



**Board of Directors**

Jane Nye, Chair

Janna Orkney, Vice Chair

Leon Shapiro, Director

Raymond Tjulander, Director

James Wall, Director

*Providing Outstanding Service Since 1963*

NOTICE OF REGULAR MEETING

**NOTICE IS HEREBY GIVEN** that the Triunfo Water & Sanitation District Board of Directors will hold a Regular Meeting on **Monday, May 22, 2023, at 5:15 p.m. Triunfo Water & Sanitation District Office, Board Room, located at 370 N. Westlake Blvd., Suite 100, Westlake Village, California.**

**This meeting will be held in person and available by teleconference via Zoom or by telephone. All attendees are muted by default. To join via computer, click the following link:**

**<https://zoom.us/j/95735216590?pwd=WVI0U3BwTkRPMUZoS1o0eUtqUzRMQT09>**

If you do not have a computer or if you do not have speakers or a microphone on your computer, you can dial in for audio. Call (669) 900-6833 or (346) 248-7799 and enter ID: 957 3521 6590.

If you would like to speak via teleconference during the public comment portion of the meeting:

**ONLINE:** Press “Raise Hand” to indicate you wish to speak.

**PHONE:** Press \*9 to “Raise Hand” \*6 to send a request to be unmuted to submit verbal comments.

Public comment on any agenda item will be accepted by mail to Clerk of the Board, 370 N. Westlake Blvd., Suite 100, Westlake Village, CA 91362 or email to Clerk of the Board at [FidelaGarcia@TriunfoWSD.com](mailto:FidelaGarcia@TriunfoWSD.com). To ensure public comments are received and distributed to the members of the Triunfo Water & Sanitation District Board of Directors prior to consideration of the agenda, please submit no later than the day before the meeting and state in the subject line (1) “Public Comment” and (2) the agenda item number that corresponds. All public comments received will be made a part of the official record of the meeting.

The business to be transacted is as follows:

**\*AMENDED AGENDA**  
**Action Item 14 added**

The Board agenda is posted at least 72 hours preceding the Board Regular meeting and contains all items on which Board action will be allowed under Government Code Section 54954.2. Action will be taken on unanticipated items only when an emergency (as defined in Government Code Section 54956.5) exists or as otherwise allowed under Government Code Section 54954.2(b). In compliance with the Americans with Disabilities Act, if you need special accommodation/assistance to participate in a District event, please call the California Relay Service TDD line at (800) 735-2929 or the Clerk of the Board at (805) 658-4602 at least 48 hours prior. Notification before the meeting will enable the District to make reasonable arrangements to ensure accessibility to participate. Copies of individual reports may be requested from the Clerk of the Board or viewed on the District's website, [www.triunfowsd.com](http://www.triunfowsd.com).

1. Call to Order, Roll Call
2. Pledge of Allegiance
3. Agenda Review (General Manager/Board of Directors)

Consider and approve, by majority vote, minor revisions to the Board agenda items or related attachments and any item added to, removed from, or continued from the Board agenda.

4. Public Comment (Items not on the agenda, five-minute limit)

In accordance with Government Code Section 54953(a), this is an opportunity for members of the public to briefly address the Board on items NOT on the agenda. Persons wishing to comment on agenda items should complete a speaker card and submit it (preferably before the meeting) to the Clerk. The Chairman will then recognize them at the appropriate time. Once recognized, persons should step to the podium, clearly state their name and address for the record, and address the item being considered in as brief, clear, and concise a manner as possible. Attendees participating by phone may dial \*9 or if by Zoom may use the 'raise hand' function to be recognized.

**PRESENTATION ITEM** (Item 5 only)

5. Community Outreach Update (Page 7)

**CONSENT ITEMS** (Items 6 and 7)

Matters listed under Consent Items are considered routine, non-controversial, and are normally approved by one motion. If discussion is requested by any member 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.

6. Approve the minutes of the Board of Directors regular meeting of April 24, 2023 (Page 11)
7. Adoption of the Fiscal Year 2023-2024 Budget (Page 17)

It is recommended that the Board approve and adopt Resolution No. 2023-005 adopting the Fiscal Year 2023-24 Budget.

**ACTION ITEMS** (Items 8 through 14)

8. Purchase of a New Sewer Cleaning Truck (Page 137)

It is recommended the Board:

- A. Authorize staff to proceed with the purchase of a Vactor 2110 Plus Jet Rodder including accessories through Haaker Equipment Company for an amount not-to-exceed \$650,000; or
- B. Provide staff with alternative direction.

9. ACWA Region 8 Board Call for Candidates (Page 139)

It is recommended the Board:

- A. Consider the call for nomination to the ACWA Region 8 Board; and
- B. Approve and adopt Resolution No. TWSD 2023-004 supporting a nomination; or
- C. Provide staff with alternative direction.

10. Sewer Service Charges for Collection on Tax Roll for Fiscal Year 2023-24 (Page 153)

It is recommended the Board:

- A. Accept the reports listing parcels to be placed on the tax rolls for collection in FY 2023-24 (Exhibits A & B); and
- B. Set 5:15 p.m. on June 26, 2023, at the District Board Room, 370 N. Westlake Blvd, Suite 100, Westlake Village, CA 91362, as the time and place for a public hearing to be held on said reports; and
- C. Direct staff to notify by mail each person to whom any parcel listed on Exhibit B is assessed: 1) the District's proposal to have service charges for FY 2023-24 collected on the tax rolls; 2) the time and place of the public hearing for the proposed assessment report; and

- D. Direct staff to publish on June 12 and June 19, 2023, notices in the Ventura County Star, a newspaper of general circulation published and circulated in the District, noticing a June 26, 2023, public hearing.

11. Revisions to Ordinance No. TWSD-250 Prescribing Fees and Charges for Sewer Service (Page 157)

It is recommended the Board:

- A. Conduct the first reading, by title only, of proposed Ordinance No. TWSD-250; and
- B. Schedule a public hearing and Board action on June 26, 2023 to conduct the second reading, by title only, and consider adoption of Ordinance No. TWSD-250 (adopted 6/26/23); and
- C. Direct staff to publish on June 19, 2023, a notice in the Ventura County Star, a newspaper of general circulation published and circulated in the District, providing a summary of this Ordinance and noticing a June 26, 2023, public hearing to consider adoption of said Ordinance; or
- D. Provide staff with direction.

“ORDINANCE NO. TWSD-250 (Adopted 6/26/23) PRESCRIBING FEES AND CHARGES FOR SEWER SERVICE OWNED AND OPERATED BY TRIUNFO WATER & SANITATION DISTRICT”

12. Revision to Ordinance No. TWSD-350 Prescribing Fees and Charges for Potable Water (Page 175)

It is recommended the Board:

- A. Conduct the first reading, by title only, of proposed Ordinance No. TWSD-350; and
- B. Schedule a public hearing and Board action on June 26, 2023 to conduct the second reading, by title only, and consider adoption of Ordinance No. TWSD-350 (adopted 6/26/23); and
- C. Direct staff to publish on June 19, 2023, a notice in the Ventura County Star, a newspaper of general circulation published and circulated in the District, providing a summary of this Ordinance and noticing a June 26, 2023, public hearing to consider adoption of said Ordinance; or
- D. Provide staff with direction.

“ORDINANCE NO. TWSD-350 (Adopted 6/26/23) PRESCRIBING FEES AND CHARGES FOR POTABLE WATER PROVIDED BY TRIUNFO WATER & SANITATION DISTRICT”

13. Contract with Insituform Technologies, LLC, for the 2023 Bell Canyon Sewer Mainline Rehabilitation Project, TWSD Contract No T23-004 (Page 193)

It is recommended the Board authorize the Chair to sign TWSD Contract No. T23-004 for Insituform Technologies, LLC, for the 2023 Bell Canyon Mainline Sewer Rehabilitation Project in the amount of \$89,136 with the terms indicated in the Contract.

14. \*Property Insurance Coverage (Page 201)

*It is recommended the Board:*

1. *Ratify staff decision to move forward with securing the District's property insurance with JPRIMA; and*
2. *Approve the Director of Finance to increase the FY2022-2023 Adopted Budget in the amount of \$200,000.*

**INFORMATION ITEMS** (Items 15 through 22)

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

15. Disbursements Report (Page 203)
16. Investment Report (Page 215)
17. Revenue & Expense Report (Page 219)
18. Water Service Update (Page 225)
19. Searle Creative Activities & Marketing Analytics Reports (Page 227)
20. Water Supply Conditions Report (Page 233)
21. Future Meetings, Seminars and Conferences
  - May 24, 8:00 a.m. – AWA/CCWUC “VenturaWaterPure” (Virtual)
  - June 5, 5:00 p.m. – JPA Meeting
  - June 6, 5:30 p.m. – VCSDA Meeting
  - June 15, 8:00 a.m. – WaterWise Program (Hybrid)
  - June 20, 8:00 a.m. – Water Issues Committee (Hybrid)
  - June 26, 5:15 p.m. – TWSD Board Meeting
  - July 3, 5:00 p.m. – JPA Meeting
  - July 13, 9:00 a.m. - ACWA Region 8 Program & Tour at West Basin Municipal Water District (El Segundo)
  - July 18, 8:00 a.m. – Water Issues Committee (Hybrid)
  - July 20, 8:00 a.m. – WaterWise Program (Hybrid)
  - July 24, 5:15 p.m. – TWSD Board Meeting
  - Upcoming Conferences
    - August 9 to August 11 – CASA Annual Conference (San Diego)
    - August 28 to August 31 – CSDA Annual Conference (Monterey)
    - November 5 to November 7 – WaterReuse California Annual Conference (Indian Wells)

- November 28 to November 30 - ACWA Fall Conference (Indian Wells)

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

22. Standing & Ad Hoc Committee Reports

- A. Finance Committee
- B. Public Outreach / Communications Committee
- C. New Office Grand Opening Committee (Ad Hoc)

23. Board Member Comments

This is an opportunity for Board members to briefly comment on matters they deem appropriate to the business of TWSD. A Board member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his or her activities related to the TWSD. A Board member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning a matter related to TWSD business. The Board may also direct staff to place a matter of business on a future TWSD Board agenda.

24. Reports on Outside Meetings/Conferences

25. General Manager, Legal Counsel Comments

**NEW BUSINESS** (Item 26 only)

26. Future Agenda Items

**ADJOURNMENT** - Adjourn to Regular Meeting to be held on Monday, June 26, 2023, at 5:15 p.m. at **Triunfo Water & Sanitation District Office located at 370 N. Westlake Blvd., Suite 100, Westlake Village, CA.**