

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

## FINANCIAL ACTION ITEMS

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

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

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

17. **Cash Reserves Policy** (Reference Material Included)

Staff will review and comment on proposed updates to the District's Cash Reserves Policy – Section 6040 of the Administrative Code.

**Recommended Action:** Staff recommend the Board of Directors approve the amended Cash Reserve Policy and authorize staff to update the El Toro Water District Administrative Code accordingly.

## COMMENTS REGARDING NON-AGENDA FIC ITEMS

## CLOSE FINANCE AND INSURANCE 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.*