

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of December 7, 2023
4105 W. Gonzalez Road, Oxnard, California

Chairperson Kildee called the meeting to order at 8:34 a.m.

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

Doug Halter, City of Ventura
Carlos Juarez, City of Santa Paula
Rachel Lang, City of Ojai
Bert Perello, City of Oxnard
William Ulrich, Special Districts
Christina Villaseñor, City of Fillmore
Kevin Kildee, City of Camarillo
Martha McQueen-Legohn, City of Port Hueneme

Absent: David Newman, City of Thousand Oaks, Laura Hernandez, City of Port Hueneme.

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel; Tina Rivera, Director of Finance; Richard Jones, Director of Operations, and Mayra Rodriguez, Acting Clerk of the Board, Juliet Rodriguez, Clerk of the Board; Regina Williams, Senior Accountant.

2. Pledge of Allegiance: The pledge was led by Director Juarez.

3. Agenda Review:

Chris Theisen, General Manager, noted a clerical error on the header for the November 16, 2023 minutes, it stated the incorrect date of November 2, 2023. He recommended that the Board approve the agenda with this change.

It was moved by Director Perello, seconded by Director Ulrich, to approve the Agenda with the noted correction. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Juarez, Lang, Perello, Ulrich, Villaseñor, McQueen-Legohn and Kildee.)

4. Public Comment:

None.

PRESENTATION (Item 5 and 6)

5. Certificate of Appreciation Presented to William Ulrich Ending Term on the VRSD Board.

Chairperson Kildee presented Director Ulrich a Certificate of Appreciation and thanked him for serving on the VRSD Board for one year. Other Directors also thanked Director Ulrich.

Director Ulrich thanked Chairperson Kildee and the VRSD Board Directors for a productive year.

6. Certificate of Appreciation Presented to Juliet Rodriguez, Clerk of The Board on her Retirement.

Chair Kildee presented Juliet Rodriguez, Clerk of the Board, with a certificate of Appreciation for the 6 years of service with VRSD, and he congratulated her on her retirement at the end of the calendar year.

Board Directors and staff expressed their appreciation to Ms. Rodriguez for her service to VRSD.

Director Martha McQueen-Legohn presented a certificate of appreciation to Ms. Rodriguez from the City of Port Hueneme.

Ms. Rodriguez addressed the Board with comments of appreciation for her years spent at VRSD.

CONSENT AGENDA (Item 7 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.

7. Approval of Minutes: November 16, 2023 Regular Meeting

It was moved by Director Halter, seconded by Director Lange, to approve the Consent Agenda as presented. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Juarez, Lang, Perello, Ulrich, Villaseñor, McQueen-Legohn and Kildee.)

REGULAR AGENDA (Items 8 through 10)

8. Receive and File VRSD FY 2022-2023 Annual Comprehensive Financial Report

Receive and File the Fiscal Year 2022-2023 Annual Comprehensive Financial Report prepared for VRSD.

Tina Rivera, Director of Finance provided the report and answered questions.

It was moved by Director Halter, seconded by Director Villaseñor, to receive and file the Fiscal Year 2022-2023 Annual Comprehensive Financial Report. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Juarez, Lang, Perello, Ulrich, Villaseñor, McQueen-Legohn and Kildee.)

9. Consideration and Approval of Amendment No. 1 to Professional Services Agreement (VRSD Chloride Source Study) with the City of Santa Paula for Phase 2 of The Chloride Source Identification Study

Richard Jones, Director of Operations provided report and answered questions.

It was moved by Director Perello, seconded by Director Halter, to approve and authorize the Board Chairperson to sign, Amendment No. 1 to Professional Services Agreement (VRSD Chloride Source Study) with the City of Santa Paula for Phase 2 of the chloride source identification study in an amount estimated at \$52,677 in a form acceptable to the VRSD General Counsel. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Juarez, Lang, Perello, Ulrich, Villaseñor, McQueen-Legohn and Kildee.)

10. Proposed 2024 Ventura Regional Sanitation District Board of Directors Board Meeting Calendar

Chris Theisen, General Manager, provided the report and answered questions.

Chair Kildee, asked if the CASA Winter conference was budgeted for the Board to Attend under VRSD.

Tina Rivera, Director of Finance noted the CASA Winter Conference was not budgeted, and noted each agency had their own memberships and could send representatives.

It was moved by Director Halter, seconded by Director Villaseñor, to approve the proposed 2024 Ventura Regional Sanitation District Board of Directors Meeting Calendar. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Juarez, Lang, Perello, Ulrich, Villaseñor, McQueen-Legohn and Kildee.)

INFORMATION ITEMS (Items 11 through 13)

11. Disbursement Report: None

12. Investment Report: None

13. Future Meetings, Seminars and Conferences:

- Dec 21, 2023, 8:30 a.m. – Regular Board Meeting, District Office
- Jan 2, 2024, 8:30 a.m. – P&F Committee Meeting, District Office
- Jan 4, 2024, 8:30 a.m. – Regular Board Meeting, District Office
- Jan 18, 2024, 8:30 a.m. – Regular Board Meeting, District Office
- Jan 24-26, 2024 League of California Cities New Mayors & Council Members Conference
- Jan 24-26, 2024 California Association of Sanitation Agencies (CASA) Winter Conference
- Feb 6, 2024, 8:30 a.m. – P&F Committee Meeting, District Office

It was moved by Director Villaseñor, seconded by Director Juarez to receive and file Information Items. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Juarez, Lang, Perello, Ulrich, Villaseñor, McQueen-Legohn and Kildee.)

ORAL REPORTS (Items 14 through 17)

- 14. Regulatory Compliance Report (none)
- 11. Committee Reports (none)
- 12. Board Member Comments and Future Agenda Items

Director Halter announced the City of Ventura will be having their City Council meetings change in 2024 from Mondays to Tuesdays.

13. General Manager Comments

Chris Theisen, General Manager reported the below:

- Condition 55b: Offsite Air Monitoring. The data collection has finalized, and the consultant is currently working on the report to share with the Board.
- Condition 57: Dust Control Monitoring. The data collection continues. The one-year collection period began in March 2023 and is projected to end February 2024.

Richard Jones, Director of Operations, informed the Board that the District procured the services of 800 goats at the Bailard Landfill for two weeks for vegetation control in lieu of mowing.

It was moved by Director Halter, seconded by Director Villaseñor to receive and file Oral Reports. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Juarez, Lang, Perello, Ulrich, Villaseñor, McQueen-Legohn and Kildee.)

ADJOURNMENT: Adjourn to Regular Meeting to be held December 21, 2023, 8:30 a.m. at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

Mayra Rodriguez
Acting Clerk of the Board

Kevin Kildee, Chairperson
Ventura Regional Sanitation District