

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of June 18, 2020  
1001 Partridge Drive, Ventura, California

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE ORDERS DECLARING A STATE OF EMERGENCY AND THE COUNTY OF VENTURA HEALTH OFFICER'S LOCAL HEALTH EMERGENCY DECLARATION AS A RESULT OF THE THREAT OF THE COVID-19 VIRUS, THIS VRSD BOARD OF DIRECTORS MEETING WAS HELD VIA VIDEO CONFERENCE.

Chairperson Perello called the meeting to order at 8:38 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  
Al E. Fox, Special Districts  
Jim Friedman, City of San Buenaventura  
Laura Hernandez, City of Port Hueneme *arrived at 8:40 a.m.*  
Ed Jones, City of Thousand Oaks  
Kevin Kildee, City of Camarillo  
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; Mathew Baumgardner, Director of Operations; Melissa Macias, Human Resources Manager; Michael Castro, Senior Management Analyst; Regina Williams, Senior Accountant; Sandy Warren, Management Analyst; and Juliet Rodriguez, Clerk of the Board.

2. Pledge of Allegiance: The Pledge was led by Senior Analyst Michael Castro.

3. Agenda Review:

*It was moved by Director Weirick, seconded by Chairperson Perello, to move Agenda Item No. 14 Committee Reports ahead of Agenda Item No. 6. VOTE: Araiza, Fox, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 8-0.*

4. Public Comment:

No public comments were submitted. Juliet Rodriguez, Clerk of the Board, acknowledged that there were two members of the public present and asked if either would like to speak during public comment for items not on the agenda or

any other agenda item. No indication of a request to speak was made by those present.

**CONSENT AGENDA** (Item 5 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.

5. Approval of Minutes: May 21, 2020 Regular Meeting

*It was moved by Director Kildee, seconded by Director Weirick, to approve the Consent Agenda. VOTE: Araiza, Fox, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 8-0.*

**REGULAR AGENDA** (Item 6 through 8)

6. Approval of Amendment No. 2 to Contract No. 19-038 with Geosyntec Consultants, Inc. for Engineering Consulting Services at the Toland Road Landfill

Director Weirick reported (under Agenda Item No. 14, Committee Reports) that a Facilities Committee Meeting had been held on May 27, 2020, that he had been named the Chairperson of the Committee, and that the Committee received a detailed presentation regarding Agenda Item No. 6 at the Committee meeting.

Matt Baumgardner, Director of Operations, gave the presentation.

*It was moved by Vice Chairperson Friedman, seconded by Director Kildee, to approve and authorize the Board Chair to sign, Amendment No. 2 to VRSD Contract No. 19-038, with Geosyntec Consultants, Inc., to increase the total compensation by \$27,000 for a revised total compensation amount not to exceed \$77,000; and approve the transfer of funds totaling \$27,000 from approved Solid Waste capital funding for the Toland Expansion Phase 2C project to the Landfill Leachate project. VOTE: Araiza, Fox, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 8-0.*

7. Consider, Adopt, and Authorize Proposed Fiscal Year 2020-2021 District Goals

Chris Theisen, General Manager, gave the presentation, joined by Michael Castro, Senior Management Analyst; Matt Baumgardner, Director of Operations; and Tina Rivera, Director of Finance.

*It was moved by Chairperson Perello, seconded by Director Weirick, to receive and file the VRSD recommended goals for FY2020-2021. VOTE: Araiza, Fox, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 8-0.*

Director Jones left the meeting at 10:15 a.m. and did not return.

*It was moved by Chairperson Perello, seconded by Director Kildee, to reconsider the prior motion. VOTE: Araiza, Fox, Friedman, Hernandez, Kildee, Perello, and Weirick were in favor; the motion carried 7-0.*

*It was moved by Chairperson Perello, seconded by Director Kildee, to receive and file the VRSD recommended goals for FY2020-2021 presentation and approve the goals for FY2020-2021. VOTE: Araiza, Fox, Friedman, Hernandez, Kildee, Perello, and Weirick were in favor; the motion carried 7-0.*

8. District Business Continuity Plan - Staffing

Chris Theisen, General Manager, gave the presentation.

*It was moved by Director Kildee, seconded by Chairperson Perello, to receive and file the Business Continuity Plan - Staffing. VOTE: Araiza, Fox, Friedman, Hernandez, Kildee, Perello, and Weirick were in favor; the motion carried 7-0.*

**INFORMATION ITEMS** (Items 9 through 12)

9. Revenue and Expense Report: May 2020

10. Disbursement Report: May 2020

11. Investment Report: May 2020

12. Future Meetings, Seminars and Conferences

- ♦ July 2, 2020, 8:30 a.m. – Regular Board Meeting
- ♦ July 7, 2020, 8:30 a.m. – P&F Committee Meeting
- ♦ July 16, 2020, 8:30 a.m. – Regular Board Meeting
- ♦ July 16, 2020, 10:30 a.m. – VCREA Meeting, Ventura County Government Center

*It was moved by Director Kildee, seconded by Director Weirick, to receive and file the Information Items. VOTE: Araiza, Fox, Friedman, Hernandez, Kildee, Perello, and Weirick were in favor; the motion carried 7-0.*

**ORAL REPORTS** (Items 13 through 16)

13. Regulatory Compliance Report

None.

14. Committee Reports

- Facilities Committee: Committee Chairperson Weirick continued his report on the Facilities Committee meeting of May 27, 2020, covering issues regarding fire hardening at landfills.

15. Board Member Comments and Future Agenda Items

Chairperson Perello asked staff to keep him apprised of any issues that may generate media attention.

Board Members recognized Matt Baumgardner for his contributions to the District and wished him well in the future.

16. General Manager Comments

General Manager Chris Theisen turned his comment section over to Matt Baumgardner for any parting comments as an employee of the District.

Mr. Baumgardner thanked the District and acknowledged staff that have supported him.

**REGULAR AGENDA** (Item 17 only)

17. Consider Modification of the Terms and Conditions of Employment Regarding the General Manager

No action taken on this agenda item.

**CLOSED SESSION** (Item 18 only)

At 10:22 a.m., Legal Counsel Robert Kwong, made the following closed session announcement:

It is the intention of the Ventura Regional Sanitation District Board of Directors to meet in closed session to consider the following item:

18. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code § 54957)  
Title: General Manager.

The meeting reconvened at 11:15 a.m. to an open session where Mr. Kwong reported that no reportable action was taken during the closed session.

ADJOURNMENT: With no further business, Chairperson Perello adjourned the meeting at 11:16 a.m. to the annual meeting of the Ventura Regional Public Facilities Corporation immediately following via videoconference.

Prepared by:

Approved:

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Juliet Rodriguez  
Clerk of the Board

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Bert Perello, Chairperson  
Ventura Regional Sanitation District