

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Special Meeting of June 29, 2023
4105 W. Gonzalez Road, Oxnard, California

Chairperson 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:

Doug Halter, City of Ventura
Laura Hernandez, City of Port Hueneme
Carlos Juarez, City of Santa Paula
Kevin Kildee, City of Camarillo
David Newman, City of Thousand Oaks
Bert Perello, City of Oxnard
Christina Villaseñor, City of Fillmore

Absent: Directors Rachel Lang, City of Ojai, William Ulrich, Special Districts

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel; Tina Rivera, Director of Finance; Richard Jones, Director of Operations; Juliet Rodriguez, Clerk of the Board; and Mayra Rodriguez, Human Resource Technician

2. Pledge of Allegiance: The Pledge was led by Director David Newman.

3. Agenda Review:

General Manager Chris Theisen previewed a minor edit to Agenda Item No. 5. Approval of Minutes, with a correction to the motion maker of Agenda Item No. 6 in the June 1, 2023 Regular Meeting minutes.

4. Public Comment:

None.

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: June 1, 2023 Regular Meeting

General Manager Theisen announced a correction to the motion maker recorded on Agenda Item No.6 of the June 1, 2023 Regular Meeting minutes as Director Halter and not Director Perello.

It was moved by Director Newman, seconded by Director Hernandez to approve the Consent Agenda as corrected. ROLL CALL VOTE: Motion carried 6-0-1 (FOR: Halter, Juarez, Hernandez, Kildee, Newman, and Villaseñor). Director Perello abstained.

REGULAR AGENDA (Items 6 through 9)

6. Consider and Approve Amendment No. 2 to VRSD Contract No. 21-004 and Amendment No. 3 to VRSD Contract No. 19-005 with the City of Santa Paula for Wastewater Facility Operation, Management & Maintenance, and Wastewater Collection System and Stormwater Sewer System Maintenance, Respectively

Christ Theisen, General Manager, gave the staff report.

It was moved by Director Villaseñor, seconded by Director Halter to A) Approve , and authorize the Board Chairperson to sign, Amendment No. 2 to VRSD Contract No. 21-004 with the City of Santa Paula for Wastewater Facility Operation, Management & Maintenance in an amount not to exceed \$1,256,217 for FY 2022-23 and \$1,295,379 for FY 2023-24; and B) Approve, and authorize the Board Chairperson to sign, Amendment No. 3 to VRSD Contract No. 19-005 with the City of Santa Paula for Wastewater Collection System and Stormwater Sewer System Maintenance in an amount not to exceed \$767,021 for FY 2022-23 and \$740,066 for FY 2023-24. and C) Direct staff to adjust the FY 2023-24 and FY 2024-25 Budget to reflect the new level of service. ROLL CALL VOTE: Motion carried 6-1 (FOR: Halter, Juarez, Hernandez, Kildee, Newman, and Villaseñor. AGAINST: Perello).

7. Proposed Increases to Landfill Disposal Fees in Contract No. 11-007 with Athens Services for Fiscal Year 2023-24

Chris Theisen, General Manager, gave the staff report.

It was moved by Director Halter, seconded by Director Hernandez, to Approve a fee increase of \$2.78 (7.45%) per ton from \$37.38 per ton to \$40.16 per ton for the disposal of Direct Haul Loads and \$2.58 (7.45%) per ton from \$34.65 per ton to \$37.23 per ton for the disposal of Transfer Loads, for Contract No. 11-007 with Athens Services. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Juarez, Hernandez, Kildee, Newman, Perello, and Villaseñor).

8. Consider, Adopt, and Authorize Proposed FY 2023-24 and FY2024-25 District Goals

Chris Theisen, General Manager, gave the staff report.

Board members suggested the following amendments to the proposed District goals for FY2023-24 and FY2024-25:

- Adding “other revenue opportunities” to Goal No. 1 so that it reads: 1. Continue evaluation of revenues, other revenue opportunities, expenditures, and budgeting, with a long-term fiscal sustainability mindset.
- Adding “and study” to Goal No. 3 so that it reads: 3. Evaluate and study new revenue opportunities in sale of Landfill Gas rights through operation of a Renewable Natural Gas facility at the Toland Road Landfill via soliciting and evaluating proposals from qualified vendors.

It was moved by Director Newman, seconded by Director Hernandez, to receive and File VRSD Staff's recommended District Goals for FY2023-24 and FY2024-25; and approve the District Goals for FY2023-24 and FY2024-25 as amended. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Juarez, Hernandez, Kildee, Newman, Perello, and Villaseñor).

9. Approval and Adoption of the Proposed Two-Year Budget for Fiscal Years 2023-24 and 2024-25

Tina Rivera, Director of Finance, gave the staff report.

It was moved by Director Halter, seconded by Director Perello, to A) Approve the Proposed Two Year Budget for Fiscal Years 2023-24 and 2024-25 ; and B) Adopt VRSD Resolution No. 23-02 Adopting the Budget for Fiscal Years 2023-24 and 2024-25. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Juarez, Hernandez, Kildee, Newman, Perello, and Villaseñor).

INFORMATION ITEMS (Items 10 through 12)

10. Disbursement Report: May 2023

11. Investment Report: May 2023

12. Future Meetings, Seminars and Conferences

- ♦ July 4, 2023, 8:30 a.m. – P&F Committee Meeting, District Office – *Cancelled*
- ♦ July 6, 2023, 8:30 a.m. – Regular Board Meeting, District Office – *Cancelled*
- ♦ July 20, 2023, 8:30 a.m. – Regular Board Meeting, District Office
- ♦ The VRSD Board is dark in August

Discussion was held regarding the July 20th meeting and an in-lieu special meeting. Chairperson Kildee and Director Villaseñor disclosed that they will not be available for a meeting on July 27th. More information will follow once all input has been received.

It was moved by Director Perello, seconded by Director Villaseñor, to receive and file Information Items. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Juarez, Hernandez, Kildee, Newman, Perello, and Villaseñor).

ORAL REPORTS (Items 13 through 16)

13. Regulatory Compliance Report (none)

14. Committee Reports (none)

15. Board Member Comments and Future Agenda Items (none)

Chairperson Kildee encouraged all Board Members to respond to the email query regarding future meeting dates.

Director Hernandez stated that comments by County staff, at a recent County Board of Supervisor's meeting, regarding Customer Service Area (CSA) 29 (North Coast Area) indicated that increasing costs had contributed to the

County's decision to in-house maintenance from CSA-29 and cancellation of the contract with VRSD. Mr. Theisen pointed out that significant capital expenditures were being implemented by the County and that rate increases, including one from the recent subject meeting, were being implemented.

16. General Manager Comments

Mr. Theisen mentioned that the Regular Board Meeting on July 6th would be cancelled but that Board Member tours of the Toland Road Landfill were scheduled on that date.

Richard Jones, Director of Operations, shared a short video on the Toland Road Landfill as a preview of what the Board would see when touring.

ADJOURNMENT: With no further business, the meeting was adjourned at 10:01 a.m. to the Regular Meeting to be held July 20, 2023, 8:30 a.m. at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Kevin Kildee, Chairperson
Ventura Regional Sanitation District