

**TRIUNFO SANITATION DISTRICT**  
Minutes of the regular meeting of April 25, 2011  
Oak Park Library, 899 N Kanan Road, Oak Park, CA

1. Roll Call (5 present). Chair Paule called the meeting to order at 5:15 p.m.  
Steven Iceland  
Michael McReynolds  
Janna Orkney  
Michael Paule  
James Wall
2. Pledge of Allegiance – Led by Director of Operations Sally Coleman.
3. Amendments to the Agenda – Director Orkney asked that Item 17 be moved following Item 12. It was moved by Director Iceland, seconded by Director Wall, and duly carried by the Board to approve the agenda as amended.
4. Approval of Minutes – Director Iceland noted a correction to Item 4 in that he noted the correction regarding California Special Districts Association and Director Orkney noted the correction regarding Association of Water Agencies. Chair Paule noted a correction to Item 11 to indicate that he responded, “... based on a review of the leases the District may grant leases to cell carriers; however, the District could not dictate anything regarding the site as the permitting was done through the County.” It was moved by Director Orkney, seconded by Director Wall, and duly carried by the Board to approve the minutes of March 28, 2011 as amended.
5. Public Comments – None.

**CONSENT ITEMS** – None

**REPORTS** – (Item 6 only)

6. Oak Canyon Update
  - a. Project Update – Ms. Coleman presented the report. She responded to a question regarding whether staff would obtain drawings, records of repairs, and other pertinent documents from Calleguas Municipal Water District for the agreement for transfer of surplus facilities by responding that she would ensure that staff obtains these documents.
  - b. Project Outreach Program Update – Management Analyst Sandy Warren presented the report. It was the consensus of the Board to hold the June 9 project groundbreaking event at Oak Canyon Park; invite past Board Members; Assemblymember; other elected officials, and the public; and that Chair Paule and Director McReynolds serve as an ad hoc committee to work with Mr. Warren on the logistics. It was also the consensus of the Board that staff shall secure an electronic flashing traffic sign two weeks prior to construction to inform the public of potential traffic delays.

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**ACTION ITEMS – (Items 7 through 19)**

7. Rancho Simi Recreation and Parks District Property Transfer Agreement – It was moved by Director Iceland, seconded by Director McReynolds, and duly carried by the Board to approve the transfer agreement to secure the site for the construction of the Oak Canyon Reservoir and to transfer the Conifer Tank site to Rancho Simi Recreation and Parks District following decommissioning.
8. Hillcrest Homeowner's Association Easement Agreement – It was moved by Director Orkney, seconded by Director Iceland, and duly carried by the Board to authorize the Chair to sign the easement agreement documents and direct staff to satisfy the requested actions by Hillcrest Homeowner's Association with a cost not-to-exceed \$7,500.
9. Funding Approval for TSD Contract No. T08-006 with Calleguas Municipal Water District for Construction of Falling Star Meter Station and Execute Transfer Agreement for Lindero Feeder – It was moved by Director Wall, seconded by Director McReynolds, and duly carried by the Board to approve the funding of \$420,000 to Contract No. T08-006 with Calleguas Municipal Water District for the construction of the Falling Star Meter Station and thereby approve execution of the transfer agreement.
10. TSD Contract No. T10-006 with Lash Construction – Conifer Tank Replacement Project – It was moved by Director Iceland, seconded by Director Orkney, and duly carried by the Board to authorize the Chair to sign Contract No. T10-006 with Lash Construction, Inc., for construction of the Oak Canyon Reservoir, in the amount of \$4,984,650 and for the terms specified in the contract.
11. Ordinance No. TSD-71 Prescribing Fees and Charges for Potable Water – Mr. Anders noted that he received one phone call in protest to the rate increase. Keli Kaye inquired whether the rates would decrease after the construction of the new tank is completed. Chair Paule responded that the District was looking at meeting its debt service for a 20-year loan and that the District would constantly monitor and evaluate the rate to ensure that the District runs on a sound basis.

It was moved by Director Iceland, seconded by Director McReynolds and duly carried by the Board, to conduct the first reading, by title only, of proposed Ordinance No. TSD-71, Prescribing Fees and Charges for Potable Water to the Oak Park Water Service, and schedule a public hearing and Board action on May 23, 2011. Josie Guzmán, Clerk of the Board, read Ordinance No. TSD-71 in title only.

12. Triunfo Sanitation District Fiscal Year 2012 Budget Development – Mr. Anders presented an oral report. No formal action taken.

It was the consensus of the Board to consider Items 13 and 14 at this time in order to accommodate the audience.

13. Verizon Wireless Microwave Panel Modification – It was moved by Director Iceland to direct staff to send a letter to Verizon indicating that the District had no objection to the proposal as long as there would be no increase in the size of the panel or substantial change in configuration.

Yvette Macaluso inquired regarding the timing and details for construction activities. She expressed her concerns with truck traffic and machinery.

Director McReynolds suggested an amendment to the motion that Verizon inform the residents regarding construction activities. Director Iceland stated that he had no objection to the amended motion if Verizon were to notify all of the residents on Kilburn by door hanger or by mail 48 hours in advance of construction. Director McReynolds seconded the motion.

Keli Kaye expressed concern regarding the megawatt output levels and potential health effects.

A discussion ensued regarding whether Verizon would be making a like-for-like swap of the existing antenna and having a representative from Verizon provide a presentation. Director Iceland withdrew his motion.

The item was continued to the May 23, 2011 meeting and staff was directed to ask a representative from Verizon attend the meeting to provide a presentation.

14. AT&T Wireless Communication Facility Modification – Kilburn – Matt King stated that the residents on Kilburn were concerned with health issues, property values, and aesthetics due to installation of cell towers. He suggested that there were many ways to camouflage the existing cell towers.

Miriam Overton stated that many of the people residing on Kilburn oppose modifications to cell towers. She suggested that the cell carriers look at alternatives such as mounting the antennas on lampposts as written in a recent article in the Ventura County Star.

It was moved by Chair Paule, seconded by Director McReynolds, and duly carried by the Board, with Director Orkney dissenting, to continue this item to the May 23, 2011 meeting and to direct staff to ask a representative from AT&T attend and provide more details and specifics on the need for the project.

The Board recessed to a break at 7:35 p.m. and reconvened at 7:44 p.m.

17. Recycled Water Committee – Director Orkney provided an oral report and presented handouts. She suggested that the Board ask the Administering Agent for the Las Virgenes-Triunfo Joint Powers Authority (JPA) for a modification of up to 25 percent for the wholesale recycled water rate.

Bob Harris spoke in support of the District requesting the JPA Administering Agent for a modification of the wholesale recycled water rate.

It was moved by Director Orkney, seconded by Chair Paule and duly carried by the Board that staff draft a letter for the Chair's signature informing the JPA that Triunfo Sanitation District opposes the rate of \$285.90 per acre foot, requests the rate be adjusted upwards by 25 percent to reflect a true rate for the cost of the water being produced and operational costs, and to discuss this matter at the JPA meeting.

15. Resolution Authorizing a Transfer and Loan of Funds from the Sewer Service Segment Reserves to the Potable Water Service Segment – It was moved by Director Iceland, seconded by Director Wall, and duly carried by the Board to adopt TSD Resolution No. 11-03 approving a mechanism to allow the transfer and loan of funds from the Sewer Service segment reserves to the Potable Water Service segment reserves if needed.
16. Minutes Format – It was the consensus of the Board to continue this item to the May 23, 2011 meeting, that staff bring back additional samples of summary minutes, and that the Board consider summary minutes in lieu of posting the audio on the web site.
18. Agency Benchmarking – The Board discussed conducting a benchmarking study by comparing similar agencies, researching administration costs versus operations costs, having a third party conduct a benchmarking study, and conducting a benchmarking study of the Ventura Regional Sanitation District. John Mathews, Legal Counsel, noted that the District previously discussed a benchmarking study for the JPA; however, Las Virgenes was not in agreement and instead provided a cost allocation study. He stated that Las Virgenes would not accept a benchmarking study unless it is prepared by a third party. The Board directed staff to bring back a proposal on how to move forward with an agency benchmarking study.
19. Triunfo Sanitation District Website – The Board reviewed the draft Request for Proposals and made changes. The Board suggested setting up a Uniform Resource Locator (URL) to interlink Triunfo Sanitation District and Oak Park Water home pages and seeking vendors who have designed websites that are appealing to the Board. The Board directed staff to continue this item to the May 23, 2011 meeting.

#### **INFORMATION ITEMS – (Items 20 through 25)**

It was moved by Director Iceland, seconded by Director Orkney, and duly carried by the Board to receive and file the Information Items.

20. Investment Report – March 2011
21. Disbursements – March 2011
22. Revenue & Expense Report – March 2011
23. Water Conservation Report

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24. Letters to Cell Carriers25. Future Meetings, Seminars and Conferences:

- Joint Powers Authority meeting May 2, 2011, 5 p.m., Oak Park Library
- TSD Board meeting May 23, 2011, 5:15 p.m., Oak Park Library
- CASA 56<sup>th</sup> Annual Conference August 10 – 13, 2011, San Diego

**NEW BUSINESS** – (Item 26 only)26. Discussion

- a. Board Members – Chair Paule noted that although the Governor declared the drought over that the District's water conservation ordinance was still in effect. He acknowledged Bob Pettit, Water Distribution Specialist, for his assistance at the EarthFest. He noted that Mr. Pettit was continuing to conduct Water Watch patrols and asked that the Water Watch program be placed on the next agenda for discussion on whether to continue the program. He reported that he attended the Association of Water Agencies Water Symposium where many State water issues were discussed.

Director Orkney reported that she also attended the AWA Water Symposium. She requested a future agenda item for the Board to consider meeting twice a month. She inquired regarding the status of the goal setting session.

Director McReynolds requested a future agenda item regarding JPA biosolids handling at Toland, demonstrate to the JPA that there are no odors or permitting issues, and demonstrate to the JPA that there could be money savings by using this facility.

Director Iceland reported that he and Chair Paule met as the Finance Committee where they were presented with the preliminary budget and where they provided direction on prioritizing. He noted that they discussed the expense for raising manhole covers and valves. He requested a future agenda item for the Board to consider meeting twice a month for a short period of time.

Director Wall requested a future agenda item to revisit the ordinance setting the rate for reclaimed water at no greater than 90 percent of the potable water rate.

- b. District Manager – Mr. Anders noted that staff was departing from the Board meeting after their participation and stated that the Board should inform him if they wished for staff to remain for the entire meeting. He mentioned that at a previous meeting where staff had reported a sewer line spill that one of the Board Members inquired when the sewer line has last cleaned. He noted that the sewer line was cleaned in December 2008.
- c. Legal Counsel – None.

27. Future Agenda Items – Emergency Disaster Plan Review; Review of OPWS Policies & Procedures Ordinances; Website Redesign (including Board bios and photos); Comprehensive Annual Financial Report Revenue and Expense Follow-up; Revenue & Expense History and JPA Projects; TSD Rules & Regulations for Sewer Connection - Audit
28. Reports on Outside Meetings/Conferences
29. Adjournment – The meeting was adjourned at 9:20 p.m.

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Michael Paule, Chair

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Josie Guzmán, CMC, Clerk of the Board

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