

## VENTURA REGIONAL SANITATION DISTRICT

Minutes of the Regular Meeting of June 5, 2025

4105 W. Gonzales Road, Oxnard, California

Chair Newman, called the meeting to order at 8:32 a.m.

1. Roll Call: The Clerk of the Board called the roll. The following Board Members were present:

Leslie Cornejo, City of Santa Paula  
Doug Halter, City of Ventura (arrived at 8:35am)  
Kevin Kildee, City of Camarillo (arrived at 8:45 am)  
Martha McQueen-Legohn, City of Port Hueneme  
Andrew Nelson, Special Districts  
David Newman, City of Thousand Oaks  
Bert Perello, City of Oxnard  
Christina Villaseñor, City of Fillmore

Absent: Andrew Whitman, City of Ojai

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel, Richard Jones, Director of Operations, Tina Rivera, Director of Finance, Regina Williams, Senior Accountant and Mayra Rodriguez Clerk of the Board.

2. Pledge of Allegiance: The pledge was led by Director Perello.

3. Agenda Review:

Chris Theisen, General Manager made a recommendation for the Board to move item No. 17, Closed Session, to the beginning of the Regular Agenda Before item 6.

It was also noted that Agenda Item No. 5, Approval of the minutes from the May 15, 2025 Meeting contained a scribe's error. In Item No. 8 from those minutes, Director Perello had recused himself, and he did not vote on the item, as was indicated in the minutes. Staff recommended that the Board approve the minutes with Mr. Perello's name removed from the vote tally.

*It was moved by Director Nelson, seconded by Director Perello, to approve to the Agenda Review. ROLL CALL VOTE: Motion carried 6-0 (FOR: Cornejo, McQueen-Legohn, Nelson, Perello, Villaseñor and Newman).*

4. Public Comment:

None.

**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: May 15, 2025 Regular Meeting

*It was moved by Director Cornejo, seconded by Director Villaseñor, to Approve to the Consent Agenda, as modified, ROLL CALL VOTE: Motion carried 5-0-1 (FOR: Cornejo, McQueen-Legohn, Perello, Villaseñor and Newman ABSTAIN: Nelson).*

**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)(4)) – one case

The Board convened to closed session at 8:35a.m. And adjourned out of closed session at 9:13 a.m. There was no closed session report since there was no reportable action taken on the closed session matter.

**REGULAR AGENDA** (Items 6 through 9)

**6. PUBLIC HEARING - ORDINANCE REGULATING THE USE OF THE MALIBU BAY CLUB ONSITE WASTEWATER TREATMENT SYSTEM AND ADOPTING SEWER SERVICE CHARGES – SECOND READING OF ORDINANCE NO. VRSD-118**

Public hearing was called to order by Chair Newman. Tina Rivera, Finance Director presented the staff report to the board. It was reported that VRSD received ninety-one protest letters from Malibu Bay Club residents opposing to adopting VRSD Ordinance NO.118. Therefore, VRSD Ordinance 118 has been successfully protested.

Roy Schneider, Malibu Bay Club Council spoke and noted he had the original protest letters from MBC parcel owners/members against VRSD Ordinance NO.118.

Bob Honore, parcel owner from Malibu Bay Club, commented if there could be a discussion and some middle ground found between VRSD and MBC regarding the sewer service rate increase and VRSD continuing as operator of the treatment plant. He also noted that he thought VRSD did a fine job of maintaining the treatment plant. He finished his public comment by referencing a letter he received from MBC asking if he would support the termination of the VRSD and MBC agreement governing the onsite treatment plant.

Chair Newman, briefly responded to Mr. Honore's comments by letting him know that this was an opportunity for him to make public comments to the Board but that the Board could not engage in a conversation or discussion with him on matters not on the Board's agenda.

The Public Hearing was closed.

*It was moved by Director Kildee, seconded by Director Perello, to receive and File Item number 6A only, to conduct a public hearing regarding the proposed rules, fees and charges for the Malibu Bay Club Onsite Wastewater Treatment System, Ordinance No. VRSD-118: ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Kildee, McQueen-Legohn, Nelson, Perello, Cornejo, Villaseñor and Newman).*

7. ADOPTION OF VRSD BOARD RESOLUTION NO. 25-01 REGARDING COLLECTION OF SEWER SERVICE CHARGES THROUGH THE VENTURA COUNTY TAX ROLL

Tina Rivera, Director of Finance presented the staff report to the Board.

Bob Honore, Resident of Malibu Bay Club commented that there was a letter sent out to the residents of MBC requesting their concurrence with the approval of a termination and release agreement between VRSD and Malibu Bay Club.

Tina Rivera, Director of Finance commented that the collection of sewer charges on the tax rolls would go into effect July 1, 2025 if VRSD continues as the operator of the treatment plant beyond June 30, 2025. At this time the District has not received any evidence that it is no longer the operator of the treatment.

*It was moved by Director Nelson, seconded by Director Halter to Adopt VRSD Board Resolution No. 25-01 Regarding Collection of Sewer Service Charges by the County of Ventura; and Adopt Report (Attachment 1) which lists the Assessor's Parcel Numbers and the corresponding amount of charges proposed for collection on the County tax rolls; and Direct VRSD staff to file a certified copy of the adopted reports and ordinance with the Ventura County Auditor-Controller; and Direct staff to coordinate collection of sewer service charges on the general Ventura County tax rolls with the County Auditor-Controller, Assessor, and Tax Collector, and to submit to the Auditor-Controller all required forms and data needed to place direct assessments on the tax roll. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Kildee, McQueen-Legohn, Nelson, Perello, Cornejo, Villaseñor and Newman).*

8. CONSIDER AND APPROVE OF PROPOSED VRSD POLICY NO. HR-1.1.17, COMPLIANCE WITH AB 2561(GOV. CODE §3502.3) ON VACANCIES, RECRUITMENT AND RETENTION; AND HOLD A PUBLIC HEARING IN ACCORDANCE WITH VRSD POLICY NO. HR-1.1.17

Chris Theisen, General Manager presented the staff report to the Board.

*It was moved by Director Kildee, seconded by Director Villaseñor to Approve and adopt VRSD Policy HR-1.1.17, Compliance with AB 2561 (Gov. Code §3502.3) on Vacancies; and Recruitment and Retention. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Kildee, McQueen-Legohn, Nelson, Perello, Cornejo, Villaseñor and Newman).*

A Public Hearing was held in accordance with VRSD Policy HR-1.1.17, where General Manager Chris Theisen presented information on the status of vacancies and recruitment and retention efforts at the District.

*It was moved by Director Perello, seconded by Director Kildee to Hold a public hearing in accordance with VRSD Policy HR-1.1.17, to present information on the status of vacancies and recruitment and retention efforts at the District .ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Kildee, McQueen-Legohn, Nelson, Perello, Cornejo, Villaseñor and Newman).*

Vice Chair Villaseñor left the Board Meeting at 10:10 am.

9. CONSIDER, APPROVE, AND ADOPT THE PROPOSED FISCAL YEARS 2025-26 AND 2026-27 DISTRICT BUDGET

Tina Rivera, Director of Finance presented the staff report to the Board.

*It was moved by Director McQueen-Legohn, seconded by Director Halter to Approve the Proposed Fiscal Years 2025-26 and 2026-27 Budget; and Adopt VRSD Resolution No. 25-02 Adopting the Fiscal Years 2025-26 and 2026-27 Budget. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Nelson, Perello, Cornejo, and Newman).*

**INFORMATION ITEMS** (Items 10 through 12)

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

10. Disbursement Report: None
11. Investment Report: None
12. Future Meetings, Seminars and Conferences
  - June 19, 2025, 8:30 a.m.– Regular Board Meeting, District Office
  - July 1, 2025, 8:30 a.m. – P&F Committee Meeting, District Office
  - July 3, 2025, 8:30 a.m.– Regular Board Meeting, District Office
  - July 17, 2025, 8:30 a.m.– Regular Board Meeting, District Office
  - July 30-August 1, 2025, California Association of Sanitation Agencies (CASA) Annual Conference, San Diego, CA

Chris Theisen, General Manager noted the District will be having a Special Meeting on June 20, 2025. Mr. Theisen also reminded the Board that the meeting of July 3, 2025 was one day before the Independence Day Holiday.

It was *moved by Director Perello, seconded by Director McQueen-Legohn*, to receive and file Information Items. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Nelson, Perello, Cornejo, and Newman).

**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: None
15. Board Member Comments and Future Agenda Items:

Director Nelson, suggested the District consider becoming a member of the Ventura County Special Districts Association and noted he serves as the Vice Chair.

Director McQueen-Legohn noted she will not be attending the June 19th or 20<sup>th</sup> Board Meetings.

16. General Manager Comments

Chris Theisen, General Manager, asked for Chair Newman to report to the Board regarding the Executive Committee Meeting that took place on June 3, 2025.

Chair Newman, reported the Committee has selected four General Manager candidates for the Board to interview during a Special Meeting on June 20, 2025.

Mr. Theisen also reported the recruitment for the Director of Operations is set to close on June 9, 2025.

It was *moved by Director Halter, seconded by Director Nelson*, to receive and file Oral reports Items. ROLL CALL VOTE: Motion carried 7-0 (FOR: Halter, Kildee, McQueen-Legohn, Nelson, Perello, Cornejo, and Newman).

Chair Newman adjourned the meeting in memory of former City of Oxnard Mayor, Tom Holden long term Public Servant.

**ADJOURNMENT:** Adjourn to Regular Meeting to be held June 19, 2025, 8:30 a.m. at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

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Mayra Rodriguez  
Clerk of the Board

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David Newman, Chairperson  
Ventura Regional Sanitation District