



**EXECUTIVE COMMITTEE MEETING AGENDA  
TRABUCO CANYON WATER DISTRICT  
ADMINISTRATIVE FACILITY  
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA  
JULY 27, 2023 AT 5:00 PM**

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**COMMITTEE MEMBERS**

Ed Mandich, Committee Chair  
Stephen Dopudja, Committee Member

**DISTRICT STAFF**

Fernando Paludi, General Manager  
Michael Perea, District Secretary  
Lisa Sangi, Assistant District Secretary

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**AGENDA NOTE:**

*Trabuco Canyon Water District (District) will make this meeting available by telephone audio as follows:*

***Telephone Audio: 1 (669) 900-6833***

***Access Code: 979 8688 5071***

*Persons desiring to monitor the Committee meeting agenda items may download the Executive Committee meeting agenda and documents on the internet at [www.tcwd.ca.gov](http://www.tcwd.ca.gov). You may submit public comments by email to the Committee at [mperea@tcwd.ca.gov](mailto: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 10:00 a.m. (PDT) on the day of the meeting.*

**CALL MEETING TO ORDER**

**VISITOR PARTICIPATION**

*Members of the public wishing to address the Committee regarding a particular item on the agenda are requested to complete a speaker card and submit it to staff. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decisions on matters. The Committee makes recommendations only to the Board of Directors. Members of the public will be given the opportunity to speak to the Committee prior to making a recommendation on the matter. 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.*

**ORAL COMMUNICATION**

*Members of the public who wish to make comment on matters not appearing on the agenda are invited to identify themselves and encouraged to make comment at this time. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decision on matters. The Committee makes recommendations only to the Board of Directors. Under the requirements of State Law, Committee Members cannot take action on items not identified on the agenda and will not make decisions on such matters. The Committee Chair 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.*

**COMMITTEE MEMBER COMMENTS**

**REPORT FROM THE GENERAL MANAGER**

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING AGENDA | JULY 27, 2023**

**ADMINISTRATIVE MATTERS**

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**ITEM 1: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP**

**RECOMMENDED ACTION:**

*Approve the following Executive Committee Meeting Recap and recommend that the Board receive and file the same (Consent Calendar):*

1. July 10, 2023

**DISCUSSION MATTERS**

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**ITEM 2: BOARD AGENDA PLANNING CALENDAR**

**RECOMMENDED ACTION:**

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

**OTHER MATTERS**

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**ITEM 3: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF**

**RECOMMENDED ACTION:**

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

**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 District Administrative Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Facility). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available in the lobby area of the District Facility at the same time as they are distributed, except that, if such writings are distributed immediately prior to or during the meeting, they will be available in the Boardroom at the District Facility.*

**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 meeting. Notification 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The District office is wheelchair accessible.*

[www.tcwd.ca.gov](http://www.tcwd.ca.gov)



**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING | JULY 27, 2023**

**ADMINISTRATIVE MATTERS**

**ITEM 1: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP**

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Information will be presented at the time of the meeting.

**RECOMMENDED ACTION:**

*Approve the following Executive Committee Meeting Recap and recommend that the Board receive and file the same (Consent Calendar):*

1. July 10, 2023

**CONTACTS (staff responsible): PALUDI/PEREA**



## TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | JULY 10, 2023

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### **DIRECTORS PRESENT**

Vice President Ed Mandich, Committee Chair  
President Stephen Dopudja, Committee Member

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager

### **PUBLIC PRESENT**

None

### **CONSULTANTS PRESENT**

Robin Rockey, Rockspark Communications & Marketing

### **CALL MEETING TO ORDER**

Vice President Mandich called the July 10, 2023 Executive Committee Meeting to order at 5:00 PM.

### **VISITOR PARTICIPATION**

No visitor participation was received.

### **ORAL COMMUNICATION**

No oral communication was received.

### **COMMITTEE MEMBER COMMENTS**

Director Dopudja had no comments.

Director Mandich asked District staff to look into rental audio/visual equipment for the July 20, 2023 Regular Board Meeting due to the large audience and poor acoustics in the board room at the prior public hearing. Director Mandich provided a brief update on Dove Canyon Master Association (DCMA) evaluation of the damaged v-ditch adjacent to the District's recycled water reservoir.

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

None

### **DISCUSSION MATTERS**

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

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

**MOTION:** Approve the Executive Committee Meeting Recap and recommended that the Board receive and file the same (Consent Calendar) – Director Dopudja

**SECOND:** Director Mandich

**AYES:** Directors Mandich & Dopudja

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING RECAP | JULY 10, 2023**

**NOES:** None

**ABSTAIN:** None

**MOTION PASSED/FAILED:** Passed 2 – 0

**ITEM 2: BOARD AGENDA PLANNING CALENDAR**

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Mr. Paludi presented this matter for Committee consideration, and he provided a copy of the draft regular board meeting agenda for July 20, 2023. Discussion occurred concerning proposed agenda items for discussion, specifically, ratification of Directors' fees and expenses. Director Dopudja requested clarification concerning the District's policy for expense reimbursement for Director expenses for conferences, including lodging, transportation, and meals. Director Mandich recommended a future review of the District's policy for expense reimbursement for consistency and standardization. The Committee made recommendations concerning the order of agenda items for the regular board meeting.

Mr. Paludi provided an update on recently implemented public outreach methods, and he introduced Ms. Rockey to the Committee. Mr. Paludi reported that District staff with the assistance of Ms. Rockey's team have completed certain website updates, including a fact sheet on the District's adopted rates, a special On Tap newsletter on the adopted rates and planned capital improvement projects, and the setting up of a Constant Contact account for increased public outreach to customers and elected officials in the District's service area through email. Discussion occurred concerning scheduling a follow up meeting with the Executive Committee on July 17, 2023.

**MOTION:** None – Informational item only.

**OTHER MATTERS**

**ITEM 3: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF**

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Mr. Paludi reported that District staff is currently working with the property owner of the Dove Canyon Plaza on certain improvements, and he provided a draft term sheet on the intent to enter an agreement for site improvements related to fire and irrigation services.

**MOTION:** None – Informational item only.

**ADJOURNMENT**

Vice President Mandich adjourned the July 10, 2023 Executive Committee Meeting at 6:40 p.m.

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING | JULY 27, 2023**

**DISCUSSION MATTERS**

**ITEM 2: BOARD AGENDA PLANNING CALENDAR**

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Information will be presented at the time of the meeting.

**RECOMMENDED ACTION:**

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

**CONTACTS (staff responsible): PALUDI/PEREA**

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING | JULY 27, 2023**

**OTHER MATTERS**

**ITEM 3: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF**

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Other matters may have arisen after the posting of the agenda and will be brought forward for discussion and/or information at the time of the Executive Committee.

**RECOMMENDED ACTION:**

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

**CONTACTS (staff responsible): PALUDI/PEREA**