



moulton niguel water district

**ADMINISTRATIVE COMMITTEE MEETING
MOULTON NIGUEL WATER DISTRICT
BOARD OF DIRECTORS**

26880 Aliso Viejo Pkwy, Suite 150, Aliso Viejo

April 1, 2020

10:00 AM

Approximate Meeting Time: 1 Hour

IN AN EFFORT TO PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS), AND IN ACCORDANCE WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20, THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING THIS BOARD MEETING IN PERSON. MEMBERS OF THE PUBLIC MAY LISTEN AND PROVIDE PUBLIC COMMENT TELEPHONICALLY BY CALLING THE FOLLOWING NUMBER:

**DIAL: 1-669-900-9128
MEETING ID: 353-420-114#**

1. CALL MEETING TO ORDER
2. APPROVE THE MINUTES OF THE MARCH 4, 2020 ADMINISTRATIVE COMMITTEE MEETING
3. PUBLIC COMMENTS
Persons wishing to address the Board of Directors on matters not listed on the Agenda may do so at this time. "Request To Be Heard" forms are available at the entrance to the Board Room. Comments are limited to five minutes unless further time is granted by the Presiding Officer. Submit form to the Recording Secretary prior to the beginning of the meeting.

Those wishing to address the Board of Directors on any item listed on the Agenda should submit a "Request To Be Heard" form to the Recording Secretary before the Presiding Officer announces that agenda item. Your name will be called to speak at that time.

INFORMATION ITEMS

4. Community Outreach Report
5. April Customer Communications Update

ADJOURNMENT

The Board of Directors' Meeting Room is wheelchair accessible. If you require any special disability related accommodations (i.e., access to an amplified sound system, etc.), please contact the Moulton Niguel Water District Secretary's office at (949) 831-2500 at least forty-eight (48) hours prior to the scheduled meeting. This agenda can be obtained in alternate format upon written request to the Moulton Niguel Water District Secretary at least forty-eight (48) hours prior to the scheduled meeting.

Agenda exhibits and other writings that are disclosable public records distributed to all, or a majority of, the members of the Moulton Niguel Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection at the District Office, 26880 Aliso Viejo Parkway, Suite 150, Aliso Viejo ("District Office"). If such writings are distributed to members of the Board less than seventy-two (72) hours prior to the meeting, they will be available in the reception area of the District Office at the same time as they are distributed except that, if such writings are distributed immediately prior to, or during the meeting, they will be available in the Board meeting room and on the District website at www.mnwd.com.



moulton niguel water district

DRAFT

MINUTES OF THE ADMINISTRATIVE COMMITTEE MEETING MOULTON NIGUEL WATER DISTRICT BOARD OF DIRECTORS

March 4, 2020

A Regular Meeting of the Administrative Committee of the Moulton Niguel Water District was held at the District offices, 26880 Aliso Viejo Pkwy, Suite 150, Aliso Viejo, California, at 10:00 AM on March 4, 2020. There were present and participating:

DIRECTORS

Richard Fiore	Director/Chair
Kelly Jennings	Director
Gary Kurtz	Director

Also present and participating were:

STAFF MEMBERS, LEGAL COUNSEL, AND MEMBERS OF THE PUBLIC

Joone Lopez	General Manager
Matt Collings	Assistant General Manager
Rod Woods	Director of Engineering
Drew Atwater	Director of Finance & Water Resources
Gina Hillary	Director of Human Resources
Todd Novacek	Director of Operations
Jose Solorio	Government Affairs Officer
Ruben Duran	Best, Best, & Krieger (General Counsel)
Paige Gulck	Board Secretary
Tim Bonita	Recording Secretary
Trevor Agrelius	MNWD
Shavonne Mays	MNWD
Medha Patel	MNWD
Genevieve Ramirez	MNWD
Laura Rocha	MNWD

#2.

1. CALL MEETING TO ORDER

The meeting was called to order by Richard Fiore at 10:00 a.m.

2. APPROVE THE MINUTES OF THE FEBRUARY 5, 2020 ADMINISTRATIVE COMMITTEE MEETING

MOTION DULY MADE BY KELLY JENNINGS AND SECONDED BY GARY KURTZ, MINUTES OF THE FEBRUARY 5, 2020 ADMINISTRATIVE COMMITTEE MEETING WERE APPROVED AS PRESENTED. THE VOTE WAS UNANIMOUS WITH DIRECTORS RICHARD FIORE, KELLY JENNINGS AND GARY KURTZ ALL VOTING 'AYE'.

3. PUBLIC COMMENTS

None.

DISCUSSION ITEMS

4. Amendment No. 9 to the Santiago Aqueduct Commission Joint Powers Agreement

Matt Collings provided information on the item. Discussion ensued regarding the amendment. The committee recommended sending this item to the Board for approval.

5. Delta Conveyance Project Comment Letter

Laura Rocha provided details on the item. Discussion ensued regarding the letter. The committee recommended sending this item to the Board for approval.

6. Third Party Bill Insert Policy

Matt Collings provided information on the item. Discussion ensued regarding the policy. The committee recommended sending this item to the Board for consideration.

INFORMATION ITEMS

7. NatureScape Garden Tour Update

Genevieve Ramirez and Shavonne Mays provided an update on the NatureScape Garden Tour.

8. March Customer Communications Update

Medha Patel provided the March customer communications update.

ADJOURNMENT

The meeting was adjourned at 10:46 a.m.

Respectfully submitted,

Tim Bonita
Recording Secretary

DRAFT

