



Board of Directors

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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, March 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:

A G E N D A

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.

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 (Items 5 and 6) 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: February 21, 2019 Regular Meeting
6. Approval of Proposed Amendment No. 2 to Contract No. 17-016 with Pat Chem Laboratories, Inc. for Laboratory Services
Approve, and authorize the Board Chair to sign, Amendment No. 2 to Contract No. 17-106 with Pat-Chem Laboratories, Inc. to increase the total compensation by \$15,000 to an amount not to exceed \$55,000.

REGULAR AGENDA (Items 7 through 10)

7. Approval of VRSD Purchase Order No. 2766 to Vista Ford Oxnard, LLC in an Amount Not to Exceed \$208,858.29 for Five New Fleet Vehicles for the Water/Wastewater Division
 - A. Approve issuance of Purchase Order No. 2766 to Vista Ford for five new fleet vehicles for the Water/Wastewater division in an amount not to exceed \$208,858.29; and
 - B. Authorize staff to make a budget transfer from account 90-590-52330-599901 to account 90-590-52330 in the amount of \$18,859.
8. Approval of a Contract with the City of Santa Paula for Wastewater Collection System and Stormwater Sewer System Maintenance
 - A. Approve and authorize the Board Chair to sign, the proposed contract with the City of Santa Paula for wastewater collection system and stormwater sewer system maintenance for a total compensation amount of \$1,461,201 through March 31, 2013; and
 - B. Authorize staff to make necessary adjustments to the FY2018-19 budget revenues.
9. Consider and Approve Proposed Write-Off of De Minimis Solid Waste Revenues and Unreturned Deposit
 - A. Approve and authorize a \$3,037.45 write-off of solid waste revenue from Sukut Construction, Inc. (Sukut) from disposal fees related to the Thomas Fire-debris disposal at the Toland Road Landfill.
 - B. Approve and authorize a write-off- of \$800.00 from an unreturned deposit on rental equipment from Univar USA, Inc.
10. Approve and Authorize Alternative Methods for Purchasing of Used Vehicles for Solid Waste Operations Staff; and Disposition of Obsolete/Surplus District Property
 - A. Approve and Authorize the District's Purchasing Agent to buy used trucks to be used at the Toland Road Landfill via public auctions or from nearby truck dealers;

- B. Make a determination that property described in the staff report is obsolete or surplus.
- C. Approve disposition of obsolete District property pursuant to VRSD Resolution No 8-013, Part VI –Disposition of Surplus Personal Property.

INFORMATION ITEMS (Items 11 through 14)

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

- 11. Revenue and Expense Report: January 2019
- 12. Disbursement Report: None
- 13. Investment Report: None
- 14. Future Meetings, Seminars and Conferences
 - ♦ March 21, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
 - ♦ March 21, 2019, 10:15 a.m. – VCREA Meeting (Ventura City Hall)
 - ♦ April 2, 2019, 8:30 a.m. – P&F Committee Meeting (VRSD Board Room)
 - ♦ April 4, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
 - ♦ April 18, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
 - ♦ May 2, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)

ORAL REPORTS (Items 15 through 18)

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

- 15. Regulatory Compliance Report (none)
- 16. Committee Reports (none)
- 17. 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.
- 18. General Manager Comments

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

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