



**REGULAR BOARD MEETING AGENDA  
TRABUCO CANYON WATER DISTRICT  
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA  
ADMINISTRATIVE FACILITY  
AUGUST 15, 2024 AT 5:30 PM**

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**BOARD OF DIRECTORS**

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

**DISTRICT STAFF**

Fernando Paludi, General Manager  
Michael Perea, District Secretary  
Cindy Byerrum, District Treasurer  
Hanson Bridgett LLP, District General Legal Counsel

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**AGENDA NOTE:**

*Trabuco Canyon Water District (District) will make this Regular Board Meeting available by telephone audio as follows:*

**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](http://www.tcwd.ca.gov). You may submit public comments by email to the Board at [mperea@tcwd.ca.gov](mailto:mperea@tcwd.ca.gov). In order to be part of the record, emailed comments on meeting agenda items must be received by the District, at the referenced e-mail address, not later than 5:00 p.m. (PDT) on the day of the meeting.*

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

*Determine need and take action on item(s) that arose subsequent to posting the Regular Board Meeting agenda.*

**VISITOR PARTICIPATION**

*Members of the public wishing to address the Board regarding a particular item on the agenda are requested to submit public comments by email to the Board at [mperea@tcwd.ca.gov](mailto:mperea@tcwd.ca.gov). Public comments may also be submitted by teleconference during the meeting. The Board President will call on the visitor following the Board's discussion about the matter. Members of the public will be given the opportunity to speak prior to the Board taking action on that item. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.*

**ORAL COMMUNICATION**

*Members of the public who wish to make comment on matters not appearing on the agenda are requested to submit oral communication by email to the Board at [mperea@tcwd.ca.gov](mailto:mperea@tcwd.ca.gov). Public comments may also be submitted by teleconference during the meeting. Under the requirements of State Law, Directors cannot act on items not identified on the agenda and will not make decisions on such matters. The Board President may direct District Staff to follow up on issues as may be deemed appropriate. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.*

**DIRECTORS' COMMENTS AND MEETING REPORTS**

**REPORT FROM THE GENERAL MANAGER**

## CONSENT CALENDAR

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*All matters under the Consent Calendar will be approved by one motion unless a Board member or staff member requests a separate action on a specific item.*

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

**RECOMMENDED ACTION**

*Approve the minutes of the following Board Meetings:*

1. July 18, 2024 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. July 11, 2024

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. June 2024

c. PAYMENT OF BILLS FOR CONSIDERATION

**RECOMMENDED ACTION:**

*Ratify the payment of bills for consideration, Payroll and Payroll Taxes for July 2024.*

### ITEM 3: APPROVAL OF ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP(S)

**RECOMMENDED ACTION:**

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

1. July 3, 2024

### ITEM 4: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP(S)

**RECOMMENDED ACTION:**

*Receive and file the following Executive Committee Meeting Recap(s):*

1. July 1, 2024



## **ACTION CALENDAR**

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

### **ADMINISTRATIVE MATTERS**

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#### **ITEM 5: 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. July 2024

#### **ITEM 6: APPROVAL OF TRABUCO CANYON WATER DISTRICT'S SPONSORSHIP OF 2024 OC WATER SUMMIT**

**RECOMMENDED ACTION:**

Receive information at the time of the meeting and approve a table sponsorship in the amount of \$1,600.

#### **ITEM 7: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT RESPONSE TO 2023-24 ORANGE COUNTY GRAND JURY REPORT**

**RECOMMENDED ACTION:**

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

#### **ITEM 8: DISCUSSION ON HUMAN RESOURCES AND HEALTH BENEFITS THIRD-PARTY ADMINISTRATOR SUPPORT SERVICES**

**RECOMMENDED ACTION:**

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

### **FINANCIAL MATTERS**

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#### **ITEM 9: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT'S HEALTH BENEFIT COSTS FOR CALENDAR YEAR 2025**

**RECOMMENDED ACTION:**

Adopt the approved employer health benefit contribution by the following resolutions consistent with District policy:

1. Adopt Resolution No. 2024-1336 – Fixing the Employer Contribution Under the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants (000 All Employees – CalPERS).
2. Adopt Resolution No. 2024-1337 - Fixing the Employer Contribution Under the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants (700 Elected Officials – NonCalPERS).



**ENGINEERING MATTERS**

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**ITEM 10: ROBINSON RANCH WASTEWATER TREATMENT PLANT (RRWWTP) BLOWER ROOM RE-DESIGN**

**RECOMMENDED ACTION:**

*Authorize the General Manager to Amendment No. 1 to JIG Consultants for the Blower Room Improvements in the not-to exceed amount of \$84,735.*

**ITEM 11: BELL CANYON AND BARNEBURG SEWER LIFT STATION EASEMENTS**

**RECOMMENDED ACTION:**

*Receive the Grants of Easement to the Trabuco Canyon Water District by Dove Canyon Master Association for the Bell Canyon and Barneburg Sewer Lift Stations and authorize the District Secretary to execute said Grants of Easement.*

**ITEM 12: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT’S BUSINESS SYSTEM SERVER REPLACEMENT PROJECT – PHASE ONE**

**RECOMMENDED ACTION:**

*Authorize the General Manager to approve the Server Replacement Project Quote No. TCWD24-0726A from Highroad IT in the amount of \$99,648.*

**LEGISLATIVE AND OTHER MATTERS**

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**ITEM 13: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)**

**RECOMMENDED ACTION(S):**

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

**CLOSED SESSION(S)**

**1. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION**

(Gov. Code § 54956.9(d)(2)) - Significant exposure to litigation: 1 case (Santiago Saddle Crest LLC)

**2. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION**

(Gov. Code § 54956.9(d)(2)) - Significant exposure to litigation: 1 case – Pipe main break of August 2, 2024 near Dimension Water Treatment Plant

**3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code § 54957) - TITLE: GENERAL MANAGER**

Pursuant to California Government Code Sections 54957(b) and 54954.5(e), the Board will meet in Closed Session to review and discuss confidential information concerning the District’s General Manager (Public Employment)

**4. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)**

Agency Designated Representative: Chair of the Board Stephen Dopudja  
Unrepresented employee: General Manager

**ITEM 14: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION**

**RECOMMENDED ACTION(S):**



**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING AGENDA | AUGUST 15, 2024**

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

***ITEMS RECEIVED TOO LATE TO BE AGENDIZED***

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

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

**GENERAL COUNSEL REPORT**

**OTHER INFORMATION/MATTERS**

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

**ADDITIONAL DIRECTORS' COMMENTS**

*Additional reports or comments from Directors*

**END ACTION CALENDAR & ADJOURNMENT**

**AVAILABILITY OF AGENDA MATERIALS**

*Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Trabuco Canyon Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection at the Trabuco Canyon Water District Administrative Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Administrative Facility) and will be posted online on the District's website located at [www.tcwd.ca.gov](http://www.tcwd.ca.gov). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available online at [www.tcwd.ca.gov](http://www.tcwd.ca.gov) at the same time as they are distributed to the Board Members, except that, if such writings are distributed immediately prior to or during the meeting, they will be posted online on the District's website located at [www.tcwd.ca.gov](http://www.tcwd.ca.gov).*

**COMPLIANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2**

*In compliance with California law and the Americans with Disabilities Act, if you need special disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 858-0277, at least 48 hours in advance of the scheduled Board meeting. Notification at least 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The Board Meeting Room is wheelchair accessible.*

**FUTURE SCHEDULED REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS**

*Upcoming Regular Meetings of the Board are expected to be held at the District Administrative Facility (Board Meeting Room) located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679 and are currently scheduled as follows:*

**September 19, 2024 | October 17, 2024 | November 21, 2024**

