

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of December 5, 2024  
4105 W. Gonzalez Road, Oxnard, California

Chair Newman, called the meeting to order at 8:35 a.m.

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

Martha McQueen-Legohn, City of Port Hueneme  
David Newman, City of Thousand Oaks  
Doug Halter, City of Ventura  
Christina Villaseñor, City of Fillmore  
Kevin Kildee, City of Camarillo

Absent: Andrew Whitman, City of Ojai, Bert Perello, City of Oxnard, Carlos Juarez, City of Santa Paula

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 Villaseñor.

3. Agenda Review:

No changes were made.

*It was moved by Director Halter, seconded by Director Kildee, to approve the Agenda Review. ROLL CALL VOTE: Motion carried 5-0 (FOR: Halter, Kildee, McQueen-Legohn, Villaseñor and Newman.)*

4. Public Comment:

None.

**PRESENTATION** (Item 5 only)

5. Certificate of Appreciation Presented to Robert Nast Ending Term on the VRSD Board.  
Chair Newman presented the Certificate of Appreciation for Director Robert Nast.

**CONSENT AGENDA** (Item 6 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.

6. Approval of Minutes: November 21, 2024 Regular Meeting,

*It was moved by Director McQueen-Legohn, seconded by Director Villaseñor, to approve the Agenda as presented. ROLL CALL VOTE: Motion carried 4-0-1 (FOR: Kildee, McQueen-Legohn, Villaseñor and Newman. Abstain: Halter)*

**REGULAR AGENDA** (Items 7 and 8)

7. Proposed 2025 Ventura Regional Sanitation District Board of Directors Board Meeting Calendar

Chris Theisen, General Manager, provided the report and answered questions.

Director Halter and Chair Newman recommended the January 2, 2025 Board meeting be removed from the Calendar.

*It was moved by Director Villaseñor, seconded by Director McQueen-Legohn, to approve the proposed 2025 Board Meeting Calendar, with the recommended change to remove the January 2, 2025 Board Meeting. ROLL CALL VOTE: Motion carried 5-0 (FOR: Halter, Kildee, McQueen-Legohn, Villaseñor and Newman.)*

8. Receive and File VRSD FY 2023-2024 Annual Comprehensive Financial Report

Jonathan Foster from Davis Farr, provided the Board with a presentation and answered questions.

Tina Rivera, Director of Finance, provided the Board with a presentation and answered questions.

*It was moved by Director Kildee, seconded by Director McQueen-Legohn, to receive and file the Fiscal Year 2023-24 Annual Comprehensive Financial Report prepared for VRSD. ROLL CALL VOTE: Motion carried 5-0 (FOR: Halter, Kildee, McQueen-Legohn, Villaseñor and Newman.)*

**INFORMATION ITEMS** (Items 9 through 11)

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

9. Disbursement Report: None
10. Investment Report: None
11. Future Meetings, Seminars and Conferences
  - ♦ Dec 19, 2023, 8:30 a.m. – Regular Board Meeting, District Office
  - ♦ Jan 7, 2025, 8:30 a.m. – P&F Committee Meeting, District Office
  - ♦ Jan 2, 2025, 8:30 a.m. – Regular Board Meeting, District Office
  - ♦ Jan 16, 2025, 8:30 a.m. – Regular Board Meeting, District Office

Chris Theisen, General Manager noted the District will be holding the December 19, 2024 Board Meeting.

Director Kildee, noted he would have to leave the December 19, 2024 Board meeting by 9:30am.

It was *moved by Director Villaseñor, seconded by Director Halter*, to receive and file Information Items. ROLL CALL VOTE: Motion carried 5-0 (FOR: Halter, Kildee, McQueen-Legohn, Villaseñor and Newman.)

**ORAL REPORTS** (Items 12 through 15)

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

12. Regulatory Compliance Report: None
13. Committee Reports: None
14. Board Member Comments and Future Agenda Items

Director Kildee, noted that Mike Morgan, former mayor and Councilman of the City of Camarillo, passed away on November 26, 2024.

Director Halter, announced he was re-elected and most likely will continue serving on the VRSD Board for the City of San Buenaventura.

Vice-Chair Villaseñor noted she was re-elected for the City of Fillmore.

Chair Newman noted he is also expected to be serving next year on the VRSD Board for the City of Thousand Oaks.

15. General Manager Comments

Chris Theisen, General Manager announced that Andrew Nelson of the Camrosa Water District will be serving as the new appointed Special District Board Member.

It was *moved by Director Kildee, seconded by Director McQueen-Legohn*, to receive and file Oral Reports. ROLL CALL VOTE: Motion carried 5-0 (FOR: Halter, Kildee, McQueen-Legohn, Villaseñor and Newman.)

**CLOSED SESSION** (Item 16 only)

At 9:34am., Legal Counsel Robert Kwong announced that it was the intention of the Ventura Regional Sanitation District Board of Directors to meet in closed session to consider the following items:

16. **CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to Gov. Code Section 54956.9(d)(2)One Case

The Board convened to closed session at 9:34 am and adjourned out of Closed Session at 10:04 am. There was no closed session report since there was no reportable action taken on the closed session matter.

**ADJOURNMENT:** Adjourn to Regular Meeting to be held December 19, 2024, 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