



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
VIDEO/AUDIO BROADCAST MEETING
JUNE 17, 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:

*Due to the spread of COVID-19 and as authorized by the Governor's Executive Order, Trabuco Canyon Water District will be holding this Regular Board Meeting by video broadcast via **Go To Meeting**, and will be available live by either video conference or telephone audio as follows:*

Video Conferencing: You can join the meeting from your computer, tablet, or smartphone by clicking on the following link:
<https://global.gotomeeting.com/join/177055533>

Telephone Audio: [1 877 309 2073](tel:18773092073) (Toll Free)

Access Code: 177-055-533

Persons desiring to monitor the Board meeting agenda items may download the Board meeting agenda and documents on the internet at www.tcwd.ca.gov.

You may submit public comments by email to the Board at mperea@tcwd.ca.gov. In order to be part of the record, emailed comments on meeting agenda items must be received by the District, at the referenced e-mail address, not later than 6:00 p.m. (PDT) on the day of the meeting.

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 submit public comments by email to the Board at mperea@tcwd.ca.gov. 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 requested to submit oral communication by email to the Board at mperea@tcwd.ca.gov. 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.

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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. May 20, 2020 Regular Board Meeting*
- 2. May 26, 2020 Special 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. May 13, 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. April 2020*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

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

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

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

- 1. May 6, 2020*

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

RECOMMENDED ACTION:

Ratify the Directors' expenses and fees from May 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: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

RECOMMENDED ACTION(S):

- 1. Receive information at the time of the Board meeting.*
- 2. Authorize General Manager to execute agreement with Special Counsel recommended by District Properties Ad Hoc Committee to support District property-related issues for an amount not to exceed \$50,000.*
- 3. Approve Property Owner Newsletter – June 2020 for public release.*

FINANCIAL MATTERS

ITEM 7: AUTHORIZE ACTIONS FOR TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2020/2021 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 2020/2021 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 2020/2021 Undeveloped Land/Water Standby Assessments for the July 15, 2020 Regular Board Meeting.*

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

RECOMMENDED ACTION(S):

- 1. Receive information at the time of the Board Meeting.*
- 2. Approve the Fiscal Year 2020/2021 Municipal Water District of Orange County Choice Programs for Trabuco Canyon Water District in the amount of \$39,714.*



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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):

1. *Receive information at the time of the Board Meeting.*
2. *Approve the proposed Fiscal Year 2020/2021 District Organizational Chart, as presented, to be effective as of July 1, 2020.*
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, 2020.*
4. *Authorize the General Manager to implement District organizational changes as approved by the Board of Directors.*
5. *Adopt Resolution No. 2020 -1278– 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 2020/2021 for an amount of \$11,444,900.*
6. *Adopt Resolution No. 2020 -1279 - 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 2020/2021 for an amount of \$3,480,000.*

ENGINEERING MATTERS

ITEM 10: DISCUSSION AND RATIFICATION OF CONTRACT CHANGE ORDER NO. 6 TO PACIFIC HYDROTECH FOR THE RIDGELINE BOOSTER PUMP STATION IMPROVEMENTS AND CAPACITY INCREASE PROJECT

RECOMMENDED ACTION(S):

1. *Receive staff report regarding project status update at the time of the Board Meeting.*
2. *Ratify Contract Change Order No. 6 to Pacific Hydrotech in the not to exceed amount of \$1,330 for ACP Removal and Disposal.*

ITEM 11: DISCUSSION AND APPROVAL OF CONTRACT CHANGE ORDER NO. 1 TO FERRERIA CONSTRUCTION FOR DOVE/ROBINSON RANCH RECYCLED WATER PUMP STATION REHABILITATION PROJECT

RECOMMENDED ACTION(S):

1. *Receive staff report regarding project status update at the time of the Board Meeting.*
2. *Approve Contract Change Order No. 1 to Ferreira Construction in the not to exceed amount of \$138,943.28 for Suction and Discharge Pipe Replacements.*

ITEM 12: DISCUSSION AND CONTRACT AWARD FOR CONSTRUCTION MANAGEMENT SERVICES TO BUTIER ENGINEERING, INC. FOR BELL CANYON SEWER LIFT STATION REHABILITATION PROJECT

RECOMMENDED ACTION(S):

1. *Receive staff report regarding project status update at the time of the Board Meeting.*
2. *Authorize the General Manager to execute contract for construction management services with Butier Engineering, Inc. for a not to exceed amount of \$180,830.*



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ITEM 13: IRVINE RANCH WATER DISTRICT BUYOUT PROPOSAL AND AGREEMENT TO TRANSFER CAPACITY IN EL TORO TRUNK SEWER SYSTEM TO TRABUCO CANYON WATER DISTRICT

RECOMMENDED ACTION(S):

1. *Receive staff report regarding status update at the time of the Board Meeting.*
2. *Approve and authorize the General Manager to execute El Toro Trunk Sewer System Wastewater Capacity Assignment Agreement between Trabuco Canyon Water District and Irvine Ranch Water District.*

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 14: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2020 BOARD OF DIRECTORS ELECTION

RECOMMENDED ACTION(S):

1. *Receive information concerning the matter at the time of the Board Meeting.*
2. *Review and discuss the candidates running for the CSDA Board of Directors, Southern Network, Seat C; additionally, authorize Director Acosta to cast the District's ballot.*

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.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 16: _____

ITEM 17: _____

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) 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 online at www.tcwd.ca.gov at the same time as they are distributed to the Board



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Members, except that, if such writings are distributed immediately prior to or during the meeting, they 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:

July 15, 2020 | August 19, 2020 | September 16, 2020

The District may conduct future meetings electronically (via teleconferencing) during the current ongoing emergency situation.

