

TRIUNFO SANITATION DISTRICT

Minutes of the January 28, 2019 Board of Directors Regular Meeting
Oak Park Library (Film & Lecture Room 102)
899 N. Kanan Road, Oak Park, California

1. Call to Order and Roll Call: Chair Orkney called the meeting to order at 5:15 p.m. Directors Susan Pan, Leon Shapiro, Raymond Tjulander, James Wall, and Chair Janna Orkney were present.

Staff present: General Manager Mark Norris; Legal Counsel John Mathews; Director of Finance Tina Rivera; Management Analyst Sandy Warren; Clerk of the Board Juliet Rodriguez; Assistant Legal Counsel Robert Congelliere; and Consultant Tim Doyle.

2. Pledge of Allegiance: None. The Pledge was recited by Director Shapiro.

3. Agenda Review:

None.

Director Wall moved to accept the agenda as presented. Motion seconded by Director Tjulander. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Wall, Tjulander

NOES: None

ABSTAIN: None

ABSENT: None

4. Public Comments:

Clerk of the Board Juliet Rodriguez announced that no public comments were received.

PRESENTATIONS (Items 5 and 6)

5. Triunfo Sanitation District FY2018 Comprehensive Annual Financial Report (CAFR)

Director of Finance Tina Rivera introduced Hadley Hui, Moss, Levy & Hartzheim, LLP., who gave the presentation.

Director Wall moved to receive and file the CAFR. Motion seconded by Director Pan. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Wall, Tjulander

NOES: None

ABSTAIN: None

ABSENT: None

6. Pure Water Project and Storm Water Diversion

David Petersen, Las Virgenes Municipal Water District General Manager, gave the presentation.

CONSENT ITEMS (Item 7 only) – Matters listed under Consent Items are considered to be routine, non-controversial, and are normally approved by one motion. If discussion is requested by a member of any 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.

7. Approval of Minutes: December 17, 2018 Emergency Meeting; December 17, 2018 Special Meeting

Director Tjulander moved to accept the consent agenda as presented. Motion seconded by Director Shapiro. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Tjulander
NOES: None
ABSTAIN: Wall
ABSENT: None

ACTION ITEMS (Items 8 through 15)

8. Goals and Objectives Workshop

General Manager Norris gave the report.

Discussion ensued and staff was directed to develop a list of goals for the Board's review at the next meeting before setting up a goals workshop.

9. District Code of Conduct Policy (Resolution No. T14-011)

General Manager Norris gave the report.

The Board asked that the item be continued to the next meeting to allow for review of documents that were distributed at the meeting. Legal Counsel was asked to provide samples of other District's policies.

10. Reaffirmation of the Current District Investment Policy

Director of Finance Tina Rivera gave the report.

Director Wall moved to reaffirm the current investment policy. Motion seconded by Director Tjulander. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Wall, Tjulander
NOES: None
ABSTAIN: None
ABSENT: None

11. Implementation of Triunfo Sanitation District Name Change

Mr. Norris gave the report.

Director Tjulander moved to select July 1, 2019 as the effective date of the Triunfo Sanitation District name change and execute Resolution TSD2019-001. Motion seconded by Director Shapiro. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Tjulander

NOES: Wall

ABSTAIN: None

ABSENT: None

12. New Logo for Triunfo Water and Sanitation District

Mr. Warren gave the presentation.

Director Tjulander moved to approve the logo presented with the blue being a deeper blue color on the color version and the blue as the dominant color on the gray scale version. Motion seconded by Chair Orkney. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Tjulander

NOES: Wall

ABSTAIN: None

ABSENT: None

13. Discuss Participation in the JPA Legislative Lobbying Efforts in Support of the Las Virgenes-Triunfo Pure Water Project in Washington, D.C.

Mr. Norris gave the presentation.

Chair Orkney moved to designate Chair Janna Orkney and Director Ray Tjulander to represent the TSD Board with the JPA lobbying efforts in support of the Pure Water Project in Washington, D.C. Motion seconded by Director Pan. Motion carried by the following vote:

AYES: Orkney, Pan, Shapiro, Wall, Tjulander

NOES: None

ABSTAIN: None

ABSENT: None

14. Board Member Attendance at the Urban Water Institute's Spring Water Conference

Director Tjulander moved to approve his attendance at the Urban Water Institute's Spring Water Conference, February 27-March 1, 2019, in Palm Springs. Motion seconded by Director Shapiro. Motion failed by the following vote:

AYES: Shapiro, Tjulander
NOES: Orkney, Wall
ABSTAIN: Pan
ABSENT: None

15. Woolsey Fire Update

Mr. Norris reported that necessary fire-related repairs have been made to the reservoir site, except for some perimeter fencing. The Board acknowledged that this standing item had met its purpose and could now be removed from future agendas.

INFORMATION AGENDA (Items 16 through 27)

16. Triunfo Sanitation District Property Insurance - Update
17. Training Opportunities for New Board Members – Update
18. Records Management – Email Update
19. Disbursements: December 2018
20. Investment Report: December 2018
21. TSD Website – Google Analytics Report
22. Water Conservation Customer Rebate Program
23. Oak Park Water Service Update
24. Water Conservation Report: December 2018
25. Statewide Water Supply Conditions Report: January 21, 2019
26. Revenue & Expense Report: November 2018, December 2018
27. Future Meetings, Seminars and Conferences:
 - Feb 4, 5:00 p.m. - JPA Meeting (at LVMWD)
 - Feb 5, 5:00 p.m. – VCSDA Annual Dinner, Oxnard
 - Feb 25, 5:15 p.m. – TSD Regular Board Meeting, Oak Park Library
 - Feb 26-28 – ACWA Washington DC Conference
 - Mar 4, 5:00 p.m. - JPA Meeting (at LVMWD)
 - Mar 17-19 – WateReuse California Annual Conference, Garden Grove
 - Mar 25, 5:15 p.m. – TSD Regular Board Meeting, Oak Park Library

Chair Orkney added that there are two additional California Special Districts Association (CSDA) offerings to be aware of on the calendar: 1) April 24: Human Resources, and 2)

April 25: Financial Management, both held at Rancho Simi Recreation and Park District Headquarters.

Director Wall moved to receive and file the information item reports. Motion seconded by Chair Orkney. Motion carried by the following vote.

AYES: Orkney, Pan, Shapiro, Wall, Tjulander

NOES: None

ABSTAIN: None

ABSENT: None

ORAL REPORTS – (Items 28 through 31)

28. Standing Committee Reports:

A. Finance Committee

Committee Chair Pan reported that the Finance Committee had met prior to the Regular Meeting, at 4 p.m., to review the CAFR. Director Pan was named Chair of the Committee.

B. Recycled Water Committee – No report.

C. Public Outreach/Communications Committee – No report.

D. Ad Hoc Committee

Chair Orkney reported that a Committee report would follow.

29. Board Member Comments

None.

30. Reports on Outside Meetings/Conferences

Director Tjulander reported on attending the California Association of Sanitation Agencies (CASA) Winter Conference in Indian Wells, January 23-25, 2019.

Director Pan reported on attending the WaterWise Breakfast meeting on January 15, 2019.

Director Shapiro reported on having watched a January 14, 2019 WaterReuse Association webinar on Federal legislation affecting recycled water and offered to distribute the presentation to the Board.

Chair Orkney reported on the January 9, 2019 BBQ lunch held at the Deerhill Pump Station facility to acknowledge employees that participated with District activities during the Woolsey Fire event.

31. General Manager, Legal Counsel Comments

None.

NEW BUSINESS – (Item 32 only)

32. Future Agenda Items

Director Pan requested that Board Member conference attendance and limitations be discussed at the next meeting.

Chair Orkney asked staff to provide an update on the Turf Removal Class and Vendors Fair on March 30, 2019 at the Mae Boyar Recreation Center. Mr. responded with a briefing.

CLOSED SESSION – (Item 33 only)

At 7:18 p.m., Legal Counsel John Mathews announced that there would be a Closed Session on the following items:

33. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code § 54956.9, subdivision (a) – *Triunfo Sanitation District v. New Mission, LLC*, Superior Court of the State of California, County of Ventura, Case No. 56-2017-00499222-CU-OR-VTA

34. PUBLIC EMPLOYMENT - Government Code § 54957(b)(1)

Title: General Manager

At 8:12 p.m., the meeting reconvened into Open Session, with no reportable action on the Closed Session matters.

ACTION ITEM – (Item 35 only)

35. General Manager

Consider status of General Manager and discussion of terms and conditions of employment.

Director Tjulander moved to accept the position, as presented, to retain General Manager Mark Norris as an independent contractor directly with Triunfo with the same terms and conditions and direct Legal Counsel to draft the contract. Motion seconded by Director Wall. Motion carried by the following vote.

AYES: Orkney, Pan, Shapiro, Wall, Tjulander

NOES: None

ABSTAIN: None

ABSENT: None

ADJOURNMENT: There being no further business, and without objection, Chair Orkney adjourned the meeting at 8:15 p.m. to the next Regular Meeting to be held Monday, February 25, 2019, at 5:15 p.m. at the Oak Park Library

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Janna Orkney, Chair
Triunfo Sanitation District

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