

TRIUNFO WATER & SANITATION DISTRICT
Minutes of July 24, 2023, Board of Directors Regular Meeting
(In-person and virtual via Zoom)

1. Call to Order, Roll Call

Chair Jane Nye called the meeting to order at 5:15 p.m. in the Board Room at District headquarters, 370 North Westlake Blvd., Suite 100, Westlake Village, California. Director Leon Shapiro, Director Raymond Tjulander, Director James Wall, and Chair Jane Nye were present. Vice Chair Janna Orkney was absent.

2. Pledge of Allegiance: Led by Director Leon Shapiro.

3. Agenda Review

Director Wall moved to approve the agenda as presented. Seconded by Director Tjulander. Motion carried unanimously with Vice Chair Orkney absent.

4. Public Comment: None.

PRESENTATION ITEM (Item 5 only)

5. Community Outreach Update

Public Information Officer Becky Haycox provided an update.

General Manager Mark Norris spoke on a recent proposal from Las Virgenes Municipal Water District to co-host Triunfo Water & Sanitation District Water Smart Classes as a way to promote the JPA Pure Water Project. He said because the Master Gardner's Program is Ventura County based, they will not cross county lines and therefore the classes would have to be held at Triunfo Water & Sanitation District. Directors Shapiro and Tjulander stated their support for the idea.

No public comment was heard.

No action was taken and the report was received.

CONSENT ITEM (Item 6 only)

6. Approve the minutes of the Board of Directors regular meeting of June 26, 2023.

No public comment was heard.

Director Tjulander moved to approve Consent Item 6. Motion seconded by Director Wall. Motion carried unanimously with Vice Chair Orkney absent.

ACTION ITEMS (Items 7 and 8)

7. Contract No. T23-010 with Aqua Metric Sales Company Software Support and Maintenance of the Customer Portal and Flex Billing System

It is recommended the Board:

- A. Authorize the Chair to sign TWSD Contract No. T23-010 with Aqua Metric Sales Company for software support and maintenance with a contract amount of \$84,212.80 for FY 2023-24.
- B. Authorize the General Manager to annually review Aqua Metric Sales Company's performance and exercise the renewal options under the contract for a total term of up to five years, or
- C. Provide staff with alternative direction.

General Manager Mark Norris presented the report.

Public comment by Steven Kozel.

Director Wall moved to approve staff recommendations A and B. Motion seconded by Director Shapiro. Motion carried unanimously with Vice Chair Orkney absent.

8. Capital Improvement Plan Update

It is recommended the Board review and approve the proposed Capital Improvement Plan for implementation.

General Manager Mark Norris presented the report.

Public comment by Steven Kozel.

Director Tjulander moved to approve staff recommendation. Motion seconded by Director Wall. Motion carried unanimously with Vice Chair Orkney absent.

INFORMATION ITEMS (Items 9 through 17)

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

- 9. Disbursements Report
- 10. Investment Report
- 11. Revenue & Expense Report
- 12. Water Service Update
- 13. Annual Contracts and Purchase Orders Less than \$35,000
- 14. Water Conservation Customer Rebate Program
- 15. Searle Creative Activities & Marketing Analytics Reports

16. Water Supply Conditions Report

17. Future Meetings, Seminars and Conferences

- July 26, 8:00 AWA-VC Drinking Water Supply Cyber-Security/Preparedness Updates
- August 1, 5:30 p.m. – VCSDA Meeting
- August 5, 10:00 a.m. – TWSD Water Smart Talk: Fire Smart & Water Wise
- August 7, 5:00 p.m. – JPA Meeting
- August 28, 5:15 p.m. – TWSD Board Meeting
- September 5, 5:00 p.m. – JPA Meeting
- September 14, 4:00 p.m. – AWA-VC Reception for Members/Elected Officials
- September 16, 10:00-11:00 a.m. – TWSD Water-Smart Talk: Growing California Natives
- September 19, 8:00 a.m. – AWA-VC Water Issues Committee (Hybrid)
- September 25, 5:15 p.m. – TWSD Board Meeting
- September 30, 9:00-11:00 a.m. – TWSD Water Smart Workshop: Hands-on Drip Irrigation
- October 2, 5:00 p.m. – JPA Meeting
- October 3, 5:30 p.m. – VCSDA Meeting
- October 7, 10:00-11:00 a.m. – TWSD Water-Smart Talk: Drought Tolerant Gardening, Design and Maintenance
- October 17, 8:00 a.m. – AWA-VC Water Issues Committee (Hybrid)
- October 19, 8:00 a.m. – AWA-VC WaterWise Program (Hybrid)
- October 30, 5:00 p.m. – JPA 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)

Director Shapiro moved to receive and file informational items 9 through 17. Motion seconded by Director Wall. Motion carried unanimously with Vice Chair Orkney absent.

ORAL REPORTS (Items 18 through 21)

18. Standing & Ad Hoc Committee Reports

- A. Finance Committee – None.
- B. Public Outreach / Communications Committee – None.
- C. New Office Grand Opening Committee (Ad Hoc) – None.

19. Board Member Comments

Chair Nye commented that on July 17, 2023, she and General Manager Mark Norris attended Ventura County Supervisor Gorell's tour of the Pure Water Demonstration Facility.

20. Reports on Outside Meetings/Conferences – None.

21. General Manager, Legal Counsel Comments – None.

NEW BUSINESS (Item 22 only)

22. Future Agenda Items – None.

ADJOURNMENT

Director Shapiro said a few words in memory of TWSD's Legal Counsel John Mathews who passed away on June 28, 2023.

There being no further business, and without objection, Chair Nye adjourned the meeting at 6:05 p.m. to the Board meeting on Monday, August 28, 2023, at 5:15 p.m.

Prepared by:

Approved:

Fidela Garcia
Clerk of the Board

Jane Nye
Chair of the Board