

TRIUNFO SANITATION DISTRICT

Minutes of the regular meeting of June 27, 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 Derek Ross.
3. Amendments to the Agenda – Doug Anders, Acting District Manager, asked that Item 11 be moved up on the agenda. Director Orkney asked that an item entitled Report from Standing Subcommittees be added as Item 24. John Mathews, Legal Counsel, suggested that Director Orkney's report could be included under Discussions and that a standing item for Report from Standing Subcommittees could be added on future agendas. It was moved by Director Iceland, seconded by Director Wall, and unanimously carried to approve the agenda as amended.
4. Approval of Minutes – Chair Paule asked that the minutes be amended to reflect a change on Page 3, seventh paragraph, second sentence as follows, "He stated that the rate increases were necessary to build a new tank and that the increases would be done over a multiyear period." He asked for an additional change on Page 5, fourth paragraph, toward the end of the first sentence as follows, "... he received only one response from T-Mobile." It was moved by Director Iceland, seconded by Director McReynolds, and unanimously carried by the Board to approve the May 23, 2011 meeting minutes as amended.
5. Public Comments – None.

CONSENT ITEMS – (None)

REPORTS – (Item 6 only)

6. Oak Canyon Update
 - a. Project Update – Mr. Anders provided an oral report and PowerPoint presentation. He noted that signs were posted at the access road notifying of potential trail closures between 7:00 a.m. to 7:00 p.m., and that the contractor was on site ready to install sound barrier and was grubbing to widen the road for construction vehicles.
 - b. Project Outreach Program Update – Sandy Warren, Management Analyst, presented the staff report.

Director Orkney expressed concern that the lighted sign on Kanan Road was difficult to read and suggested that it could be moved to the bus turnout before the

road to the tank site. Chair Paule inquired regarding the duration of the sign placement. Mr. Anders responded that the sign would be placed for two weeks and that he could have it placed for a longer duration or have it moved. Director Orkney inquired whether the sign would be placed for the length of construction. Mr. Anders responded that it could be placed for the duration; however, it could be quite costly at a cost of \$800 per week. He noted that the process to have it moved would involve obtaining another encroachment permit through the County.

Director Orkney noted that she was unable to locate photographs of the project launch on the website. Mr. Warren responded that the photographs could be located on the Oak Canyon Project page and that he could make the link more prominent. Chair Paule asked that Mr. Warren also post the project schedule online. He acknowledged Mr. Warren on his efforts for the project launch ceremony.

Chair Paule stated that it would be quite a bit of effort to obtain a new encroachment permit and have the lighted sign moved. Director Iceland suggested that the sign could be brought back if a traffic management problem occurs.

ACTION ITEMS – (Items 7 through 16)

11. AT&T Wireless Communication Facility Modification – Kilburn – Chair Paule summarized the concerns raised by residents on Kilburn regarding the number of antennas, the need for additional facilities, view obstruction, and request for a five-year plan.

Chip Clustka, representing AT&T, reported that there was no news regarding the consolidation of AT&T and T-Mobile, which is being opposed by the FCC, and should the merger move forward there would still be a need for separate infrastructure. He stated that the new antenna would accommodate 4G and 3G service and that AT&T would be able to install a slim line ray dome. He noted that AT&T works with the Oak Park Municipal Advisory Committee (MAC) and the County of Ventura to obtain permits. He also noted that AT&T's preference would be installation of 12 antennas; however, they were compromising by requesting three additional antennas. He further noted that the height and obstruction to the view shed would be kept to a minimum and the antenna could be painted to camouflage it.

Keli Kaye inquired whether AT&T had any future plans to install cubes on light poles to increase its phone coverage. Mr. Clustka responded that this option would be very costly as there would be underground work needed, they would need to acquire right-of-way easements, and they would need to install an antenna on every light post in order to cover the same area.

Derek Ross inquired whether 4G service was currently available. Mr. Clustka responded that it was not currently available and that the new antennas would provide 4G service in that area.

Mr. Clustka responded to questions regarding proposed upgrades and camouflaging the antenna by stating that the current antenna would expand by a few inches, there would be no change to its height, and it could be camouflaged by having it resemble a tree.

Director Paule noted that the Board was not discussing the merits of the application for the modification of the antenna facility, but that it wanted to be engaged with the process. He stated that he wanted to see a commitment from the cell carriers to work with the community and find a solution that will resolve the residents' concerns while allowing the telecommunication technology to continue to evolve. Mr. Clustka stated that a Letter of Consent is required indicating that any proposed construction must be presented the TSD Board for approval. He noted that he would include notes from concerned neighbors, restricting hours of work, 24-hour hotline numbers, parking restrictions on Kilburn, etc., in the Letter of Consent.

Director McReynolds stated that he agreed that all options needed to be presented to the Oak Park MAC through County Supervisor Parks' Office, and that AT&T needed to involve the residents, attend HOA meetings, and minimize the amount of construction up and along the streets. He inquired whether AT&T would pay a larger fee to TSD for installing another antenna or whether AT&T would consider renegotiating the lease. Mr. Clustka responded that AT&T was proposing to stay within the lease areas and that the lease allows AT&T to upgrade its facility. Director McReynolds suggested that TSD should receive additional compensation. Mr. Mathews responded that this would need to be addressed with AT&T's legal counsel. Chair Paule noted that AT&T would need to reimburse TSD for any legal fees incurred. Mr. Clustka asked that these requests be sent to him via email.

It was moved by Director Iceland to meet with the District's legal counsel no later than the July 25 Board meeting to discuss what the Board feels is reasonable to adjust the present lease in exchange for giving the letter of authorization. Motion died for lack of a second.

It was the consensus of the Board to continue this item to the July 25 Board meeting.

7. Biosolids Composting Alternatives – Mr. Anders presented the staff report. Director Orkney stated that it was her understanding that the JPA would generate two truckloads of biosolids material per day and that it did not appear that it would be worth the time and negotiation to haul the materials to Toland Landfill as it would not save much money. Director McReynolds suggested that the Board ask Las Virgenes to consider hauling the materials to Toland Landfill as a long term plan. Chair Paule agreed that in looking for a permit that the JPA should consider a long term plan because it was not likely that the County Board of Supervisors would approve a conditional use permit for a short term. He expressed that this could be more trouble than it is worth. Director Orkney suggested revisiting this after the issues with the Toland Road biosolids dryers are resolved. Mr. Mathews noted that the TSD Board previously made a presentation to the JPA and even though there would be cost savings the presentation was not received very well.

He suggested that if the TSD Board were to explore a long term plan that Las Virgenes would argue against it due to the costs associated with utilization of the Rancho Las Virgenes Composing facility.

No formal action taken.

8. Fiscal Year 2012 Budget Adoption – Mr. Anders presented the staff report.

Director Orkney suggested that Project No. 222305 Meter Replacement should be revisited as a Capital Improvement Project. She also noted that Operating Materials and Supplies on Page 3-1 should include a notation that there is a 15 percent mark-up from VRSD. Mr. Anders responded that the consolidated budget on Page 1-2 shows that nothing is budgeted for materials and supplies because the bulk of these items are purchased through VRSD and they are included with the \$2.8 million contract with VRSD. He stated that he could break out the detail in order to make it read more easily.

Director Iceland inquired how TSD negotiates the VRSD hourly rate. Mr. Anders responded that VRSD Board adopts the billable rates, which are not a negotiated rate.

It was moved by Director Iceland, seconded by Director Wall, and unanimously carried by the Board to adopt the Final Fiscal Year 2011-12 Budget as presented with staff separating the detail for operating materials and supplies.

9. Collection of Sewer Service Charges via the Tax Rolls – Chair Paule opened the Public Hearing at 6:56 p.m. to receive written and oral comments on the proposal to collect sewer service charges via the property tax statement. Mr. Anders provided the staff report. Josie Guzmán, Clerk of the Board, received no written communications. There was no Public Comment. Chair Paule closed the Public Hearing at 6:58 p.m.

It was moved by Director McReynolds, seconded by Director Iceland, and unanimously carried by the Board, to adopt the reports (Exhibits A & B) which have the assessor's parcel numbers and amount of charges proposed for collection on the tax rolls.

It was moved by Director McReynolds, seconded by Director Iceland, and unanimously carried by the Board to direct staff to file a certified copy of the adopted reports with the Ventura County Auditor-Controller.

It was the consensus of the Board to direct staff to coordinate collection of sewer service charges on the general Ventura County tax rolls with the County Auditor-Controller, Assessor, and Tax Collector.

10. Public Hearing – 2010 Urban Water Management Plan – Chair Paule opened the Public Hearing at 7:00 p.m. regarding the 2010 Triunfo Sanitation District / Oak Park Water 2010 Urban Water Management Plan. Andy Hovey, Technical Services Supervisor, presented the staff report. Ms. Guzmán received no written

communications. There was no Public Comment. Chair Paule closed the Public Hearing at 7:02 p.m.

It was moved by Director Orkney, seconded by Director Wall, and unanimously carried by the Board, to adopt Resolution T11-004 adopting the 2010 Triunfo Sanitation District / Oak Park Water 2010 Urban Water Management Plan.

12. Summer 2011 Meeting Schedule – Mr. Anders presented the staff report. Director McReynolds noted that he would be attending a conference in late July and inquired whether he could participate at the July 25 Board meeting by teleconference. Mr. Anders responded that he and Ms. Guzmán would research whether a phone could be set up in the meeting room. Chair Paule indicated that he did not see a need for a second meeting in July. Director Orkney indicated she wanted to schedule a meeting in August and that she did not see a need for a second meeting in July.

It was moved by Director Orkney, seconded by Director Iceland, and unanimously carried by the Board to cancel the August 22, 2011 regular meeting and schedule a special meeting for August 29, 2011.

The Board recessed to a break at 7:14 p.m. and reconvened at 7:20 p.m.

13. Water Conservation Rebate Program – Mr. Warren presented the staff report. It was moved by Director Orkney, seconded by Director Iceland, and unanimously carried by the Board to approve participation in the Metropolitan Water District (MWD) Residential Water Conservation Rebate Program at an initial amount of \$2,000 (\$1,700 for High-Efficiency Clothes Washers (HECW), Weather-Based Irrigation Controllers (WBIC), and irrigation nozzles; \$300 for High Efficiency Toilets (HET) for the fiscal year beginning July 1, 2011 and ending June 30, 2012, and direct staff to provide monthly reports on rebate application activity so that increased allocations may be made during the year. Per-device levels as follows:

Device	MWD Amount	CMWD Amount	OPWS/TSD Amount
HECW	\$85	\$25	\$20
Rotating Nozzles	\$3	\$2	\$2
WBIC < 1 acre	\$85	\$25	\$20
WBIC > 1 acre	\$25/station	\$25 flat amount	\$20 flat amount
HET	\$50	\$25 (plus \$11.95 admin. fee)	\$20

14. New Conference Tables for Conference Room – Mr. Anders presented the staff report. Director Orkney expressed concern that some of the tables suggested by staff could not be configured into a u-shape. Chair Paule noted that the library needed to be on board with whatever tables are chosen, and he expressed concern with the cost for new tables. Director Iceland stated that he did not see a need to purchase new tables, and noted that Room G9 was available on Monday evenings at the high school and that it was possible that the high school would not charge a fee for using the room. He also stated that he wanted to see this issue closed. Director McReynolds stated that he did not see a need for new tables and that he liked the width of the current tables.

Chair Paule indicated that it would be ideal to have a better configuration; however, functionality was also a valid concern. Director Orkney stated that the Triunfo Sanitation District Board was the only board that meets in a makeshift type of meeting with the Board members divided on either side of the room. She also stated that she was not previously aware that Room G9 was available. Chair Paule expressed concern with the use of Room G9 because of past issues with janitorial services, insufficient lighting, and missing tables. He stated that accessibility to the library was preferable. Director Orkney expressed concern that currently staffs' backs were to the audience and that the size of the room was an issue.

No formal action taken.

15. Rancho Simi Recreation and Parks District 50th Anniversary Sponsorship – Mr. Anders presented the staff report. Mr. Mathews noted that there was no concern with this request being a gift of public funds. Director Iceland and Chair Paule expressed support for the sponsorship. Director Orkney expressed mixed feelings because Rancho Simi was mostly in Simi Valley; however Rancho District had also provided landscape programs at the Community Center. Director McReynolds expressed support for the sponsorship.

It was moved by Director Iceland, seconded by Chair Paule, and duly carried by the Board, with Director Orkney dissenting, to approve the request for \$500 sponsorship of the 50th anniversary of the Rancho Simi Recreation and Parks District and direct staff to ask whether the Triunfo Sanitation District could set up a booth at the event.

16. Site Security – Mr. Anders and Mr. Hovey presented the staff report. It was moved by Director McReynolds, seconded by Director Iceland, and unanimously carried by the Board to receive the report regarding security measures for District facilities already implemented with additional alternatives.

INFORMATION ITEMS – (Items 17 through 24)

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

17. Investment Report – May 2011
18. Disbursements – May 2011
19. Revenue & Expense Report – May 2011
20. Water Conservation Report
21. Ventura Regional Sanitation District FY 2012 Budget and Reduction in Force
22. Letter to Cell Carriers Requesting Five-Year Infrastructure and Equipment Plan

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23. Oak Park Overlay Project24. Future Meetings, Seminars and Conferences:

- Joint Powers Authority special meeting July 11, 2011, 5 p.m., Las Virgenes
- TSD Board meeting July 25, 2011, 5:15 p.m., Oak Park Library
- Joint Powers Authority meeting August 1, 2011, 5 p.m., Las Virgenes
- Joint Powers Authority special meeting Sept. 6, 2011, 5 p.m., Oak Park Library
- CASA 56th Annual Conference August 10 – 13, 2011, San Diego
- CSDA Annual Conference October 10 – 13, 2011, Monterey
- ACWA Fall Conference November 29 – December 2, 2011, Anaheim

NEW BUSINESS – (Item 25 only)25. Discussion

- a. Board Members – Director Orkney reported that the Recycled Water Committee met on June 24 and discussed low hanging fruit and extending recycled water service in the Oak Park service area. She stated that Bob Pettit provided maps that included information regarding volume of water and found that adding three homeowners' associations would give an extra 100-acre feet per year of water use. She noted that the street overlay project would create a problem because of the need for digging and suggested that the Board may need to wait a few years due to timing. She stated that the committee also looked at water wells in Oak Park, and she acknowledged Mr. Mathews and Mr. Anders for procuring a county map of all the wells that are not currently in use. She noted that unfortunately the wells have very low flow. She stated that the committee also looked at the Lake Sherwood aquifer; however, because it is unadjudicated it would be difficult to store water. She noted that staff would be putting together promotional materials regarding using recycled water. She stated that the committee also discussed meeting with CalWater. Mr. Anders noted that he spoke with Carmelo Sorce, General Manager, to talk about the sale of recycled water outside of the TSD area and extending recycled water to Los Angeles County. Director Wall stated that he reviewed old studies to locate potential storage. He noted that the studies indicated there were some sites available in Lake Sherwood and in Ahmanson; however, he stated that because of environmental issues that the site would only be able to store 4,000 acre feet. Director Orkney noted that Mr. Anders had suggested asking Las Virgenes to provide an update of its storage studies.

Director Orkney requested a future agenda item regarding inter-tie with CalWater and Las Virgenes.

Director Iceland requested that staff obtain a door stop to prop the front door open after the library closes. He reported that he and Chair Paule met with auditors last week and that he attended AB 1234 Ethics training.

Director McReynolds stated he would be absent from the July 25 Board meeting. He requested a future agenda item regarding funds for a grass replacement program for artificial turf or drought tolerant landscaping.

Chair Paule reported that he met with the auditors and that the audit process would begin soon. He noted that the Association of Water Agencies would hold a barbecue on July 21 at Lake Casitas from 4:00 p.m. to 7:00 p.m.

- b. District Manager – Mr. Anders stated that he would be out of the office from June 28 through July 8, 2011.
 - c. Legal Counsel – None.
26. Future Agenda Items – Emergency Disaster Plan Review; Review of OPWS Policies & Procedures Ordinances. Director Orkney requested a future agenda item regarding requesting a permanent TSD Board member seat on the Ventura Regional Sanitation District.
27. Reports on Outside Meetings/Conferences – Director Orkney reported that she attended the June 2 Ventura Regional Sanitation District Board meeting and that the June 19 meeting was canceled.
28. Adjournment – The meeting was adjourned at 8:29 p.m.

Michael Paule, Chair

Josie Guzmán, CMC, Clerk of the Board

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