

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of September 2, 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 8:30 a.m.

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

James Acosta, Special Districts
Mark Austin, City of Fillmore
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

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 Austin.

3. Agenda Review:

General Manager Chris Theisen announced that staff had inadvertently left off the Executive Committee report of July 22, 2021 from Agenda Item No. 15, Committee Reports, and will place it on the September 16, 2021 Agenda.

It was moved by Director Kildee, seconded by Director Austin, to approve the Agenda as presented. ROLL CALL VOTE: Motion carried 9-0 (FOR: Acosta, Austin, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

4. Public Comment:

Juliet Rodriguez, Clerk of the Board, reported that there were no public comment received and none of the members of the public requested to speak.

PRESENTATIONS (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. Receive & File PFM Asset Management, LLC – 2nd Quarter Review of VRSD Investment Portfolio

Richard Babbe, PFM Asset Management, gave the report. Sara Meacham, PFM, was also present.

It was moved by Director Kildee, seconded by Director Acosta, to receive and file the PFM Asset Management, LLC 2nd Quarter Review of VRSD Investment Portfolio. ROLL CALL VOTE: Motion carried 9-0 (FOR: Acosta, Austin, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

CONSENT AGENDA (Items 6 and 7) 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: July 15, 2021 Regular Meeting

7. Wastewater Services Contract and Credit Card Information Requested at the July 15, 2021 VRSD Board Meeting

It was moved by Director Kildee, seconded by Director Acosta, approve all items on the Consent Agenda. ROLL CALL VOTE: Motion carried 9-0 (FOR: Acosta, Austin, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

REGULAR AGENDA (Items 8 and 9)

8. Ventura Regional Sanitation District's Response to Ventura County Taxpayer's Association's July 15, 2021 Statement and the Related July 18, 2021 Ventura County Star News Article

Chris Theisen, General Manager, gave the presentation.

It was moved by Director Kildee seconded by Director Jones, to receive and file Ventura Regional Sanitation District's response to Ventura County Taxpayer's Association's July 15, 2021 statement. ROLL CALL VOTE: Motion carried 9-0 (FOR:

Acosta, Austin, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

9. Board Receipt and Consideration of District Staff and Legal Counsel Update on State and Local Guidance on In Person Public Meetings of the Board of Directors

Robert Kwong, Legal Counsel, gave the presentation along with Chris Theisen, General Manager.

The Board agreed that the meeting of September 16th would be held by video conference and that staff would place an item on that meeting agenda for further discussion on how and where to hold future public meetings of the Board.

It was moved by Director Kildee, seconded by Director Perello, to A) Receive and File District Staff and Legal Counsel update on State and Local Guidance on In Person Public Meetings of the VRSD Board of Directors, and B) Consider options and provide direction to District staff on holding future public meetings of the Board of Directors. ROLL CALL VOTE: Motion carried 9-0 (FOR: Acosta, Austin, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

INFORMATION ITEMS (Items 10 through 13)

10. Revenue and Expense Report: None
11. Disbursement Report: July 2021
12. Investment Report: June and July 2021
13. Future Meetings, Seminars and Conferences

- ♦ Sept. 7, 2021 - VRSD Personnel & Finance Committee Meeting – *Cancelled*
- ♦ Sept. 14, 2021 - VRSD Personnel & Finance Committee Special Meeting
- ♦ Sept. 16, 2021 - VRSD Board Meeting
- ♦ Oct. 5, 2021 - VRSD P&F Committee Meeting
- ♦ Oct. 7, 2021 - VRSD Board Meeting
- ♦ Oct. 21, 2021 - VRSD Board Meeting

It was moved by Director Kildee, seconded by Director Acosta, to receive and file all Information Items. ROLL CALL VOTE Motion carried 9-0 (FOR: Acosta, Austin, Crosswhite, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick).

ORAL REPORTS (Items 14 through 17)

14. Regulatory Compliance Report
None.
15. Committee Reports
None.

16. Board Member Comments and Future Agenda Items

Chair Friedman read into the record a comment submitted by Nan Drake, E.J. Harrison & Sons, related to Agenda Item No. 8:

“EJ Harrison & Sons is in full support of the Staff and Board of the VRSD and are long time supportive users of Toland for most of its 90 year history of using local landfills including Bailard before its closure.”

Director Acosta shared information from attending the California Association of Sanitation Agencies (CASA) Conference, August 11-13, 2021, in San Diego, CA, and the California Special District Association (CSDA) Conference, August 30-September 2, 2021, in Monterey, CA.

Director Kildee reported that he will be attending the League of California Cities Annual Conference later this month.

17. General Manager Comments

General Manager Chris Theisen provided updates through department heads, Richard Jones, Director of Operations, and Tina Rivera, Director of Finance.

Mr. Jones shared pictures of the progress being made on Phase 4 of the Toland Road Landfill liner project.

Ms. Rivera apprised the Board of the progress being made with implementation of the new financial software, including the new disbursement reports.

Mr. Theisen checked in with the Personnel & Finance Committee on whether they would still be holding the P&F Committee meeting the day after the Labor Day Holiday. Personnel & Finance Committee Chair, Jim Acosta, requested that the P&F Committee hold its meeting on September 14th, given the close proximity of the meeting to the Labor Day Holiday. P&F Committee Members concurred.

ADJOURNMENT: With no further business, Chairperson Friedman adjourned the meeting at 10:03 a.m., to a Regular Meeting to be held September 16, 2021, 8:30 a.m. via video conference.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Jim Friedman, Chairperson
Ventura Regional Sanitation District