

**MINUTES OF THE SPECIAL MEETING
OF THE
BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT
JULY 31, 2014**

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD) was called to order by President Michael Safranski at 7:02 PM, in the Board Room at the District Administrative Facility, located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, recorded and transcribed the minutes thereof.

DIRECTORS PRESENT

President Michael Safranski
Vice President Edward Mandich
Director Glenn Acosta
Director Stephen Dopudja

DIRECTORS ABSENT

Director James Haselton

STAFF PRESENT

Hector Ruiz, General Manager
Michael Perea, District Secretary
Lorrie Lausten, Engineer
Karen Warner, Accounting Supervisor

DISTRICT CONSULTANTS PRESENT:

District General Legal Counsel – Rob Anslow (Bowie, Arneson, Wiles & Giannone)

PUBLIC PRESENT

There were members of the public present

PLEDGE OF ALLEGIANCE

Mr. Dopudja led the Board and District staff in the pledge of allegiance.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

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DIRECTOR'S COMMENTS

Mr. Acosta commented on an invitation which he received from the Metropolitan Water District of Southern California (MET) scheduled for August 12, 2014, at the Long Beach Water Department to discuss important water issues related to the Statewide Drought.

Mr. Mandich commented on his observation of the impacts of the Statewide Drought during his vacation in Lake Tahoe, which included river raft tour closures and highway signage of the impacts of the drought on local jobs, the economy, and farm land.

Mr. Dopudja commented on his attendance at the Municipal Water District of Orange County (MWDOC) Water Policy Forum and Dinner on Wednesday, July 30th. Mr. Dopudja mentioned that there was good information in the presentation from the new MET Chair concerning water planning, bond measures, and the drought.

Mr. Safranski commented on his attendance at the MWDOC Water Policy Forum and Dinner, as well.

Mr. Safranski provided a brief update on the MET Director Nominating Committee, and mentioned that the Committee completed the interviews of the three selected candidates; Ms. Mary Jane Foley, Ms. Betty Olson, and Mr. Larry McKenney. Mr. Safranski mentioned that after a post-interview round table discussion the individual Committee members provided their respective selected candidate for consideration, and that he selected Ms. Mary Jane Foley. Mr. Safranski added that Mr. Larry McKenney received the most votes from the Committee Members, and that following a re-vote he was then unanimously selected as the Committee's candidate for the MET Director Position. Discussion occurred concerning the selection process and notification procedures to MWDOC.

Mr. Safranski provided a brief update on his attendance at the South County Agencies' Meeting on July 29th, and mentioned that the Statewide Drought and the State Water Board's proposed regulations were the primary topic for discussion. Mr. Safranski mentioned that the group discussed the importance of a common message from the agencies' concerning the Drought. Discussion occurred concerning regional and local messaging of the issues and the State Water Board's proposed reporting methodology. Mr. Safranski commented on AB2100 which prohibits Homeowner Associations from assessing fines from Homeowners that allow their landscapes to brown due to the Statewide Drought.

REPORT FROM THE GENERAL MANAGER

Mr. Ruiz had no matters to report which were not included on the agenda.

ACTION CALENDAR

ADMINISTRATIVE MATTERS

ITEM 1: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING STATEWIDE DROUGHT CONDITIONS AND STATE WATER RESOURCES CONTROL BOARD (SWRCB) RESOLUTION NO. 2014-0038

Mr. Ruiz provided a status update concerning this matter, and mentioned that District staff has addressed the Statewide Drought at each Regular Board Meeting since January. Mr. Ruiz reviewed the

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actions to date taken by the Governor's Office, which included a Declaration of State of Emergency and Proclamation of a State of Emergency on January 17, 2014, and the Proclamation of Continued State of Emergency on April 25, 2014. Mr. Ruiz added that on July 28th, the Office of Administrative Law (OAL) approved the State Water Board's emergency regulations to reduce outdoor water waste, increase conservation efforts, limit outdoor irrigation and require water suppliers to implement mandatory conservation measures to reduce water usage. Mr. Ruiz mentioned that the emergency regulations authorize local water agencies to assess fines up to \$500 for instances of water waste, and agencies which do not implement and enforce the emergency regulations can be fined up to \$10,000. Mr. Ruiz reviewed the State Water Board's Resolution No. 2014-0038 to adopt emergency regulation for statewide water conservation.

Mr. Ruiz highlighted the District's Water Conservation Ordinance No. 2008-18 Permanent Provisions, and mentioned that the Permanent Provisions currently meet the State Water Board's emergency regulations, but that more can be done to meet the spirit of the law. Discussion occurred concerning compliance with the emergency regulations; Mr. Anslow commented that the Ordinance's Permanent Provisions, as well as the District's Conservation Encouragement Rate Program and Water Shortage Contingency Plan, all help the District to comply with the emergency regulations. Discussion occurred concerning monitoring and reporting to the State Water Board, and public outreach concerning the emergency regulations. Mr. Ruiz mentioned that the District has taken steps to lead in the effort of water use efficiency through the synthetic turf and California-Friendly plants in the Administration Facility's garden, as well as turning off the decorative fountain. Mr. Ruiz added that Water Operations staff has purchased signage to explain the purpose of the routine Hydrant Flushing, which will help educate customers and the public on the importance of flushing water to maintain water quality in the Distribution System. Discussion occurred concerning the Shadow Rock Detention Basin Facility Project; Mr. Ruiz mentioned that District staff has posted a public invitation to bid for the project on the District website. Mr. Ruiz reviewed other areas for public outreach, which included the District's Water Conservation Hotline on the phone system, Water Conservation door hangers which are used by District field staff, and the District's newly redesigned website which allows for the reporting of issues from customers.

Discussion occurred concerning communication of the dire nature of the Statewide Drought and the impact emergency regulations to the District's customers. Mr. Safranski suggested a special mailer to the District's customers with a clear, concise message regarding the emergency regulations. Discussion occurred concerning the efficacy of special mailer and other forms of communication, as well as the importance of the education of our customers on the issue. Mr. Ruiz mentioned that District staff would address the matter in the next issue of the On Tap Newsletter. Mr. Ruiz reviewed the State Water Board's emergency regulation fine provisions, and mentioned that that the emergency regulations are in force for 270 days from the effective date of July 29, 2014. Mr. Ruiz added the District's goal is to assist its customers to comply with the regulations, and reviewed the District's Drought Communication Process of using door hangers and phone calls to address water waste. Mr. Ruiz commented that if after multiple attempts to work with a customer to comply with the regulations that the issues remain unresolved and the customer is unwilling to comply, then the District will assess fines according to Ordinance No. 2008-18. Mr. Ruiz reviewed the Ordinance's

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existing fine structure with the Board, and mentioned that the fine structure complies with the State Water Board's emergency regulations. Discussion occurred concerning the emergency regulation's impact on recycled water; Mr. Ruiz commented that the emergency regulations do not apply to recycled water, but that District staff is scheduled to meet with customers that use recycled water to discuss conservation measures during this time.

Mr. Ruiz presented a handout which demonstrated the current Permanent Provisions in effect and the actions which can be implemented in a Level 1 Water Shortage/Water Watch Condition. Mr. Anslow mentioned that the Board can select certain actions within the Level 1 condition, or select the total number of actions. Mr. Ruiz recommended to the Board that the District declare a Level 1 Water Shortage/Water Watch Condition, and implement subdivision one and two of the Level 1, only. Mr. Ruiz mentioned District staff can monitor the progress of the Statewide Drought and the effectiveness of the State Water Board's emergency regulations in order to make recommendations to the Board for further actions related water conservation measures. Discussion occurred concerning communication of the proposed implementation of a Level 1 condition, and the necessity of Director input on the matter. Mr. Ruiz mentioned that District staff is scheduled to deliver a joint-presentation with Santa Margarita Water District at the Community Associations of Rancho (CAR) Meeting on August 5, 2014, to review the State Water Board's emergency regulations and the impact to their respective Homeowner Associations. Discussion occurred concerning the possibility of a Director attending the CAR Meeting.

Action: A motion was made by Director Acosta and seconded by Vice President Mandich to adopt Resolution No. 2014-1204 – Resolution of the Board of Directors of the Trabuco Canyon Water District Declaring and Implementing a Level 1 Water Shortage/Water Watch Condition and Authorizing Actions Necessary to Implement and Enforce Such Condition. The motion carried 4 – 0, with Director Haselton absent.

END ACTION CALENDAR

ADJOURNMENT

President Safranski adjourned the July 31, 2014, Special Board meeting at 8:06 PM