

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of April 18, 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
Jim Friedman, City of Ventura (*arrived at 9:20 a.m.*)
Laura Hernandez, City of Port Hueneme (*arrived at 8:35 a.m.*)
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: Mark Austin, City of Fillmore

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel;; Tina Rivera, Director of Finance; 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 Araiza.
3. Agenda Review:
Chris Theisen, General Manager, announced a minor correction to the motions made on Items 8, 9, and 13 in the Meeting Minutes of March 21, 2019 under Consent Agenda Item 6. The motions should be recorded with the 'Aye's – No's' format and did not necessitate inclusion of zero abstentions in the format.
4. Public Comment:
None.

PRESENTATION (Item 5 only)

5. Presentation of Ronald McDonald House Charities Walk for Kids Trophy to VRSD

Dr. Stuart Siegel, Camp Ronald McDonald Founder, presented the trophy to the District for highest contributions raised by a government agency during the charity event. Tina Rivera, Director of Finance was the VRSD Coordinator and recognized VRSD staff participants present: Aracely Smith, Diane Rodriguez, Elizabeth

Zenner, Francine Rabago, Jaimee Constantino, Jocelyn Adlao, Kristin Rupprecht, and Yag Prajapati.

CONSENT AGENDA (Item 6 only)

6. Approval of Minutes: March 21, 2019 Regular Meeting

It was moved by Director Weirick, seconded by Vice Chair Perello, to approve the Consent agenda, as corrected. VOTE: Araiza, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 7-0.

REGULAR AGENDA (Items 7 and 10)

7. Approval of Amendment No. 3 to Contract No. 17-020 with Biogas Engineering for Landfill Gas Engineering Consulting Services

Matt Baumgardner, Director of Operations, gave the presentation.

It was moved by Director Jones, seconded by Director Hernandez, to approve and authorize the Board Chair to sign, Amendment No. 3 to VRSD Contract No. 17-020 with Biogas Engineering to increase the amount by \$325,000 to an amount not to exceed \$829,450; and approve the transfer of funds totaling \$147,249 from Solid Waste funding for the Toland Expansion Phase 2C project to the Landfill Gas and Leachate projects. VOTE: Araiza, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0.

8. Authorize Early Termination of a Consulting Contract with Mark S. Norris Consulting LLC (VRSD Contract No. 17-011-1) and a Wastewater Services Contract with the Saticoy Sanitary District (VRSD Contract No. 09-028); Approve, and Authorize the Board Chair to Sign, Agreement for Wastewater Collection and Treatment System Maintenance and Operation by and Between Saticoy Sanitary District and Ventura Regional Sanitation District (SSD Contract No 19-001; and VRSD Contract No. 19-006)

Chris Theisen, General Manager, gave the report.

It was moved by Director Friedman, seconded by Director Weirick, to A) Receive and file the staff presentation regarding the changes to the contractual relationship between the VRSD and Mark S. Norris Consulting, LLC and between VRSD and the Saticoy Sanitary District (SSD) in accordance with the VRSD Board's direction to VRSD staff on these relationships from their September 6, 2018 meeting; B) Authorize early termination of VRSD Contract No. No. 17-011-1 with Mark S. Norris LLC for Consulting Services to become effective on May 3, 2019; C) Authorize early termination of VRSD Contract No. 09-028 (SSD Contract No. S09-1), Agreement for Services, with the Saticoy Sanitary District to become effective on May 3, 2019; and D) Approve and authorize the Board Chair to sign, proposed

VRSD Contract No. 19-006, Agreement for Wastewater Collection and Treatment System Maintenance and Operation and Maintenance, with the Saticoy Sanitary District to become effective on May 3, 2019; and E) Direct staff to investigate future amendments to VRSD Contract No. 19-006 to address separate accounting and any related legal issues on the use of VRSD offices by independent contractors of wastewater client agencies. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0.

9. Approval of Budget Adjustment and Payment of Southern California Edison Energy Replacement Damage Penalty

Chris Theisen, General Manager, gave the report.

It was moved by Director Weirick, seconded by Director Friedman, to A) Approve budget adjustment in the amount of \$13,986 for additional appropriations needed to fund the Southern California Edison ("SCE") Term Year Eight Energy Replacement Damage Penalty: March 1, 2017 through February 28, 2018; B) Approve budget adjustment in the amount of \$25,376 for additional appropriations needed to fund the SCE Term Year Nine Energy Replacement Damage Penalty: March 1, 2018 through February 28, 2019; and C) Approve payment to SCE in the amount of \$317,746.49 for outstanding balance owed on accrued net deficiency penalties. VOTE: Araiza, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0.

Chair Kildee called for a recess at 10:05 a.m. and reconvened the meeting at 10:15 a.m.

Directors Araiza and Weirick left the meeting at 10:30 a.m. and did not return.

10. Discussion and Adoption of Fiscal Year 2019-20 Goals

Rosemarie Gaglione, Public Works Director, City of Oxnard, addressed the Board on the current waste disposal contract between the City of Oxnard and the District.

Chris Theisen, General Manager, gave the presentation, joined by Michael Castro, Senior Management Analyst, Juliet Rodriguez, Clerk of the Board, and Matt Baumgardner, Director of Operations.

After receiving an update of the Board's Goals established for Fiscal Year 2018-19, the Board requested that staff continue the presentation of Fiscal Year 2019-20 Goals to the next meeting.

INFORMATION ITEMS (Items 11 through 14)

11. Revenue and Expense Report: March 2019

12. Disbursement Report: March 2019

13. Investment Report: March 2019
14. Future Meetings: Seminars and Conferences
 - ♦ 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)
 - ♦ May 16, 2019, 10:15 a.m. – VCREA Board Meeting (City of Ventura-City Hall)
 - ♦ June 4, 2019, 8:30 a.m. – P&F Committee Meeting (VRSD Board Room)
 - ♦ June 6, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
 - ♦ June 20, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)

It was moved by Director Jones, seconded by Vice Chair Perello, to receive and file the information items. VOTE: Friedman, Hernandez, Jones, Kildee, Nast, and Perello 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

Chair Kildee announced that the Ventura County Transportation Commission (VCTC) was sponsoring a scoping meeting on the US-101 Improvement Project at the Thousand Oaks Civic Arts Center that evening, and again at the Camarillo Library on April 22, 2019.

18. General Manager Comments

None.

ADJOURNMENT: With no further business, the meeting was adjourned at 11:17 a.m. to a Regular Meeting to be held May 2, 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