

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of March 21, 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; Joshua Smith, Associate 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; Regina Williams, Senior Accountant; and Juliet Rodriguez, Clerk of the Board.

2. Pledge of Allegiance: The Pledge was led by Director Hernandez.
3. Agenda Review:
None.
4. Public Comment:
None.

CONSENT AGENDA (Items 5 through 7)

5. Approval of Minutes: March 7, 2019 Regular Meeting
6. Approval of Proposed \$25,000 Change Order to Increase VRSD Purchase Order No. 2615 with CED Royal Industrial Solutions for Tools and Supplies
7. Approval of Proposed \$25,000 Change Order to Increase VRSD Purchase Order No. 2609 with Automation Direct.Com for Supply of Industrial Controls

It was moved by Director Hernandez, seconded by Director Weirick, to approve the Consent agenda. VOTE: Araiza, Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.

REGULAR AGENDA (Items 8 and 9)

8. Overview of the Toland Optimization Plan Project and Next Steps for the Conditional Use Permit Modification Application

Chris Theisen, General Manager, gave the Power Point presentation on this item with the assistance from District staff and Jennifer Haddow, Senior Environmental Scientist, Rincon Consultants.

Public Comment: Thien Ng, Assistant Public Works Director, City of Oxnard

Following Board questions and public comment, *it was moved by Director Friedman, seconded by Director Austin, to receive and file the staff presentation regarding the Toland Optimization Project and direct staff to restart the conditional use permit (CUP) modification application process with the County of Ventura Resource Management Agency with a request for 660 tons per day (tpd) increase over a five-day work week. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, and Perello were in favor, Weirick was opposed, Jones was absent; the motion carried 7-1-1.*

Director Jones left the meeting at 9:57 a.m. and did not return.

9. Resolution 19-01 Authorizing Staff to Adjust the Adopted Budget and Approve All Purchase Orders for Billable Related Services

Tina Rivera, Director of Finance, gave the report.

It was moved by Director Weirick, seconded by Director Perello, to approve Resolution 19-01 authorizing staff to amend the adopted budget to cover unforeseen costs and approve all purchase orders related to billable services with the added stipulation that staff provide the board with a budget adjustment list showing all budget adjustments for reimbursed services made as a part of monthly financial reports. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; Jones was absent, the motion carried 8-0-1.

INFORMATION ITEMS (Items 10 through 13)

10. Revenue and Expense Report: February 2019
11. Disbursement Report: February 2019
12. Investment Report: February 2019
13. Future Meetings: Seminars and Conferences
 - ♦ 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)
 - ♦ May 7, 2019, 8:30 a.m. – P&F Committee Meeting (VRSD Board Room)
 - ♦ May 16, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)

It was moved by Director Weirick, seconded by Director Araiza, to receive and file the information items. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; Jones was absent, the motion carried 8-0-1.

ORAL REPORTS (Items 14 through 17)

14. Regulatory Compliance Report

None.
15. Committee Reports

None.
16. Board Member Comments

Director Weirick reported that Lake Casitas is at 48.3 percent capacity and climbing.

Chair Kildee expressed appreciation to for the thorough work staff put together on the CUP presentation in Item No. 8. The financial model used was very helpful to follow.
17. General Manager Comments

Chris Theisen, also thanked staff for the CUP presentation and acknowledged Michael Castro, Senior Management Analyst, and Regina Williams, Senior Accountant, for their work on the financial model.

ADJOURNMENT: With no further business, the meeting was adjourned at 10:14 a.m. to a Regular Meeting to be held April 4, 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