



NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that the Ventura Regional Sanitation District Board of Directors will hold a **SPECIAL MEETING** on **Thursday, July 25, 2024 at 8:30 a.m.**, at the Ventura Regional Sanitation District office, 4105 W. Gonzalez Road, Oxnard, California. The business to be transacted is as follows:

AGENDA

The Board agenda is posted at least 72 hours preceding the Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54954.2. Action will be taken on unanticipated items only when an emergency (as defined in Government Code Section 54956.5) exists or as otherwise allowed under Government Code Section 54954.2(b). In compliance with the Americans with Disabilities Act, if you need special accommodation/assistance to participate in a District event, please call the California Relay Service TDD line at (800) 735-2929 or the Clerk of the Board at (805) 658-4638 at least 48 hours prior. Notification prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to participate. Copies of individual reports may be requested from the Clerk of the Board or viewed on the District’s website, at www.vrsd.com.

1. Call Meeting to Order, Roll Call
2. Pledge of Allegiance
3. Agenda Review (General Manager/Board of Directors)
Consider and approve, by majority vote, minor revisions to the Board agenda items or related attachments and any item added to, removed from, or continued from the Board agenda.
4. Public Comment (Items not on the agenda – 5 minute limit)
Opportunity for members of the public to briefly address the Board on items NOT on the agenda. In accordance with Government Code Section 54953(a). Persons wishing to comment on agenda items should complete a speaker card and submit it (preferably before the meeting) to the Clerk. The Chairman will then recognize them at the appropriate time. Once recognized, persons should step to the podium, clearly state their name and address for the record, and address the item being considered in as brief, clear, and concise a manner as possible.

Board of Directors

David Newman
Chairperson
City of Thousand Oaks

Christina Villaseñor
Vice-Chairperson
Fillmore

Bert Perello
Oxnard

Bob Nast
Special Districts

Carlos Juarez
Santa Paula

Andrew Whitman
Ojai

Doug Halter
Ventura

Kevin Kildee
Camarillo

Martha McQueen-
Legohn
Port Hueneme

Staff

Chris Theisen
General Manager

Robert N. Kwong
General Counsel

Mayra Rodriguez
Clerk of the Board

Mission Statement

The Ventura Regional Sanitation District is a non-tax-supported public agency providing sanitation services. We offer the highest quality service at the lowest possible cost for our customers, and we will provide solutions by involving our staff, our customers, and our community.

CONSENT AGENDA (Items 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 20, 2024 Regular Meeting

REGULAR AGENDA (Items 6 through 9)

6. Approval of VRSD Resolution No. 24-03 Authorizing and Designating Positions To Establish And Operate Banking Accounts

Approve and Adopt VRSD Resolution No. 24-03, to Provide Authority for Certain Positions to Sign Checks and Approve Other Financial Transactions on Behalf of the Ventura Regional Sanitation District.

7. Approve, And Authorize The Board Chairperson To Sign, Contract Amendment No. 2 To VRSD Contract 19-012 With Biogas Engineering For The Toland Road Landfill Flare Replacement Project; And Approve A Corresponding Budget Transfer Of \$201,090.

Recommendations:

- A. Ratify VRSD Staff actions and expenditures to complete and improve the new Toland Road Landfill flare.
- B. Approve, and authorize the Board Chairperson to sign, Amendment No. 2 to VRSD Contract 19-012 with BIOGAS Engineering for the Toland Road Landfill Flare Replacement Project.
- C. Approve and authorize a corresponding budget transfer for FY 2023-2024 in the amount of \$201,090.

8. Approve VRSD Annual Service Contracts For Fourteen Vendors

Approve, and Authorize the Board Chairman to sign, the following VRSD service contracts related to VRSD solid waste and wastewater operations, with each contract having a maximum five-year term, subject to annual funding approved by the Board of Directors.

- (1) Contract No. 24-X03 with BIOGAS Engineering, INC.
- (2) Contract No. 24-004 with Chang Environmental, INC.
- (3) Contract No. 24-014 with Dragomir Design Build, INC.
- (4) Contract No. 24-005 with FGL Environmental, INC.
- (5) Contract No. 24-006 with J.W. Enterprises, LLC.
- (6) Contract No. 24-015 with Trevor Lindsey
- (7) Contract No. 24-007 with Oakridge Geoscience, INC.
- (8) Contract No. 24-008 with Pirate Staffing, INC.
- (9) Contract No. 24-009 with Reliance Cleaning Services
- (10) Contract No. 24-016 with RES Environmental INC.
- (11) Contract No. 24-012 with Safety-Kleen Systems, INC.
- (12) Contract No. 24-013 with SCS Engineers
- (13) Contract No. 24-011 with Vertex Survey, INC.
- (14) Contract No. 24-010 with Weck Laboratories, INC.

9. Approve, And Authorize The Board Chairperson To Sign, Proposed First Amendment To VRSD Contract No. 19-022 With Unifirst Corporation For Uniform And Related Product Supply Services

Approve, and authorize the Board Chairperson to sign, amendment No. 1 to VRSD Contract No. 19-022 with Unifirst Corporation for uniform and related product supply services at the District's field operating locations

INFORMATION ITEMS (Items 10 through 12)

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

10. Disbursement Report: June 2024
11. Investment Report: June 2024
12. Future Meetings, Seminars and Conferences
 - July 31-August 2, 2024 - California Association of Sanitation Agencies (CASA) Annual Conference, Monterey, CA
 - No Regular Meetings Scheduled for August
 - September 3, 2024 8:30am- P&F Committee Meeting, District Office
 - September 5, 2024 8:30am- Regular Board Meeting, District Office
 - September 19, 2024 8:30am- Regular Board Meeting, District Office

ORAL REPORTS (Items 13 through 16)

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

13. Regulatory Compliance Report: (none)
14. Committee Reports: *Update* of the Executive Committee Meeting held on June 25, 2024.
15. Board Member Comments and Future Agenda Items
Opportunity for Board members to briefly comment on matters they deem appropriate to the business of VRSD. A Board member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his or her own activities related to the VRSD. A Board member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning a matter related to the VRSD business. The Board may also direct staff to place a matter of business on a future VRSD Board agenda.
16. General Manager Comments
Brief announcements and report on General Manager and VRSD workforce activities.

ADJOURNMENT: Adjourn to Regular Meeting to be held September 5, 2024, 8:30 a.m. at the Ventura Regional Sanitation District office.