

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of March 7, 2024  
4105 W. Gonzalez Road, Oxnard, California

Vice-Chairperson Villaseñor called the meeting to order at 8:33am.

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

Doug Halter, City of Ventura  
Carlos Juarez, City of Santa Paula  
Bert Perello, City of Oxnard  
Bob Nast, Special Districts  
Christina Villaseñor, City of Fillmore  
Martha McQueen-Legohn, City of Port Hueneme

Absent: David Whitman, City of Ojai, David Newman, City of Thousand, Kevin Kildee, City of Camarillo.

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

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

3. Agenda Review:

Chris Theisen, General Manager noted there was a clerical error made on item number 8, page 15 on Vice-Chairperson Villaseñor's first name.

*It was moved by Director Halter, seconded by Director Perello, to approve the Agenda. ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)*

4. Public Comment:

None.

**CONSENT AGENDA** (Item 5 and 6) 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: February 15, 2024 Regular Meeting

6. Report Regarding Bad Debt Written-Off

Receive and file report of accounts written-off under General Manager Authority.

Tina Rivera, Director of Finance provided the report.

*It was moved by Director McQueen-Legohn, seconded by Director Halter, to approve the Consent Agenda as presented. ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)*

## **REGULAR AGENDA** (Items 7 through 11)

### 7. 2024 Board Committee Appointments

Vice-Chairperson Villaseñor provided the Board with Chairperson Newman's appointments to the Facilities Committee, Personnel and Finance Committee, and the Ventura County Regional Alliance.

*It was moved by Director Halter, seconded by Director McQueen-Legohn, to A) approve appointment of Chairperson Newman, Vice-Chairperson Villaseñor, and Director Kildee to the Executive Committee; and B) approve Chairperson Newman's appointments:*

- Facilities Committee: Directors Juarez, McQueen-Legohn, Villaseñor and Chairperson Newman as Ex Officio Member
- Personnel & Finance Committee: Directors Nast, Perello, Whitman, and Chairperson Newman as Ex Officio Member
- VCREA Representative: Director Halter as Primary; Director Nast as Alternate

ROLL CALL VOTE: ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)

### 8. Approval of California Office of Emergency Services Designation of Applicant's Agency Resolution for Federal and State Financial Assistance for Declared Emergencies

Tina Rivera, Director of Finance gave the report.

*It was moved by Director Juarez, seconded by Director Perello, for Approval of the California Office of Emergency Services Designation of Applicant Agency Resolution for the Federal and State Financial Assistance for Declared Emergencies. ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)*

### 9. Consideration and Approval of FY 2023-24 Budget Adjustment of \$212,238 for Additional Appropriations for Toland Road Landfill Leachate Hauling and Disposal

Richard Jones, Director of Operations gave the report.

*It was moved by Director Perello, seconded by Director Halter, to approve Consideration and Approval of FY 2023-2024 Budget Adjustment of \$212,238 for Additional Appropriations for Toland Landfill Leachate Hauling and Disposal. ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)*

10. Approval of the Redesign of Toland Road Landfill Cell 4C; Authorization to Obtain Design Approval from the Los Angeles Regional Water Quality Control Board; Approval of the Plans and Specifications for Toland Road Landfill Cell 4C Construction; Authorize Staff to Obtain Competitive Bids, and Direct District Staff to Evaluate Funding Strategies for \$7.3 million dollars and Direct District Staff to Evaluate Funding Strategies for 7.3 Million

Richard Jones, Director of Operations gave the report.

*It was moved by McQueen-Legohn, seconded by Director Juarez, to A. Receive and File staff report on the design and construction of Toland Road Landfill Cell 4C Project; B. Approve the redesign of Cell 4C to include recovering air space; C. Authorize staff to seek the Los Angeles Regional Water Quality Control Board's approval of the design of Cell 4C; D. Approve the plans and specifications for bidding and construction, E. Authorize staff to obtain competitive bids for the construction of Cell 4C; and F. Direct staff to evaluate funding strategies for the additional \$7.3 million needed for the Cell 4C Construction. ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)*

11. Approve VRSD Board Resolution No. 24-01 and Authorize Execution of Pledge of Revenue Agreement with CalRecycle Addressing Financial Assurance for Postclosure Maintenance and Corrective Action for the Toland Landfill

Tina Rivera, Director of Operations gave the report.

*It was moved by Director Juarez, seconded by Director Perello, to A. Approve VRSD Board Resolution No. 24-01 Financial Assurance for Postclosure Maintenance and Corrective Action of the Toland Landfill; and B. Authorize the General Manager to Execute Pledge of Revenue Agreement for Toland Landfill. ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)*

### **INFORMATION ITEMS** (Items 12 through 14)

It is recommended that the Board receive and file the following:

12. Disbursement Report: None

13. Investment Report: None

14. Future Meetings, Seminars and Conferences

- March 7, 2024, 8:30am- Regular Board Meeting
- March 21, 2024, 8:30am- Regular Board Meeting
- April 2, 2024, 8:30 a.m. – P&F Committee Meeting, District Office
- April 4, 2024, 8:30am- Regular Board Meeting
- April 18, 2024, 8:30am- Regular Board Meeting
- May 2, 2024, 8:30 a.m. - Regular Board Meeting
- May 7, 2024, 8:30 a.m. – P&F Committee Meeting, District Office

*It was moved by Director Nast, seconded by Director Halter to receive and file Information Items ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)*

#### **ORAL REPORTS** (Items 15 through 18)

It is recommended that the Board receive and file the following:

15. Regulatory Compliance Report

16. Committee Reports (none)

17. Board Member Comments and Future Agenda Items

Director Perello noted that he attended the Calleguas Water District Meeting of February 22, 2024.

Director Juarez suggested that the new Board members should consider taking a tour of the Toland Landfill.

18. General Manager Comments

Chris Theisen, General Manager asked Richard Jones, Director of Operations, to take over the General Manager Comments to provide the board with some positive news.

Richard Jones, Director of Operations announced to the Board the Toland Landfill Flare has passed all the required tests and it was officially up and running.

*It was moved by Director Perello, seconded by Director McQueen-Legohn to receive and file Oral Reports. ROLL CALL VOTE: Motion carried 6-0 (FOR: Halter, Juarez, Perello, Nast, Villaseñor, and McQueen-Legohn.)*

**ADJOURNMENT:** Adjourn to Regular Meeting to be held April 4, 2024 8:30 a.m. at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

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Mayra Rodriguez  
Clerk of the Board

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David Newman, Chairperson  
Ventura Regional Sanitation District

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