

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of June 6, 2019
1001 Partridge Drive, Ventura, California

Chairman Kildee called the meeting to order at 8:36 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; Matthew Baumgardner, Director of Operations; Melissa Grisales, Human Resources Manager; 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 Weirick.

3. Agenda Review:

General Manager Chris Theisen stated that on page 2 of the Consent Agenda, the description should read Consent Agenda (Items 7 through 13). He recommended that the Board consider moving Agenda Item 21, Committee Reports, before Agenda Item 6 since the P&F Committee Report relates to Agenda Item 6.

Legal Counsel Robert Kwong stated that since the Consent Agenda is dependent on Agenda Item Number 6 (FY2019-20 Budget) it would be advisable for any Board Member, if so interested in a Consent Agenda item, to request that Consent agenda item be pulled from the Consent Agenda for discussion and action along with Agenda Item Number 6.

4. Public Comment:
None.

CLOSED SESSION (Item 5 only)

At 8:35 a.m. Legal Counsel Robert Kwong made the following closed session announcement:

It is the intention of the Ventura Regional Sanitation District to meet in closed session to consider the following item that was continued from the May 16, 2019 Regular Board Meeting:

5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code § 54957)
Title: General Manager. (Continued from May 16, 2019 Meeting)

At 10:16 a.m., Mr. Kwong announced that the Ventura Regional Sanitation District Board of Directors had reconvened into open session from a closed session on the Performance Evaluation of the General Manager. He gave the closed session report that the Board of Directors gave a positive performance evaluation to the General Manager and had voted unanimously to give the General Manager, Chris Theisen, a salary increase to the top of the corresponding salary range.

The particulars of the salary increase decision were discussed and decided in open session.

It was moved by Director Weirick, seconded by Director Hernandez, to increase the General Manager's annual salary from \$212,178 to \$216,351. VOTE: Araiza, Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 9-0.

ORAL REPORTS (Item 21 was taken out of order)

21. Committee Reports

♦ P&F Committee

P&F Committee Chair Jim Friedman reported that the P&F Committee met for a Special Meeting on May 30, 2019 and a Regular Meeting on June 4, 2019 for review of the Proposed Fiscal Year 2019-20 Budget. The P&F Committee reviewed the Budget and Resolution No. 19-03 and recommended Board adoption of the Fiscal Year 2019-20 Budget and Resolution 19-03.

Mr. Theisen distributed a revised Resolution 19-03 for the FY 2019-20 Budget adoption.

REGULAR AGENDA (Item 6 only)

6. Approval and Adoption of the Proposed Fiscal Year 2019-20 Budget

Chris Theisen, General Manager, introduced the budget presentation and Tina Rivera, Director of Finance; Matt Baumgardner, Director of Operations; and

Richard Jones, Water/Wastewater Operations Superintendent, took turns in completing the budget presentation.

Director Weirick requested that Consent Agenda Item 12, (Approve and Authorize the Board chair to Sign, Amendment No. 3 to VRSD contract No. 17-029 with Rincon Consultants, Inc. for California Environmental Quality Act (CEQA) and Environmental Regulatory Consulting Services), be pulled from the Consent Agenda for discussion.

Director Jones left the meeting at 11:00 a.m. and did not return.

It was moved by Director Hernandez, seconded by Director Austin, to Approve, and authorize the Board Chair to sign, Amendment No. 3 to VRSD Contract No. 17-029 with Rincon Consultants, Inc. to increase the amount by \$200,731 to an amount not to exceed \$311,003 and extend the contract term through June 30, 2020. VOTE: Araiza, Austin, Friedman, Hernandez, and Kildee were in favor; the motion carried 5-3. Directors Nast, Perello, Weirick were in opposition. Director Jones was absent.

It was moved by Director Friedman, seconded by Director Weirick, to approve the Proposed Fiscal Year 2020 Budget and approve and adopt Resolution No. 19-03 Adopting the Fiscal Year 2019-20 Budget, as presented at the meeting. VOTE: Araiza, Austin, Friedman, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0. Director Jones was absent.

Director Friedman left the meeting at 11:45 a.m. and did not return.

CONSENT AGENDA (Items 7 through 13)

7. Approval of Minutes: May 16, 2019 Regular Meeting
8. Approve, and Authorize the Board Chair to Sign, Amendment No. 2 to VRSD Contract No. 13-012 with Thacher School for Wastewater Facility Services to Increase the Total Compensation and Extend the Term
Approved, and authorized the Board Chair to sign, Amendment No. 2 to VRSD Contract No. 13-012 with Thacher School to increase the total compensation by \$147,889.50 (for FY2019-20) and extend the term to June 30, 2022.
9. Approve, and Authorize the Board Chair to Sign, Amendment No. 2 to VRSD Contract No. 13-012 with Thacher School for Wastewater Facility Services to Increase the Total Compensation and Extend the Term
Approved, and authorized the Board Chair to sign, Amendment No. 2 to VRSD Contract No. 13-013 with Thomas Aquinas College to increase the total compensation by \$276,950 (for FY2019-20) and extend the term to June 30, 2022.

10. Approve, and Authorize the Board Chair to Sign, Amendment No. 3 to VRSD Contract No. 15-022 with Top O' Topanga Community Association for Wastewater Services to Increase the Total Compensation and Extend the Term

Approved, and authorized the Board Chair to sign, Amendment No. 3 to VRSD Contract No. 15-022 with Top O' Topanga Community Association to increase the total compensation by \$206,073 (for FY2019-20) and extend the term to June 30, 2021.

11. Approve, and Authorize the Board Chair to Sign, Amendment No. 1 to VRSD Contract No. 18-021 with Camarillo Sanitary District for Wastewater Services to Increase the Total Compensation and Extend the Term

Approved, and authorized the Board Chair to sign, Amendment No. 1 to VRSD Contract No. 18-021 with Camarillo Sanitary District to increase the total compensation by \$163,760 (for FY2019-20) and extend the term to June 30, 2020

12. Approve, and Authorize the Board Chair to Sign, Amendment No. 3 to VRSD Contract No. 17-029 with Rincon Consultants, Inc. for California Environmental Quality Act (CEQA) and Environmental Regulatory Consulting Services (This Agenda Item was pulled from consent and heard under Agenda Item 6)

13. Approve, and Authorize the Board Chair to Sign, Amendment No. 3 to VRSD Contract No. 16-019 with Debra West for Consulting Services to Increase the Total Compensation and Extend the Term

Approved, and authorized the Board Chair to sign, Amendment No. 3 to Contract No.16-019 with Debra West to increase the total compensation by \$52,000 and extend the term to June 30, 2020.

It was moved by Director Weirick, seconded by Vice Chair Perello, to approve Staff's recommendations for Consent Agenda Items 7-13 as presented, excluding Agenda Item 12 that was already addressed as part of Agenda Item 6. VOTE: Directors Araiza, Austin, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 7-0 (Director Austin abstained only from Agenda Item No. 7). Directors Friedman and Jones were absent.

REGULAR AGENDA (Items 14 through 15)

14. Approve, and Authorize the District Purchasing Agent to Sign, Purchase Order No. 2749 to Haaker Equipment Company for a New Vactor 2115 Plus Jet Rodder Truck for Use on Wastewater Projects

Richard Jones, Water/Wastewater Operations Superintendent, gave the report.

It was moved by Director Weirick, seconded by Director Nast, to A. Approve issuance of Purchase Order No. 2749 to Haaker Equipment Company for a new Vactor 2115 Plus Jet Rodder Truck in an amount not to exceed \$468,732.98, and authorize the District Purchasing Agent to sign it on behalf of the District, and B. Approve a Budget transfer of \$43,733 from Solid Waste ISF Capital account code

90-590-52330-599901. VOTE: Directors Araiza, Austin, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 7-0. Directors Friedman and Jones were absent.

15. Approve, and Authorize the District Purchasing Agent to Sign, Purchase Order No. 2785 to Automow for a Spider ILD02 Slope Mower for Vegetation Control at District Landfill Sites

Matt Baumgardner, Director of Operations, gave the report.

It was moved by Director Weirick, seconded by Director Austin, to A. Approve replacement of a street sweeper in Solid Waste ISF Capital account 90-590-52330-599901 with a new capital equipment purchase for a Spider ILD02 Slope Mower; and B. Approve issuance of Purchase Order No. 2785 to Automow for a new Spider ILD02 Slope Mower for vegetation control at District landfill sites in an amount not to exceed \$42,973.41; and authorize the District Purchasing Agent to sign it on behalf of the District. VOTE: Directors Araiza, Austin, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 7-0. Directors Friedman and Jones were absent.

INFORMATION ITEMS (Items 16 through 19)

16. Revenue and Expense Report: April 2019

17. Disbursement Report: None

18. Investment Report: None

19. Future Meetings: Seminars and Conferences

- ♦ June 20, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
- ♦ July 4, 2019, 8:30 a.m. – Regular Board Meeting (Cancelled due to Holiday)
- ♦ July 18, 2019, 8:30 a.m. – Regular Board Meeting (VRSD Board Room)
- ♦ July 18, 2019, 10:15 a.m. – VCREA Board Meeting (City of Ventura-City Hall)
- ♦ No regular meetings scheduled for August

It was moved by Director Weirick, seconded by Director Austin, to receive and file the information items. VOTE: Directors Araiza, Austin, Hernandez, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 7-0. Directors Friedman and Jones were absent.

ORAL REPORTS (Items 20 through 23)

20. Regulatory Compliance Report

Matt Baumgardner, Director of Operations reported on the issuance of a CalRecycle Notice of Violation issued by CalRecycle during their 18-month inspection at the Toland Road Landfill and a VCAPCD Notice of Violation during the Semi-annual Inspection at the Toland Road Landfill.

21. Committee Reports

This report was given preceding Agenda Item 6.

22. Board Member Comments

Director Weirick requested an update on the legality of VRSD office use by Mark Norris Consulting, LLC.

23. General Manager Comments

ADJOURNMENT: With no further business, the meeting was adjourned at 12:09 p.m. to a Regular Meeting to be held June 20, 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