



# **moulton niguel** water district

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

**26880 Aliso Viejo Pkwy, Suite 150, Aliso Viejo**

**November 4, 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 THE PUBLIC TO ATTEND 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: 942-941-7034#**

**PASSCODE: 26161#**

1. CALL MEETING TO ORDER
2. APPROVE THE MINUTES OF THE SEPTEMBER 30, 2020 ADMINISTRATIVE COMMITTEE MEETING

3. PUBLIC COMMENTS

*As permitted under the Brown Act, and in order to provide an equal opportunity for members of the public to provide comment without everyone talking over one another, the Board of Directors will receive all public comments, on items on or off the agenda, during the Public Comment portion of this meeting. Comments are limited to five minutes unless further time is granted by the Presiding Officer.*

## **DISCUSSION ITEMS**

4. Draft Audit Reports for the Fiscal Year Ended June 30, 2020
5. Property Management Services Contract

## **INFORMATION ITEMS**

6. November Customer Communications Report
7. H2O for HOAs 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](http://www.mnwd.com).



# moulton niguel water district

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

September 30, 2020

A Regular Meeting of the Administrative Committee of the Moulton Niguel Water District was held in accordance with the Governor’s Executive Order N-29-20 in an effort to prevent the spread of COVID-19 (Coronavirus). As a result, there was no public location for the public to attend in person. The meeting was called to order at 10:02 AM on September 30, 2020. There were present and participating at 26880 Aliso Viejo Pkwy, Suite 150, Aliso Viejo, CA:

**DIRECTORS**

Richard Fiore	Director/Chair
Kelly Jennings	Director

Also present and participating were:

**STAFF MEMBERS IN-PERSON**

Joone Lopez	General Manager
Paige Gulck	Board Secretary

**STAFF MEMBERS, LEGAL COUNSEL, AND MEMBERS OF THE PUBLIC TELEPHONICALLY**

Matt Collings	Assistant General Manager
Rod Woods	Director of Engineering
Drew Atwater	Director of Finance & Water Resources
Todd Novacek	Director of Operations
Ryan Guiboa	Best, Best, & Krieger (General Counsel)
Tim Bonita	Recording Secretary
Trevor Agrelius	MNWD
Matt Brown	MNWD
Johnathan Cruz	MNWD
Ian Morgan	MNWD
Medha Patel	MNWD

## #2.

Genevieve Ramirez	MNWD
Laura Rocha	MNWD
Lindsey Stuvick	MNWD

### 1. CALL MEETING TO ORDER

*The meeting was called to order by Chairmen Fiore at 10:02 a.m. Chairman Fiore stated that the meeting was being conducted by teleconference pursuant to the Brown Act waivers provided for under the Governor's Executive Orders in response to the COVID-19 State of Emergency. As stated on the agenda, there was no public location for attending the meeting in person. The agenda also stated that the public could listen and provide comment telephonically by calling the number listed on the agenda.*

### 2. APPROVE THE MINUTES OF THE SEPTEMBER 2, 2020 ADMINISTRATIVE COMMITTEE MEETING

*MOTION DULY MADE BY KELLY JENNINGS AND SECONDED BY RICHARD FIORE, MINUTES OF THE SEPTEMBER 2, 2020 THE VOTE WAS UNANIMOUS WITH DIRECTORS RICHARD FIORE AND KELLY JENNINGS VOTING 'AYE'.*

### 3. PUBLIC COMMENTS

*Chairman Fiore stated that as permitted under the Brown Act, and in order to provide an equal opportunity for members of the public to provide comment without everyone talking over one another, public comments, on items on or off the agenda, would be taken during the Public Comment portion of the meeting. Chairman Fiore then asked if there was anyone on the phone who would like to provide comment. Hearing none, the Public Comment portion of the meeting was closed.*

### INFORMATION ITEMS

#### 4. FLOW (Future Leaders of Water) Initiative Update

*Joone Lopez presented the FLOW (Future Leaders of Water) Initiative Update.*

#### 5. Urban Drool Tool Presentation

*Laura Rocha presented the Urban Drool Tool.*

#### 6. Community Outreach Report

*Medha Patel presented the Community Outreach Report.*

#### 7. October Customer Communications Update

*Medha Patel presented the October Communications Update.*

**ADJOURNMENT**

*The meeting was adjourned at 10:55 a.m.*

Respectfully submitted,

Tim Bonita  
Recording Secretary

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# *November Customer Communications Report*

Administrative Committee Meeting  
November 4, 2020

# Customer Education: Water Use During Fall Season

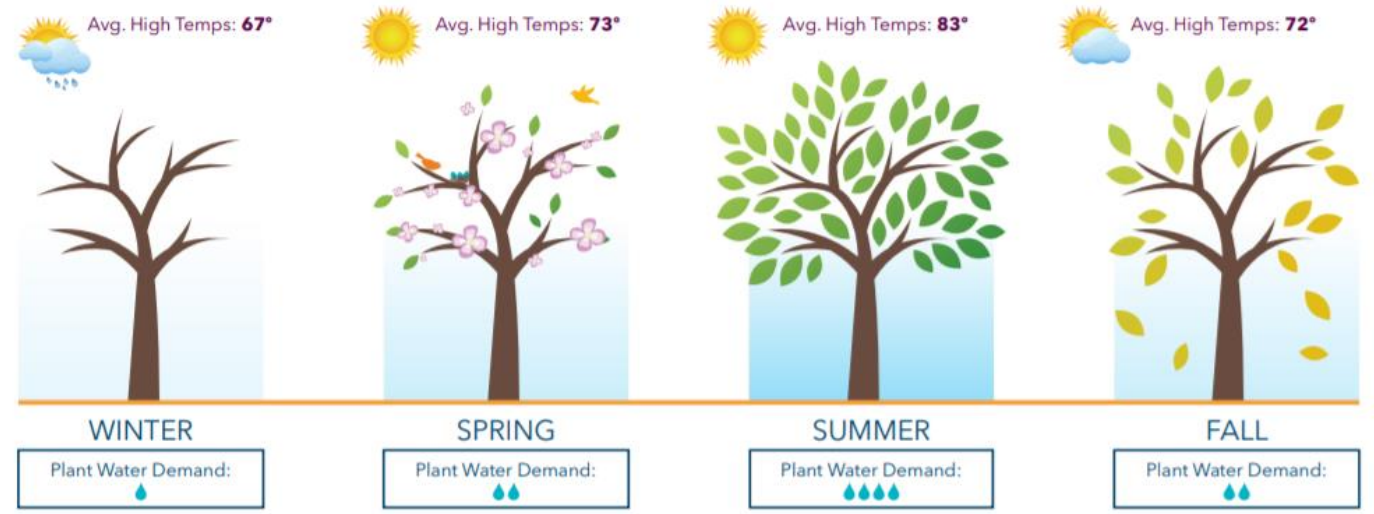
Customer education on seasonal temperature changes and resources/tips to adjust watering accordingly



## ARE YOU OVERWATERING? Cooler Weather Means It's Time To Reduce Outdoor Watering!



With shorter days and cooler nights, outdoor plants require less water in the fall than they did in the summer. This seasonal change means less water is lost to the atmosphere through evapotranspiration (ET), making outdoor water budgets smaller and making it easy to miss that you could unintentionally be overwatering.





# Customer Education: Education & Tips

## DID YOU KNOW OVERWATERING POLLUTES OUR LOCAL CREEKS AND BEACHES?

Join us in protecting our creeks and beaches from urban runoff pollution.

Check out the information on the back of this page for steps you can take to use water efficiently that can:

- Reduce your bill
- Save water
- Prevent runoff pollution through our storm drains

Next Page 



### REDUCE

Your Sprinkler Times  
for Fall



### FIND AND FIX

Indoor and Outdoor  
Leaks



### REPLACE

Sprinklers with High  
Efficiency Rotating  
Nozzles

# Continued Website Enhancements

## Meet Your 'NatureScape Neighbors'

Looking to transform your lawn into a beautiful NatureScape garden? Check out some of our NatureScape gardens that your neighbors have installed!



# Interactive & Educational Resources

Thank you for visiting the Wales' NatureScape garden! Look for the light blue "i" circular icon in the image below, and hover your mouse over it to learn about some of the unique features included in this garden.



