



**Board of Directors**

- Kevin Kildee, Chair  
*Camarillo*
- Rick Araiza  
*Santa Paula*
- Mark Austin  
*Fillmore*
- Jim Friedman  
*Ventura*
- Laura Hernandez  
*Port Hueneme*
- Ed Jones  
*Thousand Oaks*
- Bob Nast  
*Special Districts*
- Bert Perello  
*Oxnard*
- William Weirick,  
*Ojai*

**Staff**

- Chris Theisen  
*General Manager*
- Robert N. Kwong  
*General Counsel*
- Juliet Rodriguez  
*Clerk of the Board*

**Mission Statement**

The Ventura Regional Sanitation District is a non-tax-supported public agency providing sanitation services. We offer the highest quality service at the lowest possible cost for our customers, and we will provide solutions by involving our staff, our customers, and our community.

**NOTICE OF MEETING**

**NOTICE IS HEREBY GIVEN** that the Ventura Regional Sanitation District Board of Directors will hold a **REGULAR MEETING** on **Thursday, February 7, 2019 at 8:30 a.m.**, at the Ventura Regional Sanitation District office, 1001 Partridge Drive, Ventura, California. The business to be transacted is as follows:

**AGENDA**

The Board agenda is posted at least 72 hours preceding the Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54954.2. Action will be taken on unanticipated items only when an emergency (as defined in Government Code Section 54956.5) exists or as otherwise allowed under Government Code Section 54954.2(b). In compliance with the Americans with Disabilities Act, if you need special accommodation/assistance to participate in a District event, please call the California Relay Service TDD line at (800) 735-2929 or the Clerk of the Board at (805) 658-4642 at least 48 hours prior. Notification prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to participate. Copies of individual reports may be requested from the Clerk of the Board or viewed on the District's website, at [www.vrsd.com](http://www.vrsd.com).

1. Call Meeting to Order, Roll Call
2. Pledge of Allegiance
3. Agenda Review (General Manager/Board of Directors)  
Consider and approve, by majority vote, minor revisions to the Board agenda items or related attachments and any item added to, removed from, or continued from the Board agenda.
4. Public Comment (Items not on the agenda – 5 minute limit)  
Opportunity for members of the public to briefly address the Board on items NOT on the agenda. In accordance with Government Code Section 54953(a). Persons wishing to comment on agenda items should complete a speaker card and submit it (preferably before the meeting) to the Clerk. The Chairman will then recognize them at the appropriate time. Once recognized, persons should step to the podium, clearly state their name and address for the record, and address the item being considered in as brief, clear, and concise a manner as possible.

**CONSENT AGENDA** (Item 5 only) Matters listed under Consent Agenda are considered to be routine, non-controversial, and are normally approved by one motion without discussion. If discussion is requested by a member of the Board on any Consent Agenda item, or if a member of the public wishes to comment on an item, that item may be removed from the Consent Agenda for separate action.

5. Approval of Minutes: January 10, 2019 Special Meeting

**REGULAR AGENDA** (Items 6 through 11)

6. Election of Calendar Year 2019 VRSD Board of Directors Officers; Continued from January 10, 2019 Meeting  
Conduct an election for the Chairman-elect of the Ventura Regional Sanitation District Board of Directors for Calendar Year 2019.
7. Receive and File VRSD FY2017-18 Comprehensive Annual Financial Report.  
Receive and file the Fiscal Year 2017-18 Comprehensive Annual Financial Report.
8. Proposed Expansion of VRSD Suggestion Award Program  
Direct the General Manager to apply the VRSD Suggestion Award Program to all District staff.
9. Approval of Proposed VRSD Contract No. 19-002 with Advanced Office Automation, Inc. for Copy Machine Equipment Purchases and Full Service & Supply Maintenance  
Approve, and authorize the Board Chair to sign, VRSD Contract No. 19-002 with Advanced Office Automation, Inc., in the amount of \$43,830.55, for the purchase of three new multifunction color copy machines and the associated 5-year full service and supply maintenance agreement.
10. Approval of the FY2019-20 Hourly Rates for VRSD Services  
Approve the FY2019-20 Hourly Rates for VRSD Services.
11. Approval to Recruit and Fill a Water/Wastewater Helper Position  
Approve recruitment and hiring of a Water/Wastewater Helper Position.

**INFORMATION ITEMS** (Items 12 through 15)

It is recommended that the Board receive and file the following:

12. Revenue and Expense Report: December 2018
13. Disbursement Report: December 2018
14. Investment Report: December 2018
15. Future Meetings, Seminars and Conferences
  - ♦ February 21, 2019 ,8:30 a.m. – Regular Board Meeting (VRSD Board Room)
  - ♦ February 25-27 – CASA Washington D.C. Policy Forum, Washington, D.C.
  - ♦ March 5, 2019 – P&F Committee Meeting (VRSD Board Room)
  - ♦ March 7, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
  - ♦ March 21, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)

**ORAL REPORTS** (Items 16 through 19)

It is recommended that the Board receive and file the following:

16. Regulatory Compliance Report (none)

17. Committee Reports (none)

18. Board Member Comments

Opportunity for Board members to briefly comment on matters they deem appropriate to the business of VRSD. A Board member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his or her own activities related to the VRSD. A Board member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning a matter related to the VRSD business. The Board may also direct staff to place a matter of business on a future VRSD Board agenda.

19. General Manager Comments

Brief announcements and report on General Manager and VRSD workforce activities.

**ADJOURNMENT:** Adjourn to Regular Meeting to be held February 21, 2019, 8:30 a.m. at the Ventura Regional Sanitation District office.