



TRIUNFO SANITATION DISTRICT

A PUBLIC AGENCY

August 24, 2011

Board of Directors
Triunfo Sanitation District
Ventura County, California

FISCAL YEAR 2011-2012 GOALS AND OBJECTIVES

Summary

The Triunfo Sanitation District Board developed the attached prioritized list of fiscal year 2011-2012 (FY12) goals and objectives at its June 20 and July 25, 2011 meetings. The Board may choose to adopt the FY12 Goals and Objectives as presented or make additional modifications.

Background

The Triunfo Sanitation District Board (Board) developed a list of goals and objectives for fiscal year 2011-2012 (FY12) at the June 20, 2011 special meeting. The Board further modified and prioritized the goals at the July 25, 2011 meeting. The prioritized list has been formatted to include key action steps within the FY12 planning period.


Fiscal Impact

Staff anticipates that the adopted FY12 Budget includes sufficient resources to carry out the majority of the FY12 Goals and Objectives as developed. If a program or project requires additional funding, staff will identify the expected effort or additional resources required and bring to the Board for consideration.

Recommendation

It is recommended the Board adopt the FY12 Goals and Objectives as presented.

APPROVED FOR AUGUST 29, 2011 AGENDA



Doug Anders—Acting District Manager

Enc.

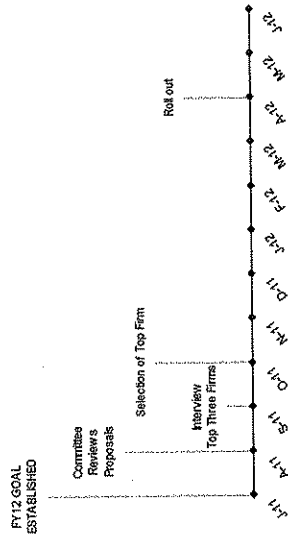
Item 10-1

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DISTRICTWIDE GOALS

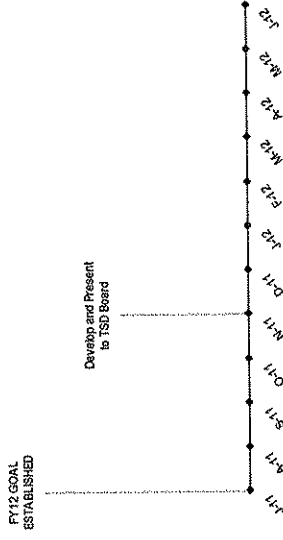
1 – Triunfo Sanitation District Website (P1)

Develop and deploy a redesigned Triunfo Web Site.



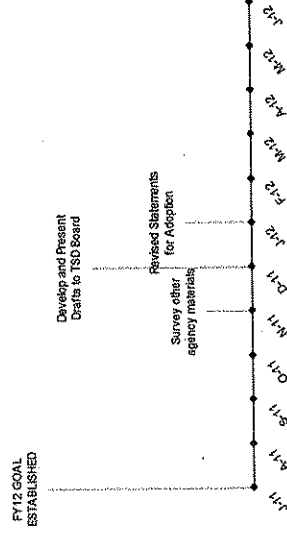
2 – Budget Timelines (P3)

Direct staff to provide consistent timelines and processes for District budgeting (including both JPA and VRSD components).



3 – Mission and Vision Statement (P3)

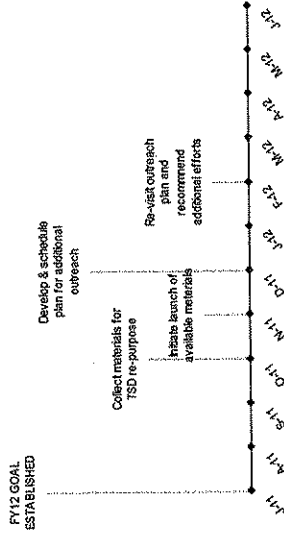
Create a Mission and Vision Statement for the Triunfo Sanitation District.



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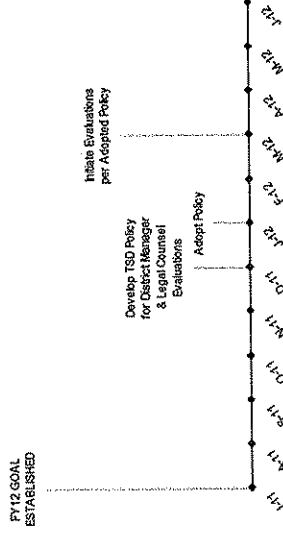
4 – Public Outreach (P2)

Continue and expand public outreach including operations and water conservation efforts. Include information on services, rebates etc... Get MWD pamphlets (or other) preprinted materials to distribute.



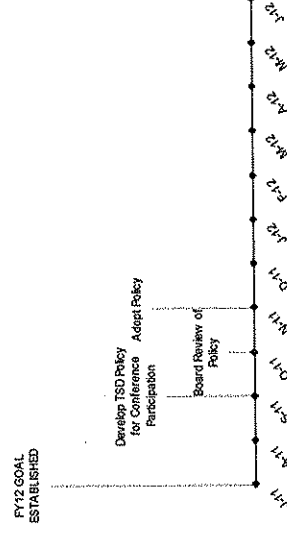
5 – Evaluate District Manager and Legal Counsel (P3)

Evaluate District Manager and Legal Counsel. Direct staff to develop forms/procedures for annual evaluation of both functions. Revisit VRSD assigned GM position.



6 – Conference Participation Policy (P1)

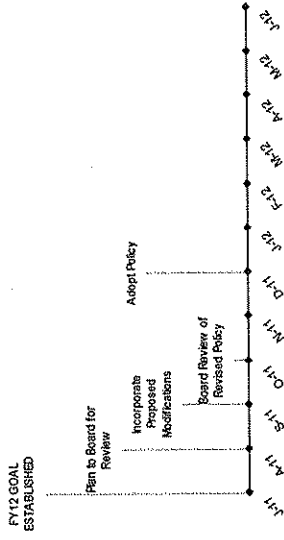
Develop policy/guidelines for conference participation including organizations such as CASA, CSDA and ACWA events.



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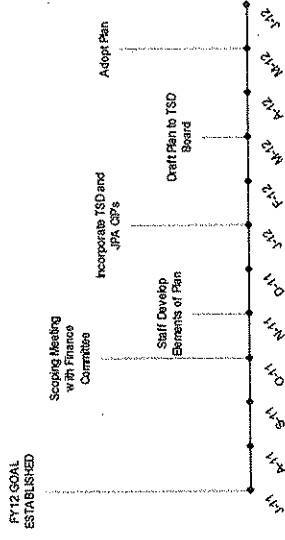
7 – TSD Disaster Preparedness Plan (P1)

Review and update the TSD Disaster preparedness plan.



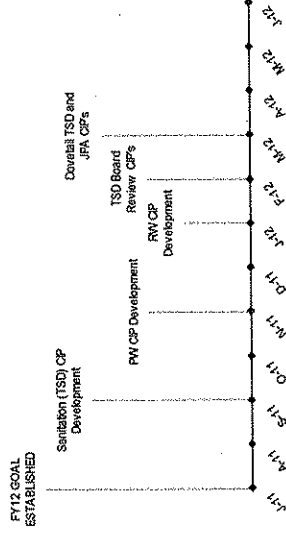
8 – Long Term Financial Planning (P3)

Develop a comprehensive long-term financial plan (five year planning window) that include operations, maintenance, capital, reserves etc.



9 – Capital Improvement Plan (P2)

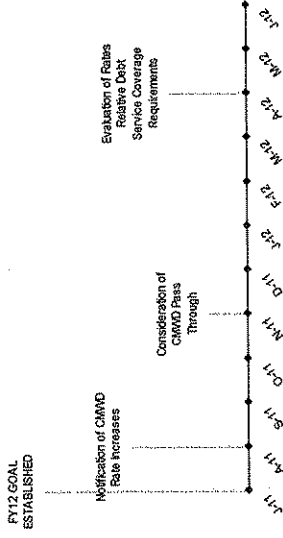
Capital Improvement Plan. Develop Districtwide capital improvement plan (including JPA capital requirements) and incorporate into the long-term financial plan.



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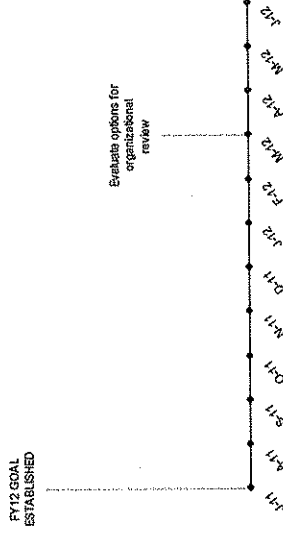
10 – Evaluate Rates (P4)

Evaluate rates (Potable Water, Recycled Water, and Wastewater) to ensure District remains on sound financial footing.



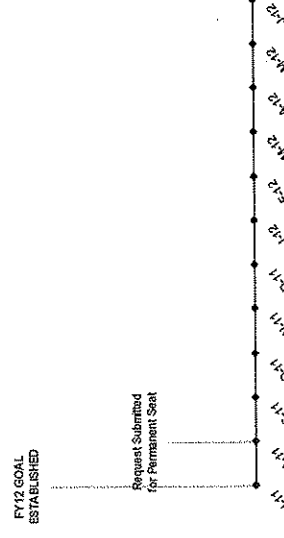
11 – Triunfo Organization (P3)

Look at staffing, organizational structure, and alternatives for providing services. Include evaluation of local office, local staffing/presence.



12 – VRSD Representation (P1)

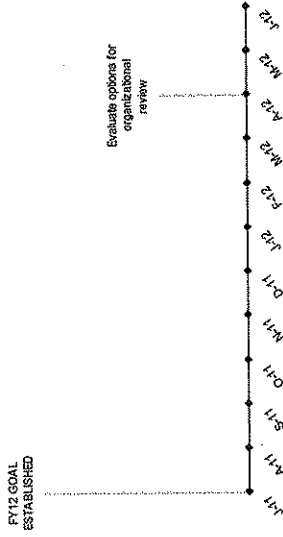
Consider requesting a permanent seat on VRSD Board. Continue directing TSD Board member to attend VRSD bimonthly Board meetings as an approved day of service.



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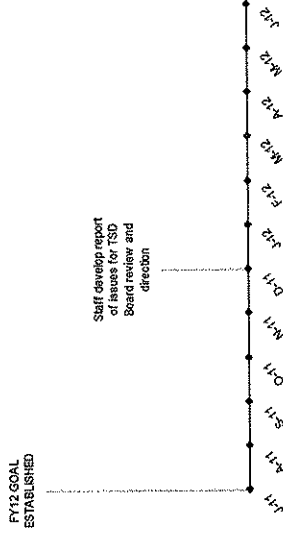
13 – District Benchmarking (P4)

Commission a benchmarking study to evaluate current district's operations including the current VRSD outsourced staffing.



14 – Evaluation of JPA Identity (-)

Review agency separation issues related to the JPA (Las Virgenes – Triunfo Joint Powers Authority). Items to be considered include regulatory reporting (letterhead), signage, and fiscal matters.

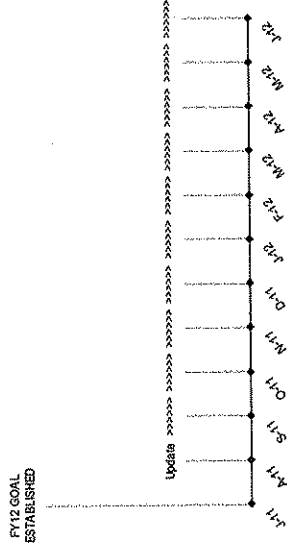


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POTABLE WATER SEGMENT GOALS

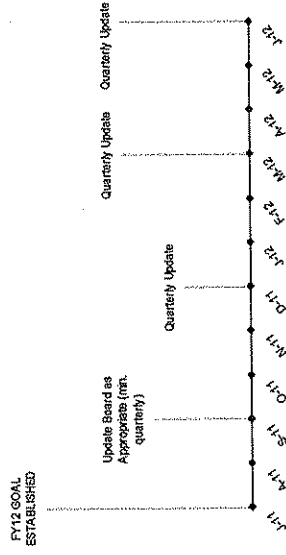
15 – Oak Canyon Reservoir (P1)

Maintain monthly status reports on the construction of the Oak Canyon Reservoir project and provide Board with regular updates on budget and construction progress.



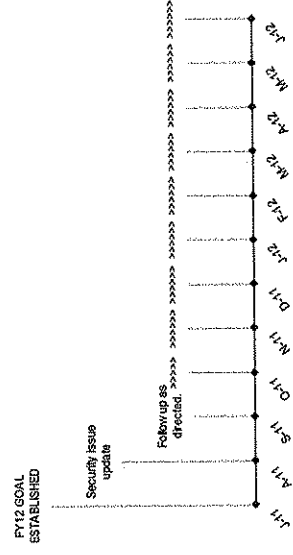
16 – Agency Coordination (P1)

Agency Coordination: develop and maintain relationships with MAC, CMWD, and the County of Ventura.



17 – Site Security (P1)

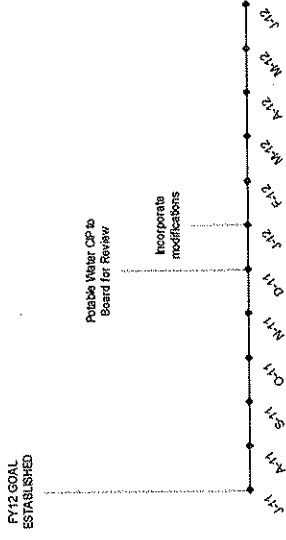
Evaluate and recommend additional site security measures for TSD potable water facilities.



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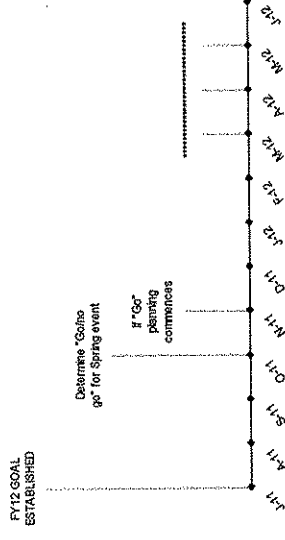
18 – PW Capital Improvement Plan (P2)

Assess potable water system and develop a capital improvement plan that addresses current facilities and recommendations for replacement and financing. [Cross References: Goal #9 – Capital Improvement Plan]



19 – Water Conservation Fair (P3)

Water Wise Conservation Fair - Spring 2012

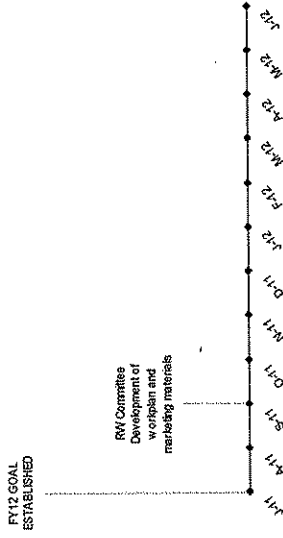


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RECYCLED WATER SEGMENT GOALS

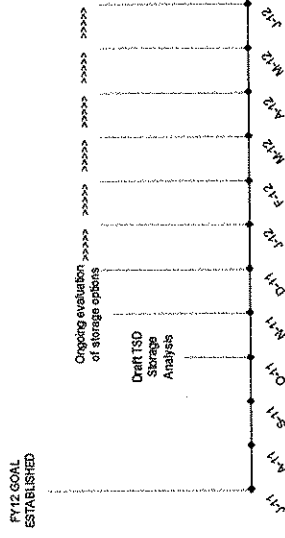
20 – Recycled Water System Expansion (P1)

Explore additional reclaimed water opportunities within the Triunfo Sanitation District, including Cal Water's territory.



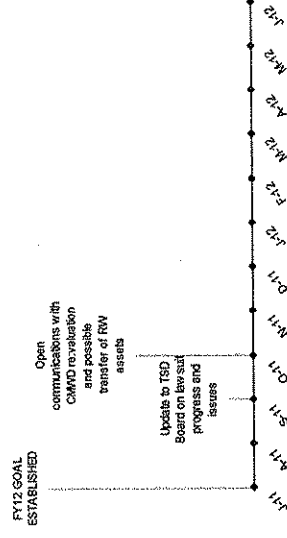
21 – Recycled Water Storage (P2)

Evaluate recycled water storage issues and develop a TSD Board position relative JPA proposal. Direct staff to keep Board updated regarding JPA recycled water storage options.



22 – CMWD Portion of RW System (P2)

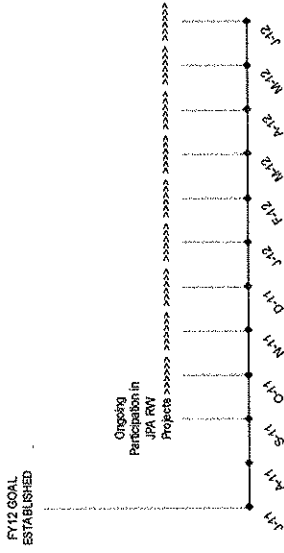
Evaluate purchase of Calleguas Municipal Water District recycled water assets. Follow-up on defective pipe lawsuit. Evaluate before the next pass-through.



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23 – JPA Reclaimed Water Opportunities (P2/3)

Explore additional reclaimed water opportunities through the Las Virgenes – Triunfo Joint Powers Authority (JPA).

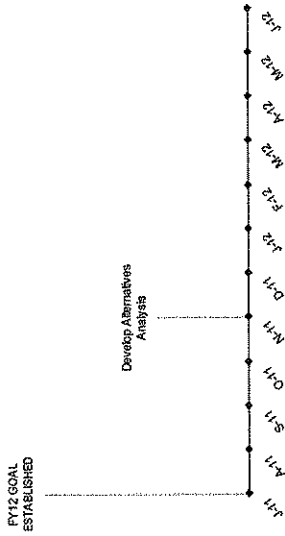


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WASTEWATER SEGMENT GOALS

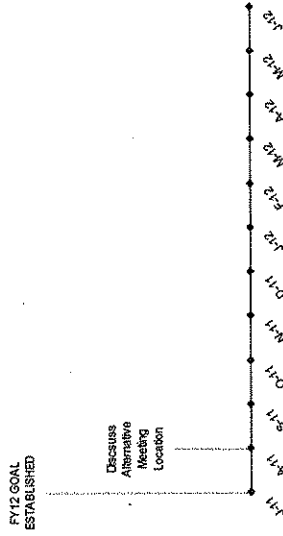
24 – Composting Operations (P1)

Work with JPA to evaluate current composting facility operations to reduce operating costs. Develop analysis identifying alternatives to current composting option.



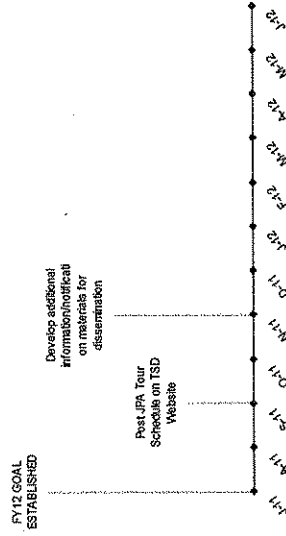
25 – TSD Outreach (P1/2)

Outreach to City of Thousand Oaks, Westlake, Lake Sherwood, and Bell Canyon portion of Triunfo. Communicate Triunfo issues through available outlets including billing stuffers, newsletters, etc. Issues include agency boundaries/scope etc. Hold at least one meeting in Thousand Oaks in FY12 (before December).



26 – Communicate JPA Tours to TSD Customers (P1/2)

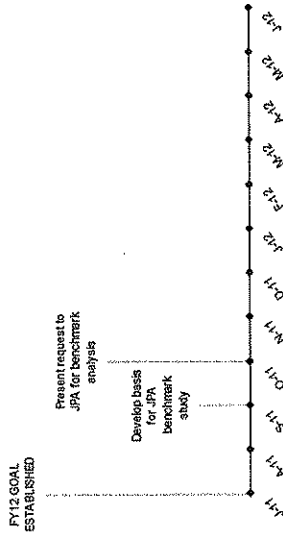
Increase outreach to TSD customers regarding JPA available tours. Include schools, civic groups, and homeowner associations



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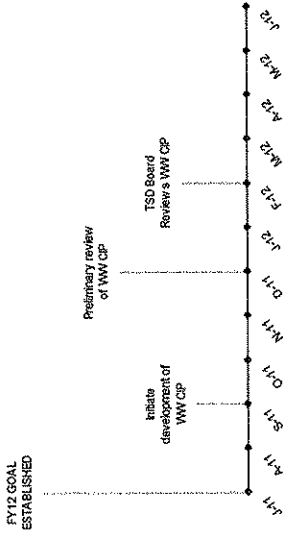
27 – Benchmark Analysis (P2)

Fund Benchmarking Analysis. Evaluate JPA operations and provide comparison of JPA costs vs. similar agencies. Bring item forward as a potential JPA funded activity.



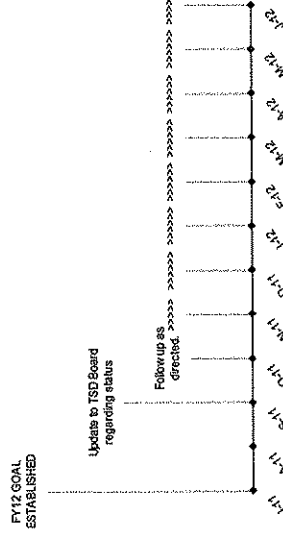
28 – WW Capital Improvement Plan – TSD Assets (P2)

Develop Wastewater (TSD owned) capital improvement plan/forecast that incorporates JPA and TSD facilities. The forecast will be incorporated into long-term (five-year). [Cross References: Goal #9 – Capital Improvement Plan]



29 – Disinfection Alternatives Status/Progress (P4)

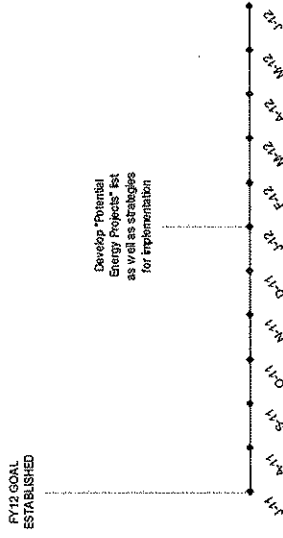
Implement a viable, cost effective alternative disinfection method for JPA's Tapia WRF to ensure permit compliance and provide for future flexibility. Monitor status and progress.



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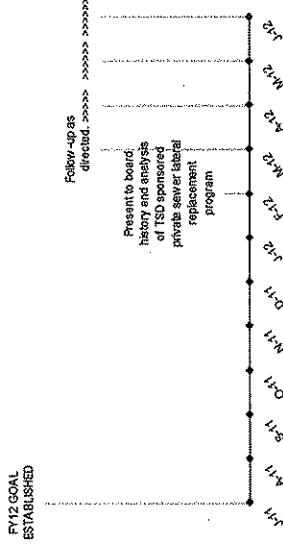
30 – Alternative Energy Strategies (P4)

Explore alternative energy strategies for District and JPA facilities.



31 – Private Sewer Lateral Replacement Program (P4)

Revisit the previously offered “private sewer lateral replacement program”.



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