

**TRIUNFO WATER & SANITATION DISTRICT**  
Draft Minutes of September 27, 2021 Board of Directors 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. Director Jane Nye, Director Janna Orkney, Director James Wall, Vice Chair Leon Shapiro and Chair Raymond Tjulander were present.

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 – None.

**PRESENTATION ITEM** – None.

**CONSENT ITEMS** (Items 5 & 6)

5. Approve the minutes of the Board of Directors regular meeting of August 23, 2021.

6. Authorize the Chair to sign TWSD Contract No. T21-004 with Filippin Engineering, Inc. for as-needed construction management and inspection services in the amount of \$25,000 with a term to June 30, 2023; and approve the Director of Finance to make a budget adjustment in the amount of \$25,000 to the FY2021-2022 Adopted Budget.

Director Wall moved to accept Consent Items 5 and 6, as presented. Motion seconded by Director Nye. Motion carried unanimously.

**ACTION ITEM** (Item 7)

7. Review of the Draft 2020 Urban Water Management Plan

It is recommended the Board:

A. Provide comments to staff on the draft 2020 UWMP; and

B. Direct staff to post the draft 2020 UWMP to the District's website for public review; and

C. Publish a notice in the Ventura County Star to inform the public that the draft 2020 UWMP is open for review and advertise on October 11 and 18 the scheduled public hearing for October 25, 2021; or

D. Provide staff with alternative direction.

Richard Jones, Director of Operations, provided an overview and introduced representative Ryan Bray of Risk Management Professionals, who presented the report.

Director Orkney moved to approve staff recommendations A, B & C as noted in Item 7 above. Motion seconded by Vice Chair Shapiro. Motion carried by the following roll call vote:

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

### **INFORMATION ITEMS** (Items 8 through 16)

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

8. Disbursements, August 2021
9. Investment Report, August 2021
10. TWSD Website Google Analytics Report
11. Water Conservation Customer Rebate Program
12. Statewide Water Supply Conditions Report, August 2021
13. Water Service Update, August 2021
14. Water Conservation Report August 2021
15. Revenue & Expense Report, August 2021
16. Future Meetings, Seminars and Conferences:
  - Oct. 4, 5:00 p.m. – JPA Meeting (Virtual/Live)
  - Oct. 5, 5:30 p.m. – VCSDA Meeting (Virtual/Live)
  - Oct. 25, 5:15 p.m. – TWSD Board Meeting, Oak Park Library
  - Nov. 1, 5:00 p.m. – JPA Meeting (Virtual/Live)
  - Nov. 22, 5:15 p.m. – TWSD Board Meeting, Oak Park Library
  - Nov. 30 – Dec. 2 – ACWA Annual Conference, Pasadena (Virtual/Live)

Chair Tjulander commented that the October 4<sup>th</sup> Las Virgenes-Triunfo JPA meeting was cancelled and that a special meeting had been scheduled on October 12<sup>th</sup> for a Pure Water Project Las Virgenes-Triunfo financing workshop.

Director Orkney moved to receive and file the informational items. Motion seconded by Director Shapiro. Motion carried unanimously.

### **ORAL REPORTS** (Items 17 through 20)

17. Standing Committee Reports

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

Directors Orkney and Wall reported on a meeting held with Searle Creative on September 15, 2021. Sandy Warren, Consultant, provided an update on the upcoming Drip Irrigation Class and mentioned he engages regularly with Searle Creative.

18. Board Member Comments

Vice Chair Shapiro reported on attending as a representative of the Las Virgines – Triunfo Joint Powers Authority, a recent event hosted by Jacob Engineering during the WaterRuse Conference.

Chair Tjulander commented on his upcoming travel to the Annual ACWA Conference and requested staff review the policy on meal reimbursement to determine if an update is warranted in light of many restaurants going digital and not providing meal receipts.

Director Orney reported on attending the AWA-VC's event titled "Sometimes It Rains and Sometimes It Does Not"; AWA, Region 8, Program on the Colorado River; and Pure Water Project scoping meeting for the EIR.

19. Reports on Outside Meetings/Conferences – None other than that noted above.

20. General Manager, Legal Counsel Comments

Vicky Dragan commented General Manager Mark Norris would return from vacation on Monday, October 4.

**NEW BUSINESS** (Item 21 only)

21. Future Agenda Items

An item for a future agenda was suggest on reviewing public outreach goals and accomplishments.

**ADJOURNMENT**

There being no further business, and without objection, Chair Tjulander adjourned the meeting at 6:15 p.m. to a regular meeting to be held Monday, September 27, 2021, at the Oak Park Library.

Prepared by: Approved:

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Fidela Garcia  
Clerk of the Board

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Ray Tjulander, Chair  
Triunfo Water & Sanitation District