

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of December 5, 2019  
1001 Partridge Drive, Ventura, California

Chairman Kildee called the meeting to order at 8:32 a.m.

1. Roll Call: The Clerk of the Board called the roll. The following Board Members were present:

Mark Austin, City of Fillmore  
Jim Friedman, City of San Buenaventura  
Laura Hernandez, City of Port Hueneme (*arrived at 8:42 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: Rick Araiza, City of Santa Paula

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

2. Pledge of Allegiance: The Pledge was led by Director Nast.
3. Agenda Review:  
By acclamation, the Board moved Agenda Item No. 15 before Agenda Item No. 7.
4. Public Comment:  
None.

**PRESENTATION:** (Item 5 only)

5. Certificate of Appreciation Presented to Bob Nast, Ending Term on the VRSD Board

Chair Kildee presented outgoing Special District Representative Director Bob Nast with a Certificate of Appreciation.

Director Nast thanked staff and the Board for his year of service and for listening to his recommendations for potential future Board actions. Board Members expressed individual appreciation to Director Nast and wished him well.

**CONSENT AGENDA** (Item 6 only) 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.

6. Approval of Minutes: November 7, 2019 Regular meeting; November 7, 2019 Special Meeting

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

15. Committee Reports Per Agenda Review, this item was heard out of order.

◆ Personnel & Finance Committee

Director Friedman reported on the meeting of December 3, 2019.

**REGULAR AGENDA** (Items 7 through 9)

7. Receive and File VRSD FY2018-19 Comprehensive Annual Financial Report (CAFR)

Tina Rivera, Director of Finance, gave the report.

Chair Kildee commented on the positive remarks made by the auditor on the professionalism and quality of work by staff and wanted to have the Finance Director pass the accolades to staff.

*It was moved by Director Weirick, seconded by Vice Chair Perello, to receive and file the Fiscal Year 2018-19 Comprehensive Annual Financial Report prepared for VRSD. VOTE: Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0.*

8. 2020 Ventura Regional Sanitation District Board of Directors Meeting Calendar Schedule.

Juliet Rodriguez, Clerk of the Board, gave the report.

*It was moved by Director Weirick, seconded by Director Friedman, to adopt the proposed 2020 Board meeting calendar as amended with the cancellation of the January 2, 2020 Board meeting. VOTE: Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0.*

9. Approval of VRSD Facility Closures for Calendar Year 2020

Chris Theisen, General Manager, gave the report.

*It was moved by Director Friedman, seconded by Vice Chair Perello, to approve the VRSD facility closures for calendar year 2020. VOTE: Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0.*

**INFORMATION ITEMS** (Items 10 through 13)

10. Revenue and Expense Report: October 2019
11. Disbursement Report: October 2019
12. Investment Report: October 2019
13. Future Meetings, Seminars and Conferences
  - ♦ Dec. 21, 2019, 8:30 a.m. – Regular Board Meeting
  - ♦ Jan. 2, 2020, 8:30 a.m. – Regular Board Meeting - Cancelled
  - ♦ Jan. 5, 2020, 8:30 a.m. – P&F Committee Meeting
  - ♦ Jan. 16, 2020, 8:30 a.m. – Regular Board Meeting

*It was moved by Director Weirick, seconded by Vice Chair Perello, to receive and file the Information Items. VOTE: Austin, Friedman, Hernandez, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0.*

**ORAL REPORTS** (Items 14 through 17)

14. Regulatory Compliance Report

None.
15. Committee Reports

*Per agenda review, this item was heard before Agenda Item No. 7.*
16. Board Member Comments

Director Perello announced that the City of Oxnard Christmas Parade will take place in Downtown Oxnard on Saturday, December 7, 2019, at 10 a.m.

Director Weirick announced that the City of Ojai Public Works Department will be holding a dismantling ceremony of the City's internal combustion equipment on December 12, 2019 at 1 p.m., which is made possible through a clean air grant from the Ventura County Air Pollution Control District to switch to electric equipment.
17. General Manager Comments

Mr. Theisen reported that the District is continuing to develop CEQA analysis for the Supplemental Environmental Impact Report for the Toland CUP modification project and responses to all comments received.

Mr. Theisen thanked Director Nast for his service and reported that the Special Districts Committee held their meeting on December 2, 2019. Al Fox, Camrosa Water District, was appointed as the Special District Representative for 2020.

ADJOURNMENT: With no further business, the meeting was adjourned at 9:27 a.m. to a Regular Meeting to be held December 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

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Special Meeting of December 19, 2019  
1001 Partridge Drive, Ventura, California

Chairman Kildee called the Special meeting to order at 8:02 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  
Al E. Fox, Special Districts  
Jim Friedman, City of San Buenaventura  
Ed Jones, City of Thousand Oaks  
Kevin Kildee, City of Camarillo  
Bert Perello, City of Oxnard  
William Weirick, City of Ojai

Absent: Laura Hernandez, City of Port Hueneme

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel; Tina Rivera, Director of Finance; Matthew Baumgardner, Director of Operations; Melissa Macias, Human Resources Manager; Richard Jones, Operations Manager; Michael Castro, Senior Management Analyst; Eddie Pettit, Regulatory Compliance Officer; Sandy Warren, Management Analyst, and Juliet Rodriguez, Clerk of the Board.

Chair Kildee welcomed Al Fox, Camrosa Water District, as the incoming Special District Representative to VRSD.

2. Pledge of Allegiance: The Pledge was led by Director Weirick.
3. Agenda Review:  
No changes made.
4. Public Comment:  
None.

**REGULAR AGENDA** (Item 5 only)

5. Receive and File VRSD District Staff Report on Emergency Wildfire Response at the Closed Bailard and Tierra Rejada Landfills

Chris Theisen, General Manager gave introductory remarks.

Matt Baumgardner, Director of Operations, gave the report, joined by Chris Dragomir, Dragomir Design-Build, Inc.

*It was moved by Director Weirick, seconded by Vice Chair Perello, to receive and file the District Staff Report on Emergency Wildfire Response at The Closed Bailard and Tierra Rejada Landfills. VOTE: Araiza, Austin, Friedman, Jones, Kildee, Nast, Perello, and Weirick were in favor; the motion carried 8-0.*

**ORAL REPORTS** (Items 6 and 7)

6. Board Member Comments

Director Perello expressed appreciation to the General Manager for having called a Special Meeting to apprise the Board of the urgency of the Tierra Rejada landfill status.

Director Weirick provided a recap on the City of Ojai Public Works Department's dismantling ceremony of the City's internal combustion equipment on December 12, 2019.

7. General Manager Comments

Mr. Theisen reported that work is ongoing on the environmental document for the Toland Optimization Plan Project and he will share a project schedule with the Board at a future board meeting.

ADJOURNMENT: With no further business, the meeting was adjourned at 9:31 a.m. to a Regular Meeting to be held January 16, 2020, 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