



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY
FEBRUARY 20, 2025 AT 5:30 PM**

BOARD OF DIRECTORS

Edward Mandich, President
Glenn Acosta, Vice President
Mark Anderson, Director
John Horst, Director
Michael Safranski, Director

DISTRICT STAFF

Fernando Paludi, General Manager
Michael Perea, District Secretary
Hanson Bridgett LLP, District General Legal Counsel

AGENDA NOTE:

Trabuco Canyon Water District (District) will make this Regular Board Meeting available by telephone audio as follows:

Telephone Audio: 1 (669) 900-6833 (Toll Free) **Access Code:** 913-8681-1652

Persons desiring to monitor the Board meeting agenda items may download the Board meeting agenda and documents on the internet at www.tcwd.ca.gov. You may submit public comments by email to the Board 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 5:00 p.m. (PDT) on the day of the meeting.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Determine need and take action on item(s) that arose subsequent to posting the Regular Board Meeting agenda.

VISITOR PARTICIPATION

Members of the public wishing to address the Board regarding a particular item on the agenda are requested to submit public comments by email to the Board at mperea@tcwd.ca.gov. Public comments may also be submitted by teleconference during the meeting. The Board President will call on the visitor following the Board's discussion about the matter. Members of the public will be given the opportunity to speak prior to the Board taking action on that item. 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 comment on matters not appearing on the agenda are requested to submit oral communication by email to the Board at mperea@tcwd.ca.gov. Public comments may also be submitted by teleconference during the meeting. Under the requirements of State Law, Directors cannot act on items not identified on the agenda and will not make decisions on such matters. The Board President 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.

DIRECTORS' COMMENTS AND MEETING REPORTS

REPORT FROM THE GENERAL MANAGER

CONSENT CALENDAR

All matters under the Consent Calendar will be approved by one motion unless a Board member or staff member requests a separate action on a specific item.

ITEM 1: APPROVAL OF MINUTES OF BOARD MEETING(S)

RECOMMENDED ACTION

Approve the minutes of the following Board Meetings:

1. January 13, 2025 Special Board Meeting
2. January 16, 2025 Regular Board Meeting

ITEM 2: TREASURER'S REPORT

a. FINANCE/AUDIT COMMITTEE MEETING

RECOMMENDED ACTION:

Receive and file the following Finance/Audit Committee Meeting Recap(s):

1. January 9, 2025

b. PRESENTATION OF FINANCIALS

RECOMMENDED ACTION:

Receive and file the preliminary statement(s) of revenues and expenses and preliminary unaudited financials for the following month(s):

1. December 2024

c. PAYMENT OF BILLS FOR CONSIDERATION

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for January 2025.

ITEM 3: APPROVAL OF ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP(S)

RECOMMENDED ACTION:

Receive and file the following Engineering/Operational Committee Meeting Recap(s):

1. January 8, 2025

ITEM 4: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP(S)

RECOMMENDED ACTION:

Receive and file the following Executive Committee Meeting Recap(s):

1. January 13, 2025



ITEM 5: APPROVAL OF SECOND AMENDMENT TO GENERAL MANAGER'S EMPLOYMENT AGREEMENT

RECOMMENDED ACTION:

1. Receive information at the time of the Board Meeting.
2. Announce the compensation terms of the proposed contract pursuant to Government Code Section 54953.
3. Authorize the Board President to execute the Second Amendment to Employment Agreement for the General Manager.

ACTION CALENDAR

All matters under the Action Calendar have been reviewed by the General Manager and Staff prior to the Board's consideration.

ADMINISTRATIVE MATTERS

ITEM 6: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

RECOMMENDED ACTION(S):

Approve the tentative future meetings/attendance items and ratify the Directors' expenses and fees from the following period(s):

1. January 2025

ITEM 7: CONSIDERATION OF ACCOUNT ADJUSTMENTS RESULTING FROM METER DOWNSIZING

RECOMMENDED ACTION:

Recommend the Board of Directors ratify individual meter-downsizing account adjustments exceeding \$1,001.00 made by the General Manager, as previously approved by the Board.

ITEM 8: CONSIDERATION OF A RESOLUTION CONCERNING THE HOLDING OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS AND AMENDING THE REGULAR BOARD MEETING DATE AND TIME

RECOMMENDED ACTION:

Receive information at the time of the meeting and take action(s) as deemed appropriate.

ITEM 9: DISCUSSION CONCERNING BOARD ROOM AUDIO/VISUAL SYSTEM UPGRADES

RECOMMENDED ACTION:

Receive information at the time of the meeting and take action(s) as deemed appropriate.

ITEM 10: DISCUSSION CONCERNING WATER AWARENESS DAY 2025 EVENT

RECOMMENDED ACTION:

Receive information at the time of the meeting and take action(s) as deemed appropriate.



FINANCIAL MATTERS

ITEM 11: CONSIDERATION OF A RESOLUTION CONCERNING DISTRICT TREASURER’S ANNUAL STATEMENT OF INVESTMENT POLICY

RECOMMENDED ACTION:

Adopt Resolution No. 2025-1342 – Resolution of the Board of Directors of Trabuco Canyon Water District Adopting An Investment Policy.

ENGINEERING MATTERS

ITEM 12: SOURCES OF SUPPLY AD HOC COMMITTEE REPORT – JANUARY 28, 2025 MEETING

RECOMMENDED ACTION:

Receive information at the time of the meeting and take action(s) as deemed appropriate.

ITEM 13: CONSIDERATION OF DISTRICT SERVER UPGRADE PROJECT - CAL-OES CYBERSECURITY GRANT-FUNDED

RECOMMENDED ACTIONS:

- 1. Amend the FY 2024-25 Capital Improvement Program Server Upgrade Project budget to \$300,000 with partial funding of \$250,000 from the approved CalOES Cybersecurity Grant.*
- 2. Approve the Highroad IT Quote No. TCWD25-0129A in the amount of \$279,146.26 for the TCWD Server Project Upgrade.*
- 3. Adopt Resolution No. 2025-1343 – Resolution of the Board of Directors of Trabuco Canyon Water District Providing and Taking Actions Necessary for the Purpose of Obtaining Federal Assistance Subgranted Through the State of California for the Fiscal Year 2024 SLGCP Cybersecurity Grant Subawards.*

ITEM 14: CONSIDERATION OF A RESOLUTION CLARIFYING TCWD’S APPLICATION OF IN-LIEU STORAGE CHARGE

RECOMMENDED ACTION(S):

Adopt Resolution No. 2025-1344 – Resolution of the Board of Directors of the Trabuco Canyon Water District Clarifying the Applicability of the Water Storage Fee to Developments of One (1) Equivalent Dwelling Unit.

ITEM 15: CONSIDERATION OF POTABLE WATER SYSTEM STORAGE EVALUATION 2024 UPDATE

RECOMMENDED ACTION(S):

Receive and file the Trabuco Canyon Water District - 2024 Storage Evaluation report.

ITEM 16: DISCUSSION REGARDING FACILITY BACKUP GENERATOR POWER SUMMARY

RECOMMENDED ACTION:

Receive information at the time of the meeting and take action(s) as deemed appropriate.

LEGISLATIVE AND OTHER MATTERS

ITEM 17: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

RECOMMENDED ACTION(S):

Receive information at the time of the meeting and take action(s) as deemed appropriate.



ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 18: _____

ITEM 19: _____

GENERAL COUNSEL REPORT

OTHER INFORMATION/MATTERS

Reports or comments from the General Manager and/or Staff

ADDITIONAL DIRECTORS' COMMENTS

Additional reports or comments from Directors

END ACTION CALENDAR & 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 Trabuco Canyon Water District Administrative Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Administrative Facility) and will be posted online on the District's website located at www.tcwd.ca.gov. If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available online at www.tcwd.ca.gov at the same time as they are distributed to the Board Members, except that, if such writings are distributed immediately prior to or during the meeting, they will be posted online on the District's website located at www.tcwd.ca.gov.

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 Board meeting. Notification at least 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The Board Meeting Room is wheelchair accessible.

FUTURE SCHEDULED REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS

Upcoming Regular Meetings of the Board are expected to be held at the District Administrative Facility (Board Meeting Room) located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679 and are currently scheduled as follows:

March 20, 2025 | April 17, 2025 | May 15, 2025

