



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY, BOARD ROOM
WEDNESDAY, OCTOBER 17, 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

Michael Perea, Interim General Manager
Rob Anslow, Assistant 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 INTERIM 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 Meetings:

1. *September 19, 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. *September 12, 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. *August 2018*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

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

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

Receive and file the following Engineering/Operational Committee Meeting Recap(s):

1. *September 5, 2018*

ITEM 4: EXECUTIVE COMMITTEE MEETING

RECOMMENDED ACTION:

Receive and file the following Executive Committee Meeting Recap(s):

1. *May 24, 2018*



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ITEM 5: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

RECOMMENDED ACTION:

Ratify the Directors' expenses and fees from September 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.

ADMINISTRATIVE MATTERS

ITEM 6: PUBLIC HEARING & ACTION(S) FOR REVISING TCWD'S RATES FOR WATER SERVICES AND METER CHARGES - PORTOLA HILLS SERVICE AREA

RECOMMENDED ACTION:

- 1. Receive status update and information presentation at the time of the Board Meeting; and*
- 2. Receive and file the Trabuco Canyon Water District Portola Hills Service Area – Potable Water Rate Review; and*
- 3. Conduct Public Hearing to receive public comments regarding the proposed Rates for Potable Water Services and Meter Charges – Portola Hills Service Area; and*
- 4. Adopt Resolution No. 2018-1261 – Resolution of the Trabuco Canyon Water District Board of Directors Determining Compliance with Procedural Requirements, Making Findings and Determinations, Revising Rates for Potable Water Services and Meter Charges for the Portola Hills Service Area, Amending the Corresponding Rate and Charge Schedules of the Trabuco Canyon Water District and Taking Related Actions.*

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING CONSULTANT SERVICE TO ASSIST WITH ADMINISTRATIVE SERVICES DURING MANAGEMENT TRANSITION PERIOD

RECOMMENDED ACTION(S):

- 1. Receive information and presentation at the time of the Board Meeting concerning potential for utilization of consultant services for certain administrative matters.*
- 2. Authorized Interim General Manager to select and retain suitable consultants for administrative matters for a period not to exceed one year (budget authority limited to \$36,000)*

ENGINEERING MATTERS

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING VIA ALLEGRE WET WELL EXPANSION PROJECT

RECOMMENDED ACTION:

- 1. Receive project status update and information at the time of the Board Meeting.*
- 2. Ratify the purchase of the Wilo pumps from Flo-Services for a not to exceed amount of \$56,679.72.*



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ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING SADDLE CREST DEVELOPMENT

RECOMMENDED ACTION:

1. *Receive project status update and information at the time of the Board Meeting.*
2. *Authorize the Interim General Manager to execute a Contract for Construction Management and Inspection Services with MWH Constructors for a not to exceed amount of \$327,858.10, with a fifteen percent (15%) contingency of \$49,178.82, for total project cost of \$377,036.82.*

ITEM 10: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING SANTIAGO CANYON ROAD PIPELINE IMPROVEMENTS

RECOMMENDED ACTION:

1. *Receive project status update and information at the time of the Board Meeting.*
2. *Authorize the Interim General Manager to execute Contract Change Order No. 1 to Ferreira Construction in the amount of \$7,471.72.*

ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING COUNTY OF ORANGE (OC PUBLIC WORKS) PROPOSED TRABUCO CREEK ROAD IMPROVEMENTS

RECOMMENDED ACTION:

1. *Receive project status update and information at the time of the Board Meeting.*
2. *Authorize the Interim General Manager to execute the County of Orange OC Public Works/Operations and Maintenance Permit to Enter as presented at the time of the Board Meeting.*

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 12: INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY (ISDOC) 2018 ELECTION OF EXECUTIVE COMMITTEE OFFICERS

RECOMMENDED ACTION:

1. *Receive information at the time of the Board Meeting and make recommendation(s) concerning the Independent Special Districts of Orange County 2018 Election of Executive Committee Officers as deemed appropriate.*
2. *Direct District staff to submit the 2018 Election of Executive Committee Officers Ballot to the Independent Special Districts of Orange County by the deadline of October 23, 2018, as determined at the time of the Board Meeting.*

ITEM 13: 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.



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CLOSED SESSION(S)

CLOSED SESSION NO. 1: 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.

CLOSED SESSION NO. 2: CONFIDENTIAL INFORMATION – PUBLIC EMPLOYMENT

TRABUCO CANYON WATER DISTRICT – GENERAL MANAGER POSITION

Pursuant to California Government Code Section 54957(b) and 54954.5(e), the Board will meet in Closed Session to review and discuss confidential information concerning the District’s General Manager position (Public Employment)

ITEM 14: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

RECOMMENDED ACTION:

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

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 15: _____

ITEM 16: _____

OTHER INFORMATION/MATTERS

Reports or comments from the Interim General Manager and/or Staff

ADDITIONAL DIRECTORS’ COMMENTS

Additional reports or comments from Directors

ADDITIONAL INTERIM GENERAL MANAGER COMMENTS

Additional reports or comments from the Interim 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.



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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.

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 currently scheduled as follows:

November 21, 2018 | December 19, 2018 | January 16, 2019

(The November 21, 2018 Regular Board Meeting has been adjourned to be held on November 26, 2018 per action of the Board of Directors)

