



TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | OCTOBER 7, 2024

DIRECTORS PRESENT

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

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Jason Stroud, Maintenance Superintendent
Roseann Lejsek, Executive Assistant

CONSULTANTS PRESENT (VIRTUALLY)

Claire Collins, District General Legal Counsel – Hanson Bridgett, LLC

PUBLIC PRESENT

None

CALL MEETING TO ORDER

Vice President Mandich called the October 7, 2024 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

None

ADMINISTRATIVE MATTERS

ITEM 1: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP

Mr. Paludi presented the Executive Committee Meeting Recap(s) for Committee consideration in accordance with the agenda. Discussion occurred regarding the format of the District's Committee Meeting Recaps.

RECOMMENDATION: The Committee recommended forwarding this matter to the Board of Directors (Consent Calendar).

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DISCUSSION MATTERS

ITEM 2: BOARD AGENDA PLANNING CALENDAR

Mr. Paludi provided a handout that included the following agenda planning items for Committee review and consideration:

October 2024

Regular Board Meeting – 10/17

- Approve grant resolution for USBR WaterSMART grant program (E/O) (Action)
- Approve grant resolution for DWR dam safety grant program (F/A) (Action)
- **Closed Session:**
 - Rutter Development Settlement

November 2024

Regular Board Meeting – 11/21

- Award HR and Benefits Support Agreement with CPS
- Approve Amendment to GM Contract
- **Closed Session: property-related matters (tentative)**

December 2024

Regular Board Meeting – 12/19

- Election of Board Officers
- Appointments of Board Members to Committee and Representative Assignments

Other Potential Future Board Items

- Authorize Agreement with Myers Marine for Trabuco Dam Outlet Repair (E/O)
- Award Recycled Water P.S. Improvements Design Contract (E/O)
- Accept Saddle Crest Facilities (E/O)
- Award Design of Dove & Tick Creek Pump Station Improvements (E/O)

RECOMMENDATION: None – Informational item only.

ITEM 3: DISCUSSION REGARDING AIRPORT FIRE AND IMPACTS TO DISTRICT PROPERTY

Mr. Paludi presented this matter for Committee consideration, and he reported that none of the District’s facilities were impacted by the Airport Fire, however one-third of the District’s Porter Property had burned. Discussion occurred regarding potential impacts to the District’s wells facilities and water supply during the upcoming wet season. Mr. Perea noted that the District has invoiced the National Park Service for the water pulled from two hydrants in the District’s service area to assist in fire-fighting efforts.

RECOMMENDATION: None – Informational item only.

ITEM 4: DISCUSSION REGARDING METER DOWNSIZING PROGRAM

Mr. Paludi presented this matter for Committee consideration. Director Dopudja reported that the Executive Committee members and the General Manager met with District customer Mark Anderson and discussed potential alternatives to the District’s indemnification form. Discussion occurred concerning the current program criteria related to risk mitigation and District indemnification from homeowner actions.

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RECOMMENDATION: None – Informational item only.

ITEM 5: DISCUSSION ON HUMAN RESOURCES AND HEALTH BENEFITS THIRD-PARTY ADMINISTRATOR SUPPORT SERVICES

Mr. Paludi presented this matter for Committee consideration, and he reported that staff recommends contracting with CPS HR Consulting to provide support services. A brief discussion occurred regarding the cost effectiveness of contracting with CPS HR versus other firms.

RECOMMENDATION: The Committee recommended forwarding this matter to the Board of Directors (Action Calendar).

Ms. Collins left the meeting at 6:15 p.m.

ITEM 6: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF

Montessori School

Mr. Paludi provided the Committee with a status update on the Montessori School’s damage claim.

Grant Applications Support

Mr. Paludi provided the Committee with a status update on the District’s multiple applications for grant funding, and he stated that the District is working with neighboring agencies to offer as well as acquire letters of support for grant applications.

District Treasurer

Mr. Paludi provided the Committee with a status update on the contract with the District’s accounting firm, Eide Bailly. Mr. Paludi reported on the District’s short term plan to bridge the gap, and he stated that staff is evaluating the need for an internal financial employee position within the District.

2024 H2O for HOAs Event

Mr. Perea reported that the District will be participating in the H2O for HOA’s event next Thursday at the Laguna Hills Community Center.

CSDA District Secretary Training

Mr. Perea reported that Ms. Lejsek will be attending the Board Secretary Clerk Conference in the next few weeks to obtain her training certificate.

RECOMMENDATION: None – Informational item only.

ADJOURNMENT

Vice President Mandich adjourned the October 7, 2024 Executive Committee Meeting at 6:31 p.m.