

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP
DECEMBER 3, 2012**

DIRECTORS PRESENT

Jim Haselton, Committee Chair
Ed Mandich, Committee Member

STAFF PRESENT

Hector Ruiz, Acting General Manager
Michael Perea, District Secretary

PUBLIC PRESENT

No members of the public were present.

CALL MEETING TO ORDER

Committee Chair Haselton called the December 3, 2012 Executive Committee Meeting to order at 7:05 AM

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

There were no Committee Member comments.

REPORT FROM THE GENERAL MANAGER

There were no General Manager comments.

BOARD AGENDA MATTERS

ITEM 1: EXECUTIVE COMMITTEE MEETING RECAP

The June 5, 2012 Executive Committee Meeting Recap was presented to the Committee.

Recommendation:

The Executive Committee recommended the Board receive and file the June 5, 2012 Executive Committee Recap. (Consent Calendar).

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DISCUSSION MATTERS

ITEM 2: DISCUSSION RELATING TO PENDING/FUTURE BOARD AGENDA TOPICS

The Acting General Manager, Mr. Hector Ruiz commented that staff had prepared a six-month “look ahead” for pending/future Regular Board Meeting agenda topics. Discussion occurred concerning the following matters:

- Election of Board Officers
- Board Member Committee Assignments
- Baker Regional Water Treatment Facility
- Alternate Raw Water Transmission Line – PW79
- Shadow Rock Detention Basin Facility and project/funding progress
- CalPERS Annual Valuation Report
- District Banking Services
- Trabuco Dam Overlay Project
- District Website Update Project
- El Toro Lift Station Agreement Amendments
- Dove Canyon Master Association (DCMA) Limited Use Agreement

Recommendation:

The Executive Committee discussed the information presented and recommended the Board receive the information. (Action Calendar).

ITEM 3: DISCUSSION RELATING TO STANDING AD HOC COMMITTEES

The Acting General Manager, Mr. Hector Ruiz commented that there are two standing District Ad Hoc Committees formed for specific discussion purposes. Mr. Ruiz provided background information on the following standing Ad Hoc Committees, and discussion occurred as follows:

Director Health Benefits Ad Hoc Committee:

Mr. Ruiz commented that this Ad Hoc Committee was formed earlier this year for the purpose of reviewing options for Board Members benefits, which included Medical, Dental, and Vision insurance. Discussion occurred concerning total benefits and compensations received, as compared to other agencies. Director Mandich commented that this matter could be revisited in the first quarter of 2013.

District Land Asset Ad Hoc Committee:

Mr. Ruiz commented that this Ad Hoc Committee was formed to review the District’s current land holdings, and make recommendations to the Board of Directors. Discussion occurred concerning the District-owned Porter Ranch property. Director Mandich commented that this matter could be revisited in the first quarter of 2013.

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Recommendation:

The Executive Committee discussed the information presented. No action taken.

ITEM 4: DISCUSSION RELATING TO GENERAL MANAGER SERVICES AGREEMENT

The Acting General Manager, Mr. Hector Ruiz provided background on this matter and commented that at the October 17, 2012 Regular Board Meeting, the Board authorized District staff to engage District Special Legal Counsel Liebert Cassidy Whitmore to prepare a draft General Manager Services Agreement (Agreement) for Executive Committee review. Mr. Ruiz distributed a copy of the draft Agreement to the Committee members. Discussion occurred concerning specific matters of the Agreement language. Director Mandich requested additional information from staff concerning total General Manager compensation, and benefits of neighboring agencies, which may assist the Board in their final decision regarding the Agreement.

Recommendation:

The Executive Committee discussed the information presented and recommended the Board receive the information. (Action Calendar).

LEGISLATIVE MATTERS

ITEM 5: REVIEW OF LEGISLATIVE INFORMATIONAL ITEMS

There were no legislative informational items presented for Committee review.

Recommendation:

No action taken.

OTHER MATTERS

ITEM 6: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF

Discussion occurred concerning upcoming District events:

- The Acting General Manager, Mr. Ruiz commented that staff had planned an employee recognition and luncheon for the Advisory General Manager Don Chadd's retirement, and that District Secretary Michael Perea would send calendar invites to the Board of Directors for the event.
- Mr. Ruiz scheduled the monthly meeting times to meet with Directors Mandich and Haselton.

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Recommendation:

The Executive Committee discussed the information presented and recommended staff to prepare a Proclamation for Don Chadd to be presented under Employee Recognition at the December, 2012, Regular Board of Directors Meeting.

ADJOURNMENT

Committee Chair Haselton adjourned the December 3, 2012 Executive Committee Meeting at 8:29 a.m.

M:\EXECUTIVE Committee Agendas Staffs\RECAPS\2012\December 3, 2012**PENDING**