



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY, BOARD ROOM
WEDNESDAY, MARCH 21, 2018 AT 7:00 PM**

BOARD OF DIRECTORS

Glenn Acosta, President
Michael Safranski, Vice President
Don Chadd, Director
Stephen Dopudja, Director
Edward Mandich, Director

DISTRICT STAFF

Hector Ruiz, General Manager
Michael Perea, District Secretary
Cindy Byerrum, District Treasurer
Atkinson, Andelson, Loya, Ruud & Romo
District General Legal Counsel

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

VISITOR PARTICIPATION

Members of the public wishing to address the Board regarding a particular item on the agenda are requested to complete a speaker card and submit it to staff. The Board President will call on the visitor following the Board's discussion about the matter. Members of the public will be given the opportunity to speak prior to the Board taking action on that item. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.

ORAL COMMUNICATION

Members of the public who wish to make comment on matters not appearing on the agenda are invited to identify themselves and encouraged to make comment at this time. Under the requirements of State Law, Directors cannot take action on items not identified on the agenda and will not make decisions on such matters. The Board President may direct District Staff to follow up on issues as may be deemed appropriate. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.

DIRECTORS' COMMENTS AND MEETING REPORTS

REPORT FROM THE GENERAL MANAGER

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

RECOMMENDED ACTION:

Determine need and take action on item(s) that arose subsequent to posting the Regular Board Meeting agenda.

CONSENT CALENDAR

All matters under the Consent Calendar will be approved by one motion unless a Board member or staff member requests a separate action on a specific item.

ITEM 1: APPROVAL OF MINUTES OF BOARD MEETING(S)

RECOMMENDED ACTION

Approve the minutes of the following Board Meeting(s):

- 1. February 21, 2018 Regular Board Meeting*

ITEM 2: TREASURER'S REPORT

a. *FINANCE/AUDIT COMMITTEE MEETING*

RECOMMENDED ACTION:

Receive and file the following Finance/Audit Committee Meeting Recap(s):

- 1. February 14, 2018*

b. *PRESENTATION OF FINANCIALS*

RECOMMENDED ACTION:

Receive and file the preliminary statement(s) of revenues and expenses and preliminary unaudited financials for the following month(s):

- 1. January, 2018*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for February, 2018.

ITEM 3: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

RECOMMENDED ACTION:

Ratify the Directors' expenses and fees from February, 2018, and approve tentative future meetings/attendance.



ACTION CALENDAR

All matters under the Action Calendar have been reviewed by the General Manager and Staff prior to the Board's consideration.

FINANCIAL MATTERS

ITEM 4: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S PROPOSED AMENDED FISCAL YEAR 2017/2018 MID-YEAR GENERAL FUND BUDGET

RECOMMENDED ACTION(S):

1. *Receive information at the time of the Board Meeting.*
2. *Approve the Proposed Amended Fiscal Year 2017/2018 General Fund Budget.*

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING INDEPENDENT AUDITING SERVICES PERFORMED FOR TRABUCO CANYON WATER DISTRICT

RECOMMENDED ACTION(S):

Receive information at the time of the Board Meeting, and direct the General Manager and District Treasurer to procure proposals for independent auditing services for Trabuco Canyon Water District.

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWD OC) FISCAL YEAR 2018/2019 PROPOSED RATES, CHARGES AND BUDGET

RECOMMENDED ACTION(S):

Receive information at the time of the Board Meeting, and take action(s) as deemed appropriate.

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2018/2019 CAPITAL IMPROVEMENT PROGRAM (CIP) AND GENERAL FUND BUDGETS

RECOMMENDED ACTION(S):

Receive information at the time of the Board Meeting, and take action(s) as deemed appropriate.

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S RECYCLED WATER CHARGES

RECOMMENDED ACTION(S):

Receive information at the time of the Board Meeting, and take action(s) as deemed appropriate.

ADMINISTRATIVE MATTERS

ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE FAIR POLITICAL PRACTICES COMMISSION (FPPC) CONFLICT OF INTEREST FILINGS (FORM 700)

RECOMMENDED ACTION(S):

1. *Receive information at the time of the Board Meeting.*
2. *Directors to complete their respective Conflict of Interest Filing (Form 700) to the County of Orange via the online portal by the due date of April 2, 2018.*



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ITEM 10: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE DISPOSAL OF DISTRICT SURPLUS PROPERTY (VEHICLES)

RECOMMENDED ACTION(S):

1. *Receive information at the time of the Board Meeting.*
2. *Authorize the General Manager to dispose of District surplus equipment in accordance with the District's Disposal of Surplus Property Other Than Real Property Policy.*

ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING 2018 WATER AWARENESS DAY EVENT

RECOMMENDED ACTION(S):

1. *Receive information at the time of the Board Meeting.*
2. *Provide direction to District staff regarding the scheduling of the District's 2018 Water Awareness Day Event.*

ITEM 12: STATUS UPDATE ON SITE SECURITY AND IMPROVEMENTS TO DISTRICT PROPERTIES

RECOMMENDED ACTION(S):

Receive information at the time of the Board Meeting, and take action(s) as deemed appropriate.

ITEM 13: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA)

RECOMMENDED ACTION(S):

Receive information at the time of the Board Meeting, and take action(s) as deemed appropriate.

ENGINEERING MATTERS

ITEM 14: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM

RECOMMENDED ACTION(S):

1. *Receive information at the time of the Board Meeting.*
2. *Authorize the General Manager to execute a contract with TESCO for SCADA System Upgrades in the amount of \$116,000.*
3. *Authorize the General Manager to execute a contract with Beavens Control Systems for SCADA System Upgrades in the amount of \$25,000.*
4. *Authorize the General Manager to execute contracts to purchase the required SCADA software licenses and related costs in the amount of \$15,000.*
5. *Approve an overall project contingency of \$23,000 exclusive of items one through four.*

ITEM 15: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING DEPARTMENT OF WATER RESOURCES EMERGENCY ACTION PLAN (EAP) AND INUNDATION MAP DEVELOPMENT FOR TRABUCO CANYON WATER DISTRICT'S DOVE AND TRABUCO DAMS

RECOMMENDED ACTION(S):

1. *Receive information at the time of the Board Meeting.*



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2. *Authorize the General Manager to execute an agreement with Dudek for Engineering Services for the Dove Canyon and Trabuco Dam Inundation Mapping and Emergency Action Plan in the amount of \$80,372.*

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 16: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING ORANGE COUNTY LOCAL AGENCY FORMATION COMMISSION (OCLAFCO) NOMINATION PROCESS OF THE REGULAR AND ALTERNATE SPECIAL DISTRICT MEMBER SEATS

RECOMMENDED ACTION(S):

1. *Receive information at the time of the Board Meeting.*
2. *Board President to authorize one (1) voting member and one (1) alternative voting member to vote in the OCLAFCO Orange County Special District Selection Committee Election to fill the Regular and Alternate Special District Member Seats.*
3. *Authorize the District Secretary to complete, execute, and submit the OCLAFCO Declaration of Qualification to Vote prior to the deadline of April 9, 2018.*

ITEM 17: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) BOARD OF DIRECTORS CALL FOR NOMINATIONS SEAT A

RECOMMENDED ACTION(S):

Receive information at the time of the Board Meeting, and take action(s) as deemed appropriate.

ITEM 18: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S POSITION ON SENATE BILL 623 (MONNING) AND VOLUNTARY CONTRIBUTION TO ACWA FOR EDUCATIONAL OUTREACH EFFORTS

RECOMMENDED ACTION:

1. *Receive information at the time the Board Meeting.*
2. *Adopt Resolution No. 2018-1250 – Resolution of the Board of Directors of the Trabuco Canyon Water District Setting Forth a Position Concerning State of California Legislation Regarding Proposed Taxes in Connection with Potable Water Service/Deliveries*
3. *Authorize the General Manager to notify ACWA of the District's Opposed Unless Amended position on SB623 and to join ACWA's No Drinking Water Tax Oppose Unless Amended Coalition.*
4. *Consider the amount of a voluntary contribution to the ACWA No Drinking Water Tax Education and Outreach Campaign, if deemed appropriate.*

ITEM 19: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

RECOMMENDED ACTION:

Review and discuss local government and legislative informational matter(s), and take action(s) as deemed appropriate.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 21: _____

ITEM 22: _____



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CLOSED SESSION(S)

CLOSED SESSION NO. 1: PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GOVERNMENT CODE SECTION 54957

TITLE: General Manager

The Board of Directors will meet in closed session pursuant to Government Code Section 54957 to discuss the General Manager’s Quarterly Performance Evaluation.

CLOSED SESSION NO. 2:: CONFERENCE WITH LEGAL COUNSEL/SOCWA REPRESENTATIVE

CONFIDENTIAL INFORMATION Involving South Orange County Water Association (SOCWA) - Pursuant to California Government Code Section 54956.96(a)(1) & (b).

Upon advice from District General Legal Counsel, the TCWD Board of Directors will conduct a closed session pursuant to the above-referenced Section of the California Government Code to receive, discuss and, potentially, take action(s) concerning information obtained in one or more closed session(s) of the Board of Directors of SOCWA, a joint powers agency. TCWD is a member agency of SOCWA.

ITEM 20: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

RECOMMENDED ACTION:

Provide announcement(s) of action(s) taken in Closed Session, if any.

OTHER INFORMATION/MATTERS

Reports or comments from the General Manager and/or Staff

ADDITIONAL DIRECTORS’ COMMENTS

Additional reports or comments from Directors

ADDITIONAL GENERAL MANAGER COMMENTS

Additional reports or comments from the General Manager

END ACTION CALENDAR & ADJOURNMENT

AVAILABILITY OF AGENDA MATERIALS

Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Trabuco Canyon 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 Trabuco Canyon Water District Administrative Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Administrative Facility). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available in the lobby area of the District Administrative Facility at the same time as they are distributed to the Board Members, except that, if such writings are distributed immediately prior to or during the meeting, they will be available in the Board Meeting Room at the District Administrative Facility.

COMPLIANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2

In compliance with California law and the Americans with Disabilities Act, if you need special disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 858-0277, at least 48 hours in advance of the scheduled Board meeting. Notification 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The Board Meeting Room is wheelchair accessible.



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FUTURE SCHEDULED REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS

Upcoming Regular Meetings of the Board will be held at the District Administrative Facility (Board Meeting Room) located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679 and are scheduled as follows:

April 18, 2018 | May 16, 2018 | June 20, 2018

