



Board of Directors

David Newman  
Chairperson  
*City of Thousand Oaks*

Christina Villaseñor  
Vice-Chairperson  
*Fillmore*

Bert Perello  
Oxnard

Andrew Nelson  
*Special Districts*

Leslie Cornejo  
*Santa Paula*

Andrew Whitman  
*Ojai*

Doug Halter  
*Ventura*

Kevin Kildee  
*Camarillo*

Martha McQueen-  
Legohn  
*Port Hueneme*

Staff

Chris Theisen  
*General Manager*

Robert N. Kwong  
*General Counsel*

Mayra Rodriguez  
*Clerk of the Board*

Mission Statement

The Ventura Regional Sanitation District is a non-tax-supported public agency providing sanitation services. We offer the highest quality service at the lowest possible cost for our customers, and we will provide solutions by involving our staff, our customers, and our community.

**NOTICE OF MEETING**

**NOTICE IS HEREBY GIVEN** that the Ventura Regional Sanitation District Board of Directors will hold a **REGULAR MEETING** on **Thursday, February 20, 2025 at 8:30 a.m.**, at the Ventura Regional Sanitation District office, 4105 W. Gonzalez Road, Oxnard, California. The business to be transacted is as follows:

**A G E N D A**

The Board agenda is posted at least 72 hours preceding the Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54954.2. Action will be taken on unanticipated items only when an emergency (as defined in Government Code Section 54956.5) exists or as otherwise allowed under Government Code Section 54954.2(b). In compliance with the Americans with Disabilities Act, if you need special accommodation/assistance to participate in a District event, please call the California Relay Service TDD line at (800) 735-2929 or the Clerk of the Board at (805) 658-4638 at least 48 hours prior. Notification prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to participate. Copies of individual reports may be requested from the Clerk of the Board or viewed on the District's website, at [www.vrsd.com](http://www.vrsd.com).

1. Call Meeting to Order, Roll Call
2. Pledge of Allegiance
3. Agenda Review (General Manager/Board of Directors)  
Consider and approve, by majority vote, minor revisions to the Board agenda items or related attachments and any item added to, removed from, or continued from the Board agenda.
4. Public Comment (Items not on the agenda – 5 minute limit)  
Opportunity for members of the public to briefly address the Board on items NOT on the agenda. In accordance with Government Code Section 54953(a). Persons wishing to comment on agenda items should complete a speaker card and submit it (preferably before the meeting) to the Clerk. The Chairman will then recognize them at the appropriate time. Once recognized, persons should step to the podium, clearly state their name and address for the record, and address the item being considered in as brief, clear, and concise a manner as possible.

**PRESENTATION** (Item 5 only)

5. Certificate of Appreciation Presented to Carlos Juarez, City of Santa Paula.

**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: February 6, 2025 Regular Meeting

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

7. 2025 Board Committee Appointments

1. Approve appointment of Chairperson Newman, Vice Chairperson Villasenor and former Chairperson Kildee to the Executive Committee; and
2. Approve Chairperson Newman's appointments to the Facilities Committee, Personnel & Finance Committee, and Ventura County Regional Energy Alliance.

8. Consider And Approve, And Authorize The Board Chair To Sign, A Contract With Ralph Andersen & Associates For Executive Recruitment Services For The Position Of General Manager In An Amount Not To Exceed \$38,950

1. Approve, and Authorize the Chairperson to sign, VRSD Contract No. 25-002 between Ralph Andersen & Associates and VRSD, in the amount of \$38,950, for Executive Recruiting Services for a new General Manager.
2. Delegate key search process tasks to the Executive Committee as more fully described and explained in the Board letter.

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

It is recommended that the Board receive and file

9. Disbursement Report: January 2025
10. Investment Report: January 2025

11. Future Meetings, Seminars and Conferences

- March 4, 2025, 8:30 a.m. – P&F Committee Meeting, District Office
- March 6, 2025, 8:30 a.m. – Regular Board Meeting, District Office.
- March 20, 2025, 8:30 a.m. – Regular Board Meeting, District Office

**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: Executive Committee Meeting of February 11, 2025.

14. Board Member Comments and Future Agenda Items

Opportunity for Board members to briefly comment on matters they deem appropriate to the business of VRSD. A Board member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his or her own activities related to the VRSD. A Board member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning a matter related to the VRSD business. The Board may also direct staff to place a matter of business on a future VRSD Board agenda.

15. General Manager Comments

Brief announcements and report on General Manager and VRSD workforce activities.

**ADJOURNMENT:** Adjourn to Regular Meeting to be held March 6, 2025, 8:30 a.m. at the Ventura Regional Sanitation District office.