



**REGULAR BOARD MEETING AGENDA  
TRABUCO CANYON WATER DISTRICT  
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA  
VIDEO/AUDIO BROADCAST MEETING  
JANUARY 20, 2021 AT 7:00 PM**

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**BOARD OF DIRECTORS**

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

**DISTRICT STAFF**

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

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**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 the meeting will be available live by video conference and 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](http://www.tcwd.ca.gov).*

*You may submit public comments by email to the Board at [mperea@tcwd.ca.gov](mailto: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. Public comments may also be submitted by teleconference during 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](mailto:mperea@tcwd.ca.gov). Public comments may also be submitted by teleconference during the meeting. 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.*

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**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](mailto:mperea@tcwd.ca.gov). Public comments may also be submitted by teleconference during the meeting. 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**

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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. December 16, 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. December 9, 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. November 2020

c. **PAYMENT OF BILLS FOR CONSIDERATION**

**RECOMMENDED ACTION:**

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



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

**RECOMMENDED ACTION:**

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

1. December 2, 2020

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

**RECOMMENDED ACTION:**

*Ratify the Directors' expenses and fees from December 2020 and approve tentative future meetings/attendance.*

**ACTION CALENDAR**

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

**ADMINISTRATIVE MATTERS**

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**ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CORONAVIRUS, INCLUDING SAFETY OF DISTRICT SERVICES AND EMPLOYEES, AND IMPACT TO BOARD & COMMITTEE MEETINGS**

**RECOMMENDED ACTION(S):**

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

**FINANCIAL MATTERS**

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**ITEM 6: ADOPTION OF DISTRICT TREASURER'S ANNUAL STATEMENT OF INVESTMENT POLICY**

**RECOMMENDED ACTION:**

*Adopt Resolution No. 2021-1289 – Resolution of the Board of Directors of Trabuco Canyon Water District Adopting District Treasurer's Annual Statement of Investment Policy and delegation of investment Authority.*

**ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO CALENDAR YEAR 2021 BOARD MEMBER COMMITTEE APPOINTMENTS AND AGENCY REPRESENTATIVE ASSIGNMENTS**

**RECOMMENDED ACTION(S):**

*Board President to appoint Board Members and District staff to District committee(s) and make other agency representative assignments pursuant to District Policy and District Rules and Regulations Section 2.4.1.*

**ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO URBAN WATER INSTITUTE 2021 VIRTUAL SPRING WATER CONFERENCE SPONSORSHIP**

**RECOMMENDED ACTION(S):**

*Approve a sponsorship of the Urban Water Institute's 2021 Spring Water Conference in an amount not to exceed \$1,000.*



**ENGINEERING MATTERS**

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**ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS**

**RECOMMENDED ACTION:**

*Receive and file the Parking Demand Study completed by AGA Engineers, Inc.*

**ITEM 10: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING RECYCLED WATER PUMP STATION PAVING PROJECT**

**RECOMMENDED ACTION:**

*Ratify a construction contract with Champion Paving for the Recycled Water Pump Station Paving Project in the amount of \$17,590, with a contingency of \$4,000, for a not to exceed amount of \$21,590.*

**ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING WASTEWATER TREATMENT PLANT ACCESS ROAD SLURRY SEAL PROJECT**

**RECOMMENDED ACTION:**

*Ratify a construction contract with Mission Paving and Sealing, Inc. for the Wastewater Treatment Plant Access Road Slurry Project in the amount of \$17,200, with a contingency of \$2,000, for a not to exceed amount of \$19,200.*

**ITEM 12: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING DIMENSION WATER TREATMENT PLANT BACKWASH SUMP PUMP REPLACEMENT**

**RECOMMENDED ACTION:**

*Approve a Construction Contract with Flo-Services, Inc. for the Dimension Water Treatment Plant Backwash Sump Pump Replacement in the amount of \$43,378.39, with a contingency of \$12,000, for a not-to-exceed amount of \$55,378.39.*

**ITEM 13: CONSIDERATION AND POSSIBLE ACTION(S) CONCERNING SADDLE CREST DEVELOPMENT PROJECT (TRACT 17388)**

**RECOMMENDED ACTION(S):**

- 1. Provide Consent to Assignment of Development Agreement to Rutter Santiago, L.P.*
- 2. Approve Settlement Agreement (Ridgeline Booster Station construction) with Rutter Santiago, L.P., as to form, subject to non-substantive changes.*
- 3. Approve First Amendment to Development Agreement with Rutter Santiago, L.P., for Reduction in Surety Bond Amount as to form, subject to non-substantive changes.*

**LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS**

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**ITEM 14: 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**

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ITEM 15: \_\_\_\_\_

ITEM 16: \_\_\_\_\_

**OTHER INFORMATION/MATTERS**

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

**ADDITIONAL DIRECTORS' COMMENTS**

*Additional reports or comments from Directors*

**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) and will be posted online on the District's website located at [www.tcwd.ca.gov](http://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](http://www.tcwd.ca.gov) 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 posted online on the District's website located at [www.tcwd.ca.gov](http://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:*

**February 17, 2021 | March 17, 2021 | April 21, 2021**

*The District may conduct future meetings via teleconferencing and/or video during the current ongoing emergency situation.*

