



**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, June 26, 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:

## AGENDA

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 Chair 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

### **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 special meeting of May 16, 2023 and May 22, 2023
7. Approve the Designation of Applicant's Agent Resolution for FEMA and CalOES Wildfire Recovery Assistance, Resolution No. TWSD 2023-008

**ACTION ITEMS** (Items 8 through 13)

8. Public Hearing to Place Sewer Service Charges on the Ventura County Secured Property Tax Rolls for Fiscal Year 2023-24

It is recommended the Board:

- A. Conduct a public hearing to receive written and oral comments on the proposal to collect sewer service charges via the property tax statement;
    - 1) Call to order and open the public hearing.
    - 2) Receive staff report and recommendations.
    - 3) Report of written communications by Clerk of the Board.
    - 4) Public comment.
    - 5) Close public hearing.
    - 6) Discussion by Board of Directors
  - B. Unless there is a majority protest, adopt the reports (Exhibits A & B) which have the assessor's parcel numbers and amount of charges proposed for collection on the tax rolls; and
  - C. Adopt TWSD Resolution No. TWSD 2023-006 Regarding Collection of Sewer Service Charges by the County of Ventura; and
  - D. Direct staff to file a certified copy of the adopted reports and resolution with the Ventura County Auditor-Controller; and
  - E. 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.
9. Public Hearing: District Ordinance No. TWSD-250 – Revision to the Fees and Charges for Sewer Service

It is recommended the Board:

- A. Conduct a public hearing regarding proposed TWSD Ordinance No. TWSD-250 for prescribing fees and charges for sewer service:
  - 1) Call to order and open the public hearing.

- 2) Receive staff report and recommendations.
  - 3) Report of written communications.
  - 4) Public comment.
  - 5) Close public hearing.
  - 6) Discussion by Board of Directors
- B. Conduct the second reading, by title only, of Ordinance No. TWSD-250 (Adopted 6/26/23), Prescribing Fees and Charges for Sewer Service Owned and Operated by Triunfo Water & Sanitation District, and adopt Ordinance No. TWSD-250 which shall take effect on July 1, 2023; and
- C. Direct staff to send a courtesy postcard reminding all parcel owners of the programmed 15% rate increase and referring them to the TWSD website for further information; or
- D. Provide staff with alternative direction.

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

10. Public Hearing: District Ordinance No. TWSD-350 (Adopted 6/26/23) – Revisions to the Fees and Charges for Potable Water

It is recommended the Board:

- A. Conduct a public hearing regarding proposed TWSD Ordinance No. TWSD-350 for prescribing fees and charges for potable water:
- 1) Call to order and open the public hearing.
  - 2) Receive staff report and recommendations.
  - 3) Report of written communications.
  - 4) Public comment.
  - 5) Close public hearing.
  - 6) Discussion by Board of Directors
- B. Conduct the second reading, by title only, of Ordinance No. TWSD-350 (Adopted 6/26/23), Prescribing Fees and Charges for Potable Water Provided by Triunfo Water & Sanitation District, and adopt Ordinance No. TWSD-350 which shall take effect on July 1, 2023; and
- C. Direct staff to update the District's website to reflect the current charges and fees; or
- D. Provide staff with alternative direction.

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

11. Potable Water Customer Assistance Program Resolution No. T2023-007

It is recommended the Board:

- A. Approve TWSD Resolution No. T2023-007 and authorize the Chair to sign the Resolution to continue the potable water assistance program through June 30, 2024, which provides a \$15/month credit to qualifying customers residing in Oak Park; and
- B. Direct staff to draft proposed revisions to TWSD Ordinance No. TWSD-300 to establish a policy for the potable water CARE program and bring back at a future Board Meeting; or
- C. Provide staff with alternative direction.

12. Contract with Searle Creative Group for Public Relations Services – TWSD Contract No. T23-007

It is recommended the Board:

- A. Authorize the Chair to sign TWSD Contract No. T23-007 with Searle Creative Group to provide public relations services for an amount not to exceed \$80,000 and with a term through June 30, 2025; or
- B. Provide staff with alternative direction.

13. Discussion of Public Outreach Policy

It is recommended the Board discuss and provide direction.

**INFORMATION ITEMS** (Items 14 through 20)

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

- 14. Disbursements Report
- 15. Investment Report
- 16. Revenue & Expense Report
- 17. Water Service Update
- 18. Searle Creative Activities & Marketing Analytics Reports
- 19. Water Supply Conditions Report
- 20. Future Meetings, Seminars and Conferences
  - July 10, 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 15, 10:00 a.m. TWSD Water-Smart Speaker Series - Replacing your Lawn: Alternatives
- July 18, 8:00 a.m. – AWA Water Issues Committee (Hybrid)
- July 20, 8:00 a.m. – AWA WaterWise Program (Hybrid)
- July 24, 5:15 p.m. – TWSD Board Meeting
- August 5, 10:00 a.m. TWSD Water-Smart Speaker Series – Fire Smart and Water Wise
- August 7, 5:00 p.m. – JPA Meeting
- August 28, 5:00 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 21 through 24)

21. Standing & Ad Hoc Committee Reports

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

22. 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.

23. Reports on Outside Meetings/Conferences

24. General Manager, Legal Counsel Comments

**NEW BUSINESS** (Item 25 only)

25. Future Agenda Items

**ADJOURNMENT** - Adjourn to Regular Meeting to be held on Monday, July 24, 2023, at 5:15 p.m. at Triunfo Water & Sanitation District Office located at 370 N. Westlake Blvd., Suite 100, Westlake Village, CA.