

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the regular meeting of January 5, 2012  
1001 Partridge Drive, Ventura, California

1. Roll Call (9 present) – Chairman Monahan called the meeting to order at 8:30 a.m.  
Jamey Brooks           City of Fillmore (arrived at 8:33 a.m.)  
Betsy Clapp            City of Ojai  
Thomas Glancy         City of Thousand Oaks (Alternate)  
Robert Gonzales       City of Santa Paula  
Thomas Holden         City of Oxnard  
Kevin Kildee           City of Camarillo  
James Monahan         City of San Buenaventura  
William C. Murphy     Special Districts  
Jonathan Sharkey      City of Port Hueneme

Executive staff present: Mark Lawler, General Manager; Vickie Dragan, Director of Finance and Administration; Mark Zirbel, Legal Counsel; and Josie Guzmán, Clerk of the Board.

Jim Estomo, Alternate Director representing the Special Districts Committee, was present in the audience.

2. Pledge of Allegiance – Led by Director Clapp.
3. Amendments to the Agenda – Mr. Lawler asked that Item 8 be postponed to the next meeting. It was moved by Director Glancy, seconded by Director Kildee, and duly carried by the Board, with Director Brooks absent, to approve the agenda as amended.
4. Approval of Minutes – It was moved by Director Glancy, seconded by Director Kildee, and duly carried by the Board, with Director Brooks absent, to approve the December 15, 2011 meeting minutes.
5. Public Comments - None.

Director Brooks arrived at 8:33 a.m.

**CONSENT ITEMS** – (Items 6 through 7)

6. Proposed Amendment to the Position Classification Plan – It was moved by Director Holden, seconded by Director Kildee, and unanimously carried by the Board, to amend the Fiscal Year 2011-2012 classification plan by re-allocating the position of Engineering Technician to a Water/Wastewater Electrical Mechanical Worker. The total number of funded allocations District-wide will remain unchanged at 61.25 full-time equivalents.
7. Contract No. 07-045-2, Reliance Cleaning Services – It was moved by Director Holden, seconded by Director Kildee, and unanimously carried by the Board, to

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authorize the Chair to sign VRSD Contract No. 07-045-2 amending VRSD Contract No. 07-045 with Reliance Cleaning Services to add an additional \$25,000 to the contract for a not to exceed amount of \$80,000 and extend the term of the contract to June 30, 2013.

#### REPORTS (Item 8 only)

8. State Water Resources Control Board Construction General Permit for Stormwater Runoff – Oral Report (Postponed to next meeting)

#### ACTION ITEMS – (Items 9 and 10)

9. District Office Facilities Lease – Mr. Lawler provided an oral report regarding options for leasing a new facility or remaining at the present site.

It was moved by Director Gonzales, seconded by Director Holden, and unanimously carried by the Board, to direct staff to engage in negotiations with the current landlord of the present site for the best offer, including negotiating a three to five year contract and negotiating the annual 3 ½ percent adjustment, as well as continue to seek alternate sites for leased office space.

10. Election of Officers – Mr. Lawler presented the report.

Chairman Monahan opened the nominations for the office of Chairman.

It was moved by Director Glancy, seconded by Director Gonzales, to nominate Jonathan Sharkey to the office of Chairman for Calendar Year 2012.

It was moved by Director Holden, seconded by Director Brooks, to nominate Kevin Kildee to the office of Chairman for Calendar Year 2012.

It was moved by Director Gonzales to close the nominations.

Following a brief discussion, Director Holden withdrew his nomination.

It was unanimously carried by the Board to elect Jonathan Sharkey to the office of Chairman for Calendar Year 2012.

It was moved by Director Holden, seconded by Director Brooks, and unanimously carried by the Board, to elect Kevin Kildee as Chairman-elect for Calendar Year 2012.

#### INFORMATION ITEMS – (Items 11 through 13)

It was moved by Director Monahan, seconded by Director Holden, and unanimously carried by the Board, to receive and file the Information Items.

11. Investment Report – November 2011

12. Violations – Solid Waste none; Water & Wastewater none
13. Future Meetings, Seminars and Conferences
- CASA 2012 Mid-year Conference, January 18 – 20, 2012, Palm Desert
  - New Mayors & Council Academy, January 18 - 20, 2012, Sacramento
  - Board of Directors, January 19 & February 2, 2012, 8:30 a.m.
  - Personnel & Finance Committee, February 7, 2012, 9:00 a.m.
  - Board of Directors' Goals Setting Session, February 8, 2012
  - CASA 2012 Washington D.C. Conference, March 11 – 13, 2012
  - CASA 2012 Spring Conference, April 24 – 26, 2012, Napa
  - CASA 2012 Annual Conference, August 7 – 10, 2012, Monterey
  - League of California Cities Annual Conference, Sept. 5 – 7, 2012, San Diego

**NEW BUSINESS** – (Items 14 and 15)

14. Discussion
- a. Audience – None.
  - b. Board – None.
  - c. General Manager – Mr. Lawler mentioned that a notice of proposed adjustment to biosolids fee would be sent to the clients who have an agreement with the District for commitment and treatment of biosolids. He stated that the public hearing would be held in either late February or early March.
  - d. Legal Counsel – None.
15. Pending Agenda Items – Future Solid Waste Facilities and Executive Committee Develop Communication Plan to Educate Legislators on VRSD Business.

Mr. Zirbel announced that the Board of Directors would recess to Closed Session to discuss the following item:

16. Closed Session – Conduct a Closed Session pursuant to Government Code Section 54956.9. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Initiation of litigation pursuant to subdivision (c) of Section 54956.9. One case.

The Board recessed to Closed Session at 8:55 a.m. and reconvened into Open Session at 9:50 a.m. There was no reportable action.

17. Adjournment – The meeting was adjourned at 9:50 a.m.

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Jonathan Sharkey, Chairman

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Josie Guzmán, CMC, Clerk of the Board

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