



## TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | JULY 13, 2021

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### **DIRECTORS PRESENT**

Vice President Stephen Dopudja, Committee Chair  
President Don Chadd, Committee Member

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager  
Lisa Marie Sangi, Executive Assistant

### **PUBLIC PRESENT**

There were no members of the public present

### **CALL MEETING TO ORDER**

Vice President Dopudja called the July 13, 2021 Executive Committee Meeting to order at 4:00 PM.

### **VISITOR PARTICIPATION**

No visitor participation was received.

### **ORAL COMMUNICATION**

No oral communication was received.

### **COMMITTEE MEMBER COMMENTS**

No comments were received.

### **REPORT FROM THE INTERIM GENERAL MANAGER**

Mr. Paludi had no comments.

### **BOARD AGENDA MATTERS**

#### **ITEM 1: EXECUTIVE COMMITTEE MEETING RECAP**

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Mr. Paludi presented the Executive Committee Meeting Recap for Committee review in accordance with the agenda.

#### **RECOMMENDED ACTION:**

The Committee recommended that the meeting recap be forwarded to the Board of Directors for approval (Consent Calendar).

### **DISCUSSION MATTERS**

#### **ITEM 2: DISCUSSION CONCERNING THE APPOINTMENT OF AN ASSISTANT SECRETARY TO THE BOARD OF DIRECTORS**

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Mr. Paludi introduced this matter for Committee consideration. Mr. Perea reported that Assistant Secretary to the Board of Directors position is currently vacant due, and he recommended Ms. Sangi for the position as she has completed her training for the position. Discussion occurred concerning certain duties and responsibilities of the Assistant Secretary.

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**RECOMMENDED ACTION:**

The Committee recommended the Board of Directors adopt Resolution No. 2021-1296 – Resolution of the Board of Director of the Trabuco Canyon Water District Confirming Appointment of Assistant Secretary to the Board of Directors (Action Calendar).

**ITEM 3: BOARD AGENDA PLANNING CALENDAR**

Mr. Paludi presented this matter for Committee consideration, and he reviewed and highlighted the following Board agenda planning calendar with the Committee:

- Consideration of changing the date and time of the Regular Board Meeting.
- District staff is preparing a Request for Proposals (RFP) for an Automatic Meter Reading/Automatic Metering Infrastructure (AMR/AMI) System Integration.
- Special Counsel Services with Atkinson, Andelson, Loya, Ruud, & Romo
- The next South Orange County Agencies Group meeting will be hosted by El Toro Water District.

**RECOMMENDED ACTION:**

Committee to discuss information at the time of the Executive Committee Meeting and take action(s) as deemed appropriate.

**OTHER MATTERS**

**ITEM 4: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF**

Mr. Paludi provided a brief update on the proposed alternative work schedule (9/80), and he highlighted the proposed workday/workhour schedule, the planned scheduled Friday off, and impacts to operations standby rotation. Mr. Paludi reported that this matter will be agendized for consideration at the next Regular Board Meeting.

**RECOMMENDED ACTION:**

Hear other matters from the General Manager and/or Staff.

**ADJOURNMENT**

Vice President Dopudja adjourned the July 13, 2021 Executive Committee Meeting at 5:03 PM.