



**REGULAR BOARD MEETING AGENDA  
TRABUCO CANYON WATER DISTRICT  
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA  
ADMINISTRATIVE FACILITY, BOARD ROOM  
WEDNESDAY, JUNE 19, 2019 AT 7:00 PM**

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**BOARD OF DIRECTORS**

Michael Safranski, President  
Don Chadd, Vice President  
Glenn Acosta, 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

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**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

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

**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**

**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. May 15, 2019

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2. *May 20, 2019*

**ITEM 2: TREASURER'S REPORT**

a. *FINANCE/AUDIT COMMITTEE MEETING*

**RECOMMENDED ACTION:**

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

1. *May 8, 2019*

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. *April 2019*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

**RECOMMENDED ACTION:**

*Ratify the payment of bills for consideration, Payroll and Payroll Taxes for May 2019.*

**ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP**

**RECOMMENDED ACTION:**

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

1. *May 1, 2019*

**ITEM 4: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE**

**RECOMMENDED ACTION:**

*Ratify the Directors' expenses and fees from May 2019 and approve tentative future meetings/attendance.*

**ITEM 5: RECEIVE AND FILE TRABUCO CANYON WATER DISTRICT'S ARBITRAGE REBATE CALCULATION REPORT FOR PERIOD ENDING DECEMBER 31, 2018**

**RECOMMENDED ACTION:**

*Receive and file the Trabuco Canyon Water District Arbitrage Rebate Calculation Report for Period Ending December 31, 2018.*



## **ACTION CALENDAR**

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

### **FINANCIAL MATTERS**

#### **ITEM 6: AUTHORIZE ACTIONS FOR TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2019/2020 UNDEVELOPED LAND/WATER STANDBY CHARGES (ASSESSMENT) AND SET PUBLIC HEARING**

##### **RECOMMENDED ACTION(S):**

1. *Authorize District staff to proceed with actions for setting the Fiscal Year 2019/2020 Undeveloped Land/Water Standby Assessment at \$15.00 per acre or portion thereof; and*
2. *Agendize Public Hearing and authorize District staff to furnish Notice of Public Hearing on Proposed Fiscal Year 2019/2020 Undeveloped Land/Water Standby Assessments for the July 17, 2019 Regular Board Meeting.*

#### **ITEM 7: DISCUSSION AND ADOPTION OF RESOLUTION 2019-1267 ESTABLISHING DISTRICT APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019/2020**

##### **RECOMMENDED ACTION(S):**

1. *Receive information at the time of the Board Meeting.*
2. *Adopt Resolution No. 2019-1267 - Resolution of the Board of Directors of Trabuco Canyon Water District Establishing Appropriations Limit for Fiscal Year 2019/2020, Pursuant to Article XIII B of the California Constitution.*

#### **ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWD OC) FISCAL YEAR 2019/2020 PROPOSED RATES, CHARGES, AND PROPOSED FISCAL YEAR 2019/2020 BUDGET**

##### **RECOMMENDED ACTION(S):**

1. *Receive information at the time of the Board Meeting.*
2. *Approve the Fiscal Year 2019/2020 Municipal Water District of Orange County Choice Programs for Trabuco Canyon Water District in the amount of \$40,653.*

#### **ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT FISCAL YEAR 2019/2020 GENERAL FUND AND CAPITAL IMPROVEMENT PROJECT (CIP), EQUIPMENT, AND PROGRAM BUDGETS**

##### **RECOMMENDED ACTION(S):**

1. *Receive information at the time of the Board Meeting.*
2. *Approve the proposed Fiscal Year 2019/2020 District Organizational Chart, as presented, to be effective as of July 1, 2019.*
3. *Approve the proposed District Salary Plan and District Paytable with Classifications and Monthly Salary Ranges as presented, to be effective as of July 1, 2019.*
4. *Authorize the Interim General Manager to implement the organizational changes as approved by the Board of Directors.*



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5. *Adopt Resolution No. 2019-1268 – Resolution of the Board of Directors of Trabuco Canyon Water District of the Trabuco Canyon Water District Approving the General Fund District Budget for Fiscal Year 2019/2020 for an amount of \$11,574,600.*
6. *Adopt Resolution No. 2019-1269 - Resolution of the Board of Directors of Trabuco Canyon Water District of the Trabuco Canyon Water District Approving the Capital Improvement Project, Equipment, and Program Budgets for Fiscal Year 2019/2020 for an amount of \$4,211,000.*

**ADMINISTRATIVE MATTERS**

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**ITEM 10: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT AMENDMENT(S)**

**RECOMMENDED ACTION(S):**

*Receive information concerning the matter at the time of the Board meeting and take action(s) as deemed appropriate.*

**ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA)**

**RECOMMENDED ACTION(S):**

*Receive information and presentation concerning the matter at the time of the Board meeting and take action(s) as deemed appropriate.*

**ENGINEERING MATTERS**

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**ITEM 12: RIDGELINE BOOSTER PUMP STATION IMPROVEMENTS AND CAPACITY INCREASE PROJECT**

**RECOMMENDED ACTION(S):**

1. *Receive project status update from District staff at the time of the meeting.*
2. *Authorize the Interim General Manager to execute a contract with Pacific Hydrotech Corporation for the Ridgeline Pump Station Improvements in the amount of \$2,073,600 with a ten percent (10%) contingency of \$207,360.*
3. *Authorize the Interim General Manager to execute the Hazen Contract Addendum No. 1 in the amount of \$10,800.*
4. *Authorize the Interim General Manager to execute the DMc Engineering Contract Addendum No. 1 in the amount of \$2,100.*

**ITEM 13: DOVE AND ROBINSON RANCH RECYCLED WATER PUMP STATION REHABILITATION PROJECT**

**RECOMMENDED ACTION:**

1. *Receive project status update from District staff at the time of the meeting.*
2. *Authorize the Interim General Manager to execute Contract Change Order No. 1 with DMc Engineering in the amount of \$2,990.*



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**ITEM 14: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE URBAN WATER & STORMWATER RUNOFF CONVEYANCE STRUCTURE TO DOVE LAKE**

**RECOMMENDED ACTION(S):**

*Receive information and presentation concerning the matter at the time of the Board meeting and take action(s) as deemed appropriate.*

**LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS**

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**ITEM 15: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)**

**RECOMMENDED ACTION(S):**

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

**CLOSED SESSION(S)**

**CLOSED SESSION NO. 1 - CONFIDENTIAL INFORMATION – PUBLIC EMPLOYMENT  
TRABUCO CANYON WATER DISTRICT – GENERAL MANAGER POSITION**

Pursuant to California Government Code Section 54957(b) & 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 16: 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**

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**ITEM 17:** \_\_\_\_\_

**ITEM 18:** \_\_\_\_\_

**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



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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 at least 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:

**July 17, 2019 | August 21, 2019 | September 18, 2019**

