

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

**August 28, 2025
7:30 a.m.**

Director Mark Monin will be attending remotely from:
1100 Munras Avenue
Monterey, CA 93940

**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/85061223030> (Meeting ID: 850 6122 3030).

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 – Vice President 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. Presentation of Awards, Recognitions, Certifications and Introductions

a. Service Awards

Mr. Cafferty will recognize and congratulate Sue Norberg, Office Assistant, for 35 years of service.

Mr. Cafferty will recognize and congratulate Sherri Seitz, Public Affairs Manager/Emergency Management Coordinator, for 35 years of service.

Mr. Cafferty will recognize and congratulate Marc Avila, Inspector, for 25 years of service,

3. 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 24, 2025 Board meeting
- b. Consider approving the minutes of the August 4, 2025 Special Board meeting

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

4. Director Reports for Meetings Attended (Oral Report)

GENERAL MANAGER ACTION ITEMS

5. **ACWA Board President, Vice President & Region Board Elections**

(Reference Material Included)

The Board will consider the candidates for the ACWA Board President, Vice President, & Region 10 Board Elections and the requirement to cast a ballot by the September 19, 2025 deadline.

Recommended Action: Staff recommends that the Board provide direction to the General Manager to cast a ballot for the ACWA Board President, Vice President & Region 10 Board Elections, and cast the ballot by the September 19, 2025 deadline.

6. **Administrative Code Update – Capital Facilities Fees**

(Reference Material Included)

Staff will review and comment on updates to Sections 7080 and 7090 of the District Administrative Code to provide methodologies to calculate Capital Facilities Fees for Accessory Dwelling Units.

Recommended Action: Staff recommend that the Board approve the amendments to Sections 7080 and 7090 of the El Toro Water District Administrative Code.

7. **Resolution No. 25-8-2 - Administrative Code Update – District Claim Procedures**

(Reference Material Included)

Staff will review and comment on Resolution 25-8-2 that provides an update to Section 6000 of the Administrative District Code regarding District Claim Procedures.

Recommended Action: Staff recommends approval of Resolution No. 25-8-2 modifying Section 6000 – District Claim Procedures of the District's Administrative Code.

RESOLUTION NO. 25-8-2

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE EL TORO WATER DISTRICT
ADOPTING AMENDED SECTION 6000
("DISTRICT CLAIM PROCEDURES")
OF THE DISTRICT'S ADMINISTRATIVE CODE

8. **Resolution No. 25-8-3 Modifying Standing and External Organization Board and Staff Assignments for Calendar Year 2025**
(Reference Materials Included)

Staff will review and comment on Resolution No. 25-8-3 modifying Standing and External Organization Board and Staff Assignments for calendar year 2025.

Recommended Action: Staff recommends approval of Resolution No. 25-8-3 modifying Standing and External Organization Board and Staff Assignments for calendar year 2025.

RESOLUTION NO. 25-8-3

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE EL TORO WATER DISTRICT
MODIFYING STANDING AND EXTERNAL ORGANIZATION
BOARD AND STAFF ASSIGNMENTS
FOR CALENDAR YEAR 2025

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 – August 7, 2025
- b. SOCWA Engineering Committee Meeting – August 14, 2025
- c. SOCWA Finance Committee Meeting – August 19, 2025

14. **Municipal Water District of Orange County (MWDOC) Report**
(Reference Material Included)
- a. MWDOC Planning/Operations Meeting – August 4, 2025
 - b. MWDOC MET Directors Workshop – August 6, 2025
 - c. MWDOC Admin/Finance Meeting – August 13 2025
 - d. MWDOC Board Meeting – August 20, 2025
15. **South Orange County Agencies Group Meeting** (Reference Material Included)
- Report on the July 24, 2025 SOCAG meeting.
16. **ISDOC Meetings Report** (Reference Material Included)
- Report on the August 5, 2025 ISDOC Executive Committee meeting.
17. **WACO Meetings Report** (Reference Material Included)
- Report on the August 1, 2025 WACO meeting.

COMMITTEE AND GENERAL INFORMATION

18. **Dates to Remember for August/September** (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.