



moulton niguel water district

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

26880 Aliso Viejo Pkwy, Suite 150, Aliso Viejo

February 3, 2021

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 DECEMBER 2, 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.

INFORMATION ITEMS

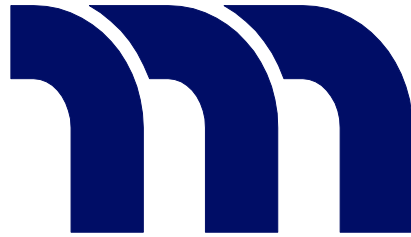
4. Online Naturescape Garden Tour
5. February Customer Communications Update

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

December 2, 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 10:00 AM on December 2, 2020. There were present and participating at 26880 Aliso Viejo Pkwy, Suite 150, Aliso Viejo, CA:

DIRECTORS

| | |
|-----------------|----------------|
| Richard Fiore | Director/Chair |
| Brian Probolsky | President |

Also present and participating were:

STAFF MEMBERS IN-PERSON

| | |
|-------------|---------------------|
| Joone Lopez | General Manager |
| Tim Bonita | Recording Secretary |

STAFF MEMBERS, LEGAL COUNSEL, AND MEMBERS OF THE PUBLIC

| | |
|-------------------|---|
| Matt Collings | Assistant General Manager |
| Rod Woods | Director of Engineering |
| Johnathan Cruz | Director of Financial Planning & Innovation |
| Gina Hillary | Director of Human Resources |
| Todd Novacek | Director of Operations |
| Ryan Guiboa | Best, Best, & Krieger (General Counsel) |
| Paige Gulck | Board Secretary |
| Trevor Agrelius | MNWD |
| Matt Brown | MNWD |
| Medha Patel | MNWD |
| Genevieve Ramirez | MNWD |
| Lindsey Stuvick | MNWD |

#2.

1. CALL MEETING TO ORDER

The meeting was called to order by Chairmen Fiore at 10:00 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 NOVEMBER 4, 2020 ADMINISTRATIVE COMMITTEE MEETING

MOTION DULY MADE BY RICHARD FIORE AND SECONDED BY BRIAN PROBOLSKY, MINUTES OF THE NOVEMBER 4, 2020 ADMINISTRATIVE COMMITTEE MEETING WERE APPROVED AS PRESENTED. THE VOTE WAS UNANIMOUS WITH DIRECTORS RICHARD FIORE AND BRIAN PROBOLSKY ALL 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.

DISCUSSION ITEMS

4. Draft Audit Reports for the Fiscal Year Ended June 30, 2020

Matt Collings provided information on the item.

5. Adoption of Amended Conflict of Interest Code

Joone Lopez provided details on the item. Discussion ensued and the committee recommended sending this item to the Board for approval.

INFORMATION ITEMS

6. Community Outreach Report

Medha Patel presented the Community Outreach Report.

7. December Customer Communications Update

Medha Patel provided the Customer Communications Update.

ADJOURNMENT

The meeting was adjourned at 10:32 a.m.

Respectfully submitted,

Tim Bonita
Recording Secretary

DRAFT



moulton niguel water district

Online NatureScape Garden Tour

Administrative Committee Meeting
February 3, 2021

Background

In-Person NatureScape Garden Tour

- Educational and family-friendly
- Featured 8 NatureScape gardens
- Attracted 500 participants



New Online NatureScape Garden Tour!

- Featuring 8 NatureScape gardens
- Before and after photo galleries
- Customer Testimonials
- Interactive educational content
- Watershed design details and plan
- Video and drone footage
- mnwd.com/naturescape-garden-tour



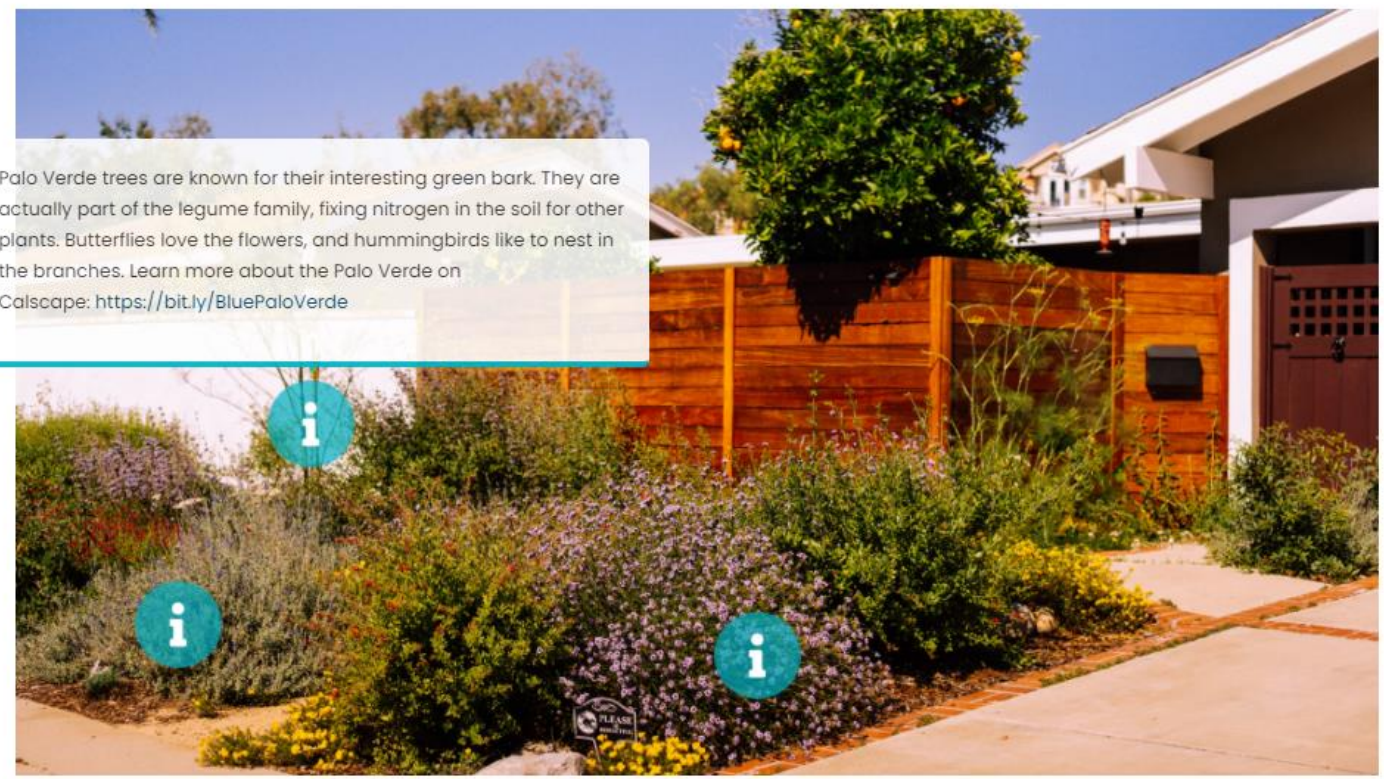
The NatureScape program has been great on a few fronts. First and foremost, helping to decreasing water usage in So Cal is important. I am reminded every month by a consistently low water bill.....I do like the initial plant selection to my garden whereby no matter the time of year there is always a plant variety which is "blooming now".

— THE STANGES

Interactive Educational Content

Interactive Tour

Thank you for visiting the Stange's 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.



Customer Resources

Learn about Our NatureScape Program



Our NatureScape program helps customers replace their turf with a native, low water-use landscape!

[LEARN MORE](#)

Looking for Native Plants?



Type your address in the search bar below to find nurseries near you who carry California native plants!

[SEARCH](#)

Attend a Landscape Workshop



Learn how to reimagine your outdoor landscape and transform thirsty lawns into beautiful, California native gardens!

[SIGN UP](#)



moulton niguel water district

February Customer Communications Update

Administrative Committee Meeting
February 3, 2021

Customer Communications

- Customer Education
- Resources to Find & Fix Leaks
- Fix-a-Leak Week
- Online NatureScape Garden Tour
- Virtual Landscape Workshops

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The image displays three promotional banners for Moulton Niguel Water District. The top banner features a close-up of a hand holding a red flashlight, with the text 'moulton niguel water district MONTHLY NEWSLETTER FEBRUARY 2021' and the headline 'WE CAN HELP YOU FIND & FIX COSTLY WATER LEAKS'. The middle banner has a background of colorful flowers and includes the 'NatureScape GARDEN TOUR by Moulton Niguel' logo and the headline 'Moulton Niguel's NatureScape Garden Tour NEW ONLINE EXPERIENCE'. The bottom banner shows a garden scene with yellow and purple flowers and the headline 'VIRTUAL LANDSCAPE WORKSHOPS'.

Customer Education: Find & Fix-a-Leak



moulton niguel water district
MONTHLY NEWSLETTER
FEBRUARY 2021

WE CAN HELP YOU FIND & FIX COSTLY WATER LEAKS

Every year, households waste **more than 1 trillion gallons** of water nationwide. Common leaks found around the home include worn toilet flappers, dripping faucets, and broken sprinkler heads.

Leaks waste water and cost you money. Just one leaky toilet can cause your bill to increase by more than \$500.

We want to **help you** find and fix leaks around your home.

From March 15-21, we are taking action to help you find and stop leaks around your home. To support Fix-a-Leak Week, Moulton Niguel will be making it easier than ever to check your toilets for leaks by mailing you a **FREE** Leaky Toilet Test!

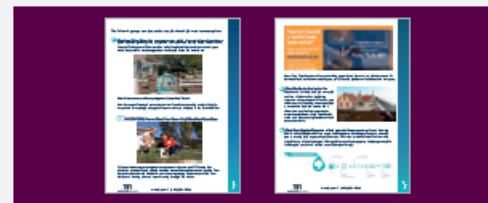


 Visit mnwd.com/fix-a-leak to learn more.

Fix-a-Leak Week March 15 – 21, 2021

Resources To Find Leaks

Helpful Resources to Identify Common Household Leaks



VIRTUAL HOME SAVINGS SURVEYS

Reduce your water bill by scheduling a Virtual Home Savings Survey. Our water experts will conduct a virtual walk-through of your home to help you check for leaks and share ways you can save water.

More info:
mnwd.com/homesavingsurvey

POTTY TALK VIDEO SERIES

Toilet leaks may be easy to repair but can be challenging to detect. Watch our Potty Talk Video Series to learn how to find and fix toilet leaks.

Watch videos:
mnwd.com/fix-a-leak

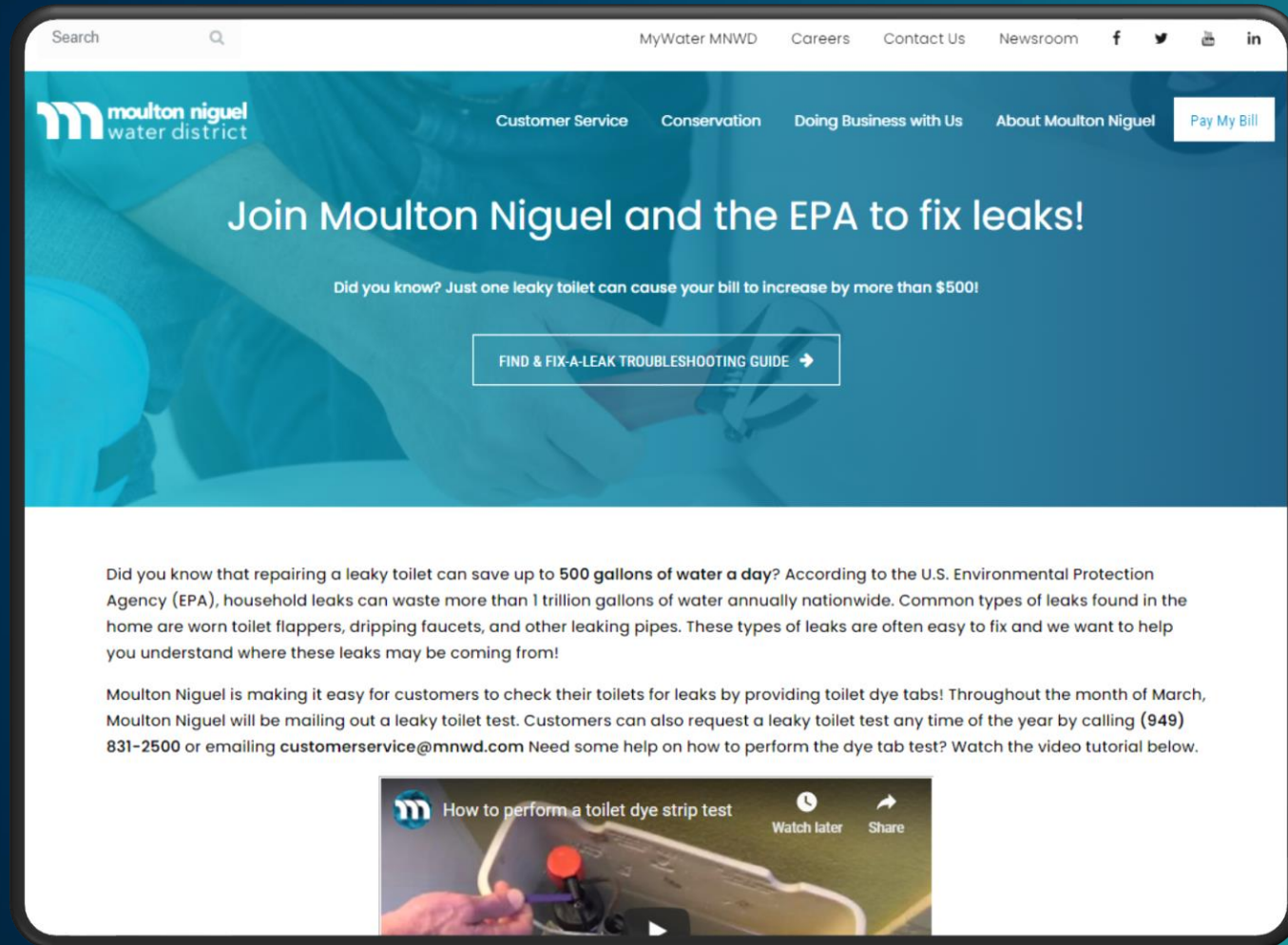
ONLINE TROUBLESHOOTING GUIDE

Our free online Troubleshooting Guide answers the most frequent questions about identifying leaks and other unintended use of water, which can result in a high bill and/or property damage.

Learn more:
mnwd.com/fix-a-leak


Website Update

mnwd.com/fix-a-leak




-15-

New Online NatureScape Garden Tour!



**Moulton Niguel's NatureScape Garden Tour
NEW ONLINE EXPERIENCE**



Our annual NatureScape Garden Tour has gone virtual this year!

Experience a virtual journey through some of South Orange County's most inspiring NatureScape gardens, spotlighting watershed-friendly landscape elements, beautiful California native plants, interactive educational content, and more!

Visit mnwd.com/naturescape-garden-tour to explore some of the beautiful and sustainable NatureScape gardens that your neighbors have installed, all from the comfort of your home!

Virtual Landscape Workshops

Join Us For Our Virtual Landscape Workshops

If you are looking for information on NatureScape and sustainable landscapes, we encourage you to attend our virtual landscape workshops! Offered all year round, our free workshops help customers reimagine their outdoor landscapes and transform thirsty lawns into beautiful, California native gardens. Our landscape workshops cover the following topics:

- Taking a watershed approach to landscaping
- Building healthy soil
- Using rainwater as a resource
- Managing your irrigation properly



Learn more about our landscape workshops and sign up for a class today! Visit mnwd.com/landscapeclasses.

