



TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | FEBRUARY 8, 2024

DIRECTORS PRESENT

Vice President Ed Mandich, Committee Chair
President Stephen Dopudja, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Roseann Lejsek, Administrative Assistant
Phil Serpas, CMMS/SCADA Administrator

CONSULTANTS PRESENT

Claire Collins, District General Legal Counsel – Hanson Bridgett, LLC

PUBLIC PRESENT

None

CALL MEETING TO ORDER

Vice President Mandich called the February 8, 2024 Executive Committee Meeting to order at 5:00 PM.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

None

REPORT FROM THE GENERAL MANAGER

Mr. Paludi reported on the following matters:

- Atmospheric River Event: Mr. Paludi reported the increased rain in the District's service area has increased water supplies in the District's wells and Dove Lake.
- Saddle Crest Development: Mr. Paludi reported that he will be meeting with the developer the following week to discuss matters related to the onsite reservoir and pump station.
- Urban Water Institute (UWI): Mr. Paludi reported that he would be attending this event the following week.

DISCUSSION MATTERS

ITEM 1: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP

Mr. Paludi presented the Executive Committee Meeting Recap(s) for Committee consideration in accordance with the agenda.

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MOTION: Approve the Executive Committee Meeting Recap(s) and recommend the Board of Directors receive and file the same (Consent Calendar) – Director Dopudja

SECOND: Director Mandich

AYES: Directors Mandich & Dopudja

NOES: None

ABSTAIN: None

MOTION PASSED/FAILED: Passed 2 - 0

ITEM 2: BOARD AGENDA PLANNING CALENDAR

Mr. Paludi provided a handout that included the following agenda planning items for Committee review and consideration:

February 2024

Regular Board Meeting – 2/15

- Award Golf Club SLS Rehab Construction Management Contract (E/O)
- Award WWTP Communications Improvement Contract (E/O)
- Approve County Easement agreement for Trabuco Creek Road Improvement (E/O)
- Approve OPEB Biennial Valuation for CERBT Trust Funding (F/A)
- Meter Downsizing Program Update
- Presentation by Wastewater Operations on SBR Improvements

March 2024

Regular Board Meeting – 3/21

- Adopt Annual Statement of Investment Policy (F/A)
- Receive and file District Total Compensation Survey Update (Exec & F/A)
- Approval of Resolution Authorizing USBR Grant Application (E/O)
- Settlement offer with Rutter Development (Closed Session)
- Discuss MWDOC Draft FY 2024/25 Budget (F/A)
- Water Awareness Day Event Planning Update (Exec)
- Presentation by Administration staff on Cartegraph CMMS

April 2024

Regular Board Meeting – 4/18

- Award Harris Grade Pipeline Replacement Design Contract (E/O)
- Award Recycled Water P.S. Improvements Design Contract (E/O)

Other Potential Future Board Items

- Award Human Resources Support Services Contract
- Approve Debt Issuance Agreements
- Acceptance of Saddle Crest Facilities

Discussion occurred concerning the current customer participation level of the District's Meter Downsizing Program. Mr. Paludi reported that the District has received four applications with OCFA approval and one conversion has been completed. The Committee recommended notifying customers with meters sized 1 ½" and 2" with a letter that explains the benefits of the program and the approval process. Mr. Paludi indicated that staff would prepare the letter and provide it to the affected customers.

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MOTION: None – Informational item only.

ITEM 3: DISCUSSION OF DISTRICT HUMAN RESOURCES AND BENEFITS ADMINISTRATION SUPPORT

Mr. Paludi presented an update on this matter, and he reported that District staff would be meeting with Special Legal Counsel to review the proposed draft scope of work. Mr. Perea provided an overview of the draft request for proposals and schedule.

MOTION: None – Informational item only.

OTHER MATTERS

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

2024 Water Awareness Day Event

Mr. Paludi provided a brief update on planning efforts for the annual event. The Committee recommended forwarding this matter to the Board for consideration.

State Legislation Update

Ms. Collins provided a brief update on new water rates-related proposed legislation to the Committee, including the following:

AB 2257 – Proposes an administrative procedure process for rate protests/objections prior to adoption.

AB 1827 – Proposes the codification of the use of peaking component for water rate setting.

SB 1072 – Proposes that refunds associated with rate setting is not allowed.

Director Mandich recommended forwarding this informational update to the Board.

MOTION: None

ADJOURNMENT

Vice President Mandich adjourned the February 8, 2024 Executive Committee Meeting at 5:30 p.m.