

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of December 20, 2018
1001 Partridge Drive, Ventura, California

Chairman Kildee called the meeting to order at 8:30 a.m.

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

Rick Araiza, City of Santa Paula
Mark Austin, City of Fillmore
Rob Nast, Special Districts
Kevin Kildee, City of Camarillo
Bert Perello, City of Oxnard (*arrived at 8:32 a.m.*)
William Weirick, City of Ojai

Absent: None

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

Chairman Kildee welcomed incoming Board Directors Rick Araiza, City of Santa Paula and Bob Nast, Special Districts (Channel Islands Beach Community Services District).

2. Pledge of Allegiance: The Pledge was led by Director Weirick.
3. Agenda Review:
Item 10. Was removed from the agenda at the request of the General Manager.
4. Public Comment:
Nan Drake, EJ Harrison & Sons, provided the Board with regulatory and recycling industry updates. She added that she has spoken before the VRSD Board for over 33 years, has even sat on the Board, and looks forward to working with the Board next year.

CONSENT AGENDA (Item 5 only)

5. Approval of Minutes: December 6, 2018 Regular Meeting

It was moved by Director Weirick, seconded by Director Araiza, to approve the consent agenda. VOTE: Directors Austin, Araiza, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 6-0.

REGULAR AGENDA (Items 6 through 8)

6. Annual Review of and Proposed Revisions to District 2.1.02 Investment Policy

Tina Rivera, Director of Operations, gave the presentation

It was moved by Director Weirick, seconded by Director Nast, to approve revisions to the 2.1.02 Investment Policy. VOTE: Directors Austin, Araiza, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 6-0.

7. Approval of Amendment No. 1 to Contract No. 18-010 with Sam Hill & Sons, Inc. for Facilities Maintenance and Repair Services 2019

Matt Baumgardner, Director of Operations, gave the presentation

It was moved by Director Perello, seconded by Director Weirick, to approve, and authorize the Board Chair to sign, Amendment No. 1 to Contract No. 18-010 with Sam Hill & Sons, Inc. to increase the amount by \$150,000 to an amount not to exceed \$175,000. VOTE: Directors Austin, Araiza, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 6-0.

8. Approval of Amendment No. 1 to Contract No. 16-033 with J.W. Enterprises for Portable Restroom and Related Services

Matt Baumgardner, Director of Operations, gave the presentation

It was moved by Director Weirick, seconded by Director Perello to approve, and authorize the Board Chair to sign, Amendment No. 1 to Contract No. 16-033 with J.W. Enterprises to increase the total compensation by \$25,000 to an amount not to exceed \$47,000. VOTE: Directors Austin, Araiza, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 6-0.

9. Approval of a Change Order to Increase Total Compensation in Purchase Order No. 2568 to P&F Distributors for Materials and Supplies

Matt Baumgardner, Director of Operations, gave the presentation

It was moved by Director Austin, seconded by Director Perello to approve issuance of a change order to Purchase Order No. 2568 to P&F Distributors to increase the total compensation amount by \$25,000 for a revised total amount no to exceed \$50,000. VOTE: Directors Austin, Araiza, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 6-0.

During Agenda Review, the following item was pulled from the agenda:

10. Approval Purchase Order No. 2749 to Haaker Equipment Company for a new Vactor 2115 Plus Jet Rodder Truck for Use on Wastewater Projects

INFORMATION ITEMS (Items 11 through 14)

11. Revenue and Expense Report: November 2018
12. Disbursement Report: November 2018
13. Investment Report: November 2018 *was distributed at the meeting*
14. Future Meetings: Seminars and Conferences
 - ♦ January 10, 2019, 8:30 a.m. – Special Board Meeting (VRSD Board Room)
 - ♦ January 16-18, 2019 – League of Cities New Mayors and Councilmembers Academy, Sacramento
 - ♦ January 23-25, 2019 – CASA Winter Conference, Palm Springs

It was moved by Director Weirick, seconded by Director Araiza, to receive and file the information items. VOTE: Directors Austin, Araiza, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 6-0.

ORAL REPORTS (Items 15 through 18)

15. Regulatory Compliance Report (none)
16. Committee Reports (none)
17. Board Member Comments

The Board wished everyone Happy Holidays.

18. General Manager Comments

General Manager Chris Theisen wished everyone Happy Holidays.

ADJOURNMENT: With no further business, the meeting was adjourned at 8:56 a.m. to a Special Meeting to be held January 10, 2019, 8:30 a.m. at the Ventura Regional Sanitation District Office.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Kevin Kildee, Chair
Ventura Regional Sanitation District

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