

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of July 15, 2021
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 Friedman 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:

James Acosta, Special Districts
Jenny Crosswhite, City of Santa Paula
Jim Friedman, City of San Buenaventura
Laura Hernandez, City of Port Hueneme
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; Richard Jones, Director of Operations; Melissa Macias, Human Resources Manager; Regina Williams, Senior Accountant; and Juliet Rodriguez, Clerk of the Board.

2. Pledge of Allegiance: The Pledge was led by Director Kildee.
3. Agenda Review:

No changes.

It was moved by Director Kildee, seconded by Director Acosta, to approve the Agenda as presented. ROLL CALL VOTE: Motion carried 8-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

4. Public Comment:

David Grau, representing the Ventura County Taxpayers Association, read a statement.

CONSENT AGENDA 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: June 17, 2021 Regular Meeting; June 22, 2021 Special Meeting; July 1, 2021 Regular Meeting

It was moved by Director Kildee, seconded by Director Acosta, approve all minutes in the Consent Agenda. ROLL CALL VOTE: Motion carried 8-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

REGULAR AGENDA (Items 6 through 7)

6. Approval of Amendment No. 4 to Increase the Total Compensation and to Extend the Term of the VRSD Contract No. 15-018 with the Cate School for Wastewater Services

Richard Jones, Director of Operations, gave the presentation.

It was moved by Director Kildee seconded by Director Weirick, to approve, and authorize the Board Chair to sign, Amendment No. 4 to VRSD Contract No. 15-018 with the Cate School to increase the total compensation by \$228,994 (for FY2021-22) and extend the term through June 30, 2022. ROLL CALL VOTE: Motion carried 8-0 (FOR: Acosta, Austin, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

It was moved by Director Perello seconded by Director Weirick, to reconsider the motion made for Agenda Item No. 6. ROLL CALL VOTE: Motion carried Motion carried 8-0 (FOR: Acosta, Austin, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

It was moved by Director Acosta, seconded by Director Jones, to call for the question. ROLL CALL VOTE: Motion failed 3-5 (FOR: Acosta, Jones, and Weirick. AGAINST: Crosswhite, Friedman, Hernandez, Kildee, and Perello).

It was moved by Director Weirick seconded by Director Acosta, to approve, and authorize the Board Chair to sign, Amendment No. 4 to VRSD Contract No. 15-018 with the Cate School to increase the contract by \$228,994 (for FY2021-22) for a total compensation amount not to exceed \$1,437,092 and extend the term through June 30, 2022. ROLL CALL VOTE: Motion carried 5-3 (FOR: Acosta, Friedman, Hernandez, Jones, and Weirick. AGAINST: Crosswhite, Kildee, and Perello).

7. Approval of Amendment No. 2 to Increase the Total Compensation and to Extend the Term of the VRSD Contract No. 15-021 with the Ojai Valley School for Wastewater Facility Services

Richard Jones, Director of Operations, gave the presentation.

It was moved by Director Weirick, seconded by Director Acosta, to approve, and authorize the Board Chair to sign, Amendment No. 2 to VRSD Contract No. 15-021 with Ojai Valley School to increase the contract by \$73,247(for FY2022) for a total compensation amount not to exceed \$465,553 and extend the term through June 30, 2022. ROLL CALL VOTE: Motion carried 6-2 (FOR: Acosta, Friedman, Hernandez, Jones, Kildee, and Weirick. AGAINST: Crosswhite, and Perello).

8. Approval of Amendment No. 4 to Increase the Total Compensation and to Extend the Term of the VRSD Contract No. 15-022 with Top O' Topanga Community Association for Wastewater Services

Richard Jones, Director of Operations, gave the presentation.

It was moved by Director Weirick, seconded by Director Jones, to approve, and authorize the Board Chair to sign, Amendment No. 4 to VRSD Contract No. 15-022 with Top O' Topanga Community Association increase the contract by \$201,854 (for FY2022) for a total compensation amount not to exceed \$1,315,144 and extend the term through June 30, 2022. ROLL CALL VOTE: Motion carried 6-2 (FOR: Acosta, Friedman, Hernandez, Jones, Kildee, and Weirick. AGAINST: Crosswhite, and Perello).

9. Approve, and Authorize the Board Chair to Sign, Amendment No. 2 to Contract No. 19-009 with Dragomir Design-Build, Inc

Richard Jones, Director of Operations, gave the presentation.

It was moved by Director Crosswhite, seconded by Director Perello, to A) Approve, and authorize Board Chair to sign, Amendment No. 2 to Contract No. 19-009 with Dragomir Design-Build, Inc. to include additional investigative work needed for the Design and Construction Quality Assurance for Toland Road Landfill Phase 4B cell construction and increase the contract amount by \$42,930, for a total amount not to exceed \$782,730; and B) Unencumber \$197,212 from VRD Contract No. 19-014-1 with A-Mehr, Inc. for remaining funds not utilized for the design and construction of Toland Road Landfill Phase 4B.; and C) Encumber \$42,930 for VRSD Contract No. 19-009-2 with Dragomir Design-Build, Inc.. ROLL CALL VOTE: Motion carried 8-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

10. Approve, and Authorize the Board Chair to Sign, Amendment No. 1 for Contract No. 21-003 with Pride Construction Engineering Services, Inc. for Excavation, Liner Purchase, and Liner Construction Services at the Toland Road Landfill

Richard Jones, Director of Operations, gave the presentation.

It was moved by Director Kildee, seconded by Director Jones, to A) Approve, and authorize the Board Chair to sign, Amendment No. 1 to Contract No. 21-003 with Pride Construction Engineering Services, Inc. to: (1) include Change Orders 1 thru 5 for Toland Road Landfill Phase 4B excavation and liner installation services; and (2) increase the contract amount by \$500,706, for a total amount not to exceed \$4,288,706; and B) Approve a FY 2021-22 Budget adjustment appropriating \$212,575 from the District's available funds for this project. ROLL CALL VOTE: Motion carried 8-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

11. Approval of Proposed First Amendment to Santa Paula Contract No. 19-01536 with the City of Santa Paula for Additional Closed Circuit TV Inspection of Wastewater Collection Lines Along Harvard Blvd. from Peck to 10th Street

Richard Jones, Director of Operations, gave the presentation.

It was moved by Director Weirick, seconded by Director Acosta, to Approve, and Authorize the Board Chair to sign, the First Amendment to Santa Paula Contract No. 19-01536 with the City of Santa Paula (the "City") for additional Video Inspection of Wastewater Collection Lines along Harvard Blvd. from Peck to 10th Street for additional compensation of \$24,814. ROLL CALL VOTE Motion carried 8-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

12. Discussion of Return to In-Person Board Meetings as Allowed by State of California Standards and Orders

Chris Theisen, General Manager, introduced the discussion.

The Board agreed to 1) return to In-Person meetings on September 2nd, 2) submit self-attestation forms to enable attendance without face coverings, and 3) require self-attestation forms from public attendees to enable attendance without face coverings.

INFORMATION ITEMS (Items 13 through 16)

13. Revenue and Expense Report: None
14. Disbursement Report: June 2021

15. Investment Report: None

16. Future Meetings, Seminars and Conferences

- ♦ July 22, 2021, 8:30 a.m. – Executive Committee Meeting
- ♦ August 2021: VRSD Board is Dark
- ♦ Aug. 11 - 13, 2021 – CASA Annual Conference, San Diego, CA
- ♦ Aug. 30 - Sept. 2, 2021 – CSDA Annual Conference, Monterey, CA
- ♦ Sept. 2, 2021, 8:30 a.m. - VRSD Board Meeting
- ♦ Sept. 7, 2021, 8:30 a.m. - VRSD P&F Committee Meeting
- ♦ Sept. 16, 2021, 8:30 a.m. - VRSD Board Meeting

Director Weirick requested that the newly scheduled Executive Committee meeting be added to the roster of Future Meetings.

Director Perello referenced the Disbursement Report and inquired on the number of credit cards being used on the transactions listed on pages 194-196. Tina Rivera, Director of Finance did not have the exact number, but agreed to provide the number later.

Chair Friedman suggested that Board Members should submit questions like this to staff ahead of meetings so staff can research the information.

It was moved by Director Kildee, seconded by Director Weirick, to receive and file all Information Items, including the amendment to include the Executive Committee meeting on the list of Future Meetings. ROLL CALL VOTE: Motion carried 8-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

ORAL REPORTS (Items 17 through 20)

17. Regulatory Compliance Report
None.

18. Committee Reports

Chair Acosta reported on the Personnel & Finance Committee Special Meeting of July 13, 2021.

19. Board Member Comments and Future Agenda Items

Director Weirick requested that Richard Jones, Director of Operations, provide a report to the Board on when “as-built” drawings are completed for the current phase of liner construction.

Director Weirick inquired about his previous request for the VRSD Board to send a letter to the Special Districts Committee recommending that the rotation order be stayed for one year and that Board Member Acosta be appointed for a second one-

year term. Chair Friedman responded that the Executive Committee would be discussing the request at its July 22nd meeting.

20. General Manager Comments

General Manager Chris Theisen reminded the Board that the Board is dark in the month of August. He also stated that VRSD Central Administration staff no longer works in Suite 100 and has now relocated to Suite 150 at the Partridge Drive office. In an operation update, he informed the Board that the District has now converted to using the new financial system.

It was moved by Director Kildee, seconded by Director Acosta, to receive and file all Oral Reports. ROLL CALL VOTE: Motion carried 8-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

ADJOURNMENT: With no further business, Chairperson Friedman adjourned the meeting at 11:09 a.m., to a Regular Meeting to be held September 2, 2021, 8:30 a.m. at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Jim Friedman, Chairperson
Ventura Regional Sanitation District