



TRIUNFO SANITATION DISTRICT

A PUBLIC AGENCY

Board of Directors

Janna Orkney, Chair
Susan Pan, Vice Chair
Leon Shapiro, Director
Raymond Tjulander, Director
James Wall, Director

NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that the Triunfo Sanitation District Board of Directors will hold a Special Meeting on Monday, December 17, 2018, 5:15 p.m. at the Oak Park Library (Film & Lecture Room 102), 899 N. Kanan Road, Oak Park, California. The business to be transacted is as follows:

A G E N D A

The Board agenda is posted at least 72 hours preceding the Board meeting, and contains all items on which Board action will be allowed pursuant to 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) 658-4642 at least 48 hours prior. Notification prior to 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.triunfosanitation.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 – 5 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.

BOARD OF DIRECTORS REORGANIZATION (Items 5 and 6)

5. **Election of Calendar Year 2019 Chair and Vice Chair**
It is recommended the Board:
 - A. Elect a Chair for Calendar Year 2019 from among members of the Board of Directors; and

- B. Elect a Vice Chair for Calendar Year 2019 from among members of the Board of Directors.
6. Calendar Year 2019 Standing Committees, Ad Hoc Committees and Other Board Appointments
It is recommended the Board:
- A. Determine whether to continue the Finance Committee, Recycled Water / Pure Water Project Committee, and Public Outreach / Communications Committee.
 - B. If desired, appoint two Directors to serve on the Finance Committee.
 - C. If desired, appoint two Directors to serve on the Recycled Water / Pure Water Committee.
 - D. If desired, appoint two Directors to serve on the Public Outreach / Communications Committee.
 - E. Determine whether to create any Ad Hoc committees and create or keep other Board appointments.
 - F. If desired, appoint one Director to perform financial oversight and bimonthly billing review of TSD invoices.
 - G. Provide alternate direction to staff.

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:** November 26, 2018 Regular Meeting,

ACTION ITEMS (Items 8 through 16)

8. **New Logo for Triunfo Water and Sanitation District**

It is recommended that the Board review the submitted design comps and direct staff accordingly.

9. **Options for TSD-Sponsored Turf Removal Class**

It is recommended that the TSD Board review and discuss the date options and:

- A. Confirm that the Board wishes to proceed with a Residential Turf Removal Training class;
- B. Provide staff with three dates from the above list (in order of preference); and
- C. Direct staff to schedule, promote, and coordinate the class accordingly.

10. **TSD Property Insurance**

It is recommended that the Board discuss the information presented and determine whether staff should proceed with a detailed formal quote for property insurance coverage, including consultation on asset valuation, as needed.

11. **TSD Board of Directors Email Storage**

It is recommended that the TSD Board evaluate the information presented and direct staff regarding the desired solution to the current email storage issue.

12. **AT&T Request for Notice of Land Use Entitlement at the Kilburn Site**

It is recommended that the Board approve the General Manager to sign the Notice of Land Use Entitlement for AT&T Wireless Services of California, LLC, site Conditional Use Permit as requested by County Planning.

13. **Cost Impact for Capping Sewer Laterals for Homes Damaged Due to the Woolsey Fire Event**

It is recommended the Board:

- A. Discuss and determine which cost option to implement for the capping work; and
- B. If necessary, approve a budget increase of \$200,000; and
- C. Authorize staff to facilitate the service lateral capping effort; or
- D. Provide staff with direction.

14. **Request for Pool Refilling Cost Consideration for Oak Park Residents Due to the Woolsey Fire Event**

It is recommended the Board:

- A. Discuss and determine if the District will provide the rate reduction to Tier 1 for pool refilling due to fire related repairs; and
- B. Authorize staff to provide the refilling credit on a case-by-case basis; or
- C. Provide staff with direction.

15. **Bridgegate Debris Basin Easement Transfer for Hidden Valley Maintenance Corporation and Ventura County Watershed Protection District**

It is recommended the Board approve the requested easement change for the sewer line traversing through the Bridgegate Debris Basin and adjacent private-party parcels in Westlake and authorize the General Manager to sign the easement transfer documents.

16. **Woolsey Fire Update**

INFORMATION AGENDA (Items 17 through 27) – It is recommended the Board receive and file the following items:

17. **FY2019-20 Budget Schedule**
18. **Pure Water Project Grants**
19. **Disbursements:** November 2018 *To be distributed at meeting*
20. **Investment Report:** November 2018
21. **TSD Website – Google Analytics Report**
22. **Water Conservation Customer Rebate Program**
23. **Oak Park Water Service Update** November 2018
24. **Water Conservation Report:** *To be distributed at meeting*
25. **Statewide Water Supply Conditions Report:** December 9, 2018
26. **Revenue & Expense Report:** None
27. **Future Meetings, Seminars and Conferences:**
 - Jan 7, 5:00 p.m. – JPA Meeting (at LVMWD)
 - Jan 23-25 - CASA Winter Conference, Palm Springs
 - Jan 28, 5:15 p. – TSD Regular Board Meeting (Oak Park Library)
 - Feb 4, 5:00 p.m. - JPA Meeting (at LVMWD)
 - Feb 25, 5:15 p.m. – TSD Regular Board Meeting, Oak Park Library
 - Feb 26-28 – ACWA Washington DC Conference
 - Feb 27-Mar 1 – Urban Water Institute Spring Conference, Palm Springs

ORAL REPORTS – (Items 28 through 31)

28. **Standing Committee Reports:**
 - A. Finance Committee
 - B. Recycled Water / Pure Water Project Committee
 - C. Public Outreach / Communications Committee
 - D. Ad Hoc Committee
29. **Board Member Comments**

This is an opportunity for Board members to briefly comment on matters they deem appropriate to the business of TSD. A Board member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his or her own activities related to the TSD. 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 TSD business. The Board may also direct staff to place a matter of business on a future TSD Board agenda.
30. **Reports on Outside Meetings/Conferences**
31. **General Manager, Legal Counsel Comments**

NEW BUSINESS – (Item 32 only)

32. Future Agenda Items

CLOSED SESSION – (Items 33 only)

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.

ADJOURNMENT: Adjourn to next Regular Meeting to be held on Monday, January 28, 2019, at 5:15 p.m. at the Oak Park Library.