



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY, BOARD ROOM
WEDNESDAY, MAY 16, 2018 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

Michael Perea, Acting General Manager
Rob Anslow, Assistant District Secretary
Cindy Byerrum, District Treasurer
Atkinson, Andelson, Loya, Ruud & Romo
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 ACTING 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 Meetings:

1. April 18, 2018 Regular Board Meeting
2. April 24, 2018 Special Board Meeting
3. April 30, 2018 Special 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. April 11, 2018

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. March 2018

c. PAYMENT OF BILLS FOR CONSIDERATION

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for April 2018.

ITEM 3: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

RECOMMENDED ACTION:

Ratify the Directors' expenses and fees from April 2018 and approve tentative future meetings/attendance.

ITEM 4: EXECUTIVE COMMITTEE MEETING

RECOMMENDED ACTION:

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

1. February 5, 2018



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ITEM 5: TRABUCO CANYON WATER DISTRICT'S OTHER POST-EMPLOYMENT BENEFIT (OPEB) ACTUARIAL VALUATION REPORT

RECOMMENDED ACTION:

Receive and file the Trabuco Canyon Water District Other Post-Employment Benefit (OPEB) Actuarial Valuation Report as of June 30, 2017.

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 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING INDEPENDENT AUDITING SERVICES FOR TRABUCO CANYON WATER DISTRICT AND RELATED AGENCIES

RECOMMENDED ACTION(S):

- 1. Receive information at the time of the Board Meeting.*
- 2. Authorize the Acting General Manager to execute a contract with Davis Farr LLP for independent auditing services for Trabuco Canyon Water District, Trabuco Canyon Public Financing Authority, and Trabuco Canyon Improvement Corporation for a three-year period (beginning Fiscal Year 2017/2018) and not to exceed amount of \$88,330.*

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING WATER AND RECYCLED WATER SPECIAL RATE ANALYSIS FOR TRABUCO CANYON WATER DISTRICT

RECOMMENDED ACTION(S):

- 1. Receive information at the time of the Board Meeting.*
- 2. Authorize the Acting General Manager to execute a contract with Raftelis Financial Consultants for Water and Recycled Water Special Rate Analysis for a not to exceed amount of \$25,000.*

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S PURCHASING POLICY

RECOMMENDED ACTION(S):

- 1. Receive information at the time of the Board Meeting.*
- 2. Authorize the Acting General Manager and District staff to work with General Legal Counsel to prepare an updated District Purchasing Policy for future Board consideration.*



ADMINISTRATIVE MATTERS

ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING COUNTY OF ORANGE REGISTRAR OF VOTERS ELECTION INFORMATION FOR THE 2018 GENERAL ELECTION.

RECOMMENDED ACTION(S):

1. Receive information at the time of the Board Meeting.
2. Provide direction to District staff concerning the completion of the Transmittal of Election Information Special District for submittal to the County of Orange Registrar of Voters.

ITEM 10: 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. No action required.

ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE GENERAL MANAGER POSITION

RECOMMENDED ACTION(S):

1. Receive information at the time of the Board Meeting.
2. Provide direction to District staff concerning General Manager Committee Appointments and Agency Representative Assignments.
3. Take action(s) as determined appropriate by the Board of Directors.

ENGINEERING MATTERS

ITEM 12: WATER RESERVOIR RECOATING STUDY AND SITE IMPROVEMENT PROJECT

RECOMMENDED ACTION(S):

1. Receive information at the time of the Board Meeting.
2. Authorize the Acting General Manager to execute a contract with Michael Baker International for Engineering Services for Evaluating Reservoir Coating and Site Improvements for a not to exceed amount of \$34,970.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

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.

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,



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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.

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

TITLE: Acting General Manager

The Board of Directors will meet in closed session pursuant to Government Code Section 54957 to discuss the Acting General Manager’s Performance.

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

RECOMMENDED ACTION:

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

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 15: _____

ITEM 16: _____

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



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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:

June 20, 2018 | July 18, 2018 | August 15, 2018

