

TRIUNFO WATER & SANITATION DISTRICT

Minutes of July 26, 2021 Board of Directors Regular Meeting
Oak Park Library (Film & Lecture Room 102)
899 N. Kanan Road, Oak Park, California

1. Call to Order, Roll Call: Chair Ray Tjulander called the meeting to order at 5:15 p.m. Directors Jane Nye, Janna Orkney, and James Wall; Vice Chair Leon Shapiro and Chair Raymond Tjulander were present.

Staff present: General Manager Mark Norris, Legal Counsel John Mathews, Clerk of the Board Fidela Garcia, and Finance Director Vickie Dragan, Engineering Analyst Tim Doyle, and Administrative Program Manager Chi Hermann.

2. Pledge of Allegiance: led by Vice Chair Shapiro.

3. Agenda Review

Director Wall moved to accept the agenda as presented. Motion seconded by Vice Chair Shapiro. Motion carried unanimously.

4. Public Comment
Speaker: Eric Steiner

PRESENTATION ITEM (Item 5 only)

5. The Triunfo Water & Sanitation District (TWSD) Board will present certificates of appreciation to former staff members Management Analyst Sandy Warren and Clerk of the Board Juliet Rodriguez for their years of service to Triunfo Water & Sanitation District.

Chair Tjulander presented a certificate and plaque to Sandy Warren on behalf of the Board for his of service at TWSD.

General Manager Mark Norris offered words of appreciation stating he was always willing and capable of accepting new challenges with incredible results. He thanked and wished him the very best in his retirement.

Director Orkney thanked him for all his work on public outreach and all his efforts for making all TWSD public outreach events successful.

Chair Tjulander commented that a similar presentation was to be made to former Clerk of the Board Juliet Rodriguez but she was not able to be present. He stated she did an outstanding job for the District.

Director Wall thanked Sandy for all his work and technical assistance over the years and wished him well in his retirement.

CONSENT ITEMS (Items 6 – 7)

6. Approval of Minutes: June 28, 2021 Regular Meeting
7. Ratification of TWSD Contract No. T21-003 With Greenman & Associates, Inc. for Technical Support Services

It is recommended the Board: Board review and ratify TWSD Contract No. T21-003 with Greenman & Associates, Inc. in the amount of \$10,000 to provide technical support services for the District's financial software package with a term to June 30, 2022.

Vice Chair Shapiro moved to approve Consent Items 6 and 7, as presented. Motion seconded by Director Nye. Motion carried unanimously.

ACTION ITEM (Item 8 only)

8. Update: District Loan Refinancing for the WW, PW and RW Enterprises

It is recommended the Board: Receive a brief overview of the refinance effort and schedule a Triunfo Public Facilities Corporation meeting and special Board meeting on the same day during the first week of August to consider approval of the loan refinancing in order to comply with the August 15th proposal expiration.

Mark Norris, General Manager presented the report.

After a brief discussion, the Board agreed by consensus to schedule considering the matter of approval of loan refinancing for the PW and RW Enterprises at a special meeting of the Board on August 2, 2021 at 4:00 p.m.

INFORMATION ITEMS (Items 9 – 17)

It is recommended the Board receive and file the following items:

9. Disbursements, June 2021
10. Investment Report, June 2021
11. TWSD Website Google Analytics Report
12. Water Conservation Customer Rebate Program
13. Water Service Update, June 2021
14. Water Conservation Report June 2021
15. Statewide Water Supply Conditions Report, June 9, 2021
16. Revenue & Expense Report, June 2021
17. Future Meetings, Seminars and Conferences:
 - Aug. 2, 5:00 p.m. – JPA Meeting, (at LVMWD)

- Aug. 3, 5:30 p.m. – VCSDA Meeting, via video conference and live
- Aug 11-13 – CASA Annual Conference, San Diego
- Aug. 23, 5:15 p.m. – TWSD Board Meeting, Oak Park Library
- Aug. 30 - Sept. 2 – CSDA Annual Conference, Monterey
- Sept. 27, 5:15 p.m. – TWSD Board Meeting, Oak Park Library

Director Orkney moved to receive and file the information items. Motion seconded by Director Wall. Motion carried unanimously.

ORAL REPORTS (Items 18 – 21)

18. Standing Committee Reports

- A. Finance Committee
- B. Personnel Committee
- C. Public Outreach / Communications Committee

Director Orkney and Wall both reported out on a Public Outreach/Communications Committee meeting held with Searle Creative on July 15, 2021.

19. Board Member Comments

Director Orkney commented on a card recently sent by TWSD notifying customers of a sewer rate increase. She said the information on the notice would have been clearer had it stated the effective period in terms of month and year and shown the the increase as a dollar amount, instead of a percentage. She further commented on the public outreach irrigation class to be held October 2 and talked about the advertising for the class and need to have the matter on a near future agenda.

20. Reports on Outside Meetings/Conferences

Director Orkney reported on recently attended Water Issues Committee meeting stating the topics discussed included watersheds and SGMA legislation.

21. General Manager, Legal Counsel Comments

Mr Norris commented on the Governor's new position on public meetings regarding the Brown Act and the lifting of COVID-19 imposed restrictions. He said that it was not mandatory, yet, to meet in person and that the Board had the following options: continue to hold meetings in person, meet entirely virtually, as had been done until this evening, or hold meeting with some combination of in person and virtual. He continued that it could be made mandatory to meet in person as early as October 1. A discussion of the Board members ensued on concerns which included COVID-19, comfort level with in-person meetings, and technology challenges associated with shifting to a hybrid type of meeting. The Board by consensus agreed to continue with in-person meetings until further guidance was received.

NEW BUSINESS (Item 22 only)

22. Future Agenda Items – None.

The Board recessed at 6:30 p.m. for a brief reception in honor of retiring employee Sandy Warren and reconvened at 6:49 p.m.

CLOSED SESSION (Item 23 only)

Legal Council John Mathews announced that there would be a closed session on the following items:

23. Conference with Real Property Negotiator(s) – Government Code Section 54956.8

Property: Assessor's Parcel No. 685-006-023-5; Bell Canyon, County of Ventura

Property Owner: Triunfo Water & Sanitation District

Negotiating Parties: Mark Norris, General Manager

Under Negotiation: price and terms of payment

No public was present to be heard.

The board recessed into closed session at 6:50 p.m.

OPEN SESSION & ADJOURNMENT

At 7:41 p.m. the meeting reconvened into open session with no reportable action on the closed session item.

Seeing no further business to come before the Board, Chair Tjulander adjourned the meeting at 7:42 p.m. to a regular meeting to be held Monday, August 23, 2021, at the Oak Park Library.

Prepared by:

Approved:

Fidela Garcia, CMC
Clerk of the Board

Ray Tjulander, Chair
Triunfo Water & Sanitation District