



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY, BOARD ROOM
MAY 19, 2021 AT 7:00 PM**

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

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 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://zoom.us/j/91386811652>

Telephone Audio: 1 (669) 900-6833 (Toll Free)
Access Code: 913-8681-1652

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. 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. 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. 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

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. April 21, 2021 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. April 14, 2021*

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. March 2021*

c. **PAYMENT OF BILLS FOR CONSIDERATION**

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for April 2021.



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ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

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

1. April 7, 2021
2. April 19, 2021

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

RECOMMENDED ACTION:

Approve the tentative future meetings/attendance items and ratify the Directors' expenses and fees from the following period(s):

1. March 2021
2. April 2021

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.

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

RECOMMENDED ACTION:

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

LEGISLATIVE AND OTHER MATTERS

ITEM 7: 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 SESSIONS:

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



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ITEM 8: REPORT OF ACTION(S) TAKEN IN CLOSED SESSIONS

RECOMMENDED ACTION(S):

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

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 9: _____

ITEM 10: _____

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. 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 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:

June 16, 2021 | July 21, 2021 | August 18, 2021

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



**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MAY 19, 2021**

CONSENT CALENDAR

ITEM 1: APPROVAL OF MINUTES OF BOARD MEETING(S)

RECOMMENDED ACTION

Approve the minutes of the following Board Meetings:

- 1. April 21, 2021 Regular Board Meeting*

CONTACTS (staff responsible): PALUDI/PEREA/SANGI



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | APRIL 21, 2021

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on April 21, 2021 was called to order by President Chadd at 7:00 p.m., via conference call 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 Don Chadd
Vice President Stephen Dopudja
Director Glenn Acosta
Director Edward Mandich
Director Michael Safranski

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager/District Secretary
Lorrie Lausten, District Engineer
Jason Stroud, Maintenance Superintendent

STAFF PRESENT ON CONFERENCE CALL

Karen Warner, Principal Accountant
Lisa Marie Sangi, Executive Assistant

DISTRICT CONSULTANTS PRESENT

Rob Anslow, District General Legal Counsel (Atkinson, Andelson, Loya, Ruud & Romo - AALRR)

DISTRICT CONSULTANTS PRESENT ON CONFERENCE CALL

None

PUBLIC PRESENT ON THE CONFERENCE CALL

Beth Heard, Resident
There were other members of the public on the conference call.

PLEDGE OF ALLEGIANCE

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

ITEMS TOO LATE TO BE AGENDIZED

None

VISITOR PARTICIPATION VIA CONFERENCE CALL

Beth Heard addressed the Board of Directors with her concerns related to potential new development in the City of Rancho Santa Margarita (RSM) termed as Rose Canyon, and she asked if this would have any impact on the District's well facility. President Chadd responded that this was a different area than where the District's facility is located, and that the General Manager would contact her with additional information related to her concerns.

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ORAL COMMUNICATION

None

DIRECTOR'S COMMENTS

Director Mandich reported on his attendance at the Municipal Water District of Orange County (MWDOC) Water Forum Virtual Meeting, and he provided a brief update on MWDOC's draft fiscal year budget, proposed rate increases, and other related matters. Director Mandich provided a brief report on his attendance at the recent Dove Canyon Master Association Regular Board meeting, and he mentioned that Verizon Wireless is in discussion with DCMA concerning the installation of a cell site tower in the community.

Vice President Dopudja reported on his attendance at the Municipal Water District of Orange County (MWDOC) Virtual Forum Meeting. Vice President Dopudja provided a brief report on his attendance at the South Orange County Wastewater Authority (SOCWA) Regular Meeting, and he mentioned the Joint Powers Agreement update process was making good progress. Vice President Dopudja commended District staff on their response to a local fire the prior weekend located between the Dove Canyon Community and Coto De Caza Community.

Director Acosta reported on his attendance at the City of RSM City Council Meeting, and he mentioned there was nothing substantive to report.

Director Safranski provided a brief update concerning proposed State Senate Bill (SB) 6 which has the potential to impact local residential housing planning and commercial zones.

REPORT FROM THE GENERAL MANAGER

Mr. Paludi reported that District staff will schedule a Special Board Meeting – Budget Workshop at the end of May 2021.

Mr. Paludi provided an update on the concerning the preparation of the 2020 Urban Water Management Plan Update which requires the District to prepare and adopt an updated Water Shortage Contingency Plan, and he mentioned that District staff will schedule a Special Board Meeting to review this matter.

Mr. Perea provided the following District personnel updates to the Board:

- Mr. Robbie Barger, Wastewater Operator in Training has successfully passed his Operator II Certification Exam.
- Maintenance Department Wastewater Operations staff will be participating in virtual Cla-Val Training.
- Wastewater Operations will host a tour of the Robinson Ranch Wastewater Treatment Plant with a local Girl Scout Troop the following week.

CONSENT CALENDAR

President Chadd 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. Director Mandich requested to pull Item No. 5 from the Consent Calendar.

Action: A motion was made by Director Safranski and seconded by Director Acosta to pull Item No. 5 of the Consent Calendar.
The motion was approved by a vote of 5 – 0 to approve Items 1 - 4.

ADMINISTRATIVE MATTERS

ITEM 5: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

Director Mandich requested District staff to update his schedule to reflect that he did not attend the March 15th Engineering/Operational Special Committee Meeting. Director Safranski requested that his schedule be updated to reflect information provided to District staff. Mr. Perea commented that the report will be updated to reflect the schedule changes. President Chadd recommended bringing this matter to the next Regular Board Meeting for Board consideration.

Action: Board President Chadd recommended agendaing this matter for consideration at the next Regular Board Meeting.

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CORONAVIRUS, INCLUDING SAFETY OF DISTRICT SERVICES AND EMPLOYEES, AND IMPACT TO BOARD & COMMITTEE MEETINGS

Mr. Paludi provided a brief update on COVID-19 related matters throughout the County, and he reported that District staff currently have no plans to reopen the Administrative Facility to the public. Mr. Paludi added that General Legal Counsel is currently monitoring proposed Brown Act legislation that may impact special districts.

Action: No action concerning this matter was taken.

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

Mr. Paludi reported that District staff has not had any contact with the developer or property owner concerning this proposed development since the prior Regular Board Meeting.

Action: No action concerning this matter was taken.

FINANCIAL MATTERS

ITEM 8: DISCUSSION AND POSSIBLE ACTION CONCERNING INDEPENDENT AUDITING SERVICES FOR TRABUCO CANYON WATER DISTRICT

Mr. Paludi presented this matter for Board consideration, and he mentioned that this matter was reviewed with the Finance/Audit Committee. Mr. Paludi briefly reviewed the Request for Proposal (RFP) process, and he reported that four of the six independent auditing firms responded to the RFP. Discussion occurred concerning the qualifications of each firm and associated proposed costs. Mr. Paludi recommended Nigro & Nigro LLP for independent auditing services for the District based on firm qualifications and proposed cost effectiveness.

Action: A motion was made by Director Safranski and seconded by Director Acosta to authorize the General Manager to execute a contract for independent auditing services for Trabuco Canyon Water District, Trabuco Canyon Improvement Corporation, and Trabuco Canyon Public Financing Authority, with Nigro & Nigro LLP for a three-year period and not-to-exceed amount of \$61,500. The motion was approved by a vote of 5 – 0.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD OF DIRECTORS MEETING MINUTES | APRIL 21, 2021**

ITEM 9: DISCUSSION AND RATIFICATION OF TWO VEHICLES FOR TRABUCO CANYON WATER DISTRICT'S FIELD VEHICLE FLEET

Mr. Paludi introduced this matter for Board consideration, and he reported that this matter was reviewed with the Finance/Audit Committee. Mr. Paludi commented on the need of additional fleet vehicles due to the disposal of surplus equipment that reached its end of life and the subsequent recruitment of new full-time employees.

Mr. Stroud presented vehicle quotes for the proposed vehicles, and he highlighted the current known supply chain issues in the vehicle manufacturing industry. Discussion occurred concerning vehicle/equipment quality and recent supply chain issues due to computer chip manufacturing delays. Mr. Stroud recommended the Board ratify the purchases of the two new vehicles.

Action: A motion was made by Director Mandich and seconded by Director Safranski to authorize the General Manager to purchase two District fleet vehicles for a total amount not-to-exceed \$80,000.
The motion was approved by a vote of 5 – 0.

ITEM 10: DISCUSSION AND POSSIBLE ACTION CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWDOC) PROPOSED FISCAL YEAR 2021-22 RATES, CHARGES, AND BUDGET

Mr. Paludi presented this matter for Board consideration, and he reported that the Municipal Water District of Orange County (MWDOC) Board of Directors adopted their Fiscal Year 2021-22 Budget, Rates, and Charges earlier that day at their Regular Board Meeting. Mr. Paludi provided a brief review of the adopted rates and charges that will impact the District's budget, including the meter charge increase. Discussion occurred concerning future opportunities for the District's MWDOC Director to provide updates to the Board in person concerning adjustments in rates and charges, as well as general budgetary items.

Action: The Board took no action on this matter.

ITEM 11: DISCUSSION AND ACTION CONCERNING CUSTOMER BILLING AND UNPAID BALANCES

Mr. Paludi presented this matter for Board consideration, and he reported that this matter was reviewed with the Finance/Audit Committee. Mr. Paludi explained that the District has suspended late fees since March 2020 due to the impacts of the pandemic and has not applied late payment penalties to any customer accounts since that time. Mr. Paludi reported the overall financial impacts of COVID-19 to the District, including the Governor's Executive Order prohibiting water service shut-offs due to non-payment, and he mentioned that the District's internal data does not indicate that unpaid balances are driven by pandemic impacts. Ms. Warner provided a review of the average number of past due accounts during and pre-pandemic, and she reported that there was no significant increase. Mr. Paludi added that District staff propose offering extended payment plan options to these customers in order to minimize the overall impact of past due balances.

Action: The Board of Directors approved District staff recommendation to reinstitute the District's standard billing policy and practices concerning unpaid account balances.

ENGINEERING MATTERS

ITEM 12: DISCUSSION AND POSSIBLE ACTION CONCERNING TRABUCO CANYON WATER DISTRICT'S DOMESTIC WATER STORAGE AND RESERVOIR SITING STUDY UPDATE

Mr. Paludi introduced this matter for Board consideration, and he mentioned that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten provided a brief review of the District's Domestic Water

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Storage and Reservoir Siting Study 2021 Update prepared by Psomas Engineering, and she reported on the study findings. Ms. Lausten recommended a review of the District's in lieu storage fee structure and related charges. Discussion occurred concerning District-wide domestic water storage capacity and conveyance challenges. Ms. Lausten presented a Tank Selection Summary handout which provided an analysis of potential reservoir siting locations in the District's service area for Board review and consideration. Ms. Lausten recommended the Board of Directors receive and file the Domestic Water Storage and Reservoir Siting Study.

Action: The Board of Directors received and filed the Domestic Water Storage and Reservoir Siting Study.

Director Mandich recused himself from discussion on the following matters by leaving the meeting at approximately at 7:56 p.m.

ITEM 13: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING AGREEMENT FOR CONSTRUCTION OF WATER AND SEWER FACILITIES (APPLICATION FOR WATER SERVICE), SANTIAGO SADDLE CREST DEVELOPMENT, ORANGE COUNTY TRACT NO. 17388

Mr. Paludi presented this matter for Board consideration, and he mentioned this matter was prepared with the assistance of General Legal Counsel. Mr. Paludi reported that General Legal Counsel has submitted a demand letter to the developer consistent with Board direction, and that the developer has responded with the Assignment and Assumption of Development Agreement. Mr. Paludi reviewed the DRAFT Settlement Agreement and General Release as prepared by General Legal Counsel, and he highlighted certain minor, non-substantive changes to the agreement language from the previous version. Discussion occurred concerning certain terms and provisions of the agreement.

Action: A motion was made by Director Acosta and seconded by Vice President Dopudja to:

1. Consent to "Assignment and Assumption of Development Agreement" between Santiago Saddle Crest LLC and Rutter Santiago, L.P.
2. Approve "Settlement Agreement and General Release" between Trabuco Canyon Water District and Rutter Santiago, L.P.

The motion was approved by a vote of 4 – 0 – 1 with Director Mandich absent and abstaining.

Director Mandich returned to the meeting at approximately 7:59 p.m. and resumed his participation on the remaining business.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 14: DISCUSSION AND POSSIBLE ACTION TO ADOPT AN "OPPOSE" POSITION ON AB 1434 (FRIEDMAN) – INDOOR RESIDENTIAL WATER USE STANDARDS

Mr. Paludi presented this matter for Board consideration, and he reported that this proposed legislation is designed to pre-emptively revise the indoor water loss standard from 50 gallons per capita per day (GPCD) to 40 GPCD prior to the Department of Water Resources (DWR) finalizing their full investigation and study of the consequences of the standard adjustment. Mr. Paludi recommended the Board of Directors adopt an "OPPOSE" position on AB 1434.

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REGULAR BOARD OF DIRECTORS MEETING MINUTES | APRIL 21, 2021**

Action: A motion was made by Director Safranski and seconded by Vice President Dopudja to adopt an "OPPOSE" position on AB 1434 (Friedman).
The motion was approved by a vote of 5 – 0.

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

Mr. Paludi delivered a PowerPoint presentation on Metropolitan Water District of Southern California (MET) water supply conditions and potential drought actions, and he reported that the Governor had issued a State of Emergency related to severe drought conditions in a select group of counties in the state. Discussion occurred concerning potential impacts to the District's imported water supplies in the event of a severe drought. Mr. Paludi mentioned that a Special Board Meeting has been scheduled on May 3rd for the review and consideration of an updated District Water Shortage Contingency Plan.

Action: The Board took no action on this matter.

CLOSED SESSION

The Board of Directors entered closed session in accordance with the agenda at 8:17 p.m.

CLOSED SESSION NO. 1

Mr. Anslow indicated this closed session was not necessary, and as such, did not occur.

CLOSED SESSION NO. 2

The Board of Directors met in closed session to review and discuss confidential information concerning a public employee performance evaluation of the District's General Legal Counsel.

The Board of Directors reconvened in open session at 8:38 p.m.

ITEM 13: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

The following reports of action(s) taken in closed session were reported as follows:

Closed Session No. 2: President Chadd reported that the Board of Directors had authorized the General Manager to issue a Request for Proposal (RFP) General Legal Counsel Services.

Action: There were no other announcements.

OTHER INFORMATION/MATTERS

There were no other information or matters received.

ADDITIONAL DIRECTORS' COMMENTS

None

ADDITIONAL GENERAL MANAGER COMMENTS

None

ADJOURNMENT

President Chadd adjourned the April 21, 2021 Regular Board Meeting at 8:39 p.m.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MAY 19, 2021**

CONSENT CALENDAR

ITEM 2: TREASURER'S REPORT

a. *FINANCE/AUDIT COMMITTEE MEETING*

RECOMMENDED ACTION:

Receive and file the following Finance/Audit Committee Meeting Recap(s):

1. *April 14, 2021*

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. *March 2021*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for April 2021.

EXHIBITS:

1. Revenue Report – April 2021
2. Disbursement Report – April 2021
3. Summary of Disbursements – April 2021
4. General Fund Warrant Register – April 2021
5. General Fund Payroll Warrant Register – April 2021

CONTACTS (staff responsible): PALUDI/PEREA/WARNER



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING RECAP | APRIL 14, 2021**

DIRECTORS PRESENT VIA CONFERENCE CALL

Director Don Chadd, Committee Chair
Director Ed Mandich, Committee Member

STAFF PRESENT

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

PUBLIC PRESENT VIA CONFERENCE CALL

Cindy Byerrum, District Treasurer (Eide Bally LLP)

CALL MEETING TO ORDER

Director Chadd called the April 14, 2021 Finance/Audit Committee Meeting to order at 1:05 P.M.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

There were no comments received.

REPORT FROM THE GENERAL MANAGER

There were no comments received.

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

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

RECOMMENDED ACTION:

The Committee recommended that the Finance/Audit Committee Meeting Recap be forwarded to the Board of Directors for approval (Consent Calendar).

ITEM 2: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, TENTATIVE FUTURE MEETINGS/ATTENDANCE

Mr. Paludi presented the Directors' Fees and Expenses Report and Tentative Future Meetings/Attendance Report for Committee consideration and review. Director Mandich asked staff to update the meeting calendar to include the South Orange County Integrated Regional Watershed Management Executive Committee meeting on the report.

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | APRIL 14, 2021**

RECOMMENDED ACTION:

The Committee recommended that the Directors' Fees and Expenses Report for March 2021, and the Tentative Future Meetings/Attendance Report be forwarded to the Board of Directors for ratification (Consent Calendar).

ITEM 3: DISCUSSION AND POSSIBLE ACTION CONCERNING INDEPENDENT AUDITING SERVICES FOR TRABUCO CANYON WATER DISTRICT

Mr. Paludi introduced this matter for Committee consideration, and he reported that Ms. Byerrum requested proposals from six accounting firms in February 2021. Ms. Byerrum reported that four firms responded to the RFP, and she provided a brief overview of the proposals. Ms. Byerrum recommended Nigro & Nigro LLP for the District's independent auditing services based on the proposed lower cost of services for three consecutive fiscal years. Discussion occurred concerning the qualifications of each firm and reasons why the District's independent auditor did not submit a proposal for consideration; Ms. Byerrum commented that Nigro & Nigro's pricing was very competitive and may have contributed to their decision to not provide a proposal.

RECOMMENDED ACTION(S):

The Committee recommended that the Board of Directors authorize the General Manager to execute a contract for independent auditing services for Trabuco Canyon Water District, Trabuco Canyon Improvement Corporation, and Trabuco Canyon Public Financing Authority, with Nigro & Nigro LLP for a three-year period and not-to-exceed amount of \$61,500 (Action Calendar).

ITEM 4: DISCUSSION AND POSSIBLE ACTION TO ADOPT AN "OPPOSE" POSITION ON AB 1434 (FRIEDMANN) - INDOOR RESIDENTIAL WATER USE STANDARDS

Mr. Paludi presented this matter for Committee review, and he provided a brief overview of Assembly Bill (AB) 1434 as presented by Assemblymember Laura Friedman (D, Glendale). Mr. Paludi reported that this proposed legislation is opposed by the Association of California Water Agencies (ACWA) and a majority of the member water agencies. Mr. Paludi commented on the current adopted State conservation framework, including indoor and outdoor standards, and he mentioned that AB 1434, if adopted, would lower the standard from the planned 50 gallons per capita per day (GPCD) to 40 GPCD. Mr. Paludi recommended the Board adopt an "Oppose" position on this proposed legislation and author a letter indicating such.

RECOMMENDED ACTION:

The Committee recommended the Board of Directors adopt an "OPPOSE" position on AB 1434 [Friedman] (Action Calendar).

ITEM 5: DISCUSSION AND POSSIBLE ACTION TO PURCHASE TWO VEHICLES FOR TRABUCO CANYON WATER DISTRICT'S FIELD VEHICLE FLEET

Mr. Paludi introduces this item for Committee review, and he provided a brief overview of District Operation's Field Vehicle Fleet needs due to the recent disposal of surplus equipment that had reached their end of life. Mr. Stroud reported a shortage of two fleet vehicles in the Operations department, and he presented quotes for two new trucks for Committee review and consideration. Discussion occurred concerning the global market impacts on vehicle manufacturing and availability. Mr. Stroud recommended the Board of Directors authorize the General Manager to purchase the two vehicles for the District's Field Vehicle Fleet.

RECOMMENDED ACTION(S):

The Committee recommended that the Board of Directors authorize the General Manager to purchase two District fleet vehicles for a total amount not-to-exceed \$80,000 (Action Calendar).

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | APRIL 14, 2021**

ITEM 6: DISCUSSION AND POSSIBLE ACTION CONCERNING CUSTOMER BILLING AND UNPAID BALANCES

Mr. Paludi introduced this matter for Committee consideration, and he reported on the overall financial impacts of COVID-19 to the District, including the Governor's Executive Order prohibiting water service shut-offs due to non-payment. Mr. Paludi reported that the District has voluntarily suspended past due charges since the beginning of the pandemic, but that the District's internal data does not indicate that unpaid balances are driven by pandemic impacts. Ms. Warner provided a review of the average number of past due accounts during and pre-pandemic, and she reported that there was no significant increase. Mr. Paludi added that District staff propose offering extended payment plan options to these customers in order to minimize the overall impact of past due balances. The Committee recommended forwarding this matter to the Board for further discussion and consideration.

RECOMMENDED ACTION(S):

The Committee recommended forwarding this matter for Board consideration and review (Action Calendar).

ITEM 7: DISCUSSION AND POSSIBLE ACTION CONCERNING ESTABLISHING A SECTION 115 PENSION TRUST

Ms. Byerrum presented this matter for Committee review, and she provided a brief review of the financial benefits establishing a Section 115 Pension Trust. Ms. Byerrum mentioned that this type of Trust is similar to the existing Other Post-Employment Benefits (OPEB) Trust the District set up with California Public Employees Retirement System (CalPERS) California Employers' Retiree Benefit Trust (CERBT) in 2013. Mr. Paludi reported that District staff and Ms. Byerrum interviewed potential fund managers, including Public Agency Retirement Service (PARS) and CalPERS. Ms. Byerrum recommended the Board adopt a Pension Trust Funding Policy and establish a Pension Trust to reserve funds to absorb potential future pension costs associated with market volatility. Discussion occurred concerning financial security and overall risks associated with Pension Trusts. Mr. Paludi added that District staff will bring more information to the following Committee Meeting for review and consideration.

RECOMMENDED ACTION(S):

The Committee received the information. No action was taken.

ITEM 8: DISCUSSION AND POSSIBLE ACTION CONCERNING SANTIAGO AQUEDUCT COMMISSION PROPOSED FISCAL YEARS 2021-22 AND 2022-23 O&M AND CAPITAL PROJECT BUDGET

Mr. Paludi introduced this matter for Committee review, and he commented that the District is a member of the Santiago Aqueduct Commission (SAC). Mr. Paludi reported that the fiscal year budgets for years ending 2022 and 2023 were approved at the SAC March 2021 Quarterly Meeting and that the District's portion of costs associated with the capital repairs to the Baker Pipeline Relocation Project is approximately 8.15% or \$68,583. Mr. Paludi added that the total portion due for FYE 2022 is \$81,796, and for FYE 2023 is \$13,241 due to no planned capital improvements that year. Director Chadd commended Irvine Ranch Water District (IRWD) on their management of the Baker Pipeline. Discussion occurred concerning District reserves for capital improvements associated with participation in joint power associations.

RECOMMENDED ACTION(S):

The Committee receive the information. No action was taken.

ITEM 9: DISCUSSION AND POSSIBLE ACTION CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWDOC) PROPOSED FISCAL YEAR 2021/2022 RATES, CHARGES, AND BUDGET

Mr. Paludi presented this matter for Committee review, and he presented the Municipal Water District of Orange County (MWDOC) FY 2021-22 Second Draft Budget for Committee review and consideration. Mr. Paludi reviewed the proposed budgetary changes from the current year, including the Retail Meter Charge increase based on the

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | APRIL 14, 2021**

results of a rate study performed by Raftelis Financial Consultants. Discussion occurred concerning certain rates and charges proposed for FY 2021-22 and the potential for pass-through charges to District customers to cover these costs. Mr. Paludi added that the MWDOC Board of Directors have agendized this matter for consideration and adoption at their Regular Board Meeting the following week. Director Chadd recommended agendizing this matter for District Board consideration at the following Regular Board Meeting.

RECOMMENDED ACTION(S):

The Committee recommended forwarding this matter for Board consideration and review (Action Calendar).

ITEM 10: OTHER MATTERS

Mr. Paludi reported that District staff are currently evaluating municipal fund advisors for issuing bonds consistent with the Board-approved 2020 Water, Wastewater, and Recycled Water Rates and Charges Study. The Committee recommended forwarding this matter to the Board for consideration.

Director Chadd reported on his attendance at the recent Community Associations of Rancho (CAR) meeting, and he highlighted the City of Rancho Santa Margarita staff presentation concerning the potential impacts of the State's Regional Housing Needs Assessment (RHNA) requirements and timelines. Discussion occurred concerning the potential impacts to the District's ability to provide services consistent with its Master Plan despite the construction of Accessory Dwelling Units (ADUs) that may exceed individual water allocation.

RECOMMENDED ACTION:

The Committee recommended forwarding this matter for Board consideration and review (Action Calendar).

ITEM 11: FINANCIAL REPORT

Ms. Warner presented the preliminary unaudited financials for February 2021 for Committee consideration and reviewed the following items:

STATEMENT OF REVENUES AND EXPENSES

Operating Revenue, Residential Water

Ms. Warner reported that this line item was lower than the prior month, but that it was trending higher than anticipated year to date due to more customers working from home.

Operating Revenue, Irrigation Water

Ms. Warner reported that this line item was lower than the prior month due to less irrigation water usage.

Operating Revenue, Baker Treatment Plant Water Sales

Ms. Warner reported that this line item was higher than the prior month due to increased water sales to the City of San Clemente.

Operating Expenses, Total Operating Expenses

Ms. Warner reported that this line item was lower than the prior month due to overall lower expenses and was trending close to budget.

BALANCE SHEET - COMPARATIVE

Utility Plant, at Cost

Ms. Warner reported that this line item was higher than the prior month due to project costs associated with repairs at the Robinson Ranch Wastewater Treatment Plant and Golf Club Sewer Lift Station.

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | APRIL 14, 2021**

RESTRICTED ASSETS REPORT & INVESTMENT SCHEDULE

Ms. Warner highlighted the Local Agency Interest Fund (LAIF) rate of return on District investments.

RECOMMENDED ACTION:

The Committee signed the bills for consideration and the warrant register and recommended that the Board ratify payment of the bills for consideration for April 14, 2021 as presented (Consent Calendar).

ADJOURNMENT

Director Chadd adjourned the April 14, 2021 Finance/Audit Committee Meeting at 2:01 PM.

DRAFT



Trabuco Canyon Water District

Statement of Revenues & Expenses

FY 2020-21 (Unaudited)

	March 2021	February 2021	Current YTD	Annual Budget	75% YTD	Prior YTD
1 Operating Revenue						
2 Residential Water	\$ 226,013	\$ 221,925	\$ 2,822,461	\$ 3,497,400	81%	\$ 2,029,650
3 Business & Industrial Water	9,975	8,432	119,025	150,300	79%	80,207
4 Irrigation Water	47,927	42,764	741,584	823,400	90%	469,262
5 Stand-by	3,417	3,417	30,750	41,000	75%	16,391
6 Sanitation Revenue	149,500	150,175	1,306,204	1,859,400	70%	977,843
7 Recycled & Reclaimed Revenue	35,795	26,387	626,239	725,000	86%	579,009
8 Baker Treatment Plant Water Sales *	116,981	120,231	1,006,052	1,469,100	68%	700,491
9 Other Operating Revenue	281	417	3,944	164,600	2%	140,658
10 Total Operating Revenue	589,888	573,747	6,656,260	8,730,200	76%	4,993,511
11 Non-Operating Revenue						
12 Property Tax Unrestricted	142,283	142,283	1,280,550	1,707,400	75%	976,500
13 Interest Revenue	8,348	7	35,625	100,600	35%	67,547
14 Development Services	-	-	-	-	0%	100
15 Sale of Fixed Asset	-	-	46,158	50,000	92%	-
16 Other Non-Operating Revenue	2,729	9,351	45,740	70,600	65%	49,177
17 Total Non-Operating Revenue	153,361	151,641	1,408,072	1,928,600	73%	1,093,324
18 Total Revenues	743,250	725,388	8,064,332	10,658,800	76%	6,086,835
19 Operating Expenses						
20 Source of Supply	103,518	137,516	1,767,123	2,198,100	80%	1,322,822
21 Baker Treatment SOS Costs	116,674	80,847	888,566	1,155,300	77%	586,160
22 Water Related Expense	116,703	157,404	1,418,294	1,946,900	73%	1,063,229
23 Sanitation Expense	53,065	57,730	945,496	1,168,400	81%	839,705
24 Recycled Expense	12,785	7,395	167,243	225,300	74%	175,927
25 Reclaimed Expense	12,787	20,731	167,234	221,400	76%	156,325
26 Salaries & Benefits	324,499	320,909	2,707,109	3,684,700	73%	2,042,235
27 OPEB Trust Contributions & Paygo	9,194	9,194	68,309	91,000	75%	52,505
28 Board Expense	9,879	9,188	81,985	114,400	72%	71,462
29 Total Operating Expenses	759,104	800,914	8,211,359	10,805,500	76%	6,310,371
30 Non-Operating Expenses						
31 Principal and Interest Expense	19,198	19,198	172,786	230,300	75%	134,224
32 Non-Operating Expense	313	2	3,737	3,600	104%	4,353
33 Total Non-Operating Expenses	19,511	19,200	176,523	233,900	75%	138,576
Net Income (Loss) Before OPEB,						
34 Depreciation & Capital Contributions	(35,366)	(94,725)	(323,549)	(380,600)	85%	(362,112)
35 WRES Fees for Capital	68,632	68,607	616,613	834,300	74%	491,781
36 Developer Impact Fees	19,900	-	19,900	-	0%	-
37 Other Capital Contributions	-	-	-	-	0%	-
38 Total Capital Contributions	88,532	68,607	636,513	834,300	76%	491,781
39 Net Income	\$ 53,166	\$ (26,118)	\$ 312,964	\$ 453,700	69%	\$ 129,669

No assurance is provided on these financial statements. The financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.

*Baker Treatment Plant O&M revenues and expenses are billed quarterly. As a result the % of budget may appear skewed until billing occurs.



Trabuco Canyon Water District
Balance Sheet - Comparative
As of March 31, 2021
(Unaudited)

	March 2021	February 2021	March 2020
1 Assets			
2 Current Assets			
3 Cash	\$ 273,325	\$ 634,697	\$ 779,274
4 Accounts Receivable, Net	1,914,845	1,840,564	2,508,939
5 Property Tax Receivable	429,730	564,500	406,854
6 Prepaid Expenses	177,172	211,843	162,797
7 Total Current Assets	2,795,072	3,251,604	3,857,864
9 Total Restricted Assets (see Schedule A)	7,369,106	7,563,157	4,578,149
11 Utility Plant			
12 Utility Plant, at Cost	116,029,463	116,012,063	114,441,034
13 Accumulated Depreciation	(73,611,795)	(73,311,321)	(70,773,587)
14 Construction in Progress	4,228,893	4,185,393	2,499,355
15 Total Utility Plant	46,646,561	46,886,135	46,166,802
16 Other Assets			
17 Due from BTP	1,182,762	1,214,535	1,558,912
18 Deferred Outflow (Pension Related)	1,179,514	1,179,514	1,126,151
19 Total Other Assets	2,362,276	2,394,049	2,685,063
20 Total Assets	\$ 59,173,015	\$ 60,094,946	\$ 57,287,877
21 Liabilities & Retained Earnings			
22 Current Liabilities			
23 Accounts Payable	\$ 782,610	\$ 1,226,393	\$ 1,139,780
24 Due to Internal Financing Fund	1,182,762	1,214,535	1,558,912
25 Accrued Expenses	434,568	478,003	485,387
26 Deferred Property Tax Revenue	437,100	582,800	425,525
27 Total Current Liabilities	2,837,041	3,501,732	3,609,604
28 Liabilities to be Paid from Restricted Assets			
29 Accrued Bond Interest	12,730	8,487	13,737
30 Current Portion-Long Term Debt	178,449	178,449	172,473
31 Refundable Deposits	9,500	9,500	7,500
32 Developer Deposits	77,108	73,108	188,778
33 Total Liabilities to be Paid from Restricted Assets	277,786	269,543	382,489

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



Trabuco Canyon Water District
Balance Sheet - Comparative
As of March 31, 2021
(Unaudited)

34	Long Term Debt			
35	Accrued Post Employment Benefits	533,587	533,587	570,267
36	Accrued Pension Liability	3,301,860	3,301,860	3,089,532
37	State Revolving Fund Loan	2,140,052	2,140,052	2,320,470
38	Total Long Term Debt	5,975,499	5,975,499	5,980,269
39	Total Liabilities	9,090,326	9,746,774	9,972,362
40	Fund Balance			
41	Invested in Capital Net of Related Debt	44,315,331	44,559,148	43,660,121
42	Restricted for Debt Service	237,041	231,092	213,215
43	Legally Restricted	3,613,387	3,810,547	1,768,880
44	Designated by Board	3,402,609	3,402,609	1,934,817
45	Unrestricted	(1,485,680)	(1,655,225)	(242,626)
46	Total Fund Balance	50,082,689	50,348,172	47,334,407
47	Total Liabilities and Fund Balance	\$ 59,173,015	\$ 60,094,946	\$ 57,306,768

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



Trabuco Canyon Water District
Restricted Assets Report
As of March 31, 2021
(Unaudited)

	March 2021	February 2021	March 2020
1 LAIF Accounts (at Cost)			
2 Internal Financing	\$ (1,403,026)	\$ (1,180,192)	\$ (3,924,535)
3 Capital Improvement Charges	-	-	279,261
4 Water Storage Facilities	1,051,427	1,051,427	1,051,427
5 Sanitation Capital Improvement	28,650	39,783	691,366
6 WRES - Rose Canyon/Lang Wells	1,246,836	1,212,259	1,050,314
7 WRES - Reservoir/Distribution Improvements	2,613,123	2,610,892	2,545,694
8 RD#5	76,378	76,378	75,353
9 Developer Deposits	-	-	(138,742)
10 LAIF Interim Sewage	116,068	118,908	117,193
11 Water Rate Stabilization Funds	684,080	684,080	607,500
12 Sewer Rate Stabilization Funds	726,160	726,160	265,000
13 Working Capital Funds	1,975,776	1,975,776	1,733,144
14 Market Value Over/(Under) Cost	16,593	16,593	11,960
15 State Revolving Fund			
16 Cash in CB&T Reserved for SRF Loan	237,041	231,092	213,215
17 Total Restricted Assets	\$ 7,369,106	\$ 7,563,157	\$ 4,578,149

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



Trabuco Canyon Water District
Investment Schedule
As of March 31, 2021
(Unaudited)

DESCRIPTION	RATE	COST	MARKET	% OF TOTAL
District Investments in the California Local Agency Investment Fund (LAIF)				
1 Water Storage Fees	0.357%	\$ 1,051,427	\$ 1,051,561	15%
2 Sanitation Capital Improvement	0.357%	28,650	28,654	0%
3 Trabuco Creek Wells	0.357%	1,246,836	1,246,995	18%
4 Reservoir/Distribution	0.357%	2,613,123	2,613,457	37%
5 RD#5	0.357%	76,378	76,387	1%
6 LAIF Interim Sewage	0.357%	116,068	116,083	2%
7 Water Rate Stabilization Funds	0.357%	684,080	684,167	10%
8 Sewer Rate Stabilization Funds	0.357%	726,160	726,253	10%
9 Working Capital Funds	0.357%	1,975,776	1,976,028	28%
10 Internal Financing	0.357%	(1,403,026)	(1,403,205)	-20%
Total District Investments		\$ 7,115,471	\$ 7,116,379	100%

** A negative number indicates the use of reserves to fund operations.*

*** Market values are adjusted on a quarterly basis and recorded in the District's financials statements at the end of the fiscal year.*

CERTIFICATION

I certify that (1) all investment actions executed since the last report have been made in full compliance with the District's Investment Policy and, (2) the District will meet its expenditure obligations for the next six months as required by California Government Code Sections 53646(b)(2) and (3), respectively.

Cindy Byerrum, CPA

Contract CPA and Treasurer



Trabuco Canyon Water District
Checking Account Activity
March 2021
(Unaudited)

Inflows	Current Month	Year to Date
Utility Billing Collections	\$ 558,911	\$ 6,341,854
Tax Receipts	134,458	1,338,672
Transfer From LAIF	200,000	1,800,000
FEMA Reimbursement	-	2,528,981
Miscellaneous	31,049	5,360,982
Total Inflows	924,418	17,370,489
Outflows		
Vouchers	821,883	8,160,008
Payroll	279,903	2,280,387
Transfer to LAIF	-	5,500,000
Transfer/payments for State Loan	-	121,191
Miscellaneous & Online Payments	177,082	2,047,620
Total Outflows	1,278,869	18,109,204
Net Change in Checking Account	(354,451)	(738,715)
Beginning Checking Account	671,153	1,055,418
Ending Checking Account	\$ 316,703	\$ 316,703

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



Trabuco Canyon Water District
General Fund Warrant Register
5/12/2021

Summary of Disbursements

Computer Checks	1,009,554.95
UB Refund Checks	11,356.29
Bank Drafts	354,164.44
Bank EFTs	108,080.04
Voided Checks	(394.00)
Total Disbursements	1,482,761.72

I hereby certify that the claims or demands covered by the above listed warrants have been audited as to accuracy and the availability of funds for payment thereof; and that the said claims or demands are accurate and that the funds are available.

General Manager / Assistant General Manager

This is to certify that claims or demands covered by the above listed warrants have been audited by the Finance/Audit Committee of the Trabuco Canyon Water District and that all of the said warrants are approved for payment.

Donald S. Chadd
Donald S. Chadd (May 13, 2021 16:44 PDT)

By: _____ Date: _____

Ed Mandich
Ed Mandich (May 13, 2021 17:26 PDT)

By: _____ Date: _____



Trabuco Canyon Water District, CA

Check Report

By Check Number

Date Range: 04/14/2021 - 05/12/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
ACWA0002	ACWA/JPIA	04/20/2021	EFT	0.00	712.61	39
SYNO0001	Synoptek, LLC	04/20/2021	EFT	0.00	4,798.35	40
UNIT0001	United Water Works, Inc.	04/20/2021	EFT	0.00	516.45	41
ACWA0002	ACWA/JPIA	04/26/2021	EFT	0.00	13,877.86	42
EIDE0001	Eide Bailly	04/26/2021	EFT	0.00	5,240.00	43
UNIT0001	United Water Works, Inc.	04/26/2021	EFT	0.00	669.01	44
MWDO0001	MWDOC	05/07/2021	EFT	0.00	81,436.06	45
UNIT0001	United Water Works, Inc.	05/07/2021	EFT	0.00	152.11	46
SYNO0001	Synoptek, LLC	05/11/2021	EFT	0.00	551.00	47
UNIT0001	United Water Works, Inc.	05/11/2021	EFT	0.00	126.59	48
RUED0001	Ana C. Noriega Rueda	04/30/2021	Regular	0.00	-394.00	9691
TUTT0001	Tuttle-Click Ford	04/14/2021	Regular	0.00	38,351.59	10023
TUTT0001	Tuttle-Click Ford	04/14/2021	Regular	0.00	38,631.74	10024
TRUE0001	ALS - Tuedail Laboratories	04/20/2021	Regular	0.00	1,486.50	10025
BAVC0001	BAVCO Backflow Apparatus & Valve Co.	04/20/2021	Regular	0.00	642.63	10026
BLAC0001	Black Knight Financial Services, LLC	04/20/2021	Regular	0.00	4.50	10027
CMCR0001	CM Crane & Training Services	04/20/2021	Regular	0.00	16,620.00	10028
CUST0002	Custom Lock & Key	04/20/2021	Regular	0.00	118.12	10029
DCFR0001	DC Frost Associates, Inc.	04/20/2021	Regular	0.00	4,217.69	10030
DUTH0001	Duthie Electric Service Corporation	04/20/2021	Regular	0.00	215.21	10031
FERR0002	Ferreira Construction Company	04/20/2021	Regular	0.00	20,860.73	10032
FLEE0001	Fleet Services, Inc. - Anaheim	04/20/2021	Regular	0.00	1,940.52	10033
HARR0001	Harrington Industrial Plastics	04/20/2021	Regular	0.00	1,313.03	10034
INDU0002	Industrial Metal Supply Company	04/20/2021	Regular	0.00	628.09	10035
INFO0001	InfoSend, Inc.	04/20/2021	Regular	0.00	2,429.57	10036
IRVI0002	Irvine Pipe Supply	04/20/2021	Regular	0.00	516.44	10037
IRVI0001	Irvine Ranch Water District	04/20/2021	Regular	0.00	17,635.51	10038
MISS0001	Mission Paving and Sealing, Inc.	04/20/2021	Regular	0.00	17,400.00	10039
OCSU0001	OC Superior Cleaning Services	04/20/2021	Regular	0.00	735.00	10040
OLIN0001	Olin Chemicals	04/20/2021	Regular	0.00	1,292.03	10041
ORAN0004	Orange County Pumping, Inc.	04/20/2021	Regular	0.00	1,420.00	10042
PRAX0001	Praxair Distribution Inc	04/20/2021	Regular	0.00	105.95	10043
S&JS0001	S & J Supply Company	04/20/2021	Regular	0.00	898.81	10044
SANT0003	Santa Margarita Water District	04/20/2021	Regular	0.00	3,168.00	10045
SIER0001	Sierra Springs	04/20/2021	Regular	0.00	28.75	10046
SOUT0009	SouthWest Hydro Tech ACV Systems	04/20/2021	Regular	0.00	540.00	10047
STAT0001	State Water Resources Control Board	04/20/2021	Regular	0.00	110.00	10048
TABA0001	TAB AnswerNetwork	04/20/2021	Regular	0.00	157.14	10049
Trab0002	Trabuco Highlands Community Assoc.	04/20/2021	Regular	0.00	1,826.50	10050
TRUC0001	TrucParCo	04/20/2021	Regular	0.00	1,447.14	10051
TYLE0001	Tyler Technologies, Inc.	04/20/2021	Regular	0.00	37.40	10052
UNDE0001	Underground Service Alert/SC	04/20/2021	Regular	0.00	169.99	10053
USAB0001	USABlueBook	04/20/2021	Regular	0.00	1,794.69	10054
	Void	04/20/2021	Regular	0.00	0.00	10055
VITU0001	Vituity - Urgent Care Services	04/20/2021	Regular	0.00	50.00	10056
WECK0001	Weck Laboratories, Inc.	04/20/2021	Regular	0.00	443.20	10057
ARC0001	ARC	04/26/2021	Regular	0.00	690.01	10058
AT&T0001	AT&T	04/26/2021	Regular	0.00	48.78	10059
ATKI0001	Atkinson, Andelson, Loya, Ruud & Romo	04/26/2021	Regular	0.00	14,481.00	10060
COUN0001	County of Orange	04/26/2021	Regular	0.00	63.00	10061
DIRE0001	DirectTV LLC	04/26/2021	Regular	0.00	99.99	10062
DUTH0001	Duthie Electric Service Corporation	04/26/2021	Regular	0.00	4,764.96	10063
FEDE0001	FedEx	04/26/2021	Regular	0.00	38.16	10064
GRAI0001	Grainger	04/26/2021	Regular	0.00	3,159.54	10065

Check Report

Date Range: 04/14/2021 - 05/12/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
HYDR0002	Hydrotech Electric	04/26/2021	Regular	0.00	18,728.13	10066
INDU0002	Industrial Metal Supply Company	04/26/2021	Regular	0.00	260.44	10067
IRVI0001	Irvine Ranch Water District	04/26/2021	Regular	0.00	69,441.74	10068
JLRA0001	J.L. Ray Company, Inc.	04/26/2021	Regular	0.00	2,166.05	10069
JRTR0001	JRT ROOFING AND WATERPROOFING	04/26/2021	Regular	0.00	26,300.00	10070
OCSU0001	OC Superior Cleaning Services	04/26/2021	Regular	0.00	1,225.00	10071
OCWA0001	OC Waste & Recycling	04/26/2021	Regular	0.00	2,963.83	10072
OLIN0001	Olin Chemicals	04/26/2021	Regular	0.00	1,310.99	10073
OSCA0001	Oscar Ulloa	04/26/2021	Regular	0.00	290.00	10074
ROBE0001	Robertson's Ready Mix LTD	04/26/2021	Regular	0.00	613.10	10075
S&JS0001	S & J Supply Company	04/26/2021	Regular	0.00	1,424.73	10076
TEKD0001	Tekdraulics	04/26/2021	Regular	0.00	3,484.61	10077
TRUC0001	TrucParCo	04/26/2021	Regular	0.00	91.57	10078
VAUG0001	Vaughan's Industrial Repair Co., Inc.	04/26/2021	Regular	0.00	7,680.13	10079
TRUE0001	ALS - Truesdail Laboratories	05/07/2021	Regular	0.00	1,873.00	10081
ARC0001	ARC	05/07/2021	Regular	0.00	1,120.29	10082
BUTI0001	Butier Engineering, Inc.	05/07/2021	Regular	0.00	8,150.00	10083
CHEM0001	Chemtrade Chemicals US LLC	05/07/2021	Regular	0.00	4,558.30	10084
DEPT0005	Department of Water Resources	05/07/2021	Regular	0.00	38,097.00	10085
DOVE0002	Dove Canyon Masters Association	05/07/2021	Regular	0.00	678.00	10086
FERR0002	Ferreira Construction Company	05/07/2021	Regular	0.00	24,221.65	10087
HARR0001	Harrington Industrial Plastics	05/07/2021	Regular	0.00	207.29	10088
JIGC0001	JIG Consultants	05/07/2021	Regular	0.00	3,680.00	10089
MKN0001	Michael K. Nunley & Associates	05/07/2021	Regular	0.00	4,491.57	10090
OLIN0001	Olin Chemicals	05/07/2021	Regular	0.00	4,240.32	10091
ORAN0004	Orange County Pumping, Inc.	05/07/2021	Regular	0.00	2,485.00	10092
O'RE0001	O'Reilly Automotive, Inc.	05/07/2021	Regular	0.00	91.91	10093
PROJ0001	Project Partners, Inc.	05/07/2021	Regular	0.00	4,420.00	10094
S&JS0001	S & J Supply Company	05/07/2021	Regular	0.00	292.39	10095
SIER0001	Sierra Springs	05/07/2021	Regular	0.00	90.75	10096
USAB0001	USABlueBook	05/07/2021	Regular	0.00	390.77	10097
WECK0001	Weck Laboratories, Inc.	05/07/2021	Regular	0.00	110.80	10098
PREM0001	Premier Mail Marketing	05/10/2021	Regular	0.00	923.28	10099
BAVC0001	BAVCO Backflow Apparatus & Valve Co.	05/11/2021	Regular	0.00	26.28	10100
COMO0001	Comoso	05/11/2021	Regular	0.00	2,486.89	10101
DUNN0001	Dunn-Edwards Corporation	05/11/2021	Regular	0.00	150.35	10102
DUTH0001	Duthie Electric Service Corporation	05/11/2021	Regular	0.00	5,275.00	10103
EAGL0001	Eagle Communications	05/11/2021	Regular	0.00	1,086.48	10104
FERR0002	Ferreira Construction Company	05/11/2021	Regular	0.00	467,746.50	10105
HYDR0002	Hydrotech Electric	05/11/2021	Regular	0.00	13,927.53	10106
IRVI0001	Irvine Ranch Water District	05/11/2021	Regular	0.00	18,484.71	10107
JRTR0001	JRT ROOFING AND WATERPROOFING	05/11/2021	Regular	0.00	32,390.00	10108
MATE0002	Material Specialties Corp.	05/11/2021	Regular	0.00	2,071.04	10109
MCFA0001	McFadden-Dale Industrial Hardware	05/11/2021	Regular	0.00	398.04	10110
MKN0001	Michael K. Nunley & Associates	05/11/2021	Regular	0.00	2,522.98	10111
NAPA0001	Napa Auto Parts	05/11/2021	Regular	0.00	938.46	10112
OLIN0001	Olin Chemicals	05/11/2021	Regular	0.00	2,133.90	10113
ORAN0004	Orange County Pumping, Inc.	05/11/2021	Regular	0.00	1,065.00	10114
QUIN0001	Quinn Company	05/11/2021	Regular	0.00	1,461.08	10115
SANT0003	Santa Margarita Water District	05/11/2021	Regular	0.00	660.00	10116
SHEL0002	Shelton Fire Protection Co., Inc.	05/11/2021	Regular	0.00	3,010.00	10117
Stad0001	Stadia Realty, Inc	05/11/2021	Regular	0.00	6,400.00	10118
TEKD0001	Tekdraulics	05/11/2021	Regular	0.00	1,379.20	10119
TOUC0001	Touch Tel Mobile	05/11/2021	Regular	0.00	625.00	10120
TRUC0001	TrucParCo	05/11/2021	Regular	0.00	817.52	10121
UNDE0001	Underground Service Alert/SC	05/11/2021	Regular	0.00	128.74	10122
UNIT0004	United Pumping Service, Inc.	05/11/2021	Regular	0.00	6,631.35	10123
USAE0001	USA Express Tire & Service	05/11/2021	Regular	0.00	127.00	10124
USAB0001	USABlueBook	05/11/2021	Regular	0.00	180.98	10125
VITU0001	Vituity - Urgent Care Services	05/11/2021	Regular	0.00	588.00	10126
West0006	West Marine Products Inc.	05/11/2021	Regular	0.00	158.37	10127

Check Report

Date Range: 04/14/2021 - 05/12/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
ADP0001	ADP	04/14/2021	Bank Draft	0.00	75.00	DFT0002022
SHRE0001	Shred-it USA LLC	04/14/2021	Bank Draft	0.00	150.00	DFT0002023
SOUT0002	Southern California Edison	04/14/2021	Bank Draft	0.00	30.97	DFT0002024
COXC0001	Cox Communications	04/15/2021	Bank Draft	0.00	96.45	DFT0002025
CALP0001	CalPERS	04/16/2021	Bank Draft	0.00	8,055.68	DFT0002026
CALP0001	CalPERS	04/16/2021	Bank Draft	0.00	14,226.35	DFT0002027
CALP0001	CalPERS	04/16/2021	Bank Draft	0.00	4,403.97	DFT0002028
UMPQ0001	Umpqua Bank	04/16/2021	Bank Draft	0.00	13,198.70	DFT0002029
ADP0001	ADP	04/19/2021	Bank Draft	0.00	-100,993.75	DFT0002030
ADP0001	ADP	04/19/2021	Bank Draft	0.00	100,993.75	DFT0002030
COXC0001	Cox Communications	04/19/2021	Bank Draft	0.00	689.96	DFT0002031
TOLL0001	The Toll Roads	04/19/2021	Bank Draft	0.00	140.00	DFT0002032
HOME0001	Home Depot	04/20/2021	Bank Draft	0.00	419.38	DFT0002033
LOWE0001	Lowe's	04/20/2021	Bank Draft	0.00	216.06	DFT0002034
ADP0001	ADP	04/20/2021	Bank Draft	0.00	66.38	DFT0002035
ADP0001	ADP	04/22/2021	Bank Draft	0.00	61.50	DFT0002036
ADP0001	ADP	04/30/2021	Bank Draft	0.00	120.00	DFT0002037
TOLL0001	The Toll Roads	04/30/2021	Bank Draft	0.00	140.00	DFT0002038
ADP0001	ADP	04/19/2021	Bank Draft	0.00	100,993.89	DFT0002042
CINT0001	Cintas	05/03/2021	Bank Draft	0.00	149.12	DFT0002043
CINT0001	Cintas	05/03/2021	Bank Draft	0.00	654.81	DFT0002044
CINT0001	Cintas	05/03/2021	Bank Draft	0.00	315.00	DFT0002045
CALP0001	CalPERS	05/04/2021	Bank Draft	0.00	8,055.68	DFT0002046
CALP0001	CalPERS	05/04/2021	Bank Draft	0.00	14,226.35	DFT0002047
CALP0001	CalPERS	05/04/2021	Bank Draft	0.00	4,087.21	DFT0002048
GUAR0001	Guardian	05/03/2021	Bank Draft	0.00	4,470.72	DFT0002049
EPX0001	EPX	05/03/2021	Bank Draft	0.00	3,474.04	DFT0002050
CALP0001	CalPERS	05/03/2021	Bank Draft	0.00	5,266.36	DFT0002051
CALP0001	CalPERS	05/03/2021	Bank Draft	0.00	44,256.70	DFT0002052
VSP0001	VSP	05/03/2021	Bank Draft	0.00	906.08	DFT0002053
ADP0001	ADP	05/04/2021	Bank Draft	0.00	97,076.20	DFT0002054
SANT0003	Santa Margarita Water District	05/03/2021	Bank Draft	0.00	1,400.45	DFT0002055
SANT0003	Santa Margarita Water District	05/03/2021	Bank Draft	0.00	-1,400.45	DFT0002055
VERI0001	Verizon Wireless	05/06/2021	Bank Draft	0.00	1,095.23	DFT0002056
SANT0003	Santa Margarita Water District	05/03/2021	Bank Draft	0.00	1,202.20	DFT0002058
LOWE0001	Lowe's	05/07/2021	Bank Draft	0.00	108.39	DFT0002059
HOME0001	Home Depot	05/07/2021	Bank Draft	0.00	823.64	DFT0002060
COXC0001	Cox Communications	05/10/2021	Bank Draft	0.00	2,381.01	DFT0002061
ADP0001	ADP	05/10/2021	Bank Draft	0.00	1,882.61	DFT0002062
TOLL0001	The Toll Roads	05/10/2021	Bank Draft	0.00	140.00	DFT0002063
SOUT0001	South Coast AQMD	05/11/2021	Bank Draft	0.00	137.63	DFT0002064
SOUT0001	South Coast AQMD	05/11/2021	Bank Draft	0.00	137.63	DFT0002065
EXXO0001	Exxon/Mobil	05/11/2021	Bank Draft	0.00	3,532.10	DFT0002066
SHEL0001	Shell Fleet Plus	05/11/2021	Bank Draft	0.00	1,293.68	DFT0002067
SHRE0001	Shred-it USA LLC	05/11/2021	Bank Draft	0.00	108.00	DFT0002068
UMPQ0001	Umpqua Bank	05/11/2021	Bank Draft	0.00	11,727.93	DFT0002069
HOME0001	Home Depot	05/11/2021	Bank Draft	0.00	816.97	DFT0002070
COXC0001	Cox Communications	05/11/2021	Bank Draft	0.00	1,723.84	DFT0002071
SOUT0001	South Coast AQMD	05/12/2021	Bank Draft	0.00	137.63	DFT0002072
SOUT0001	South Coast AQMD	05/12/2021	Bank Draft	0.00	137.63	DFT0002073
SOUT0001	South Coast AQMD	05/12/2021	Bank Draft	0.00	137.63	DFT0002074
SOUT0001	South Coast AQMD	05/12/2021	Bank Draft	0.00	137.63	DFT0002075
SOUT0001	South Coast AQMD	05/12/2021	Bank Draft	0.00	137.63	DFT0002076
SOUT0001	South Coast AQMD	05/12/2021	Bank Draft	0.00	137.63	DFT0002077

Check Report

Date Range: 04/14/2021 - 05/12/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
XERO0001	Xerox Corporation	05/12/2021	Bank Draft	0.00	205.24	DFT0002078

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	186	103	0.00	1,009,554.95
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-394.00
Bank Drafts	212	55	0.00	354,164.44
EFT's	15	10	0.00	108,080.04
	413	170	0.00	1,471,405.43

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	186	103	0.00	1,009,554.95
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-394.00
Bank Drafts	212	55	0.00	354,164.44
EFT's	15	10	0.00	108,080.04
	413	170	0.00	1,471,405.43

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	4/2021	505,066.80
99	Pooled Cash	5/2021	966,338.63
			1,471,405.43



Trabuco Canyon Water District, CA

Refund Check Register

Refund Check Detail

UBPKT05670 - Refund customer payment error

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
100-1242-001	BARTLETT, ROBERT	4/28/2021	10080	11,356.29			11356.29	Deposit
Total Refunded Amount:				11,356.29				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	11356.29
Revenue Total:	11356.29

General Ledger Distribution

Posting Date: 04/28/2021

Account Number	Account Name	Posting Amount	IFT
Fund: 10 - Water Fund			
10-000-1010	Claim on Cash	-11,356.29	Yes
10-000-2501	Customer Credit	11,356.29	
10 Total:		0.00	
Fund: 99 - Pooled Cash			
99-000-1004	Bank of the West Checking (Pooled Cash)	-11,356.29	
99-000-2120	Due to Other Fund	11,356.29	Yes
99 Total:		0.00	
Distribution Total:		0.00	









Disbursements - 051221

Final Audit Report

2021-05-14

Created:	2021-05-13
By:	Michael Perea (mperea@tcwd.ca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAdno2BBigz_aYimIBdTSNi8dhtB2PsgoJ

"Disbursements - 051221" History

-  Document created by Michael Perea (mperea@tcwd.ca.gov)
2021-05-13 - 11:06:59 PM GMT- IP address: 98.189.141.130
-  Document emailed to Donald s. Chadd (donald.chadd@tcwd.ca.gov) for signature
2021-05-13 - 11:07:24 PM GMT
-  Email viewed by Donald s. Chadd (donald.chadd@tcwd.ca.gov)
2021-05-13 - 11:42:24 PM GMT- IP address: 174.195.204.204
-  Document e-signed by Donald s. Chadd (donald.chadd@tcwd.ca.gov)
Signature Date: 2021-05-13 - 11:44:13 PM GMT - Time Source: server- IP address: 174.195.204.204
-  Document emailed to Ed Mandich (emandich@tcwd.ca.gov) for signature
2021-05-13 - 11:44:15 PM GMT
-  Email viewed by Ed Mandich (emandich@tcwd.ca.gov)
2021-05-14 - 0:25:25 AM GMT- IP address: 24.249.247.46
-  Document e-signed by Ed Mandich (emandich@tcwd.ca.gov)
Signature Date: 2021-05-14 - 0:26:29 AM GMT - Time Source: server- IP address: 68.4.120.197
-  Agreement completed.
2021-05-14 - 0:26:29 AM GMT



Warrant Registry
Trabuco Canyon Water District
County of Orange
State of California

GENERAL FUND PAYROLL WARRANT REGISTER

For the Month of: April 2021

\$ 198,016.09

I hereby certify that the claims or demands covered by the above listed warrants have been audited as to accuracy and the availability of funds for payment thereof; and that the said claims or demands are accurate and that the funds are available.

This is to certify that claims or demands covered by the above listed warrants have been audited by the Finance/Audit Committee of the Trabuco Canyon Water District and that all of the said warrants are approved for payment.

Donald S. Chadd

Donald S. Chadd (May 13, 2021 16:45 PDT)

General Manager / Assistant General Manager

By

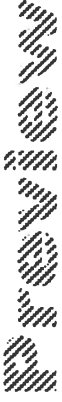
Date

Ed Mandich

Ed Mandich (May 13, 2021 17:27 PDT)

By

Date



Net Pay	Checks	1,862.34
	Direct Deposits	64,804.13
	Subtotal Net Pay	66,666.47
	Adjustments	.14-
	Total Net Pay Liability (Net Cash)	66,666.33

Agency	Rate	You are responsible for Depositing these amounts		Amount debited from your account
		EE withheld	ER contrib.	
Federal				
Federal Income Tax		11,775.00		
Earned Income Credit Advances				
Social Security		6,434.76		6,434.75
Medicare		1,504.91		1,504.90
Medicare Surtax				
Federal Unemployment Tax				
Subtotal Federal		19,714.67		7,939.65
FMLA-PSL Payments Credit				
FMLA-PSL ER FICA Credit				
FMLA-PSL Health Care Premium Credit				
Employee Retention Qualified Payments Cre				
Employee Retention Qualified Health Care				
Cobra Premium Assistance Payments				
Total Federal		19,714.67		7,939.65
State				
CA State Income Tax		5,333.48		
CA State Unemployment Insurance-ER	3.0000			96.65
CA State Disability Insurance-EE		1,242.97		
Subtotal CA		6,576.45		96.65
Total Taxes		.00	.00	8,036.30

Amount ADP Debited From Account XXXXX6939 Tran/ABA XXXXXXXXXX 34,327.42 Excludes Taxes That Are Your Responsibility

Other ADP Direct Deposit 64,804.13 25 Employee Transactions

ADP Check	1,862.34
Amount ADP Debited From Account XXXXX6939	66,666.47
Total Amount ADP Debited From Your Accounts	100,993.89



Statistical Summary Detail

TRABUCO CANYON WATER
 Company Code: GKN
 Region Name: ADP RESOURCE

Batch : 7848
 Quarter Number: 2
 Service Center: 580
 Period Ending : 04/15/2021
 Pay Date : 04/20/2021
 Current Date : 04/16/2021

Net Pay	Checks	1,869.53
	Direct Deposits	62,588.13
	Subtotal Net Pay	64,457.66
	Adjustments	.00
	Total Net Pay Liability (Net Cash)	64,457.66

Taxes	Agency	Rate	EE withheld	ER contrib.	EE withheld	ER contrib.
Federal	Federal Income Tax		11,028.96			
	Earned Income Credit Advances		6,204.62		6,204.60	
	Social Security		1,451.08		1,451.08	
	Medicare					
	Medicare Surtax					
	Federal Unemployment Tax					
	Subtotal Federal		18,684.66		7,655.68	26,340.34
	FMLA-PSL Payments Credit					
	FMLA-PSL ER FICA Credit					
	FMLA-PSL Health Care Premium Credit					
	Employee Retention Qualified Payments Cre					
	Employee Retention Qualified Health Care					
	Cobra Premium Assistance Payments					
State	Total Federal		18,684.66		7,655.68	26,340.34
	CA State Income Tax		5,011.79			
	CA State Unemployment Insurance-ER-0000				68.06	
	CA State Disability Insurance-EE		1,198.35			
	Subtotal CA		6,210.14		68.06	6,278.20
	Total Taxes		.00	24,894.80	7,723.74	32,618.54
	Amount ADP Debited From AccountXXXXX6939	Tran/ABA XXXXXXXXXX				32,618.54
Other	ADP Direct Deposit		62,588.13			
Transfers	ADP Check		1,869.53			
	Amount ADP Debited From AccountXXXXX6939	Tran/ABA XXXXXXXXXX				64,457.66
	Total Amount ADP Debited From Your Accounts					97,076.20

32,618.54 Excludes Taxes That Are Your Responsibility
 25 Employee Transactions



Statistical Summary
 Detail

TRABUCO CANYON WATER
 Region Name : GKN
 Company Code : ADP RESOURCE

Batch : 0380
 Quarter Number : 2
 Service Center : 580

Period Ending : 04/30/2021
 Pay Date : 05/05/2021
 Current Date : 05/03/2021









PR Register - 043021

Final Audit Report

2021-05-14

Created:	2021-05-13
By:	Michael Perea (mperea@tcwd.ca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMut0zR7k3DC3q_iL9nKaMQabyRnSEt5B

"PR Register - 043021" History

-  Document created by Michael Perea (mperea@tcwd.ca.gov)
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-  Document emailed to Donald S. Chadd (donald.chadd@tcwd.ca.gov) for signature
2021-05-13 - 11:06:32 PM GMT
-  Email viewed by Donald S. Chadd (donald.chadd@tcwd.ca.gov)
2021-05-13 - 11:44:47 PM GMT- IP address: 174.195.204.204
-  Document e-signed by Donald S. Chadd (donald.chadd@tcwd.ca.gov)
Signature Date: 2021-05-13 - 11:45:30 PM GMT - Time Source: server- IP address: 174.195.204.204
-  Document emailed to Ed Mandich (emandich@tcwd.ca.gov) for signature
2021-05-13 - 11:45:32 PM GMT
-  Email viewed by Ed Mandich (emandich@tcwd.ca.gov)
2021-05-14 - 0:26:39 AM GMT- IP address: 68.4.120.197
-  Document e-signed by Ed Mandich (emandich@tcwd.ca.gov)
Signature Date: 2021-05-14 - 0:27:03 AM GMT - Time Source: server- IP address: 68.4.120.197
-  Agreement completed.
2021-05-14 - 0:27:03 AM GMT

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MAY 19, 2021**

CONSENT CALENDAR

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

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

- 1. April 7, 2021*
- 2. April 19, 2021*

CONTACTS (staff responsible): PALUDI/PEREA/SANGI



TRABUCO CANYON WATER DISTRICT ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 7, 2021

DIRECTORS PRESENT

Ed Mandich, Committee Chair
Stephen Dopudja, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Gary Kessler, Water Department Superintendent
Jason Stroud, Maintenance Superintendent
Lisa Marie Sangi, Executive Assistant

STAFF PRESENT VIA CONFERENCE CALL

Lorrie Lausten, District Engineer

DISTRICT CONSULTANTS PRESENT VIA CONFERENCE CALL

Mike Swan, PSOMAS Engineering

PUBLIC PRESENT VIA CONFERENCE CALL

None

CALL MEETING TO ORDER

Director Mandich called the April 7, 2021 Engineering/Operational Committee Meeting to order at 7:05 AM. Public access to the meeting was made available by video broadcast.

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

No comments were received

REPORT FROM THE GENERAL MANAGER

No comments were received

ITEM 1: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

Mr. Paludi presented the Engineering/Operational Committee Meeting Recap for Committee review in accordance with the agenda.

RECOMMENDED ACTION

The Committee recommended that the Engineering/Operational Committee Meeting Recap(s) be forwarded to the Board of Directors for approval (Consent Calendar).

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 7, 2021**

ITEM 2: DISCUSSION AND POSSIBLE ACTION(S) RELATING TO TCWD'S DOMESTIC WATER STORAGE AND RESERVOIR SITING STUDY UPDATE

Ms. Lausten provided a project status update for Committee review, and she presented an updated Domestic Water Storage & Reservoir Siting Study (Study) which incorporated Committee input from the prior meeting. Mr. Swan briefly reviewed additional non-substantive changes in the study from the prior version. Mr. Paludi commented that District staff recommends reviewing the methodology of the District's development fees and charges, and he added that additional review of the District's future systemwide domestic water storage capacity. Discussion occurred concerning the proposed tank options in the study. Ms. Lausten recommended improvements to the District existing Harris Grade site in order to balance the District's storage/demand deficiencies. Mr. Kessler concurred with Ms. Lausten regarding the Harris Grade site. Discussion occurred briefly concerning additional reservoir siting locations within the District service area, and the Committee provided additional feedback to staff concerning certain portions of the study.

RECOMMENDED ACTION:

The Committee received the status update. There was no action taken.

Director Mandich recommended moving forward Item 5 Saddleback Meadows. Director Mandich recused himself from meeting business and exited the Board Room at approximately 7:26 a.m.

ITEM 5: SADDLEBACK MEADOWS DEVELOPMENT (181 DUS)

Mr. Paludi presented this matter for Committee consideration. Mr. Swan provided a brief review on the updated DRAFT Sub Area Master Plan (SAMP) for the development, and he highlighted the changes from the previous version. Discussion occurred concerning certain portions of the SAMP, including domestic water storage options. The Committee recommended scheduling an Engineering/Operational Committee Special Meeting, and for District staff to provide the DRAFT SAMP to the developer for their review.

RECOMMENDED ACTION:

The Committee received the status update. There was no action taken.

Director Mandich returned to the Board Room at approximately 7:41 a.m. and resumed his participation on the remaining meeting business.

ITEM 3: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING BELL CANYON SEWER LIFT STATION REHABILITATION PROJECT

Ms. Lausten provided a project status to the Committee, and she provided an overview of the project construction report with the Committee. Discussion occurred concerning odor control measures during construction; Mr. Paludi reported that Wastewater Operations worked with the contractor to mitigate the odors. Ms. Lausten briefly reviewed the project changes to the contract due Dove Canyon Master Association (DCMA) street paving schedule.

RECOMMENDED ACTION:

The Committee received the status update. There was no action taken.

ITEM 4: DISCUSSION CONCERNING GOLF CLUB SEWER LIFT STATION REPAIRS & IMPROVEMENTS

Mr. Paludi introduced this matter to the Committee. Mr. Stroud provided a brief project update on the improvements to the facility, and he reviewed the project photos with the Committee. Discussion occurred concerning other planned improvements to the facility, including the replacement of previous repairs, pump improvements, and site security improvements.

RECOMMENDED ACTION:

The Committee received the status update. There was no action taken.

ITEM 6: OTHER ENGINEERING AND OPERATIONS PROJECTS

1. Proposed Capital Improvement Program Budget for Fiscal Year 2021-2022

Mr. Paludi introduced this matter for Committee review. Ms. Lausten reviewed the current and completed fiscal year capital improvement projects. Discussion occurred concerning certain proposed capital projects, including grant funded projects, improvements at the Dimension Water Treatment Plant (DWTP), and Dove Lake access road improvements. Ms. Lausten reported that more information would be presented the Special Board Meeting – Budget Workshop.

2. Joplin Property/SCADA Upgrade

Mr. Paludi provided an update on this matter, and he reported that District has fully executed the license agreement with Orange County Public Works for the District’s SCADA System improvements. Ms. Lausten briefly reviewed options for provided a temporary solution, transfer of right of way, cellular fail over.

3. 2020 Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (WSCP) Update

Mr. Paludi introduced this matter for Committee consideration, and he provided a brief overview of the significant changes from the 2015 UWMP, including the required preparation and adoption of a Water Shortage Contingency Plan consistent with Department of Water Resources regulatory requirements. Discussion occurred concerning the District’s domestic water system modeling and the overall impacts of drought conditions.

4. Master Plan and Condition Assessment RFP

Mr. Paludi introduced this matter for Committee review, and he reported that District staff has prepared a Request for Proposals (RFP) for an independent consultant to prepare a District Master Plan Update and Condition Assessment. Discussion occurred concerning the proposed scope of work and level of staff involvement in relation to critical system issues. Mr. Paludi added that District staff is currently working with MKN Associates to identify a potential Computerized Management Maintenance Solution (CMMS) system replacement that better suits the District’s needs.

5. Saddle Crest Development

Mr. Paludi provided a brief update to the Committee, and he mentioned that District staff has provided the items to the developer consistent with Board direction at the prior Regular Board Meeting.

6. Other Projects

Mr. Paludi provided a brief update on the Administrative Facility improvements, including the roof repair and office upgrade.

RECOMMENDED ACTION

The Committee received the status update. There was no action taken.

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 7, 2021**

ITEM 7: WATER SYSTEM UPDATES

Mr. Kessler reviewed the projects and repairs for March 2021, and he provided the additional highlights:

1. Water Operations staff replaced water service on Wood Spring Circle in the Portola Hills community.
2. Water Operations staff worked with Ferreira Construction to repair a 14" valve on Ridgeline Rd in the Canyon community.
3. Water Operations staff repaired a struck a Blow Off on the El toro bike trail.
4. Water Operations staff replaced 5 air vacs throughout the District.
5. Water Operations staff replaced a commercial fire hydrant behind Smart & Final.
6. Water Operations staff replaced a curb stop on Mill Stream Road in the Trabuco Highlands community.

Mr. Kessler reviewed the Monthly Water System Operations Summary with the Committee, and he reported on emergency domestic line break repair on the El Toro Bike Trail which resulted in significant water loss due to damage by County of Orange workers. Director Dopudja requested that future reports include valve exercise progress updates.

RECOMMENDED ACTION

The Committee received the status update. There was no action taken.

ITEM 8: WASTEWATER SYSTEM UPDATES

Mr. Stroud reviewed the projects and repairs for March 2021, and he provided the additional highlights:

1. Wastewater Operations staff responded to flooding at Tick Creek Pump Station due to rain event impacts which resulted in an overflow. Staff remediated the standing water and adjusted the overflow structure.
2. Wastewater Operations staff worked with Ferreira Construction and Koppl Pipeline Services for installation of one in-line isolation valve on the discharge force main at Golf Club Sewer Lift Station.
3. Wastewater Operations staff cleaned the v-ditch below Dove Canyon Recycled Water Pump Station.
4. Wastewater Operations staff performed the annual exercise of the Recycled Water Reservoir discharge valve.
5. Wastewater Operations staff performed routine preventative maintenance on the Belt Press Filter Pump and replace the pump impeller.
6. Wastewater Operations staff worked with Maintenance staff to replace the sludge line to the Belt Press Filter and flow meter.
7. The Wastewater Operations Department welcomes new Operator in Training Mr. Garret Rias.

Mr. Stroud reviewed the Monthly Wastewater System Operations Summary with the Committee, and he reported that the District is currently selling non-domestic water to Santa Margarita Water District (SMWD) consistent with existing contractual arrangement. Director Dopudja requested that future reports include valve exercise progress updates. Director Dopudja requested that future reports include additional information concerning total number of feet of sewer line cleaned.

RECOMMENDED ACTION

The Committee received the status update. There was no action taken.

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 7, 2021**

ITEM 9: MAINTENANCE DEPARTMENT UPDATES

Mr. Stroud reviewed the projects and repairs for March 2021, and he provided the additional highlights:

1. Maintenance Department staff Installed a new chemical feed pump at the Dimension Water Treatment Plant.
2. Maintenance Department staff worked with Ferreira construction and Koppel Construction to wet tap a new isolation valve at the Golf Club Lift Station force main.
3. Maintenance Department staff worked with Sanitation Operations at the Golf Club Lift Station dry pit to install a new isolation valve and check valve flappers (night job).
4. Maintenance Department staff (2) along with staff from Water Operations (2) and Wastewater Operations (2) trained, tested, and passed the NCCCO crane certification program.
5. Maintenance Department staff assisted with an emergency repair at the Golf Club Lift Station emergency generator. Along with assisting Duthie Power on the install of a new water pump, belts, and coolant.
6. Maintenance Department staff assisted Flo-Services on the continuing work at El Toro Sewer Lift Station north side sewer pumps.

There was a brief discussion on the flow to El Toro Sewer Lift Station, contribution to that facility.

RECOMMENDED ACTION

The Committee received the status update. There was no action taken.

ITEM 10: OTHER MATTERS/REPORTS

None

RECOMMENDED ACTION

There was no action taken.

ADJOURNMENT

Director Mandich adjourned the April 7, 2021 Engineering/Operational Committee Meeting at 9:05AM.



TRABUCO CANYON WATER DISTRICT ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 19, 2021

DIRECTORS PRESENT

Stephen Dopudja, Committee Chair
Michael Safranski, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Lorrie Lausten, District Engineer

PUBLIC PRESENT VIA CONFERENCE CALL

There were members of the public on the conference call.

CALL MEETING TO ORDER

Director Dopudja called the April 19, 2021 Engineering/Operational Committee Meeting to order at 4:00 p.m. Public access to the meeting was made available by video broadcast.

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

No comments were received

REPORT FROM THE GENERAL MANAGER

No comments were received

ITEM 1: DISCUSSION AND POSSIBLE ACTION(S) RELATING TO TCWD'S DOMESTIC WATER STORAGE AND RESERVOIR SITING STUDY UPDATE

Mr. Paludi presented this matter for Committee consideration, and he provided a brief project status update for Committee review. Ms. Lausten presented and reviewed a District/Saddleback Meadows (developer) Joint Storage Cost Analysis handout which highlighted proposed planning level construction cost estimates for three storage options, including (1) Porter Property, (2) Harris Grade 1.70 million-gallon (MG) steel tank, and (3) Harris Grade 2.70 MG concrete tank based on the Harris Grade Siting Study and Porter Property Planning Level Cost Estimate Report as prepared by Tetra Tech. Mr. Paludi reviewed the proposed joint storage contribution methodology for Committee review and consideration. Discussion occurred concerning potential project constraints and challenges of all three options. The Committee commended District staff on the proposed methodology and cost analysis.

Director Safranski recommended District staff review the current Harris Grade reservoir site lease agreement.

Director Dopudja recommended District finalize the fire flow demands for the development and review the proposal with the developer prior to Board consideration.

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL SPECIAL COMMITTEE MEETING RECAP | APRIL 19, 2021**

RECOMMENDED ACTION:

The Committee received the status update. There was no action taken.

ADJOURNMENT

Director Dopudja adjourned the April 19, 2021 Engineering/Operational Committee Meeting at 4:40 p.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MAY 19, 2021**

ACTION CALENDAR

ADMINISTRATIVE MATTERS

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

FEES AND EXPENSES

Consistent with Board policy, Directors are reimbursed for expenses incurred while serving in their capacity as Directors. Additionally, Directors earn a per diem stipend for attendance at meetings or functions in a Director capacity. The attached spreadsheet provides a recap of the meetings, seminars, conferences attended by Directors along with expenses recorded to date.

TENTATIVE FUTURE MEETINGS

The attached spreadsheet provides a schedule of the tentative future meetings and attendance items.

FUNDING SOURCE:

General Fund

FISCAL IMPACT

FY 2020/2021 Budgeted Board Expenses: \$39,600

ENVIRONMENTAL COMPLIANCE:

Not applicable

COMMITTEE STATUS:

This matter was reviewed with the Finance/Audit Committee.

RECOMMENDED ACTIONS:

Ratify the Directors' expenses and fees from March 2021 and April 2021 and approve tentative future meetings/attendance.

EXHIBIT(S):

1. Directors Fees and Expenses Monthly Report for March 2021
2. Directors Fees and Expenses Monthly Report for April 2021
3. Directors Future/Tentative Meeting/Attendance Schedule for Calendar Year 2021

CONTACTS (staff responsible): PALUDI/PEREA/SANGI

**TRABUCO CANYON WATER DISTRICT
DIRECTORS' FEES AND EXPENSES MONTHLY REPORT | MARCH 2021**

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
DISTRICT MEETINGS					
Engineering/Operational Committee Meeting			03/03/21	03/03/21	
Executive Committee Meeting		03/09/21	03/09/21		
Finance/Audit Committee Meeting		03/10/21		03/10/21	
District Properties Committee					
Special Engineering Committee Meeting			03/15/21		03/15/21
Individual Meeting with General Manager	03/16/21	03/15/21	03/16/21	03/15/21	03/15/21
Regular Board Meeting	03/17/21	03/17/21	03/17/21	03/17/21	03/17/21
Executive Committee Meeting		03/23/21	03/23/21		
REPRESENTATIVE MEETINGS					
City of Rancho Santa Margarita City Planning Commission Meeting	03/03/21				
City of Rancho Santa Margarita Council Meeting	03/10/21				
City of Rancho Santa Margarita Council Meeting					03/24/21
South Orange County Water Agencies Group Meeting		03/25/21			03/25/21
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			03/04/21		
South Orange County Integrated Regional Watershed Management Executive Committee				03/04/21	
Water Advisory Committee of Orange County Meeting (WACO)	03/05/21				
NUMBER OF MEETINGS ATTENDED	5	6	7	5	4
FEES (\$125 per each meeting*)	\$625.00	\$750.00	\$875.00	\$625.00	\$500.00
DIRECT REIMBURSABLE EXPENSES					
DIRECT REIMBURSABLE EXPENSES TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INDIRECT REIMBURSABLE EXPENSES TOTALS					
TOTAL	\$625.00	\$750.00	\$875.00	\$625.00	\$500.00
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

DIRECTOR SIGNATURE


**TRABUCO CANYON WATER DISTRICT
DIRECTORS' FEES AND EXPENSES MONTHLY REPORT | APRIL 2021**

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
DISTRICT MEETINGS					
Engineering/Operational Committee Meeting			04/07/21	04/07/21	
Finance/Audit Committee Meeting		04/14/21		04/14/21	
District Property Ad Hoc Committee Meeting			04/14/21		04/14/21
Special Engineering Committee Meeting			04/19/21		04/19/21
Individual Meeting with General Manager	04/20/21	04/19/21		04/19/21	04/20/21
Regular Board Meeting	04/21/21	04/21/21	04/21/21	04/21/21	04/21/21
REPRESENTATIVE MEETINGS					
City of Rancho Santa Margarita Council Meeting	04/14/21				
City of Rancho Santa Margarita Council Meeting					04/28/21
City of Rancho Santa Margarita City Planning Commission Meeting	04/07/21				
Independent Special Districts of Orange County Meeting					
MWDOC Elected Officials Forum			04/01/21	04/01/21	
South Orange County Water Agencies Group Meeting					
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			04/01/21		
South Orange County Integrated Regional Watershed Management Executive Committee					
Water Advisory Committee of Orange County Meeting (WACO)	04/02/21				
NUMBER OF MEETINGS ATTENDED	5	3	5	5	5
FEES (\$125 per each meeting*)	\$625.00	\$375.00	\$625.00	\$625.00	\$625.00
DIRECT REIMBURSABLE EXPENSES					
DIRECT REIMBURSABLE EXPENSES TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INDIRECT REIMBURSABLE EXPENSES TOTALS					
TOTAL	\$625.00	\$375.00	\$625.00	\$625.00	\$625.00
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

DIRECTOR SIGNATURE

TRABUCO CANYON WATER DISTRICT | 2021 PUBLIC MEETING AND CONFERENCE CALENDAR

2021													
LINE ITEM	MEETING DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
DISTRICT PUBLIC MEETINGS													
1	Executive Committee Meeting	TBD			TBD			TBD			TBD		
2	Engineering/Operational Committee Meeting	01/06/21	02/03/21	03/03/21	04/07/21	05/05/21	06/02/21	07/07/21	08/04/21	09/01/21	10/06/21	11/03/21	12/01/21
3	Finance/Audit Committee Meeting	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/20	12/08/21
4	Regular Board Meeting	01/20/21	02/17/21	03/17/21	04/21/21	05/19/21	06/16/21	07/21/21	08/18/21	09/15/21	10/20/21	11/17/21	12/15/21
5	District Properties Ad Hoc Committee Meeting	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC MEETINGS													
6	City of RSM City Council Meeting - Meeting No. 1	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/21	12/08/21
7	City of RSM City Council Meeting - Meeting No. 2	01/27/21	02/24/21	03/24/21	04/28/21	05/26/21	06/23/21	07/28/21	08/25/21	09/22/21	10/27/21	11/24/21	12/22/21
8	Independent Special Districts of Orange County Meeting	01/05/21	02/02/21	03/02/21	04/06/21	05/04/21	06/01/21	07/06/21	08/03/21	09/07/21	10/05/21	11/02/21	12/07/21
9	Independent Special Districts of Orange County Meeting	01/28/21	-	-	04/29/21	-	-	07/29/21	-	-	10/28/21	-	-
10	Orange County Local Agency Formation Commission (OC LAFCO)	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/21	12/08/21
11	Santiago Aqueduct Commission Meeting	-	-	03/18/21	-	-	06/17/21	-	-	09/16/21	-	-	12/16/21
12	South Orange County Integrated Regional Watershed Management Executive Committee	-	-	03/04/21	-	05/06/21	-	-	08/05/21	-	-	11/04/21	-
13	South Orange County Water Agencies Group Meeting*	01/28/21	-	03/25/21	-	05/27/21	-	07/22/21	-	09/23/21	-	11/25/21	-
14	South Orange County Wastewater Authority Regular Board Meeting	01/07/21	02/04/21	03/04/21	04/07/21	05/06/21	06/03/21	07/01/21	08/05/21	09/02/21	10/07/21	11/04/21	12/02/21
15	Water Advisory Committee of Orange County	01/01/21	02/05/21	03/05/21	04/02/21	05/07/21	06/04/21	07/02/21	08/07/21	09/03/21	10/01/21	11/06/21	12/04/21
CONFERENCES													
16	ACWA Spring Conference - Monterey, CA					5/11 - 5/14							
17	ACWA Fall Conference - Pasadena, CA											11/30 12/3	
18	CSDA Annual Conference -Monterey, CA								8/3 - 9/2				
19	CSDA GM Leadership Summit - Olympic Valley, CA						6/27 - 6/29						
20	CSDA SDLA Conference - Lake Tahoe, CA									9/26 - 9/29			

LEGEND
 District Observed Holiday - Reschedule Meeting
 *4th Tuesday of the Odd Numbered Month

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MAY 19, 2021**

ACTION CALENDAR

ADMINISTRATIVE MATTERS

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

LOCAL STATUS

As of April 16, 2021, Orange County remains in the Orange Tier in Governor Newsom's Blueprint for a Safer Economy. The COVID-19 vaccine is now available to everyone who lives or works in the County age 16 or older, based on supply.

DISTRICT RESPONSE EFFORTS

On April 6, 2021 Governor Newsom released a plan to open the state's economy completely on June 15, 2021 and move away from the color-coded tier system that has been guiding re-opening efforts. The plan is predicated on there being sufficient vaccine supply for Californians 16 years and older wish to be inoculated, and hospitalization rates remain low and stable.

Uncertain at this time is whether the remote meeting provisions of the Governor's Executive Order modifying the Brown Act will continue in some form post-pandemic. While the Administrative Facility remains closed to public and community access, the District will continue to offer remote access to all public meetings of the Board until determined otherwise by state law. District staff will continue to closely monitor guidance from both the state and the County of Orange and coordinate with Water Emergency Response Organization of Orange County (WEROC). More information may be presented at the time of the meeting.

FUNDING SOURCE:

Unknown at this time.

FISCAL IMPACT

Unknown at this time.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This matter was not reviewed at the Committee level.

RECOMMENDED ACTIONS:

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

EXHIBIT(S):

None

CONTACTS (staff responsible): PALUDI/PEREA

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MAY 19, 2021**

ACTION CALENDAR

ADMINISTRATIVE MATTERS

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

Trabuco Canyon Water District (TCWD or District) owns the Administration Facility and the property upon which it resides; the property is adjacent to the Dove Canyon Plaza commercial center. On July 24, 2019, Dove Canyon Recovery Acquisition, LLC (DCRA), the owner of Dove Canyon Plaza, with their consultant William Lyon Homes (now Taylor Morrison) submitted a proposal to the City of Rancho Santa Margarita (City) for a change in use from commercial to residential. The proposed project is titled "Paloma Square." The initial submittal to the City, and all subsequent submittals, project information, and correspondence between City and William Lyon Homes/Taylor Morrison related to Paloma Square are available on the City's website. The District's website, under the "Community" tab, also includes information and correspondence regarding proposed project.

FUNDING SOURCE:

General Fund.

FISCAL IMPACT:

None.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This matter was reviewed with the Engineering/Operational Committee.

RECOMMENDED ACTIONS:

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

EXHIBIT(S):

None

CONTACTS (staff responsible): PALUDI/PEREA/LAUSTEN

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MAY 19, 2021**

ACTION CALENDAR

LEGISLATIVE AND OTHER MATTERS

ITEM 7: 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.

EXHIBIT(S):

None

CONTACTS (staff responsible): PALUDI/PEREA

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MAY 19, 2021**

CLOSED SESSION

ITEM 8: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

RECOMMENDED ACTION(S):

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

CONTACTS (staff responsible): PALUDI/PEREA