



Ventura County Special Districts Association

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

AGENDA
Tuesday, December 3, 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
\$35/person

1. Call to Order

- Flag Salute
- Roll Call
- Welcome & Self Introductions

Ralston @_____

Thomas Ralston

BUSINESS ITEMS

2. Approval of Minutes

October 1, 2024

Ralston

Motion: _____ *Second:* _____ *Vote:* _____

3. ByLaws Amendment; Section 2.5

Membership dues and "per meal" price; see handout at meeting

Ralston

Motion: _____ *Second:* _____ *Vote:* _____

4. Chapter Sustainability Discussion

Ralston

REPORTS

5. Financial Review

Pendleton

6. Reports

- CSDA Report
- CSDA & Legislative Update
- LAFCo Update
- Other

Magner, CSDA President
Noroyan, CSDA Field Rep
Avila, LAFCo Rep

7. New Business/Member Announcements

8. Adjournment to next meeting on February 4, 2024

President—Kara Ralston
 Vice President—Jacque McMillan

Treasurer—Brian Pendleton
 Secretary—Brandie Thomas



**Ventura County Special
Districts Association**

**VCSDA
MEETING
MINUTES**

Approved

Date:
Motion:
Second:

Tuesday, October 1, 2024

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The October 1, 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 5:49 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: (9 of 19 Districts participating)

- Calleguas Municipal Water:** Jacque McMillan, Scott Quady
- Camarillo Health Care:** Kara Ralston, Michelle Rogers, Brandie Thomas
- Camrosa Water:** Norman Huff
- Conejo Recreation and Park:** Jim Friedl, Chuck Huffer, George Lange, Doug Nickles
- Oxnard Harbor:** Letitia Austin
- Pleasant Valley Recreation and Parks:** Elaine Magner, Mark Malloy, Mary Otten
- Rancho Simi Recreation and Parks:** Kate O'Brien
- Ventura Port:** Brian Pendleton
- Ventura River Water:** Bruce Kuebler, Laurel Lary

Members of the Public attending:

CSDA - Neil McCormick, Richelle Noroyan, Rick Wood

2. APPROVAL OF MINUTES: BOARD MEETING AUGUST 6, 2024

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

3. TREASURER'S REPORT

Mr. Pendleton reported on August 2024 Profit and Loss and Balance Sheets. Overall financials look good but continue to run in the negative.

Conversation continued from the last meeting regarding increasing revenue. Motion to approve increasing membership dinner dues from \$25 to \$35, Elaine Magner; Second, Jacque McMillan; Voice Vote: All in favor, none opposed. Motion carries unanimously.

Motion to approve Monthly Meeting Sponsor in the amount of \$500 and Annual Meeting Sponsor in the amount of \$1500, Elaine Magner; Second, Jacque McMillan; Voice Vote: All in favor, none opposed. Motion carries unanimously.

President—Kara Ralston
Vice President—Jacque McMillan

Treasurer—Brian Pendleton
Secretary—Brandie Thomas

4. GUEST SPEAKER

President Ralston introduced guest speakers, Neil McCormick, CSDA CEO, along with Rick Wood, CSDA Chief Finance & Operations Officer. CEO McCormick highlighted the Strategic Plan for 2023-2025 that will focus on membership growth and engagement. He introduced the Retired Member Non-Voting Membership category for individuals who have retired from service and want to continue participation. He informed members how to get involved and stay informed on CSDA advocacy on the CSDA website.

Rick Wood reported on CalPERS investment return for Fiscal Year 2024. He highlighted California CLASS-Investment Pool and the benefits of becoming a participant.

Mr. McCormick acknowledged Brian Pendleton, General Manager of Ventura Port District, receiving his award for Certified Special District Manager at the General Manager Leadership Summit.

In addition, they presented Laurel Lary from Ventura River Water District with her certificate in Special District Governance.

5. REPORTS

CSDA Report - CSDA President Elaine Magner mentioned the Annual Conference & Exhibitor Showcase in Indian Wells was an excellent conference. She reminded members to submit Committee Interest Forms and the link will be sent out after this meeting.

CSDA & Legislative Update - Nothing reported.

LAFCo Update - Nothing reported.

6. NEW BUSINESS/MEMBER ANNOUNCEMENTS

Nothing reported.

President Ralston adjourned the meeting at 7:07 p.m. to the next VCSDA meeting **on February 4, 2024.**

Respectfully submitted,

Brandie Thomas

Brandie Thomas, Secretary to VCSDA

10:01 PM
10/22/24
Cash Basis

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

| | <u>Sep 30, 24</u> |
|---------------------------------------|-------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| CNB - Cking #3008 | 11,650.95 |
| Total Checking/Savings | <u>11,650.95</u> |
| Total Current Assets | <u>11,650.95</u> |
| TOTAL ASSETS | <u><u>11,650.95</u></u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Opening Balance Equity | 19,878.54 |
| Unrestricted Net Assets | (9,190.42) |
| Net Income | 962.83 |
| Total Equity | <u>11,650.95</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>11,650.95</u></u> |

Ventura County Special District Association
Profit & Loss
January through September 2024

| | <u>Jan - Sep 24</u> |
|--------------------------------|---------------------|
| Ordinary Income/Expense | |
| Income | |
| Annual Dues | 2,100.00 |
| Monthly Dinner Income | 575.00 |
| Sponsorship Income | 2,066.73 |
| | <hr/> |
| Total Income | 4,741.73 |
| Expense | |
| Accounting Exp | 960.50 |
| Dinner Costs | 2,631.77 |
| Placques | 128.68 |
| Website Hosting | 57.95 |
| | <hr/> |
| Total Expense | 3,778.90 |
| | <hr/> |
| Net Ordinary Income | 962.83 |
| | <hr/> |
| Net Income | <u>962.83</u> |

8:54 PM
11/11/24
Cash Basis

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

| | <u>Oct 31, 24</u> |
|---------------------------------------|-------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| CNB - Cking #3008 | 11,910.66 |
| Total Checking/Savings | <u>11,910.66</u> |
| Total Current Assets | <u>11,910.66</u> |
| TOTAL ASSETS | <u><u>11,910.66</u></u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Opening Balance Equity | 19,878.54 |
| Unrestricted Net Assets | (9,190.42) |
| Net Income | 1,222.54 |
| Total Equity | <u>11,910.66</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>11,910.66</u></u> |

8:54 PM

11/11/24

Accrual Basis

Ventura County Special District Association
Profit & Loss
January through October 2024

| | <u>Jan - Oct 24</u> |
|--------------------------------|------------------------|
| Ordinary Income/Expense | |
| Income | |
| Annual Dues | 2,700.00 |
| Monthly Dinner Income | 1,100.00 |
| Sponsorship Income | 2,066.73 |
| | <hr/> |
| Total Income | 5,866.73 |
| Expense | |
| Accounting Exp | 1,045.50 |
| Dinner Costs | 3,092.95 |
| Meeting Costs | 119.11 |
| Placques | 128.68 |
| Postage | 200.00 |
| Website Hosting | 57.95 |
| | <hr/> |
| Total Expense | 4,644.19 |
| | <hr/> |
| Net Ordinary Income | 1,222.54 |
| | <hr/> |
| Net Income | <u><u>1,222.54</u></u> |