

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT

MEETING DATE: JULY 18, 2012

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD) was called to order by President Mandich at 7:00 p.m. at TCWD's Main Office located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Michael Perea, District Secretary, recorded and transcribed the minutes thereof.

DIRECTORS PRESENT

Board President Ed Mandich
Director Glenn Acosta
Director Mike Safranski
Director Jim Haselton
Director Stephen Dopudja

STAFF PRESENT

General Manager	Don Chadd
District Secretary	Michael Perea
Accounting Supervisor	Karen Warner

District Consultants Present:

District General Legal Counsel Robert E. Anslow (Bowie, Arneson, Wiles & Giannone)

PUBLIC PRESENT

There were no members of the public present

PLEDGE OF ALLEGIANCE

Director Acosta led the Board and staff in the pledge of allegiance

VISITOR COMMENTS

There were no visitor comments

ORAL COMMUNICATION

There was no oral communication

DIRECTOR'S COMMENTS

Directors Mandich and Acosta both welcomed newly-appointed Director Dopudja to the Board. Director Haselton commented on his experience at the Registrar of Voters Office and welcomed Director Dopudja to the Board. Director Dopudja commented that it was a pleasure to be a TCWD Board Member.

REPORT FROM THE GENERAL MANAGER

The General Manager commented that Director Dopudja should abstain from voting on the Consent Calendar as the items are before his term as Director.

The General Manager commented that he had implemented the Board-approved recommendations made in the TCWD Organizational Analysis, as performed by Ohlund Management and Technical Services, and had implemented the restaffing structure on the Monday following the June 20th Regular Board Meeting. The recommendations included the following:

- Mr. Hector Ruiz is now the Assistant General Manager and District Engineer.
- Mr. Michael Perea is now the Administrative Services Manager.
- Department Supervisors are now Superintendents.
- The other recommendations will be implemented in the coming weeks.

The General Manager commented that organizational transition planning will be conducted at future meetings.

ITEMS TOO LATE TO BE AGENDIZED

There were no items too late to be agendized.

CONSENT CALENDAR

The Board President 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. No items were requested to be removed from the Consent Calendar.

Action: A motion was made by Director Acosta and seconded by Director Mandich to approve the Consent Calendar, Item Nos. 1A through 1F. The motion carried 4-0, with one abstention by Director Dopudja.

ACTION CALENDAR
ADMINISTRATIVE MATTERS

ITEM NO. 1G: PUBLIC HEARING REGARDING WATER STANDBY ASSESSMENT FOR FISCAL YEAR 2012/2013

The General Manager provided background information relating to the purpose of the assessment, commented that TCWD had engaged the services of NBS for the purpose of notifying TCWD customers of the public hearing, and that TCWD has not increased the amount of the Water Standby Assessment.

President Mandich opened the Public Hearing. No members of the public were present to comment.

The General Manager commented that no verbal or written protest has been received to date on this matter.

President Mandich closed the public hearing, and discussion occurred.

Action: A motion was made by Director Mandich and seconded by Director Acosta to adopt **Resolution No. 2012-1176** establishing Water Standby Assessment for fiscal year 2012/2013 at \$15.00 per acre, or portion thereof, for undeveloped acreage. The motion carried 5-0.

ITEM NO. 1H: DISCUSSION AND POSSIBLE ACTION RELATING TO THE APRIL 20, 2012, ORANGE COUNTY GRAND JURY REPORT AND REQUIRED RESPONSE

The General Manager commented that the required response was sent to the office of the Orange County Grand Jury on Monday, July 16th, and it was a collaborative effort with other General Managers from neighboring water districts. The final response was reviewed by TCWD's Legal Counsel prior to submission. Director Mandich commented that he reviewed the response in detail, found that it covered many of the raised issues, and complemented the final product. Discussion occurred concerning possible next steps concerning process with the response to this report. Director Dopudja commented that the response letter can be used as an educational tool for customers.

Action: A motion was made by Director Mandich and seconded by Director Acosta to approve the completed draft responses to the Orange County Grand Jury Report and cover letter of April 20, 2012 as presented. The motion carried 5-0.

ITEM NO. 1I: CONSIDERATION AND POSSIBLE ACTION RELATING TO ADOPTION OF A RESOLUTION APPOINTING A DISTRICT SECRETARY

The General Manager commented the former District Secretary was no longer an employee of TCWD as a result of the implementation of the recommendations of the TCWD Organizational Analysis performed by Ohlund Management and Technical Services. As such, Mr. Michael Perea, Assistant District Secretary, is recommended to be appointed District Board Secretary.

Action: A motion was made by Director Acosta and seconded by Director Safranski to adopt **Resolution No. 2012-1177**, and appoint Mr. Michael Perea as District Secretary.

ENGINEERING MATTERS

ITEM NO. 1J: STATUS UPDATE RELATING TO THE BAKER REGIONAL WATER TREATMENT FACILITY

The General Manager commented that there was no updated information concerning this item. Discussion occurred concerning the potential impacts the project will have on TCWD with respects to the future treated water rates, the benefits of an alternative water source, and other opportunities. There were no other updates.

Action: None

ITEM NO. 1K: STATUS UPDATE RELATING TO THE ALTERNATE RAW WATER TRANSMISSION LINE (ARWTL) (16 inch Raw Water Transmission Line-Serrano Creek Crossing Alternate Route – PW79)

The General Manager commented that staff were waiting for a formal response from FEMA/CalEMA concerning the eligibility of the project. The General Manager commented that staff were currently working with Tetrattech regarding preliminary design work for the project. There were no other updates.

Action: None

ITEM NO. 1L: DISCUSSION AND POSSIBLE ACTION RELATING TO THE PROPOSED SKYRIDGE RESIDENTIAL DEVELOPMENT

The General Manager commented that a draft Sub-Area Master Plan is attached as an exhibit for Board review. Discussion occurred concerning the potential for sharing services at this development with Santa Margarita Water District, and the possibility of implementation of a distribution system loop in the design.

Action: A motion was made by Director Acosta and seconded by Director Mandich to approve the Skyridge Sub-Area Master Plan, dated July 2012.

ITEM NO. 1M: DISCUSSION AND POSSIBLE ACTION RELATING TO LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

The General Manager commented on the following matters:

1. Association of California Water Agencies (ACWA) letter dated June 25, 2012, with the subject *Request for Legislative Proposals for First Year of 2013-2014 Legislative Session*. The General Manager commented that if there is any Board member interest in agendizing this matter, staff can be directed to do so.
2. Leucadia Wastewater District letter dated June 13, 2012, requesting support for nominee Ms. Elaine Sullivan to the California Special Districts Association (CSDA) Board of Directors, Region Six. The General Manager commented that if there is any Board member interest in agendizing this matter, staff can be directed to do so.

Action: None

END ACTION CALENDAR

OTHER MATTERS

The General Manager commented it was necessary to adjourn the Regular Board Meeting in order to conduct the annual meetings of the Trabuco Canyon Improvement Corporation and the Trabuco Canyon Public Financing Authority, if there were no other comments.

ADDITIONAL DIRECTORS' COMMENTS

There were no additional Directors' comments provided.

ADDITIONAL GENERAL MANAGER COMMENTS

No additional General Manager comments were provided.

ADJOURNMENT

President Mandich adjourned the July 18, 2012, Regular Board meeting at 7:27 P.M.

Respectfully Submitted,

Michael Perea, District Secretary

M:\BOARD Minutes\2012 MINUTES\Regular Board Minutes July 18, 2012 **APPROVED**