

TRIUNFO WATER & SANITATION DISTRICT
Minutes of August 22, 2022 Board of Directors Regular Meeting
(In-person and virtual via Zoom)
Oak Park Library (Film & Lecture Room 102)
899 N. Kanan Road, Oak Park, California

1. Call to Order, Roll Call: Chair Leon Shapiro called the meeting to order at 5:16 p.m. Director Janna Orkney (virtual via Zoom), Director James Wall, Director Raymond Tjulander, Vice Chair Jane Nye, and Chair Leon Shapiro were present.

Staff present: General Manager Mark Norris, Deputy Legal Counsel Dennis McNulty, Director of Finance Vickie Dragan, Clerk of the Board Fidela Garcia, Engineering Program Manager Tim Doyle, Operations Manager David Rydman, and Administrative Program Manager Chi Hermann (virtual via Zoom).

2. Pledge of Allegiance: Led by Operations Manager David Rydman.
3. Agenda Review: General Manager Mark Norris corrected item 18 by stating next month's TWSD Board Meeting will be held next month on the 19 and not on the 26.
4. Public Comment: None.

PRESENTATION ITEM (Items 5 and 6)

5. Introduction of Triunfo Water & Sanitation District New Employees.

Operations Manager David Rydman made the introductions. The Board of Directors welcomed the new field team members to the District.

6. Update on Response to the Current Drought Emergency.

The oral presentation was made by Operations Manager David Rydman.

No public comment was heard.

The presentation was received.

CONSENT ITEMS (Items 7 through 9)

7. Approve the minutes of the Board of Directors regular meeting of July 25, 2022.
8. Consider and Adopt Resolution No. TWSD 2022-023, Authorizing Continued Use of Remote Teleconference Meetings of the Legislative Bodies of the Triunfo Water & Sanitation District.
9. Adopt Resolution No. TWSD 2022-024, Approving the 2022 Update of the Ventura County Multi-Jurisdictional Hazardous Mitigation Plan.

Director Tjulander moved to accept Consent Items 7 through 9, as presented. Motion seconded by Director Wall. Motion carried unanimously by roll call vote.

ACTION ITEMS (Items 10 through 11)

10. Contracts for As-Needed Water and Wastewater System Repairs

It is recommended the Board:

- A. Approve Resolution No. TWSD 2022-025 authorizing the General Manager to order emergency repairs without giving notice for bids to let contracts; and
- B. Authorize the Chair to sign TWSD Contract No. T22-007 with J&H Engineering General Contractors, Inc., for as-needed water and wastewater system repairs for an annual not-to-exceed amount of \$50,000 with a term of 3 years commencing on the date of full execution, with two additional one-year terms upon mutual agreement; and
- C. Authorize the Chair to sign TWSD Contract No. T22-008 with Sam Hill & Sons, Inc. for as-needed water and wastewater system repairs for an annual not-to-exceed amount of \$50,000 with a term of 3 years commencing on the date of full execution, with two additional one-year terms upon mutual agreement; or
- D. Provide staff with alternative direction.

Operations Manager David Rydman made the presentation.

No public comment was heard.

Director Wall moved to approve staff recommendations A, B & C above. Motion seconded by Director Tjulander. Motion carried unanimously by roll call vote.

11. Consideration of Appointment of District Real Property Negotiators

It is recommended the Board approve the appointment of the General Manager and his designees as necessary to serve as Real Property negotiators for the sale of APN 685-0-060-235 in Bell Canyon, Ca.

General Manager Mark Norris made the presentation.

No public comment was heard.

Director Wall moved to approve staff recommendation. Motion Seconded by Vice Chair Nye. Motion carried unanimously by roll call vote.

INFORMATION ITEMS (Items 12 through 18)

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

12. Disbursements Report, July 2022
13. Investment Report, July 2022
14. Revenue & Expense Report, July 2022
15. Water Service Update, July 2022
16. Searle Creative Activities & Marketing Analytics Reports, July 2022
17. Water Supply Conditions Report, July 25, 2022
18. Future Meetings, Seminars and Conferences
 - September 6, 5:00 p.m. – JPA Meeting (Virtual / In-person)
 - September 19, 11:30 a.m. to 3:00 p.m. – ACWA Region 8, Adapting Climate Change and Innovations in Conservation (Pasadena)
 - September 20, 8:00 a.m. – AWAVC Water Issues Committee Meeting
 - September 26, 5:15 p.m. – TWSD Board Meeting
 - October 4, 5:30 p.m. – VCSDA Meeting, (Virtual / In-person)
 - October 12, 5:00 – JPA Special Meeting (Virtual / In-person)
 - November 7, 5:00 – JPA Meeting (Virtual / In-person)
 - Upcoming Conferences
 - August 24-26 – Urban Water Institute’s 29th Annual Water Conference (San Diego, CA)
 - September 9-11 – WaterReuse California Conference (San Francisco, CA)
 - November 29-December 1 – ACWA Fall Conference (Indian Wells, CA)

During Agenda Review, General Manager Mark Norris corrected the above TWSD Board meeting date by stating it is September 19.

No public comment was heard.

Director Wall moved to receive and file. Motion seconded by Director Tjulander. Motion carried unanimously by roll call vote.

ORAL REPORTS (Items 19 through 22)

19. Standing & Ad Hoc Committee Reports
 - A. Finance Committee – None.
 - B. Personnel Committee – None.
 - C. Public Outreach / Communications Committee – None.
 - D. New Office Grand Opening Committee (Ad Hoc) – None.
20. Board Member Comments

General Manager Mark Norris stated in response to Director Tjulander’s question that the repair of the wastewater line on Lindero Canyon was completed. He added that the project will be completed with the repaving scheduled on Thursday.

General Manager Mark Norris responded to Director Orkney's inquiry about the new office move-in date by stating tenant improvements are close to the anticipated completion schedule. Mr. Norris said the office furniture delivery date has been delayed about 30-days and now anticipates a move-in date by early October. He noted that should a delay occur with the remainder of the furniture, the target date for completion of the Board Room could be pushed until after the first of the year.

Director Orkney commented that the nomination period has closed with only the incumbents filing for re-election so no election would be held this year.

Chair Shapiro commented on this July's community gardening classes hosted by the District in association with the Master Gardner Program. He gave praises to staff and the Master Gardner Program for their achievement in providing a quality program.

21. Reports on Outside Meetings/Conferences

Director Orkney reported on attending two of the four community gardening classes hosted by the District. Director Tjulandar reported attending all four of the community gardening classes. Directors Orkney and Tjulander gave praises to Consultant Sandy Warren and the Master Gardner Program.

22. General Manager, Legal Counsel Comments – None.

NEW BUSINESS (Item 23 only)

23. Future Agenda Items – None.

CLOSED SESSION (Item 24 only)

Deputy Legal Counsel Dennis McNulty announced that there would be a Closed Session on the potential sale of the following item:

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

Property: Assessor's Parcel No. 685-0-060-235, Bell Canyon Community Services District. District Negotiator: General Manager, Mark Norris.

No public comment was heard.

TEMPORARY ADJOURNMENT TO CLOSED SESSION / RECONVENE TO OPEN SESSION

Chair Shapiro adjourned to a Closed Session at 6:07 p.m. and reconvened into Open Session at 6:20 p.m.

CLOSED SESSION REPORT

Deputy Legal Counsel Dennis McNulty announced that no reportable action was taken.

ADJOURNMENT

At 6:20 p.m., Chair Shapiro adjourned the meeting to a regular meeting to be held on September 19, 2022, at 5:15 p.m.

Prepared by:

Approved:

Fidela Garcia
Clerk of the Board

Leon Shapiro, Chair
Triunfo Water & Sanitation District

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