



**EXECUTIVE COMMITTEE MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA
ADMINISTRATIVE FACILITY, CONFERENCE ROOM
MARCH 23, 2021 AT 5:00 PM**

COMMITTEE MEMBERS

Stephen Dopudja, Committee Chair
Don Chadd, Committee Member

DISTRICT STAFF

Fernando Paludi, General Manager
Michael Perea, District Secretary

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

Due to the spread of COVID-19 and as authorized by the Governor's Executive Order, Trabuco Canyon Water District will be holding all upcoming public meetings by Video/Audit Broadcast, and will be available by either computer or telephone audio as follows:

Computer Audio: *You can join the meeting from your computer, tablet, or smartphone by clicking on the following link <https://zoom.us/j/97986885071>*

You can also dial in using your phone: +1 669 900 6833

Access Code: 979 8688 5071

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 10:00 a.m. (PDT) on the day of the meeting.

CALL MEETING TO ORDER

VISITOR PARTICIPATION

Members of the public wishing to address the Committee regarding a particular item on the agenda are requested to complete a speaker card and submit it to staff. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decisions on matters. The Committee makes recommendations only to the Board of Directors. Members of the public will be given the opportunity to speak to the Committee prior to making a recommendation on the matter. 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 invited to identify themselves and encouraged to make comment at this time. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decision on matters. The Committee makes recommendations only to the Board of Directors. Under the requirements of State Law, Committee Members cannot take action on items not identified on the agenda and will not make decisions on such matters. The Committee Chair 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.

COMMITTEE MEMBER COMMENTS

REPORT FROM THE GENERAL MANAGER

ADMINISTRATIVE MATTERS

ITEM 1: EXECUTIVE COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

Approve the following Executive Committee Meeting Recap and recommend that the Board receive and file the same. (Consent Calendar)

1. March 9, 2021

DISCUSSION MATTERS

ITEM 2: DISCUSSION CONCERNING DISTRICT DOMESTIC WATER STORAGE CAPACITY

RECOMMENDED ACTION:

Committee to discuss information at the time of the Executive Committee Meeting and take action(s) as deemed appropriate.

CLOSED SESSION:

CLOSED SESSION NO. 1: CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to legal proceedings and/or litigation

Government Code Sections 54956.9(d)(2) and 54954.5(c)

Number of Potential Cases: 1

ITEM 3: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

RECOMMENDED ACTION:

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

OTHER MATTERS

ITEM 4: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF

RECOMMENDED ACTION:

Hear other matters from the General Manager and/or Staff.



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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 District Administrative Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District 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 Facility at the same time as they are distributed, except that, if such writings are distributed immediately prior to or during the meeting, they will be available in the Boardroom at the District 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 meeting. Notification 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The District office is wheelchair accessible.

www.tcwd.ca.gov



**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING | MARCH 23, 2021**

BOARD AGENDA MATTERS

ITEM 1: EXECUTIVE COMMITTEE MEETING RECAP

The Executive Committee Meeting Recap for the following meeting(s) is attached for Committee review.

RECOMMENDED ACTION:

Approve the following Executive Committee Meeting Recap and recommend that the Board receive and file the same. (Consent Calendar)

1. *March 9, 2021*

CONTACTS (staff responsible): PALUDI/PEREA



TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | MARCH 9, 2021

DIRECTORS PRESENT

Vice President Stephen Dopudja, Committee Chair
President Don Chadd, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager/District Secretary

CONSULTANTS PRESENT

None

PUBLIC PRESENT

There were no members of the public present

CALL MEETING TO ORDER

President Chadd called the March 9, 2021 Executive Committee Meeting to order at 1:01 PM.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

Vice President Dopudja had no comments.

President Chadd had no comments.

REPORT FROM THE INTERIM GENERAL MANAGER

Mr. Paludi had no comments.

BOARD AGENDA MATTERS

ITEM 1: EXECUTIVE COMMITTEE MEETING RECAP

Mr. Paludi presented the Finance/Audit Committee Meeting Recap for Committee review in accordance with the agenda.

RECOMMENDED ACTION:

Director Chadd and Mr. Perea recommended that the Executive Committee Meeting Recap be forwarded to the Board of Directors for approval (Consent Calendar).

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP | MARCH 29, 2021**

DISCUSSION MATTERS

ITEM 2: DISCUSSION CONCERNING PENDING AND FUTURE BOARD AGENDA TOPICS

Mr. Paludi presented this matter for Committee consideration and provided a brief review of the pending and future Board Meeting agenda topics for the next six months. The topics included brief updates on the preparation of an updated Water Shortage Contingency Plan, a status update on the 2020 Urban Water Management Plan, and planned public hearings related to the Undeveloped Land/Water Standby Charge. Discussion occurred concerning Fiscal Year 2021/22 Budget and Capital Improvement Plan development and review process. Mr. Paludi reported that District staff will schedule a Special Board Meeting – Budget Workshop in May 2021.

RECOMMENDED ACTION:

The Committee recommended that the reviewed matters be agendized as presented.

OTHER MATTERS

ITEM 3: OTHER MATTERS OR COMMENTS FROM INTERIM GENERAL MANAGER AND/OR STAFF

Mr. Perea provided brief update on District staffing levels, and he reported that the District is currently advertising an open Wastewater Operations Superintendent position and filled a Wastewater Operator in Training position.

Discussion occurred concerning ongoing maintenance at the Shadow Rock Detention Basin Facility.

RECOMMENDED ACTION:

There was no action taken by the Committee.

ADJOURNMENT

President Chadd adjourned the July 23, 2020 Executive Committee Meeting at 1:53 PM.

DRAFT

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING | MARCH 23, 2021**

DISCUSSION MATTERS

ITEM 2: DISCUSSION CONCERNING DISTRICT DOMESTIC WATER STORAGE CAPACITY

Trabuco Canyon Water District's (District) domestic water storage is monitored daily and reported monthly based on average monthly system production (demand plus non-revenue water), and the average total days of storage can vary from two days during the peak summer months to 6 days during wet weather periods in the winter season. After the Saddle Crest Reservoir is online, the District's effective storage volume will be increased to approximately 10.73 million gallons (MG). The average domestic water demand over the prior seven-year period from is approximately 3.3 cubic feet per second (cfs) or 2.14 MGD, which equates to an approximate average five days of storage volume [$10.73 \text{ MG} / 2.14 \text{ MGD} = 5.01 \text{ Days}$].

To augment the District's storage requirements, the District relies on the following: 1) the ability to receive untreated MET water or stored water in Irvine Lake through the Baker Pipeline and to the Dimension Water Treatment Plant, 2) capacity in the South County System and the AMP, and 3) through emergency interties with adjacent agencies. The completion of the Baker Water Treatment Plant, with access to Irvine Lake, increases the District's reliability and access to storage during an emergency.

The Water Reliability and Emergency Storage (WRES) Fees, effective January 2010, included the construction of a new 2.0 MG domestic water storage reservoir and distribution improvements to increase the District's storage capacity and to provide reliability and redundancy should an existing reservoir need to be taken out of service for maintenance or emergency repairs. Since that time, the District purchased 0.62 MG of storage in the Saddle Crest Reservoir, which increases total effective storage in the system to 10.73 MG. District staff has worked with Psomas Engineering on a Domestic Water Storage and Reservoir Siting Study Update to determine the necessity and timing to construct a new domestic water storage reservoir. More information may be presented at the time of the meeting.

RECOMMENDED ACTION:

Committee to discuss information at the time of the Executive Committee Meeting and take action(s) as deemed appropriate.

EXHIBIT(S):

None

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CLOSED SESSION

ITEM 3: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

RECOMMENDED ACTION:

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

CONTACTS (staff responsible): PALUDI/PEREA

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OTHER MATTERS

ITEM 4: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF

Other matters may have arisen after the posting of the agenda and will be brought forward for discussion and/or information at the time of the Executive Committee.

RECOMMENDED ACTION:

Hear other matters from the General Manager and/or Staff.