

TRIUNFO SANITATION DISTRICT

Minutes of the April 22, 2019 Board of Directors Regular Meeting
Oak Park Library (Film & Lecture Room 102)
899 N. Kanan Road, Oak Park, California

1. Call to Order and Roll Call: Chair Janna Orkney called the meeting to order at 5:15 p.m. Directors Leon Shapiro, Raymond Tjulander, James Wall, and Chair Orkney were present. Director Susan Pan arrived at the conclusion of the Roll Call.

Staff present: General Manager Mark Norris; Legal Counsel John Mathews; Director of Finance Tina Rivera; Clerk of the Board Juliet Rodriguez; Water/Wastewater Operations Superintendent Richard Jones; Senior Management Analyst Michael Castro; Management Analyst Sandy Warren; Ventura Regional Sanitation District General Manager Chris Theisen, and Consultant Tim Doyle.

2. Pledge of Allegiance: The Pledge was recited by Director Shapiro.

3. Agenda Review:

Director Wall moved to accept the agenda as presented. Motion seconded by Director Tjulander. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

4. Public Comments:

Clerk of the Board Juliet Rodriguez announced that no public comments were received.

PRESENTATION ITEMS (Item 5 only)

5. Las Virgenes-Calleguas Interconnection Project
Eric Berg, Acting General Manager for Calleguas Municipal Water District gave an update on the Project. Cesar Romero, Senior Project Manager, was available to answer any Board questions.

Public comment was provided by John Bancroft, President, Meadow Oaks Home Owners Association; and Cathy Derington, President, Kensington Park Home Owners Association.

CONSENT ITEMS (Items 6 through 7) – Matters listed under Consent Items are considered to be routine, non-controversial, and are normally approved by one motion. If discussion is requested by a member of any of the Board on any Consent Item, or if a member of the public wishes to comment on an item, that item may be removed from Consent Agenda for separate action.

6. Approval of Minutes: March 25, 2019 Regular Meeting; April 11, 2019 Special Meeting

Director Wall moved to approve the Consent Agenda. Motion seconded by Director Shapiro. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Tjulander, Wall
NOES: None
ABSTAIN: None
ABSENT: None

ACTION ITEMS (Items 7 through 14)

7. Adoption of the Fiscal Year 2019-2020 Budget (*This item was moved from Consent to the Action Item Agenda*)

General Manager Norris gave the report. Chris Theisen, General Manager of Ventura Regional Sanitation District, was available to answer any of the Board's questions.

Director Tjulander moved to adopt Resolution No. TSD 2019-003 Adopting the fiscal Year 2019-20 Budget. Motion seconded by Director Wall. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Wall, Tjulander
NOES: None
ABSTAIN: None
ABSENT: None

8. Public Hearing for Revising TSD Ordinance No. TSD-101 Board Compensation and Expense Reimbursement

Mr. Norris gave the report.

Director Pan moved to conduct a public hearing regarding proposed TSD Ordinance No. TSD 101 for prescribing the policies and provisions for Board member compensation and reimbursement procedures; and conduct the second reading, by title only, of Ordinance No. TSD-101, Concerning Board Member Compensation and Expense Reimbursement and adopt Ordinance No. TSD-101, which shall take effect on June 1, 2019. Motion seconded by Director Shapiro. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Tjulander, Wall
NOES: None
ABSTAIN: None
ABSENT: None

Chair Orkney opened the public hearing at 6:04 p.m. and, with no one wishing to speak and no written public comments submitted, closed the public hearing at 6:06 p.m.

Ms. Rodriguez conducted the second reading by title only:

ORDINANCE NO. TSD-101 (Adopted 4/22/19) ESTABLISHING POLICIES AND PROCEDURES FOR BOARD MEMBER COMPENSATION AND EXPENSE REIMBURSEMENT

9. Discussion: Sewer Service Charges Via Direct Billing Compared to County of Ventura Tax Rolls

Mr. Norris introduced Consultant Tim Doyle, who gave the report.

Discussion ensued with the Board concurring to continue with the collection of sewer service charges on the Ventura County Tax Rolls.

10. Update on TSD Property Insurance

Management Analyst Sandy Warren gave the report.

The Board directed staff to return to the next Board meeting with options that are more visually explained and include what the District is doing and what other districts are doing, with a recommendation on what is best for the District.

11. Selection of Electrical Option with SCE and the Clean Power Alliance

Mr. Norris gave the report, and was joined by Mr. Doyle.

The Board directed staff to remain with the current Southern California Edison – Time-Of-Use (TOU) option.

12. Triunfo Water and Sanitation District Logo – Alternative Color

Management Analyst Sandy Warren gave the report.

Director Orkney moved to approve the letterhead option with the all blue print and blue logotype and the fourth name badge option with the blue logotype and Member name in black. Motion seconded by Director Pan. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

INFORMATION AGENDA (Items 13 through 23)

13. Westlake Village Street Festival
14. Update on Woolsey Fire FEMA Claim
15. Disbursements: March 2019
16. Investment Report: March 2019
17. TSD Website – Google Analytics Report
18. Water Conservation Customer Rebate Program
19. Oak Park Water Service Update: March 2019
20. Water Conservation Report: March 2019
21. Statewide Water Supply Conditions Report: April 16, 2019
22. Revenue & Expense Report: March 2019
23. Future Meetings, Seminars and Conferences:
 - Apr 24, 8:30 a.m – 4 p.m. – Human Resources Boot Camp Class, Simi Valley
 - Apr 25, 8:30 a.m – 4 p.m. – Financial Management Class, Simi Valley
 - Apr 28, 10:00 a.m. – 4 p.m. - Westlake Village Community Street Festival
 - Apr 29, 5:00 p.m. – JPA Meeting (at LVMWD)
 - May 7-10 – ACWA 2019 Spring Conference, Monterey
 - May 16, 7:30 a.m. – AWA WaterWise Breakfast Meeting, Thousand Oaks
 - May 20, 5:15 p.m. – TSD Regular Board Meeting, Oak Park Library
 - June 3, 5:00 p.m. – JPA Meeting (at LVMWD)
 - June 20, 7:30 a.m. – AWA WaterWise Breakfast Meeting, Oxnard
 - June 24, 5:15 p.m. – TSD Regular Board Meeting, Oak Park Library

Chair Orkney mentioned that there is a Metropolitan Water District Tour, also on April 24, 2019.

Director Wall moved to receive and file the information item reports. Motion seconded by Director Tjulander. Motion carried by the following vote.

AYES: Orkney, Pan, Shapiro, Tjulander, Wall
NOES: None
ABSTAIN: None
ABSENT: None

ORAL REPORTS – (Items 24 through 27)

24. Standing Committee Reports:
 - A. Finance Committee – No report.
 - B. Recycled Water Committee – No report.
 - C. Public Outreach/Communications Committee – No report.

25. Board Member Comments

Chair Orkney commended that she is no longer able to receive email from triunfosanitation.com. There are two out of five Directors not receiving email.

Chair Orkney appointed an Ad Hoc Committee to organize management and organizational structure. Director Wall was appointed to serve on the Committee along with Chair Orkney.

Chair Orkney requested that Board Member's or staff alternate turns in assisting the videographer with packing up equipment after a meeting adjourns.

26. Reports on Outside Meetings/Conferences

Vice Chair Pan reported that she, Chair Orkney, and Director Shapiro attended the AWA Annual Water Symposium on April 18, 2019 in Oxnard. Triunfo Sanitation District sponsored the registration of three students.

Vice Chair Pan reported that she had attended the Calleguas Municipal Water District Purveyor Meeting earlier in the day.

27. General Manager, Legal Counsel Comments

Mr. Norris reminded the Board that the JPA meeting would take place on Monday, April 29, 2019, instead of May 6, 2019, to allow Member's participation in the AQWA Conference.

NEW BUSINESS – (Item 28 only)

28. Future Agenda Items

None.

CLOSED SESSION – (Item 29 only)

Legal Counsel John Mathews announced that there would not be a Closed Session on the following items:

29. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code § 54956.9, subdivision (a) – *Triunfo Sanitation District v. New Mission, LLC*, Superior Court of the State of California, County of Ventura, Case No. 56-2017-00499222-CU-OR-VTA

ADJOURNMENT: There being no further business, and without objection, Chair Orkney adjourned the meeting at 7:14 p.m. to a Special Meeting to be held Monday May 20, 2019, at 5:15 p.m. at the Oak Park Library

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Janna Orkney, Chair
Triunfo Sanitation District