



## **MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | APRIL 17, 2019**

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD) conducted on April 17, 2019, was called to order by President Safranski at 7:00 PM, in the Board Room at the District Administrative Facility, located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Robert Anslow, Assistant District Secretary, transcribed the minutes thereof.

### **DIRECTORS PRESENT**

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

### **DIRECTORS ABSENT**

None

### **STAFF PRESENT**

Michael Perea, Interim General Manager/District Secretary  
Lorrie Lausten, Principal Engineer  
Lisa Sangi, Administrative Assistant  
Jason Stroud, Maintenance Superintendent  
Karen Warner, Accounting Supervisor

### **DISTRICT CONSULTANTS PRESENT:**

Rob Anslow, District General Legal Counsel (Atkinson, Andelson, Loya, Ruud & Romo)/Assistant District Secretary

### **PUBLIC PRESENT**

Members of the public were present.

### **PLEDGE OF ALLEGIANCE**

Director Dopudja led the Board, District staff and audience in the Pledge of Allegiance.

### **VISITOR PARTICIPATION**

No visitor participation was received.

### **ORAL COMMUNICATION**

No oral communication was received.

### **DIRECTOR'S COMMENTS**

Director Chadd and Director Dopudja had no Director's comments.

Director Mandich commented briefly on his tour of the Saddle Crest Development Reservoir provided by District staff.

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Director Acosta commented that Mr. Derek McGregor had received LAFCO recognition for his participation as part of the LAFCO Board.

Director Safranski wished members of staff and the public a Happy Easter.

**REPORT FROM THE INTERIM GENERAL MANAGER**

Interim General Manager, Mr. Michael Perea, introduced the representatives of ACWA/JPIA, Ms. Cathy Tiegs and Ms. Melody McDonald, who were present to provide the ACWA/JPIA presentation item appearing later on the Agenda.

Mr. Perea commented on the issues currently being experienced at the District's Heritage Sewer Lift Station and noted that a pump repair for this lift station would be required.

Mr. Perea commented on the Municipal Water Districts of Orange County (MWDOC) meeting that he had attended noting that MWDOC Director Mr. Wayne Osborne announced that he would be resigning from his Board position in the very near future.

Mr. Perea noted that the District's General Manager recruitment effort is currently ongoing and that the period for potential applicants to provide applications to the District's professional recruiter ends on Friday, August 19, 2019.

**PRESENTATION ITEM**

Ms. Cathy Tiegs and Ms. Melody McDonald representing ACWA/JPIA presented the Trabuco Canyon Water District with a refund amount check in the amount of \$20,349 as a rate stabilization refund to TCWD. Interim General Manager, Mr. Michael Perea, commented on TCWD's staff and employee efforts to provide enhanced safety and injury prevention programs as part of their operations and District activities.

**ITEMS TOO LATE TO BE AGENDIZED**

None

**CONSENT CALENDAR**

President Safranski indicated that all matters under the Consent Calendar would be approved by one motion unless a Board member or staff member requests a separate action on a specific item.

**Action:** A motion was made by Director Chadd, and seconded by Director Dopudja, to approve the Consent Calendar. There was no further discussion. The motion carried 5 – 0.

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) TRABUCO CANYON WATER DISTRICT'S**

Interim General Manager, Mr. Michael Perea, presented this matter for Board consideration, and he reported that he was aware that the Dove Canyon Master Association was conducting a survey with regard to membership views concerning the proposed Paloma Square Development. He indicated he had no other updates on this matter.

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Following Mr. Perea’s comments there was Board discussion on the issue with various Board Members suggesting that the District assemble position papers and possible study issues with regard to the proposed development and development process.

**Action:** District President Safranski referred the matter to the District’s *Ad Hoc* Property Committee for further study and commentary with potential future presentation of talking points to the Board of Directors.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT’S PROPOSED 2019 NON-DOMESTIC WATER ALLOCATION STUDY**

Interim General Manager, Mr. Michael Perea, indicated that this matter had previously been discussed with the Engineering and Operations (E&O) Committee and Finance and Audit (F&A) Committee. Mr. Perea discussed the background information which provided documentation for the 2019 District rate study noting that a portion of the District is furnished with reclaimed water, recycled water, and supplemental domestic water as part of its services. This effort will be a part of the District’s 2019 rate study and will be used as a foundational document for the rate study. As a result of meeting with the District Committees, PSOMAS Engineering had a meeting with the District’s Interim General Manager and District Engineer and that as a result of that discussion a proposal had been prepared by PSOMAS and submitted to the District.

**Action:** Motion made by Director Dopudja, seconded by Director Acosta, to authorize the Interim General Manager to contract with PSOMAS for the 2019 Non-Domestic Water Allocation Study in the amount of \$35,500. Following the motion, Director Dopudja spoke in support of the motion.  
The motion was approved on a vote of 5 – 0.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT’S ADMINISTRATION FACILITY SECURITY SYSTEM IMPROVEMENTS AND MONITORING SERVICES**

Interim General Manager, Mr. Michael Perea, introduced this item noting that the matter had previously been discussed with the E&O Committee and the F&A Committee. He noted there had previously been vandalization to the District’s Administrative Building and that there was a need to improve security and monitoring at the building in order to prevent further vandalization or other damages to the building. He discussed the proposed security arrangements and the proposals received by the District with regard to the security system.

**Action:** Motion made by Director Mandich, seconded by Director Acosta, to authorize the Interim General Manager to contract with Cox Business Security Solutions for administration facilities security system improvements and monitoring for a three year term in the amount of \$1,073 and a monthly recurring payment of \$264. There was no further discussion.  
The motion was approved on a vote of 5 – 0.

**ITEM 8. DISCUSSION AND POSSIBLE ACTION(S) CONCERNING SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT AMENDMENT(S)**

There was a brief discussion with regard to the proposed South Orange County Wastewater Authority (SOCWA) Joint Powers Agreement amendments. Mr. Perea indicated that he would attend the Managers’ Meeting with the other SOCWA Managers on May 13, 2019, and noted that there was no other update on this item.

**Action:** The Board took no action on this matter.

**FINANCIAL MATTERS**

**ITEM 9. DISCUSSION AND POSSIBLE ACTION(S) CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWDOC) FISCAL YEAR 2019/2020 BUDGET**

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Mr. Perea indicated that the fourth draft of the MWDOC Fiscal Year 2019/2020 Budget had been presented for Board review and was contained in the Board package. He noted that this budget had been adopted at the MWDOC Board meeting of April 17<sup>th</sup>, but that some minor changes had been made to the budget during the MWDOC Board meeting.

**Action:** The Board took no action on this matter.

**ITEM 10. DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT FISCAL YEAR 2019/2020 GENERAL FUND AND CAPITAL IMPROVEMENT PROJECT (CIP) BUDGETS**

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Mr. Perea indicated that the District's Fiscal Year 2019/2020 General Fund and Capital Improvement Budgets had previously been reviewed by the E&O and F&A Committees. Mr. Perea reminded the Board of the target date of May 20, 2019, for the Board Budget Workshop. Mr. Perea provided a briefing on key points of the budget with handouts that were part of the District's staff report. He indicated that the District would need to monitor rising fuel costs as this may impact TCWD's budget in the coming fiscal year.

Mr. Perea also reviewed the Capital Improvement Project (CIP) Budgets and reviewed some of the projects targeted for completion in fiscal year 2019/2020.

There was Board discussion on some of the projects and some of the items contained in the budget materials.

**Action:** The Board took no action on this matter.

**ENGINEERING MATTERS**

**ITEM 11. DISCUSSION AND ACTION CONCERNING DIMENSION WATER TREATMENT PLANT DELIVERY ACCESS IMPROVEMENTS**

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Principal Engineer, Ms. Lorrie Lausten, reviewed and discussed the bidding for the treatment plant access improvements noting that the principal intent is to address the truck access into the treatment plant. She noted that the project would be undertaken as part of a City of Lake Forest project with the City acting in the role as construction manager.

**Action:** Motion made by Director Chadd, seconded by Director Acosta, to ratify the Dimension Water Treatment Plant Delivery Access Improvements for a project budget amount of \$137,194 with a 5% contingency in the amount of \$6,900 for City of Lake Forest administrative costs for a total construction costs of \$144,054. There was no further discussion.

The motion was approved on a vote of 5 – 0.

**ITEM 12. DISCUSSION AND POSSIBLE ACTION(S) CONCERNING ORANGE COUNTY PUBLIC WORKS (OCPW) TRABUCO CREEK ROAD REPAIR AND FLOW DIVERSION PROJECT**

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Mr. Perea provided map handouts showing the areas of damage to the County roadway over the District's north Porter property in Trabuco Canyon and discussed the County's proposals for addressing fencing and new storm water runoff facilities across the roadway. Mr. Perea indicated that this matter had previously been reviewed by

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the E&O Committee. Mr. Perea mentioned that the County of Orange has presented two principal options to TCWD for facilities and damage repair. The two options were reviewed and discussed between the Board Members and the staff. Mr. Perea indicated that staff preferred County Option No. 2.

**Action:** Motion made by Director Acosta, seconded by Director Chadd, to designate County of Orange Trabuco Creek Road Improvements Option No. 2 as TCWD’s preferred repair and facilities installation option. There was no further discussion.  
The motion was approved by a vote of 5 – 0.

**ITEM 13. SADDLE CREST DEVELOPMENT**

Mr. Perea and Principal Engineer, Ms. Lorrie Lausten, provided an update regarding the Saddle Crest Reservoir noting that the tank structure has been finished and coating work will be completed in the following weeks. Full completion of the storage tank is expected to occur in June, 2019. A PowerPoint presentation including photos and video was presented to the Board.

**Action:** The Board took no action on this matter.

**ITEM 14. DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE URBAN WATER & STORMWATER RUNOFF CONVEYANCE STRUCTURE TO DOVE LAKE**

Mr. Perea presented information regarding the Dove Lake and adjacent property title reports and property information. He noted that water is still flowing out of William Lyon Pond through the damaged runoff conveyance structure and recommended that no construction work be undertaken until water had ceased to flow. It was noted that a letter had been received by the Trabuco Highlands Homeowner’s Association discussing this matter.

There was Board discussion relating to options for repair of the structure and potential property ownership or management issues relating to the William Lyon Pond property adjacent to the District’s existing Dove Lake property and facilities.

**Action:** The Board gave direction to staff to continue to explore repair options and costs relative to the storm water runoff conveyance structure and related issues.

**LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS**

**ITEM 15. DISCUSSION AND POSSIBLE ACTION(S) CONCERNING CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) “OPPOSE UNLESS AMENDED” POSITION ON ASSEMBLY BILL 1486 (TING)**

Mr. Perea discussed proposed Assembly Bill 1486 (Ting) with regard to the current text of the legislation and proposed impacts. Mr. Perea provided a proposed updated letter to express opposition to AB 1486. The proposed text of the letter was discussed and limited revisions were agreed to by the Board.

**Action:** Motion made by Director Chadd, seconded by Director Acosta, to provide for the opposition letter to be completed and transmitted subject to the amended Board edits provided to staff by the Board. There was additional Board discussion with regard to the edits.  
The motion was approved on a vote of 5 – 0.

**ITEM 16. LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTERS**

Mr. Perea discussed the Orange County LAFCO noting that current LAFCO special district member, Mr. Charlie Wilson, would be stepping down from his position as a LAFCO Member. This will lead to a meeting of the Special District Selection Committee to designate a replacement Orange County LAFCO special district representative.

Mr. Perea noted that various nomination letters for the position of ACWA/JPIA Director had been received by the District. There was discussion with the District's ACWA/JPIA representative, President Safranski, relative to proposed support for candidates.

Mr. Perea also discussed the Orange County Water Summit scheduled for May 31<sup>st</sup> and took a head count for Directors attending indicating that TCWD would probably be securing a full table for TCWD representatives.

**Action:** The Board directed that President Safranski support Mesa Water District Board member, Mr. Fred Bockmiller, as ACWA/JPIA representative.

**OTHER INFORMATION/MATTERS**

None

**ADDITIONAL DIRECTORS' COMMENTS**

There were no additional Director comments provided.

**ADDITIONAL INTERIM GENERAL MANAGER COMMENTS**

No additional Interim General Manager comments were submitted.

**END ACTION CALENDAR**

**ADJOURNMENT**

President Safranski adjourned the April 17, 2019, Regular Board meeting at 8:36 PM.