

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of June 21, 2018  
1001 Partridge Drive, Ventura, California

Chairman Monahan called the meeting to order at 8:31 a.m.

1. Roll Call: The Clerk of the Board called the roll. The following Board Members were present:

Mark Austin, City of Fillmore  
Jack Curtis, Special Districts  
Martin Hernandez, City of Santa Paula  
Kevin Kildee, City of Camarillo  
James Monahan, City of San Buenaventura  
Joel Price, City of Thousand Oaks  
Jonathan Sharkey, City of Port Hueneme  
William Weirick, City of Ojai

Absent: Bert Perello, City of Oxnard

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel; Regina Williams, Interim Director of Finance; Melissa Grisales, Human Resources Manager; Matthew Baumgardner, Director of Operations; Michael Castro, Senior Management Analyst; Sandy Warren, Management Analyst; Richard Jones, Water/Wastewater Operations Superintendent, and Juliet Rodriguez, Clerk of the Board.

2. Pledge of Allegiance: The Pledge was led by Director Austin.
3. Agenda Review: (none)
4. Public Comment: (none)

**CONSENT AGENDA** (Item 5 only)

5. Approval of Minutes: May 17, 2018 Regular Meeting; May 31, 2018 Special Meeting

*It was moved by Director Weirick, seconded by Vice Chair Kildee, to approve the consent agenda. VOTE: Directors Austin, Curtis, Kildee, Monahan, Perello, Sharkey, and Weirick were in favor; the motion carried 7-0-as noted (Director Austin abstained from the minutes of May 17, 2018 and May 31, 2018; Directors Price and Sharkey abstained from the minutes of May 31, 2018).*

**PRESENTATIONS** (Items 6 and 7)

6. Receive and File PFM Asset Management, LLC – 1<sup>st</sup> Quarter Review of VRSD Investment Portfolio

Regina Williams, Interim Director of Finance introduced Sarah Meacham, Managing Director, and Richard Babbe, Senior Managing Consultant, PFM Asset Management, LLC, who gave the presentation by conference call and responded to Board Members' questions.

7. Conduct Financial Auditor Entrance Interview with Gardenya Duran of Rogers, Anderson, Malody, & Scott, LLP

Regina Williams, Interim Director of Finance introduced Gardenya Duran, Accounting Manager, Rogers, Anderson, Malody, & Scott, LLP, who gave the presentation and responded to Board Members' questions. Evelyn Morentin, Staff Accountant, was also available to answer questions.

*It was moved by Director Price, seconded by Sharkey, to receive and file the presentations. VOTE: Directors Austin, Curtis, Hernandez, Kildee, Monahan; Price, Sharkey, and Weirick were in favor; the motion carried 8-0.*

**REGULAR AGENDA** (Items 8 through 10)

8. Public Hearing Regarding the Collection of Malibu Bay Club's Sewer Service Charges Through the County Tax Rolls

Regina Williams, Interim Director of Finance, gave the presentation.

Chair Monahan opened the public hearing at 9:12 a.m., and with no one wishing to speak, closed the public hearing.

*It was moved by Director Price, seconded by Director Weirick, to conduct a public hearing to receive written and oral comments on the proposal to collect sewer service charges via the property tax statement; and adopt the report that has the assessor's parcel numbers and the corresponding amount of charges proposed for collection on the tax rolls; and adopt VRSD Resolution No. 18-01 Regarding Collection of Sewer Service Charges by the County of Ventura; and 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, and to submit to the Auditor-Controller all required forms and data needed to place direct assessments on the tax roll. VOTE: Directors Austin, Curtis, Hernandez, Kildee, Monahan; Price, Sharkey, and Weirick were in favor; the motion carried 8-0.*

9. California Association of Sanitation Agencies Designation of Agency Representatives and Electronic Transmission Consent Form

Chris Theisen, General Manager gave the report.

*It was moved by Director Hernandez, seconded by Vice Chair Kildee, to reaffirm the current Ventura Regional Sanitation District (VRSD) Representatives to the California Association of Sanitation Agencies (CASA): VRSD Agency Representative: Jim Monahan; First Alternate: John Sharkey, and Second Alternate: Joel Price and direct staff to return the completed Designation of Agency Representatives to CASA; and complete the Consent to Electronic Transmission, and if so, approve having the VRSD Board's representative sign the Consent to Electronic Transmission and designate the Clerk of the Board to send and receive official communications to and from CASA. VOTE: Directors Austin, Curtis, Hernandez, Kildee, Monahan; Price, Sharkey, and Weirick were in favor; the motion carried 8-0.*

10. Resolution of Ventura Regional Sanitation District Board of Directors to Authorize Appropriations Commencing July 1, 2018 Based on Prior Year Spending, Until Such Time as the Fiscal Year 2018-19 Budget is Adopted

Regina Williams, Interim Director of Finance, gave the presentation.

*It was moved by Vice Chair Kildee, seconded by Director Curtis , to adopt Resolution No. 18-02 to authorize continuing the appropriations of the Fiscal Year 2017-18 operating and capital improvement budgets until such time as the FY2018-19 operating and capital improvement budgets are adopted. VOTE: Directors Austin, Curtis, Hernandez, Kildee, Monahan; Price, Sharkey, and Weirick were in favor; the motion carried 8-0.*

**INFORMATION ITEMS** (Items 11 through 14)

11. Revenue and Expense Report: April 2018, May 2018

12. Disbursement Report: May 2018

13. Investment Report: April 2018

14. Future Meetings: Seminars and Conferences

- ♦ July 17, 2018, 8:30 a.m. – Executive Committee Meeting (VRSD Board Room)
- ♦ July 19, 2018, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
- ♦ August 8-10, 2018 - CASA 63<sup>rd</sup> Annual Conference, Monterey)

The Board recommended cancellation of the July 3, 2018 P&F Committee Meeting and the July 5, 2018 Regular Board Meeting due to potential quorum issues associated with the Independence Day holiday.

*It was moved by Director Sharkey, seconded by Director Weirick, to receive and file the information items. VOTE: Directors Austin, Curtis, Hernandez, Kildee, Monahan; Price, Sharkey, and Weirick were in favor; the motion carried 8-0.*

**ORAL REPORTS** (Items 12 through 16)

15. Regulatory Compliance Report (none)

16. Committee Reports (none)

17. Board Member Comments

Director Curtis asked Mr. Theisen for an update on the District's CUP modification application. Director Theisen responded that the environmental process was temporarily on hold to allow staff to discuss increasing the daily tons with the Toland Group, with whom staff would be meeting later that afternoon.

Directors Weirick and Perello asked for an update on video recording of board meetings. Mr. Theisen responded that a report would be forthcoming.

Chair Monahan shared that the Vietnam Veterans of Ventura County were hosting the moving wall from June 21-25, 2018 at the Ventura County Government Center.

Vice Chair Kildee inquired on Thomas Fire debris and was informed by Matt Baumgardner, Director of Operations, activity at the Toland Road Landfill was wrapping up but that completion was not yet deemed official by CalRecycle.

18. General Manager Comments

Mr. Theisen reported that he and Mr. Baumgardner had attended a meeting of the Ventura County Board of Supervisors at the invitation of Supervisor Kelly Long where the Board of Supervisors acknowledged agencies for their efforts with Thomas Fire Recovery. Mr. Theisen thanked Supervisor Long's office for the invitation.

ADJOURNMENT: With no further business, the meeting was adjourned at 9:44 a.m. to the Ventura Regional Public Facilities Corporation meeting held immediately following at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

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Juliet Rodriguez  
Clerk of the Board

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James Monahan, Chairman  
Ventura Regional Sanitation District