



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY, BOARD ROOM
WEDNESDAY, FEBRUARY 19, 2020 AT 7:00 PM**

BOARD OF DIRECTORS

Michael Safranski, President
Don Chadd, Vice President
Glenn Acosta, Director
Stephen Dopudja, Director
Edward Mandich, Director

DISTRICT STAFF

Fernando Paludi, General Manager
Michael Perea, District Secretary
Cindy Byerrum, District Treasurer
Atkinson, Andelson, Loya, Ruud & Romo
District General Legal Counsel

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Determine need and take action on item(s) that arose subsequent to posting the Regular Board Meeting agenda.

VISITOR PARTICIPATION

Members of the public wishing to address the Board regarding a particular item on the agenda are requested to complete a speaker card and submit it to staff. The Board President will call on the visitor following the Board's discussion about the matter. Members of the public will be given the opportunity to speak prior to the Board taking action on that item. 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. Under the requirements of State Law, Directors cannot take action on items not identified on the agenda and will not make decisions on such matters. The Board President 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.

DIRECTORS' COMMENTS AND MEETING REPORTS

REPORT FROM THE GENERAL MANAGER

CONSENT CALENDAR

All matters under the Consent Calendar will be approved by one motion unless a Board member or staff member requests a separate action on a specific item.

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

RECOMMENDED ACTION

Approve the minutes of the following Board Meetings:

- 1. January 15, 2020 Regular Board Meeting*
- 2. January 28, 2020 Special Board Meeting*

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING AGENDA | FEBRUARY 19, 2020**

ITEM 2: TREASURER'S REPORT

a. *FINANCE/AUDIT COMMITTEE MEETING*

RECOMMENDED ACTION:

Receive and file the following Finance/Audit Committee Meeting Recap(s):

1. *January 8, 2020*

b. *PRESENTATION OF FINANCIALS*

RECOMMENDED ACTION:

Receive and file the preliminary statement(s) of revenues and expenses and preliminary unaudited financials for the following month(s):

1. *December 2019*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for January 2020.

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

Receive and file the following Engineering/Operational Committee Meeting Recap(s):

1. *January 8, 2020*

ITEM 4: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

RECOMMENDED ACTION:

Ratify the Directors' expenses and fees from January 2020 and approve tentative future meetings/attendance.

ACTION CALENDAR

All matters under the Action Calendar have been reviewed by the General Manager and Staff prior to the Board's consideration.

ADMINISTRATIVE MATTERS

ITEM 5: DISCUSSION AND ACTION ON RATIFICATION OF CONTRACT WITH ALBERT GROVER AND ASSOCIATES FOR TRABUCO CANYON WATER DISTRICT'S ADMINISTRATION FACILITY PARKING STUDY RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

RECOMMENDED ACTION(S):

1. *Receive project status update at the time of the Board meeting.*
2. *Ratify the Contract with Albert Grover and Associates for Trabuco Canyon Water District's Administration Facility Parking Study for a not to exceed amount of \$10,000.*
3. *Take related action(s) concerning this matter as deemed appropriate.*



**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING AGENDA | FEBRUARY 19, 2020**

ITEM 6: DISCUSSION AND CONSIDERATION OF RESOLUTION NO. 2020-1275 - PROPOSED TRABUCO CANYON WATER DISTRICT DISCONNECTION OF RESIDENTIAL WATER SERVICE POLICY

RECOMMENDED ACTION(S):

1. *Receive information concerning the matter at the time of the Board meeting.*
2. *Adopt Resolution No. 2020-1275 – Resolution of the Board of Directors of Trabuco Canyon Water District Amending Rules and Regulations and Adopting a Disconnection of Residential Water Service Policy.*

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT’S ANNUAL WATER AWARENESS DAY EVENT

RECOMMENDED ACTION(S):

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

ITEM 8: DISCUSSION AND POSSIBLE ACTION CONCERNING SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT AMENDMENT(S)

RECOMMENDED ACTION(S):

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

FINANCIAL MATTERS

ITEM 9: DISCUSSION AND ACTION ON CONTRACT CHANGE ORDER NO. 1 FOR RAFTELIS FINANCIAL CONSULTANTS FOR TRABUCO CANYON WATER DISTRICT’S RATE ANALYSIS FOR WATER, WASTEWATER, AND NON-DOMESTIC WATER RATES AND CHARGES AND RELATED MATTERS

RECOMMENDED ACTION(S):

1. *Receive information concerning the matter at the time of the Board meeting.*
2. *Approve the Raftelis Financial Consultants Contract Change Order No. 1 in the amount of \$19,988.*
3. *Set a date and time for holding a Special Board Meeting – Rate Workshop No. 2.*
4. *Take other related action(s) as deemed appropriate.*

ENGINEERING MATTERS

ITEM 10: DISCUSSION AND POSSIBLE ACTION CONCERNING TRABUCO CANYON WATER DISTRICT’S GROUNDWATER FEASIBILITY STUDY

RECOMMENDED ACTION(S):

Receive project status update and presentation at the time of the Board meeting and take action(s) as deemed appropriate.



**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING AGENDA | FEBRUARY 19, 2020**

ITEM 11: DISCUSSION AND ACTION TO RATIFY CONTRACT CHANGE ORDER NO. 2 FOR PACIFIC HYDROTECH FOR RIDGELINE BOOSTER PUMP STATION IMPROVEMENTS AND CAPACITY INCREASE PROJECT AND OTHER RELATED MATTERS

RECOMMENDED ACTION(S):

1. *Receive project status update at the time of the Board meeting.*
2. *Ratify Contract Change Order No. 2 to Pacific Hydrotech Corporation in the amount of \$30,290.*
3. *Receive the Grant of Easement to the Trabuco Canyon Water District by Canyon Rim Townhomes Association, for Perimeter Fencing, and authorize the District Secretary to execute Certificate of Acceptance.*

ITEM 12: DISCUSSION AND ACTION ON CONTRACT AWARD FOR ENGINEERING DESIGN SERVICES WITH HAZEN AND SAWYER RELATED TO THE EL TORO SEWER LIFT STATION IMPROVEMENTS

RECOMMENDED ACTION(S):

1. *Receive information concerning the matter at the time of the Board meeting.*
2. *Authorize the General Manager to execute a Contract with Hazen and Sawyer for the Engineering Design Services for El Toro Lift Station Preliminary Study in the amount of \$40,920.*

ITEM 13: DISCUSSION AND ACTION ON CONTRACT AWARD FOR CONSTRUCTION SERVICES WITH JES ENGINEERING CONTRACTORS RELATED TO THE DOVE LAKE SPILLWAY REPAIR

RECOMMENDED ACTION(S):

1. *Receive information concerning the matter at the time of the Board meeting.*
2. *Authorize the General Manager to execute contract with JES Engineering Contractors for the Dove Lake Spillway Repair in the amount of \$93,009.50 with a 10% contingency, for a not to exceed amount of \$102,311.*
3. *Take related action(s) concerning this matter as deemed appropriate.*

ITEM 14: DISCUSSION AND ACTION ON CONTRACT ADDENDUM NO. 1 FOR MWH CONSTRUCTORS FOR PIPELINE INSPECTION SERVICES AND CONTRACT ADDENDUM NO. 1 FOR MWH CONSTRUCTORS FOR RESERVOIR AND PUMP STATION INSPECTION SERVICES RELATED TO SADDLE CREST DEVELOPMENT

RECOMMENDED ACTION(S):

1. *Receive information concerning the matter at the time of the Board meeting.*
2. *Authorize the General Manager to execute the MWH Constructors Contract Addendum No. 1 for Pipeline Inspection Services in the amount of \$36,029.*
3. *Authorize the General Manager to execute the MWH Constructors Contract Addendum No. 1 for Reservoir and Pump Station Inspection Services in the amount of \$46,425.*

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 15: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

RECOMMENDED ACTION(S):

Review and discuss local government and legislative informational matter(s) and take action(s) as deemed appropriate.



ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 16: _____

ITEM 17: _____

OTHER INFORMATION/MATTERS

Reports or comments from the General Manager and/or Staff

ADDITIONAL DIRECTORS' COMMENTS

Additional reports or comments from Directors

ADDITIONAL GENERAL MANAGER COMMENTS

Additional reports or comments from the General Manager

END ACTION CALENDAR & 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 Trabuco Canyon Water District Administrative Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Administrative 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 Administrative Facility at the same time as they are distributed to the Board Members, except that, if such writings are distributed immediately prior to or during the meeting, they will be available in the Board Meeting Room at the District Administrative 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 Board meeting. Notification at least 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The Board Meeting Room is wheelchair accessible.

FUTURE SCHEDULED REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS

Upcoming Regular Meetings of the Board will be held at the District Administrative Facility (Board Meeting Room) located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679 and are currently scheduled as follows:

March 18, 2020 | April 15, 2020 | May 20, 2020

