



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
VIDEO/AUDIO BROADCAST MEETING
FEBRUARY 17, 2021 AT 7:00 PM**

BOARD OF DIRECTORS

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

DISTRICT STAFF

Fernando Paludi, General Manager
Michael Perea, District Secretary
Cindy Byerrum, District Treasurer
Atkinson, Andelson, Loya, Ruud & Romo
District General Legal Counsel

AGENDA NOTE:

*Due to the spread of COVID-19 and as authorized by the Governor's Executive Order, Trabuco Canyon Water District will be holding this Regular Board Meeting by video broadcast via **Go To Meeting**, and the meeting will be available live by video conference and telephone audio as follows:*

Video Conferencing: You can join the meeting from your computer, tablet, or smartphone by clicking on the following link: <https://zoom.us/j/96930019067>

Telephone Audio: 1 (669) 900-6833 (Toll Free)
Access Code: 969-3001-9067

*Persons desiring to monitor the Board meeting agenda items may download the Board meeting agenda and documents on the internet at **www.tcwd.ca.gov**.*

*You may submit public comments by email to the Board at **mperea@tcwd.ca.gov**. In order to be part of the record, emailed comments on meeting agenda items must be received by the District, at the referenced e-mail address, not later than 6:00 p.m. (PDT) on the day of the meeting. Public comments may also be submitted by teleconference during the meeting.*

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

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

VISITOR PARTICIPATION

*Members of the public wishing to address the Board regarding a particular item on the agenda are requested to submit public comments by email to the Board at **mperea@tcwd.ca.gov**. Public comments may also be submitted by teleconference during the meeting. 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.*

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ORAL COMMUNICATION

Members of the public who wish to make comment on matters not appearing on the agenda are requested to submit oral communication by email to the Board at mperea@tcwd.ca.gov. Public comments may also be submitted by teleconference during the meeting. 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

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. January 20, 2021 Regular Board Meeting
2. February 1, 2021 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. January 13, 2021

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. December 2020

c. **PAYMENT OF BILLS FOR CONSIDERATION**

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for January 2021.



ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

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

1. January 6, 2021

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

RECOMMENDED ACTION:

Ratify the Directors' expenses and fees from January 2021 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.

ADMINISTRATIVE MATTERS

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CORONAVIRUS, INCLUDING SAFETY OF DISTRICT SERVICES AND EMPLOYEES, AND IMPACT TO BOARD & COMMITTEE MEETINGS

RECOMMENDED ACTION(S):

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

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

RECOMMENDED ACTION:

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

FINANCIAL MATTERS

ITEM 7: DISCUSSION CONCERNING DRAFT DISTRICT CLASSIFICATION COMPENSATION REVIEW AND PROPOSED SALARY ADJUSTMENTS

RECOMMENDED ACTION:

1. *Receive information and presentation at the time of the Board meeting.*
2. *Receive and file DRAFT Classification Compensation Review Report prepared by Ralph Anderson & Associates.*
3. *Authorize the General Manager to implement the proposed salary adjustments consistent with the DRAFT Classification Compensation Review Report and any related action(s) as deemed appropriate.*



ENGINEERING MATTERS

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE DIMENSION WATER TREATMENT PLANT BACKWASH WASTE TANK REPLACEMENTS

RECOMMENDED ACTION:

1. Receive information at the time of the Board meeting.
2. Ratify a construction contract with Superior Tank for the Dimension Water Treatment Plant Backwash Settling Tank Improvements in the amount of \$249,876, with a contingency of \$25,000, for a not to exceed amount of \$274,876.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 9: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

RECOMMENDED ACTION(S):

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 10: _____

ITEM 11: _____

OTHER INFORMATION/MATTERS

Reports or comments from the General Manager and/or Staff

ADDITIONAL DIRECTORS' COMMENTS

Additional reports or comments from Directors

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) and will be posted online on the District's website located at www.tcwd.ca.gov. If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available online at www.tcwd.ca.gov 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 posted online on the District's website located at www.tcwd.ca.gov.



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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 at least 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 are expected to be held at the District Administrative Facility (Board Meeting Room) located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679 and are currently scheduled as follows:

March 17, 2021 | April 21, 2021 | May 19, 2021

The District may conduct future meetings via teleconferencing and/or video during the current ongoing emergency situation.

