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**THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS
TRABUCO CANYON WATER DISTRICT
JANUARY 18, 2012**

7 The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD)
8 was called to order by President Mandich at 7:00 p.m. at Trabuco Canyon Water District’s office
9 located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Teresa Teichman, Secretary
to the Board of Directors, recorded and transcribed the minutes thereof.

10 **DIRECTORS PRESENT**

11 Ed Mandich, President
12 Jim Haselton, Vice President
13 Glenn Acosta, Director
14 Mike Safranski, Director
Matt Disston, Director

15 **STAFF PRESENT**

16 Don Chadd, General Manager
17 Hector Ruiz, District Engineer
18 Teresa Teichman, Secretary to the Board of Directors
Michael Perea, Special Projects Manager

19 **LEGAL COUNSEL PRESENT**

20 Robert E. Anslow, District Legal Counsel
21 Melanie Poturica, Special Legal Counsel

22 **PUBLIC PRESENT**

23 There was one member of the public present.

24 **PLEDGE OF ALLEGIANCE**

25 Director Acosta led the Board and staff in the pledge of allegiance.
26

27 **VISITOR COMMENTS**

28 There were no visitor comments.

1 **ORAL COMMUNICATION**

2 There were no oral comments.

3 **DIRECTOR'S COMMENTS**

4 There were no Director comments.

5 **REPORT FROM THE GENERAL MANAGER**

6 Mr. Don Chadd, General Manager, provided informational items to the Directors
7 including a renewal notice from the Orange County Chamber of Commerce, an annual report
8 relating to the 241 Toll Road, a request from the building industry relating to fee increase
9 notifications, and District water consumption reports.

10 Mr. Chadd advised the Board Mr. Bill Nelson has been appointed to the Board of the
11 California Special Districts Association as a representative of Region 6.

12 **ITEMS TOO LATE TO BE AGENDIZED**

13 There were no items too late to be agendized.

14 **CONSENT CALENDAR**

15 President Mandich announced that all matters under the Consent Calendar would be
16 approved by one motion unless a Board Member requests a separate action on a specific item.
17 Both Director Disston and President Mandich requested item 1A be pulled from the consent
18 calendar for discussion.

19 **ACTION CALENDAR**

20 President Mandich stated that the General Manager and staff had reviewed all matters
21 under the Action Calendar prior to the Board's consideration.

22 **MOTION:** A motion was made by Director Disston and seconded by Director
23 Safranski to approve the Consent Calendar, Item Nos. 1B through 1E, with
24 Item No. 1A pulled for discussion.
25 The motion carried 5-0.

26 Director Disston stated he needs to recuse himself from item 1A, the December 21, 2011 Board
27 Minutes, as he was not in attendance at that meeting. President Mandich reported the Agency
28

1 Representative assignments relating to the City of Rancho Santa Margarita is reversed. Mr.
2 Mandich stated he will attend the fourth Wednesday of each month and Director Safranski will
3 attend the second meeting of each month. Mrs. Teresa Teichman, Secretary to the Board of
4 Directors, noted the correction.

5 **MOTION:** A motion was made by Director Acosta and seconded by Director
6 Safranski to approve the Consent Calendar, Item No. 1A as amended.

7 The motion carried 4-0 with Director Disston abstaining.

8 **ADMINISTRATIVE MATTERS**

9 **ITEM NO. 1F DISCUSSION AND ACTION RELATING TO ADOPTION OF**
10 **RESOLUTION NO. 2012 – 1164 TREASURER’S ANNUAL**
11 **STATEMENT OF INVESTMENT POLICY**

12 Mr. Chadd discussed the issue advising TCWD is required by law to adopt a new
13 Resolution annually. Mr. Chadd stated no changes were made since last year to TCWD’s
14 Investment Policy and TCWD’s contract Treasurer has reviewed and approved the information.

15 Mr. Rob Anslow, District Legal Counsel stated there have been no significant changes in
16 the law pertaining to this issue over the last year.

17 **MOTION:** A motion was made by Director Safranski to approve and adopt
18 Resolution No. 2012-1164 which was seconded by Director Acosta. Oral
19 roll call vote was taken. The vote carried 5-0.

20 **ENGINEERING MATTERS**

21 **ITEM NO. 1G PUBLIC HEARING AND ACTION RELATING TO ADOPTION**
22 **OF ORDINANCE NO. 2012-19 REGULATIONS FOR THE**
23 **DISCHARGE OF WASTEWATER TO SEWERAGE FACILITIES**
24 **OF THE TRABUCO CANYON WATER DISTRICT SERVICE**
25 **AREA AND RELATED ENFORCEMENT RESPONSE PLAN**

26 Mr. Hector Ruiz, District Engineer, advised Ordinance 2012-19 presented tonight is the
27 same information as presented at the time of the December 21, 2011 Board meeting and
28 reviewed the purpose of the Ordinance update.

1 Mr. Anslow advised the Board the information relating to the Ordinance Regulations and
2 the Enforcement Response Plan are both contained in one document. Mr. Anslow confirmed the
3 Notice of Public Hearing has been posted, published, and appears on TCWD's website.

4 President Mandich opened the Public Hearing.

5 Mr. Ruiz advised TCWD has received no written or oral comments in protest of the
6 Ordinance.

7 President Mandich closed the Public Hearing.

8 **MOTION:** A motion was made by Director Acosta and seconded by Director Disston
9 to approve and adopt Ordinance No. 2012-19. Oral roll call vote was
10 taken. The motion carried 5-0.

11 **ITEM NO. 1H STATUS UPDATE AND POSSIBLE ACTION RELATING TO**
12 **BAKER REGIONAL WATER TREATMENT FACILITY**

13 Mr. Ruiz reviewed the revised project schedule, noting the final design is anticipated for
14 March 2012. Mr. Ruiz advised the Baker Regional Water Treatment Facility Committee will
15 meet later in the month of January to discuss bio-solid issues.

16 Mr. Ruiz advised IRWD has hired a consultant who will be preparing a draft agreement
17 relating to the pipeline capacity as it relates to each agency's plant capacity.

18 The Board received and filed the information. No action required.
19

20 **ITEM NO. 1I STATUS UPDATE AND POSSIBLE ACTION RELATING TO THE**
21 **ALTERNATE RAW WATER TRANSMISSION LINE (ARWTL)**
22 **(16-inch Raw Water Transmission Line – Serrano Creek Crossing**
23 **Alternate Route – PW79)**

24 Mr. Ruiz advised eight firms were invited to bid this project and he received six
25 proposals yesterday. Mr. Ruiz stated he had originally planned to make recommendation to the
26 Board tonight relating to a consultant, however; the bids are very detailed and involved and will
27 require more time. Mr. Ruiz stated TCWD should also hear back from FEMA within the next
28 week relating to this project.

1 Mr. Chadd advised in the interest of quality analysis of the submittals, he recommends
2 holding a brief Special Board meeting towards the end of January to award the project.
3 Discussion occurred as to date and time to hold the Special Board meeting. The Board and Staff
4 agreed to hold the Special Board meeting on Wednesday, February 1, 2012 at 7:00 a.m. prior to
5 the Finance/Audit Committee meeting.

6 **ITEM NO. 1J STATUS REPORT AND ACTION RELATING TO DOVE**
7 **RESERVOIR TO TRABUCO RESERVOIR INTER-TIE AND**
8 **TRABUCO HIGHLANDS PRESSURE REDUCING STATIONS**
9 **PROJECTS**

10 Mr. Ruiz advised all legal requirements have been met pertaining to this matter including
11 publishing and posting requirements. Mr. Ruiz further stated residents which may be impacted
12 by the project have received notice. Mr. Ruiz stated no oral or written comments or protest were
13 received by the District relating to the Negative Mitigated Declaration.

14 Mr. Ruiz provided the January 13, 2012 Bid Summary to the Board and reviewed the
15 information. Mr. Ruiz advised five bidders attended the bid opening and L & S was the lowest
16 qualified bidder at \$444,229. Mr. Ruiz noted the District Engineers estimate was \$565,000 and
17 the estimate by the design engineer, PSOMAS, was \$569,000.

18 Legal Counsel recommended a motion be made at this time to approve and adopt the
19 Resolution.

20 **MOTION:** A motion was made by Director Safranski and seconded by
21 Director Acosta to approve and adopt Resolution No. 2012-1165.
22 Discussion occurred relating to the quality of the infrastructure
23 materials. A roll call vote was taken. The Motion passed 5-0.

24 Mr. Ruiz requested the Board approve the contract to award the project to L & S in an
25 amount of \$444,229.00.

26 **MOTION:** A motion was made by Director Acosta and seconded by Vice
27 President Haselton to approve and award the bid to L & S in the
28 amount of \$444,229. The Motion passed 5-0.

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LEGISLATIVE MATTERS

**ITEM NO. 1K DISCUSSION AND POSSIBLE ACTION RELATING TO LOCAL
GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL
ITEMS**

Mr. Chadd stated he attended the MWDOC Manager’s meeting earlier today. Mr. Chadd advised Mr. Jeffrey Thomas is the new MWDOC Board President and Mr. Wayne Clark is MWDOC’s new Vice President.

END ACTION CALENDAR

OTHER MATTERS

ADDITIONAL DIRECTORS’ COMMENTS

There were no additional Director’s comments.

ADDITIONAL GENERAL MANAGER COMMENTS

There were no additional General Manager comments.

ADJOURNMENT

At 7:29 p.m. President Mandich adjourned the January 18, 2011 Regular Board meeting to Closed Session.

Mr. Rob Anslow advised there is no matter to address in Closed Session.

Respectfully Submitted,

Teresa Teichman
Secretary to the Board of Directors