



**2025 San Diego Chapter Directors**

- Jose Martinez – President and Board Chair, *Otay Water District General Manager*
- Rachel Mason – First Vice President, *Fallbrook Regional Healthcare District*
- Elaine Sullivan – Second Vice President, *Leucadia Wastewater District Board Member*
- Paulina Martinez-Perez – Secretary, *South Bay Water Board Member*
- Richard Stevenson – Treasurer, *Sweetwater Authority Finance Director*
- Jo MacKenzie – State CSDA Director/Legislative Rep, *Vista Irrigation District Board Member*
- Jack Bebee – Past President, *Fallbrook Public Utility District General Manager*
- Teresa Penunuri – Chair, Water Utilities Committee, *Santa Fe Irrigation District*
- Jenny Diaz – Chapter Administrator

MINUTES – October 27, 2025  
***Meeting held via Zoom***

Directors Present:

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|------------------------|--------------|
| Jose Martinez          | Jo MacKenzie |
| Paulina Martinez-Perez | Jack Bebee   |
| Elaine Sullivan        |              |

Directors Absent:

- Rachel Mason
- Richard Stevenson

Staff/Guests Present:

- Teresa Penunuri
- Jenny Diaz

AGENDA ITEMS:

- Chair Martinez called the meeting to order at 10:03 AM.
- Minutes of the April 21, 2025, and July 21, 2025, meetings.
  - Presented for consideration and approval.
  - *First and seconded by Sullivan and MacKenzie, respectively; motion carried out unanimously.*
- Items to be added to the Agenda – No items added.
- State CSDA Report (*MacKenzie*)
  - Jo reported on CSDA openings, noting decisions for the Finance Corps and southern region positions will be made by the board in November, with five applicants from the San Bernardino Riverside area.

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- The SDLF Taste of the City event raised \$9,000 for scholarships, and the organization now has 1,200 members across 27 chapters.
- Treasurer's Report (*Stevenson*)
  - The team reviewed the report, dated September 30, 2025, which indicated more income than expenses.
  - *First and seconded by Sullivan and MacKenzie, respectively; motion carried out unanimously.*
- Membership Report (*Sullivan*)
  - Membership – The latest report showed continued growth in members, particularly from the Port of San Diego.
  - Scholarships – The team discussed scholarships for CSDA membership, clarifying that they cover conference costs but not travel or meals, and are available to students, district employees, and elected/appointed directors.
- Committee Reports
  - Grant Committee (*Martinez-Perez*) – No report.
  - Audit Committee (*Stevenson*) – No report.
  - Nomination Committee (*Bebee*) – Jack noted a lack of interest in the Second VP and Secretary positions and will call for nominations at the next chapter meeting. It was noted that Paulina would serve as secretary for another year before potentially moving to vice president, while Elaine confirmed her continued interest and service as second vice president.
  - District News Updates (*Martinez-Perez*) – Paulina reported that the website is outdated and lacks necessary updates. She is working to gain access to website logins to make improvements. The team discussed the video contest, confirming it is still active and managed through the national level. Jenny offered to provide Paulina with administrative access to the website to help streamline the process. The team also discussed newsletter distribution and legislative outreach. They agreed to continue sending newsletters but reminded the team about being mindful about offering complimentary dinners to legislators.
- Quarterly Chapter Meetings (*Martinez*)
  - The team reviewed membership engagement, noting satisfaction with current leadership and speaker quality, and discussed potential sponsors for upcoming events, with Jenny managing outreach to three potential sponsors including GovDeals. The conversation ended with a discussion about allowing sponsors to present at meetings to better engage the membership and promote their offerings. Jenny agreed to implement a projector display with sponsor logos and contact information at future events.
  - Teresa announced the next Water Utilities Committee meeting would be held on January 20<sup>th</sup>, where Meena Westford from the Water Authority will discuss imported water issues, following up on Jenny Pierre's previous presentation about State Water Contractors; Location – The Butcher Shop.
  - Teresa was tasked with recruiting additional committee members to share the workload.
  - The team discussed the need for a new logo for the "Water Utilities Committee".
  - The team discussed venue options for future events, with Teresa suggesting Bougie Mama, a Greek restaurant in Kearny Mesa, as a potential space for 50 people, and

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Paulina confirming it has good parking and a large back area. Also discussed were Sheraton and Four Seasons hotels as alternatives, though Elaine pointed out the distance from North County and the higher costs associated with hotel venues. Jose and others agreed that Kearny Mesa is centrally located and works well for attendance.

- The team addressed potential issues with the current venue, The Butcher Shop, and considered having an alternative location for future meetings. Jose mentioned that they typically book a year in advance but sometimes conflicts arise, and Elaine suggested having a year-long reservation.
- Jose and Jenny agreed to review calendars to align CSDA dinners with conferences, while Jose noted they should book 2026's events soon.
- The team also briefly touched on their next quarterly chapter meeting scheduled for November 20<sup>th</sup>, with Rachel handling speaker arrangements.
- Jo asked if meeting information was sent to legislators, which Jose confirmed it is.
- Elections – No report.

➤ New Business

- The team noted upcoming mandatory training requirements for ethics, sexual harassment, and SB 827.

➤ Next Executive Board meeting is set for January 26, 2026, via Zoom.

There being no other business to discuss, the meeting was adjourned at 10:41 AM.

Respectfully submitted,

Jenny Diaz