

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

September 22, 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/84468159527> (Meeting ID: 844 6815 9527).

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 August 25, 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 August 31, 2025.

FINANCIAL ACTION ITEMS

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

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

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

Staff will review and comment on the quarterly audits of the District's financials for the period from April 1, 2025 to June 30, 2025.

Recommended Action: Staff recommend that the Board receive and file the quarterly audit reports for the period from April 1, 2025 to June 30, 2025 as presented by LSL, LLP.

6. **MWDOC Choice Program Invoice** (Reference Material Included)

Staff will review and comment on an invoice recently issued by MWDOC and paid by the District for the District's proportional share of water use efficiency and school program costs through the MWDOC Choice Program for the 2024 calendar year.

Recommended Action: Staff recommend that the Board ratify the General Manager's authorization of the payment of the MWDOC invoice in the amount of \$98,534.81 for the District's proportional share of water use efficiency and school program costs for the 2024 calendar year.

7. **2026-27 Cost of Service and Rate Study** (Reference Material Included)

Staff will review and comment on a proposal received from Raftelis Financial Consultants to conduct the water, recycled water and wastewater rate study and cost of service analysis for the 2026-27 fiscal year budget.

Recommended Action: Staff recommend that the Board authorize the General Manager to enter into a consulting contract with Raftelis Financial Consultants in the amount of \$91,175 to conduct a water, recycled water and wastewater rate study and cost of service analysis.

8. 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 regarding 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.

COMMENTS REGARDING NON-AGENDA FIC ITEMS

CLOSE FINANCE AND INSURANCE COMMITTEE MEETING

ENGINEERING COMMITTEE MEETING

CALL MEETING TO ORDER – Director Freshley

9. 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 August 25, 2025 Engineering Committee meeting. (Minutes Included).

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

ENGINEERING ACTION ITEMS

10. R-6 Reservoir Southern Slope Repair Temporary Easement Agreement

(Reference Material Included)

Staff will review and comment on the need to enter into a temporary easement agreement with Living Word Lutheran Church for upcoming construction as part of the R-6 Reservoir Southern Slope Repair Project.

Recommended Action:

Staff recommend that the Board of Directors authorize the Board President and the District's General Manager/Secretary to sign the Temporary Easement Agreement with Living Word Lutheran Church.

ENGINEERING INFORMATION ITEMS

11. Aliso Creek Lift Station Improvements Project Presentation
(Reference Material Included)

Staff will present on the Aliso Creek Lift Station Improvements Project in advance of upcoming presentations at the Golden Rain Foundation and United Laguna Woods Mutual Committee and Board meetings.

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

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

13. 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

14. 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.