

## TRIUNFO SANITATION DISTRICT

Minutes of the June 24, 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 5:19 p.m. Directors Susan Pan, Leon Shapiro, Raymond Tjulander, James Wall, and Chair Orkney were present.

Staff present: General Manager Mark Norris; Legal Counsel John Mathews; Director of Finance Tina Rivera; Clerk of the Board Juliet Rodriguez; Management Analyst Sandy Warren; and Consultant Tim Doyle.

2. Pledge of Allegiance: The Pledge was recited by Director of Finance Tina Rivera.

3. Agenda Review:

Chair Orkney asked that Agenda Item 11, Triunfo Sanitation District Pending Pure Water Project Institutional Issues, be continued to the next meeting.

Director Wall moved to accept the agenda as corrected. Motion seconded by Director Shapiro. 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.

**CONSENT ITEMS** (Items 5 and 6) – 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.

5. Approval of Minutes: May 20, 2019 Special Meeting
6. Amendment No. 1 for TSD Contract No. T18-005 – Padre Associates, Inc. for Environmental Services for the Lake Sherwood Variable Grade Gravity Sewer System Project

Authorized the Chair to sign the amended Contract No. T18-005-01 with Padre Associates, Inc. to provide environmental services for the Lake Sherwood Variable Grade Gravity Sewer System Project in the amount of \$39,659 and a contract term ending June 30, 2020.

Director Tjulander moved to approve the Consent Agenda as presented. 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. Public Hearing to Place Sewer Service Charges on the Ventura County Secured Property Tax Rolls

General Manager Norris gave the report.

Chair Orkney opened the Public Hearing at 5:21 p.m., and with no one wishing to speak closed the public hearing. Clerk Juliet Rodriguez announced that no public comments were received.

Director Tjulander moved to approve A) Adopt the reports (Exhibits A & B) which have the assessor's parcel numbers and amount of charges proposed for collection on the tax rolls; B) Adopt TSD Resolution No. TSD 2019-004 Regarding Collection of Sewer Service Charges by the County of Ventura; C) Direct staff file a certified copy of the adopted reports and resolution with the Ventura County Auditor-Controller; D) Direct staff to coordinate collection of sewer service charges on the General Ventura County Secured Property Tax Roll with the County Auditor-Controller, Assessor, and Tax Collector; and e) Direct staff to mail a newsletter in lieu of the annual postcard notifying parcel owners of the revised sewer service fee. 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-250 – Fees and Charges for Sewer Service

Mr. Norris gave the report.

Chair Orkney opened the Public Hearing at 5:26 p.m., and with no one wishing to speak closed the public hearing. Clerk Juliet Rodriguez announced that no public comments were received.

Director Shapiro moved to A) Conduct a public hearing regarding proposed TSD Ordinance No. TSD-250 for prescribing fees and charges for sewer service; B) Conduct the second reading, by title only, of Ordinance No. TSD-250, Prescribing

Fees and Charges for Sewer Service, and adopt Ordinance No. TSD-250 which shall take effect on July 1, 2019; and C) Direct staff to include these changes in the newsletter being sent to all parcel owners. Motion seconded by Director Pan. Motion carried by the following vote:

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

Ms. Rodriguez conducted the second reading by title only:

ORDINANCE NO. TSD-250 (Adopted 6/24/19) PRESCRIBING FEES AND CHARGES FOR SEWER SERVICE OWNED AND OPERATED BY TRIUNFO SANITATION DISTRICT

9. Triunfo Water & Sanitation District Website Issues

Management Analyst Sandy Warren gave the report.

The Board directed staff to meet with the Public Outreach/Communications Committee to review and return to the full Board with a recommendation.

10. Update on Woolsey Fire FEMA Claim & Mitigation Funds Application

Mr. Warren gave the report.

Director Wall moved to partner as a named stakeholder on the 2020 update of Ventura County's Local Hazard Mitigation Plan. Motion seconded by Director Tjulander. Motion carried by the following vote:

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

11. Triunfo Sanitation District Pending Pure Water Project Institutional Issues

*This Agenda item was moved to the next meeting.*

12. Adoption of TSD Resolution No 19-005 Changing the District Name to Triunfo Water & Sanitation District; and Repealing and Replacing TSD Resolution No. TSD 19-001 Changing the Name to Triunfo Water and Sanitation District

Director Tjulander moved to repeal Resolution No. TSD 19-001, Changing the Name of the District to Triunfo Water and Sanitation District, and adopt Resolution No. TSD 19-005, Changing the Name of the District to Triunfo Water & Sanitation District. Motion seconded by Chair Orkney. 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. Triunfo Sanitation District Name Change
14. Monitoring of Contractor Activities at District Water Reservoir Facilities
15. Disbursements: May 2019
16. Investment Report: May 2019
17. TSD Website – Google Analytics Report
18. Water Conservation Customer Rebate Program
19. Oak Park Water Service Update: May 2019
20. Water Conservation Report: May 2019
21. Statewide Water Supply Conditions Report: June 6, 2019
22. Revenue & Expense Report: May 2019
23. Future Meetings, Seminars and Conferences:
  - July 1, 5:00 p.m. – JPA Meeting (at LVMWD)
  - July 7-10 – CSDA 2019 Special District Leadership Academy, Napa
  - July 22, 5:15 p.m. – TWSD Regular Board Meeting, Oak Park Library
  - Aug. 5, 5:00 p.m. – JPA Meeting (at LVMWD)
  - Aug. 21-23 - CASA Annual Conference, San Diego
  - Aug. 26, 5:15 p.m. – TWSD Regular Board Meeting, Oak Park Library

Director Wall left the meeting at 6:04 p.m. and did not return.

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

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

**ORAL REPORTS –** (Items 24 through 28)

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

Chair Orkney reported that the Public Outreach/Communications Committee met on May 29, 2019 to review the current website.

25. Board Member Comments

None.

26. Reports on Outside Meetings/Conferences

Directors Pan and Tjulander reported on attending the Association of Water Agencies Ventura Conty (AWA) WaterWise Breakfast on June 20, 2019.

Director Tjulander reported on attending the Ventura County Special District Association (VCSDA) meeting on June 4, 2019.

Director Pan reported on attending the AWA Water Issues meeting on June 18, 2019

Director Shapiro reported on attending the Metropolitan Water District Site Inspection of the Edmonston Water Plant organized on June 16, 2019.

27. General Manager, Legal Counsel Comments

Mr. Norris provided an update on the Lake Sherwood Design-Build Project and responses received to the Request for Proposal (RFP). The cost of the proposal is higher than originally estimated. Staff anticipates providing the Board with a more detailed review<sup>9</sup> and recommendation at the next meeting.

**NEW BUSINESS – (Item 28 only)**

28. Future Agenda Items

Chair Orkney would like website data security discussed at a future meeting.

**CLOSED SESSION – (Items 29 and 30)**

At 6:31 p.m., Legal Counsel John Mathews announced that there would 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

30. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to Government Code § 54956.9, subdivision (d).

The Board will meet with Legal Counsel to discuss the possible initiation of litigation pursuant subdivision (d) of Section 54956.9. One case.

At 8:12 p.m., the meeting reconvened into Open Session, with no reportable action on the Closed Session matter.

**ADJOURNMENT:** There being no further business, and without objection, Chair Orkney adjourned the meeting at 8:13 p.m. to a Regular Meeting to be held Monday, July 22, 2019, at 5:15 p.m. at the Oak Park Library

Prepared by:

Approved:

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Juliet Rodriguez  
Clerk of the Board

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Janna Orkney, Chair  
Triunfo Sanitation District