



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | JULY 21, 2022

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on July 21, 2022, was called to order by President Chadd at 7:01 p.m. 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
Director Glenn Acosta
Director Michael Safranski
Director Edward Mandich

DIRECTORS ABSENT

Vice President Stephen Dopudja

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Karen Warner, Principal Accountant
Lorrie Lausten, District Engineer
Lisa Marie Sangi, Executive Assistant

DISTRICT CONSULTANTS PRESENT

Claire Collins, General Legal Counsel – Hanson Bridgett LLP
Adam Milauskas, Ferguson Waterworks

PUBLIC PRESENT

None

PLEDGE OF ALLEGIANCE

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

ITEMS TOO LATE TO BE AGENDIZED

None

VISITOR PARTICIPATION & ORAL COMMUNICATION

None

DIRECTOR'S COMMENTS

Director Mandich had no comments.

Director Safranski reported on his attendance at the City of Rancho Santa Margarita (RSM) City Council meeting which included a presentation by Santa Margarita Water District (SMWD) on their drought response efforts.

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Director Acosta reported on his attendance at the Water Advisory Committee of Orange County (WACO) meeting which included a presentation by Moulton Niguel Water District (MNWD) on response efforts to the recent fires in their service area.

Director Chadd commended District staff on the format of the recent On Tap Newsletter. Director Chadd reported on an email from SMWD Director Chuck Gibson concerning the current issues related to the treatment issues of Colorado River.

REPORT FROM THE GENERAL MANAGER

Mr. Paludi reported on the following matters:

- SMWD Director Gibson extended an invitation to the Board of Directors to participate in a program on a resilient water future for Association of California Water Agencies (ACWA) Region 10.
- The South Orange County Agencies Group meeting is scheduled for July 28th.
- Mr. Paludi will deliver a drought response efforts presentation to the City of RSM City Council on September 14th.

REPORT FROM THE ASSISTANT GENERAL MANAGER

Mr. Perea reported on the following staff updates:

- The District has issued a construction notice to affected residents on Golf View Drive in the Dove Canyon community for planned improvements to a sewer manhole.
- Recognized Mr. Chris Holbrook for successfully passing his Distribution Operator Certification Grade II.

Mr. Perea noted that certain pages of the June 16, 2022 Regular Board Meeting minutes was not included in the meeting packet, and he recommended pulling this item from the Consent Calendar. Mr. Perea added that a full copy of the minutes was included in the red folder for Board review and consideration. The Board of Directors, through President Chadd, removed Agenda Item No. 1 from the Consent Calendar.

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.

Action: A motion was made by Director Acosta and seconded by Director Safranski to approve the Consent Calendar Items 2 through 5.
The motion was approved by a vote of 4 –0- 1 with Director Dopudja absent.

ACTION CALENDAR

ADMINISTRATIVE MATTERS

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

Action: A motion was made by Director Mandich and seconded by Director Acosta to approve the minutes of the following Board Meetings:
1. June 16, 2022 Regular Board Meeting
2. June 30, 2022 Special Board Meeting
The motion was approved by a vote of 4 –0- 1 with Director Dopudja absent.

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

Mr. Paludi presented this matter for Board consideration, and he reported this matter was reviewed with the Finance/Audit Committee.

Action: A motion was made by Director Mandich and seconded by Director Safranski to approve of the Directors' Fees and Expenses Report.
The motion was approved by a vote of 4 –0- 1 with Director Dopudja absent.

ITEM 6: PRESENTATION BY FERGUSON WATERWORKS ON THE DISTRICT'S AUTOMATIC METERING INFRASTRUCURE/AUTOMATIC METER READING (AMI/AMR) IMPLEMENTATION PROJECT

Mr. Paludi presented this matter for Board consideration, and he reported that this project is in the District's Fiscal Year 2022/2023 Capital Improvement Program (CIP). Mr. Perea introduced Mr. Adam Milauskas with Ferguson Waterworks, and he briefly discussed the implementation of Neptune Meters in the District's service area. Mr. Milauskas delivered a PowerPoint presentation which provided an overview of the District's AMR/AMI Implementation Project goals and project schedule, and he highlighted the integration of the Dropcountr customer portal. Discussion occurred concerning service area topography challenges for system communications; Mr. Milauskas reported that approximately less than ten percent of the District's service area will be radio reads due to topography issues, but that the affected customers will still have access to their data for the month after the meters are read. Additional discussion occurred concerning data security and system implementation goals. Mr. Milauskas shared his contact information with the Board in the event they have any further questions.

Action: No action was taken.

FINANCIAL MATTERS

ITEM 7: PUBLIC HEARING FOR TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2022/2023 UNDEVELOPED LAND/WATER STANDBY CHARGES (ASSESSMENT)

Mr. Paludi introduced this matter for Board consideration, and he reported this matter was reviewed with the Finance/Audit Committee. Mr. Perea presented a brief overview of the purpose of this assessment, and he highlighted the District's compliance with Proposition 218 and State law requirements, including the affidavit of publication. Mr. Perea reported that District staff does not recommend increasing the assessment amount. Discussion occurred concerning the requirements or limitations for passing a multi-year assessment as opposed to annually reviewing this matter; Mr. Perea reported that District staff will evaluate this option with the District's consultant on the rates analysis.

President Chadd opened the public hearing at approximately 7:45 p.m.

Mr. Perea reported that the District has not received written protests, and there were no verbal protests at the time of the meeting. Mr. Perea did note that the District did receive one returned notice of public hearing from the post office.

President Chadd closed the public hearing at approximately 7:47 p.m.

Action: A motion was made by Director Mandich and seconded by Director Acosta to adopt Resolution No. 2022-1308 – Resolution of the Board of Directors of Trabuco Canyon Water District Establishing Water Standby Charges for the Fiscal Year 2022/2023; Making Certain Findings and Taking Related Action Connected Therewith.

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The motion was approved by a vote of 4 –0- 1 with Director Dopudja absent.

ITEM 8: APPROVAL OF CONTRACT WITH JIG CONSULTANTS FOR DESIGN SERVICES FOR GOLF CLUB SEWER LIFT STATION REPAIRS & IMPROVEMENTS

Mr. Paludi introduced this matter for Board consideration, and he reported this matter was reviewed the Engineering/Operational Committee. Mr. Paludi commended District Operations and Maintenance staff for their efforts to secure redundant equipment in order to remove much of the temporary equipment onsite at the facility. Ms. Lausten provided an update on the planned surge tank replacement, and she reviewed a summary of FY 2022/2023 facility improvements. Director Acosta commended District staff on meeting the challenges with upgrading this facility. Discussion occurred concerning asset management and the implementation of a proactive maintenance program in conjunction with the system condition assessment plan.

Action: A motion was made by Director Acosta and seconded by Director Safranski to authorize the General Manager to execute an agreement with JIG Consultants for the design of Golf Club Sewer Lift Station Improvements for \$87,000 with a contingency of \$8,700, for a not to exceed amount of \$95,700.

The motion was approved by a vote of 4 –0- 1 with Director Dopudja absent.

ITEM 9: APPROVAL OF FISCAL YEAR 2022-2023 AGREEMENT WITH TESCO CONTROLS, INC. FOR DISTRICT'S SCADA UPGRADE PROJECT

Mr. Paludi presented this matter for Board consideration, and he commented this was reviewed with Engineering/Operational Committee. Ms. Lausten mentioned that this was the final project phase, and she provided highlights of the annual phased approach to this project. Ms. Lausten reviewed the planned system improvements for FY 2022/2023, and she provided a summary of the communication backbone of the system.

Action: A motion was made by Director Acosta and seconded by Director Mandich to authorize the General Manager to execute a contract for the Fiscal Year 2022-2023 SCADA Upgrades to TESCO Controls, Inc. in the not to exceed amount of \$960,000.

The motion was approved by a vote of 4 –0- 1 with Director Dopudja absent.

ITEM 10: SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT (JPA) DISCUSSIONS UPDATE

Mr. Paludi provided a brief update on this matter for Board consideration, and he reported that Director Dopudja has met with Ohlund Management & Technical Services (OMTS) concerning the facilitated discussion concerning the Joint Powers Agency (JPA) current impacts to agencies and potential organizational structure changes. Mr. Paludi provided handout which summarized the facilitated discussion/interview, and he reported that SOCWA will be scheduling a meeting to review the results of the facilitated discussions with member agency representatives. Mr. Paludi provided a brief update on the process for an updated Engineering Tech Memo from DBB Engineering, and that an update will be provided at future Regular Board Meeting related to this matter.

Action: No action was taken.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 11: LOCAL GOVERNMENTAL AND LEGISLATIVE MATTER(S)

Mr. Paludi provided updates on the following matters:

- Metropolitan Water District of Southern California (MET) has notified MWDOC member agencies of an emergency shutdown of the Upper Feeder pipeline at the Santa Ana River crossing for fourteen days beginning

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September 6th due to the replacement of an expansion joint. Mr. Paludi reported that MET is initially requesting agencies that receive water from Weymouth and Diemer plants to go to no outdoor watering during the shutdown period, but that MET staff will be meeting with MWDOC member agencies to coordinate on the appropriate messaging for the region.

Mr. Paludi provided a brief update on current drought conditions and state water project conditions as reported by MET.

- MWDOC is continuing the facilitated interviews with member agencies concerning their role.
- Orange County Grand Jury Report: Mr. Paludi reported that District staff are currently preparing responses to the report as appropriate, and he will have an update for the Board at the following Regular Board Meeting.

Action: No action was taken.

CLOSED SESSION

The Board of Directors entered closed session in accordance with the agenda at 8:08 p.m. District General Counsel participated in portions of the closed session.

This closed session ended at 8:21 p.m.

ITEM 12: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

Ms. Collins reported that there was no actions to report at that time. Ms. Collins recommended agendaizing a related open session item on the agenda for the following Regular Board Meeting.

GENERAL COUNSEL REPORT

None

OTHER INFORMATION/MATTERS

None

ADDITIONAL DIRECTORS' COMMENTS

None

ADJOURNMENT

President Chadd adjourned the July 21, 2022, Regular Board Meeting at 8:22 p.m.