



TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | DECEMBER 1, 2025

DIRECTORS PRESENT

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

STAFF PRESENT

Michael Perea, Interim General Manager
Roseann Lejsek, Executive Assistant

CONSULTANTS PRESENT (REMOTE)

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

PUBLIC PRESENT

None

CALL MEETING TO ORDER

Vice President Acosta called the December 1, 2025 Executive Committee Meeting to order at 4:04 PM.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

None

REPORT FROM THE INTERIM GENERAL MANAGER

Mr. Perea reported on the following matters:

- He has connected with the new General Manager and welcomed him to the District.
- The Association of California Water Agencies (ACWA) Conference will take place December 2 – 4 in San Diego and Mr. Perea noted that he will be in attendance.
- The District has been awarded a CalOES Grant in the amount of \$250,000 and that the District should expect to receive a reimbursement check in the amount of \$248,000 in the next 30 days. Mr. Perea indicated the remaining balance is related to pending staff training that will be reimbursed in 2026.

ADMINISTRATIVE MATTERS

ITEM 1: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP

Mr. Perea 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).

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DISCUSSION MATTERS

ITEM 2: BOARD AGENDA PLANNING CALENDAR

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

December 2025

Chat with TCWD – (12/11)

Topics: 1. Rate Study; 2. Establishing Voter Divisions; 3. New General Manager

Regular Board Meeting – (12/17)

- Annual Organizational Meeting
- RFP for Rate Relief Update
- Board Districting/Establishing Voter Divisions – General Counsel
- Approval of Mid-Year Operating and Capital Budget [F/A]
- Presentation of FY 2024-25 Annual Comprehensive Financial Report (ACFR) [F/A]
- Saddle Crest Reservoir Outlet Improvements Construction Contract Award [E/O]
- Dimension Water Treatment Plant Transmission Main Pipeline Rehabilitation Project Update [E/O]
- Brown Act Legislation Update – General Counsel [HB Memo]

Special Board Meeting (TBD)

- Sewer/Recycled Water Systems Overview Staff Presentation

January 2026

Regular Board Meeting – (01/21)

- Approve 2026 Board Member Committee Appointments & Assignments
- RFP for Rate Relief Update

Annual TCIC Board Meeting (01/21)

- Confirmation of President and Vice President
- Receive/file annual audit report

Annual TCPFA Board Meeting (01/21)

- Confirmation of President and Vice President
- Receive/file annual audit report

Special Board Meeting (TBD)

- New General Manager Introduction
- Rate Study – Revenue Requirement

February 2026

Regular Board Meeting – (02/18)

- RFP for Rate Relief Update

Special Board Meeting (TBD)

- Rate Study – Revenue Requirement

Other Potential Future Board Items

- Approve Collective Bargaining Agreement (Exec)
- Special Board Meeting on Porter Property Options – District Properties CM 12/09/2025
- Approve Ridgeline Connection Agreement with IRWD (E/O)

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Discussion occurred regarding replacing the Voter Divisions discussion topic with the RFP for Rate Relief topic at the Chat with TCWD. Director Mandich stated that he would reach out to the Board Presidents of each agency.

Mr. Perea recommended implementing recognition of employee milestones at future Regular Board Meetings.

Director Acosta also recommended that the Board President and Vice President hold quarterly meetings with staff.

Director Acosta reported that, following Mr. Paludi’s retirement, the Board has authorized Ms. Collins to engage in labor negotiations with the International Brotherhood of Electrical Workers (IBEW) on behalf of the District. Ms. Collins commented that she is already in talks with labor organizer representative as of last week and that a form of Memorandum of Understanding (MOU) should be ready the following week. Director Acosta recommended that the Labor Negotiations Ad Hoc Committee review the MOU before bringing it to the full Board. Ms. Collins recommended adding a closed session item regarding labor negotiations and an open session item regarding the proposed MOU to the December Regular Board Meeting agenda.

RECOMMENDATION: None – Informational item only.

OTHER MATTERS

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

Making Conservation a California Way of Life Framework Technical Assistance

Mr. Perea reported that the new Making Conservation a California Way of Life Regulations will be taking effect beginning January 2026, and that staff will be contracting with Environmental Incentives through a shared services agreement with MWDOC in order to assist the District with compliance and reporting efforts. Mr. Perea stated that this matter will be agendaized at the December Engineering/Operational Committee Meeting as an informational item. Mr. Perea noted that the District is on track for overall compliance.

Porter Property

Mr. Perea provided a brief update regarding ongoing discussion about the disposition of the District’s Porter Property and potential opportunities with CAL FIRE/OCFA. Discussion occurred regarding potential space leasing opportunities at District facilities for CAL FIRE and/or OCFA. Discussion also occurred regarding the District’s joint training with OCFA / CAL FIRE in order to be responsive to the community, and Mr. Perea recommended highlighting these efforts as a part of community outreach.

RECOMMENDATION: None.

ADJOURNMENT

Vice President Acosta adjourned the December 1, 2025 Executive Committee Meeting at 4:54 p.m.