

## TRIUNFO WATER & SANITATION DISTRICT

Minutes of September 19, 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, Director Raymond Tjulander, Director James Wall, Vice Chair Jane Nye, and Chair Leon Shapiro were present.

Staff present: Director of Finance Vickie Dragan, Legal Counsel John Mathews, Clerk of the Board Fidela Garcia, Engineering Program Manager Tim Doyle, Operations Manager David Rydman, Public Information Officer Becky Haycox, and Consultant Sandy Warren.

2. Pledge of Allegiance: Led by Public Information Officer Becky Haycox.

3. Agenda Review

Director Orkney moved to approve the Agenda, as presented. Motion seconded by Director Wall. Motion carried unanimously by voice vote.

4. Public Comment: None.

### **PRESENTATION ITEM** (Items 5 and 6)

5. Presentation of a Certificate of Recognition to Oak Park Unified School District Student whose Art Work was Selected to be Featured in Metropolitan Water District Southern California's 2023 Calendar.

Consultant Sandy Warren made the presentation and introduced finalist Delilah Bovatsek, a Student at Brookside Elementary, and presented her prized artwork to the Board.

Chair Shapiro praised Delilah, who was accompanied by her mother Jennifer Bovatsek. He presented her with a certificate of recognition and a gift card for her efforts in being selected as the finalist in the first-grade category for her artwork depicting water conservation which will be featured in the Metropolitan Water District of Southern California 2023 Calendar.

Delilah, along with her mother Jennifer Bovatsek's help, expressed that she was very proud, excited, and happy to be receiving the award. She thanked the Board for their recognition in honor of her artwork.

6. Introduction of Triunfo Water & Sanitation District New Public Information Officer Employee.

Finance Director Vickie Dragan introduced Becky Haycox TWSD's new Public Information Officer.

Becky Haycox expressed her happiness in having been selected to fill the position of Public Information Officer with the District. She spoke about her work background and mentioned family roots in Ventura County. She thanked the Board and everyone at TWSD for the opportunity and the warm welcome.

**CONSENT ITEMS** (Items 7 and 8)

7. Approve the minutes of the Board of Directors regular meeting of August 22, 2022.
8. Consider and Adopt Resolution No. TWSD 2022-026, Authorizing Continued Use of Remote Teleconference Meetings of the Legislative Bodies of the Triunfo Water & Sanitation District.

Director Tjulander moved to accept Consent Items 7 and 8, as presented. Motion seconded by Director Wall. Motion carried unanimously by voice call vote.

**ACTION ITEMS** (Items 9 through 11)

9. District Policy for Injury and Illness Prevention Program (IIPP)

It is recommended the Board:

- A. Approve the Triunfo Water & Sanitation District IIPP, authorize the Chair to sign Resolution No. TWSD 2022-029, and authorize the General Manager to sign the IIPP; or
- B. Provide staff with alternative direction.

Operations Manager David Rydman made the presentation.

No public comment was heard.

Director Wall moved to approve the staff's recommendation. Motion seconded by Director Orkney. Motion carried unanimously by voice vote.

10. Watering Days/Minutes Revision to Stage 1 of the Water Shortage Contingency Plan - Resolution No. TWSD 2022-030 (Page 43)

It is recommended the Board:

- A. Discuss and approve the revised 1 day per week outdoor irrigation restriction for November to March and 10 minutes per station per day for Stage 1 in Chapter 8 of the 2020 Urban Water Management Plan (UWMP) and authorize the Chair to sign Resolution No. TWSD 2022-030; and

- B. Direct staff to post the revised restrictions for outdoor irrigation to 1 day per week, and 10 minutes per station, effective October 1, 2022, to the District's website and include an insert in customers' September bills with the information; or
- C. 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 above. Motion seconded by Director Tjulander. Motion carried unanimously by voice vote.

- 11. Call for Nominations from the Ventura Local Agency Formation Commission (LAFCo) for a Special District Regular Member and Alternate Member (Page 47)

It is recommended the Board:

- A. If desired, adopt Resolution Nos. TWSD 2022-27 and TWSD 2022-028 nominating a regular and alternate member to the Ventura LAFCo and authorize the General Manager to transmit the Resolutions and required documents to the Ventura LAFCo;
- B. Or, provide alternate direction to staff as appropriate.

Board Clerk Fidela Garcia made the presentation.

No public comment was heard.

The Board concurred not to take action on the matter.

**INFORMATION ITEMS** (Items 12 through 18)

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

- 12. Disbursements Report (Page 57)
- 13. Investment Report (Page 69)
- 14. Revenue & Expense Report (Page 73)
- 15. Water Service Update (Page 79)
- 16. Searle Creative Activities & Marketing Analytics Reports (Page 81)
- 17. Water Supply Conditions Report (Page 85)
- 18. Future Meetings, Seminars and Conferences
  - September 20, 8:00 a.m. – AWAVC Water Issues Committee Meeting
  - October 4, 5:30 p.m. – VCSDA Meeting, (Virtual / In-person)
  - October 12, 5:00 p.m. – JPA Special Meeting (Virtual / In-person)
  - October 24, 5:15 p.m. – TWSD Board Meeting

- November 7, 5:00 p.m. – JPA Meeting (Virtual / In-person)
- November 28, 5:15 p.m. – TWSD Board Meeting
- December 5, 10:00 a.m. – Special District Committee Annual Meeting
- December 5, 5:00 p.m. – JPA Meeting (Virtual / In-person)
- December 19, 5:00 p.m. – TWSD Board Meeting
- Upcoming Conferences
  - November 29-December 1 – ACWA Fall Conference (Indian Wells, CA)

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

Chair Shapiro addressed Consultant Sandy Warren’s comment made earlier in the meeting that this would be his last meeting as he would be handing over the reins to the newly hired PIO. He praised Sandy for his great assistance to the District dating as far back as when TWSD was administered under Ventura Regional Sanitation District. Chair Shapiro expressed much appreciation and gratitude for all of his efforts in “getting us on the map” publicity-wise in terms of public outreach and the various programs he put together. Chair Shapiro expressed words of appreciation and on behalf of the Board thanked him for all his efforts on the District’s behalf and for imparting his knowledge to the new PIO.

Director Orkney joined in by stating that Sandy has been very invaluable and that it was difficult to say how much. Director Orkney mentioned several examples, such as his work in public outreach, on the Woolsey Fire concerning FEMA work, his liaison role with Searle Creative, the creation of public events, as the District took steps to become independent, and much more.

Director Tjulander thanked Sandy for all that he has done and congratulated him on his retirement.

Mr. Warren stated he had no doubt that the board was in excellent hands and thanked the board for their kind words. He added that it has been a privilege to serve and reminded all that he would be available formally through the end of September but would be happy to help with anything should the need arise.

21. Reports on Outside Meetings/Conferences – Chair Shapiro reported on a recently attended meeting of the Ventura County Special Districts Association.
22. General Manager, Legal Counsel Comments – Finance Director Vickie Dragan provided an update on the expected moving date to TWSD’s new office space and the operational date of the new boardroom.

**NEW BUSINESS** (Item 23 only)

23. Future Agenda Items – None.

**ADJOURNMENT**

At 6:05 p.m., Chair Shapiro adjourned the meeting to a regular meeting to be held on October 24, 2022, at 5:15 p.m.

Prepared by:

Approved:

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Fidela Garcia  
Clerk of the Board

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Leon Shapiro, Chair  
Triunfo Water & Sanitation District

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