



**EXECUTIVE COMMITTEE MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
ADMINISTRATIVE FACILITY
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA
APRIL 7, 2025 AT 5:00 PM**

COMMITTEE MEMBERS

Glenn Acosta, Committee Chair
Edward Mandich, 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 | APRIL 7, 2025**

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. March 3, 2025

DISCUSSION MATTERS

ITEM 2: BOARD AGENDA PLANNING CALENDAR

RECOMMENDED ACTION:

Receive information at the time of the 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.

www.tcwd.ca.gov



**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING | APRIL 7, 2025**

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. *March 3, 2025*

CONTACTS (staff responsible): PALUDI/PEREA



TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | MARCH 3, 2025

DIRECTORS PRESENT

Vice President Glenn Acosta, Committee Chair
President Edward Mandich, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Jason Stroud, Maintenance Superintendent
Karen Warner, Principal Accountant
Roseann Lejsek, Executive Assistant

CONSULTANTS PRESENT

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

PUBLIC PRESENT

None

CALL MEETING TO ORDER

Vice President Acosta called the March 3, 2025 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.

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

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:

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP | MARCH 3, 2025**

March 2025

Regular Board Meeting – 3/19

- Adopt Resolution for Updated Standard Drawings and Specs (E/O)
- Info item on Cross Connection Control Plan (CCCPH) Handbook / Plan Adoption (E/O)
- WWTP Blower Room Sound Panels Cost Estimate (E/O*)
- Ratification of Account Adjustments Resulting from Meter Downsizing (F/A)
- Discussion Regarding Public Education and Community Outreach Activities
- Approval of Settlement Agreement with Rutter Development
- Discussion Regarding an Enhanced Scope of Responsibilities for the District’s Accountant Consultant

*estimate not available in time for E/O CM – staff will request bringing directly to Board

Special Board Meeting (TBD)

- Discussion Regarding the DWTP and Transmission Pipe Rehab Cost Estimates
- Approval of Saddleback Meadows Processing Agmt Amendment

Special Board Meeting (TBD)

- Discussion of Financial Enhancement Concepts

April 2025

Regular Board Meeting – 4/16

- Review of Final Plans and Specs for Heritage LS Improvements Project (E/O)
- Accept Saddle Crest On-Site Facilities (E/O)
- Information item regarding Quarterly CIP Update (E/O)
- Review of Final CCCPH (E/O)

Special Board Meeting (TBD)

- FY 2026 Budget/CIP Workshop #1

May 2025

Regular Board Meeting – 5/21

- Award of Dove/Tick Creek Improvements Design (E/O)
- Award of WWTP Blower Room Construction (E/O)

Special Board Meeting (TBD)

- Budget/CIP Workshop #2

Other Potential Future Board Items

- Award Construction Contract for Heritage SLS Improvements
- Adopt Resolution Updating TCWD Procurement Policy
- Water Intertie Agreement with IRWD
- Adoption of Ordinance regarding Cross Connection Control Plan (June)
- Water Intertie Agreement with IRWD
- Water Awareness Day Discussion

RECOMMENDATION: None – Informational item only.

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP | MARCH 3, 2025**

OTHER MATTERS

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

Pass-Through Rates

Mr. Paludi reported that the pass-through rates postcard notice was mailed to customers the previous Friday, informing them of the increases as of April 1, 2025.

Emergency Generators

Mr. Stroud reported that the Maintenance staff is working on purchasing an emergency generator, and that two quotes have been received which will be brought to the Engineering/Operational Committee for review.

RECOMMENDATION: None – Informational item only.

ADJOURNMENT

Vice President Acosta adjourned the March 3, 2025 Executive Committee Meeting at 5:44 p.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT
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DISCUSSION MATTERS

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Information will be presented at the time of the meeting.

RECOMMENDED ACTIONS:

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

CONTACTS (staff responsible): PALUDI/PEREA

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING | APRIL 7, 2025**

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