

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of March 7, 2019  
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  
Jim Friedman, City of Ventura  
Laura Hernandez, City of Port Hueneme  
Ed Jones, City of Thousand Oaks  
Kevin Kildee, City of Camarillo  
Bob Nast, Special Districts  
Bert Perello, City of Oxnard  
William Weirick, City of Ojai

Absent: None.

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

2. Pledge of Allegiance: The Pledge was led by Director Nast.

3. Agenda Review:

Chris Theisen, General Manager, stated that in Consent Agenda Item 5. Approval of Minutes for February 21, 2019, there was an error in that there were two motions listed for the approval of the February 21, 2019, Consent Agenda, and should only have been one motion. The correct motion from the meeting was read into the record by the Clerk of the Board, and Mr. Theisen requested the Board to approve Agenda Item 5 with the correct single motion as read by the Clerk. The correct motion for approval of the Consent Agenda at the February 21, 2019 meeting, was:

*It was moved by Director Friedman, seconded by Director Weirick, to approve the Consent Agenda. VOTE: Directors Araiza, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 7-0.*

4. Public Comment:  
None.

**CONSENT AGENDA** (Items 5 and 6)

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

*It was moved by Director Jones, seconded by Director Friedman, to approve the Consent agenda with the correction to Agenda Item No. 5 as stated during Agenda Review. VOTE: Araiza, Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0. Directors Austin and Jones abstained from Agenda Item 5.*

**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

Matt Baumgardner, Director of Operations, gave the report.

*It was moved by Director Friedman, seconded by Director Weirick, to 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 authorize staff to make a budget transfer from account 90-590-52330-599901 to account 90-590-52330 in an amount of \$18,859; and provide the Board a with future report. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0. Director Jones could not support the motion.*

8. Approval of a Contract with the City of Santa Paula for Wastewater Collection System and Stormwater Sewer System Maintenance

Matt Baumgardner, Director of Operations, gave the report.

*It was moved by Director Weirick, seconded by Director Austin, to approve 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, 2023; and authorize staff to make necessary adjustments to the FY2018-19 budget revenues. VOTE: Araiza, Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.*

9. Consider and Approve Proposed Write-Off of De Minimis Solid Waste Revenues and Unreturned Deposit

Tina Rivera, Director of Finance, gave the report.

*It was moved by Chair Elect Perello, seconded by Director Weirick, to 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; and approve and authorize a write-off of \$800.00 from an unreturned deposit on rental equipment from Univar USA, Inc. VOTE: Araiza, Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.*

10. Approval and Authorize Alternative Methods for Purchasing of Used Vehicles for Solid Waste Operations Staff; and Disposition of Obsolete/Surplus District Property

Tina Rivera, Director of Finance, and Matt Baumgardner, Director of Operations, gave the report.

*It was moved by Director Weirick, seconded by Director Araiza, to 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; and make a determination that property described in the staff report is obsolete or surplus; and approve disposition of obsolete District property pursuant to VRSD Resolution No 8-013, Part VI – Disposition of Surplus Personal Property. VOTE: Araiza, Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.*

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

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)

*It was moved by Chair Elect Perello, seconded by Director Weirick, to receive and file the information items. VOTE: Araiza, Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.*

**ORAL REPORTS** (Items 15 through 18)

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

Director Friedman stated that he will be away and unable to attend the meetings of March 21, 2019 and April 4, 2019. The City of Ventura does not have an alternate to send.

Director Nast stated that the Channel Islands Beach Community Services District is in need of a vactor truck and asked the Board for any possible leads.

Director Weirick expressed appreciation for the increased amount of water in the reservoirs and aquifers in the Ojai Valley.

Chair Kildee reported on attending the California Special Districts Association (CSDA) 2019 D.C. Policy Forum, in Washington, D.C., February 25-27, 2019.

18. General Manager Comments (none)

ADJOURNMENT: With no further business, the meeting was adjourned at 9:22 a.m. to a Regular Meeting to be held March 21, 2019, 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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Kevin Kildee, Chair  
Ventura Regional Sanitation District