

TRIUNFO SANITATION DISTRICT
Minutes of the regular meeting of January 26, 2009
Oak Park Library, 899 N Kanan Road, Oak Park, CA

1. Chair Orkney called the meeting to order at 5:16 p.m. Roll call (5 present).

Member-at-Large	Janna Orkney
Member-at-Large	Michael Paule
Ventura Regional Sanitation District	Dennis Gillette
County of Ventura	Linda Parks
City of Thousand Oaks	Tom Glancy
2. Pledge of Allegiance
3. Amendments to the Agenda – Chair Orkney requested Items 15 and 16 discussed prior to Item 13.
4. Approval of Minutes – It was moved by Director Paule, seconded by Director Glancy, and duly carried that the Board approve the December 15, 2008 meeting minutes as corrected to include under Item 17 the specific bond and spelling of Lowe's.
5. Public Comments – none.

CONSENT ITEMS – (Items 6 through 9)

6. Project – Westlake Plaza Center East, LLC One Year Warranty Acceptance – It was moved by Director Gillette, seconded by Director Glancy, and duly carried that the Board pass, approve and accept the sanitary sewer system in the Westlake Plaza Center East, LLC project as part of the Triunfo Sanitation District; and direct the District Manager to begin the one-year warranty period, and at the end of that period authorize the District Inspector to perform the final inspection and notify Westlake Plaza Center East, LLC of the project acceptance and release the Letter of Credit.
7. Triunfo Sanitation District Investment Policy – It was moved by Director Gillette, seconded by Director Glancy, and duly carried that the Board affirm the existing Triunfo Sanitation District Investment Policy.
8. Letter of Support – JPA Authority Application – It was moved by Director Gillette, seconded by Director Glancy, and duly carried that the Board authorize the Chair to sign letters of support for the JPA authority application for funding assistance of the Mulholland Recycled Water Pipeline project.
9. Joint Powers of Exercise Agreement (heard as an action item) – It was moved by Director Gillette, seconded by Director Paule, and duly carried that the Board authorize the Chair to sign the Joint Exercise of Powers agreement with the Las Virgenes Municipal Water District.

ACTION ITEMS – (Items 10 through 14)

10. Water Conservation Program – Draft Drought Contingency Plan – The Board directed staff to incorporate in the Plan three stages for reduction of water use. Stage 1 will provide a 25% customer reduction in water use; Stage 2 will provide a 35% reduction; and Stage 3 a 50% reduction. Stages 2 and 3 will provide allotments based on residential lots sizes. The Board directed staff to analyze additional categories to provide a gradual transition between stages. The Board directed staff to incorporate these additions and place the draft Plan on the February 23 regular meeting agenda and release at the February 23 public water conservation meeting for public comment.
11. Water Conservation Related Events – Public Meeting and Landscape Workshop – The Board directed that Chair Orkney will moderate the February 23 public water conservation meeting, Vice Chair Paule will present the Draft Drought Contingency Plan, staff will provide information on

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available services and rebates, and representatives from the Calleguas Municipal Water District, Donald Kendall and Steve Sabbe, will present the state of the current water supply. The Board also directed staff to conduct the March 21 landscape workshop to be held at the Oak Park Community Center from 9 a.m. to noon with landscape expert Owen Dell as a presenter and the workshop will include a vendor fair for local landscapers to highlight their services and provide landscape/water saving information.

12. TSD Board of Directors Governance (Director Parks) – It was moved by Director Parks, seconded by Director Paule, and carried by a 3 to 2 vote that the Board direct staff to prepare a resolution of intent for an all elected at-large Board of Directors to be held in conjunction with the November 2010 election. Directors Gillette and Glancy dissented.
13. TSD Contract No. T04-005-3 – Conifer Tank Replacement Project – It was moved by Director Gillette, seconded by Director Glancy, and carried by a 4 to 1 vote to authorize the Chair to sign Contract No. T04-005-3 with AECOM USA, Inc (formally Boyle Engineering) in a not-to-exceed amount of \$135,900 for a total contract amount of \$1,051,700 for unanticipated pre-bid services. Chair Orkney dissented.
14. Audit Committee Member Selection – It was moved by Director Parks, seconded by Chair Orkney, and duly carried that the Board appoint Director Paule to serve on the audit committee to fill the current vacancy.

INFORMATION ITEMS – (Items 15 through 25)

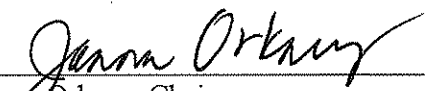
15. Lindero Feeder Cost Savings Analysis – Conifer Tank Replacement Project – District Manager Lawler reported the analysis indicates the District would save at least \$600,000 by accepting the Lindero Feeder from the Calleguas Municipal Water District. The Board authorized the Chair to sign the Padre Associates contract and the District Manager to sign the Calleguas contract as approved pending information received on the savings cost analysis. Melanie Beck, National Park Service, addressed the Board on this item.
16. Letter from Calleguas Municipal Water District – Facilities Proposed for Transfer to OPWS – Director Orkney said she is pleased to receive the letter from Calleguas indicating the facilities have been maintained.
17. TSD Board of Directors Functions (Director Paule) – Director Paule suggested that the Board consider selecting a Director to review monthly payments to ensure additional financial oversight. The Board directed staff to place this item on a future agenda.
18. Shovel Ready Projects – Economic Stimulus Funds – District Manager Lawler said the current economic stimulus funds may be of a benefit to TSD for potential projects, noting staff has submitted an application and is investigating possibilities.
19. Oak Park Water Service Update – Director of Finance Dragan reported the District continues to see an increase in late payments and shut-offs.
20. National Award for Outstanding Financial Reporting – Director of Finance Dragan reported TSD received for its eighth consecutive year an award for outstanding financial reporting, noting this is a significant accomplishment.
21. 1994 Variable Rate Demand Refunding Revenue Bonds – Director of Finance Dragan reported the District is seeking to replace the current Letter of Credit held by BNP Paribas. BNP notified the District that it will no longer carry the letter of credit for the 1994 Variable Rate Demand Refunding Revenue Bonds issued by the District. She said the letter of credit expired on January 31 but will be extended to May 2009 while the District seeks a new letter of credit from another

financial institution. Ms. Dragan noted staff has contacted several banks and discussions are ongoing.


22. Disbursements for the Month of December 2008 – no discussion.
23. Investment Report December 2008 – Director of Finance Dragan reported the November security moved to the Ventura County Pool as it had a higher interest rate.
24. Revenue and Expense Reports – November & December 2008 – Director of Finance Dragan provided an update and reported the District is operating within its budget. Chair Orkney thanked Ms. Dragan for the excellent report.
25. Future Meetings, Seminars and Conferences
 - Joint Powers Authority Meeting February 2, 2009, 5 p.m. Las Virgenes Headquarters
 - TSD Board February 23, 2009, 5:15 p.m. Oak Park Library
 - Public Meeting on Water Conservation February 23, 2009, 7 p.m. Oak Park High School, Room G9
 - Public Workshop on Water Conservation Landscaping March 21, 2009, 8:30 a.m. Community Center 1000 Kanan Road, Oak Park

NEW BUSINESS – (Items 26 and 27)

26. Discussion
 - a. Board Members – none.
 - b. District Manager – Mr. Lawler reported staff will be repairing a customer's failed lift station system in Bell Canyon. He said staff is preparing an analysis of the concerns associated with the system.
 - c. Legal Counsel – none.
27. Future Agenda Items – Director Paule website enhancement and redesign.
28. Reports on Outside Meetings/Conferences – Directors Gillette and Glancy reported on the January CASA Conference noting the information was timely and well presented. Chair Orkney said the CASA risk management workshop provided useful tools. Director Glancy reported at the AWA WaterWise Breakfast guest speakers addressed the drought and financial situations in California. Director Glancy noted those attending the League of Cities meeting in Sacramento are extremely upset with the state of the budget.
29. Adjournment – the meeting was adjourned at 8:11 p.m.



Janna Orkney, Chair



Rhonda Catron, Clerk of the Board