



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | OCTOBER 21, 2021

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on October 21, 2021 was called to order by Director Safranski at 7:01 p.m., via conference call in the Conference Room at the District Administrative Facility, located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, transcribed the minutes thereof.

DIRECTORS PRESENT

Director Michael Safranski
Director Glenn Acosta
Director Edward Mandich

DIRECTORS ABSENT

Director Don Chadd
Director Stephen Dopudja

STAFF PRESENT

Michael Perea, Assistant General Manager
Lorrie Lausten, District Engineer
Karen Warner, Principal Accountant
Lisa Marie Sangi, Executive Assistant/Assistant District Secretary
Jason Stroud, Maintenance Superintendent

STAFF PRESENT VIA CONFERENCE CALL

None

DISTRICT CONSULTANTS PRESENT

Tori Yokoyama, Hazen Sawyer

PUBLIC PRESENT ON THE CONFERENCE CALL

None

PLEDGE OF ALLEGIANCE

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

ITEMS TOO LATE TO BE AGENDIZED

None

VISITOR PARTICIPATION VIA CONFERENCE CALL

None

DIRECTOR'S COMMENTS

Director Acosta commented on his attendance at the Orange County Water Summit, and he briefly reviewed the discussion on the State's water supply.

Director Mandich reported that he attended the Orange County Water Summit.

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Director Safranski reported on his attendance at the South Orange County Agencies Group Meeting, and he mentioned that the group discussed regional drought response messaging. Director Safranski reported on his attendance at the City of Rancho Santa Margarita City Council meeting, and he provided a brief review of the commercial/mixed-use zoned property discussion related to the Regional Housing Needs Assessment (RHNA) mandate.

REPORT FROM THE ASSISTANT GENERAL MANAGER

Mr. Perea reported on the following matters:

- The General Manager was currently out of office as he was on vacation.
- The Board President and Vice President were not in attendance due to scheduling conflicts.
- The District’s website has been updated with news concerning Governor’s Executive Order expansion that includes Orange County in the drought proclamation. Mr. Perea reported that the District’s customers have reduced their residential use by approximately eleven percent from the same time last year.
- The District Administration Facility experienced an emergency flood that has impacted the customer service, kitchen, and Board Room Meeting areas.
- Mr. Perea recommended moving agenda item 9 to the front of the Action Calendar.

ADMINISTRATIVE MATTERS

ITEM 9: APPROVAL OF CONTRACT WITH HAZEN SAWYER FOR THE DISTRICT’S 2021 SYSTEMWIDE MASTER PLAN & CONDITION ASSESSMENT

Mr. Perea introduced this matter for Board consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Mr. Perea introduced Mr. Yokoyama to the Board, and he delivered a brief PowerPoint presentation for the proposed 2021 Master Plan & Condition Assessment Study. Ms. Lausten reported that District staff issued a Request for Proposals (RFP) for this study as part of the Fiscal Year 2021/2022 Capital Improvement Project (CIP) budget. Ms. Lausten provided a review of District staff efforts during the proposal review process and subsequent value engineering efforts. Discussion occurred concerning the proposed tasks and the goals of the final reports. Mr. Perea commented that the goal of the study is to provide staff the appropriate tools to build comprehensive CIP budgets for the next ten to fifteen years to address critical facility needs and to provide the essential data to develop appropriate rates and charges. Ms. Lausten commented on Hazen Sawyer interactive asset management program and their proven track record working with District staff on previous projects. Mr. Perea recommended Hazen Sawyer for the District’s 2021 Systemwide Master Plan and Condition Assessment for a not to exceed amount of \$591,520.

Action: A motion was made by Director Acosta and seconded by Director Mandich to authorize the General Manager to execute an agreement with Hazen Sawyer for the District’s 2021 Systemwide Master Plan and Condition Assessment for \$566,520 with a contingency of \$25,000, for a not to exceed amount of \$591,520.
The motion was approved by a vote of 3 - 0 - 2 with Directors Chadd and Dopudja absent.

CONSENT CALENDAR

Director 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 Acosta and seconded by Director Mandich to approve the Consent Calendar.
The motion was approved by a vote of 3 - 0 - 2 with Directors Chadd and Dopudja absent.

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ITEM 5: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

Mr. Perea presented this matter for Board consideration, and he reported this matter was reviewed with the Finance/Audit Committee.

Action: A motion was made by Director Acosta and seconded by Director Mandich to approve of the Directors' Fees and Expenses Report as presented.
The motion was approved by a vote of 3 - 0 - 2 with Directors Chadd and Dopudja absent.

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CORONAVIRUS, INCLUDING SAFETY OF DISTRICT SERVICES AND EMPLOYEES, AND IMPACT TO BOARD & COMMITTEE MEETINGS

Mr. Perea provided a brief update on COVID-19 related matters throughout the State and Orange County. Mr. Perea reported on proposed open public meeting changes related to Assembly Bill 361 as discussed with the Executive Committee and general legal counsel, and he recommended the Board confirm that District meetings and standing committee meetings continue to be held as in person meetings in accordance with the Brown Act.

Action: A motion was made by Director Acosta and seconded by Director Mandich to confirm that its meetings, and the meetings of its standing committees, continue to be held as in-person meetings operating pursuant to the provisions of the Brown Act.
The motion was approved by a vote of 3 - 0 - 2 with Directors Chadd and Dopudja absent.

ENGINEERING MATTERS

ITEM 7: APPROVAL OF CONTRACT CHANGE ORDER NO. 2 TO FERREIRA CONSTRUCTION FOR BELL CANYON SEWER LIFT STATION REHABILITATION PROJECT

Mr. Perea introduced this matter, and he mentioned that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten provided a project status update for Board consideration, and she presented an updated proposed fence upgrade exhibit. Discussion occurred regarding certain concerns expressed by neighboring residents related to the height of the onsite backup power generator and fence screening. Ms. Lausten reported that District staff has reviewed the proposed fence upgrade design with Dove Canyon Master Association, and she recommended approval of Contract Change Order No. 2 with Ferreira Construction in the amount of \$53,883.

Action: A motion was made by Director Mandich and seconded by Director Acosta to authorize the General Manager to execute Contract Change Order No. 2 with Ferreira Construction in the amount of \$53,883.
The motion was approved by a vote of 3 - 0 - 2 with Directors Chadd and Dopudja absent.

ITEM 8: APPROVAL OF THE COUNTY OF ORANGE JOINT AGREEMENT FOR 800 MHz COUNTYWIDE COORDINATED COMMUNICATIONS SYSTEM

Mr. Perea presented this matter for Board consideration, and he reported this matter was reviewed with the Engineering/Operational Committee. Mr. Perea provided an overview of the 800 MHz Countywide Coordinated Communications System, and he highlighted the benefits as a participant to the agreement with the County of Orange. Mr. Perea recommended the Board authorize the General Manager to execute the Joint Agreement with the County of Orange for continued participation in the 800 MHz Countywide Coordinated Communications System.

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Action: A motion was made by Director Safranski and seconded by Director Acosta to authorize the General Manager to execute the County of Orange Joint Agreement for the County of Orange 800 MHz Countywide Coordinated Communications.
The motion was approved by a vote of 3 - 0 - 2 with Directors Chadd and Dopudja absent.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 10: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2021 BYLAWS UPDATE

Mr. Perea presented this matter for Board consideration, and he reported that Director Acosta is the Board's current CSDA representative. Mr. Perea briefly reviewed the highlighted the proposed changes in the CSDA Bylaws Update, and he recommended the Board approve the updates and authorize District staff to vote online on Director Acosta's behalf.

Action: A motion was made by Director Mandich and seconded by Director Safranski to approve the California Special Districts Association Bylaws Update and to authorize District staff to vote online on behalf of Director Acosta.
The motion was approved by a vote of 3 - 0 - 2 with Directors Chadd and Dopudja absent.

ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) BOARD OF DIRECTORS ELECTION

Mr. Perea presented this matter for Board consideration, and he reported this matter was reviewed with the Executive Committee. Mr. Perea provided an overview of ACWA's voting requirements for the Fall Conference, including the selection of a primary and alternate voting representative and indication of the respective representative attendance in person or virtually. Mr. Perea added the Board President has authored a letter to Director Cathy Green in support of her candidacy as Board President and the ACWA recommended slate of candidates. Discussion occurred concerning the selection of voting representatives.

Action: A motion was made by Director Acosta and seconded by Director Mandich to designate Director Safranski as the primary voting representative and Director Mandich as the alternate voting representative for the Association of California Water Agencies 2021 Board of Directors election and to direct District staff to notify ACWA as such.
The motion was approved by a vote of 3 - 0 - 2 with Directors Chadd and Dopudja absent.

ITEM 12: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

Mr. Perea provided a brief update on items related to Metropolitan Water District of Southern California and Municipal Water District of Orange County, and he highlighted current water supply updates that impact the District.

Action: No action was taken.

OTHER INFORMATION/MATTERS

None

ADDITIONAL DIRECTORS' COMMENTS

None

ADJOURNMENT

Director Safranski adjourned the October 21, 2021 Regular Board Meeting 8:04 p.m.