



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | DECEMBER 17, 2025

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on December 17, 2025, was called to order by President Ed Mandich at 6:02 p.m. in the Board Room at the District Administrative Facility located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, transcribed the minutes thereof.

DIRECTORS PRESENT

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

DIRECTORS ABSENT

None

STAFF PRESENT

Michael Perea, Interim General Manager
Karen Warner, Principal Accountant
Roseann Lejsek, Executive Assistant
Phil Serpas, CMMS/SCADA Administrator
Gary Kessler, Water Operations Superintendent
Oscar Ulloa, Wastewater Operations Superintendent
Jason Stroud, Maintenance Superintendent
David Rodriguez, Principal Engineer
Other staff were present

STAFF ABSENT

Lorrie Lausten, District Engineer

DISTRICT CONSULTANTS

Claire Collins, District General Legal Counsel - Hanson Bridgett, LLP
Paul Kaymark, Nigro & Nigro, PC

PUBLIC PRESENT

There were members of the public present.

PLEDGE OF ALLEGIANCE

Director Safranski led the Board of Directors, District staff, and audience in the Pledge of Allegiance.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

None

VISITOR PARTICIPATION

None

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ORAL COMMUNICATION

Director Mandich read the names of members of the public that submitted e-comments after the posting of the agenda.

Allan Burnham – Mr. Burnham addressed the Board of Directors and expressed his view that the Board should elect Director Anderson as Board President and Director Horst as Vice President.

Sepehr Ravaash – Mr. Ravaash addressed the Board of Directors requesting that the District create a pool refill rebate program.

Sue Marucci – Ms. Marucci addressed the Board of Directors with her concerns regarding the District’s rate consultant’s pending litigation. Ms. Marucci stated that she believes the District should hire an independent third-party to oversee the process and she handed each Board member a copy of the court paperwork.

Dennis Cherewick – Mr. Cherewick addressed the Board of Directors with his concerns related to the District’s rates and charges.

DIRECTOR’S COMMENTS

Director Safranski reported briefly on meetings he attended earlier in the month, and he praised staff for their response to an odor complaint received via email. Director Safranski noted that the customer was pleased with how the matter was handled.

Director Horst provided a brief report on the Municipal Water District of Orange County (MWDOC) meetings he attended earlier in the month.

Director Acosta had no comments.

Director Mandich had no comments.

Director Anderson had no comments.

REPORT FROM THE INTERIM GENERAL MANAGER

Mr. Perea reported on the following matters:

- District Engineer, Ms. Lorrie Lausten, was not in attendance; however, the District’s Principal Engineer, Mr. Dave Rodriguez and Wastewater Operations Superintendent, Mr. Oscar Ulloa, would jointly present the Engineering items for Board consideration.
- Mr. Perea wished all in attendance a Merry Christmas and Happy New Year, and he highlighted the District’s holiday closure dates.
- The District has received an award from ACWA JPIA for low workers compensation claims for 2021-2024. Mr. Perea commended staff for receiving this distinction.
- Mr. Perea expressed his appreciation to District staff for their hard work and commitment to the District and its customers over the past year.

Director Mandich requested that Item 10 be moved as the first item on the agenda.

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ITEM 10: PRESENTATION ON BOARD DISTRICTING/ESTABLISHED VOTER DIVISIONS- GENERAL COUNSEL

Director Mandich reported that several requests for comment were received regarding this matter. Director Mandich noted that he requested this item be agendized for discussion in response to community feedback.

Director Acosta stated that he asked for this matter to be agendized for discussion to provide his input, as he was not in attendance at last month's Regular Board Meeting. Director Acosta made a motion to table this item until the District receives a demand letter.

Director Safranski noted that he voted no at the previous month's meeting and is not in support moving forward at this time due to the District's many pressing matters.

Discussion occurred regarding steps the District would need to take upon receipt of a demand letter.

MOTION: Table the Matter of Consideration of Establishing Voter Divisions Until Such a Time That the District Receives a Demand Letter – Director Acosta

SECOND: Director Safranski

AYES: Directors Mandich, Acosta, Anderson, Horst and Safranski

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED/FAILED: Passed 5 – 0

Director Mandich asked whether members of the public wished to proceed with public comment in light of the Board's vote to table the item.

Gloria Sefton – Ms. Sefton addressed the Board of Directors with her concerns related to the District's rates and charges, noting that although she takes measures to conserve water, her bills do not reflect any benefit of savings. Ms. Sefton questioned the Board's decision to retain the same rate consultant used in the prior rate study, and she requested that the Board reconsider its decision. Ms. Sefton added that she was pleased that the Board had tabled the issue of establishing voter divisions.

Sue Marucci – Ms. Marucci addressed the Board of Directors with her support in tabling the matter of establishing voter divisions, stating that she believes qualified candidates, rather than demographics should determine who serves on the Board.

Allan Burnham – Mr. Burnham addressed the Board of Directors stating that he believes there is no demographic need for districting, and doing so would be a detriment to rate payers.

Ray Chandos – Mr. Chandos addressed the Board of Directors stating that he agrees with Mr. Burnham's comments and questioning the Board's decision to agendize the matter again as well as the timing of its consideration.

Russ Khouri – Mr. Khouri withdrew his request for comment in light of the Board's decision to table the matter.

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CONSENT CALENDAR

Director Mandich indicated that all matters under the Consent Calendar would be approved by one motion unless a Board member or staff member requests separate action on a specific item. Mr. Perea presented Items 1-4 for Board consideration and approval in accordance with the agenda.

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

1. November 3, 2025 Special Board Meeting Minutes
2. November 6, 2025 Special Board Meeting Minutes
3. November 19, 2025 Regular Board Meeting Minutes

ITEM 2: TREASURER’S REPORT

1. November 13, 2025 Finance/Audit Committee Meeting Recap
2. October 2025 Preliminary Unaudited Financials
3. November 2025 Bills for Consideration, Payroll and Payroll Taxes

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

1. November 5, 2025 Engineering/Operational Committee Meeting Recap

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

1. November 3, 2025 Executive Committee Meeting Recap

MOTION: Approve the consent calendar as presented – Director Acosta

SECOND: Director Anderson

AYES: Directors Mandich, Acosta, Anderson, Horst & Safranski

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED/FAILED: Passed 5 – 0

ACTION CALENDAR

ADMINISTRATIVE MATTERS

ITEM 5: APPROVAL OF GENERAL MANAGER EMPLOYMENT AGREEMENT

Director Mandich reported that the Board has selected Mr. Larry McKenney as the District’s new General Manager beginning January 2026 and outlined the terms of his contract. Director Mandich added that the District is fortunate to have Mr. McKenney on board, noting that he is well known throughout Southern California agencies.

Director Acosta commented that Mr. McKenney was a standout candidate, and that he believes Mr. McKenney will work well with staff and neighboring agencies.

Director Safranski commented that Mr. McKenney has over 30 years of leadership in the water industry and stated that the District is fortunate to have him on board.

MOTION: Approve the Terms of the General Manager Employment Agreement – Director Acosta

SECOND: Director Anderson

AYES: Directors Mandich, Acosta, Anderson, Horst & Safranski

NOES: None

ABSTAIN: None

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ABSENT: None
MOTION PASSED/FAILED: Passed 5 – 0

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

Mr. Perea presented this matter for Director consideration and comment, and he reported that this matter was reviewed with the Finance/Audit Committee.

MOTION: Approve the tentative future meetings/attendance items and ratify the amended Directors' expenses and fees from November 2025 – Director Acosta
SECOND: Director Anderson
AYES: Directors Mandich, Acosta, Anderson, Horst & Safranski
NOES: None
ABSTAIN: None
ABSENT: None
MOTION PASSED/FAILED: Passed 5 – 0

ITEM 7: INFORMATIONAL UPDATES FROM BOARD COMMITTEES

Committee members provided updates on the following Committees:

Engineering/Operational Committee – Director Anderson reported on the status of the pipeline rehabilitation project.

Finance/Audit Committee – Director Horst reported on the District's audit and bi-annual budget discussions. Director Horst also reported that the Chat with TCWD Community forum had lively discussions and that another chat would be scheduled in the future with the new General Manager.

District Properties Committee – Director Mandich provided updates on the status of the Porter property discussions including the recent changes to environmental protections for certain species at the federal level which may decrease the potential value of the property at this time. Director Mandich stated that the Committee has given the brokerage firm direction to evaluate the state environmental protections as well as other best uses for the property.

MOTION: None. Informational item only.

ITEM 8: STATUS UPDATE ON REQUEST FOR PROPOSALS FOR COMBINED SERVICES TO ACHIEVE RATE RELIEF

Director Mandich reported that a meeting has taken place at the Board level, and that he received a joint response letter yesterday with rough details. Director Mandich stated that both agencies plan to present the proposed framework with the joint SMWD-IRWD-TCWD Ad Hoc Committee in January, followed by a meeting with the entire Board.

Director Anderson reported that the letter does not provide specifics related to a proposed framework, however, it states that the proposal will provide rate relief, better service and meet all objectives established by the TCWD Board of Directors.

MOTION: None. Informational item only.

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ITEM 9: ELECTION OF BOARD OFFICERS

Pursuant to the District’s rules and regulations, Mr. Perea requested nominations for the position of President of the Trabuco Canyon Water District Board of Directors.

Director Acosta nominated Director Anderson for the position and Director Anderson accepted the nomination.

- MOTION:** Elect Director Mark Anderson as President of the Board of Directors of Trabuco Canyon Water District– Director Acosta
- SECOND:** Director Mandich
- AYES:** Directors Anderson, Acosta, Horst, Mandich and Safranski
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None
- MOTION PASSED/FAILED:** Passed 5 – 0

Mr. Perea handed the gavel to President Anderson.

Director Anderson requested nominations for the position of Vice President of the Trabuco Canyon Water District Board of Directors, and he recommended that the Vice President hold knowledge regarding the history of the District.

Director Mandich nominated Director Acosta for the position and Director Acosta accepted the nomination.

- MOTION:** Elect Director Glenn Acosta as Vice President of the Board of Directors of Trabuco Canyon Water District– Director Mandich
- SECOND:** Director Anderson
- AYES:** Directors Anderson, Acosta, Horst, Mandich and Safranski
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None
- MOTION PASSED/FAILED:** Passed 5 – 0

ITEM 11: ADOPTION OF RESOLUTION COMMEMORATING THE MUNICIPAL WATER DISTRICT OF ORANGE COUNTY’S (MWDOC) 75TH ANNIVERSARY

Mr. Perea presented this matter for Board consideration, and he provided a brief history of MWDOC’s relationship with Orange County agencies including TCWD, as well as the Metropolitan Water District of Southern California (MET) as a wholesaler and independent special district. Mr. Perea reported that MWDOC manages water use efficiency programs, technical assistance programs, and other administrative/engineering gaps for member agencies throughout the county. Mr. Perea added that both he and the incoming General Manager will attend the MWDOC January 21st regular board meeting.

- MOTION:** Adopt Resolution No. 2025-1361 – Resolution of the Board of Directors of Trabuco Canyon Water District In Recognition and Commemoration of the Seventy-Fifth Anniversary of the Municipal Water District of Orange County (MWDOC) – Director Acosta
- SECOND:** Director Mandich
- AYES:** Directors Anderson, Acosta, Horst, Mandich and Safranski
- NOES:** None
- ABSTAIN:** None

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ABSENT: None
MOTION PASSED/FAILED: Passed 5 – 0

FINANCIAL MATTERS

ITEM 12: PRESENTATION OF TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2024-25 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)

Mr. Perea presented this matter for Board consideration, and he reported that this matter was reviewed with the Finance/Audit Committee. Mr. Perea introduced the District's auditor, Mr. Paul Kaymark with Nigro & Nigro, PC to present the District's FY 25 ACFR. Mr. Kaymark presented an overview of the District's FY 2024-25 ACFR, highlighting the scope of work, audit results and audited financial statements. Mr. Kaymark indicated that the District's annual audited financial statements have received an unmodified opinion that did not identify any deficiencies in internal control nor material weaknesses.

MOTION: Receive and file the Trabuco Canyon Water District Fiscal Year 2024-25 Annual Comprehensive Financial Report (ACFR) – Director Safranski
SECOND: Director Horst
AYES: Directors Anderson, Acosta, Horst, Mandich and Safranski
NOES: None
ABSTAIN: None
ABSENT: None
MOTION PASSED/FAILED: Passed 5 – 0

ENGINEERING MATTERS

ITEM 13: SADDLE CREST RESERVOIR OUTLET IMPROVEMENTS CONSTRUCTION CONTRACT AWARD

Mr. Perea presented this matter for Board consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Mr. Rodriguez provided a brief summary of the ongoing challenges with the current inlet/outlet design as well as an overview of the project. Mr. Rodriguez presented a bid comparison summary, and he stated that staff recommends awarding a construction contract to JA Salazar Construction & Supply Corp.

Mr. Perea noted that this is a critical project and he expressed his appreciation to Water Operations staff for maintaining water quality in the reservoir for District customers.

MOTION: Authorize the Interim General Manager to award a Construction contract for the Saddle Crest Reservoir Outlet Improvement Project to JA Salazar Construction & Supply Corp. in the amount of \$172,720 plus a 10% contingency of \$17,272, for a not-to-exceed amount of \$189,992 – Director Acosta
SECOND: Director Mandich
AYES: Directors Anderson, Acosta, Horst, Mandich and Safranski
NOES: None
ABSTAIN: None
ABSENT: None
MOTION PASSED/FAILED: Passed 5 – 0

ITEM 14: ROBINSON RANCH WASTEWATER TREATMENT PLANT BLOWER ROOM MOTOR CONTROL CENTER (MCC) IMPROVEMENTS – PHASE 1 & PHASE 2 EMERGENCY WORK

Mr. Perea presented this matter for Board consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Mr. Ulloa delivered a presentation highlighting photos of the existing

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electrical equipment and proposed project. Mr. Ulloa added that the overall project scope remains unchanged, but that the order of project tasks is being adjusted. Mr. Ulloa also noted that we are still on target with the original CIP budget.

MOTION: Authorize the Interim General Manager to award a construction contract for the WWTP Blower Room MCC Improvements to Hydrotech Electric in the amount of \$362,993.56 plus a 10% contingency of \$36,299.00, for a not-to-exceed amount of \$399,272.56. – Director Acosta

SECOND: Director Mandich

AYES: Directors Anderson, Acosta, Horst, Mandich and Safranski

NOES: None

ABSTAIN: None

ABSENT: None

MOTION PASSED/FAILED: Passed 5 – 0

ITEM 15: DIMENSION WATER TREATMENT PLANT TRANSMISSION MAIN PIPELINE REHABILITATION PROJECT UPDATE

Mr. Perea presented this matter for Board consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Mr. Perea reported that Phase 1B continued in the month of November, with approximately 1,000 LF of pipe bursting being completed and that the contractor was currently installing 1,000 LF per week of 16" PVC pipe via the pipeline bursting method. Mr. Perea reported that Phase 1B was estimated to be completed in February 2026.

MOTION: None. Informational item only.

LEGISLATIVE AND OTHER MATTERS

ITEM 16: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

Ms. Collins provided a brief report on updates to the Brown Act under SB 707.

MOTION: None.

CLOSED SESSION

The Board of Directors entered closed session in accordance with the agenda at 7:17 p.m. General Legal Counsel participated in closed session.

At 7:30 p.m. General Legal Counsel exited closed session, and the Interim General Manager entered closed session.

The Board of Directors and Interim General Manager returned to open session at 8:04 p.m.

ITEM 17: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

Director Anderson reported that the Board of Directors met in closed session to review the matters as agendized, and that there was no action to be reported in closed session.

ITEM 18: CONSIDERATION OF MEMORANDUM OF UNDERSTANDING BETWEEN TCWD AND THE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS (IBEW)

Director Acosta reported that the Board is in agreement with the terms of the Memorandum of Understanding (MOU) and that Ms. Collins will work to finalize the MOU for a vote at the January Regular Board Meeting.

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Ms. Collins added that she is finalizing the agreement and has reached out to CalPERS for clarification on an item within the MOU.

MOTION: None.

GENERAL COUNSEL REPORT

None

OTHER INFORMATION/MATTERS

Director Anderson announced that he and Director Mandich will hold an all-staff meeting following day at 2:00 p.m. to discuss the RFP joint response letter prior to its release to the public.

ADDITIONAL DIRECTORS' COMMENTS

None

ADJOURNMENT

Director Anderson adjourned the December 17, 2025 Regular Board Meeting at 8:10 p.m.