

**STAFF MEMBERS**

Hector Ruiz, General Manager  
Michael Perea, District Secretary  
Cindy Byerrum, District Treasurer  
Bowie, Arneson, Wiles & Giannone,  
District General Legal Counsel



**BOARD OF DIRECTORS**

Michael Safranski, President  
Edward Mandich, Vice President  
Glenn Acosta, Director  
Stephen Dopudja, Director  
James Haselton, Director

**AGENDA  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF  
TRABUCO CANYON WATER DISTRICT  
32003 DOVE CANYON DRIVE, TRABUCO CANYON,  
ORANGE COUNTY, CALIFORNIA  
JANUARY 15, 2014  
7:00 P.M.  
ADMINISTRATIVE FACILITY, BOARD MEETING ROOM**

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**VISITOR PARTICIPATION**

Members of the public wishing to address the Board regarding a particular item on the agenda are requested to complete a speaker card and submit it to District Staff. Members of the public will be given the opportunity to speak prior to the Board taking action on that item. Please limit comments to three minutes.

**ORAL COMMUNICATION**

Members of the public who wish to make comments on matters not appearing on the agenda are invited to identify themselves and encouraged to make comment(s) at this time. 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. Please limit comments to three minutes.

**DIRECTORS' COMMENTS AND MEETING REPORTS**

**REPORT FROM THE GENERAL MANAGER**

**ITEMS TOO LATE TO BE AGENDIZED**

**RECOMMENDED ACTION:**

Determine the need to consider and possibly take action(s) on item(s) that arose subsequent to posting the agenda and where there is a need to review such matter(s), and/or potentially take action(s) on such matters, at this meeting of the Board.

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**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 Meeting(s):*

1. *December 18, 2013, 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. *November 6, 2013, Finance/Audit Committee Meeting*

b. PRESENTATION OF FINANCIALS

**RECOMMENDED ACTION:**

*Receive and file the preliminary statement(s) of revenues and expenses and preliminary unaudited financials for November, 2013, as presented.*

c. PAYMENT OF BILLS FOR CONSIDERATION

**RECOMMENDED ACTION:**

*Ratify the payment of bills for consideration, Payroll and Payroll Taxes for December, 2013.*

**ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING**

**RECOMMENDED ACTION:**

*None (there was no January, 2014, Engineering/Operational Committee Meeting)*

**ITEM 4: EXECUTIVE COMMITTEE MEETING**

**RECOMMENDED ACTION:**

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

1. *August 5, 2013*

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

**RECOMMENDED ACTION:**

*Ratify the Directors' expenses and fees from December, 2013, and approve tentative future meetings/attendance items.*

**ITEM 6: CALPERS ANNUAL VALUATION REPORT**

**RECOMMENDED ACTION:**

*Receive and file CalPERS Annual Valuation Report as of June 30, 2012, as presented.*

**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**

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**ITEM 7: DISTRICT WEBSITE UPGRADE PROJECT**

**RECOMMENDED ACTION:**

*Receive status update at the time of the Board Meeting, and take action as deemed appropriate.*

**FINANCIAL MATTERS**

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**ITEM 8: DISTRICT TREASURER ANNUAL STATEMENT OF INVESTMENT POLICY**

**RECOMMENDED ACTION:**

- 1. Receive information at the time of the Regular Board Meeting;*
- 2. Adopt Resolution No. 2014-1195, Resolution of the Board of Directors of Trabuco Canyon Water District Adopting Treasurer's Annual Statement of Investment Policy.*

**ITEM 9: CUSTOMER SERVICE ADMINISTRATIVE POLICIES, UTILITY BILLING PRACTICES, AND  
ADJUSTMENT OF CERTAIN SERVICE FEES AND CHARGES**

**RECOMMENDED ACTION:**

- 1. Receive information concerning specific District Customer Service administrative policies and utility billing practices;*
- 2. Approve the proposed select Customer Service Fee reductions and Lock-Off Procedure modifications;*

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3. *Adopt the revised General Policy and Rules and Regulations of the District, Appendix D, Miscellaneous Fees and Charges, as presented, to be effective January 16, 2014.*

**ENGINEERING MATTERS**

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**ITEM 10: ALTERNATE RAW WATER TRANSMISSION LINE – PW79**

**RECOMMENDED ACTION:**

*Receive status update at the time of the Board Meeting, and take action as deemed appropriate*

**ITEM 11: BAKER WATER TREATMENT PLANT**

**RECOMMENDED ACTION:**

*Receive status update at the time of the Board Meeting, and take action as deemed appropriate.*

**ITEM 12: SHADOW ROCK DETENTION BASIN FACILITY**

**RECOMMENDED ACTION:**

*Receive status update at the time of the Board Meeting, and take action as deemed appropriate.*

**LEGISLATIVE, ADMINISTRATIVE, AND OTHER MATTERS**

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

**RECOMMENDED ACTION:**

*Review and discuss local government and legislative informational matter(s), and take action(s) as deemed appropriate.*

**ITEMS TOO LATE TO BE AGENDIZED**

**ITEM 14:** \_\_\_\_\_

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

**OTHER INFORMATION/MATTERS**

Reports or comments from the General Manager and/or Staff

**ADDITIONAL DIRECTORS' COMMENTS**

Additional reports or comments from Directors

**ADDITIONAL GENERAL MANAGER COMMENTS**

Additional reports or comments from the General Manager

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**CLOSED SESSION**

The Board of Directors will meet in Closed Session with General Legal Counsel in accordance with Government Code Section 54956.96 (a) and (b), to conference on existing litigation of South Orange County Wastewater Authority: 1 CASE; South Orange County Wastewater Authority vs. Michael Demaree, Does 1 through 25, related cross complaint (Orange County Superior Court).

**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 District Administrative/Operational Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Facility). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available in the lobby area of the District Facility at the same time as they are distributed, except that, if such writings are distributed immediately prior to or during the meeting, they will be available in the Board Meeting Room at the District Administrative Facility.

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

In compliance with California law and the Americans with Disabilities Act, if you need special disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 858-0277, at least 48 hours in advance of the scheduled Board meeting. Notification 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. Upcoming Regular Meetings of the Board will be held at the District Administrative Facility (Board Meeting Room) located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679 and are scheduled as follows:

**February 19, 2014**

**March 19, 2014**

**April 16, 2014**

Please visit the District's website at [www.tcwd.ca.gov](http://www.tcwd.ca.gov) for additional information.