

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of December 16, 2021  
1001 Partridge Drive, Ventura, California

IN ACCORDANCE WITH GOVERNMENT CODE §54593, AS AMENDED BY STATUTES 2021, CHAPTER 165, 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 8:31 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

Absent: Lynn Edmonds, City of Fillmore; 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 Perello.

3. Agenda Review:

*It was moved by Director Kildee, seconded by Vice Chairperson Hernandez, to approve the Agenda as presented. ROLL CALL VOTE: Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello)*

4. Public Comment:

None.

Vice Chair Hernandez requested the Board acknowledge and welcome Special District representative Leon Shapiro to the Board. Mr. Shapiro introduced himself and stated that he is a Board Member of the Triunfo Water & Sanitation District.

**CONSENT AGENDA** (Items 5 and 6)

5. Approval of Minutes: December 2, 2021 Regular Meeting, December 9, 2021 Special Meeting
6. Annual Review of District 2.1.02 Investment Policy

*It was moved by Director Kildee, seconded by Vice Chairperson Hernandez, to approve the Consent Agenda as presented. ROLL CALL VOTE: Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello)*

**REGULAR AGENDA** (Item 7 only)

7. Receive and File VRSD FY2020-21 Comprehensive Annual Financial Report

Tina Rivera, Director of Finance, gave the report, joined by Jonathan Foster, David Farr, LLP

Chair Friedman briefed the Board on the Personnel & Finance Committee meeting held on December 14, 2021, echoing that the District received an unmodified opinion by the Auditors, which is the highest opinion that can be received.

*It was moved by Director Kildee, seconded by Vice Chairperson Hernandez, to receive and file the Fiscal Year 2020-21 Comprehensive Annual Financial Report prepared for VRSD. ROLL CALL VOTE: Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello).*

**INFORMATION ITEMS** (Items 8 through 11)

8. Revenue and Expense Report: None
9. Disbursement Report: November 2021
10. Investment Report: November 2021
11. Future Meetings, Seminars and Conferences
  - ♦ Jan. 4, 2022 - VRSD P&F Committee Meeting
  - ♦ Jan. 6, 2022 – VRSD Board Meeting
  - ♦ Jan. 19-21, 2022 – CASA Winter Conference, Palm Springs
  - ♦ Jan. 20, 2022 - VRSD Board Meeting
  - ♦ Jan. 20-21, 27-28 2022 – League of CA Cities New Mayors & Council Members Academy, Virtual Event

Director Perello inquired on payments made to Waste Management Enviroserv and Patriot Environmental Services, what they were for, and their frequency. Richard Jones, Director of Operations clarified the charges as ongoing monthly charges related to leachate and condensate generated at the Tolland Road Landfill.

*It was moved by Director Kildee, seconded by Director Jones, to receive and file all Information Items. ROLL CALL VOTE Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello).*

**ORAL REPORTS** (Items 12 through 15)

12. Regulatory Compliance Report

None.

13. Committee Reports

The Personnel & Finance Committee report for the meeting held December 14, 2021 was given during Agenda Item No. 7, Receive and File VRSD FY2020-21 Comprehensive Annual Financial Report

14. Board Member Comments and Future Agenda Items

Director Perello referenced a recent fire and suggested we work closer with the County regarding maintenance management of the arundo near the Baillard landfill. Staff responded that communication with the County has improved since the last fire and all agencies are working cooperatively on fire management.

Director Perello was not clear on why a recent draft actuarial report received by the VRSD staff on December 9<sup>th</sup> could not be shared with the Board. Legal Counsel Robert Kwong answered that the document was only a 'draft' that could not be cited or discussed with any confidence.

Director Kildee inquired on any changes to the January meeting schedule. Staff responded that there was a possibility of a future Special Meeting, but that the January schedule remained unchanged.

15. General Manager Comments

General Manager Chris Theisen provided a brief summary of the evolving outlook for the Water/Wastewater Division in the District concluding with an update on recent efforts to secure six continuing clients. Four of the five clients have opted to remain with VRSD (the sixth client is the Malibu Bay Club). The remaining client, the City of Santa Paula has asked for additional time for more internal analysis before making a decision.

*It was moved by Director Kildee, seconded by Director Perello, to receive and file all Oral Reports. ROLL CALL VOTE Motion carried 7-0 (FOR: Acosta, Crosswhite, Friedman, Hernandez, Jones, Kildee, and Perello).*

Chairperson Friedman noted that there were no in-person meetings held in 2021 and thanked the Board and staff for holding all meeting under extraordinary conditions. He wished everyone happy holidays.

ADJOURNMENT: With no further business, the meeting was adjourned at 9:27 a.m., to a Regular Meeting to be held January 6, 2022, 8:30 a.m. via video conference.

Prepared by:

Approved:

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Juliet Rodriguez  
Clerk of the Board

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Jim Friedman, Chairperson  
Ventura Regional Sanitation District