



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY, BOARD ROOM
WEDNESDAY, NOVEMBER 15, 2017 AT 7:00 PM**

BOARD OF DIRECTORS

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

DISTRICT STAFF

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

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 staff. 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 invited to identify themselves and encouraged to make comment 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. 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

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

RECOMMENDED ACTION:

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

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. *October 18, 2017 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. *October 11, 2017*

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. *September, 2017*

c. PAYMENT OF BILLS FOR CONSIDERATION

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for October, 2017.

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

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

1. *October 4, 2017*

**ITEM 4: RATIFICATION OF DIRECTORS’ FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/
ATTENDANCE**

RECOMMENDED ACTION:

Ratify the Directors’ expenses and fees from October, 2017, and approve tentative future meetings/attendance.



ACTION CALENDAR

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

FINANCIAL MATTERS

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S ANNUAL FINANCIAL REPORT (AUDIT) FOR FISCAL YEAR 2016/2017

RECOMMENDED ACTION(S):

- 1. Presentation and discussion concerning Trabuco Canyon Water District's Annual Financial Report (Audit) for Fiscal Year 2016/2017 as prepared by The Pun Group.*
- 2. Receive and file the Trabuco Canyon Water District Fiscal Year Annual Financial Report (Audit) for 2016/2017.*

ADMINISTRATIVE MATTERS

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S PERSONNEL POLICY

RECOMMENDED ACTION(S):

- 1. Receive information at the time of the Board Meeting.*
- 2. Ratify increased budget for Special Legal Counsel in the amount of \$7,500.*

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA)

RECOMMENDED ACTION(S):

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

ENGINEERING MATTERS

ITEM 8: DAHLIA COURT DEVELOPMENT (36 DWELLING UNITS)

RECOMMENDED ACTION(S):

- 1. Receive information at the time of the Board Meeting.*
- 2. Approve and ratify the Agreement for Construction Management and Inspection Services and Amendment Nos. 1, 2, 3, and 4 with DMc Engineering for a not to exceed amount of \$37,320.*

ITEM 9: SKYRIDGE DEVELOPMENT (84 DWELLING UNITS)

RECOMMENDED ACTION(S):

- 1. Receive information at the time of the Board Meeting.*
- 2. Approve and ratify Amendment Nos. 1, 2, and 3 with DMc Engineering for Construction Management and Inspection Services for a revised contract amount not to exceed \$71,440.*



ITEM 10: BAKER WATER TREATMENT PLANT

RECOMMENDED ACTION(S):

1. Receive information at the time of the Board Meeting.
2. Approve as to form the Agreement By and Between the Trabuco Canyon Water District and the City of San Clemente for the Purchase, Sale, and Delivery of Domestic Water subject to non-substantive changes.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING WATER SUPPLY CONDITIONS, STATE WATER RESOURCES CONTROL BOARD (SWRCB) REGULATIONS, AND TCWD WATER CONSERVATION MEASURES/ACTIONS

RECOMMENDED ACTION:

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

ITEM 12: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) 2017 FALL CONFERENCE & GENERAL SESSION MEMBERSHIP MEETING

RECOMMENDED ACTION:

1. Receive information at the time of the Board Meeting.
2. Designate an Authorized Voting Representative for the ACWA 2017 Fall Conference General Session Membership Meeting(s).

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 RECEIVED TOO LATE TO BE AGENDIZED

ITEM 15: _____

ITEM 16: _____

CLOSED SESSION(S)

CLOSED SESSION NO. 1: CONFERENCE WITH LEGAL COUNSEL/SOCWA REPRESENTATIVE

CONFIDENTIAL INFORMATION Involving South Orange County Water Association (SOCWA) - Pursuant to California Government Code Section 54956.96(a)(1) & (b).

Upon advice from District General Legal Counsel, the TCWD Board of Directors will conduct a closed session pursuant to the above-referenced Section of the California Government Code to receive, discuss and, potentially, take action(s) concerning information obtained in one or more closed session(s) of the Board of Directors of SOCWA, a joint powers agency. TCWD is a member agency of SOCWA.



**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING AGENDA | NOVEMBER 15, 2017**

CLOSED SESSION NO. 2: PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GOVERNMENT CODE SECTION 54957

TITLE: General Manager

The Board of Directors will meet in closed session pursuant to Government Code Section 54957 to discuss the General Manager's year end performance evaluation.

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

RECOMMENDED ACTION:

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

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

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). 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 Administrative Facility 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 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.

FUTURE SCHEDULED REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS

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:

December 20, 2017 | January 17, 2018 | February 21, 2018

