



## **MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | DECEMBER 15, 2022**

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on December 15, 2022, was called to order by President Chadd at 5:30 p.m. in the Board Room at the District Administrative Facility located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Board Secretary, transcribed the minutes thereof.

### **DIRECTORS PRESENT**

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

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager  
Lorrie Lausten, District Engineer  
Karen Warner, Principal Accountant  
Lisa Marie Sangi, Executive Assistant

### **DISTRICT CONSULTANTS PRESENT**

Claire Collins, General Legal Counsel – Hanson Bridgett LLP  
Robin Rockey, Rock Spark Communications

### **PUBLIC PRESENT**

There were members of the public in attendance

### **PLEDGE OF ALLEGIANCE**

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

### **ITEMS TOO LATE TO BE AGENDIZED**

Mr. Paludi reported that District staff request to add an item that was prepared after the posting of the agenda, and Ms. Collins prepared an addendum to the agenda listing the item too late to be agendized as follows:

**ITEM 14: AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONTRACT FOR THE DOVE AND ROBINSON RANCH RECYCLED WATER PUMP STATION VARIABLE FREQUENCY DRIVE (“VFD”) AND REPLACEMENT COMPONENTS TO TESCO CONTROLS IN THE NOT TO EXCEED AMOUNT OF \$40,190.**

**MOTION:** Approve adding Item 14 to the agenda for Board consideration – Director Acosta

**SECOND:** Director Mandich

**AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski

**NOES:** None

**ABSTAIN:** None

**MOTION PASSED/FAILED:** Passed 5 - 0

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**VISITOR PARTICIPATION & ORAL COMMUNICATION**

None

**OATH OF OFFICE**

Mr. Perea conducted the Oath of Office for Directors Acosta, Mandich, and Safranski.

**DIRECTOR'S COMMENTS**

Director Safranski reported on his attendance at the South Orange County Agencies Group meeting, the Association of California Water Agencies (ACWA) Fall Conference, and the City of Rancho Santa Margarita (RSM) City Council meeting.

Director Acosta expressed his appreciation for District staff and legal counsel for the hard work this year and wished everyone Happy Holidays.

Director Mandich wished all in attendance Happy Holidays.

Director Dopudja reported on his attendance at Moulton Niguel Water District's (MNWD) Regular Board Meeting in which their Board of Directors recognized Director Richard Fiore for his years of service on their Board. He wished everyone in attendance a safe holiday and happy new year.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported on the following matters:

- Introduced Ms. Robin Rockey of Rockspark Communications to the Board of Directors, and he reported that he has executed a contract for professional communication services with Rockspark beginning January 2023. Ms. Rockey briefly highlighted the communications and public outreach services that have been provided to similar agencies in Orange County.
- The Municipal Water District of Orange County (MWDOC) Water Policy Forum & Dinner is scheduled for February 9, 2023, and District staff will follow up with Directors interested in attending the event.
- Mr. Paludi reviewed the District Office Closure holiday schedule and wished everyone Happy Holidays.

**CONSENT CALENDAR**

Mr. Perea recommended the Board of Directors pull Agenda Item No. Two from the Consent Calendar for the consideration and approval of matters that had been reviewed by the Finance/Audit Committee after the posting of the Board Meeting agenda.

**MOTION:** Approve pulling Agenda Item No. Two from the Consent Calendar and approve the balance of items— Director Acosta

**SECOND:** Director Mandich

**AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski

**NOES:** None

**ABSTAIN:** None

**MOTION PASSED/FAILED:** Passed 5 - 0

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**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 2: TREASURER'S REPORT**

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Mr. Perea reported that the Finance/Audit Committee met the prior day and approved the General Fund Payroll Warrant Registry, but that the approval occurred after the posting of the Board Meeting agenda in accordance with the Brown Act. Mr. Perea indicated the approved Registry was included in the Action Calendar folder for their consideration and approval.

- MOTION:** Approve the November 2022 General Fund Payroll Warrant Registry– Director Dopudja
- SECOND:** Director Acosta
- AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 5 - 0

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

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Mr. Paludi presented this matter for Board consideration, and he reported this matter was reviewed with the Finance/Audit Committee. Discussion occurred concerning certain scheduled updates.

- MOTION:** Approve the Directors' Fees and Expenses Report – Director Acosta
- SECOND:** Director Mandich
- AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 5 - 0

**ITEM 6: ELECTION OF BOARD OFFICERS**

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Pursuant to the District's rules and regulations, Mr. Paludi took control of the gavel during the nominations and voting for President of the Board of Directors. Mr. Paludi requested nominations for the position of President of the Trabuco Canyon Water District Board of Directors.

- MOTION:** Elect Director Stephen Dopudja as President of the Board of Directors of Trabuco Canyon Water District– Director Acosta
- SECOND:** Director Safranski
- AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 5 – 0

Mr. Paludi requested nominations for the position of Vice President of the Trabuco Canyon Water District Board of Directors

- MOTION:** Elect Director Edward Mandich as Vice President of the Board of Directors of Trabuco Canyon Water District– Director Acosta
- SECOND:** Director Dopudja
- AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski

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**NOES:** None  
**ABSTAIN:** None  
**MOTION PASSED/FAILED:** Passed 5 – 0

***ENGINEERING MATTERS***

**ITEM 7: AWARD OF APPROVAL OF DOVE DAM AIR VENT PIPE REPAIR**

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Mr. Paludi presented this matter for Board consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten provided an overview of the repairs completed to date on the dam air vent pipe, and she recommended a temporary repair of the vent pipe to ensure proper operation of the dam outlet structure and to prevent the loss of recycled water collected and stored in Dove Lake. Ms. Lausten presented a proposal from Myers Marine Division for the repair work including a schematic design of proposed repair. Discussion occurred concerning the proposed repair design and costs associated with the repair and timeline for completion. Mr. Paludi highlighted the importance of the proposed temporary repair and current efforts to develop a permanent long-term solution to Dove Dam improvements with the assistance of Hazen and Sawyer.

Director Mandich recommended that District staff continue developing a permanent solution for these issues, but he cautioned on the completion of any temporary repairs at this time. Discussion occurred concerning the potential impacts of a failed dam vent pipe. Director Chadd provided some historical background on the capture of irrigation runoff downstream of Dove Lake and the benefits of the Dry Season Recovery Pump Stations.

Mr. Paludi indicated that District staff will accelerate the technical memorandum preparation with Hazen and Sawyer, and that District staff will provide an update at the following regular Engineering/Operational Committee meeting. Mr. Paludi stated that in the event of an emergency that he would utilize General Manager Emergency Authority and schedule a Special Board Meeting for consideration of this matter, if necessary.

**MOTION:** No action was taken.

**ITEM 8: APPROVAL OF CONTRACT CHANGE ORDER WITH FERGUSON WATERWORKS FOR AUTOMATIC METER READING/AUTOMATED METERING INFRASTRUCTURE (AMR/AMI) PROJECT**

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Mr. Paludi introduced this matter for Board consideration, and he commented that this matter was reviewed with the Engineering/Operational Committee. Mr. Paludi reported this project has gone very well to date, and that District staff is presenting a contract change order for Board consideration. Mr. Perea indicated that during the initial review of the bid that he mistakenly read the two-inch meter description as Ferguson had listed all two-inch meters as positive displacement (PD) meters instead of turbine meters, and he reported that a majority of the District's two-inch meters are domestic irrigation meters (DIM) which require turbine meters to monitor higher flowrates. Mr. Perea recommended the Board approve the proposed Contract Change Order No. 1 for \$19,076.

**MOTION:** Approve Contract Change Order No. 1 with Ferguson Waterworks for the District's Automatic Meter Reading/Automated Metering Infrastructure (AMR/AMI) Project for a not to exceed amount of \$19,076 - Director Mandich  
**SECOND:** Director Safranski  
**AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski  
**NOES:** None  
**ABSTAIN:** None  
**MOTION PASSED/FAILED:** Passed 5 - 0

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**ITEM 9: SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWER AGREEMENT (JPA)  
DISCUSSIONS UPDATE**

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Mr. Paludi introduced this matter for Board consideration. Director Dopudja reported on his attendance at the SOCWA Regular Board Meeting, and he commented on recent Board action related to Project Committee (PC) 2 action which terminates SOCWA as the operator of the JB Latham Treatment Plant. Discussion occurred concerning certain matters discussed at the Board meeting.

Mr. Paludi provided a brief update on TCWD's efforts to obtain its own permit with the Regional Board.

**MOTION:** No action was taken.

**ITEM 10: URBAN WATER INSTITUTE 2023 SPRING WATER CONFERENCE SPONSORSHIP**

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Mr. Paludi presented this matter for Board consideration, and he provided an overview of the scheduled 2023 spring conference and sponsorship benefits. Mr. Paludi added that he would be moderating a group panel on communication strategies. Mr. Paludi recommended the District sponsor the conference for an amount of \$1,250.

**MOTION:** Approve sponsorship of the Urban Water Institute's 2023 Spring Water Conference in the amount of \$1,250 – Director Acosta

**SECOND:** Director Mandich

**AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski

**NOES:** None

**ABSTAIN:** None

**MOTION PASSED/FAILED:** Passed 5 - 0

**ITEM 11: MEMBERSHIP IN SOUTHERN CALIFORNIA WATER COALITION**

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Mr. Paludi presented this matter for Board consideration, and he provided an overview of the benefits of membership in the Southern California Water Coalition (SCWC). Mr. Paludi recommended the District join the SCWC for the amount of \$2,500 annually. Discussion occurred concerning planned SCWC events for 2023.

**MOTION:** Approve Trabuco Canyon Water District's membership in the Southern California Water Coalition in the amount to \$2,500 annually– Director Acosta

**SECOND:** Director Mandich

**AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski

**NOES:** None

**ABSTAIN:** None

**MOTION PASSED/FAILED:** Passed 5 - 0

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 12: DROUGHT STATUS UPDATE**

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Mr. Paludi provided a brief update on this matter, and he provided a handout to the Board that trended Northern Sierra precipitation over the five previous years versus wettest and driest water years. Discussion occurred concerning average precipitation levels and impacts to long-term water supplies.

**MOTION:** No action was taken.

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**ITEM 13: LOCAL GOVERNMENTAL AND LEGISLATIVE MATTER(S)**

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Mr. Paludi had no matters for Board consideration.

Director Chadd reported on his attendance at the Santiago Aqueduct Commission (SAC) meeting and highlighted the approval of the financial report (audit) and commended Irvine Ranch Water District (IRWD) on the completion of the SAC pipeline repair project.

**MOTION:** No action was taken.

**ITEM 15: APPROVAL OF PURCHASE OF ONE (1) VARIABLE FREQUENCY DRIVE AND RELATED EQUIPMENT FOR DOVE RECYCLED WATER PUMP STATION**

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Mr. Paludi introduced this matter for Board consideration, and he mentioned that a variable frequency drive (VFD) at the Dove Recycled Water Pump Station (RWPS) has failed. Mr. Paludi reported that District staff has requested a quote from TESCO Controls for the replacement of the VFD and related equipment for this critical facility. Ms. Lausten provided a review of the quote, and she mentioned that the failure was likely due to corrosion based on inspection of the equipment. Discussion occurred concerning procurement timelines and potential impacts to the facility and recycled water services. Ms. Lausten recommended the Board of Directors approve the quote for the VFD and related equipment in the not to exceed amount of \$40,190.

**MOTION:** Authorize the General Manager execute a contract for the Dove & Robinson Ranch Recycled Water Pump Station VFD's and Replacement Components to TESCO Controls in the not to exceed amount of \$40,190 – Director Acosta

**SECOND:** Director Mandich

**AYES:** Directors Dopudja, Mandich, Acosta, Chadd, & Safranski

**NOES:** None

**ABSTAIN:** None

**MOTION PASSED/FAILED:** Passed 5 - 0

**GENERAL COUNSEL REPORT**

Ms. Collins provided a brief update on the passage of the Levine Act and the impacts on elected officials.

**OTHER INFORMATION/MATTERS**

Mr. Perea reported that Mr. Robbie Barger successfully passed his Wastewater Treatment Operator Grade III examination, and Mr. Richard Hurtado successfully passed his Water Treatment Operator Grade III examination.

**ADDITIONAL DIRECTORS' COMMENTS**

Director Safranski noted he was no longer on the Trabuco Highlands Community Association Board.

**ADJOURNMENT**

President Dopudja adjourned the December 15, 2022, Regular Board Meeting at 6:55 p.m.