

STAFF MEMBERS

Don Chadd, General Manager  
Hector Ruiz, District Engineer  
Teresa Teichman, District Secretary  
Cindy Navaroli, District Treasurer



BOARD OF DIRECTORS

Edward Mandich, President  
James Haselton, Vice President  
Michael Safranski, Director  
Glenn Acosta, Director

**AGENDA**  
**REGULAR BOARD MEETING OF THE**  
**BOARD OF DIRECTORS OF**  
**TRABUCO CANYON WATER DISTRICT**  
**JUNE 20, 2012**  
**7:00 P.M.**

**ADMINISTRATIVE FACILITY, BOARD MEETING ROOM**  
**32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA**  
**FOR ACTION ITEM 1L, THE BOARD OF DIRECTORS**  
**IS ACTING AS THE LEGISLATIVE BODY OF THE**  
**INDICATED COMMUNITY DISTRICTS**

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**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. Members of the public will be given the opportunity to speak prior to the Board taking action on that item. 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. Directors cannot take action on items not identified on the agenda and will not make decisions on such matters. The Board President may direct staff to follow up on issues as may be deemed appropriate. Please limit comments to three minutes.

**DIRECTORS' COMMENTS**

**REPORT FROM THE GENERAL MANAGER**

**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**ITEMS TOO LATE TO BE AGENDIZED**

**RECOMMENDED ACTION:**

Determine the need and take action on item(s) that arose subsequent to posting the agenda and where there is a need to review such matter(s) and potentially take action(s) on such matters at this meeting of the Board.

**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**CONSENT CALENDAR**

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

**ITEM 1A: TREASURER'S REPORT**

1. FINANCE/AUDIT COMMITTEE MEETING RECAP

The May 2, 2012 Finance/Audit Committee recap is attached for the Board's review.

**FINANCE/AUDIT COMMITTEE RECOMMENDED ACTION:**

Receive and file the May 2, 2012, Finance/Audit Committee Meeting Recap

2. PRESENTATION OF FINANCIALS

April 2012 preliminary statement of revenue and expenses and April 2012 preliminary unaudited financials are attached for the Board's review along with the March 2012 bank statement.

**FINANCE/AUDIT COMMITTEE RECOMMENDED ACTION:**

Receive and file the April 2012 preliminary statement of revenues and expenses and April 2012 preliminary unaudited financials, as presented.

3. Payment of Bills for Consideration

**FINANCE/AUDIT COMMITTEE RECOMMENDED ACTION:**

Ratify the payment of bills for consideration in the amount of \$254,529.71 (May 2, 2012), \$133,778.99 (May 15, 2012), and \$153,679.01 (May 2012 Payroll and Payroll Taxes). The total payment amount for ratification is \$541,987.71.

**ITEM 1B: ENGINEERING/OPERATIONAL COMMITTEE**

**ENGINEERING/OPERATIONAL COMMITTEE RECOMMENDED ACTION:**

Receive and file the May 8, 2012 Engineering/Operational Committee Recap.

**ITEM 1C: EXECUTIVE COMMITTEE**

**EXECUTIVE COMMITTEE RECOMMENDED ACTION:**

Receive and file the December 12, 2011 Executive Committee Recap.

**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**CONSENT CALENDAR continued**

**ITEM 1D: RATIFICATION OF DIRECTORS' FEES AND EXPENSES AND FUTURE MEETINGS AND ATTENDANCE ITEMS**

***RECOMMENDED ACTION:***

Ratify the Directors' expenses from April/May 2012, fees from April/May 2012, and approve future meeting and attendance items, June through July, 2012

**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**ACTION CALENDAR**

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

**ADMINISTRATIVE MATTERS**

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**ITEM 1E: APPOINTMENT TO FILL VACANT BOARD OF DIRECTOR POSITION**

**RECOMMENDED ACTION:**

Staff recommends the effective date July 1, 2012, for the newly appointed Director to take office.

**ITEM 1F: DISCUSSION AND POSSIBLE ACTION RELATING TO THE APRIL 20, 2012, ORANGE COUNTY GRAND JURY REPORT AND REQUIRED RESPONSE**

**RECOMMENDED ACTION:**

Staff recommends the Board of Directors receive staff report and direct Staff to bring back to the Board of Directors the completed draft Response for the Board's review and comment and possibly approval at the Regular Board Meeting of July 18, 2012.

**ITEM 1G: STATUS UPDATE AND POSSIBLE ACTION RELATING TO ORGANIZATIONAL ANALYSIS OF TCWD**

**RECOMMENDED ACTION:**

Staff recommends the Board of Directors authorize the General Manager to implement the recommendations set forth in the Trabuco Canyon Water District - Organizational Assessment, June 2012 performed by Ohlund Management and Technical Services as deemed appropriate by the General Manager.

**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**ACTION CALENDAR continued  
FINANCIAL MATTERS**

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**ITEM 1H: CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION NO. 2012 – 1167  
ESTABLISHING APPROPRIATIONS LIMIT FOR FISCAL YEAR 2012/2013**

**RECOMMENDED ACTION:**

Staff recommends the Board approve Resolution No. 2012-1167 establishing District Appropriations Limit for fiscal year 2012/2013.

**ITEM 1I: DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZATION ON INCUMBENCY &  
CERTIFICATES RELATING TO THE BANK OF NEW YORK MELLON TRUST COMPANY, N.A.**

**RECOMMENDED ACTION:**

Discuss information presented at the time of the meeting. Take action as deemed appropriate.

**ITEM 1J: CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION NO. 2012-1168 APPROVING  
FISCAL YEAR 2012/2013 GENERAL FUND BUDGET**

**RECOMMENDED ACTIONS:**

1. Adopt Resolution No. 2012-1168 adopting the Fiscal Year 2012/2013 General Fund Budget.
2. Approve staff recommended action to make adjustments to Fiscal Year 2012/2013 Budget (with updates to be returned to Board) based on General Manager's implementation of recommendations in Organizational Analysis as approved by Board.  
Fiscal Impact: Revenues: \$6,531,400.00; Expenses \$10,502,322.00 (expenditures may be impacted by organizational changes referenced above); Payment of Certificates of Participation Securities, \$898,115.000

**ITEM 1K: CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION NO. 2012-1169 – APPROVING  
FISCAL YEAR 2012/2013 CAPITAL IMPROVEMENT PROGRAM BUDGET**

**RECOMMENDED ACTION:**

Adopt Resolution No. 2012-1169 adopting the Fiscal Year 2012/2013 Capital Improvement Program Budget. Fiscal Impact: \$2,560,000.00

**TCWD REGULAR BOARD MEETING AGENDA**

**JUNE 20, 2012**

**ACTION CALENDAR continued**

**FINANCIAL MATTERS**

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**ITEM 1L: CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTIONS APPROVING FISCAL YEAR 2012/2013 DEBT SERVICE BUDGETS (ACTING AS THE LEGISLATIVE BODY OF THE INDICATED COMMUNITY FACILITIES DISTRICTS)**

1. Resolution No. 2012-1170, Community Facilities District **No. 2 (Portola Hills)**. Budget Amount: \$801,743.15.
2. Resolution No. 2012-1171, Community Facilities District **No. 5, County Roads (Robinson Ranch/Trabuco Highlands)**. Budget Amount: \$391,845.60.
3. Resolution No. 2012-1172, Community Facilities District **No. 5, Sewer Facilities (Robinson Ranch/Trabuco Highlands)**. Budget Amount: \$98,654.77.
4. Resolution No. 2012-1173, Community Facilities District **No. 7 (Dove Canyon)**. Budget Amount: \$1,874,594.98.
5. Resolution No. 2012-1174, Community Facilities District **No. 8 (Rancho Cielo)**. Budget Amount: \$619,048.83.

**RECOMMENDED ACTION:**

Adopt Resolution Nos. 2012-1170 through 2012-1174 inclusive (acting as the legislative body of the indicated Community Facilities Districts). Funding Source: CFD Special Tax Revenues. Total Fiscal Impact: \$3,790,887.33

**ITEM 1M: STATUS UPDATE AND POSSIBLE ACTION REGARDING COLLECTION ACCOUNTS (use staff 1Q from 6-15-11)**

**RECOMMENDED ACTION:**

Authorize the General Manager or Treasurer to write off the (16) uncollected, unpaid bills in the amount of \$3,340.54 for fiscal year 2010/2011.

**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**ACTION CALENDAR continued  
ENGINEERING MATTERS**

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**ITEM 1N: STATUS UPDATE RELATING TO THE BAKER REGIONAL WATER TREATMENT FACILITY**

**RECOMMENDED ACTION:**

1. Receive status update at the time of the Board Meeting.
2. Approve Trabuco Canyon Water District's percentage share of Variance 6 in the amount of \$3,357 and Variance 7 in the amount of \$32,646.

**ITEM 1O: STATUS UPDATE RELATING TO THE ALTERNATE RAW WATER TRANSMISSION LINE (ARWTL)  
(16 inch Raw Water Transmission Line – Serrano Creek Crossing Alternate Route – PW79)**

**RECOMMENDED ACTION:**

Receive status update at the time of the Board Meeting. No action required.

**ITEM 1P: STATUS REPORT AND POSSIBLE ACTION RELATING TO DOVE RESERVOIR/TRABUCO  
RESERVOIR INTER-TIE AND TRABUCO HIGHLANDS PRESSURE REDUCING STATIONS PROJECT**

**RECOMMENDED ACTION:**

Receive status update and information at the time of the Regular Board Meeting and take action on the following items as deemed appropriate:

1. Ratify Contract Change Order No. 1 as submitted and for the amount of \$1,572.00.
2. Accept the work completed by L&S Construction for the Construction of the Dove Reservoir-Trabuco Reservoir Intertie and Trabuco Highlands Pressure Regulating Stations
3. Direct staff to file a Notice of Completion with the County of Orange for the Dove Reservoir-Trabuco Reservoir Intertie and Trabuco Highlands Pressure Regulating Stations

**ITEM 1Q: STATUS UPDATE AND POSSIBLE ACTION RELATING TO THE SHADOW ROCK DETENTION  
BASIN FACILITY PROJECT (SRDBFP)**

**RECOMMENDED ACTION:**

Receive status update at the time of the Board Meeting. No action required.



**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**ACTION CALENDAR continued  
LEGISLATIVE MATTERS**

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**ITEM 1R: DISCUSSION AND POSSIBLE ACTION RELATING TO LOCAL GOVERNMENTAL AND  
LEGISLATIVE INFORMATIONAL MATTER(S)**

**RECOMMENDED ACTION:**

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

**END ACTION CALENDAR**

**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**ITEMS TOO LATE TO BE AGENDIZED**

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**1S:** \_\_\_\_\_

**1T:** \_\_\_\_\_

**OTHER MATTERS**

Reports or concerns from the General Manager and/or Staff

**ADDITIONAL DIRECTORS' COMMENTS**

Additional reports or comments from Directors

**ADDITIONAL GENERAL MANAGER COMMENTS**

Additional information from the General Manager

**ADJOURNMENT**

**TCWD REGULAR BOARD MEETING AGENDA  
JUNE 20, 2012**

**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 District Administrative/Operational Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District 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 Facility at the same time as they are distributed, except that, if such writings are distributed immediately prior to or during the meeting, they will be available in the Boardroom at the District 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 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.

Upcoming Regular Board Meetings will be held at the District office located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679 and are scheduled as follows:

**July 18, 2012  
August 17, 2012  
September 19, 2012**

Please visit the Districts website at [www.tcwd.ca.gov](http://www.tcwd.ca.gov) for additional information