



## **MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | FEBRUARY 19, 2020**

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The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on February 19, 2020 was called to order by President Safranski at 7:00 PM, in the Board Room at the District Administrative Facility, located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, transcribed the minutes thereof.

### **DIRECTORS PRESENT**

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

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager/District Secretary  
Lorrie Lausten, Principal Engineer  
Lisa Marie Sangi, Administrative Assistant  
Karen Warner, Accounting Supervisor  
Jason Stroud, Maintenance Superintendent

### **DISTRICT CONSULTANTS PRESENT:**

Rob Anslow, District General Legal Counsel (Atkinson, Andelson, Loya, Ruud & Romo)  
Janet Fordunski, Woodard & Curran  
Jennifer Ziv, Woodard & Curran

### **PUBLIC PRESENT**

There were members of public present.

### **PLEDGE OF ALLEGIANCE**

Director Acosta led the Board, District staff, and audience in the Pledge of Allegiance.

### **ITEMS TOO LATE TO BE AGENDIZED**

None

### **VISITOR PARTICIPATION**

No visitor participation was received.

### **ORAL COMMUNICATION**

No oral communication was received.

### **DIRECTOR'S COMMENTS**

Director Mandich expressed his appreciation to District staff for the District Facilities' Tour, and he commented on the ongoing maintenance of the facilities. Director Mandich provided a brief update on his attendance at the

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South Orange County Integrated Regional Watershed Management Area Executive Committee Meeting.

Director Acosta thanked District staff for the District Facilities' Tour, and he acknowledged staff's pride of ownership in the facilities. Director Acosta provided a brief update on his attendance at the City of Rancho Santa Margarita City Council Meeting.

President Safranski thanked District staff for the District Facilities' Tour. President Safranski highlighted that the District's Administration Facility will be a four-day voting center for the March 2019 California Presidential Election Primary.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported on the following matters:

- Special Board Meeting - District Facilities' Tour was a great opportunity for the Board to learn more about the District's planned capital improvement projects and District staff's efforts to maintain existing facilities.
- ACWA JPIA Letter of Appreciation: Mr. Paludi reported that the District received a letter for appreciation from ACWA JPIA for hosting a Confined Space Entry Training Session on February 6, 2019 which was made available to all JPIA-member agencies.
- Mr. Paludi reported that the District has advertised a Customer Service Field Technician II open position.

**CONSENT CALENDAR**

President Safranski indicated that all matters under the Consent Calendar would be approved by one motion unless a Board member or staff member requests a separate action on a specific item.

**Action:** A motion was made by Director Acosta and seconded by Director Chadd to approve the presented Consent Calendar Items. There was no further discussion. The motion was approved by a vote of 5 - 0.

**ADMINISTRATIVE MATTERS**

**ITEM 5: DISCUSSION AND ACTION ON RATIFICATION OF CONTRACT WITH ALBERT GROVER AND ASSOCIATES FOR TRABUCO CANYON WATER DISTRICT'S ADMINISTRATION FACILITY PARKING STUDY RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS**

Director Mandich recused himself from discussion and action on this item.

Mr. Paludi presented this matter to the Board for consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten reported that District staff received two proposals for the Administration Facility Parking Study, and she reviewed the received proposals with the Board. Discussion occurred concerning emergency response preparation.

**Action:** A motion was made by Director Acosta and seconded by Director Chadd to ratify the contract with Albert Grover and Associates for Trabuco Canyon Water District's Administration Facility Parking Study for a not to exceed amount of \$10,000. There was no further discussion. The motion was approved by a vote of 3 – 0 – 1 with Director Mandich abstaining.

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**ITEM 6: DISCUSSION AND CONSIDERATION OF RESOLUTION NO. 2020-1275 – PROPOSED TRABUCO CANYON WATER DISTRICT DISCONNECTION OF RESIDENTIAL WATER SERVICE POLICY**

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Mr. Paludi presented this matter for Board consideration, and he reported that this matter was reviewed with the Finance/Audit Committee. Mr. Perea provided background on the impacts of SB 998 on the District's policy and practices on disconnection of water service for non-payment, and he highlighted District staff efforts to date working with Municipal Water District of Orange County (MWDOC) in the development of a new policy consistent with the new requirements. Discussion occurred concerning certain provisions of the proposed policy. Mr. Perea reviewed the new additional forms prepared for compliance with the regulations.

**Action:** A motion was made by Director and seconded by Director to adopt Resolution No. 2020-1275 – Resolution of the Board of Directors of Trabuco Canyon Water District Amending Rules and Regulations and Adopting a Disconnection of Residential Water Service Policy. There was no further discussion. The motion was approved by a vote of 5 - 0.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S ANNUAL WATER AWARENESS DAY EVENT**

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Mr. Paludi presented this matter for Board consideration, and he reported that District staff is currently preparing for this annual event. Discussion occurred concerning possible dates for the event; Mr. Paludi recommended the date of Saturday, May 9, 2020 from 10:00 AM to 2:00 PM for the event.

**Action:** The Board directed District staff to schedule the 2020 Water Awareness Day Event for Saturday, May 9, 2020. There was no further discussion.

**ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT AMENDMENT(S)**

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Mr. Paludi presented this informational matter for Board review, and he provided a brief report from the SOCWA Regular Board Meeting. Mr. Paludi added that Jeff Hoskinson, AALRR, has represented the District at the SOCWA-member agency legal counsel representative meetings to discuss and evaluate opportunities for the resolution of the known JPA-related issues. Discussion occurred concerning specific guidance related to the vision for the agency.

**Action:** The Board took no action on this matter.

**FINANCIAL MATTERS**

**ITEM 9: DISCUSSION AND ACTION ON CONTRACT CHANGE ORDER NO. 1 FOR RAFTELIS FINANCIAL CONSULTANTS FOR TRABUCO CANYON WATER DISTRICT'S RATE ANALYSIS FOR WATER, WASTEWATER, AND NON-DOMESTIC WATER RATES AND CHARGES AND RELATED MATTERS**

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Mr. Paludi presented this matter for Board review, he mentioned that this matter was reviewed with the Finance/Audit Committee. Mr. Paludi added that Raftelis Financial Consultants has provided a contract change order related to additional work outside of the original scope of work to address the feedback and input received from the Board at the Special Board Meeting-Rate Workshop. Discussion occurred concerning rates and charges development and implementation timeline.

**Action:** A motion was made by Director Acosta and seconded by Director Mandich to approve the Raftelis Financial Consultants Contract Change Order No. 1 in the amount of \$19,988. There was no further discussion. The motion was approved by a vote of 5 - 0.

**ENGINEERING MATTERS**

**ITEM 10: DISCUSSION AND POSSIBLE ACTION CONCERNING TRABUCO CANYON WATER DISTRICT'S GROUNDWATER FEASIBILITY STUDY**

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Mr. Paludi presented this informational item for Board consideration, and he reported that Ms. Fordunski and Ms. Ziv were in attendance to provide an update the Board concerning this project and to answer any related questions. Ms. Fordunski delivered a PowerPoint presentation which included historical context concerning the District's previous groundwater evaluations in Trabuco Canyon, and she reviewed preliminary results related to the feasibility of continued groundwater exploration on the District's Porter Property. Discussion occurred concerning environmental and permitting impacts and water reliability goals. Ms. Fordunski highlighted the recommended next steps for the project and reviewed the associated proposed costs to complete the additional project phases. The Board recommended that the matter be further evaluated with the Engineering/Operational Committee.

**Action:** The Board of Directors received the information. No action was taken.

**ENGINEERING MATTERS**

**ITEM 11: DISCUSSION AND ACTION TO RATIFY CONTRACT CHANGE ORDER NO. 2 FOR PACIFIC HYDROTECH FOR RIDGELINE BOOSTER PUMP STATION IMPROVEMENTS AND CAPACITY INCREASE PROJECT AND OTHER RELATED MATTERS**

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Mr. Paludi presented this matter for Board consideration, and he mentioned that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten provided a brief update on this project and reviewed project photos of work completed to date, and she reported that Ferreira Construction has submitted a contract change order due to additional costs outside of the original scope of work. Ms. Lausten reported that District staff has coordinated with the adjacent homeowner's association for a grant of easement related to the installation of perimeter security fencing for the facility. Discussion occurred concerning project timeline for completion.

**Action:** A motion was made by Director Acosta and seconded by Director Chadd on the following matters:

- Ratify Contract Change Order No. 2 to Pacific Hydrotech Corporation in the amount of \$30,290.
- Receive the Grant of Easement to the Trabuco Canyon Water District by Canyon Rim Townhomes Association, for perimeter fencing, and authorize the District Secretary to execute Certificate of Acceptance.

The motion was approved by a vote of 5 - 0.

**ITEM 12: DISCUSSION AND ACTION ON CONTRACT AWARD FOR ENGINEERING DESIGN SERVICES WITH HAZEN AND SAWYER RELATED TO THE EL TORO SEWER LIFT STATION IMPROVEMENTS**

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Mr. Paludi presented this matter for Board consideration, and he mentioned that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten reported that District staff has requested a proposal from Hazen & Sawyer for Engineering Design Services related to the planned improvements at El Toro Sewer Lift Station. Discussion occurred concerning the proposal and the timeline for completion.

**Action:** A motion was made by Director Chadd and seconded by Director Acosta to authorize the General Manager to execute a Contract with Hazen and Sawyer for the Engineering

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Design Services for El Toro Lift Station Preliminary Study in the amount of \$40,920. There was no further discussion. The motion was approved by a vote of 5 - 0.

**ITEM 13: DISCUSSION AND ACTION ON CONTRACT AWARD FOR CONSTRUCTION SERVICES WITH JES ENGINEERING CONTRACTORS RELATED TO THE DOVE LAKE SPILLWAY REPAIR**

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Mr. Paludi presented this matter for Board consideration, and he mentioned that this matter was reviewed with the Engineering/Operational Committee. Mr. Paludi provided background and historical context to this project, and he reported that District staff has requested proposals for construction services for the repair of the spillway. Ms. Lausten briefly reviewed the proposals with the Board, and she recommended the Board award the contract to JES Engineering Contractors for the project. Discussion occurred concerning potential weather impacts on the planned repair work.

**Action:** A motion was made by Director Mandich and seconded by Director Acosta to authorize the General Manager to execute contract with JES Engineering Contractors for the Dove Lake Spillway Repair in the amount of \$93,009.50 with a 10% contingency, for a not to exceed amount of \$102,311. There was no further discussion. The motion was approved by a vote of 5 - 0.

**ITEM 14: DISCUSSION AND ACTION ON CONTRACT ADDENDUM NO. 1 FOR MWH CONSTRUCTORS FOR PIPELINE INSPECTION SERVICES AND CONTRACT ADDENDUM NO. 1 FOR MWH CONSTRUCTORS FOR RESERVOIR AND PUMP STATION INSPECTION SERVICES RELATED TO SADDLE CREST DEVELOPMENT**

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Mr. Paludi presented this matter for Board consideration, and he mentioned that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten reported that MWH Constructors has issued contract change orders for pipeline inspection services and reservoir and pump station inspection services related to delays at the Saddle Crest development outside of the District's control. Discussion occurred concerning ongoing delays due to lack of permanent electrical service from Southern California Edison.

**Action:** A motion was made by Director Chadd and seconded by Director Acosta to approve the following:

- Authorize the General Manager to execute the MWH Constructors Contract Addendum No. 1 for Pipeline Inspection Services in the amount of \$36,029.
- Authorize the General Manager to execute the MWH Constructors Contract Addendum No. 1 for Reservoir and Pump Station Inspection Services in the amount of \$46,425.

There was no further discussion. The motion was approved by a vote of 5 - 0.

**LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS**

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

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Mr. Paludi presented a brief update on the following matters and certain meetings that he attended during the month:

- Mr. Paludi recommended that the District become a member of the Urban Water Institute.
- The District has received notification from the Orange County Local Agency Formation Commission (OC LAFCO) Appointment for the Regular Special District Member Seat which included a schedule for the nomination and election process.

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- AB 2093 (Gloria) - Mr. Paludi reported that California Special Districts Association (CSDA) has requested for letters opposing AB 2093 related to email retention timelines, and he recommended that the District take an oppose position on the proposed legislation. The Board, through President Safranski, directed the General Manager to prepare a letter opposing the proposed legislation.
- PFAS Update: Mr. Paludi reported that the State Water Board has issued proposed lower maximum contaminant levels (MCLs) for PFAS reporting purposes. Mr. Paludi added that the District's domestic water supplies are primarily from imported water sources as opposed to groundwater sources that have been impacted by PFAS/PFOA.

**Action:** The Board took no action on this matter.

**OTHER INFORMATION/MATTERS**

There were no other information or matters received.

**ADDITIONAL DIRECTORS' COMMENTS**

There were no additional Directors' comments received.

**ADDITIONAL GENERAL MANAGER COMMENTS**

There were no additional General Manager comments received.

**ADJOURNMENT**

President Safranski adjourned the February 19, 2020 Regular Board Meeting at 9:41 PM.