



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY, BOARD ROOM
APRIL 15, 2020 AT 7:00 PM**

BOARD OF DIRECTORS

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

DISTRICT STAFF

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

AGENDA NOTE:

Meeting attendees should be aware that the meetings of the Board of Directors are, as required by law, open to the public and the District has very limited powers to regulate who attends Board meetings.

CONFERENCE CALL INFORMATION

Meeting Dial-In Number: 1 (877) 309-2073
Access Code: 177-055-533
Meeting materials are available at <https://www.tcwd.ca.gov/home>

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 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. *March 18, 2020 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. *March 11, 2020*

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. *February 2020*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for February 2020.

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

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

1. *March 4, 2020*

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

RECOMMENDED ACTION:

Ratify the Directors’ expenses and fees from March 2020 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 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING CURRENT PUBLIC HEALTH CONCERNS INCLUDING DISTRICT GOVERNANCE TO ADDRESS THE CORONAVIRUS, SAFETY OF DISTRICT SERVICES AND EMPLOYEES, AND/OR IMPACT TO BOARD & COMMITTEE MEETINGS

RECOMMENDED ACTION(S):

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

ITEM 6: CONSIDERATION AND ACTION(S) ON RESOLUTION NO. 2020-1276 – RESOLUTION OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT DESIGNATING PERSONNEL TO ACT AS AGENTS WITH CAL OES AND FEMA FOR THE PURPOSE OF OBTAINING FEDERAL AND/OR STATE FINANCIAL ASSISTANCE IN THE EVENT OF FUTURE EMERGENCIES OR NATURAL DISASTERS AFFECTING TRABUCO CANYON WATER DISTRICT FACILITIES AND OTHER RELATED MATTERS

RECOMMENDED ACTION(S):

- 1. Receive information concerning the matter at the time of the Board meeting.*
- 2. Adopt Resolution No. 2020-1276 - Resolution of the Board of Directors of Trabuco Canyon Water District, Orange County, California, Designating District Personnel to Act as Agents with OES and FEMA for the Purpose of Obtaining Federal and/or State Financial Assistance in the Event of Future Emergencies or Natural Disasters Affecting Trabuco Canyon Water District Facilities*
- 3. Take other related action(s) as deemed appropriate.*

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

RECOMMENDED ACTION(S):

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

FINANCIAL MATTERS

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWD OC) FISCAL YEAR 2020/2021 BUDGET

RECOMMENDED ACTION(S):

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



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ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT FISCAL YEAR 2020/2021 GENERAL FUND AND CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGETS

RECOMMENDED ACTION(S):

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

ITEM 10: DISCUSSION AND ACTION ON PROPOSAL FOR ONSITE JANITORIAL SERVICES FOR DISTRICT ADMINISTRATION FACILITY

RECOMMENDED ACTION(S):

- 1. Receive information concerning the matter at the time of the Board meeting.*
- 2. Authorize the General Manager to negotiate and execute a contract with OC Superior Cleaning for a one-year term not to exceed amount of \$35,000.*

ITEM 11: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT'S WATER, WASTEWATER, AND NON-DOMESTIC WATER RATES AND CHARGES ANALYSIS AND RELATED MATTERS

RECOMMENDED ACTION(S):

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

ENGINEERING MATTERS

ITEM 12: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING GROUNDWATER RESOURCES FEASIBILITY STUDY

RECOMMENDED ACTION(S):

Receive project status update at the time of the Board meeting and take action(s) as deemed appropriate.

ITEM 13: DISCUSSION AND ACTION TO RATIFY CONTRACT CHANGE ORDER NO. 5 FOR PACIFIC HYDROTECH FOR RIDGELINE BOOSTER PUMP STATION IMPROVEMENTS AND CAPACITY INCREASE PROJECT

RECOMMENDED ACTION(S):

- 1. Receive project status update at the time of the Board meeting.*
- 2. Approve Contract Change Order No. 5 to Pacific Hydrotech Corporation in the amount of \$9,100 for the facility epoxy flooring upgrade.*

ITEM 14: DISCUSSION AND STATUS UPDATE ON BELL CANYON SEWER LIFT STATION REHABILITATION PROJECT

RECOMMENDED ACTION(S):

Receive project update and information concerning the matter at the time of the Board meeting.



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ITEM 15: SADDLEBACK MEADOWS DEVELOPMENT (181 DUs) – HARRIS GRADE RESERVOIR REPLACEMENT COST SHARING AGREEMENT

RECOMMENDED ACTION(S):

1. *Receive project update and information concerning the matter at the time of the Board meeting.*
2. *Authorize the General Manager to execute an agreement with California Quartet for cost sharing the preparation of the Harris Grade Reservoir(s) Feasibility Study.*

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 16: 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: CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LEGAL ACTION(S)

Significant exposure to legal proceedings and/or litigation - Government Code Sections 54956.9(b)(1) & 54954(c)

Number of Potential Cases: 1

The District has received correspondence that constitutes a threat of litigation – which is on file with the District’s General Manager.

ITEM 17: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

RECOMMENDED ACTION(S):

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

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 18: _____

ITEM 19: _____

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



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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) or will be posted online on the District's website located at www.tcwd.ca.gov. 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 or will be posted online on the District's website located at www.tcwd.ca.gov.

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 are expected to 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:

May 20, 2020 | June 17, 2020 | July 15, 2020

The District may conduct future meetings electronically during the ongoing emergency situation.

