



Board of Directors

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*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.

**NOTICE OF MEETING**

**NOTICE IS HEREBY GIVEN** that the Ventura Regional Sanitation District Board of Directors will hold a **REGULAR MEETING** on **Thursday, April 3, 2025 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:

**A G E N D A**

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](http://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.

**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: March 6,2025 Regular Meeting

**REGULAR AGENDA** (Items 6 through 8)

6. Audit Services Contract # 25-004 with Chavan & Associates, LLP

It is recommended that the Board authorize the General Manager to sign contract # 25-004 with Chavan & Associates, LLP in the amount of \$93,000 to provide auditing services for VRSD, Saticoy Sanitary District (SSD), and Ventura Regional Energy Alliance (VCREA) for Fiscal Years ending 2025, 2026, and 2027 with the option to extend the contract for two additional years for an additional \$66,850.

7. Receive and File Midyear Review of 2024/2025 Budget; Consider and Approve Proposed FY 2024/25 Budget Adjustments

- A. Receive and file an update on changes in financial position based on revised projections for VRSD funds for FY 2024/25.
- B. Approve and authorize staff to make the recommended adjustments to the FY 2024/25 Budget.
- C. Approve the designation of the Local Agency Investment Fund (LAIF) investment account as a reserve for funding Public Agency Retirement Services (PARS) obligations.

8. Initiate Wastewater Revenue Program/Proposition 218 Public Hearing Process, First Reading Of Ordinance NO. VRSD-118 - The Proposed Ordinance Setting Sewer Service Charges For The Malibu Bay Club Property

- A. Conduct the first reading of and Introduce, by title only, proposed Ordinance No. VRSD-118 prescribing and adopting sewer service charges for the next five years (FY2026 through FY2030) for the rate payers/property owners/sanitary sewer users at the Malibu Bay Club residential development;

- B. Schedule a Public Hearing and Board action on June 05, 2025, Conduct the second reading, by title only, and Consider adoption of Ordinance No. VRSD-118; and
- C. Direct staff to initiate Proposition 218 rate procedures by preparing a Wastewater Service Charge Report containing description of each parcel and amount of proposed wastewater service charge for FY2026 through FY2030 and notifying the Malibu Bay Club rate payers/property owners/sanitary sewer users of the proposed change in their sewer service charges and authorize the collection of fees on the County Property Tax Roll.

**INFORMATION ITEMS** (Items 9 through 12)

It is recommended that the Board receive and file

9. Disbursement Report: February 2025

10. Investment Report: February 2025

11. Future Meetings, Seminars and Conferences

- April 17, 2025, 8:30 a.m. – Regular Board Meeting, District Office
- May 1, 2025, 8:30 a.m.– Regular Board Meeting, District Office
- May 6, 2025, 8:30 a.m. – P&F Committee Meeting, District Office
- May 15, 2025, 8:30 a.m.– Regular Board Meeting, District Office

12. Newspaper Articles:

A. March 12, 2025, LA Times, “California regulators want to weaken hazardous waste disposal rules”.

**ORAL REPORTS** (Items 13 through 17)

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

13. Regulatory Compliance Report: None

14. Committee Reports: Executive Committee Meeting of March 19, 2025.

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.

**CLOSED SESSION** (Item 17 only)

It is the intention of the Ventura Regional Sanitation District Board of Directors to meet in closed session to consider the following items:

17. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Government Code Section 54956.9(d)(2)

**ADJOURNMENT:** Adjourn to Regular Meeting to be held April 17, 2025, 8:30 a.m. at the Ventura Regional Sanitation District office.