

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP
MARCH 9, 2015**

DIRECTORS PRESENT

Vice President Glenn Acosta, Committee Chair
President Stephen Dopudja, Committee Member

STAFF PRESENT

Hector Ruiz, General Manager
Michael Perea, District Secretary

PUBLIC PRESENT

There were no members of the public present

CALL MEETING TO ORDER

Vice President Acosta called the March 9, 2015, Executive Committee Meeting to order at 5:30 P.M.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

President Dopudja mentioned that he looked forward to serving on the Committee.

Vice President Acosta echoed President Dopudja's comment.

REPORT FROM THE GENERAL MANAGER

Mr. Ruiz welcomed the Directors to the Executive Committee and provided a brief description of its purpose and scope.

ITEM 1: EXECUTIVE COMMITTEE MEETING RECAP

The November 6, 2014, Executive Committee Meeting Recap was presented to the Committee. Discussion occurred concerning the appropriate manner to approve the Recap as the current Committee Members were not in attendance at the respective meeting. Mr. Perea suggested that the matter be forwarded to the Board for approval.

RECOMMENDED ACTION:

The Committee recommended that the November 6, 2014, Executive Committee Meeting Recap be received and approved by the Board (Action Calendar).

ITEM 2: PENDING/FUTURE BOARD AGENDA TOPICS

Mr. Ruiz presented this matter to the Committee and reviewed the Pending/Future Board Agenda Topics through June, 2015:

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP | MARCH 9, 2015**

- **Monthly Recurring Matters**

- Baker Water Treatment Facility
- Alternate Raw Water Transmission Line – PW79
Mr. Ruiz mentioned that District staff is coordinating with the County of Orange Parks for a permit to conduct field tests for the project, and highlighted certain insurance-related changes to the permit process. Discussion occurred concerning challenges with obtaining the appropriate permit for the project. Mr. Ruiz provided a status update concerning the Federal Emergency Management Agency's (FEMA) project timeline extension through March 2016, and mentioned the easement acquisition challenges with Southern California Edison (SCE). Discussion occurred concerning the current condition of the pipeline.
- Shadow Rock Detention Basin Facility Project
Discussion occurred concerning project timeline for completion; Mr. Ruiz mentioned that District staff anticipates project completion sometime in April/May 2015, and provided a brief status update concerning Proposition 84 funding and project cost reimbursement.
- Discussion Concerning Statewide Drought Conditions
Mr. Ruiz mentioned that District staff will update the staff report to include recent developments concerning the State Water Board's drought-related actions. Discussion occurred concerning District outreach efforts to communicate with District customers the ways to comply with Water Conservation Ordinance requirements. Vice President Acosta recommended establishing a public affairs budget that includes contracting with a local consultant to assist District staff with outreach efforts.
- Local Governmental and Legislative Informational Matter(s)

- **March, 2015**

- Activities for Water Awareness Month
Mr. Ruiz provided a status update for this event, and highlighted various planned displays and activities, including a landscape workshop coordinated with the Metropolitan Water District of Southern California.
- Fair Political Practices Commission (FPPC) Form 700 – Due April 1., 2015
Mr. Ruiz mentioned that the Directors may contact Mr. Perea with any questions that they may have concerning Form 700 reporting. Mr. Perea added that Mr. Rob Anslow, District General Legal Counsel, will attend the Regular Board Meeting to answer any additional questions the Directors may have concerning this matter.
- Discussion and Possible Action Concerning CalPERS Annual Valuation Report
Mr. Ruiz mentioned that this matter is a bi-annual requirement for the District's participating in the CalPERS California Employers' Retiree Benefit Trust Fund (CERBT).
- Discussion and Possible Action Concerning Auditing Services for TCWD
Mr. Ruiz provided a status update concerning the changes with the District's current auditor Charles Z. Fedak and Company, and mentioned that many principal staff have left to The Pun Group. Mr. Ruiz added that Ms. Cindy Byerrum will attend the Regular Board Meeting to answer any questions the Directors may have concerning the matter.

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP | MARCH 9, 2015**

- Discussion and Possible Action Concerning TCWD's Reserves Policy and Reserves
Mr. Ruiz mentioned that District staff have reviewed the District's current Reserves Policy and Reserve levels, and will make reserve adjustments and investment strategy recommendations to the Board at the Regular Board Meeting.
- Dimension Water Treatment Plant – Clearwell Tank Replacement
- Discussion and Possible Action Concerning SOCWA Wastewater Discharge Pretreatment and Source Control Program
Mr. Ruiz mentioned that this matter is a requirement for the District as a member agency of SOCWA, and that a Public Hearing will be scheduled for the Regular Board Meeting on May 20, 2015.

- Discussion and Possible Action Concerning Will Serve Letter for Skyridge Development (84 DUs)

- **April, 2015**
 - Activities for Water Awareness Month
 - Discussion and Possible Action Concerning MWDOC FY2015/2016 Budget
 - Discussion and Possible Action Concerning TCWD's FY2015/2016 General Fund & Capital Improvement Project Budgets
 - Discussion and Possible Action Concerning Will Serve Letter for Skyridge Development (84 DUs)

- **May, 2015**
 - Activities for Water Awareness Month
 - FY2015/2016 Undeveloped Land/Water Standby Assessment & Public Hearing
 - Discussion and Possible Action Concerning SOCWA Wastewater Discharge Pretreatment and Source Control Program & Public Hearing
 - Discussion and Possible Action Concerning MWDOC FY2015/2016 Budget
 - Discussion and Possible Action Concerning TCWD's FY2015/2016 General Fund & Capital Improvement Project Budgets
 - Special Board Meeting - General Fund & Capital Improvement Project Budgets Workshop

- **June, 2015**
 - Discussion and Possible Adoption of Resolution Establishing Appropriations Limit for FY2015/2016
 - FY2015/2016 Undeveloped Land/Water Standby Assessment & Public Hearing
 - Discussion and Possible Action Concerning MWDOC FY2015/2016 Budget
 - TCWD FY2015/2016 General Fund Budget
 - TCWD FY2015/2016 Capital Improvement Project Budget

Discussion occurred concerning other planned projects which included the replacement of the Dimension Water Treatment Plant Clearwell, the postponement of the rehabilitation of District Sewer Lift Stations, Administration Facility Parking Lot rehabilitation, and the repair of the concrete drainage ditches for the Robinson Ranch Recycled Water Reservoir.

RECOMMENDED ACTION

The Committee received the information. No action taken.

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP | MARCH 9, 2015**

ITEM 3: LEGISLATIVE INFORMATIONAL ITEMS

Mr. Ruiz had no legislative informational items for discussion. Director Acosta mentioned that County of Orange Supervisor Lisa Bartlett will be attending the upcoming South Orange County Watershed Management Area Executive Committee Meeting.

RECOMMENDED ACTION

The Committee received the information. No action taken.

ITEM 4: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF

Mr. Ruiz mentioned that the District received a Public Records Request from the Orange County Register concerning Director utility bills from January 1, 2010 to current.

Discussion occurred concerning the preparation of the District's bi-annual Other Post Employment Benefits (OPEB) Valuation this year; Mr. Ruiz mentioned that District staff will be working with a third-party, independent Consulting Actuary for the preparation of the Valuation later this year.

RECOMMENDED ACTION

No action taken.

ADJOURNMENT

Vice President Acosta adjourned the March 9, 2015, Executive Committee Meeting at 6:48 P.M.