

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of July 19, 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:

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

Absent: Mark Austin, City of Fillmore

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel; Mary McMaster, Special 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 Curtis.
3. Agenda Review: (none)
4. Public Comment: (none)

**CONSENT AGENDA** (Item 5 only)

5. Approval of Minutes: June 21, 2018 Regular Meeting; June 28, 2018 Special Meeting

Board Member comment on page 4 of the June 21, 2018 minutes was amended to read: "Director Weirick stated that he and Director Perello had asked for an update on video recording of board meetings."

*It was moved by Vice Chair Kildee, seconded by Director Weirick, to approve the consent agenda as amended. VOTE: Directors Curtis, Kildee, Hernandez, Monahan, Perello, Price, Sharkey, and Weirick were in favor; the motion carried 8-0.*

**REGULAR AGENDA** (Items 6 and 7)

6. Consider Pros and Cons of Audio and Video Recording of All VRSD Board and Board Committee Meetings That Are Open to the Public

Chris Theisen, General Manager, gave introductory remarks, followed by Robert Kwong, Legal Counsel, who gave the presentation. Robert Kwong and Sandy Warren, Management Analyst, responded to Board questions.

After Board deliberation on this matter, the Board consensus was not to implement video recording of open Board meetings and instead, *it was moved by Director Weirick, seconded by Director Curtis*, to have staff bring a revised and updated Records Retention Policy to the Board before the end of the calendar year. VOTE: Directors Curtis, Kildee, Hernandez, Monahan, Perello, Price, Sharkey, and Weirick were in favor; the motion carried 8-0.

At 9:02 a.m., Robert Kwong, Legal Counsel, gave his seat to Mary McMaster, Special Counsel, for the next agenda item.

7. Formation of a Two-Board Member Ad Hoc Committee to Consider Potential Conflicts and Solutions Relating to the Contract Between VRSD and Mark S. Norris Consulting, LLC and the Contract Between VRSD and Triunfo Sanitation District

Chris Theisen, General Manager, gave the presentation joined by Mary McMaster, Special Counsel. It was reported that the first Joint Ad Hoc Committee meeting had already been tentatively scheduled for August 8, 2018 at 10:00 a.m. in the VRSD board room,

*It was moved by Vice Chair Kildee, seconded by Director Perello*, to appoint Directors Jack Curtis and William Weirick to the Ad Hoc committee to consider potential conflicts and solutions relating to the contract between VRSD and Mark S. Norris Consulting, LLC and the contract between VRSD and Triunfo Sanitation District, with Chair Jim Monahan as an alternate. VOTE: Directors Curtis, Kildee, Hernandez, Monahan, Perello, Price, Sharkey, and Weirick were in favor; the motion carried 8-0.

Ms. McMaster left the table at 9:17 a.m. and Robert Kwong, Legal Counsel, returned to his seat.

**INFORMATION ITEMS** (Items 8 through 11)

8. Revenue and Expense Report: Preliminary June 2018

9. Disbursement Report: June 2018

10. Investment Report: May 2018

11. Future Meetings: Seminars and Conferences
  - ♦ Sept. 3, 2018, 8:30 a.m. – P&F Committee Meeting (VRSD Board Room)
  - ♦ Sept. 6, 2018, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
  - ♦ Sept. 12-14, 2018 – League of California Cities Annual Conference, Long Beach
  - ♦ Sept. 20, 2018, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
  - ♦ Sept. 24-27, 2018. – CSDA Annual Conference, Indian Wells

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

**ORAL REPORTS** (Items 12 through 15)

12. Regulatory Compliance Report (none)

13. Committee Reports

Vice Chair Kildee reported on the Executive Committee meeting of July 17, 2018. The Committee directed staff to place the revised version of A to Z Law's contract with the District on the agenda at an upcoming Board Meeting, both in closed session and in open session, so that the full Board can participate in a discussion of the revised contract.

14. Board Member Comments

Director Hernandez announced that he will be retiring from the County of Ventura and City of Santa Paula City Council, and as a result leaving the VRSD Board effective today. He thanked the Board for a wonderful experience and staff for their professionalism, accuracy, commitment, and impressive service.

Director Price distributed a handout and encouraged Board Members to have their individual cities give consideration to endorsing 10-year NPDES permits.

Director Perello announced that the City of Oxnard has a new City Manager, Alex Nguyen.

The Board, individually and collectively, thanked Director Hernandez for his years of service and wished him the best in his future endeavors.

15. General Manager Comments

Mr. Theisen reported that he and staff recently met with the Toland Group and received encouragement that additional mitigation measures in exchange for increasing the daily tons requested in the CUP modification application might be

acceptable to the Group. Concerns that were voiced at the meeting related to traffic, odor, and street sweeping.

Mr. Theisen stated that the Board will be called upon for a Special P&F meeting and Special Board meeting in August to approve the Fiscal Year 2018-2019 budget.

Mr. Theisen added his thanks to Director Hernandez for the professionalism, assistance and support that he consistently provided for staff while he was on the Board.

Chair Monahan asked staff to take a picture of the full Board to capture Director Hernandez at his last meeting.

ADJOURNMENT: With no further business, the meeting was adjourned at 9:46 a.m. to the next Regular Meeting to be held September 6, 2018, at 8:30 a.m. 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