

## **TRIUNFO WATER & SANITATION DISTRICT**

Minutes of February 27, 2023, 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 Jane Nye called the meeting to order at 5:15 p.m. Director Leon Shapiro, Director Raymond Tjulander, Director James Wall, Vice Chair Janna Orkney, and Chair Jane Nye were present.  
  
Staff present: General Manager Mark Norris, Legal Counsel John Mathews (virtual), Director of Finance Vickie Dragan, Clerk of the Board Fidela Garcia, Engineering Program Manager Tim Doyle (virtual), Administrative Program Manager Michael Castro, and Public Information Officer Becky Haycox were present.
2. Pledge of Allegiance: Led by Director Wall.
3. Agenda Review  
  
Director Wall moved to approve the Agenda as presented. Motion seconded by Director Shapiro. Motion carried by unanimously voice vote.
4. Public Comment: None.

### **PRESENTATION ITEM** (Item 5 only)

5. Introduction of Triunfo Water & Sanitation District New Employee, Administrative Program Manager Michael Castro

General Manager Mark Norris introduced the District's new Administrative Program Manager Michael Castro. Michael stated he was happy to be back and looking forward to working for the District. The Board welcomed Michael.

### **CONSENT ITEMS** (Items 6 through 8)

6. Approve the minutes of the Board of Directors regular meeting of January 23, 2023
7. Customer Online Payment Option – Paymentus, Amendment #4  
  
It is recommended the Board authorize the Chair to sign the Paymentus Amendment 4 to the Master Services Agreement.
8. Resolution No. TWSD 2023-003 Statement of Investment Policy

It is recommended the Board stay with the current investment strategy based on the advantages of being part of a pooled investment with the Ventura County Treasurer's Investment Pool and California State Treasurer's Local Agency Fund.

Vice chair Orkney moved to approve consent items 6-8. Motion seconded by Director Tjulander. Motion carried by unanimous voice vote.

**ACTION ITEMS** (Items 9 through 14)

9. Rescinding One-Day-Per-Week Watering Restrictions

It is recommended the Board:

- A. Rescind the amendments adopted on April 25 and September 19, 2022, to the outdoor irrigation provisions under Stage 1 of the 2020 UWMP, Section 8, that restricted outdoor watering to 1 day per week and 10 minutes per station; or
- B. Provide staff with alternative direction.

General Manager Mark Norris gave the report.

No public comment was heard.

Vice Chair Orkney moved to approve the staff recommendation to rescind the two amendments made restricting water use and direct staff to place an ad in the Acorn announcing the District's new water usage. Motion seconded by Director Shapiro. Motion carried by unanimous voice vote.

10. Discussion of Travel Expenses –TWSD Ordinance No. TWSD-101

It is recommended the Board receive the report.

General Manager Mark Norris gave the report.

No public comment was heard.

The report was received and filed.

11. Discussion of Sewer Service Fee Refunds for Woolsey Fire Impacted Customers

It is recommended the Board sunset this program by paying out reimbursements to the remaining qualified parcels and establish an end date.

General Manager Mark Norris gave the report.

No public comment was heard.

Director Wall moved to approve staff recommendations to sunset the program and establish a sunset date within the next few weeks. Seconded by Director Tjulander. Motion carried by unanimous voice vote.

12. Wastewater Customer Assistance Program (Under California Alternative Rates Energy), Resolution No. TWSD 2023-002

It is recommended the Board review and approve Resolution No. TWSD 2023-002 to continue the low-income wastewater financial assistance program to June 30, 2024, or provide direction to staff.

General Manager Mark Norris gave the report.

No public comment was heard.

Director Shapiro moved to approve Resolution No. TWSD 2023-002 to continue the low-income wastewater financial assistance program until June 30, 2024. Motion seconded by Director Wall. Motion carried by unanimous voice vote.

13. Advance Purchase Authorization of a New Sewer Cleaning Truck

It is recommended the Board:

- A. Review and approve staff's request for advance authorization to purchase a new sewer cleaning truck, with an estimated total expense of \$650,000; and
- B. Authorize the Director of Finance to increase the FY2022-2023 Adopted Budget in the amount of \$650,000 for the purchase of a new sewer cleaning truck; or
- C. Provide staff with alternative direction.

General Manager Mark Norris gave the report.

No public comment was heard.

Director Wall moved to approve staff recommendations A and B. Seconded by Director Tjulander. Motion carried by unanimous voice vote.

14. California Special District Association (CSDA) Board of Directors Call for Nominations, Seat C

It is recommended the Board:

- A. Receive the CSDA letter of January 30, 2023, calling for nominations to fill CSDA Region Seat C; and
- B. If desired, nominate a regular member to the CSDA Board of Directors and complete the Nomination Form with the Board's candidate for the Board of Directors of the CSDA for the Coastal Region Seat C; and

- C. Adopt Resolution No. TWSD 2023-001 Confirming Nomination for CSDA Board of Directors; and
- D. Authorize the General Manager to transmit the required documents to CSDA before the deadline, April 6, 2023; or
- E. Provide alternate direction to staff as appropriate.

General Manager Mark Norris gave the report.

No public comment was heard.

No action was taken by the Board.

**INFORMATION ITEMS** (Items 15 through 21)

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

- 15. Disbursements Report
- 16. Investment Report
- 17. Revenue & Expense Report
- 18. Water Service Update
- 19. Searle Creative Activities & Marketing Analytics Reports
- 20. Water Supply Conditions Report
- 21. Future Meetings, Seminars and Conferences
  - March 6, 5:00 p.m. – JPA Meeting
  - March 16, AWA-VC, WaterWise Program (Hybrid)
  - March 21, 8:00 a.m. – AWA-VC Water Issues Committee Meeting (Hybrid)
  - March 27, 5:15 p.m. – TWSD Board Meeting
  - April 3, 5:00 p.m. – JPA Meeting
  - **April 20, 8:00 a.m. – AWA-VC Annual Water Symposium & Exhibition (Courtyard by Marriott Oxnard Hotel/Hybrid)**
  - April 24, 5:15 p.m. – TWSD Board Meeting
  - Upcoming Conferences
    - March 5 to March 8 - WaterReuse Symposium (Atlanta)
    - March 23 – ACWA 2023 Legislative Symposium
    - ~~May 25 to May 27~~ - ACWA Spring Conference (Monterey)  
*Corrected to May 9-11.*

Director Tjulander moved to receive and file with the change and correction as noted above. Motion seconded by Director Shapiro. Motion carried unanimously by voice vote.

**ORAL REPORTS** (Items 22 through 25)

- 22. Standing & Ad Hoc Committee Reports
  - A. Finance Committee – None.
  - B. Public Outreach / Communications Committee – None.

C. New Office Grand Opening Committee (Ad Hoc) – None.

23. Board Member Comments – None.

24. Reports on Outside Meetings/Conferences

Vice Chair Orkney reported on attending recent meetings of the Greater Conejo Valley Chamber of Commerce, AWA-VC WaterWise, and AWA-VC Water Issues; Vice Chair Orkney requested authorization and received approval from the Board for a day of service for having attended the Greater Conejo Valley Chamber of Commerce meeting.

Director Leon reported on a recent meeting of AWA-VC Waterwise.

25. General Manager, Legal Counsel Comments

General Manager Norris presented a letter of support drafted by the City of Camarillo which requests the TWSD Board along with other agencies in the State Water Project Dependant Area to be a signee on the letter to the Metropolitan Water District of Southern California (MWD). He said the letter essentially calls out the staff at MWD for having made some commitments to move forward with a plan to better serve the State Water Project dependent areas during times of drought and for failing to move ahead in an expeditious way to complete that directive. The letter of support urges MWD Board to take immediate action to ensure that MWD management timely meets the Board's directive. He further said that should TWSD Board approve sending the letter, it would include TWSD's logo and an authorized signee.

A brief discussion was held by the Board. All Directors were in support of signing the letter.

Director Tjulander moved to authorize Chair Nye to sign the letter of support. Seconded by Vice Chair Orkney. Motion carried by unanimous voice vote.

Legal Counsel John Mathews commented about the damage that had been done in Casitas—about \$5 million in damage. He mentioned the water coming into Lake Casitas contained a lot of unwanted materials. He spoke about legislation in the works that would make it more difficult to divert water from streams and rivers. He said that Casitas Municipal Water District and United Water Conservation District would be affected by this legislation and that he believed those agencies would likely ask the TWSD Board for their support in opposing that legislation. He indicated that as soon as he obtained a copy of that bill (AB 480) he would provide a copy to the Board.

**NEW BUSINESS** (Item 26 only)

26. Future Agenda Items – None.

**ADJOURNMENT**

At 6:33 p.m., Chair Nye adjourned the meeting.

Prepared by:

Approved:

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Fidela Garcia  
Clerk of the Board

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Jane Nye  
Chair of the Board