



TRABUCO CANYON WATER DISTRICT ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | JULY 2, 2025

DIRECTORS PRESENT

Mark Anderson, Committee Chair
Glenn Acosta, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Lorrie Lausten, District Engineer
Gary Kessler, Water Superintendent
Jason Stroud, Maintenance Superintendent
Roseann Lejsek, Executive Assistant
Karen Warner, Principal Accountant
Phil Serpas, CMMS/SCADA Administrator

STAFF ABSENT

Oscar Ulloa, Wastewater Superintendent

DISTRICT CONSULTANTS

None

PUBLIC PRESENT

None

CALL MEETING TO ORDER

Director Anderson called the July 2, 2025 Engineering/Operational Committee Meeting to order at 8:01 a.m.

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

None

REPORT FROM THE GENERAL MANAGER

None

ITEM 1: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

Mr. Paludi presented the Engineering/Operational Committee Meeting Recap for Committee review in accordance with the agenda.

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

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ITEM 2: APPROVAL OF SCADA INTEGRATION ON-CALL SERVICES AGREEMENT WITH ADVANCED INTEGRATION & CONTROLS (AIC) [A W.M. Lyles Company]

Mr. Paludi presented this matter for Committee consideration, and he reported that the SCADA system upgrade project has been completed and that District staff issued a request for proposals (RFP) for integration on-call services. Mr. Perea reported that Mr. Serpas issued an RFP to seven firms, and three proposals were received. Mr. Perea noted that W.M. Lyles completed the SCADA upgrade project after the District experienced performance issues with the original contractor. Mr. Perea provided an overview of the summary of proposals, and he stated that staff recommends awarding a contract to AIC for SCADA integration on-call services. Mr. Serpas added that AIC has been very responsive and is knowledgeable of the District's SCADA system.

Director Anderson expressed concern with certain proposed costs associated with travel time in the AIC proposal and recommended the standard contract language included a requirement of General Manager approval of travel costs. Mr. Perea indicated that requirement language can be included in the standard agreement.

RECOMMENDATION: Recommend the Board of Directors authorize the General Manager to execute a professional services agreement with Advanced Integration & Controls (AIC) [A W.M. Lyles Company] for a not-to-exceed amount of \$100,000 (Action Calendar).

ITEM 3: DIMENSION WATER TREATMENT PLANT IMPROVEMENTS

Mr. Paludi presented this matter for Committee consideration, and he reported that Ms. Lausten has been working with a structural engineering firm to prepare calculations and plans for a seismic retrofit to the Filter 4 Tank. Ms. Lausten stated that staff worked with Arcon Structural to prepare structural calculations and plans for this project. Ms. Lausten also reported that staff prepared a scope of work and structural plans, before inviting three contractors to bid on the project. Ms. Lausten stated that two bids were received, and that staff recommends awarding the project to SS Mechanical. Ms. Lausten noted that although the contract amount is within the General Manager's authority, staff is bringing the item to the Board for transparency purposes.

RECOMMENDATION: Recommend the Board of Directors award a construction contract for the DWTP Filter 4 Repair Project to SS Mechanical Construction Corp. in the amount of \$48,910 plus a 10% contingency of \$4,980, for a not-to-exceed amount of \$53,800 (Action Calendar).

ITEM 4: QUARTERLY CAPITAL IMPROVEMENT PROGRAM UPDATE

Mr. Paludi presented this matter for Committee consideration. Ms. Lausten provided a high-level overview of the status of budgeted projects for FY24/25, and she highlighted the multi-year projects being carried over into FY25/26 as well as projects that staff completed in-house. Discussion occurred regarding the status of multiple grant funding opportunities that District staff have sought in order to mitigate project costs. Discussion also occurred regarding a dedicated webpage on the District's website to keep ratepayers informed on the status of Capital Improvement Plan (CIP) projects.

RECOMMENDATION: None – Informational item only.

ITEM 5: OTHER ENGINEERING AND OPERATIONS PROJECT UPDATES

1. Recycled Water Reservoir Dam V-Ditch and Storm Drain Culvert Repair Project Update

Ms. Lausten provided an update on this matter, and she presented the Committee with pictures showing various stages of the project, including culvert pipe repairs, new headwall and drainage channel. Ms. Lausten stated that she will bring pictures of the completed project to next month's meeting. A brief discussion occurred regarding public access, and Ms. Lausten stated that a guardrail will be installed at the culvert crossing.

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2. Heritage SLS Update

Ms. Lausten reported that some site improvements were completed in 2021, and she provided information on the improvements that will be completed in this phase of the project. Ms. Lausten stated that staff is looking at cost-saving measures wherever possible.

3. Saddle Crest Development Update

Mr. Paludi reported that the Saddle Crest agreement has been signed, and he stated that District staff will be recommending acceptance of on-site and off-site facilities and releasing developer bonds. Mr. Paludi stated that staff will bring this item to the Board for acceptance of on-site water and sewer facilities in the coming months.

4. Oaks at Trabuco Development Update

Mr. Paludi reported that the developer would like the District to take ownership and run the on-site wastewater treatment package plant for the development. Mr. Paludi stated that the District will be looking into creating an associated rate for the costs of running the plant. Mr. Paludi added that staff currently pumps sewage out of the wet well several times a month, and that the District will continue to do so if analysis proves this to be a more cost-effective option.

5. Saddleback Meadows Development Update

Mr. Paludi reported that Trumark (developer) is in negotiations with California Quartet, and he stated that Trumark has issues with the processing agreement in place. Mr. Paludi stated that the District has not engaged with the developer yet, and that additional deposits have been requested as per the agreement. Ms. Lausten added that the third plan check is complete.

6. Other Projects

Summer Supply & Demand – Mr. Paludi reported that staff met with Irvine Ranch Water District (IRWD) and Santa Margarita Water District (SMWD) to discuss a strategy for evaluating whether IRWD and SMWD will be able to meet TCWD’s demands in the summer months. Mr. Paludi stated that staff is looking at the hydraulic model to determine which interconnections will allow a balance of flow. Director Acosta requested that staff provide water supply updates to the Committee in the coming months.

RECOMMENDATION: None – Informational item only.

ITEM 6: WATER SYSTEM UPDATES

Mr. Kessler reviewed the projects and repairs for the prior month, and he reported that Water Operations staff had completed the following tasks:

1. Repaired Live Oak line break at the Harris Grade Entrance.
2. Assisted Meter Department with curb stop change out in Portola Hills.
3. Repaired service line break on Trabuco Oaks.
4. Serviced and rebuilt high pressure blow off on Live Oak Canyon Road.
5. Serviced and repaired flow control valve at Plano Trabuco Lift Station.
6. Serviced 12 valves in Trabuco Canyon area.

Mr. Kessler presented the Water System Summary for Committee review, and he noted that the report would reflect July’s data at next month’s meeting. Director Acosta inquired whether the Portola Hills area has any issues with line breaks. Mr. Kessler explained that the District does not have a history of frequent line breaks in its service area in the Portola Hills community.

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RECOMMENDATION: None – Informational item only.

ITEM 7: WASTEWATER SYSTEM UPDATES

On behalf of Mr. Ulloa, Mr. Perea reviewed the projects and repairs for the prior month, and he reported that Wastewater Operations staff had completed the following tasks:

1. Installed and tested a new flow meter at Shadow Rock Dry Season Recovery Pump Station.
2. Completed quarterly F.O.G. (Fats, Oil, and Grease) inspections throughout District.
3. Replaced 6” check and isolation valves at Via Alegre Lift Station.
4. Installed 2 new submersible pumps at Via Alegre Lift Station.
5. Replaced two 6” check valves at Barneburg Lift Station.

Mr. Perea presented the Recycled Water System Summary for Committee review, and he noted that the report would reflect July’s data at next month’s meeting. Mr. Perea reported that Dove Lake was full and that Dove/Tick Creek was offline.

Mr. Perea reported that one of the Hoffman blowers at the Wastewater Treatment Plant died the previous day, and as a result, the plant was operating at half flow. Mr. Perea reported that Mr. Ulloa and his team were working to replace the blower that day to bring the WWTP back online.

Discussion occurred regarding the efficiency of Dove Canyon Country Club’s grease interceptor (trap) and the District’s communications to management, suggesting improvements in order to protect the District’s sanitary sewer system.

RECOMMENDATION: None – Informational item only.

ITEM 8: MAINTENANCE DEPARTMENT UPDATES

Mr. Stroud reviewed the projects and repairs for the prior month, and he reported that Maintenance staff completed the following tasks:

Projects and Repairs

Maintenance staff performed and/or completed the following tasks and projects:

Water Operations

1. Ridgeline BPS emergency gen alarm callout due to low coolant.
2. Saddle Crest emergency gen PM’s scheduled: fuel sampling and polishing.

Wastewater Operations

1. Assist Wastewater with upgrades to Via LS dry pit valve replacement, bypass “T” on discharge of pump, two new submersibles installed. Hydrotech Electric onsite for wire landing and conduit repairs. Bypass pump disassembled and removed.
2. JES onsite below reclaim reservoir dam for V-Ditch project.
3. El Toro surge tank repairs underway.

District Fleet Upgrades & Other Projects

1. Started skip loader hydraulic ram rebuilds.
2. Received TCWD’s mobile emergency diesel generator from repair shop (Duthie Power).
3. BIT program started.
4. Tony attended a VFD seminar at BBK Electric.

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5. Tony attended Electric Fleet seminar at Anaheim Stadium.
6. Attended WEROC tabletop exercise.

RECOMMENDATION: None – Informational item only.

ITEM 9: OTHER MATTERS/REPORTS

Mr. Perea reported that a 1.5-acre brush fire broke out the previous week and that no water from our system was used in the firefighting efforts.

Mr. Serpas provided the Committee with an updated monthly CMMS status report for their review. Mr. Perea noted that Mr. Serpas worked with Open Gov to reorganize all facility groupings within the system to provide this comprehensive report.

RECOMMENDATION: None

ADJOURNMENT

Director Anderson adjourned the July 2, 2025 Engineering/Operational Committee Meeting at 9:10 a.m.