

TRIUNFO SANITATION DISTRICT

Minutes of the regular meeting of January 25, 2010
Oak Park Library, 899 N Kanan Road, Oak Park, CA

1. Chair Orkney called the meeting to order at 5:15 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 consent items moved to action.
4. Approval of Minutes – It was moved by Director Glancy, seconded by Director Paule, and duly carried that the Board approve the December 14, 2009 meeting minutes.
5. Public Comments – none.

BOARD OF DIRECTORS REORGANIZATION – (Item 6 only)

6. Calendar Year 2010 Officers – It was duly carried that the Board elect Michael Paule 2010 Chair; Janna Orkney 2010 Vice Chair and that both will serve as the Audit Committee. Chair Paule will continue review of TSD invoices.

CONSENT ITEMS – (Items 7 and 8)

7. TSD Contract No. 09-003-1 – The PRD Group, Inc. (Oak Canyon Reservoir) heard as action item – It was moved by Director Parks, seconded by Director Glancy, and duly carried that the Board authorize the Chairman to sign TSD Contract No. T09-003-1 with The PRD Group, Inc., for project management assistance of the Conifer Tank Replacement Project (Oak Canyon Reservoir), in the amount of \$17,600, for a total contract amount of \$27,600.
8. TSD FY2009 Comprehensive Annual Financial Report (CAFR) heard as action item – It was moved by Director Orkney, seconded by Director Glancy, and duly carried that the Board accept the Fiscal Year 2009 Comprehensive Annual Financial Report, Independent Auditor's Reports, and audit services provided by Moreland & Associates, Inc.; and authorize the Director of Finance to submit the District's Comprehensive Annual Financial Report to the Government Finance Officers Association for consideration of its Certificate of Achievement for Excellence in Financial Reporting.

ACTION ITEMS – (Items 9 through 11)

9. Public Hearing Ordinance No. TSD-68 – Prescribing Fees and Charges for Potable Water – Chair Paule opened the public hearing regarding proposed Ordinance No. TSD-68 potable water rate pass-through. Principal Analyst Anders reported the proposed .39/HCF pass-through increase is based on Calleguas Municipal Water District's rate increase effective January 2010. Director Paule reported he, Doug Anders and Vickie Dragan conducted a detailed analysis of the rate study. Chair Paule and Mr. Anders also met with the rate consultant. Chair Paule reviewed the information assembled from these meetings and based on the analysis, his conclusion is the pass-through increase is necessary to avoid a deficit. Director Parks said because of the economy, construction costs are decreasing and she is in favor of waiting until construction costs of the tank replacement are known to determine if the pass-through is needed. Dan Walsh addressed the Board noting his

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concerns regarding rate increases saying he is attending to learn more about the rate increase. Arnold Prepsky said he understands the need for the pass-through increase. It was moved by Chair Orkney, seconded by Director Glancy, and carried by a 4 to 1 vote that the Board adopt Ordinance No. TSD-68 effective with the March 2010 billing (immediately following February meter reads). Director Parks dissented.


10. Stage 1 Water Shortage Use Restrictions – No action taken. Staff reported OPWS is within 1% of its allotment from the Metropolitan Water District. The Board requested staff include a monthly water usage report.
11. Review of Ventura Regional Sanitation District Overhead Charges – It was moved by Director Parks, seconded by Director Glancy, and duly carried that the Board direct the Chair to send a letter to the Ventura Regional Sanitation District Board of Directors requesting elimination of overhead charges.

INFORMATION ITEMS – (Items 12 through 20)

12. Water Shortage Contingency Plan – Water Conservation Program Update – Bob Pettit, OPWS, gave an update on water use noting 27 violation notices have been issued from mid December to date.
13. OPWS Diamond Utility Billing Software – The Board requested a copy of the software contract.
14. OPWS December 2009 Utility Billing – Director of Finance Dragan reported staff is working with the software company to resolve the issue to eliminate future errors.
15. National Award for Outstanding Financial Performance – Fiscal Year 2008
16. February 22 Meeting – Community Outreach
17. Disbursements – December 2009
18. Investment Report – December 2009
19. Revenue & Expense Report – November & December 2009
20. Future Meetings, Seminars and Conferences:
 - Joint Powers Authority meeting February 1, 2010, 5 p.m., Oak Park Library
 - TSD Board meeting February 22, 2010, 5:15 p.m., Thousand Oaks-Westlake Village Chamber of Commerce

NEW BUSINESS – (Items 21 through 23)

21. Discussion – none.
22. Future Agenda Items – Emergency Disaster Plan Review; Review of OPWS Policies & Procedures Ordinances; Website Redesign (including Board bios and photos); VRSD Billing Rates; Election Outreach. Independent Legal Counsel for TSD; VRSD pay for billing error; Impact on TSD, if any, VRSD's early retirement plan; current rates and VRSD billable rates for 2011; and VRSD reimburse TSD for the postcard notification costs associated with the billing error.
23. Reports on Outside Meetings/Conferences – The Board reported its attendance at the California Association of Sanitation Districts conference in January provided valuable information regarding renewable energy at water treatment facilities and legislation for improving reliability of water from the California Delta.
24. Adjournment – the meeting was adjourned at 7:27 p.m.


Rhonda Catron, Clerk of the Board


Michael Paule, Chair