



# Ventura County Special Districts Association

## AGENDA Tuesday, August 1, 2023, 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 Entrée, Salad & Dessert  
**Prefer you pay in advance**

Check Payable: Brian Pendleton, c/o VCSDA  
PO Box 70, Camarillo, CA 93011

### VENTURA COUNTY SPECIAL DISTRICTS

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

- June 6, 2023 Meeting

### 3. Treasurer Report

Pendleton

- Financial Review

### REPORTS & ANNOUNCEMENTS

### 4. Guest Speaker

Kai Luoma  
LAFCo Executive Officer

### 5. Member Announcements

### 6. Reports

- CSDA Report
- CSDA Update
- Legislative Update
- LAFCo Update
- County Oversight Update

Magner (CSDA President)

Holifield (CSDA Public Affairs Field Coordinator; Coastal Network)

Freeman (Vice Chair RSRPD)

Avila (Special District Rep, LAFCo)

Mishler

### 7. New Business

### 8. Adjournment to next meeting on October 3, 2023

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, June 6, 2023

### 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 June 6, 2023 meeting of the Ventura County Special District Association was held in person at Camarillo Health Care District. No virtual participation was available for this meeting.

### 1. CALL TO ORDER

The meeting was called to order at 5:33 p.m. President Ralston asked PVRPD Vice Chair Mark Malloy to lead the group in reciting the Pledge of Allegiance.

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

Members in attendance included: (11 of 19 Districts participating)

**Blanchard/Santa Paula Public Library:** Justin Formanek

**Calleguas Municipal Water:** Jacque McMillan, Raul Avila, Thibault Robert

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

**Conejo Recreation and Park:** Charles Huffer, George Lange, Jim Friedl, Nellie Cusworth, Doug Nickles

**Oxnard Harbor District:** Michelle Kinnun

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

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

**Triunfo Water and Sanitation:** Janna Orkney

**United Water Conservation:** Bruce Dandy, Daniel Naumann

**Ventura Port District:** Brian Pendleton, Todd Mitchell

**Ventura River Water:** Bruce Kuebler, Bert Rapp

Members of the Public attending:

CSDA - Charlotte Holifield

CSDA Finance Corporation - Bill Morton

Gold Coast Transit - Vanessa Rauschenberger

The KYA Group - Anthony Acosta

### 2. APPROVAL OF MINUTES: BOARD MEETING APRIL 4, 2023

Motion to approve the Minutes from the April 4, 2023 membership meeting, Elaine Magner; Second, Kate O'Brien. Voice vote: all in favor, none opposed. Motion carries unanimously.

### 3. TREASURER'S REPORT

Treasurer Pendleton reported that he has filed an update of new board leadership positions with the California Secretary of State and will be temporarily using the Ventura Port District's physical address for VCSDA business. He informed that the Bookkeeper will be filing the taxes for 2022. Mr. Pendleton reported on the April 2023 and May 2023 balance sheets.

President—Kara Ralston  
Vice President—Jacque McMillan

Treasurer—Brian Pendleton  
Secretary—Brandie Thomas

Treasurer Pendleton suggested a motion to approve 2023/2024 membership dues at the current \$150 for Regular Membership and \$300 for Associate Membership. Vice President Jacque McMillan stated she disagrees with the current rates and believes the rates are too high for the limited access. She recommended \$150 for Regular Membership and \$75 for Associate Membership. Discussion took place among members and focused on possibility of more business affiliates joining VCSDA with lower rates. Motion to approve Regular Membership at \$150 annually and Associate Membership at \$75 annually, Bruce Dandy; Second, Elaine Magner. Voice vote: all in favor, none opposed. Motion carries unanimously.

#### **4. DONATION TO SDF SCHOLARSHIP FUND**

Consideration of donation to the SDF scholarship fund to present at CSDA Annual Conference. Motion to approve a \$2324.00 donation to the SDF, Brian Pendleton; Second, Kate O'Brien. Voice vote: all in favor, none opposed. Motion carries unanimously.

#### **5. GUEST SPEAKER**

President Ralston introduced guest speaker Brian Pendleton, General Manager of Ventura Port District. Mr. Pendleton provided a brief background on how the district was established by election and formed pursuant to the Harbors and Navigation Code and gave an overview of its mission and guiding principles. He discussed the challenges of atmospheric river events and how dredging activities renourish and restore our beaches. He expressed the districts commitment to providing a safe harbor, and supporting tourism, beaches, shopping, recreation, boating, and fishing.

#### **6. MEMBER ANNOUNCEMENTS**

President Ralston announced the VCSDA website and logo are being revised and advised members to submit representative photos for use on the site.

#### **7. REPORTS**

**CSDA Report** - CSDA President Magner reminded members about ballot measures the Board of Directors should have received and emphasized the importance to CSDA and encouraged voting which ends July 14th. She mentioned that the General Manager Leadership Summit is looking for coaches for training at the annual conference.

**CSDA Update** - Charlotte Holifield with CSDA reported on AB 1637; two weeks ago special districts were amended out of the bill. She advised members to participate in the free webinar on the redistricting act for those districts still electing at large to be prepared for this an issue as this may affect them. She encouraged members to visit the Take Action page, now accessible on the VCSDA chapter website. Charlotte reminded members of the upcoming General Manager Leadership Summit, June 25-27, 2023.

**Legislative Update** - Director Freeman reviewed assembly bills on the legislative report and will send out the initiative Reform California for review after the meeting.

**LAFCo Update** - Director Avila reported budget for 2023-2024 was adopted at their last meeting. He confirmed that LAFCo Executive Director will be the guest speaker at the VCSDA chapter meeting, August 1, 2023.

**County Oversight Update** - Mike Mishler's update reported at the April 14th meeting, VCCOB approved the request from City of Port Hueneme to dissolve their successor agency. This was the first Ventura County city to dissolve their successor agency. All property was sold, no legal issues, and all bonds paid.

#### **8. NEW BUSINESS**

Director George Lange with CRPD announced they held their 1st Concert in the Park this season and had a great turnout with nearly 4000 people in attendance.

President Ralston adjourned the meeting at 7:03 p.m. to the next VCSDA meeting **on August 1, 2023.**

Respectfully submitted,

*Brandie Thomas*

Brandie Thomas, Secretary to VCSDA

Ventura County Special District Association  
**Balance Sheet**  
As of June 30, 2023

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	<u>Jun 30, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Wells Fargo Bank-Cking #0615	11,650.61
Total Checking/Savings	<u>11,650.61</u>
Total Current Assets	<u>11,650.61</u>
<b>TOTAL ASSETS</b>	<b><u>11,650.61</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	19,878.54
Unrestricted Net Assets	-6,591.82
Net Income	<u>-1,636.11</u>
Total Equity	<u>11,650.61</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>11,650.61</u></b>

Ventura County Special District Association  
**Profit & Loss**  
January through June 2023

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	<u>Jan - Jun 23</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Annual Dues	450.00
Monthly Dinner Income	2,050.00
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<b>Total Income</b>	2,500.00
<b>Expense</b>	
Accounting Exp	730.00
Dinner Costs	3,025.57
Meeting Costs	151.91
Office Supplies	29.98
Placques	98.65
Tax, License & Fees	100.00
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<b>Total Expense</b>	4,136.11
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<b>Net Ordinary Income</b>	-1,636.11
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<b>Net Income</b>	<b>-1,636.11</b>
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Ventura County Special District Association  
**Balance Sheet**  
As of July 31, 2023

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	<u>Jul 31, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Wells Fargo Bank-Cking #0615	13,865.61
Total Checking/Savings	<u>13,865.61</u>
Total Current Assets	<u>13,865.61</u>
<b>TOTAL ASSETS</b>	<b><u>13,865.61</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	19,878.54
Unrestricted Net Assets	-6,591.82
Net Income	578.89
Total Equity	<u>13,865.61</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>13,865.61</u></b>

## Ventura County Special District Association

## Profit &amp; Loss

January through July 2023

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	<u>Jan - Jul 23</u>
Ordinary Income/Expense	
Income	
Annual Dues	2,400.00
Monthly Dinner Income	2,400.00
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Total Income	4,800.00
Expense	
Accounting Exp	815.00
Dinner Costs	3,025.57
Meeting Costs	151.91
Office Supplies	29.98
Placques	98.65
Tax, License & Fees	100.00
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Total Expense	4,221.11
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Net Ordinary Income	578.89
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Net Income	<u><u>578.89</u></u>





# Ventura County Chapter of the California Special Districts Association

First Tuesday, every other month:  
Feb 7, April 4, June 6, Aug 1, Oct 3, Dec 5  
Camarillo Health Care District  
3615 E Las Posas Road Bldg F, Sequoia Rooms 1 & 2, Camarillo  
(unless otherwise noted)

August/September 2023

public service since 1974



**From the Chair:** KARA  
RALSTON

**How can it be August  
already?!**

There is much documented about how time seems to speed up as we age...we're in a life rut, don't have as many new experiences, speed through our days multitasking, etc. Experts offer some ways to try to get a grip on that feeling:

- Be mindful in the present moment
- Change up daily routine; drive different route to work; eat something different for breakfast
- Seek novelty and new experiences
- Challenge yourself and engage your brain

As we race through this summer, challenge each other to try new things and be present while doing so! DO SOMETHING NEW!

## Cool Stuff During the Hot Summer

Does your district have a client or interaction that totally just perfectly tells your whole story and mission? A picture of district services that says a thousand words? An exciting, new program? Send me your thoughts and photos at [kralston@camhealth.com](mailto:kralston@camhealth.com) for sharing in our VCSDA newsletter.

## CSDA Conference...Monterey!

I'm really looking forward to the CSDA Conference Aug 28-31! The speakers and topics seem outstanding. I particularly like the link between leadership and speaking to the heart and telling our stories to bring our districts to life. If you're not yet registered for the conference, HURRY UP! I look forward to seeing you there! :)

Always, *Kara*



**VENTURA  
LOCAL AGENCY  
FORMATION COMMISSION**

Kai joined the Ventura County LAFCo in 2007 and has served as Executive Officer since 2014. Before joining LAFCo, Kai was a senior planner for the City of Santa Clarita, where one of his responsibilities was overseeing the city's frequent annexation proposals. He has also been a planner with the City of Roseville, Nevada County, and San Joaquin County. Kai holds a bachelor's degree in geography and a master's degree in public administration.

**GUEST SPEAKER**  
August 1, 2023

**Kai Luoma**  
Executive Director  
Ventura County  
LAFCo

The Ventura Local Agency Formation Commission (LAFCo) was formed and operates under the provisions of state law, specifically what is now known as the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. (California Government Code Section 56000 et seq.). State law provides for LAFCos to be formed as independent agencies in each county in California. LAFCos implement state law requirements and state and local policies relating to boundary changes for cities and most special districts, including spheres of influence, incorporations, annexations, reorganizations and other changes of organization. In this capacity the Ventura LAFCo is the boundary agency for cities and most special districts in Ventura County.

# Meeting Photos from June 6, 2023 VCSDA Meeting



## 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