

# Ventura County Special Districts Association

## AGENDA Tuesday, August 6, 2024, 5:30pm

**Camarillo Health Care District**  
3639 E. Las Posas Road, Bldg F, Sequoia Rooms 1 & 2  
In-Person Meeting - No Virtual Participation Available

**Dinner catered by DJ's Catering**  
\$25/person

### VENTURA COUNTY SPECIAL DISTRICTS

#### MEMBERS

Bell Canyon Community Services District

Blanchard/Santa Paula Public Library District

Calleguas Municipal Water District

Camarillo Health Care District

Camrosa Water District

Casitas Municipal Water District

Channel Islands Beach Community Services District

Conejo Recreation & Park District

Hidden Valley Municipal Water District

Ojai Valley Sanitary District

Oxnard Harbor District

Pleasant Valley County Water District

Pleasant Valley Recreation & Parks District

Rancho Simi Recreation & Parks District

Saticoy Sanitary District

Triunfo Water and Sanitation District

United Water Conservation District

Ventura Port District

Ventura River Water District

### 1. Call to Order

Ralston @\_\_\_\_\_

- Flag Salute
- Roll Call
- Welcome & Self Introductions

\_\_\_\_\_  
**Thomas Ralston**

### ACTION ITEMS

### 2. Approval of Minutes

Ralston

- April 2, 2024

Motion:

Second:

Vote:

### TREASURER REPORT

### 3. Financial Review

Pendleton

- Approval of 2024/2025 Membership Dues

### 4. Guest Speaker

**Kara Ralston, CEO  
Camarillo Health  
Care District**

### REPORTS & ANNOUNCEMENTS

### 5. Reports

- CSDA Report
- CSDA Update
- Legislative Update
- LAFCo Update

**Magner** (CSDA President)

**Noroyan** (CSDA Public Affairs Field Coordinator, Coastal Network)

**Freeman** (Vice Chair RSRPD)

**Avila** (Special District Rep, LAFCo)

### 6. New Business/Member Announcements

### 7. Adjournment to next meeting on October 1, 2024

President—Kara Ralston  
Vice President—Jacque McMillan

Treasurer—Brian Pendleton  
Secretary—Brandie Thomas





# Ventura County Special Districts Association

## VCSDA MEETING MINUTES

*Approved*

Date: 8/6/2024

Motion: Elaine Magner

Second: George Lange

### Tuesday, April 2, 2024

#### VENTURA COUNTY SPECIAL DISTRICTS

#### MEMBERS

- Bell Canyon Community Services District
- Blanchard/Santa Paula Public Library District
- Calleguas Municipal Water District
- Camarillo Health Care District
- Camrosa Water District
- Casitas Municipal Water District
- Channel Islands Beach Community Services District
- Conejo Recreation & Park District
- Hidden Valley Municipal Water District
- Ojai Valley Sanitary District
- Oxnard Harbor District
- Pleasant Valley County Water District
- Pleasant Valley Recreation & Parks District
- Rancho Simi Recreation & Parks District
- Saticoy Sanitary District
- Triunfo Water and Sanitation District
- United Water Conservation District
- Ventura Port District
- Ventura River Water District

The April 2, 2024 meeting of the Ventura County Special District Association was held at Camarillo Health Care District.

#### 1. CALL TO ORDER

The meeting was called to order at 5:40 p.m. President Ralston asked George Lange with Conejo Recreation and Park to lead the group in reciting the Pledge of Allegiance.

President Ralston welcomed everyone to the meeting and roll was called:

Members in attendance included: (10 of 19 Districts participating)

**Calleguas Municipal Water:** Maya Holcomb, Charlotte Holifield, Kristine McCaffrey, Scott Quady, Thibault Robert, Megan Schneider

**Camarillo Health Care:** Neal Dixon, Kara Ralston, Michelle Rogers, Brandie Thomas

**Camrosa Water:** Andrew Nelson

**Conejo Recreation and Park:** Nellie Cusworth, Jim Friedl, George Lange

**Oxnard Harbor:** Mike Barber, Andrew Rodriguez, Mary Anne Rooney

**Pleasant Valley Recreation and Parks:** Elaine Magner, Mark Malloy, Mary Otten

**Rancho Simi Recreation and Parks:** Elaine Freeman, Kate O'Brien

**United Water Conservation:** Mohammed Hasan, Steve Huber

**Ventura Port:** Brian Pendleton

**Ventura River Water:** Bruce Kuebler

Members of the Public attending:

**CSDA -** Richelle Noroyan

**The KYA Group -** Anthony Acosta

**LAFCo -** Kai Luoma

#### 2. APPROVAL OF MINUTES: BOARD MEETING FEBRUARY 6, 2024

Motion to approve the Minutes from the February 6, 2024 membership meeting, Elaine Magner; Second, Elaine Freeman; Voice vote: All in favor, none opposed. Motion carries unanimously.

#### 3. TREASURER'S REPORT

Mr. Pendleton reported on the February 2024 balance sheets. March 2024 will be added to the next meeting. He informed members that VCSDA transitioning banks from Wells Fargo to City National Bank is complete.

President—Kara Ralston  
Vice President—Jacque McMillan

Treasurer—Brian Pendleton  
Secretary—Brandie Thomas

#### 4. DINNER SPONSOR

Anthony Acosta with The KYA Group gave a presentation on the comprehensive and sustainable solutions the company offers with facility modernization, through project management, design, and maintenance services. As specialized contractors, The KYA Group provides cost effective solutions to meet sustainability needs by incorporating systems for energy solutions, improving air quality, water conservation, safety and security solutions, and more.

#### 5. GUEST SPEAKER

President Ralston introduced speaker, Kristine McCaffrey, General Manager with Calleguas Municipal Water District . McCaffrey provided a brief history of Calleguas MWD, since its formation in 1953. She discussed their water supply sources and map outlining areas included in their water distribution system. She highlighted their water use efficiency partnerships, which include the Metropolitan's Member Agency Administered Program, Turf Replacement Rebates, and Water-Saving Device Rebates. She also mentioned the Water Resource Implementation Strategy (WRIST), where they are currently conducting workshops to improve water supply resilience through partnerships and regional collaborations to develop water supply, storage, and programs.

#### 6. REPORTS

**CSDA Report** - CSDA President Elaine Magner informed members CSDA is accepting award nominations for Board Member of the Year and General Manager of the Year. The deadline is May 1, 2024. She announced the newest Certified Special District General Manager, Brian Pendleton, with Ventura Port District. She welcomed members to participant the SDLF.

**CSDA Update** - Richelle Noroyan with CSDA introduced herself to the members and gave a brief overview of her work history and experience. Noroyan referred members to the Take Action Brief and discussed current calls to action, urging districts to support by writing letters to their congressional representatives. She reminded members that Special Districts Legislative Days are coming up, May 21-22, 2024.

**Legislative Update** - Director Freeman provided an overview of the legislative report and highlighted AB 1890, AB 2302, SB 937, and SB 1210 and a follow up report will be emailed out to members.

**LAFCo Update** - Executive Director of Ventura County LAFCo reported at their next meeting held April 17th they will present the proposed budget. After it is adopted, they will inform the districts.

#### 7. NEW BUSINESS/MEMBER ANNOUNCEMENTS

Nothing reported.

President Ralston adjourned the meeting at 6:58 p.m. to the next VCSDA meeting **on June 4, 2024.**

Respectfully submitted,

*Brandie Thomas*

Brandie Thomas, Secretary to VCSDA

Ventura County Special District Association  
**Balance Sheet**  
As of March 31, 2024

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	<u>Mar 31, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CNB - Cking #3008	10,377.02
Total Checking/Savings	<u>10,377.02</u>
Total Current Assets	<u>10,377.02</u>
<b>TOTAL ASSETS</b>	<b><u>10,377.02</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	19,878.54
Unrestricted Net Assets	(9,190.42)
Net Income	(311.10)
Total Equity	<u>10,377.02</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>10,377.02</u></b>

8:27 PM

04/12/24

Accrual Basis

**Ventura County Special District Association**  
**Profit & Loss**  
January through March 2024

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	<u>Jan - Mar 24</u>
Ordinary Income/Expense	
Income	
Sponsorship Income	2,066.73
	<hr/>
<b>Total Income</b>	<b>2,066.73</b>
Expense	
Accounting Exp	365.50
Dinner Costs	1,883.65
Placques	128.68
	<hr/>
<b>Total Expense</b>	<b>2,377.83</b>
<b>Net Ordinary Income</b>	<b>(311.10)</b>
	<hr/>
<b>Net Income</b>	<b>(311.10)</b>
	<hr/> <hr/>

Ventura County Special District Association

Balance Sheet

As of April 30, 2024

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	<u>Apr 30, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CNB - Cking #3008	9,524.39
Total Checking/Savings	<u>9,524.39</u>
Total Current Assets	<u>9,524.39</u>
<b>TOTAL ASSETS</b>	<b><u>9,524.39</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	19,878.54
Unrestricted Net Assets	(9,190.42)
Net Income	<u>(1,163.73)</u>
Total Equity	<u>9,524.39</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>9,524.39</u></b>

4:25 PM

Ventura County Special District Association

Profit & Loss

05/05/24

January through April 2024

Accrual Basis

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	<u>Jan - Apr 24</u>
Ordinary Income/Expense	
Income	
Sponsorship Income	2,066.73
Total Income	<u>2,066.73</u>
Expense	
Accounting Exp	450.50
Dinner Costs	2,651.28
Placques	128.68
Total Expense	<u>3,230.46</u>
Net Ordinary Income	<u>(1,163.73)</u>
Net Income	<u><u>(1,163.73)</u></u>



10:14 PM  
06/05/24  
Cash Basis

Ventura County Special District Association  
**Balance Sheet**  
As of May 31, 2024

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	<u>May 31, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CNB - Cking #3008	10,067.07
Total Checking/Savings	<u>10,067.07</u>
Total Current Assets	<u>10,067.07</u>
<b>TOTAL ASSETS</b>	<b><u>10,067.07</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	19,878.54
Unrestricted Net Assets	(9,190.42)
Net Income	<u>(621.05)</u>
Total Equity	<u>10,067.07</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>10,067.07</u></b>

10:13 PM

06/05/24

Accrual Basis

Ventura County Special District Association

Profit & Loss

January through May 2024

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	<u>Jan - May 24</u>
Ordinary Income/Expense	
Income	
Sponsorship Income	2,066.73
Total Income	2,066.73
Expense	
Accounting Exp	620.50
Dinner Costs	1,938.60
Placques	128.68
Total Expense	2,687.78
Net Ordinary Income	(621.05)
Net Income	<u>(621.05)</u>

7:03 PM  
07/10/24  
Cash Basis

Ventura County Special District Association  
**Balance Sheet**  
As of June 30, 2024

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	<u>Jun 30, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CNB - Cking #3008	9,897.07
Total Checking/Savings	<u>9,897.07</u>
Total Current Assets	<u>9,897.07</u>
<b>TOTAL ASSETS</b>	<u><u>9,897.07</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	19,878.54
Unrestricted Net Assets	(9,190.42)
Net Income	(791.05)
Total Equity	<u>9,897.07</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>9,897.07</u></u>

6:59 PM  
07/10/24  
Accrual Basis

Ventura County Special District Association  
**Profit & Loss**  
January through June 2024

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	<u>Jan - Jun 24</u>
Ordinary Income/Expense	
Income	
Sponsorship income	2,066.73
Total Income	2,066.73
Expense	
Accounting Exp	790.50
Dinner Costs	1,938.60
Placques	128.68
Total Expense	2,857.78
Net Ordinary Income	(791.05)
Net Income	<u>(791.05)</u>

10:08 PM  
08/05/24  
Cash Basis

Ventura County Special District Association  
**Balance Sheet**  
As of July 31, 2024

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	<u>Jul 31, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CNB - Cking #3008	9,897.07
Total Checking/Savings	<u>9,897.07</u>
Total Current Assets	<u>9,897.07</u>
<b>TOTAL ASSETS</b>	<u><u>9,897.07</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	19,878.54
Unrestricted Net Assets	(9,190.42)
Net Income	(791.05)
Total Equity	<u>9,897.07</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>9,897.07</u></u>

10:08 PM  
08/05/24  
Accrual Basis

Ventura County Special District Association  
**Profit & Loss**  
January through July 2024

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	<u>Jan - Jul 24</u>
Ordinary Income/Expense	
Income	
Sponsorship Income	2,066.73
Total Income	2,066.73
Expense	
Accounting Exp	790.50
Dinner Costs	1,938.60
Placques	128.68
Total Expense	2,857.78
Net Ordinary Income	(791.05)
Net Income	<u>(791.05)</u>



# Ventura County Chapter of the California Special Districts Association

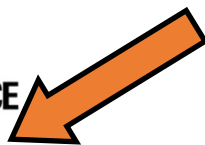
First Tuesday, every other month:  
Feb 6, April 2, June 4, Aug 6, Oct 1, Dec 3  
Camarillo Health Care District  
3615 E Las Posas Road Bldg F, Sequoia Rooms 1 & 2, Camarillo  
(unless otherwise noted)

Aug/Sept 2024

public service since 1974

## From the Chair:

**CSDA ANNUAL CONFERENCE  
& EXHIBITOR SHOWCASE**



# August Speaker



**KARA RALSTON, CEO**  
CAMARILLO HEALTH CARE DISTRICT

**Kara** has served the Camarillo Health Care District since 1998 in a variety of roles including Chief Administrative Officer

and Chief Operations Officer. She accepted the CEO position in 2015 and has helped lead the District through the development of a variety of award-winning programs and a worldwide health pandemic. Ms. Ralston provides key leadership for the District, in developing and guiding the mission in providing quality health and wellness services. Calling Ventura County home for more than 37 years, Ms. Ralston's commitment to the community is evident in the variety of professional and community affiliations in which she is involved. In addition to serving on numerous boards/committees, she has been named General Manager of the Year by CSDA, Camarillo's Woman of the Year, a Ventura County Woman of Distinction, and Camarillo Breakfast Rotary Club Rotarian of the Year. She enjoys her family, precious granddaughter, and beloved animals (all 11 of them!).



## Time to register for **CSDA's** **annual Conference in** **Indian Wells, Sept 9-12!**

This conference is highly regarded and sells out quickly and I encourage you to register now if you haven't already. The work and effort that goes into preparing and providing this annual conference is amazing and we thank the Education Committee for their diligence in bringing top level educators, speakers and networking opportunities.

**Register now!**

:)

*Kara*

**Enjoy these photos from the past since this Chapter was dark for June 2024.**



**VCSDA Board Members**



**President  
Kara Ralston  
Camarillo Health  
Care District**



**Vice President  
Jacque McMillan  
Calleguas Municipal  
Water District**



**Treasurer  
Brian Pendleton  
Ventura Harbor  
District**



**Secretary  
Brandie Thomas  
Camarillo Health  
Care District**