



**EXECUTIVE COMMITTEE MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
ADMINISTRATIVE FACILITY
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA
SEPTEMBER 25, 2023 AT 5:00 PM**

COMMITTEE MEMBERS

Ed Mandich, Committee Chair
Stephen Dopudja, Committee Member

DISTRICT STAFF

Fernando Paludi, General Manager
Michael Perea, District Secretary

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. You may submit public comments by email to the Committee 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 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 | SEPTEMBER 25, 2023**

ADMINISTRATIVE MATTERS

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. September 6, 2023

DISCUSSION MATTERS

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

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.

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**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING | SEPTEMBER 25, 2023**

ADMINISTRATIVE MATTERS

ITEM 1: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP

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. *September 6, 2023*

CONTACTS (staff responsible): PALUDI/PEREA



TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | SEPTEMBER 6, 2023

DIRECTORS PRESENT

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

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Roseann Lejsek, Administrative Assistant

CONSULTANTS PRESENT

Robin Rockey, Rockspark Communications

PUBLIC PRESENT

None

CALL MEETING TO ORDER

Vice President Mandich called the September 6, 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

None

REPORT FROM THE GENERAL MANAGER

Mr. Paludi reported on the following matters:

- The Orange County Public Relations Society of America (OCPRSA) has selected the District's Strategic Communications Plan as a finalist in their 2023 PROTOS Event on September 27, 2023. Mr. Paludi reported that Director Acosta has offered to represent the District at the event.
- Mr. Paludi provided a brief status update on efforts to obtain an easement from Orange County Rescue Mission (OCRM).

DISCUSSION MATTERS

ITEM 1: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP

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

MOTION: Approve the Executive Committee Meeting Recap and recommend the Board of Directors receive and file the same (Consent Calendar) – Director Dopudja

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP | SEPTEMBER 6, 2023**

SECOND: Director Mandich
AYES: Directors Mandich & Dopudja
NOES: None
ABSTAIN: None
MOTION PASSED/FAILED: Passed 2 - 0

ITEM 2: BOARD AGENDA PLANNING CALENDAR

Mr. Paludi presented this matter for Committee consideration, and he provided a handout which highlighted certain proposed Board agenda planning calendar updates including, but not limited to:

September 2023

Regular Board Meeting

- Discussion of TCWD health benefit costs (F/A)
Mr. Paludi reported that staff will provide an analysis of the CalPERS approved CY 2024 health rates and expected budgetary impacts.
- California Voting Rights Act (CVRA)
Mr. Paludi reported that District General Counsel recommends a discussion with the Board of Directors on the potential impacts of the CVRA on the District, and he mentioned that the City of Rancho Santa Margarita (RSM) is currently evaluating the implementation of divisional seats. The Committee recommended agendaing this matter for Board consideration at the meeting.

October 2023

Regular Board Meeting

- Expense Reimbursement Policy changes (Executive)
- Contract Amendment for rate study with IB Consultants (F/A)
- Golf Club Sewer Lift Station Rehabilitation Construction Contract Award (E/O)

MOTION: None – Informational item only.

OTHER MATTERS

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

Mr. Paludi provided a brief update on the following matters:

- **Public Education Event Planning**

Mr. Paludi provided an update on the planning for the Facilities Tour event scheduled for October 2023, and discussion occurred concerning the development of the tour itinerary. Director Dopudja recommended the event focus the day in the life of water in the District's service area and how the rates and charges fund critical infrastructure.

- **Customer Meter Downsizing Requests – Policy & Process**

Mr. Paludi reported that the District has received requests from some customers to downsize their meters due in response to the recently adopted rates and charges. Discussion occurred concerning the development of a District program to address customer concerns. Mr. Perea provided an overview of the impacted customers and related fiscal impacts to the District. The Committee requested the total number of residential metered connections sized from 1" to 2", and recommended agendaing this matter for discussion at the next committee meeting and a future regular board meeting.

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP | SEPTEMBER 6, 2023**

- **Dove Canyon V-Ditch/Slope Repair**

Mr. Paludi provided a brief update on the Dove Canyon Master Association (DCMA) V-Ditch/Slope Repair project and the impacts to the District’s properties and facilities adjacent to the project area. Mr. Paludi reported that DCMA’s General Manager has requested the District’s position concerning responsibility to participate/contribute to the project. Discussion occurred concerning the project’s impacts, costs, and timeline for completion.

- **Dove Plaza Reciprocal Parking Agreement – Final Draft**

Mr. Paludi provided a brief update on this matter, and he reported that property management for the plaza has requested information concerning the frequency of after-hours events that may impact on their parking area. Discussion occurred concerning the number of District-related and community events that may occur at the District’s Administration Facility throughout the year and have the potential to create overflow parking. Mr. Paludi commented that District staff will relay this information to the property management concerning this matter.

MOTION: None – Informational item only.

ADJOURNMENT

Vice President Mandich adjourned the September 6, 2023 Executive Committee Meeting at 7:30 p.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING | SEPTEMBER 25, 2023**

DISCUSSION MATTERS

ITEM 2: BOARD AGENDA PLANNING CALENDAR

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 | SEPTEMBER 25, 2023**

OTHER MATTERS

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

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