



Board of Directors

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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, January 16, 2020 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:

AGENDA

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: December 5, 2019 Regular Meeting; December 19, 2019 Special Meeting
6. Annual Review and Proposed Revision of District 1.2.02 Investment Policy
 - A. Conduct Annual Review of District 2.1.02 Investment Policy.
 - B. Approve the Proposed Revision to District 2.1.02 Investment Policy.
 - C. Provide direction, if any, to District Staff on any further revisions to District 2.1.02 Investment Policy.

REGULAR AGENDA (Items 7 through 11)

7. Election of Calendar Year 2020 District Board of Director Officers
 - A. Conduct an election for the Chairperson of the Ventura Regional Sanitation District Board of Directors to the Chairman for Calendar Year 2020; and
 - B. Conduct an election for the Vice-Chairperson of the Ventura Regional Sanitation District Board of Directors for Calendar Year 2020.
8. District Representation and Attendance at the California Association of Sanitation Agencies (CASA) 2020 Washington D.C. Policy Forum
 - A. Designate the Board Chairperson, or the Chairperson's designee, to represent the VRSD Board of Directors at the CASA Washington, D.C. Policy Forum, February 24 through 26, 2020; and
 - B. Approve payment of approximately \$4,000 to cover cost of CASA 2020 Washington, D.C. Policy Forum attendance.
9. Proposed Amendment to the District Classification Plan and Approval of Corresponding Budget Adjustments
 - A. Amend the Class Plan to add one additional Waste/Wastewater Worker; and
 - B. Approve budget adjustments in the amounts of \$30,160 (expenditures) and \$43,700 (revenues) for FY 2019-20.
10. Consider Approval of Amendment No. 1 to Contract No. 19-038 with Geosyntec Consultants, Inc. for Engineering Consulting Services at the Toland Road Landfill
 - A. Approve, and authorize the Board Chair to sign, Amendment No. 1 to VRSD Contract No. 19-038, with Geosyntec Consultants, Inc., in order to increase the total compensation by \$25,000 for a revised total compensation amount not to exceed \$50,000.
 - B. Approve the transfer of funds totaling \$80,674 from approved Solid Waste capital funding for the Toland Expansion Phase 2C project to the Landfill Leachate project. The total transfer of funds is comprised of \$25,000 for the

amended contract with Geosyntec Consultants and the remainder \$55,674 for construction related services and supplies for the new leachate treatment system that carried over into FY2019-20.

11. Proposed Budget Adjustment to Fund Ongoing Post-Easy Fire Emergency Work at the Tierra Rejada Landfill
 - A. Receive and File the Staff report regarding the ongoing Consortium response to the Easy Fire-caused damages at the Tierra Rejada Landfill; and
 - B. Approve a budget adjustment appropriating \$2,194,215 and increasing revenue projections by \$1,645,661 with the difference of \$548,554 coming from VRSD's fund balance.

INFORMATION ITEMS (Items 12 through 15)

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

12. Revenue and Expense Report: November 2019
13. Disbursement Report: November 2019, December 2019
14. Investment Report: November 2019, December 2019 (hand-carried)
15. Future Meetings, Seminars and Conferences
 - ♦ Feb. 4, 2020, 8:30 a.m. – P&F Committee Meeting
 - ♦ Feb. 6, 2020, 8:30 a.m. – Regular Board
 - ♦ Feb. 20, 2020, 8:30 a.m. – Regular Board Meeting
 - ♦ Feb. 24-26, 2020 – CADA 2020 Washington D.C. Conference

ORAL REPORTS (Items 16 through 19)

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

16. Regulatory Compliance Report (none)
17. Committee Reports
 - ♦ Personnel & Finance Committee
18. 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.
19. General Manager Comments

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

ADJOURNMENT: Adjourn to Regular Meeting to be held February 6, 2020, 8:30 a.m. at

the Ventura Regional Sanitation District office.