

TRIUNFO WATER & SANITATION DISTRICT

Minutes of the May 18, 2020 Board of Directors Meeting

Due to the threat of COVID-19, this meeting was conducted pursuant to Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, which suspend certain requirements of the Ralph M. Brown Act to support social distancing guidelines and limit the spread of the virus. The District's Board of Directors attended the meeting and conducted the District's business via video conference. A copy of the video conference recording was posted on the District's website after the meeting.

1. Call to Order and Roll Call: Chair James Wall called the meeting to order at 5:18 p.m. Directors Jane Nye, Janna Orkney, Leon Shapiro, Vice Chair Raymond Tjulander, and Chair James Wall were present.

Staff present: General Manager Mark Norris; Legal Counsel John Mathews; Director of Finance Tina Rivera; Operations Manager Richard Jones; Management Analyst Sandy Warren; Clerk of the Board Juliet Rodriguez; and Consultants Tim Doyle, Chi Hermann, and Vickie Dragan.

2. Pledge of Allegiance: led by Chair Wall.

3. Agenda Review:

Clerk Juliet Rodriguez updated Agenda Item No. 22, Future Meetings, to include the May 27th JPA meeting at 5:00 p.m., and also change the Adjournment to a Special meeting on May 20, 2020 at 5: p.m. and not the Regular meeting of June 22, 2020

Director Orkney moved to accept the agenda with the changes made. Motion seconded by Director Tjulander. Motion carried by the following roll call vote:

AYES: Nye, Orkney, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

4. Public Comments:

No comments.

CONSENT ITEM (Items 5 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 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.

5. Approved Minutes: April 27, 2020, Regular Meeting; May 13, 2020, Special Meeting
6. Budget Adjustment for General Manager and Financial Analyst Services
7. Adoption of the Fiscal Years 2020-21 & 2021-22 Budget

Vice Chair Tjulander moved to accept the consent agenda as presented with staff's recommendations. Motion seconded by Director Orkney. Motion carried by the following roll call vote:

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

ACTION ITEMS (Items 8 through 12)

8. Public Hearing for Proposed Increases to Sewer Service for Ordinance No. TWSD-250 (Adopted 5/18/20)

Chair Wall opened the public hearing for this item at 5:26 p.m.

Mark Norris, General Manager gave the report.

Clerk of the Board Rodriguez reported that two phone calls were received regarding the hearing and one email from Mark and Beth Horowitz protesting the rate increase.

She also reported that 15 letters of protest on the Sewer Service rate increase were received in the mail.

The following people addressed the Board in protest of the sewer service rate increase:

1. David Ross, Oak Park
2. David Jemison, Westlake Village
3. Geri Arnais, Oak Park
4. Timothy Bramet, Lake Sherwood
5. Alisa Bell, Westlake Village

Linda Lowhill addressed the Board in support of the rate increase.

With no one else wishing to speak, the public hearing was closed at 6:00 p.m.

Chair Wall moved to, pursuant to Proposition 218, conduct a public hearing regarding proposed TWSD Ordinance No. TWSD-250 that will increase the sewer service fees; and conduct the second reading, by title only, of Ordinance No. TWSD-250, which will increase the sewer service fee within the TWSD Service Area, and adjusts the sewer connection fee by the prescribed 0.72% CCI increase, and adopt Ordinance No. TWSD-250 effective July 1, 2020. Motion seconded by Director Nye. Motion carried by the following roll call vote:

AYES: Nye, Orkney, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

Clerk Rodriguez gave the second reading:

ORDINANCE NO. TWSD-250 (Adopted 5/18/20) PRESCRIBING FEES AND CHARGES FOR SEWER SERVICE OWNED AND OPERATED BY TRIUNFO WATER & SANITATION DISTRICT

9. Public Hearing for Proposed Increases to Potable Water Rates for Ordinance No. TWSD-350 (Adopted 5/18/20)

Chair Wall opened the public hearing for this item at 6:05 p.m.

General Manager Norris gave the report.

Clerk of the Board Rodriguez reported receipt of one email from Mark and Beth Horowitz protesting the rate increase, and 9 letters of protest on the Potable Water Rate increase were received in the mail.

The following people addressed the Board in protest of the potable water rate increases:

1. David Ross, Oak Park
2. Geri Arnais, Oak Park

With no one else wishing to speak, the public hearing was closed at 6:27 p.m.

Director Nye moved to, pursuant Proposition 218, conduct a public hearing regarding proposed TWSD Ordinance No. TWSD-350, that will increase the potable water charges; conduct the second reading, by title only, of Ordinance No. TWSD-350, which will increase the potable water charges within the TWSD Service Area, and adjusts the service connection fee by the prescribed 0.72% CCI increase, and adopt Ordinance No. TWSD-350 effective July 1, 2020. Motion seconded by Vice Chair Tjulander. Motion carried by the following roll call vote:

AYES: Nye, Orkney, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

Director Orkney moved to, direct staff to place notification of the approved rate increase in the informational box located within the District's water bill. Motion seconded by Director Shapiro. Motion carried by the following roll call vote:

AYES: Nye, Orkney, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

Clerk Rodriguez gave the second reading:

ORDINANCE NO. TWSD-350 (Adopted 5/18/20) PRESCRIBING FEES AND CHARGES FOR POTABLE WATER PROVIDED BY TRIUNFO WATER & SANITATION DISTRICT

10. Public Hearing for Proposed Increases to Recycled Water Rates for Ordinance No. TWSD-450 (Adopted 5/18/20)

Chair Wall opened the public hearing for this item at 6:31 p.m.

General Manager Norris gave the report.

Clerk of the Board Rodriguez reported that there was no written communication received, and there were no requests to speak.

With no wishing to speak, the public hearing was closed at 6:35 p.m.

Director Orkney moved to, pursuant Proposition 218, conduct a public hearing regarding proposed TWSD Ordinance No. TWSD-450, that will increase the potable water charges; conduct the second reading, by title only, of Ordinance No. TWSD-450, which will increase the recycled water charges; and adopt Ordinance No. TWSD-450 effective July 1, 2020; and direct staff to place notification of the approved rate increase in the informational box located within the District's water bill. Motion seconded by Director Nye. Motion carried by the following roll call vote:

AYES: Nye, Orkney, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

Clerk Rodriguez gave the second reading:

ORDINANCE NO. TWSD-450 (Adopted 5/18/20) PRESCRIBING FEES AND CHARGES FOR RECYCLED WATER PROVIDED BY TRIUNFO WATER & SANITATION DISTRICT

11. Sewer Service Charges for Collection on Tax Rolls for Fiscal Year 2020-21

General Manager Norris gave the report.

Clerk Rodriguez reported that no public comment had been received and

Director Orkney moved to A) accept the reports listing parcels to be placed on the tax rolls for collection in FY 2020-21 (Exhibits A & B); and B) set 5:15 p.m. on June 22, 2020, at the Oak Park Library, 899 N. Kanan Road, Oak Park, as the time and place for a public hearing to be held on said reports; and C) direct staff to notify by mail each person to whom any parcel listed on Exhibit B is assessed: 1) the District's proposal to have service charges for FY 2020-21 collected on the tax rolls; 2) the time and place of the public hearing for the proposed assessment report; and D) direct staff to publish on June 8 and June 15, 2020, notices in the Acorn, if the publication meets noticing criteria, and if not then publish in the Ventura County Star, a newspaper of general circulation published and circulated in the District, noticing a June 22, 2020, public hearing. Motion seconded by Vice Chair Tjulander. Motion carried by the following roll call vote:

AYES: Nye, Orkney, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

12. Discussion of Director Days of Service and Expense Reimbursement

General Manager Norris gave the report.

Director Orkney moved to have the Board ratify a day of service for viewing the Las Virges Municipal Water District May 20th video conference update on the Pure Water Project. Motion seconded by Director Nye. Motion failed by the following roll call vote:

AYES: Nye, Orkney

NOES: Shapiro, TjuaInder, Wall

ABSTAIN: None

ABSENT: None

INFORMATION AGENDA (Items 13 through 22)

13. Update on New TWSD Website and Email Server

14. Disbursements: April 2020

15. Investment Report: April 2020

16. TWSD Website – Google Analytics Report

17. Water Conservation Customer Rebate Program

18. Water Service Update – April 2020

19. Water Conservation Report: April 2020
20. Statewide Water Supply Conditions Report: May 4, 2020
21. Revenue & Expense Report: April 2020
22. Future Meetings, Seminars and Conferences:
 - May 20, 5:15 p.m. – TWSD Special Board Meeting, via video conference*
 - May 27, 5:00 p.m.- JPA Workshop, (at LVMWD)
 - June 1, 5:00 p.m. – JPA Meeting, (at LVMWD) *
 - June 22, 5:15 p.m. – TWSD Board Meeting, Oak Park Library*
 - July 6, 5:00 p.m. – JPA Meeting, via video conference
 - July 27, 5:15 p.m. – TWSD Board Meeting, Oak Park Library*
 - July 28-31 – ACWA Spring Conference, Monterey

* Indicates location based on current County of Ventura stay-at-home orders in effect until May 31, 2020 and subject to any changes made by State and local regulatory agencies.

Vice Chair Tjulander moved to receive and file the information item reports. Motion seconded by Director Shapiro. Motion carried by the following roll call vote:

AYES: Nye, Orkney, Shapiro, Tjulander, Wall

NOES: None

ABSTAIN: None

ABSENT: None

ORAL REPORTS – (Items 23 through 26)

23. Standing Committee Reports:

- A. Finance Committee – No report.
- B. Personnel Committee – No report.
- C. Public Outreach/Communications Committee – No report.

24. Board Member Comments

No comments.

25. Reports on Outside Meetings/Conferences

No comments.

26. General Manager, Legal Counsel Comments

General Manager provided an update on meeting with the Ventura Regional Sanitation District's (VRSD) General Manager regarding TWSD's desire to terminate some services provided by VRSD.

NEW BUSINESS – (Item 27 only)

27. Future Agenda Items

None.

ADJOURNMENT: There being no further business, and without objection, Chair Wall adjourned the meeting at 6:31 p.m. to a Regular Meeting to be held Monday, June 22, 2020, by video conference.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

James Wall, Chair
Triunfo Water & Sanitation District

TRIUNFO WATER & SANITATION DISTRICT

Minutes of the May 20, 2020 Board of Directors Special Meeting

Due to the threat of COVID-19, this meeting was conducted pursuant to Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, which suspend certain requirements of the Ralph M. Brown Act to support social distancing guidelines and limit the spread of the virus. The District's Board of Directors attended the meeting and conducted the District's business via video conference. A copy of the video conference recording was posted on the District's website after the meeting.

1. Call to Order and Roll Call: Chair James Wall called the meeting to order at 5:17 p.m. Directors Jane Nye, Janna Orkney, Vice Chair Raymond Tjulander, and Chair James Wall were present. Director Leon Shapiro joined the meeting at 5:30 p.m.

Staff present: General Manager Mark Norris; Legal Counsel John Mathews; Clerk of the Board Juliet Rodriguez; and Consultants Chi Hermann, and Vickie Dragan.

2. Pledge of Allegiance: led by Chair Wall.

3. Public Comments:

No comments.

4. Pure Water Project Update Workshop

Mark Norris, General Manager gave introductory remarks and introduced Dave Pedersen, Las Virgenes Municipal Water District's General Manager, who gave the Pure Water Project update presentation.

Mr. Pedersen responded to Board questions in preparation for the JPA meeting scheduled for May 27, 2020. No action was taken by the Board.

5. Board Member Comments

Janna Orkney commented on having recently passed the Pure Water Demonstration Project and stated that the project was looking good.

6. General Manager, Legal Counsel Comments

None.

ADJOURNMENT: There being no further business, and without objection, Chair Wall adjourned the meeting at 6:57 p.m. to a Regular Meeting to be held Monday, June 22, 2020, by video conference.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

James Wall, Chair
Triunfo Water & Sanitation District