



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | SEPTEMBER 21, 2016

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD) was called to order by President Stephen Dopudja at 7:00 PM, in the Board Room at the District Administrative Facility, located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, recorded and transcribed the minutes thereof.

DIRECTORS PRESENT

President Stephen Dopudja
Vice President Glenn Acosta
Director Edward Mandich
Director Michael Safranski

STAFF PRESENT

Hector Ruiz, General Manager
Michael Perea, District Secretary
Lorrie Lausten, Engineer
Karen Warner, Accounting Supervisor
Lisa Carmouche, Administrative Assistant
Dona Bozeman, Lead Customer Service Representative

DISTRICT CONSULTANTS PRESENT:

District General Legal Counsel – Rob Anslow (Bowie, Arneson, Wiles & Giannone)
District Treasurer – Cindy Byerrum (Platinum Consultants)

PUBLIC PRESENT

Ms. Stacy Taylor, Mesa Water District
Mr. Don Chadd
Mr. Robert Meyer, Zadeh-Meyer Developers

PLEDGE OF ALLEGIANCE

Director Mandich led the Board and District staff in the pledge of allegiance.

VISITOR PARTICIPATION

Ms. Stacy Taylor addressed the Board of Directors on behalf of and concerning Mesa Water District Director James Fisler's candidacy for Independent Special Districts of Orange County (ISDOC). Ms. Taylor reviewed Mr. Fisler's experience with the water industry, local governance, and small government. Ms. Taylor asked that the Board of Directors to consider Mr. Fisler's candidacy for President in the ISDOC 2016 Election of Officers.

ORAL COMMUNICATION

No oral communication was received.

DIRECTOR'S COMMENTS

Vice President Acosta had no comments.

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Director Safranski had no comments.

Director Mandich had no comments.

President Dopudja had no comments.

REPORT FROM THE GENERAL MANAGER

Mr. Ruiz reported on the following matters:

- Mr. Ruiz reported that District staff is scheduled to participate in the County of Orange Acorn Day 2016 event at O'Neill Regional Park and Supervisor Lisa Bartlett's Inaugural 2016 South Orange County Water Expo. Mr. Ruiz added that the two events are both scheduled for Saturday, October 1, 2016, from 10:00 am to 2:00 pm.
- Mr. Ruiz reported that he is scheduled to participate in a panel presentation regarding local agency collaborative efforts at the California Special Districts Association (CSDA) 2016 Annual Conference.
- Mr. Ruiz reported that the District has filled the Water Operations Department Operator II vacancy, and that the new employee will be starting on Monday, October 17, 2016.

ITEMS TOO LATE TO BE AGENDIZED

Mr. Ruiz commented that there were no items too late to be agendized.

CONSENT CALENDAR

President Dopudja indicated that all matters under the Consent Calendar would be approved by one motion unless a Board member requested a separate action on a specific item.

Action: A motion was made by Vice President Acosta and seconded by Director Safranski to approve the Consent Calendar, Items 1 through 4.
The motion carried 4 – 0.

ACTION CALENDAR

FINANCE MATTERS

ADMINISTRATIVE MATTERS

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) REGARDING VACANCY ON THE BOARD OF DIRECTORS

Mr. Ruiz provided a status update on this matter, and reviewed the required appointment procedures with the Board of Directors. Mr. Ruiz said that District staff complied with the notification requirements concerning the vacancy on the Board of Directors, and received one application from Mr. Don Chadd for the vacant position of Directorship on the Board. Mr. Anslow commented that the appointment is for remaining months through the end of Director Haselton's term. Vice President Acosta commented that Mr. Chadd has made many contributions to the District and the Board of Directors, and will be able to *hit the ground running*. Director Mandich commented that Director Haselton would approve of the appointment. President Dopudja said that there was no question in regards of this appointment. Mr. Perea said that he was prepared to administer the Oath of Office to Mr. Chadd at the direction of the Board. Mr. Chadd said that although he may regret the circumstances, that he would be honored to take Director Haselton's place on the Board.

Action: A motion was made by Vice President Acosta and seconded by Director Safranski to appoint Mr. Don Chadd for the vacant position on the Trabuco Canyon Water District

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Board of Directors, and to direct the District Secretary to administer the Oath of Office effective immediately and to notify the County of Orange Clerk of the Board of Supervisors of the appointment.

The motion carried 4 - 0.

Mr. Perea administered the Oath of Office to Mr. Chadd. Director Chadd took the office of Directorship.

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING COMMITTEE MEMBER AND AGENCY REPRESENTATIVE APPOINTMENTS

Mr. Ruiz presented this matter for Board review, and said that following Director Chadd’s appointment to the Board of Directors, President Dopudja can revisit Committee Member and Agency Representative appointments for the Board of Directors. Discussion occurred among the Board concerning the assignments, and during the discussion, President Dopudja made the following Committee assignments:

DISTRICT STANDING COMMITTEES	CHAIR	MEMBER	ALTERNATE	
Ad Hoc Committee – Porter Property	Dopudja	Chadd	None	-
MEMBER AGENCY REPRESENTATIVE ASSIGNMENTS				
	TITLE	PRIMARY	SECONDARY	THIRD
City of Rancho Santa Margarita City Council 1 st Meeting	Liaison	Mandich	Chadd	None
Santiago Aqueduct Commission	Commissioner	Chadd	Mandich	None
South County Water Agencies	Liaison	Chadd	None	None
South Orange County Watershed Management Area Executive Committee	Member	Mandich	Chadd	None

Action: President Dopudja assigned the Committee Members and Agency Representatives.

ENGINEERING MATTERS

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING DAHLIA COURT DEVELOPMENT

Mr. Ruiz provided a status update on this development, and said that the developer has extended an invitation the Board of Directors to the development’s grand opening event on Saturday, September 24, 2016. Mr. Ruiz added that District staff has worked with Special Legal Counsel to acquire the Grants of Easement (exhibits), and recommends the approval and receipt of the documents. Mr. Ruiz said that once approved and received, that District staff will record the documents with the County of Orange Office of Recorder. Vice President Acosta commended District staff on the completion of the work on short timeline.

Action: A motion was made by Vice President Acosta and seconded by Director Safranski to approve and receive the Grant of Easement to the Trabuco Canyon Water District by A.J.U. Family Partnership, a California Limited Partnership, for Water, Sewer, and Reclaimed Pipelines, and authorize the District Secretary to execute said Grant of Easement; and approve and receive the Grant of Easement to the Trabuco Canyon Water District by The Carmela H. Leavitt 2015 Trust for Sewer and Reclaimed Pipelines, authorize the District Secretary to execute said Grant of Easement.
The motion carried 5 – 0.

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE SADDLECREST DEVELOPMENT

Mr. Ruiz provided a status update on this development, and said that District staff is currently preparing the Will Serve Letter for this development. Mr. Ruiz said that District staff is working to determine the methodology for sewer connection reimbursement fees from the developer of Tract No. 12365 and per the existing agreement with Zadeh. Mr. Ruiz added that he has not received the Reservoir Pre-Design Technical Memorandum from the developer to date. Mr. Ruiz said that he is working with California Quartet, LP, to acquire previously prepared plans for the Ridgeline Booster Pump Station in an effort to save time and engineering costs to all parties, including the District. Mr. Ruiz mentioned that upgrades to the Ridgeline Booster Pump Station are necessary to provide pumping capacity to the development and the proposed 2.0 million gallon reservoir, and that more information will be presented to the Engineering/Operational Committee the following month.

Action: The Board received the information concerning the matter. No action taken.

ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRACT NO. 12365 OFF-SITE SEWER FACILITIES REIMBURSEMENT AGREEMENT

Mr. Ruiz presented this matter for Board consideration, and said that it was reviewed with the Engineering/Operational Committee. Mr. Ruiz acknowledged Mr. Meyer in the audience, and advised the Board that there has been consistent positive communication between the District and Mr. Meyer concerning this matter. Mr. Ruiz provided a brief background review concerning the conditions of the Mutual Settlement Agreement from 2003 (exhibit), and reviewed the terms of the proposed Off-Site Sewer Facilities Reimbursement Agreement with the Board. Mr. Ruiz added that Zadeh-Meyer Developers (Zadeh) has been very transparent concerning the construction costs associated with the off-site sewer system, and highlighted the proposed cost reimbursement methodology based on the Gravity Sewer Buy-In Costs in the Agreement Exhibit B. Discussion occurred concerning additional terms of the proposed agreement; Mr. Ruiz said that there is no abandonment term for the proposed agreement. Director Mandich inquired about possible issues with parcel designation for future sewer connection opportunities; Mr. Anslow advised leaving the original parcel designations in the proposed agreement and address future sewer connections, if any, at the time of connection.

Action: A motion was made by Vice President Acosta and seconded by Director Mandich to approve the proposed Agreement for Reimbursement of Facilities Costs for Santiago Canyon Road Gravity Sewer (Facilities), and authorize the General Manager to execute said Agreement.
The motion carried 5 – 0.

ITEM 10: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRACT NO. 12365 SUPPLY OF IRRIGATION WATER MEMORANDUM OF UNDERSTANDING

Mr. Ruiz presented this matter for Board consideration, and said that it was reviewed with the Engineering/Operational Committee. Mr. Ruiz provided a brief background description on the existing Memorandum of Understanding (MOU) between the District and Zadeh, and explained that Zadeh has a private onsite non-potable water well which has been used for irrigation purposes. Mr. Ruiz added that District staff is concerned with the location of the District's pipeline easement in relation to the cinder block wall that surrounds the onsite well, and that Mr. Meyer has expressed interest in extending the MOU. Mr. Ruiz said that District staff recommends the extension of the MOU for a defined period which would allow for the further review of its terms, an updated GIS file of the location of the pipeline and easement in relation to the onsite well, and further investigate to eliminate the possibility of a cross-connection.

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Action: A motion was made by Director Chadd and seconded by Director Safranski to approve the Second Extension of Memorandum of Understanding Between the Trabuco Canyon Water District and Khalil N. Zadeh and Touran M. Zadeh for an additional twelve month period, and authorize the General Manager to execute and deliver said Memorandum of Understanding to Zadeh.
The motion carried 5 – 0.

ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S EXISTING NETWORK INFRASTRUCTURE

Mr. Ruiz presented this matter for Board consideration, and mentioned that it has been reviewed with the Finance/Audit Committee. Mr. Ruiz added that this project is included in the Fiscal Year 2016/2017 Capital Improvement Program (CIP), and was originally budgeted for \$60,000, but that District staff has worked with Synoptek, the District's Information Technology Consultant, to review the existing Network Infrastructure's system compatibilities with the planned utility billing system upgrade by Tyler Technologies (Tyler). Mr. Ruiz said that Mr. Perea has worked with Synoptek to present the proposed upgrade to the Network Infrastructure, and has prepared a presentation to the review the proposed upgrade.

Mr. Perea briefly reviewed the identified Network Infrastructure liabilities detailed in the staff report, and said that certain essential software components will no longer be supported by Microsoft beginning April 2017. Mr. Perea reviewed a Power point presentation of the proposed upgrades which reviewed the District's hardware, software, and workstation system upgrades since the original network installation in 2005. Mr. Perea commented that District staff has worked with Synoptek to determine which software and hardware components require upgrade or replacement based on Tyler system requirements and the mitigation of system risks, and that Synoptek prepared three upgraded options for the District to consider. Mr. Perea reviewed the three options in detail, and said that the preferred option exceeds the District's Capital Improvement Program (CIP) project budget by \$20,000, but that the preferred option meets the new utility billing system requirements and mitigates the existing Network Infrastructure current hardware and software liabilities. Discussion occurred concerning the District's server data backup procedure; Mr. Perea reviewed the District's server data backup procedure in accordance with the District's Records Retention Policy. Director Safranski commented that this project was reviewed at length at the Finance/Audit Committee, and expressed his support for the preferred option. President Dopudja commended District staff, and expressed his support for the preferred option.

Action: A motion was made by Vice President Acosta and seconded by Director Safranski to authorize the General Manager to implement the Network Infrastructure Upgrades with Synoptek for a not exceed amount of \$80,000, and to execute the necessary contract documents.
The motion carried 5 – 0.

ITEM 12: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE PLANO SEWAGE LIFT STATION AND PLANO WATER BOOSTER PUMP STATION FACILITY SITE SECURITY IMPROVEMENTS

Mr. Ruiz presented this matter for Board consideration, and mentioned that it has been reviewed with the Engineering/Operational Committee. Mr. Ruiz added that this proposed project is budgeted in the Fiscal Year 2016/2017 Capital Improvement Program (CIP) and can be tied to the construction of the Dahlia Court development. Mr. Ruiz mentioned that William Lyon Homes (developer) has replaced an existing fence with a more secure block wall at one end of the pump station site, but that the other sides are vulnerable and allow for easy access into the site. Mr. Ruiz reviewed photographs of the existing facility fence, block walls, and entry gate. Mr. Ruiz said that the proposed design includes the replacement of the existing chain link fence with an

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anti-climb fence with an increased height for additional security, and that the District has been approached by the developer to perform the work. Mr. Ruiz added that he has obtained additional quotes for the work which exceed the District's budget by twenty percent, but that the developer has expressed that they will meet the District's project budget of \$30,000.

Action: A motion was made by Director Safranski and seconded by Vice President Acosta to authorize the General Manager to contract with William Lyon Homes to implement the Plano Sewage Lift Station and Plano Water Booster Pump Station Facility Site Security Improvements for a not to exceed cost of \$30,000.
The motion carried 5 – 0.

ITEM 13: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING FACILITY ELECTRICAL AND INSTRUMENTATION CONTRACTED SERVICES FOR EMERGENCIES AND PREVENTATIVE MAINTENANCE

Mr. Ruiz presented this matter for Board consideration, and mentioned that it has been reviewed with the Engineering/Operational Committee. Mr. Ruiz said that the District's Maintenance Department has benefited from augmentation from third-party electrical contractors in the past. Mr. Ruiz added that some of these electrical contractors are no longer available or require a contractual commitment because of recent regulatory requirements due to regulatory and workers' compensation updates with the Department of Industrial Relations and the District's insurance provider Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA). Mr. Ruiz reviewed the proposed three electrical contractors, including two that the District typically works with on facility electrical and instrumentation-based work. The three contractors presented were TESCO, Hunter Electric, and Hydrotech. Mr. Ruiz added that these vendors provide the skill set to meet the electrical needs for the District, and in particular, during emergencies and for preventative maintenance work. Mr. Ruiz proposed the following contract scenarios with each vendor:

- Contract with TESCO for preventative maintenance work and emergency response and services.
- Issue a purchase order for a set amount to Hunter Electric, which will include costs associated with meeting insurance requirements for providing electric services, including emergency response services.
- Work with Hydrotech, on an as needed basis.

Director Safranski inquired if thermal imaging scans of the District's facility electrical equipment is included, and the impacts of the proposed vendor proximity on total labor costs in emergency repairs. Mr. Ruiz confirmed that TESCO's proposal includes thermal imaging. President Dopudja advised the Board that he would abstain from voting on this matter due to a possible conflict of interest between his employer and TESCO.

Action: A motion was made by Vice President Acosta and seconded by Director Safranski to authorize the General Manager to contract with TESCO for preventative maintenance work and emergency response and service for a not to exceed amount of \$24,500, and to issue a purchase order to Hunter Electric for a not to exceed amount of \$10,000 which includes costs associated with meeting insurance requirements for providing electric services, including emergency response.
The motion carried 4- 0 -1, with President Dopudja abstaining his vote.

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ITEM 14: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM-PHASE I

Mr. Ruiz presented this matter for Board consideration, and mentioned that it has been reviewed with the Engineering/Operational Committee. Mr. Ruiz said that this matter is a Capital Improvement Program (CIP) project budgeted for Fiscal Year 2016/17. Mr. Ruiz added that the District's current SCADA System is an antiquated legacy software system that is no longer supported by the software developer, and that District staff is scheduled to meet with TESCO and Beavens Automation (District SCADA Manager) to review Phase 1 of the proposed system upgrades and management. Mr. Ruiz mentioned that the Phase 1 of the project would identify system vulnerabilities to provide a clear analysis for proper budgeting for a system-wide SCADA upgrade. Mr. Ruiz commented that TESCO and Beavens Automation provide programming, instrumentation, controls troubleshooting and repairs to the District's SCADA system, and both would serve the District well by working jointly in creating a plan for replacing and updating the current outdated SCADA system in a cost effective manner. Discussion occurred concerning the possible impacts transitioning from one SCADA system to another. President Dopudja advised the Board that he would abstain from voting on this matter due to a possible conflict of interest between his employer and TESCO. Director Acosta mentioned the importance of a transition plan for all facilities to ensure services.

Action: A motion was made by Vice President Acosta and seconded by Director Mandich to authorize the General Manager to contract with TESCO Controls, Inc. to perform the SCADA System – Phase 1 for a not to exceed amount of \$44,777, and execute necessary contract documents.

The motion carried 4- 0 -1, with President Dopudja abstaining his vote.

ITEM 15: BAKER WATER TREATMENT PLANT

Mr. Ruiz provided a status update on this project, and presented the Irvine Ranch Water District (IRWD) Baker Water Treatment Plant (WTP) Construction Report for September 2016 for Board review. Mr. Ruiz said that the Project Committee (PC) Meeting met on September 8, 2016, and that project completion is a few months out. Mr. Ruiz briefly reviewed the Construction Report, and mentioned that IRWD will begin initial facility testing in the coming weeks. Mr. Ruiz added that the State Water Resources Control Board has scheduled the inspection of the facility disinfection system, and that the Orange County Fire Authority has completed the chemical storage facility inspection. Mr. Ruiz said that IRWD plans for a facility start up at the end of October, and reminded the Board of Directors of the planned Project Partner Celebration Event that is scheduled for October 25, 2016. Mr. Ruiz reviewed the DRAFT Municipal Water District of Orange County (MWDOC) Water Billing Agreement Letter Figures, pages 5 and 6 (exhibits) which demonstrated the water delivery path from the facility to partner agencies. Mr. Ruiz said that currently the District is billed by the Santiago Aqueduct Commission (SAC), and mentioned that MWDOC has expressed a desire to consolidate billing services for all member agencies. Discussion occurred concerning opportunities for the MWDOC to undertake the billing process for Baker WTP partner agencies; Mr. Ruiz said that the benefit of MWDOC undertaking the monthly billing process would remove a layer of complexity for partner agencies. Director Chadd inquired regarding commitment requirements and the current water production levels from the District's Dimension Water Treatment Plant (DWTP). Director Safranski asked the Mr. Ruiz to review water wheeling scenarios for the District; Mr. Ruiz said that the District could sell excess water throughout the year, and likely shutdown the DWTP during the winter months as the production water from Baker WTP would meet system demands. President Dopudja cautioned that a transparent water sale methodology would be necessary for Board approval.

Action: The Board received the information concerning the matter. No action taken.

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ITEM 16: ALTERNATE RAW WATER TRANSMISSION LINE – FEMA NO. PW79

Mr. Ruiz provided a status update on this project and an updated DRAFT Project Schedule for Board review and discussion. Ms. Lausten provided a status update on easement procurement, and mentioned that the County of Orange has agendized the Grant of Easement to the District under the Consent Calendar at the Board of Supervisors Regular Meeting on September 27, 2016. Ms. Lausten added that District staff plans to publicly bid the project the following week in accordance with Federal Emergency Management Agency (FEMA) guidelines and regulations. Mr. Ruiz said that District staff plans to award the project in November at either the Regular Board Meeting or a Special Board Meeting. Mr. Ruiz added that he and Ms. Lausten are scheduled to attend a FEMA Workshop the following week to learn more about any new regulations that may have been implemented since the 2010 winter storms when the project was established. Discussion occurred concerning project construction timeline for completion and possible adverse weather impacts; Mr. Ruiz said that there may be wet weather impacts on construction, and that there is the chance of construction extending into bird nesting season. Mr. Ruiz reported that District staff plan to bring a DRAFT Request for Proposal for Construction Management Services to the Engineering/ Operational Committee for review the following month. Discussion occurred concerning possible environmental impacts and any new findings from the FEMA workshop to the project construction timeline.

Action: The Board received the information concerning the matter. No action taken.

LEGISLATIVE, ADMINISTRATIVE, AND OTHER MATTERS

ITEM 17: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING POTENTIAL CHANGES TO SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT

Mr. Ruiz commented that this matter was discussed at the previous Regular Board Meeting, and the President Dopudja is currently assigned as the Primary Board Representative to SOCWA and is prepared to provide an update on this matter to the Board. President Dopudja provided a brief background on the Fiscal Year 2016/2017 Budget approval process, and said that Moulton Niguel Water District (MNWD) was the sole SOCWA member agency that did not vote for the approval of the budget due to issues concerning budget cost allocation and vote equity. President Dopudja added that due to the certain provisions in the Joint Powers Agreement (JPA), a specific timeline was triggered as a result of MNWD's actions. President Dopudja reviewed a Potential SOCWA Weighted Voting Approach (exhibit) which analyzed the current vote allocation versus a potential weighted methodology that utilized a weighted portion fifty percent vote based on operations and maintenance plus a base portion fifty percent on SOCWA membership as an attempt to address the current issues raised by MNWD. Discussion occurred concerning the methodology for the proposed SOCWA Weighted Voting Approach as an option to the vote apportionment in the JPA. Director Safranski expressed his appreciation for President Dopudja's efforts and leadership in proposing a solution to the current issues. Discussion occurred concerning the potential impacts to SOCWA member agencies with the implementation of a weighted vote structure. Mr. Ruiz added that as matters progress, there may be a need to schedule a closed session at a future Regular Board Meeting to address this matter more fully.

Action: The Board received the information concerning the matter. No action taken.

ITEM 18: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING STATEWIDE DROUGHT CONDITIONS, STATE WATER RESOURCES CONTROL BOARD (SWRCB) DROUGHT REGULATIONS, AND TCWD WATER CONSERVATION MEASURES/ACTIONS

Mr. Ruiz provided a status update on the matter, and reported that the District's customers demand reduced by 9% in the month of August 2016 in comparison to the same month in 2013. Mr. Anslow provided a brief

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overview of Senate Bill (SB) 814 to the Board which includes provisions for urban retail water suppliers to discourage excessive water use to protect water resources, and mentioned that the District's Water Conservation Ordinance Permanent Provisions meet the standard of SB814.

Action: The Board received the information concerning the matter. No action taken.

ITEM 19: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY (ISDOC) 2016 ELECTION OF OFFICERS

Mr. Ruiz presented this matter for Board consideration, and reminded the Board that Ms. Stacy Taylor represented Mr. James Fisler of Mesa Water District for the position of ISDOC President. Mr. Perea mentioned that the ISDOC 2016 Election of Officers ballot must be submitted no later than 5:00 pm on September 27, 2016. Mr. Perea said that the current Board representative to ISDOC is Vice President Acosta, and reviewed the ISDOC letter regarding the candidates for the open positions. Discussion occurred concerning the candidates statements included with the staff report and for the open positions. Vice President Acosta made a recommendation to the Board concerning the candidates.

Action: A motion was made by Director Safranski and seconded by Director Mandich to cast the vote for the following candidates for the Independent Special Districts of Orange County (ISDOC) 2016 Election of Officers:

President: James R. Fisler, Director Mesa Water District
First Vice President: Sandra F. Jacobs, Director Santa Margarita Water District
Second Vice President: Mark Monin, Director El Toro Water District
Third Vice President: Mary Aileen Matheis, President Irvine Ranch Water District
The motion carried 5 – 0.

ITEM 20: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

Mr. Ruiz had no matters to report.

Action: The Board received the information concerning the matter. No action taken.

OTHER INFORMATION/MATTERS

Mr. Ruiz reported the following other information and matters:

- Mr. Ruiz mentioned that MWDOC Director Susan Hinman is retiring at the end of her term in December, and that MWDOC is hosting a brunch in her honor at their November 2, 2016 Regular Board Meeting. Mr. Ruiz added that an invitation to the event has been extended to the Board of Directors.
- Mr. Ruiz said that District staff is currently working with Cox Communications to request a Grant of Easement from Dove Canyon Master Association (DCMA) for telecommunications improvements to the Robinson Ranch Wastewater Treatment Plant. Mr. Ruiz added that he attended the DCMA Executive Committee to answer any questions concerning the project, and mentioned that the project was well received by the Committee.
- Mr. Ruiz reminded the Board that the Rancho Santa Margarita Chamber of Commerce State of the City Event was scheduled for the following Friday night at the Dove Canyon Golf Course Clubhouse. Mr. Ruiz added that the Board was registered to attend the event.
- Mr. Ruiz reported that District staff has prepared a DRAFT Proclamation honoring the contributions of Director James Haselton to the District and the Board of Directors. Mr. Ruiz said that District staff would appreciate feedback on the proposed language, and that the Proclamation would be agendized for

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presentation to the Haselton Family at the October 19, 2016 Regular Board Meeting. Director Chadd mentioned the Board of Directors honoring Sharon Smith with the bronze plaque in the garden at the entrance of the Administration Facility, and suggested that the Board consider a similar plaque at one of the oak trees. Discussion occurred concerning alternative opportunities to honor Director Haselton. Director Chadd offered to work with District staff to prepare a location at the Administration Facility for a bronze plaque in honor of Director Haselton.

ADDITIONAL DIRECTORS' COMMENTS

President Dopudja welcomed Director Chadd to the Board of Directors.

ADDITIONAL GENERAL MANAGER COMMENTS

There were no additional General Manager comments received.

END ACTION CALENDAR

ADJOURNMENT

President Dopudja adjourned the September 21, 2016, Regular Board meeting at 8:58 PM.